



Notice of Meeting and Meeting Agenda Salt Spring Island Local Community Commission

Thursday, May 15, 2025

9:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

MS Teams Link: [Click here](#)

E. Rook (Chair), G. Holman (Vice Chair), G. Baker, B. Corno, B. Webster

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [25-0551](#) Minutes of April 17, 2025 Salt Spring Island Local Community Commission

Recommendation: That the minutes of April 17, 2025 meeting be adopted as circulated.

Attachments: [Minutes: April 17, 2025](#)

4. Chair, Director, and Commissioner Reports

5. Senior Manager Report

6. Presentations/Delegations

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address for "Addressing the Salt Spring Island Local Community Commission" no later than 4:30 pm two days before the meeting and staff will respond with details. Alternatively, you may email your comments on an agenda item to the Salt Spring Island Local Community Commission (LCC) at saltspring@crd.bc.ca.

6.1. Presentations

6.1.1. [25-0552](#) Presentation: Isha Matous-Gibbs, Urban Matters Re: Integrated Housing Strategy Action Plan

6.2. Delegations

7. Commission Business

7.1. [25-0553](#) Salt Spring Island Electoral Area 2025 Grant-In-Aid Application - Spring Intake

Recommendation: That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director:

1. Approve the Grant-in-Aid applications to the applicants listed in Appendix A, in the amount of \$39,096; and
2. Approve the Grant-in-Aid applications to the applicants listed in Appendix B in the amount of \$7,500 subject to the application changes listed under Table 5.

Attachments: [Staff Report: Salt Spring Island Electoral Area 2025 Grant-In-Aid Application - S](#)

[Appendix A: Salt Spring Island 2025 Grant-In-Aid Spring Intake Application](#)

[Appendix B: Salt Spring Island 2025 Grant-In-Aid Spring Intake Application](#)

[Appendix C: GIA – Salt Spring Historical Society](#)

[Appendix D: GIA – Gulf Islands Community Radio Society](#)

[Appendix E: GIA – Salt Spring Community Energy](#)

[Appendix F: GIA – The Circle Salt Spring Education Society](#)

[Appendix G: GIA – Salt Spring Therapeutic Riding Association](#)

[Appendix H: GIA – GISRA](#)

[Appendix I: GIA – Salt Spring Island Rowing Club](#)

[Appendix J: GIA – Restorative Justice Salt Spring Island](#)

[Appendix K: GIA – Salt Spring Island Farmland Trust Society](#)

[Appendix L: GIA – Copper Kettle Community Partnership](#)

[Appendix M: GIA – Bandemonium Music Society](#)

[Appendix N: GIA – Bandemonium Music Society](#)

[Appendix O: GIA – The Diverse Village](#)

[Appendix P: GIA – The Salish Sea Inter Island Transportation Society](#)

[Appendix Q: GIA – Salt Spring Island Minor Baseball Association](#)

[Appendix R: GIA – Patricia Blanchard](#)

[Appendix S: GIA – Penelakut Tribe](#)

7.2. [25-0554](#) 163 Drake Road - Phoenix Elementary School Property Expression of Interest

Recommendation: That the Salt Spring Island Local Community Commission authorize staff to enter a lease with Creek Song Learning Centre for a portion of the main building, playground and community gardens located at 163 Drake Road (PID 004-607-295) at a monthly rate of \$1,000 plus GST.

Attachments: [Staff Report: 163 Drake Road - Phoenix Elementary School Property Expression](#)
 [Appendix A: Creek Song Learning Centre Proposal](#)
 [Appendix B: Chuan Society Proposal](#)
 [Appendix C: Salt Spring Chapter of the BCSPCA](#)
 [Appendix D: Decision Making Framework](#)

7.2.a. [25-0437](#) Housing Now HomeShare Registry Project

Recommendation: The Salt Spring Island Local Community Commission approved a \$23,724 contract with the Southern Gulf Islands Community Resource Centre for a Housing Now HomeShare Registry for Salt Spring Island.

Attachments: [Staff Report: Housing Now HomeShare Registry Project](#)
 [Appendix A: Housing Now HomeShare Registry Project Work](#)

7.3. [25-0557](#) SD64 and CRD Special Joint Meeting

Recommendation: There is no recommendation, this report is for information only.

Attachments: [Staff Report: SD64 and CRD Special Joint Meeting](#)
 [Appendix A: Kanaka Skate Park Joint Use Agreement](#)
 [Appendix B: SD64 and CRD Joint Use Agreement](#)
 [Appendix C: Salt Spring Island Multi Space Lease](#)
 [Appendix D: Hydofield Design, Construction Management & Operating License](#)
 [Appendix E: 163 Drake Road, Phoenix Elementary Lease](#)

8. Notice(s) of Motion

8.1. [25-0574](#) Motion with Notice: Drake Road Licence of Occupation (D. Holman)

Recommendation: [At the May 08, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at a following meeting:]

"That the CRD SSI Electoral Area Director and staff explore possibilities for a Licence of Occupation or similar arrangement allowing for location of the Hearth on CRD Housing's Drake Road property in proximity to the supported housing facility."

8.2. [25-0575](#) Motion with Notice: Mobile Speed Reader Board Advocacy (D. Holman)

Recommendation: [At the May 08, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at a following meeting:]

"That staff submit an immediate request to MOTT for location of their mobile speed reader board on SSI at a priority location, for example: Upper Ganges southbound just before Baker Rd intersection; Sunset Drive southbound near Duck Creek Park; Vesuvius Bay Rd westbound just before ferry terminal."

8.3. [25-0576](#) Motion with Notice: Prioritizing Locations for Reflectors (G. Holman)

Recommendation: [At the May 08, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Director Holman into record to be discussed at a following meeting:]

"That the Salt Spring Island Local Community Commission develop a list of priority locations for installation of flexible steel reflectors."

8.4. [25-0573](#) Motion with Notice: Repaving and Intersection Advocacy (B. Webster)

Recommendation: [At the May 08, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Webster into record to be discussed at a following meeting:]

"That the Salt Spring Island Local Community Commission (LCC) write to the B.C. Minister of Transportation and Transit requesting:

1. In order to enhance road safety, increase active transportation options and support expanded public transit along Salt Spring Island's primary north-south transportation corridor, that the Ministry place a high priority on repaving and widening paved shoulders on Fulford-Ganges Road from Cranberry Road to the planned Blackburn/Cusheon Bridge.
2. In order to improve safety, reduce congestion and enable planning for other projects in the Ganges core, undertake an options study of long-term solutions to the intersection of Fulford-Ganges Road and Lower Ganges Road on Salt Spring Island."

9. Motion to Close Meeting

9.1. [25-0568](#) Motion to Close Meeting

Recommendation: 1. That the meeting be closed for discussion of negotiations that could reasonably be expected to harm the interest of the Electoral Area under Section 90(1)(k) of the Community Charter [2 items].

10. Adjournment

Next Meeting:

-Thursday, June 5, 2025 at 9:00AM in the Salt Spring Island Multi Space (SIMS)
Boardroom, 124 Rainbow Road, Salt Spring Island, BC V8K 2V5

Meeting Minutes - Draft

Salt Spring Island Local Community Commission

Thursday, April 17, 2025

9:00 AM

SIMS Boardroom
124 Rainbow Road
Salt Spring Island BC

PRESENT:

COMMISSIONERS: E. Rook (Chair) G. Holman (Director), G. Baker, B. Corno, B. Webster ,

STAFF: S. Henderson, Senior Manager, Real Estate, SGI Administration and SSI LCC, D. Ovington, Senior Manager, SSI Administration, D. Olafson, Manager, SSI Engineering, M. Williamson, Committee Clerk, (Recorder)

GUEST: M. Boysen, North Salt Spring Waterworks District, C. Court, Momentum Design Build (EP), A. Geddes, Windsor Plywood (EP),

EP- Electronic Participation

These minutes follow the order of the agenda although the sequence may have varied.

The meeting was called to order at 09:01 am.

1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That a late delegation, C. Johnson be permitted to speak.
CARRIED

MOVED by Commissioner Corno, SECONDED by Commissioner Webster,
That agenda for the March 20, 2025, meeting of the Local Community
Commission be approved as amended with the addition of agenda item 6.2.2.
Delegation: Corey Johnson, Salt Spring Island Minor Baseball Re: Item 7.4 Salt
Spring Island Parks and Recreation - 2025-2026 Fees and Charges.
CARRIED

3. Adoption of Minutes

3.1. Minutes of March 20, 2025 Salt Spring Island Local Community Commission

MOVED by Director Holman, SECONDED by Commissioner Webster,
That the minutes of March 20, 2025 meeting be adopted as circulated.
CARRIED

4. Chair, Director, and Commissioner Reports

Commissioner Rook spoke of the following items:

- Next joint meeting with the Local Trust Committee
- Integrated Housing Plan

Director Holman spoke of the following items:

- Proposed Regional Transportation Service AAP
- Bylaw Review Workshop
- AAVIC Conference
- Regional District legislative review
- BC Transit funding resources
- Kings Lane affordable housing
- Rural Housing program expression of interest
- Drake road housing
- Mahon Hall maintenance costs for SSI Arts Council
- Change in CWF guidelines
- SSI Harbours Roundtable
- BC Ferries Vesuvius upgrade

Commissioner Webster spoke of the following items:

- SSI Foundation Funders Table
- Proposed Regional Transportation Service AAP
- Bylaw Review Workshop

Commissioner Corno spoke of the following items:

- SSI Harbours Roundtable
- SSI Volunteer Fair

Commissioner Baker spoke of the following items:

- Transitions SS Chipping Program
- SSI Harbours Roundtable
- Island Pathway roadside sweeping
- Ask Salt Spring

5. Senior Manager Report

D. Ovington spoke regarding hiring a new SSI Engineer Manager.

S. Henderson provided information on:

- Short Term Rentals Provincial requirements
- Business licence feasibility report
- Green house gases and biochar report
- SSI Harbours Roundtable

6. Presentations/Delegations

6.1. Presentations

6.1.1. Presentation: Mark Boysen; North Salt Spring Waterworks District, Re: Update Proposed Maxwell Lake Water Treatment Plant

M. Boysen spoke regarding the proposed Maxwell Lake Water Treatment Plant Project.

6.1.2. Presentation: Stefanie Campbell; Windsor Plywood and Momentum Design Build, Re: Widening Entrance at 166 Rainbow Road (Windsor Plywood)

C. Court spoke regarding the proposed widening of entrance at 166 Rainbow Road.

6.2. Delegations

6.2.1. Delegation: Myna lee Johnstone, SSI Resident Re: Item 7.1 Ganges Active Transportation Plan

M. Johnstone spoke to item 7.1.

6.2.2. Delegation: Corey Johnson, Salt Spring Island Minor Baseball Re: Item 7.4 Salt Spring Island Parks and Recreation - 2025-2026 Fees and Charges

C. Johnson spoke to item 7.4.

7. Commission Business

7.1. Ganges Active Transportation Plan

Discussion ensued regarding updates on the Ganges Active Transportation Plan.

7.2. Project Tracker Quarterly No. 18, 2025

This report was received for information.

Discussion ensued regarding updates on project tracker.

7.3. Motion Tracker

This report was received for information.

7.4. Salt Spring Island Parks and Recreation - 2025-2026 Fees and Charges

MOVED by Director Holman, **SECONDED** by Commissioner Baker,
That the Recreation Centre drop-in fees increase by 5% for 2025-2026.

DEFEATED

OPPOSED Baker, Corno, Rook, Webster

Commissioner Baker declared a personal conflict and recused herself from the meeting room at 11:49pm.

MOVED by Director Holman, **SECONDED** by Commissioner Webster,
That the Small Classroom and Large Classroom per month rate increase by 5% for 2025-2026.

CARRIED

Commissioner Baker returned to the meeting room at 11:55pm.

MOVED by Director Holman, **SECONDED** by Commissioner Webster,
That the Ball Diamond and Main Field/ Side Field per hour rate be \$2.50 for Youth non-profit and \$3.25 for Adult non-profit for 2025-2026.

CARRIED

MOVED by Commissioner Baker, **SECONDED** by Director Holman,
That the meeting be extended past the 3-hour scheduled time.

CARRIED

MOVED by Commissioner Webster, **SECONDED** by Director Holman,
That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Parks and Recreation 2025/2026 Fees and Charges be approved with specific amendments to Appendix A excluding Small Classroom and Large Classroom per month rate.

CARRIED

Commissioner Baker declared a personal conflict and recused herself from the meeting room at 12:07pm.

MOVED by Director Holman, **SECONDED** by Commissioner Webster,
That the Salt Spring Island Local Community Commission recommends to the Capital Regional District Board that the Salt Spring Island Parks and Recreation 2025/2026 Fees and Charges be approved the Small Classroom and Large Classroom per month rate as amended in Appendix A.

CARRIED

Commissioner Baker returned to the meeting room at 12:08pm.

The Commission recessed at 12:09 pm.

The Commission reconvened at 12:41 pm.

7.5. Housing Now HomeShare Registry Project

**MOVED by Commissioner Webster, SECONDED by Director Holman,
That consideration of the agenda item be postponed to the May 15, 2025.
CARRIED**

7.6. SSI Chamber of Commerce Funding Request

**MOVED by Director Holman, SECONDED by Commissioner Baker,
The Salt Spring Island Local Community Commission approve a \$10,000 contract
with the Salt Spring Island Chamber of Commerce to support the Salt Spring
Island Visitor Centre.
CARRIED**

**MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the agenda be amended to move consideration of agenda item 9.1. before
agenda item 8.1.
CARRIED**

9. Motion to Close Meeting

9.1. Motion to Close Meeting

**MOVED by Commissioner Webster, SECONDED by Commissioner Corno,
That the meeting be closed for consideration of whether a meeting should be
closed under a provision of a subsection of the Community Charter, under
Section 90(1)(n) of the Community Charter.
CARRIED**

The Salt Spring Island Local Community Commission returned to the closed session at 1:04pm

The Salt Spring Island Local Community Commission rose from its closed session at 1:12pm without report.

**MOVED by Commissioner Webster, SECONDED by Commissioner Baker,
That the meeting be closed for negotiations of a proposed provision of a service
that are at their preliminary stages and that could reasonably be expected to
harm the interests of the Electoral Area under Section 90(1)(k) of the Community
Charter.
CARRIED**

**MOVED by Director Holman, SECONDED by Commissioner Baker,
That the meeting be closed for consideration of information received and held in
confidence relating to negotiations between the Electoral Area and a provincial
government Section 90(2)(b) of the Community Charter.
CARRIED**

The Salt Spring Island Local Community Commission returned to the closed session at 1:13pm.

The Salt Spring Island Local Community Commission rose from its closed session at 3:58pm without report.

8. Notice(s) of Motion

8.1. Motion with Notice: SSI Foundation Meeting (G. Baker)

**MOVED by Commissioner Webster, SECONDED by Director Holman,
That consideration of the Motion with notice be postponed to the June 19, 2025.
CARRIED**

10. Adjournment

**MOVED by Commissioner Corno, SECONDED by Commissioner Baker,
That the Local Community Commission adjourn the meeting at 04:02pm.
CARRIED**

CHAIR

SENIOR MANAGER

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, MAY 15, 2025**

SUBJECT Salt Spring Island Electoral Area 2025 Grant-In-Aid Application – Spring Intake

ISSUE

To review the Spring 2025 Grant-In-Aid application submissions for the Salt Spring Island Electoral Area.

BACKGROUND

The Supplementary Letters Patent for Grant-In-Aid (GIA) requires Capital Regional District (CRD) approval to be obtained before any payments for GIA are made on behalf of one or more-member electoral areas to any organization deemed to be contributing to the general interests and advantage of the area.

This service covers the Electoral Areas (EA). Before exercising the powers described above, the Supplementary Letters Patent requires that the Salt Spring Island (SSI) Local Community Commission (LCC) obtain the written approval of the Director of each EA to the proposed GIA for such EA.

In 2023, the LCC directed that two annual intakes for Grant-in-Aid (GIA) funding be held for the Salt Spring Island Electoral Area—one in the spring and one in the fall.

Table 1: Salt Spring Island 2025 Grant-In-Aid Overall Summary

The current 2025 GIA budget is \$65,486.

2025 GIA Overall Summary	Core GIA		
	Budget	Spent	Remaining
SSI (\$)	68,986	3,500	65,486

Table 2: Salt Spring Island Grant-in-Aid Awarded for 2025

The Transition Salt Spring Society application was brought forward ahead of the GIA Spring Intake at the direction of the LCC.

2025 Project Summary		
Applicant	Project Title	Award (\$)
Transition Salt Spring Society	To organize the collection and chipping of invasive plants in spring 2025.	\$ 3,500
GIA Total		\$ 3,500

Table 3: Salt Spring Island 2025 Grant-In-Aid Spring Intake Summary

The CRD Salt Spring Island Electoral Area has allocated 75% of its 2025 Grant-in-Aid (GIA) budget to the Spring Intake, totaling \$51,739.50. After awarding \$3,500 to the Transition Salt Spring Society, the remaining balance for the Spring Intake is \$48,239.50.

2025 GIA Spring Intake Summary	Core GIA		
	Budget	Spent	Remaining
SSI (\$)	\$51,739.50	\$3,500	\$48,239.50

Table 4: Salt Spring Island Eligible 2025 Grant-In-Aid Application Summary – Spring Intake

The Salt Spring Island 2025 Grant-In-Aid Application Summary lists GIA application submissions received by April 30, 2025, intake deadline.

2025 Grant-In-Aid Application - Spring Intake			
Applicant	Project Title	Amount Requested (\$)	Guideline \$5,000 Max (\$)
Salt Spring Historical Society	New large bed scanner to do the Grace Inlet and Bridgman Collections projects.	\$5,000	\$5,000
Gulf Islands Community Radio Society	Extending FM coverage to south end of SSI through repeater station on Mount Bruce.	\$5,000	\$5,000
Salt Spring Community Energy	Salt Spring Community Energy Agrivoltaics Project.	\$5,000	\$5,000
The Circle Salt Spring Education Society	Paid intergenerational co-facilitator for the Pass It On Girls program.	\$3,840	\$3,840
Salt Spring Therapeutic Riding Association	Arena lighting for therapeutic riding lessons.	\$9,500	\$5,000
GISRA	Regulatory planning and approvals and financial feasibility/business planning for a 50-unit affordable rental project at 154-164 Kings Lane.	\$10,000	\$5,000
Salt Spring Island Rowing Club	Purchase of new, professional-quality oars for an expanding fleet of quad racing boats.	\$10,000	\$5,000
Restorative Justice Salt Spring Island	Build the organizational and volunteer capacity of restorative justice to respond to community conflict needs.	\$5,000	\$5,000
Salt Spring Island Farmland Trust Society	Further indigenous engagement - partners putting on the Indigenous Peoples Weekend on June 20-22, 2025.	\$5,000	\$5,000
Copper Kettle Community Partnership	To purchase Country Grocer gift cards.	\$5,000	\$5,000
Bandemonium Music Society	50% off the cost of a piano dolly.	\$ 420	\$ 420
Bandemonium Music Society	Assistance with the costs associated with three performances and one workshop.	\$1,000	\$1,000
The Diverse Village	Improve access to education, information and resources for ND families on SSI and Gulf Islands.	\$5,000	\$5,000

Applicant	Project Title	Amount Requested (\$)	Guideline \$5,000 Max (\$)
The Salish Sea Inter Island Transportation Society	Support the Tour des Iles 2025 2-day festival.	\$5,000	\$5,000
Salt Spring Island Minor Baseball Association	Baseball and softball field tarping.	\$4,900	\$4,900
Spring Intake 2025 GIA Total		\$79,660	\$65,160

Table 5: Salt Spring Island Eligible 2025 Grant-In-Aid Application Summary – Spring Intake – Other

2025 Grant-In-Aid Application – Spring Intake - Other		
Applicant	Project Title	Award (\$)
The Penelakut Council	Truth and Reconciliation Gathering on Salt Spring Island for the Penelakut Council on September 30 th , 2025	\$2,500
Patricia Blanchard	6-month pilot program that provides free and accessible garbage disposal to individuals impacted by the housing crisis	\$5,000
GIA Total		\$7,500

The Penelakut Council

The purpose of the application is to assist with the costs for the Truth and Reconciliation Gathering on Salt Spring Island for the Penelakut Council on September 30th, 2025. The CRD, Corporate Grants department indicated that the Penelakut Council GIA application would be eligible subject to the following changes:

1. The application should be resubmitted by an eligible society or agency. GIAs are intended non-profit agencies and societies, not governments.
2. A financial statement for the applying organization needs to be submitted.
3. The applicant must confirm the organization applying is not directly funded on an ongoing basis by taxation.

Patricia Blanchard

The purpose of this application is to support a 6-month pilot program that provides free and accessible garbage disposal to individuals impacted by the housing crisis, living unsheltered and liveaboards. The program will remove barriers to safe and sanitary waste management by funding monthly replacement of 15-yard bins and covering the cost of individual bags. The CRD, Corporate Grants department indicated that the GIA application would be eligible subject to the following changes:

1. The application should be resubmitted by an eligible society or agency. GIAs are intended non-profit agencies and societies, not governments.
2. To provide an estimated annual budget in lieu of financial statements.
3. To complete the following two sections of the application:
 - a. Applicant Profile section

- i. Question 1: They did not describe the services or benefits that their organization provides to the community.
 - ii. Question 3 is blank.
- b. Project/Personal Profile section
 - i. Question 3 is blank.

Table 6: Post Approval Funds Remaining

Insufficient funds exist to approve all applications, leaving a shortfall of \$24,420.50

2025 GIA Overall Summary	Core GIA			
	Budget	Spent	Spring Intake	Insufficient Funds
SSI (\$)	\$51,739.50	\$3,500	\$72,660	\$24,420.50

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director:

1. Approve the Grant-in-Aid applications to the applicants listed in Appendix A in the amount of \$39,096; and
2. Approve the Grant-in-Aid applications to the applicants listed in Appendix B in the amount of \$7,500 subject to the application changes listed under Table 5.

Alternative 2

Refer the Grant-in-Aid applications back to staff for more information.

RECOMMENDATION

That the Salt Spring Island Local Community Commission recommends the Salt Spring Island Electoral Area Director:

1. Approve the Grant-in-Aid applications to the applicants listed in Appendix A, in the amount of \$39,096; and
2. Approve the Grant-in-Aid applications to the applicants listed in Appendix B in the amount of \$7,500 subject to the application changes listed under Table 5.

Submitted by:	Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, BSc, Senior Manager of Real Estate, Southern Gulf Islands and Salt Spring Local Community Commission

- Appendix A: Salt Spring Island 2025 Grant-In-Aid Spring Intake Application
– Approval Recommended
- Appendix B: Salt Spring Island 2025 Grant-In-Aid Spring Intake Application
– Approval Recommended / Subject to Changes

Appendix C: GIA – Salt Spring Historical Society
Appendix D: GIA – Gulf Islands Community Radio Society
Appendix E: GIA – Salt Spring Community Energy
Appendix F: GIA – The Circle Salt Spring Education Society
Appendix G: GIA – Salt Spring Therapeutic Riding Association
Appendix H: GIA – GISRA
Appendix I: GIA – Salt Spring Island Rowing Club
Appendix J: GIA – Restorative Justice Salt Spring Island
Appendix K: GIA – Salt Spring Island Farmland Trust Society
Appendix L: GIA – Copper Kettle Community Partnership
Appendix M: GIA – Bandemonium Music Society
Appendix N: GIA – Bandemonium Music Society
Appendix O: GIA – The Diverse Village
Appendix P: GIA – The Salish Sea Inter Island Transportation Society
Appendix Q: GIA – Salt Spring Island Minor Baseball Association
Appendix R: GIA – Patricia Blanchard
Appendix S: GIA – Penelakut Tribe

**Appendix A: Salt Spring Island 2025 Grant-In-Aid Spring Intake Application
– Approval Recommended**

Grant-In-Aid Spring Intake Application – Approval Recommended		
Applicant	Project Title	*Recommended Grant (\$)
Salt Spring Historical Society	New large bed scanner to do the Grace Inlet and Bridgman Collections projects.	\$ 3,000
Gulf Islands Community Radio Society	Extending FM coverage to south end of SSI through repeater station on Mount Bruce.	\$ 3,000
Salt Spring Community Energy	Salt Spring Community Energy Agrivoltaics Project.	\$ 3,000
The Circle Salt Spring Education Society	Paid Intergenerational Co-facilitator for the Pass It On Girls program.	\$ 2,304
Salt Spring Therapeutic Riding Association	Arena Lighting for Therapeutic Riding Lessons.	\$ 3,000
GISRA	Regulatory Planning and Approvals and Financial feasibility/business planning for a 50-unit affordable rental project at 154-164 Kings Lane.	\$ 3,000
Salt Spring Island Rowing Club	Purchase of new, professional-quality oars for an expanding fleet of quad racing boats.	\$ 3,000
Restorative Justice Salt Spring Island	Build the organizational and volunteer capacity of Restorative Justice to respond to community conflict needs.	\$ 3,000
Salt Spring Island Farmland Trust Society	Further indigenous engagement - partners putting on the Indigenous Peoples Weekend on June 20-22, 2025.	\$ 3,000
Copper Kettle Community Partnership	To purchase Country Grocer Gift Cards	\$ 3,000
Bandemoniom Music Society	50% off the cost of a piano dolly	\$ 252
Bandemoniom Music Society	Assistance with the costs associated with three performances and one workshop.	\$ 600
The Diverse Village	Improve access to education, information and resources for ND families on SSI and Gulf Islands.	\$ 3,000
The Salish Sea Inter Island Transportation Society	Support the Tour des Iles 2025 2-day festival.	\$ 3,000
Salt Spring Island Minor Baseball Association	Baseball and Softball Field Tarping	\$ 2,940
Spring Intake 2025 GIA Total		\$39,096

** The Recommended Grant (\$) is 60% of the 'Guideline \$5,000 Max' column in Table 4.*

**Appendix B: Salt Spring Island 2025 Grant-In-Aid Spring Intake Application
– Approval Recommended / Subject to Changes**

Grant-In-Aid Spring Intake Application (Other) – Approval Recommended / Subject to Changes		
Applicant	Project Title	Award (\$)
The Penelakut Council	Truth and Reconciliation Gathering on Salt Spring Island for the Penelakut Council on September 30 th , 2025	\$2,500
Patricia Blanchard	6-month pilot program that provides free and accessible garbage disposal to individuals impacted by the housing crisis	\$3,000
GIA Total		\$5,500

RECEIVED

MAR 25 2023



Making a difference...together

Capital Regional District

Grant-In-Aid Application Form

FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-in-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Salt Spring Historical Society
129 McPhillips Ave.
Salt Spring Island B.C. V8K 2T6

Contact(s): Bob McWhirter [REDACTED]
(name) (phone) (fax)
[REDACTED]
Email address

Contact(s): David Toynbee [REDACTED]
(name) (phone) (fax)
[REDACTED]
Email address

Application Summary

Project or purpose for which you require assistance:

~~Our revenues are down this year and we need some support. As well we will be working~~
on two new projects, Grace Ilet and the Bridgman Collections of old pictures, letters and
paintings of old South Salt Spring. The grant in aid would be used to: purchase the
new large bed scanner we need to effectively do this work.

Amount of grant requested \$ [REDACTED] \$5000

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- NOT being made on behalf of an industrial, commercial, or business undertaking
- NOT available for the personal benefit of any individual, proprietor, member or shareholder

[Signature]
(signature of authorized signatory)

President
(title)

R. McWhirter
(print name)

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (_____)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

The grant in aid would be used to:

1. Buy a new large screen scanner for digitizing materials on to our website. ~~(\$1500)~~ approx. \$5000
- ~~2. Buy a new apple computer system to upgrade our current electronic systems. (\$1250)~~
- ~~3. Buy an ipad for displaying website materials (\$650)~~
- ~~4. Software up grades to equipment (\$400)~~
- ~~5. Community projects - Grace Point Islet - Bridgmont Collection on to website. (\$1400)~~

3. Please describe how this proposal will benefit the community.

It will assist us in continuing our operation as part of the Salt Spring Library where we are located. As we are the holder of much of the early historical documents of Salt Spring Island we receive requests from a wide range of people. This year our revenues are down because of COVID. We have not been able to hold many public meetings. Our membership numbers has varied this year as well resulting in less being collected.

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

The Salt Spring Historical Society operates the Archives. The Archives are a good resource for our community. It provides materials of a historical nature. We are used as a resource for storing community and family histories. Our services are not available from any other community group.

2. Describe the geographic area that receives services or benefits from your organization.

The Gulf Islands are our major user of our materials but we have a wide range through our website. We get requests from B.C., Alberta and other geographic areas.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

NIL

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

The Historical Society has 70 members. 15 volunteers operate our Archives under the direction of our two Archives Managers.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o project budget,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☒ NO ☐ YES

If yes, complete the following chart. If no, please explain: _____

Any grants we receive are for specific programs and not applicable for rent

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... *If yes, please complete the following chart.*

Year	\$ Amount	Purpose for which assistance was used
2023	5000	Operational expenses Operational expenses

Salt Spring Island Historical Society

Organization Budget

Budget 2024-2025

	General Fund	Gaming Fund	Budget 2022
Revenues			
Federal summer student grant (YCW)	3,600.00	0.00	3,600.00
Grant Gaming Fund (to keep account open)	0.00	5.00	5.00
Legacy Program donations	6,000.00	0.00	6,000.00
General Donations	1,000.00	0.00	1,000.00
Country Grocer tape program	250.00	0.00	250.00
Calendar sales	3,000.00	0.00	3,000.00
Interest	100.00	0.00	100.00
Membership	750.00	0.00	750.00
BC History magazine subscription	60.00	0.00	60.00
GST refund	450.00	0.00	450.00
Transfer from savings			2495.00
Total Revenue	15,210.00	5.00	17,710.00
Expenses			
Archives (project expenses)	3,000.00	0.00	5,000.00
Wages (Society portion-YCW)	1,800.00	0.00	1,800.00
Tech support	1,000.00	0.00	1,000.00
New Computer Station	2,500.00	0.00	2,500.00
BC History magazine subscription	60.00	0.00	60.00
Travel & meetings	100.00	0.00	100.00
Software Fees	500.00	0.00	500.00
Equipment	300.00	0.00	300.00
Advertising	500.00	0.00	100.00
GST	100.00	0.00	100.00
Rent	5,000.00	0.00	5,000.00
Insurance	1,000.00	0.00	1,000.00
Supplies	250.00	0.00	250.00
Total Expenses	16,110.00	0.00	17,710.00
Total Income-Expenses	-900.00	5.00	0.00

SALT SPRING ISLAND HISTORICAL SOCIETY
Statement of Revenue and Expenses
Year ended April 30, 2024

Revenue	2024	2023
Federal Student Grant YCW	3,848	
SSI Foundation - SS Voices	3,555	
SSI Foundation-Interpretive Sign Project	7,400	2,925
SSI Foundation-Indigenous Art Licencing	2,250	2,600
SSI Residents For Responsible Land Use	4,623	2,877
Japanese Canadian Legacies	5,000	5,000
Legacy Program Donations	5,350	3,600
General Donations	3,285	1,646
Sales	3,630	3,935
Membership Dues	890	820
Other Income	531	290
Total Revenues	<u>40,362</u>	<u>23,693</u>
Expenses		
Archives	2,202	1,541
Wages and Payroll tax YCW	6,343	181
Website/Computer upgrade	4,688	3,814
Indigenous Interpretive Signs Phase 2	7,269	3,586
Indigenous Art Licencing	2,000	
SS Voices Project	2,166	
Placenames Project	1,700	
Calenders	1,994	1,921
BC Historical Federation/BC Society fees/BC Archives	37	156
Rent-Library & Central Hall	5,000	4,325
Insurance	1,011	963
Canada Help Fees	73	75
Total Expenses	<u>34,482</u>	<u>16,561</u>
Net Surplus/Deficit	<u>5,879</u>	<u>7,132</u>

Grants/Restricted Assets

	Balance Beginning	Additions	Expensed	Balance Year End
Characters Project	566.88		322.56	244.32
SS Foundation-Indigenous Interpretive Signs Phase 1	648.00		648.00	Complete
SS Foundation-Indigenous Interpretive Signs Phase 2	-5,192.02	12,023.00	7,269.05	Complete
SS Foundation-SS Voices		3,555.00	2,165.63	1,389.37
SS Foundation-Indigenous Art Licencing		2,250.00	2,000.00	Complete
Japanese Canadian Legacies		5,000.00		5,000.00

-3,977.14

6,633.69

SALT SPRING ISLAND HISTORICAL SOCIETY
Balance Sheet
As at April 30, 2024

	2024	2023
Assets		
Cash - Chequing	34,427	24,253
Cash - GIC	10,828	10,596
BMO Investments	50	50
Gaming Account & CU Shares	<u>6</u>	<u>6</u>
	45,311	34,905
 Equipment & Furniture	 <u>8,000</u>	 <u>10,000</u>

Order Summary

Ship To:

Christina Marshall

[REDACTED] Salt Spring Island,
British Columbia, [REDACTED] Canada

Items to be delivered:



**Epson Expression 13000XL
Archival Scanner**

\$4,799.00

Quantity: 1

Subtotal:	\$4,799.00
Delivery (Ground Shipping):	FREE
Environmental Fees:	\$6.50
Hide Details -	
EHF - Scanner	\$6.50
PST:	\$336.39
GST:	\$240.27

Order Total: \$5,382.16



Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Gulf Islands Community Radio Society

[REDACTED]

[REDACTED]

Contact(s): Damian Inwood [REDACTED] [REDACTED]
(name) (phone) (fax)

president@gicrs.ca
Email address

Contact(s): David Crouch [REDACTED] [REDACTED]
(name) (phone) (fax)

treasurer@gicrs.ca
Email address

Application Summary


Project or purpose for which you require assistance:

Extending FM coverage to south end of Salt Spring Island through a repeater station on Mount Bruce

Amount of grant requested \$ 5,000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder



(signature of authorized signatory)

President

(title)

Damian Inwood
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

As we commence broadcasting in the spring of 2025 we will provide Gulf Island specific radio and podcast programs, many hosted by local programmers. We are just in the last stages of converting to new software to broadcast and training our many volunteers in its operation. Our primary focus is to provide island specific programs dealing with news, traffic, issues, and music particular to the Gulf Islands. In order to provide coverage south of Beddis Road and better reach on the other Gulf Islands, we need to establish a repeater on Mount Bruce. The total budget is estimated at \$20,000 and we have had a few donations from members to get our fund raising going.

2. Describe the geographic area that receives services or benefits from your organization.

As per our mandate and our CRTC license we are squarely focused on Salt Spring, Mayne, Galiano, Pender and Saturna islands.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

All personnel are volunteers and no remuneration is paid

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

GICRS was incorporated under the Society Act in October, 2015. We have approximately 300 members and about 10 to 15 very active volunteers

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (CAPITAL EQUIPMENT (couldn't check first item in PDF))

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

We need to purchase a transmitter, antenna, and upgrade our cabling in order to broadcast from Mount Bruce. There will also be the costs of bringing in installers from off-Salt Spring. There will also be a update of an audio over IP equipment.

This is the final stage of a multi-year effort to get onto the FM band, and also to be in complete compliance with our CRTC license

3. Please describe how this proposal will benefit the community.

This will complete the envisioned coverage for our radio license. During our FM tests we had a lot of community feedback who heard it; many we disappointed to learn that the south of the island won't be able to receive our signal when we first go live.

This will also ensure that all Salt Spring residents will be able to receive our emergency broadcasting.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☒ NO ☐ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2021	\$ 5,000.00	broadcast equipment
2024	\$ 2,770.00	emergency power backup systems

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☐ Yes ☒ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach.

Mount Bruce Installation

OUTGOINGS

	Budget	Actual
Transmitter	\$ 6,600	
Antenna	\$ 3,300	
Misc cabling	\$ 1,500	
Audio converter	\$ 600	
Installation	\$ 8,000	
TOTAL:	\$ 20,000	

NOTES on other funding sources

Operating Expenses

We operate a used vinyl, CD, and audio equipment store (open on Saturdays) from our broadcast location that provides all of the funding required for our current operating needs

Master Capital Requirements

to cover transmitters and antennas and other unique electrical equipment

We had a concerted fund-raising program primarily aimed at attracting donations from members of the 5 islands that we serve. We did this using a variety of vehicles that resulted in well over \$65,000 to be raised in 2 years

Gulf Island Community Radio

Profit and Loss

January - December 2024

	TOTAL
INCOME	
Donations	9,280.00
Go Fund Me programs	47.94
Total Donations	9,327.94
Grants	0.00
CRD Grants	2,770.00
Total Grants	2,770.00
Memberships	365.00
Club 107.9 members	1,498.10
Total Memberships	1,863.10
Receipts and Volunteers - Country Grocer	147.86
Sales	0.00
Advertising Sales	25.00
Sales of Product Income	200.00
Total Sales	225.00
Special Event Income	50.00
The Record Shop Sales	12,488.49
Total Income	\$26,872.39
GROSS PROFIT	\$26,872.39
EXPENSES	
Advertising	110.88
Bank charges	4,555.50
Broadcasting Equipment Installation	12,501.25
Commissions and fees	64.56
Insurance - Liability	793.98
Internet and Phone	1,687.32
Office Rent	5,464.45
Technology Master	0.00
Program Management Software	2,692.95
Total Technology Master	2,692.95
Total Expenses	\$27,870.89
PROFIT	\$ -998.50



Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Salt Spring Community Energy

Salt Spring Island, BC,

Contact(s): Kjell Liem [REDACTED]
(name) (phone) (fax)

saltspringcommunityenergy@gmail.com
Email address

Contact(s): Wade Cherrington [REDACTED]
(name) (phone) (fax)

[REDACTED]
Email address

Application Summary

Project or purpose for which you require assistance:
Salt Spring Community Energy Agrivoltaics Project

Amount of grant requested \$ 5,000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder

Kjell Liem
(signature of authorized signatory)

Project Manager
(title)

Kjell Liem
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

Salt Spring Community Energy is a group of local citizens concerned about sustainability, encouraging renewable energy and clean technology on Salt Spring. Our strategy includes developing partnerships with local organizations to create renewable energy projects that will inspire and educate our community. We are a registered non-profit society.

2. Describe the geographic area that receives services or benefits from your organization.

Salt Spring Island

3. Is your organization voluntary and non-profit? ☒ NO ☐ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

All Board Members are volunteers.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

There are nine board members and we have been in operation since 2013

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Capital project equipment _____)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

Agrivoltaics solve a key sustainability issue. Solar energy development is essential in the fight against climate change but the traditional footprint of large-scale solar installations can compete with agriculture as both rely on available sunlight. By testing this in our experiment, we intend to produce documentation and methods for other farmers to use to prepare cost-benefit analysis for their farm operations. This is regionally relevant for energy transition. An outcome of this project is to provide nutritious organic food to food-insecure locals and members of Cowichan and WSÁNEĆ communities.

Salt Spring Community Energy is requesting funds to fulfil the vision of planting a food crop underneath solar panels that are installed in the farm field, thereby testing the yield effects of growing crops under panels. By testing this on Salt Spring Island, we hope to show that the shade created by the panels can act as a benefit to growing during climate change (e.g. summer drought conditions), adding to the electrical energy produced.

This grant-in-aid would be used for installation of donated solar panels that are on-site. The racking supports for the panels would be completed with these funds.

3. Please describe how this proposal will benefit the community.

Combining solar energy production with food production is relatively unknown in the Gulf Islands and surrounding regions. Food and energy production have long been major components of the SS Climate Action plan and SSCE have been tasked with the local energy challenge. "Goals of Climate Action Plan: Food Security, Water Security, Energy Security, Emissions reduction, Climate adaption. Our project responds to Climate Action Report Card need of: "Preparing for long-term power outages and building on-island renewable energy sources with battery storage." We are emphasizing on-farm, behind-the-meter energy production to reduce farming expenses and power value-added processes.

Energy produced on the farm is already being offered to the SSI Abattoir/CRD community composter and could power something like a refrigeration truck for community farm food storage needs. Another outcome nutritious organic food to food-insecure locals and members of Cowichan and WSÁNEĆ communities for free.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o project budget,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Salt Spring Island Foundation	\$ 15,000.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Donations	\$ 4,000.00	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2023	\$ 4,600.00	Electrify Salt Spring Event

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

SSI Foundation Agrivoltaics Total Project Grant Application (April 1 2025 - March 31, 2026)						
Description	SFoundation	CRD [1]	First West [2]	Make Way [3]	In-Kind	# Total
Wages & Salaries - Project Coordinator 25 hr/month @ \$50/hr			15,000	15,000		30000
Professionals - Farmland Trust staff grant administration				750		750
Professionals - Agrivoltaics Research Expert				1500		30000
Professionals - SSCE Board & volunteers						23000
Professionals - Lawyer [4]				2700		6000
Professionals - Farming & Irrigation Expert						3000
Materials & Supplies - Solar Installation - solar panels, racking, installation		5000	13540	4000		6477 [5]
Materials & Supplies - Farm Installation - seeds, ammdments, tilling, fencing	14000			750		2523
Materials & Supplies - Microclimate Measurement for Agrivoltaics Research				3800		3800
Admin Overhead - Insurance, printing, rent, WCB	1000		460	500		4000
Honorarium - Indigenous Elder per diem \$500 (honoraria and travel stipend)			500	500		1000
Travel - ferry and km			500	500		1000
	15000	5000	30,000	30,000	75000	155000

[1] confirmed

[2] unconfirmed

[3] unconfirmed

[4] Carole Crotty Lawyer

[5] 5477 plus 1000 shipping

Salt Spring Community Energy
YE Balance Sheet

09/30/2024

ASSETS

ISCU bank account	11235
Paypal A/C	0
Petty cash	0
ISCU share	6
Prepaid Expenses [Composter]	40
Advance to Kjell Liem	0
SD64 Solar Scholarship Account (restricted funds) 22370	21864
Education (restricted funds) \$1261	0
TOTAL ASSETS	\$33,145.00

LIABILITIES

SD64 Solar Scholarship Account (accounts payable)	0
Accounts payable [Composter -Off grid project]	156
GISS Solar Scholarship	0
Other Liabilities	0
TOTAL LIABILITIES	\$155.58

Owner's Equity	\$32,989.42
-----------------------	--------------------

Salt Spring Community Energy
YE Balance Sheet

09/30/2023

ASSETS

ISCU bank account	15078
Paypal A/C	0
Petty cash	0
ISCU share	6
Prepaid Expenses [Composter]	46
Advance to Kjell Liem	436
SD64 Solar Scholarship Account (restricted funds) 22370	21246
Education (restricted funds) \$1261	0
TOTAL ASSETS	\$36,812.15

LIABILITIES

SD64 Solar Scholarship Account (accounts payable)	0
Accounts payable [Argivoltaics -estimate only]	1818
GISS Solar Scholarship	0
Other Liabilities	0
TOTAL LIABILITIES	\$1,818.34

Owner's Equity	\$34,993.81
-----------------------	--------------------

Salt Spring Community Energy				
YE Balance Sheet				
09/30/2022				
ASSETS				
ISCU bank account	8456			
Paypal A/C	0			
Petty cash	0			
ISCU share	5			
Prepaid Expenses	0			
SD64 Solar Scholarship Account (restricted funds) 22370	21266			
Education (restricted funds) \$1261				
Agrivoltaics YR1 (restricted funds) \$4000				
TOTAL ASSETS	\$29,728			
LIABILITIES				
SD64 Solar Scholarship Account (accounts payable) 0	0			
Accounts payable	150			
GISS Solar Scholarship	0			
Other Liabilities	0			
TOTAL LIABILITIES	\$150.00			
Owner's Equity	\$29,577.59			

Salt Spring Community Energy	
Income/Expense Statements	
YE Fiscal 2023-24 Sept 30, 2024	
INCOME	YTD Total
Projects	160.87
Donations	1175.75
Events	0
Admin Fees	153.65
Country Grocer	172.61
Sponsorships	0
Interest/Dividend	0
BCUC	0
Total Revenue	\$1,662.88
EXPENSES	
Insurance	0
Board Expenses	52.34
Project Expenses	1473.15
Agrivoltaics	2772.32
Office/Equipment	0
Website	0
Bank & Eventbright charges	3.75
Zoom account	0
Event Expenses	0
BCUC	0
Petty Cash	0
Total Expense	\$4,301.56
Net Surplus/Deficit	-\$2,638.68

Salt Spring Community Energy	
Income/Expense Statements	
YE Fiscal 2024-25 for Sept 30, 2025 YE	
<i>To Mar 8th, 2025</i>	
INCOME	YTD Total
Projects	0
Donations	0
Events	0
Admin Fees Charged	0
Country Grocer	60.89
Sponsorships	0
Interest/Dividend	0.24
BCUC	0
Total Revenue	\$61.13
EXPENSES	
Insurance	0
Board Expenses	69.99
Project Expenses	0
Agrivoltaics	810
Bookkeeping	
Office/Equipment	57.97
Website	0
Bank charges	1.25
Dues & Subscriptions	0
Event Expenses	0
BCUC	0
Petty Cash	0
Total Expense	\$939.21
Net Surplus/Deficit	-\$878.08



RECEIVED
APR 22 2025

April 18, 2025

Local Community Commission
Capital Regional District, SSI
108-121 McPhillips Avenue

To the Members of the SSI Local Community Commission,

On behalf of The Circle Salt Spring Education Society, please accept this grant application for a CRD Grant-In-Aid.

We are requesting \$3840 for a pilot project to test the value and feasibility of a new paid intergenerational co-facilitator (ideally a young program alumni) to the Pass It On Girls program. Enclosed you will find:

- A completed application form
- Financial statements for the current fiscal year
- Budget for pilot

If you have any questions or if additional information is required, please do not hesitate to contact me.

Thank you for your consideration of this application.

Regards,

Janine Fernandes-Hayden





Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-in-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: The Circle Salt Spring Education Society
100-125B Rainbow Road
SSI, BC V8K 2V5

Contact(s): Janine Fernandes-Hayden [REDACTED]
(name) (phone) (fax)
executivedirector@thecircleeducation.org
Email address

Contact(s): Eric Ellis [REDACTED]
(name) (phone) (fax)
[REDACTED]
Email address

Application Summary

Project or purpose for which you require assistance:

This grant will fund a pilot project to add a paid intergenerational co-facilitator to the Pass It On Girls program, helping bridge generational gaps and provide extra mentorship so more young women in our community can build confidence and healthy relationships.

Amount of grant requested \$ 3,840.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder

[Signature]
(signature of authorized signatory)

Executive Director
(title)

Janine Fernandes-Hayden
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

The Circle Salt Spring Education Society empowers young people to build healthy relationships, enabling them to contribute meaningfully to their families, schools, and communities. We deliver innovative social-emotional programs in both school and after-school settings. Last year, 2023-204, our programs reached 1200 on SSI and the Southern Gulf Islands. We also offer professional development and facilitator training to educators and community members, equipping them to create safe and respectful environments. Our public outreach initiatives raise community awareness on social issues affecting youth, including gender-based violence.

2. Describe the geographic area that receives services or benefits from your organization.

The primary beneficiaries of The Circle Education's work are students and youth living within the Southern Gulf Islands and in particular through School District #64. This includes students living on the Outer Gulf Islands of Mayne, Saturna, Pender and Galiano who receive our in-school programming.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

Members of The Circle Education do not receive any financial remuneration for their work with the organization.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

The work of the organization is effected by three part-time staff who run the operations and 4 paid facilitators who deliver the programs. The Circle Education has a board of 5 members. It has volunteers who offer support for the coordination of fundraisers and special events, as well as the programs themselves. The organization has been in operation since 1996.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (pilot project _____)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

Attached.

3. Please describe how this proposal will benefit the community.

Introducing a paid intergenerational co-facilitator to the Pass It On Girls program will directly address the need for more relatable mentorship and stronger support networks for rural youth. A young adult co-facilitator bridges the gap between adult leaders and high school mentors, making guidance more accessible and relevant. This role will foster deeper connections across generations, strengthen social cohesion, and offer young women practical examples of navigating life's challenges. By creating a pathway for alumni to return as leaders, the program not only builds leadership capacity and confidence among participants but also ensures the ongoing sustainability and positive impact of the program throughout the wider community.

Project/Proposal Profile

2. Please describe the proposal for which you are requesting assistance.

This grant will fund a pilot project to add a paid intergenerational co-facilitator to the Pass It On Girls program, helping bridge generational gaps and provide extra mentorship so more young women in our community can build confidence and healthy relationships. Up until this point, the program has been delivered by one experienced paid facilitator and 1-2 program volunteers.

Pass It On Girls (PIO Girls) is an after-school violence prevention and mental health program serving up to 30 female-identifying youth ages 13-18 annually within School District 64. The program offers 108 hours of free social-emotional learning and mental health support, focusing on building emotional intelligence, healthy relationships, leadership skills, and resilience. At its core is a cascading mentorship model where trained high school mentors (Grades 10-12) participate in facilitated sessions to develop mentorship and leadership skills, explore critical topics such as gender-based violence prevention, mental health, body image, and stress management, and then support younger Grade 8 “Buddies” during monthly joint sessions. Community mentors and volunteers further enrich the program by providing additional guidance, resources, and real-world perspectives.

To strengthen this multi-layered mentorship framework, we propose adding a paid intergenerational co-facilitator—ideally a young adult alumna in her mid-20s to early 30s—who will work alongside the lead facilitator.

Introducing a paid intergenerational co-facilitator—ideally a young adult alumna in her mid-20s to early 30s—will significantly strengthen the PIO Girls mentorship model by:

- **Bridging Generational Gaps:** A co-facilitator closer in age to senior mentors offers a relatable role model and smooths the transition from adolescence to adulthood, supporting more effective knowledge transfer and communication between age groups.
- **Modeling Leadership in Transition:** With recent lived experience, the co-facilitator demonstrates resilience and adaptability, giving mentors a tangible example of navigating early adulthood and strengthening identity and leadership skills.
- **Broadening Perspectives:** The partnership between senior and young adult facilitators exposes participants to a wider range of life experiences and viewpoints, ensuring program content remains relevant and discussions are enriched by diverse insights.
- **Ensuring Program Continuity:** Creating a pathway for alumni or local young women to serve as paid co-facilitators fosters long-term engagement, professional development, and strengthens the program’s sustainability and community ties

Introducing a paid intergenerational co-facilitator—ideally a young adult alumna in her mid-20s to early 30s—will significantly strengthen the PIO Girls mentorship model. This addition brings several key advantages:

- **Bridging Generational Gaps:** A co-facilitator closer in age to the senior mentors serves as a relatable role model, making it easier for youth to envision their own transition from adolescence to adulthood. This bridge supports smoother knowledge transfer, enhances relatability, and helps break down stereotypes between age groups.
- **Enhanced Leadership Development:** Young adult co-facilitators bring recent lived experience and can model leadership, resilience, and adaptability. Their presence provides mentors with an accessible example of navigating early adulthood, further supporting identity formation and leadership growth.
- **Expanding Support and Perspective:** With both a senior facilitator and a young adult co-facilitator, participants benefit from a wider range of perspectives, skills, and life experiences. This diversity enriches discussions and ensures the program remains relevant to emerging issues facing young women.
- **Strengthening Program Continuity:** Creating a formal pathway for alumni or young women from the community to return as paid co-facilitators fosters long-term engagement and sustainability. This not only supports ongoing professional development and employment opportunities for young women but also strengthens community bonds and program continuity.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☒ NO ☐ YES

If yes, complete the following chart. **If no**, please explain This is an emerging pilot

that has come up after having applied for all our funding for the year.

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2019	\$ 4,000.00	Pass It On Program Development Funds
2022	\$ 5,000.00	2023-2027 Strategic Plan
2024	\$ 2,000.00	Admin Infrastructure Capacity Support

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the *Grant-In-Aid - Application Completion Guide* regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

Appendix A

Budget

Budget: Intergenerational Co-Facilitator (Pilot Project)

Item	Calculation	Amount
Hourly Wage	\$24/hour	
Hours per Week	5	
Weeks per Month	4	
Months	8	
Subtotal (Wage x Hours x Weeks x Months)	$\$24 \times 5 \times 4 \times 8$	\$3,840
Total Budget Requested		\$3,840

Appendix B

Most Current Financials

THE CIRCLE SALT SPRING EDUCATION SOCIETY
Compiled Financial Information
Year Ended July 31, 2024



CHARTERED PROFESSIONAL ACCOUNTANTS

COMPILATION ENGAGEMENT REPORT

To the Management of The Circle Salt Spring Education Society

On the basis of information provided by management, we have compiled the statement of financial position of The Circle Salt Spring Education Society as at July 31, 2024, and the statements of revenues and expenditures and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

McLean, Lizotte, Wheadon and Company

MCLEAN, LIZOTTE, WHEADON AND COMPANY
Chartered Professional Accountants

Salt Spring Island, British Columbia
November 20, 2024

SALT SPRING ISLAND
340 LOWER GANGES ROAD
SALT SPRING ISLAND, BC
V8K 2V3
250-537-9742
FAX: 250-537-9792

VICTORIA
300A-3060 CEDAR HILL ROAD
VICTORIA, BC
V8T 3J5
250-475-3000
FAX: 250-475-2224

www.mlwaccounting.ca
email: cpa@mlwaccounting.ca

*denotes partnership of professional corporations

THE CIRCLE SALT SPRING EDUCATION SOCIETY
Statement of Financial Position
July 31, 2024

	2024	2023
ASSETS		
CURRENT		
Cash (Note 2)	\$ 232,448	\$ 196,770
Accounts receivable	-	6,356
Goods and services tax recoverable	1,157	-
Prepaid expenses	2,185	3,062
	<u>235,790</u>	<u>206,188</u>
INVESTMENTS	<u>47,273</u>	<u>45,000</u>
	<u>\$ 283,063</u>	<u>\$ 251,188</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 5,890	\$ 4,864
Wages payable	8,065	6,486
Goods and services tax payable	-	68
	<u>13,955</u>	<u>11,418</u>
DEFERRED REVENUE (Note 3)	<u>211,816</u>	<u>182,485</u>
	<u>225,771</u>	<u>193,903</u>
NET ASSETS		
General	10,019	12,285
Internally restricted (Note 4)	47,273	45,000
	<u>57,292</u>	<u>57,285</u>
	<u>\$ 283,063</u>	<u>\$ 251,188</u>

ON BEHALF OF THE BOARD

Authentisign

Eric Ellis

Director

Authentisign

Dan Adair

Director

See notes to financial information

THE CIRCLE SALT SPRING EDUCATION SOCIETY
Statement of Revenues and Expenditures
Year Ended July 31, 2024

	2024	2023
REVENUES		
Federal grants	\$ 103,636	\$ 82,881
Other grants	66,935	42,479
Provincial grants	61,082	63,000
Revenue from operations	20,855	8,256
Donations	11,777	25,994
Municipal grants	7,000	-
Investment income	3,948	103
	<u>275,233</u>	<u>222,713</u>
EXPENSES		
Advertising and promotion	3,562	3,097
Bursaries	1,000	500
Insurance	4,834	2,871
Meals and entertainment	7,000	5,000
Office	8,108	33,032
Professional fees	2,150	2,000
Rental	19,185	15,420
Salaries and wages	144,520	156,657
Sub-contracts	61,522	17,338
Training	19,029	7,329
Travel	1,373	222
Utilities	2,943	3,029
	<u>275,226</u>	<u>246,495</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>\$ 7</u>	<u>\$ (23,782)</u>

THE CIRCLE SALT SPRING EDUCATION SOCIETY
Statement of Changes in Net Assets
Year Ended July 31, 2024

	General		Internally Restricted		2024	2023
NET ASSETS - BEGINNING OF YEAR	\$	12,285	\$	45,000	\$ 57,285	\$ 81,067
EXCESS OF REVENUES OVER EXPENSES		(2,266)		2,273	7	(23,782)
NET ASSETS - END OF YEAR	\$	10,019	\$	47,273	\$ 57,292	\$ 57,285

See notes to financial information

THE CIRCLE SALT SPRING EDUCATION SOCIETY
Notes to Compiled Financial Information
Year Ended July 31, 2024

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of The Circle Salt Spring Education Society as at July 31, 2024, and the statements of revenues and expenditures and changes in net assets for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- Accounts receivable;
- Prepaid expenses;
- Investments recorded at cost;
- Accounts payable and accrued liabilities;
- Deferred revenue.

2. CASH

Cash is comprised of:

	2024	2023
Unrestricted cash	\$ 70,448	\$ 14,435
Restricted cash	162,000	182,335
	\$ 232,448	\$ 196,770

3. DEFERRED REVENUE

Deferred revenue is comprised of:

	2024	2023
BC Gaming grant funds	\$ 72,500	\$ 61,082
Pass It On Boys Program	45,000	60,478
Pass It On Girls Program	30,000	6,000
Respect Project	25,000	36,925
2025 Donor Appeal	19,816	-
Empathy Project	19,500	10,000
Outreach Project	-	3,000
Capacity Project	-	5,000
	\$ 211,816	\$ 182,485

4. INTERNALLY RESTRICTED

	2024	2023
	\$ 47,273	\$ 45,000

Internally restricted funds were set aside by a board motion in July 2021 for \$30,000, and increased to \$45,000 on July 19, 2022 as a contingency reserve. Interest earned on the internally restricted funds have been added to the fund balance.

THE CIRCLE SALT SPRING EDUCATION SOCIETY
Notes to Compiled Financial Information
Year Ended July 31, 2024

5. REMUNERATION

On November 28, 2016, the new British Columbia Societies Act came into force. Included in the new Act is a requirement to disclose the remuneration paid to all directors, the ten highest paid employees and all contractors who are paid at least \$75,000 annually.

During the year, the Society did not pay any remuneration in excess of \$75,000 to any one director, employee, or contractor.

6. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.



Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Salt Spring Therapeutic Riding Association
700 Upper Ganges Road, Box 739
Salt Spring Island, BC V8K 1S1

Contact(s): Richard B. Way [REDACTED] [REDACTED]
(name) (phone) (fax)
r-way@ssstra.ca
Email address

Contact(s): Kimberly Lemieux [REDACTED] [REDACTED]
(name) (phone) (fax)
[REDACTED]
Email address

Application Summary

Project or purpose for which you require assistance:

Arena lighting for therapeutic riding lessons.

Amount of grant requested \$ 9,500.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder

Kimberly Lemieux
(signature of authorized signatory)

Secretary
(title)

Kimberly Lemieux
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

The Salt Spring Therapeutic Riding Association (SSTRA) is the only riding organization on the island that offers specialized equine-assisted programs to enhance the lives of individuals aged 6 to 65 who identify as neurodivergent (including Autism, ADHD, acquired or traumatic brain injury), as well as those living with other intellectual and physical challenges. Our instructors provide personalized, client-centered riding lessons that have many physical benefits (improved muscle tone and development, balance, posture and coordination) and psychological benefits (improved cognitive functioning, socialization and interpersonal skills, emotional intelligence and perception of quality of life). Research shows that interacting with horses, whether through riding or on the ground through grooming and other activities, can help with nervous system regulation and growth in empathy, trust, and self-confidence.

2. Describe the geographic area that receives services or benefits from your organization.

Salt Spring Island

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

N/A

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

We have: 7 Board Members; 40 Membership; 18 Horse care volunteers; and, 12 Volunteer Horse leaders for lessons.

SSTRA has been providing these equine therapeutic sessions for 25 years. We also have two contract employees - a barn manager, who also teaches lessons, and a therapeutic riding instructor.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Purchase of and Installation of lighting in riding arena)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

To serve our Island community better, we request funds to purchase and install arena lighting, which will allow us to expand our operating hours.

Recently, SSTRRA has experienced a refresh. Our new board wishes to improve the organization's operations and expand its therapeutic lesson offerings.

To aid us in expanding our program, we would like to add arena lighting which will extend SSTRRA's working day. As 95% of our students are in public school, our after-school lesson slots are always at a premium. In the winter, when daylight is scant, our after-school operation window shrinks significantly. With arena lighting, we will be able run lessons in the evening, which will enable more children/youth to enroll in our sessions.

We have attached a project budget spreadsheet and quotes to support our request.

We have budgeted for the following: trenching for electrical wires, purchase and installation of lighting, aerial work platform rental, permits, travel. Please see attached.

3. Please describe how this proposal will benefit the community.

SSTRRA's mandate is to support both the emotional and physical development of our riders through the delivery of structured programming in a caring and inclusive environment. By striving to enhance our students' well-being, we are, by extension, enhancing the well-being of our Salt Spring Island community.

Arena lighting will help SSTRRA expand its program and improve community outreach in two ways: 1) Increased enrollment and 2) Subsidized lessons. We plan to use additional revenue gained through our expanded offerings to subsidize lessons for those in our community in need of both compassionate and financial assistance.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☒ NO ☐ YES

If yes, complete the following chart. **If no**, please explain This grant is for a specific project (necessary lighting), rather than operations.

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☒ NO ☐ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☒ Yes ☐ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach.

Item	Cost (CAD)
Lights & Electrical Supply	3200
Labour to Install	1400
Ferry	100
Electrical Permit	495
Reflectors for lights	360
Power Box & supplies	945
Labour	500
Trenching	1509
Emergency Lighting	150
Hi-Reach rental & delivery	850
Total	9509
Total Ask for this project	9500



Lumley Electrical
Owner

Address : 1094 Marchmont rd Duncan BC V9L2M9 **Phone:** 2508157588

Email: Adam_Lumley@hotmail.com

April 10/25

Electrical Quote For :

SS Therapeutic Riding :

700 Upper Ganges Rd
Salt Spring Island BC V8K 1S1
Canada

From : Lumley Electrical

Install 6 high bay lights including switching from nearby building.

Supplies needed :

6 - Rabb rh1s-led-150-a100 (HighBay light)

1 - 15/20 , 20/15 amp tandem -

40m - 10/3 Nmwu

12/2 bx - 150m -

16 , Bx connectors straight -

12 , Bx 90 connectors-

6- Octagon boxes -

6 - Octagon cover -

1 - PVC lb 3/4 -

4 - PVC 90 -

8 - Pvc ta 3/4 -

16 - 3/4 pvc straps -

Strain relief x 2 -

2 gan pvc device box -

2 gan pvc switch cover -

2 - toggle switches -

Pvc pipe X 2 -

Pvc 4x4 or 6x6 Chain -
1/8 small roll -

Supply total -

\$3200.00

Labour - 16 hours -

\$1400.00

Ferry -

\$100.00

Grand total electrical cost for above :

\$4700.00

Additional fee - Electrical Permit -

Technical safety BC-

\$495.00

Optional ** Refectors for high bay lighting -

6 - Reflectors - 2 week wait - \$360.00

Second Quote for :

Additional - Power Feed - power box -

Power Box - 60-100amp siemens -

40m - 6/3 ACWU -

Lb metal -

2- Teck connectors -

60amp Breaker - square D - 3/4-4"

Nipple / lock rings -

Total supplies - \$945.00

Labour cost - \$500.00

Grand total - \$1445.00



Deliver To
700 Upper ganges rd BC

Estimate

Number: SE-2702
Reference: power trench
Issued: 15 Apr 2025
Expiry Date: 15 May 2025

Therapeutic Riding center
700 Upper ganges rd BC

Diggin' It Excavating
PO Box 507
Salt Spring Island BC V8K 2W2
Canada

www.digginitssi.com
250-537-6027
14digginit@gmail.com
GST/HST 819218785 RT 0001

Item	Qty/Hrs	Price/Rate	Sales Tax	Net
CAT				
303.5E				
Mini				
Excavator				
	6.00	152.00	GST 5.00%	912.00
Delivery				
Small				
Equipment				
	1.00	131.00	GST 5.00%	131.00
Sand No 1				
Sand No 1 Delivered				
	4.00	69.00	GST 5.00%	276.00
4 yd Truck				
4 yd Truck				
	1.00	119.00	GST 5.00%	119.00
Total Net				1,438.00
GST 5.00%				71.90
Estimate Total				1,509.90
Total to Pay				\$1,509.90

Comments

All prices are subject to change due to fluctuating supplier markets and can only be guaranteed for 30 days from date of issue.

Terms and Conditions

This estimate includes all the parts, labour and machine time required to complete the project as described. It does NOT, however, include electrical and structural work, and/or septic tank pumping. Changes to the project made by the owner, designer and/or engineer will result in a recalculation of the estimate. The estimate is also subject to change due to unforeseen circumstances including, weather and/or ground conditions. In such an event, Diggin' It will promptly identify the issue and discuss the ramifications before continuing with the project as described.

Please let me know if I can assist you in any other way or answer any questions you might have.

SALTSPRING THERAPEUTIC RIDING ASSOCIATION

PO Box #739
STN Ganges
Salt Spring Island, BC
V8K 2W3

April 3, 2025

McLean, Lizotte, Wheadon and Company
340 Lower Ganges Road
Salt Spring Island British Columbia V8K 2V3

Attention: Frédéric Lizotte, CPA, CGA

Dear Sir:

Further to the engagement letter dated December 13, 2021, we acknowledge that we are responsible for:

- a. The compiled financial information;
- b. Selecting the basis of accounting to be applied in the preparation of the compiled financial information that is appropriate for the intended use;
- c. The accuracy and completeness of the information provided to you; and
- d. Attaching the compilation engagement report when distributing or reproducing the compiled financial information.

Further, we confirm, to the best of our knowledge and belief, the following representations made by us to you during your compilation of the financial information:

Approved the accounting prepared by the firm

We have reviewed, approved and recorded all of the following:

- a. Adjusting journal entries you prepared or changed;
- b. Account codes you determined or changed;
- c. Transactions you classified; and
- d. Accounting records you prepared or changed.

Accounting and financial records

All accounting and financial records and related data of the organization have been made available to you, and you have been made aware of and given access to outside sources of information where applicable.

All information necessary has been disclosed

All information necessary to complete the financial information has been disclosed to you.

No events occurred or pending

No events have occurred or are pending, and no facts have been discovered to date, which would cause the financial information to be misleading.

Management responsible for financial information

The financial information has been reviewed by management and we acknowledge sole responsibility for the content.

(continued)

Proceeds of Crime (Money Laundering) and Terrorist Financing Act

We hereby acknowledge that McLean, Lizotte, Wheadon and Company have made us aware of your legal obligations under the Proceeds of Crime (Money Laundering) and Terrorist Financing Act. We hereby acknowledge that we are aware of potential conflict of interest that may arise as a result of your legal obligations under this Act and authorize McLean, Lizotte, Wheadon and Company to release and disclose information about Saltspring Therapeutic Riding Association as required by statute.

Acknowledged and agreed on behalf of Saltspring Therapeutic Riding Association by:

Authentisign
Richard Way

04/03/25

Authentisign
Alison McAndrew

04/03/25

SALTSPRING THERAPEUTIC RIDING ASSOCIATION
Compiled Financial Information
Year Ended December 31, 2024

SALTSPRING THERAPEUTIC RIDING ASSOCIATION
Index to Compiled Financial Information
Year Ended December 31, 2024

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COMPILATION ENGAGEMENT REPORT	1
COMPILED FINANCIAL INFORMATION	
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CHARTERED PROFESSIONAL ACCOUNTANTS

COMPILATION ENGAGEMENT REPORT

To the Management of Saltspring Therapeutic Riding Association

On the basis of information provided by management, we have compiled the statement of financial position of Saltspring Therapeutic Riding Association as at December 31, 2024, and the statements of revenues and expenditures and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

McLean, Lizotte, Wheadon and Company

Salt Spring Island, British Columbia
April 3, 2025

MCLEAN, LIZOTTE, WHEADON AND COMPANY
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SALTSPRING THERAPEUTIC RIDING ASSOCIATION
Statement of Financial Position
December 31, 2024

	2024	2023
ASSETS		
CURRENT		
Cash	\$ 6,896	\$ 24,543
Accounts receivable	6,375	-
	<u>13,271</u>	<u>24,543</u>
HORSES AND TACK (at cost)	<u>14,781</u>	<u>11,281</u>
	<u>\$ 28,052</u>	<u>\$ 35,824</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 2,432	\$ 3,880
NET ASSETS	<u>25,620</u>	<u>31,944</u>
LIABILITIES AND NET ASSETS	<u>\$ 28,052</u>	<u>\$ 35,824</u>

ON BEHALF OF THE BOARD

Authentisign

 _____ Director

Authentisign

 _____ Director

SALTSPRING THERAPEUTIC RIDING ASSOCIATION
Statement of Revenues and Expenditures
Year Ended December 31, 2024

	2024	2023
REVENUES		
Lessons, clinics and camp	\$ 52,134	\$ 43,670
Donations - foundations	45,000	55,000
Donations - other	36,905	23,919
Gaming grant	18,800	15,000
Hay and board income	4,827	8,345
Memberships	25	165
	<u>157,691</u>	<u>146,099</u>
EXPENSES		
Administrative	8,535	7,288
Bad debts	475	-
Facility rental	18,000	18,000
General maintenance and utilities	3,444	1,908
Horse maintenance	49,387	40,842
Horse management	29,668	22,314
Instructors	21,060	18,935
Professional fees	2,890	1,351
Program coordinator	30,000	37,000
Training	556	-
	<u>164,015</u>	<u>147,638</u>
DEFICIENCY OF REVENUES OVER EXPENSES FROM OPERATIONS	(6,324)	(1,539)
OTHER ITEMS		
Writedown on sale/gift of horses	-	(3,600)
DEFICIENCY OF REVENUES OVER EXPENSES	\$ (6,324)	\$ (5,139)

Statement of Changes in Net Assets
Year Ended December 31, 2024

	2024	2023
NET ASSETS - BEGINNING OF YEAR	\$ 31,944	\$ 37,083
DEFICIENCY OF REVENUES OVER EXPENSES	(6,324)	(5,139)
NET ASSETS - END OF YEAR	\$ 25,620	\$ 31,944

SALTSPRING THERAPEUTIC RIDING ASSOCIATION
Notes to Compiled Financial Information
Year Ended December 31, 2024

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of Saltspring Therapeutic Riding Association as at December 31, 2024, and the statements of revenues and expenditures and changes in net assets for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- Accounts receivable less an allowance for doubtful accounts;
 - Accounts payable and accrued liabilities.
-



Canada Revenue
Agency

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du Canada

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Registered Charity Information Return

Section A: Identification

- To help you fill out this form, refer to Guide T4033, Completing the Registered Charity Information Return. It can be found at canada.ca/cra-forms.

Note: Even if a charity is inactive, an information return must be filed to maintain its registered status.

Complete the following:

1. Charity name:

SALTSPRING THERAPEUTIC RIDING ASSOCIATION

2. Return for fiscal period ending:

Year	Month	Day
2024	12	31

3. BN/registration number:

87378 3013 RR 0001

4. Web address (if applicable):

- A1 Was the charity in a subordinate position to a head body? 1510 ☐ Yes ☒ No
If yes, give the name and BN/registration number of the organization.

Name

BN (9 digits, 2 letters, 4 digits. Example: 123456789RR0001)

- A2 Has the charity wound-up, dissolved, or terminated operations? 1570 ☐ Yes ☒ No

- A3 Is the charity designated as a public foundation or private foundation? 1600 ☐ Yes ☒ No

If yes, you must complete Schedule 1, Foundations. To confirm the charity's designation, go to canada.ca/charities-list and refer to the charity's detail page.

Section B: Directors/trustees and like officials

- B1 All charities must complete Form T1235, Directors/Trustees and Like Officials Worksheet. Only the public information section of the worksheet is available to the public.

For charities subject to the Ontario Corporations Act.

As of May 15, 2021, the Canada Revenue Agency no longer collects this information on behalf of the Ontario Ministry of Government and Consumer Services. For more information on filing an Ontario annual information return, visit ontario.ca/businessregistry.

Note: If you would like these individuals to have the authority to communicate with the CRA on behalf of your charity, their name must also appear as an owner for your Business Number (BN). For more information, go to canada.ca/charities-giving, select "Operating a registered charity," then "Making a change to your organization" and see "Change director."

Section C: Programs and general information

- C1 Was the charity active during the fiscal period? 1800 ☒ Yes ☐ No
If no, explain why in the "Ongoing programs" space below at C2.

- C2 Describe all ongoing and new charitable programs during this fiscal period that furthered the charity's purpose(s) (as defined in its governing documents). "Programs" includes:

(1) charitable activities that the charity carries out on its own through employees, volunteers, or intermediaries, and

(2) qualifying disbursements that the charity makes through gifts to qualified donees or grants to non-qualified donees (grantees).

Charities making qualifying disbursements should describe the types of organizations they support. The charity may also use this space to describe the contributions of its volunteers in carrying out its activities, for example, number of volunteers and/or hours.

Do not include the names of employees or volunteers.

Do not describe fundraising activities in this space.

Do not attach additional sheets of paper or annual reports.

Ongoing programs

WE CONTINUE TO OFFER 31 WEEKS OF INDIVIDUAL LESSONS TO INDIVIDUALS WITH EMOTIONAL, MENTAL AND PHYSICAL CHALLENGES.

WE OFFER PRIVATE RIDING LESSONS TO INDIVIDUALS ON WEEKENDS. WE ALSO OFFER RESTORATIVE EQUINE WELLNESS TO MEMBERS OF OUR COMMUNITY WHO HAVE EXPERIENCED AND ARE PRESENTLY CHALLENGED WITH SIGNIFICANT MENTAL/PHYSIOLOGICAL HEALTH ISSUES RELATING TO TRAUMA

New programs

Registered charities may make gifts to qualified donees. Qualified donees are other registered Canadian charities, as well as certain other organizations described in the Income Tax Act.

C3 Did the charity make gifts or transfer funds to qualified donees or other organizations, excluding grants to non-qualified donees? **2000** ☐ Yes ☒ No

Important: If yes, you must complete Form T1236, Qualified donees worksheet/Amounts provided to other organizations.

C4 Did the charity carry on, fund, or provide any resources through employees, volunteers, agents, joint ventures, contractors, or any other individuals, intermediaries, entities, or means (excluding qualifying disbursements) for any activity/program/project outside Canada? **2100** ☐ Yes ☒ No

Important: If yes, you must complete Schedule 2, Activities outside Canada.

C5 Public policy dialogue and development activities

This question has been removed.

C6 If the charity carried on fundraising activities or engaged third parties to carry on fundraising activities on its behalf, select all fundraising methods that it used during the fiscal period:

2500 ☒ Advertisements/print/radio/TV commercials

2570 ☒ Sales

2620 ☐ Telephone/TV solicitations

2510 ☐ Auctions

2575 ☐ Internet

2630 ☐ Tournament/sporting events

2530 ☐ Collection plate/boxes

2580 ☐ Mail campaigns

2640 ☐ Cause-related marketing

2540 ☐ Door-to-door solicitation

2590 ☐ Planned-giving programs

2650 ☐ Other

2550 ☒ Draws/lotteries

2600 ☐ Targeted corporate donations/sponsorships

2660 Specify: _____

2560 ☐ Fundraising dinners/galas/concerts

2610 ☒ Targeted contacts

C7 Did the charity pay external fundraisers? **2700** ☐ Yes ☐ No

If yes, you must complete the following lines, and complete Schedule 4, Confidential data, Table 1.

(a) Enter the gross revenue collected by the fundraisers on behalf of the charity. **5450** \$ 0

(b) Enter the amounts paid to and/or retained by the fundraisers. **5460** \$ 0

(c) Select the method of payment to the fundraiser:

2730 ☐ Commissions

2750 ☐ Finder's fee

2770 ☐ Honoraria

2740 ☐ Bonuses

2760 ☐ Set fee for services

2780 ☐ Other

2790 Specify: _____

(d) Did the fundraiser issue tax receipts on behalf of the charity? **2800** ☐ Yes ☐ No

C8 Did the charity compensate any of its directors/trustees or like officials or persons not at arm's length from the charity for services provided during the fiscal period (other than reimbursement for expenses)? **3200** ☒ Yes ☐ No

C9 Did the charity incur any expenses for compensation of employees during the fiscal period? **3400** ☐ Yes ☒ No

Important: If yes, you must complete Schedule 3, Compensation.

C10 Did the charity receive any donations or gifts of any kind valued at \$10,000 or more from any donor that was not resident in Canada and was not any of the following: **3900** ☐ Yes ☒ No

- a Canadian citizen, nor
- employed in Canada, nor
- carrying on a business in Canada, nor
- a person having disposed of taxable Canadian property?

Important: If yes, you must complete Schedule 4, Confidential data, Table 2, for each donation of \$10,000 or more.

C11 Did the charity receive any non-cash gifts for which it issued tax receipts? **4000** ☐ Yes ☒ No

Important: If yes, you must complete Schedule 5, Non-cash gifts.

C12 Did the charity acquire a non-qualifying security? **5800** ☐ Yes ☒ No

C13 Did the charity allow any of its donors to use any of its property? (except for permissible uses) **5810** ☐ Yes ☒ No

C14 Did the charity issue any of its tax receipts for donations on behalf of another organization? **5820** ☐ Yes ☒ No

C15 Did the charity have direct partnership holdings at any time during the fiscal period? **5830** ☐ Yes ☒ No

Registered charities may make grants to non-qualified donees (grantees) as described in the Income Tax Act.

C16	Did the charity make qualifying disbursements by way of grants to non-qualified donees (grantees) in the fiscal period?	5840	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes , you must complete lines 5841, 5842 and 5843.			
	Did the charity make grants to any grantees totalling more than \$5,000 in the fiscal period?	5841	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes , you must complete Form T1441, Qualifying Disbursements: Grants to Non-Qualified Donees (Grantees).			
	Enter the number of grantees that received grants totalling \$5,000 or less in the fiscal period	5842		
	Enter the total amount paid to grantees that received grants totalling \$5,000 or less in the fiscal period	5843	\$	
C17	In the 24 months before the beginning of the fiscal period, did the average value of your charity's property (cash, investments, capital property or other assets) not used directly in its charitable activities or administration:			
	(a) exceed \$100,000, if the charity is designated as a charitable organization; or			
	(b) exceed \$25,000, if the charity is designated as a public or private foundation?	5850	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes , you must complete Schedule 8 – Disbursement quota			
C18	Did the charity hold any donor advised funds (DAF) during the fiscal period?	5860	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes , provide the following:			
	(a) Total number of accounts held at the end of the fiscal period	5861		
	(b) Total value of all accounts held at the end of the fiscal period	5862	\$	
	(c) Total value of donations to DAF accounts received during the fiscal period	5863	\$	
	(d) Total value of qualifying disbursements from DAFs during the fiscal period	5864	\$	

Section D: Financial information

Fill out either Section D or Schedule 6, Detailed financial information.

If any of the following applies to the charity, complete Schedule 6 instead of Section D:

- (a) The charity's revenue exceeds \$100,000.
- (b) The amount of all property (for example, investments, rental properties) not used in charitable activities was more than \$25,000.
- (c) The charity had permission to accumulate funds during this fiscal period.


Show all amounts to the nearest single Canadian dollar. Do not enter "See attached financial statements." All relevant fields must be filled out.

D1	Was the financial information reported below prepared on an accrual or cash basis?	4020	<input type="checkbox"/> Accrual	<input type="checkbox"/> Cash
D2	Summary of financial position:			
	Using the charity's own financial statements, enter the following:			
	Did the charity own land and/or buildings?	4050	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Total assets (including land and buildings)	4200	\$	
	Total liabilities	4350	\$	
	Did the charity borrow from, loan to, or invest assets with any non-arm's length persons?	4400	<input type="checkbox"/> Yes	<input type="checkbox"/> No
D3	Revenue:			
	Did the charity issue tax receipts for gifts?	4490	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes, enter the total eligible amount of all gifts for which the charity has issued or will issue tax receipts	4500	\$	
	Total amount received from other registered charities	4510	\$	
	Total other gifts received for which a tax receipt was not issued by the charity (excluding amounts at lines 4575 and 4630)	4530	\$	
	Did the charity receive any revenue from any level of government in Canada?	4565	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes, total amount received	4570	\$	
	Total tax-receipted revenue from all sources outside of Canada (government and non-government)	4571	\$	0
	Total non tax-receipted revenue from all sources outside of Canada (government and non-government)	4575	\$	
	Total non tax-receipted revenue from fundraising	4630	\$	
	Total revenue from sale of goods and services (except to any level of government in Canada)	4640	\$	
	Other revenue not already included in the amounts above	4650	\$	
	Total revenue (add lines 4500, 4510 to 4570, and 4575 to 4650)	4700	\$	
D4	Expenditures:			
	Professional and consulting fees	4860	\$	
	Travel and vehicle expenses	4810	\$	
	All other expenditures not already included in the amounts above (excluding qualifying disbursements)	4920	\$	
	Total expenditures (excluding qualifying disbursements) (add lines 4860, 4810, and 4920)	4950	\$	
	Of the amount at line 4950:			
	(a) Total expenditures on charitable activities	5000	\$	0
	(b) Total expenditures on management and administration	5010	\$	0
	Total amount of grants made to all non-qualified donees (grantees)	5045	\$	
	Total amount of gifts made to all qualified donees	5050	\$	
	Total expenditures (add lines 4950, 5045, and 5050)	5100	\$	

Section E: Certification

This return must be signed by a person who has authority to sign on behalf of the charity. It is a serious offence under the Income Tax Act to provide false or deceptive information.

I certify that the information given on this annual return and any attachment is, to the best of my knowledge, correct, complete, and current.

Name (print) ALISON MCANDREW	Signature 
Position in charity TREASURER	Date 04/03/25
	Phone number [REDACTED]

Section F: Confidential data

F1 Enter the physical address of the charity and the address in Canada for the charity's books and records. Post office box numbers and rural routes are not sufficient.

	Physical address of the charity	Address for the charity's books and records
Complete street address	[REDACTED]	[REDACTED]
City	SALT SPRING ISLAND	SALT SPRING ISLAND
Province or territory and postal code	BC [REDACTED]	BC [REDACTED]

F2 Name and address of individual who completed this return.

Name	
Company name (if applicable) MCLEAN, LIZOTTE, WHEADON AND COMPANY	
Complete street address 340 LOWER GANGES ROAD	
City, province or territory, and postal code SALT SPRING ISLAND BC V8K 2V3	
Phone number 250 537-9742	Is this the same individual who certified in Section E above? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Privacy statement

Personal information is collected under the authority of the Income Tax Act and is used to establish and validate the identity and contact information of directors, trustees, officers, like officials, and authorized representatives of the organization. This information will also be used as a basis for the indirect collection of additional personal information from other internal and external sources, which includes personal tax information, and relevant financial and biographical information. Personal information will be used to assess the risk of registration with respect to the obligations and requirements as outlined in the Act and the common law. The social insurance number (SIN) is collected under subsection 237 of the Act and is used for identification purposes.

The Canada Revenue Agency (CRA) will make the information on this annual information return available to the public on the Charities Directorate website, except for information identified as confidential. Personal information may also be disclosed under information-sharing agreements and in accordance with section 241 of the Act. Incomplete or inaccurate information may result in compliance measures including revocation of registered status.

Personal information is described in personal information bank CRA PPU 200 and is protected under the Privacy Act. Individuals have a right of protection, access to and correction or notation of their personal information. You are entitled to complain to the Privacy Commissioner of Canada regarding our handling of your information.

Notification to directors and like officials: The CRA strongly encourages the organization to voluntarily inform its directors and like officials that it has collected and disclosed their personal information to the CRA.

☒ I confirm that I have read the Privacy statement above.

Checklist

A charity's complete annual information return includes:

- Form T3010, Registered Charity Information Return, and all applicable schedules
- a copy of the charity's financial statements
- Form T1235, Directors/Trustees and Like Officials Worksheet
- Form T1236, Qualified donees worksheet/Amounts provided to other organizations (if applicable)
- Form T2081, Excess Corporate Holdings Worksheet for Private Foundations (if applicable)
- Form T1441, Qualifying Disbursements: Grants to Non-Qualified Donees (Grantees) (if applicable)

If financial statements are not included, the charity's registration may be revoked.

Foundations		Schedule 1	
1	Did the foundation acquire control of a corporation?.....	100	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	Did the foundation incur any debts other than for current operating expenses, purchasing or selling investments, or in administering charitable activities?.....	110	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	(a) What was the total value of all restricted funds held at the end of the fiscal period?.....	111	\$ 0
	(b) Of that amount, what amount was the foundation not permitted to spend due to a funder's written trust or direction?.....	112	\$ 0

For private foundations only:

4	Did the foundation hold any shares, rights to acquire shares, or debts owing to it that meet the definition of a non-qualified investment?.....	120	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Did the foundation own more than 2% of any class of shares of a corporation at any time during the fiscal period?..... If yes, you must complete and attach Form T2081, Excess Corporate Holdings Worksheet for Private Foundations.	130	<input type="checkbox"/> Yes <input type="checkbox"/> No

Activities outside Canada		Schedule 2	
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Important: If you complete this section, you must answer yes to question C4.

For more information, go to canada.ca/charities-giving and see Guidance CG-002, Canadian registered charities carrying on activities outside Canada.

1	Total expenditures on activities/programs/projects carried on outside Canada, excluding qualifying disbursements	200	\$ 0
2	Were any of the charity's financial resources spent on programs outside of Canada under any kind of an arrangement including a contract, agency agreement, or joint venture to any other individual or organization (excluding qualifying disbursements)?.....	210	<input type="checkbox"/> Yes <input type="checkbox"/> No

If yes, provide details of the amount reported in question 1 on line 200, that the charity transferred to these individuals or organizations in the following table:

Name of individual/organization	Country code where the activities were carried out (see list at the end of Schedule 2)	Amount (\$) Show amounts to the nearest Canadian dollar

Important: If you entered information in the table above, you must answer yes in line 210.

3	Using the table below, enter the countries outside Canada where the charity itself carried on programs or devoted any of its resources.
---	-----------------------------------------------------------------------------------------------------------------------------------------

4	Were any projects undertaken outside Canada funded by Global Affairs Canada?.....	220	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, what was the total amount the charity spent under this arrangement?.....	230	\$ 0
5	Were any of the charity's activities outside of Canada carried out by employees of the charity?.....	240	<input type="checkbox"/> Yes <input type="checkbox"/> No
6	Were any of the charity's activities outside of Canada carried out by volunteers of the charity?	250	<input type="checkbox"/> Yes <input type="checkbox"/> No
7	Did the charity export goods as part of its charitable activities?	260	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, list the items exported, their destination, the country code, and their value.		

Item exported	Destination (city/region)	Country code	Value (CAN \$)

Country codes

AF-Afghanistan	CU-Cuba	KP-North Korea	RO-Romania
AL-Albania	CY-Cyprus	KR-South Korea	RU-Russia
DZ-Algeria	DK-Denmark	KW-Kuwait	RW-Rwanda
AO-Angola	DO-Dominican Republic	KG-Kyrgyzstan	SA-Saudi Arabia
AR-Argentina	EC-Ecuador	LA-Laos	RS-Serbia
AM-Armenia	EG-Egypt	LB-Lebanon	SL-Sierra Leone
AZ-Azerbaijan	SV-El Salvador	LR-Liberia	SG-Singapore
BD-Bangladesh	ET-Ethiopia	MK-Macedonia	SO-Somalia
BY-Belarus	FR-France	MG-Madagascar	ES-Spain
BT-Bhutan	GA-Gabon	MY-Malaysia	LK-Sri Lanka
BO-Bolivia	GM-Gambia	ML-Mali	SD-Sudan
BA-Bosnia and Herzegovina	GE-Georgia	MU-Mauritius	SY-Syrian Arab Republic
BW-Botswana	DE-Germany	MX-Mexico	TJ-Tajikistan
BR-Brazil	GH-Ghana	MN-Mongolia	TZ-United Republic of Tanzania
BN-Brunei Darussalam	GT-Guatemala	ME-Montenegro	TH-Thailand
BG-Bulgaria	GY-Guyana	MZ-Mozambique	TL-Timor-Leste
BI-Burundi	HT-Haiti	MM-Myanmar (Burma)	TR-Turkey
KH-Cambodia	HN-Honduras	NA-Namibia	UG-Uganda
CM-Cameroon	IN-India	NL-Netherlands	UA-Ukraine
CF-Central African Republic	ID-Indonesia	NI-Nicaragua	GB-United Kingdom
TD-Chad	IR-Iran	NE-Niger	US-United States of America
CL-Chile	IQ-Iraq	NG-Nigeria	UY-Uruguay
CN-China	IL-Israel	OM-Oman	UZ-Uzbekistan
CO-Colombia	PS-Israeli Occupied Territories	PK-Pakistan	VE-Venezuela
KM-Comoros	IT-Italy	PA-Panama	VN-Vietnam
CD-Democratic Republic of Congo	JM-Jamaica	PE-Peru	YE-Yemen
CG-Republic of Congo	JP-Japan	PH-Philippines	ZM-Zambia
CR-Costa Rica	JO-Jordan	PL-Poland	ZW-Zimbabwe
CI-Côte d'Ivoire	KZ-Kazakhstan	QA-Qatar	
HR-Croatia	KE-Kenya	RE-Réunion	

Use the following codes for countries not listed above:

QS-Other countries in Africa
 QR-Other countries in Asia and Oceania
 QM-Other countries in Central and South America
 QP-Other countries in Europe
 QO-Other countries in the Middle East
 QN-Other countries in North America

Compensation

Schedule 3

Important: If you complete this section, you must answer yes to question C9.

1	(a) Enter the number of permanent, full-time, compensated positions in the fiscal period. This number should represent the number of positions the charity had including both managerial positions and others, and should not include independent contractors. Do not enter a dollar amount.	300	0					
	(b) For the ten (10) highest compensated, permanent, full-time positions enter the number of positions that are within each of the following annual compensation categories. Do not tick the boxes; use numbers.							
305	0	\$1 – \$39,999	310	0	\$40,000 – \$79,999	315	0	\$80,000 – \$119,999
320	0	\$120,000 – \$159,999	325	0	\$160,000 – \$199,999	330	0	\$200,000 – \$249,999
335	0	\$250,000 – \$299,999	340	0	\$300,000 – \$349,999	345	0	\$350,000 and over
2	(a) Enter the number of part-time or part-year (for example, seasonal) employees the charity employed during the fiscal period.	370	0					
	(b) Total expenditure on compensation for part-time or part-year employees in the fiscal period.	380	\$	0				
3	Total expenditure on all compensation in the fiscal period.	390	\$	0				

Confidential data

Schedule 4

Important: If you complete this section, you must answer yes to question C10.

The information in this schedule is for the CRA's use and may be shared as permitted by law (for example, with certain other government departments and agencies).

1. Information about external fundraisers

Enter the name(s) and arm's length status of each external fundraiser.

Name (confidential)	At arm's length? Yes/No (confidential)

2. Information about donors not resident in Canada

Complete this schedule to report any gift of any kind valued at \$10,000 or more received from any donor that was not resident in Canada and was not any of the following:

- a Canadian citizen, nor
- employed in Canada, nor
- carrying on business in Canada, nor
- a person having disposed of taxable Canadian property.

Enter the name of each donor and the value of the gift in the table below. Select whether the donor was an organization (for example a business, corporate entity, charity, non-profit organization), a government or an individual.

Name (confidential)	Type of donor (confidential)			Value (CAN \$)
	Organization	Government	Individual	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Non-cash gifts

Schedule 5

Important: If you complete this section, you must answer yes to question C11.

1	Select all types of non-cash gifts received for which a tax receipt was issued:				
500	<input type="checkbox"/> Artwork/wine/jewellery	525	<input type="checkbox"/> Ecological properties	550	<input type="checkbox"/> Publicly traded securities/ commodities/mutual funds
505	<input type="checkbox"/> Building materials	530	<input type="checkbox"/> Life insurance policies	555	<input type="checkbox"/> Books
510	<input type="checkbox"/> Clothing/furniture/food	535	<input type="checkbox"/> Medical equipment/supplies	560	<input type="checkbox"/> Other
515	<input type="checkbox"/> Vehicles	540	<input type="checkbox"/> Privately-held securities	565	Specify:
520	<input type="checkbox"/> Cultural properties	545	<input type="checkbox"/> Machinery/equipment/ computers/software		
2	Enter the total amount of tax-receipted non-cash gifts	580	\$	0	

Detailed financial information

Schedule 6

Fill out this schedule if any of the following applies to the charity:

- (a) The charity's revenue exceeded \$100,000.
- (b) The amount of all property (for example, investments, rental properties) not used in charitable activities was more than \$25,000.
- (c) The charity had permission to accumulate funds during this fiscal period.

Was the financial information reported below prepared on an accrual or cash basis? 4020 ☐ Accrual ☒ Cash

Statement of financial position

Show all amounts to the nearest single Canadian dollar. Do not enter "see attached financial statements." All relevant fields must be filled out.

Assets:

Cash, bank accounts, and short-term investments	4100	\$	6,896
Cash and bank accounts	4101	\$	0
Short-term investments	4102	\$	0
Amounts receivable from non-arm's length persons	4110	\$	0
Amounts receivable from all others	4120	\$	6,375
Investments in non-arm's length persons	4130	\$	0
Long-term investments	4140	\$	0
Inventories	4150	\$	0
Land and buildings in Canada	4155	\$	0
Used for charitable programs or administration	4157	\$	0
Used for other purposes	4158	\$	0
Other capital assets in Canada	4160	\$	0
Capital assets outside Canada	4165	\$	0
Accumulated amortization of capital assets	4166	\$	0
Other assets	4170	\$	14,781
Impact investments	4190	\$	0
Total assets (add lines 4100, 4110 to 4155, and 4160 to 4170)	4200	\$	28,052

Liabilities:

Accounts payable and accrued liabilities	4300	\$	2,432
Deferred revenue	4310	\$	0
Amounts owing to non-arm's length persons	4320	\$	0
Other liabilities	4330	\$	0
Total liabilities (add lines 4300 to 4330)	4350	\$	2,432

Amount included in lines 4150, 4155, 4160, 4165 and 4170 not used in charitable activities

4250 \$ 0

Statement of operations

Revenue:

Total eligible amount of all gifts for which the charity has issued or will issue tax receipts	4500	\$	31,183
Total eligible amount of tax-receipted tuition fees	5610	\$	0
Total amount received from other registered charities	4510	\$	45,000
Total other gifts received for which a tax receipt was not issued by the charity (excluding amounts at lines 4575 and 4630)	4530	\$	5,722
Total revenue received from federal government	4540	\$	0
Total revenue received from provincial/territorial governments	4550	\$	18,800
Total revenue received from municipal/regional governments	4560	\$	0
Total tax-receipted revenue from all sources outside of Canada (government and non-government)	4571	\$	0
Total non tax-receipted revenue from all sources outside Canada (government and non-government)	4575	\$	0
Total interest and investment income from impact investments	4576	\$	0
Total interest and investment income from persons not at arm's length	4577	\$	0
Total interest and investment income received or earned	4580	\$	0
Gross proceeds from disposition of assets	4590	\$	0
Net proceeds from disposition of assets (show a negative amount with brackets)	4600	\$	0
Gross income received from rental of land and/or buildings	4610	\$	0
Total non tax-receipted revenues received for memberships, dues and association fees	4620	\$	25
Total non tax-receipted revenue from fundraising	4630	\$	0
Total revenue from sale of goods and services (except to any level of government in Canada)	4640	\$	56,961
Other revenue not already included in the amounts above	4650	\$	0
Specify type(s) of revenue included in the amount reported at 4650	4655		
Total revenue (add lines 4500, 4510 to 4560, 4575, 4580, and 4600 to 4650)	4700	\$	157,691

Expenditures:

Advertising and promotion	4800	\$	935
Travel and vehicle expenses.....	4810	\$	0
Interest and bank charges.....	4820	\$	152
Licences, memberships, and dues.....	4830	\$	1,009
Office supplies and expenses.....	4840	\$	6,912
Occupancy costs	4850	\$	21,444
Professional and consulting fees.....	4860	\$	32,890
Education and training for staff and volunteers	4870	\$	556
Total expenditure on all compensation (enter the amount reported at line 390 in Schedule 3, if applicable)	4880	\$	0
Fair market value of all donated goods used in charity's own activities.....	4890	\$	0
Purchased supplies and assets	4891	\$	49,387
Amortization of capitalized assets	4900	\$	0
Research grants and scholarships as part of charity's own activities	4910	\$	0
All other expenditures not included in the amounts above (excluding qualifying disbursements)	4920	\$	50,727
Specify type(s) of expenditures included in the amount reported at 4920	4930	HORSE MANAGEMENT AND INSTRUCTC	
Total expenditures before qualifying disbursements (add lines 4800 to 4920)	4950	\$	164,012

Of the amounts at lines 4950:

(a) Total expenditures on charitable activities.....	5000	\$	145,729
(b) Total expenditures on management and administration	5010	\$	18,283
(c) Total expenditures on fundraising	5020	\$	0
(d) Total other expenditures included in line 4950.....	5040	\$	0

Total amount of grants made to all non-qualified donees (grantees).....	5045	\$	0
Total amount of gifts made to all qualified donees	5050	\$	0
Total expenditures (add lines 4950, 5045 and 5050)	5100	\$	164,012

Other financial information

Permission to accumulate property:

Only registered charities that have written permission to accumulate should complete this section.

• Enter the amount accumulated for the fiscal period, including income earned on accumulated funds.....	5500	\$	0
• Enter the amount disbursed for the fiscal period for the specified purpose.....	5510	\$	0

Permission to reduce disbursement quota:

If the charity has received approval to make a reduction to its disbursement quota, enter the amount for the fiscal period	5750	\$	0
----------------------------------------------------------------------------------------------------------------------------------	------	----	---

Property not used in charitable activities:

Enter the average value of property not used for charitable activities or administration during:

• The 24 months before the beginning of the fiscal period	5900	\$	0
• The 24 months before the end of the fiscal period	5910	\$	0

Disbursement quota

Schedule 8

Important: If you complete this section, you must answer **yes** to question C17.

For more information, go to Canada.ca/charities-disbursement-quota.

Step 1. Calculating the disbursement quota requirement for the current fiscal period

Average value of property not used in charitable activities or administration (line 5900 from your return)	805	\$	0
If permission to accumulate property has been granted, enter the total amount accumulated less all disbursements made for the specified purpose (add all amounts from lines 5500 minus all amounts at lines 5510 from all returns to date covered by the permission to accumulate property period)	810	\$	0
Line 805 minus line 810 (if negative, enter 0).....	815	\$	0

If line 815 is \$1,000,000 or less

Multiply line 815 by 3.5%..... 820 \$ 0

If line 815 is over \$1,000,000

Line 815 minus \$1,000,000.....	825	\$	0
Line 825 multiplied by 5%	830	\$	0
Line 830 plus \$35,000	835	\$	0

Enter the amount from line 820 or line 835. This is your charity's disbursement quota requirement for the current fiscal period	840	\$	0
Total expenditures on charitable activities (line 5000 of your return)	845	\$	0
Total amount of grants made to non-qualified donees (line 5045 of your return)	850	\$	0
Total amount of gifts made to qualified donees (line 5050 of your return)	855	\$	0
Add lines 845 to line 855	860	\$	0
Line 860 minus line 840. This is your charity's disbursement quota excess or shortfall for the current fiscal period.....	865	\$	0

If a shortfall exists (line 865 is negative), your charity can draw on disbursement excesses from the five previous fiscal periods to help it meet its shortfall. If no excesses are available to draw on, your charity can try to spend enough the following year to create an excess that it can carry back to cover the shortfall.

Step 2. Estimating the disbursement quota requirement for the next fiscal period

Average value of property not used in charitable activities or administration prior to the next fiscal period (line 5910 from your return)	870	\$	0
--------------------------------------------------------------------------------------------------------------------------------------------------	-----	----	---

If line 870 is \$1,000,000 or less

Multiply line 870 by 3.5%..... 875 \$ 0

If line 870 is over \$1,000,000

Line 870 minus \$1,000,000.....	880	\$	0
Line 880 multiplied by 5%	885	\$	0
Line 885 plus \$35,000.....	890	\$	0

The amount shown at line 875 or line 890 is your charity's estimated disbursement quota requirement for the next fiscal period.

Directors/Trustees and Like Officials Worksheet

Protected B when completed

You must give us complete information for each director/trustee and like official who, at any time during the fiscal period of this return, was a member of the charity's board of directors/trustees. Directors/trustees and like officials are persons who govern a registered charity. See the reverse for information on filling out this form.

Total number of directors/trustees and like officials:

Charity name:

Business number:

Return for fiscal period ending (YYYY/MM/DD):

7

SALTSPRING THERAPEUTIC RIDING ASSOCIATION

87378 3013 RR 0001

2 0 2 4 1 2 3 1

Note: If you would like these individuals to have the authority to communicate with the CRA on behalf of your charity, their name must also appear as an owner for your Business Number (BN). For more information, go to canada.ca/charities-giving, select "Operating a registered charity," then "Making a change to your organization" and see "Change director."

Public Information	Confidential data
Last name: BECKY First name: CITRA Initial: Term Start date (Y/M/D): End date (Y/M/D): Position: DIRECTOR At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: TAYLOR First name: GILLIAM Initial: Term Start date (Y/M/D): End date (Y/M/D): Position: DIRECTOR At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: DU MONT First name: KATHRYNN Initial: E Term Start date (Y/M/D): End date (Y/M/D): Position: DIRECTOR At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: WAY First name: RICHARD Initial: Term Start date (Y/M/D): End date (Y/M/D): Position: CHAIRPERSON At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: LEMIEUX First name: KIMBERLY Initial: Term Start date (Y/M/D): End date (Y/M/D): Position: DIRECTOR At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: WILKINSON First name: ANNETTE Initial: L Term Start date (Y/M/D): End date (Y/M/D): Position: DIRECTOR At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: MCANDREW First name: ALISON Initial: Term Start date (Y/M/D): End date (Y/M/D): Position: TREASURER At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: First name: Initial: Term Start date (Y/M/D): End date (Y/M/D): Position: At arm's length with other Directors? Yes No	Residential address – Street number and name: City: Prov/Terr: Postal code: Phone number Date of birth (Y/M/D):
Last name: First name: Initial: Term Start date (Y/M/D): End date (Y/M/D): Position: At arm's length with other Directors? Yes No	Residential address – Street number and name: City: Prov/Terr: Postal code: Phone number Date of birth (Y/M/D):

Completing the Directors/Trustees and Like Officials Worksheet

Public information

Information from this column is available to the public.

Enter the last name, first name, and initial of the director/trustee or like official.

Term:

Start date: Enter the date the person started in the position.

End date: Enter the date the person left the position. If the person has not left the position, leave this field blank.

Position: Enter the title of the position being held. Each position is generally identified in an organization's governing documents (for example, president, treasurer, secretary). A registered charity may have other officials that have governing powers similar to those of a director or trustee. For example, a religious leader with some governing authority would be considered a like official.

Is arm's length with other directors: Tick **Yes** if the person is at arm's length with all other directors/trustees or like officials.

An arm's length relationship is a concept that describes a relationship in which two persons act independently of each other and are not related. Related persons are individuals who are related to each other by blood, marriage or common-law partnership, or adoption. It is also possible that individuals not related by a family connection, but by close business relations, may still be considered not at arm's length. For more information on arm's length, go to anada.ca/charities-giving, select "A to Z index of topics for charities," search for "Charities and giving glossary" and see "arm's length."

Confidential data

Information from this column will stay confidential and will not be made available to the public except in circumstances in which the release of any or all of the information is required by law or, in certain circumstances, permitted by law.

According to the Income Tax Act, circumstances in which the law requires or permits such information to be disclosed include a court order, warrant, or subpoena issued for a criminal proceeding under an act of Parliament or a legal proceeding relating to the administration or enforcement of the Income Tax Act, the Canada Pension Plan, the Unemployment Insurance Act, or the Employment Insurance Act, or any other act of Parliament or law of a province that allows a tax or duty to be imposed or collected.

Other circumstances in which we are required or permitted by law to disclose certain records include a request made under the authority of the Auditor General Act, a warrant issued by the Canadian Security Intelligence Service Act, and enquiries from the Department of Finance Canada for information to form or evaluate fiscal policy.

Residential address: In the proper spaces, enter the full home address, including the street number, street name, city (which could be a town, village, or other municipality), province or territory, and postal code of each director/trustee or like official.

Phone number: Enter the telephone number at which the person can be reached during the day.

Date of birth: Enter the person's date of birth so that the CRA is better able to identify the individuals who are responsible for managing the charity.

If the director/trustee or like official lives outside the country, enter the person's full mailing address, including the country.

906103

Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Gulf Islands Seniors Residence Association (GISRA)

Salt Spring Island, BC

Contact(s): Janis Gauthier

(name)

(phone)

(fax)

Email address

Contact(s): Harry Barnes, GISRA Exec. Dir.

(name)

(phone)

(fax)

harryb@gisra.ca

Email address

Application Summary

Project or purpose for which you require assistance:

Regulatory planning and approvals and financial feasibility/business planning for a 50-unit affordable rental project at 154-164 Kings Lane.

Amount of grant requested \$ 10000

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder


(signature of authorized signatory)

GISRA Executive Director
(title)

Harry Barnes
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

GISRA is a not-for-profit society with charitable status incorporated in 1998. In 2003 GISRA completed construction of 'Meadowbrook', a 38-unit supportive affordable housing facility which it has operated very successfully for 20 years providing affordable homes for over 200 people. The facility provides meals, housekeeping, activities and companionship for seniors in their homes, at an affordable rate that is not otherwise available on Salt Spring.

2. Describe the geographic area that receives services or benefits from your organization.

Most residents are from Salt Spring, although GISRA can serve seniors from any of the Southern Gulf Islands.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

There is no remuneration or funds available to members, directors or officers.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

GISRA was incorporated as a Society in 1998. There are approximately 30 members (including Board), volunteers and entertainers.

Project / Proposal Profile

1. Assistance is being requested for:
capital project and / or equipment
special event
other purpose (zoning revisions, sewer design/costing, feasibility & business plan)
2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

GISRA also owns a 3.43-acre site at 154-164 Kings Lane, currently housing the SSI Health Centre. Previous plans were to construct 'Meadowlane', a 50-unit supportive seniors' residence, for which it was designed and re-zoned. GISRA is in the process of design and bylaw changes to instead build a standard independent affordable rental building. The proposed use of these funds is for technical and planning assistance and any associated application fees for the following:

- 1) Revising the zoning bylaw and housing agreement to allow for a broader range of residents and remove the restriction of 12 medical practitioners in the existing clinic, to allow for an expansion in collaboration with a local doctors' group and the Lady Minto Hospital Foundation.
- 2) Preliminary planning, design and cost estimating for line extension and connection to the Ganges Sewer system.
- 3) Updated financial feasibility and business planning, in preparation for capital funding applications.

3. Please describe how this proposal will benefit the community.

This project will help meet two of the community's most critical needs: affordable housing and the shortage of doctors and other medical professionals. Salt Spring is experiencing a serious affordable housing crisis, with a clear and very strong need for more affordable rental housing. Community consensus indicates that the best use for the site would be staff housing for a wide range of incomes, with a focus on lower-middle incomes as much as is financially feasible. Younger and independent seniors, some of whom may still be employed, could be included.

Salt Spring also has a severe shortage of primary health care providers, with up to half of the community unattached to a family doctor. A key element of this being the difficulty family doctors face in securing a long-term facility for their practices. Inclusion of the medical clinic expansion in GISRA's housing proposal and possibly dedicating some of the planned housing units to medical staff could help meet both these important community needs.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
BC Housing (RFP stage)	\$ 7,914,000.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
CRD PDF (EOI stage)	\$ 100,000.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☒ NO ☐ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach.

GISRA Kings Lane Project

CRD Grant-in-Aid Application

Updated: 25-Apr-2025

PROPOSED BUDGET - Grant in Aid	
Application fee - zoning bylaw revisions	4,900
Legal fees - revise housing agreement	5,000
Consultant - process & negotiate applications	6,000
Sewer design & costing	3,500
Consultant - update feasibility & business plan	5,000
Contingency 10%	2,440
TOTAL COST	26,840

Source of Funds	
CRD Grant-in-Aid	10,000
Islands Trust sponsor application	4,900
GISRA funds	11,940
TOTAL COST	26,840

GISRA Kings Lane Project

CRD Grant-in-Aid Application

Updated: 25-Apr-2025

PRELIMINARY CAPITAL BUDGET	
Total Acquisition and Servicing	2,772,500
Total Municipal Fees	284,000
Total Utility Fees	142,500
Total Design Consultants	1,297,000
Total Consultants	515,500
Total Miscellaneous Soft Cost	671,500
Total Borrowing Cost	258,120
Total Construction	17,489,000
Total Building Start-up/Commissioning	122,000
Total Contingency	2,000,000
TOTAL COST	25,552,120
Planned Fundraising	
Society Land Equity	1,000,000
Society Cash Equity & Fundraising	0
Islands Trust fee waiver	6,500
CRD PDF (forgivable portion)	50,000
BCH Grants	7,914,700
CMHC Seed Funding Grant	0
CMHC or other Federal Grants	0
CRD Regional Housing Fund	3,000,000
CRD Commiunity Works (sewer)	400,000
SS Foundation	500,000
Lady Minto Foundation	0
SHORTFALL - FUNDRAISING REQ'D	293,500
TOTAL EQUITY	13,164,700
MORTGAGE REQUIRED	12,387,420

PROPOSED BUDGET - Grant in Aid	
Application fee - zoning bylaw revisions	4,900
Legal fees - revise housing agreement	5,000
Consultant - process & negotiate applications	6,000
Sewer design & costing	3,500
Consultant - update feasibility & business plan	5,000
Contingency 10%	2,440
TOTAL COST	26,840

Source of Funds	
CRD Grant-in-Aid	10,000
Islands Trust sponsor application	4,900
GISRA funds	11,940
TOTAL COST	26,840

June 12, 2024

Gulf Islands Seniors Residence Association
121 Atkins Road
Salt Spring Island BC V8K 2X7

Dear Helen, Richard and Keena:

We are enclosing:

- One copy of your reviewed financial statements of Gulf Islands Seniors Residence Association for the year ended December 31, 2023.
- One copy of the letter of representation.
- One copy of our standard engagement letter.
- Our invoice, which we trust you will find in order.
- Our year-end journal entries and other relevant working papers are being provided to assist you in updating your accounting system. If you find after inputting our year-end entries that your general ledger does not agree to our closing balances, please contact our office so we may help you rectify the problem.

We have relied on you to provide us with the necessary information in a form sufficiently complete to enable us to prepare the financial statements. We understand that the financial statements referred to will be only for management purposes and will not be made available to other parties without our consent.

We wish to emphasize that our engagement cannot be relied upon to disclose errors, omissions or other irregularities nor will it fulfill any statutory audit requirements.

We thank you for the opportunity to be of service to you and trust everything is in order. If you have any questions or concerns, please contact us by email at flizotte@mlwaccounting.ca or call 250-537-9742.

Sincerely,

MCLEAN, LIZOTTE, WHEADON AND COMPANY
Chartered Professional Accountants



Frédéric Lizotte, CPA, CGA



CHARTERED PROFESSIONAL ACCOUNTANTS

December 17, 2023

Gulf Islands Seniors Residences Association
121 Atkins Road
Salt Spring Island BC V8K 2X7

Dear Richard and Harry:

The Objective and Scope of the Review

You have requested that we review the general purpose financial statements of Gulf Islands Seniors Residences Association, which comprise the statement of financial position as at December 31, 2023, and the statements of revenues and expenditures, changes in fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information. We are pleased to confirm our acceptance and our understanding of this review engagement by means of this letter (the "Engagement").

Our review will be conducted with the objective of expressing our conclusion on the financial statements. Our conclusion, if unmodified, will be in the form of "Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of Gulf Islands Seniors Residences Association as at December 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO)".

Our Responsibilities

We will conduct our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. We will perform procedures, primarily consisting of making inquiries of management and others within the entity (as appropriate) and applying analytical procedures, and evaluate the evidence obtained. We will also perform additional procedures if we become aware of matters that cause us to believe the financial statements as a whole may be materially misstated. These procedures are performed to enable us to express our conclusion on the financial statements in accordance with Canadian generally accepted standards for review engagements. The procedures selected will depend on what we consider necessary in applying our professional judgment, based on our understanding of Gulf Islands Seniors Residences Association and its environment, and our understanding of ASNPO and its application in the industry context.

A review is not an audit of the financial statements, therefore:

- a. There is a commensurate higher risk than there would be in an audit that any material misstatements that exist in the financial statements reviewed may not be revealed by the review, even though the review is properly performed in accordance with Canadian generally accepted standards for review engagements.
- b. In expressing our conclusion from the review of the financial statements, our report on the financial statements will expressly disclaim any audit opinion of the financial statements.

Reporting

Unless unanticipated difficulties are encountered, our report will be substantially in the following form contained in Appendix A to this letter.

If we determine that a modification to our conclusion on the financial statements is necessary, we will discuss the reasons with you in advance.

Management's Responsibilities

Our review will be conducted on the basis that management and, where appropriate, those charged with governance / oversight acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with ASNPO.
- b. For the design and implementation of 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.
- c. To provide us with timely:
 - i. Access to all information of which management is aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
 - ii. Information about all known or suspected fraud, any allegations of fraud or suspected fraud and any known or probable instances of non-compliance with legislative or regulatory requirements;
 - iii. Additional information that we may request from management for the purpose of review; and
 - iv. Unrestricted access to persons within Gulf Islands Seniors Residences Association from whom we determine it necessary to obtain evidence.

As part of our review, we will request from management *[and, where appropriate, those charged with governance]* written confirmation concerning representations made to us in connection with the review.

We will communicate any misstatements identified during the Engagement other than those that are clearly trivial. We will request that management correct all the misstatements communicated.

Use of Information

It is acknowledged that we will have access to all information about identified individuals ("personal information") in your custody that we require to complete our Engagement. Our services are provided on the basis that:

- a. You represent to us that management has obtained any required consents for our collection, use, disclosure, storage, transfer and process of personal information required under applicable privacy legislation and professional regulation; and
- b. We will hold all personal information in compliance with our Privacy Statement.

File Inspections

In accordance with professional regulations (and by our firm's policy), our client files may periodically be reviewed by practice inspectors and by other engagement file reviewers to ensure that we are adhering to professional and firm standards. File reviewers are required to maintain confidentiality of client information.

Confidentiality

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Each professional accountant must preserve the secrecy of all confidential information that becomes known during the practice of the profession. Accordingly, we will not provide any third party with confidential information concerning the affairs of Gulf Islands Seniors Residences Association unless:

- a. We have been specifically authorized with prior consent;
- b. We have been ordered or expressly required by law or by the British Columbia *Code of Professional Conduct/Code of Ethics*; or

c. The information requested is (or enters into) public domain.

Use and Distribution of Our Report

The examination of the financial statements and the issuance of our review engagement report are solely for the use of Gulf Islands Seniors Residences Association and those to whom our report is specifically addressed by us. We make no representations or warranties of any kind to any third party in respect of these financial statements or our review engagement report, and we accept no responsibility for their use by any third party or any liability to anyone other than Gulf Islands Seniors Residences Association.

For greater clarity, our review will not be planned or conducted for any third party or for any specific transaction. Accordingly, items of possible interest to a third party may not be addressed and matters may exist that would be assessed differently by a third party, including, without limitation, in connection with a specific transaction. Our review engagement report should not be circulated (beyond Gulf Islands Seniors Residences Association) or relied upon by any third party for any purpose, without our prior written consent.

You agree that our name may be used only with our prior written consent and that any information to which we have attached a communication be issued with that communication, unless otherwise agreed to by us in writing.

Reproduction of Review Engagement Report

If reproduction or publication of our review engagement report (or reference to our report) is planned in an annual report or other document, including electronic filings or posting of the report on a website, a copy of the entire document should be submitted to us in sufficient time for our review and approval in writing before the publication or posting process begins.

Management is responsible for the accurate reproduction of the financial statements, the review engagement report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any incorporation by reference to either full or summarized financial statements that we have reviewed.

We are not required to read the information contained in your website or to consider the consistency of other information in the electronic site with the original document.

Communications

In performing our services, we will send messages and documents electronically. As such communications can be intercepted, misdirected, infected by a virus or otherwise used or communicated by an unintended third party, we cannot guarantee or warrant that communications from us will be properly delivered only to the addressee. Therefore, we specifically disclaim, and you release us from, any liability or responsibility whatsoever for interception or unintentional disclosure of communications transmitted by us in connection with the performance of this Engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from such communications, including any that are consequential, incidental, direct, indirect, punitive, exemplary or special damages (such as loss of data, revenues, or anticipated profits).

If you do not consent to our use of electronic communications, please notify us in writing.

Ownership

The working papers, files, other materials, reports and work created, developed or performed by us during the course of the Engagement are the property of our firm, constitute our confidential information and will be retained by us in accordance with our firm's policies and procedures.

During the course of our work, we may provide, for your own use, certain software, spreadsheets and other intellectual property to assist with the provision of our services. Such software, spreadsheets and other intellectual property must not be copied, distributed or used for any other purpose. We also do not provide any warranties in relation to these items and will not be liable for any lost or corrupted data or other damage or loss suffered or incurred by you in connection with your use of them.

We retain the copyright and all intellectual property rights in any original materials provided to you.



Governing Legislation

This engagement letter is subject to, and governed by, the laws of the Province of British Columbia. The Province of British Columbia will have exclusive jurisdiction in relation to any claim, dispute or difference concerning this engagement letter and any matter arising from it. Each party irrevocably waives any right it may have to object to any action being brought in those courts, to claim that the action has been brought in an inappropriate forum or to claim that those courts do not have jurisdiction.

Accounting Advice

Except as outlined in this letter, this Engagement does not contemplate the provision of specific accounting advice or opinions or the issuance of a written report on the application of accounting standards to specific transactions and to the facts and circumstances of the entity. Such services, if requested, would be provided under a separate engagement letter.

Dispute Resolution

You agree that any dispute that may arise regarding the meaning, performance or enforcement of this Engagement will, prior to resorting to litigation, be submitted to mediation.

Indemnity

Gulf Islands Seniors Residences Association hereby agrees to indemnify, defend (by counsel retained and instructed by us) and hold harmless our firm (and its partners, agents and employees) from and against any and all losses, costs (including solicitors' fees), damages, expenses, claims, demands and liabilities arising out of (or in consequence of):

- a. The breach by Gulf Islands Seniors Residences Association, or its directors, officers, agents or employees, of any of the covenants or obligations of Gulf Islands Seniors Residences Association herein, including, without restricting the generality of the foregoing, the misuse of, or the unauthorized dissemination of, our engagement report or the financial statements in reference to which the engagement report is issued, or any other work product made available to you by our firm.
- b. A misrepresentation by a member of your management or the those charged with governance.

Time Frames

We will use all reasonable efforts to complete the Engagement as described in this letter within the agreed upon time frames.

However, we shall not be liable for failures or delays in performance that arise from causes beyond our reasonable control, including any delays in the performance by Gulf Islands Seniors Residences Association of its obligations.

Billing

Our fees and costs will be billed monthly and are payable upon receipt. Invoices unpaid 30 days past the billing date may be deemed delinquent and are subject to an interest charge of 1.50% per month. We reserve the right to suspend our services or to withdraw from this Engagement in the event that any of our invoices are deemed delinquent. In the event that any collection action is required to collect unpaid balances due to us, you agree to reimburse us for our costs of collection, including lawyers' fees.

Costs of Responding to Government or Legal Processes

In the event we are required to respond to a subpoena, court order, government agency or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this Engagement, you agree to compensate us at our normal hourly rates for the time we expend in connection with such response and to reimburse us for all of our out-of-pocket costs (including applicable GST) incurred.

Termination

Management acknowledges and understands that failure to fulfill its obligations as set out in this engagement letter will result, upon written notice, in the termination of the Engagement.



Either party may terminate this agreement for any reason upon providing written notice to the other party [*not less than 30 calendar days before the effective date of termination*]. If early termination takes place, Gulf Islands Seniors Residences Association shall be responsible for all time and expenses incurred up to the termination date.

If we are unable to complete the Engagement or are unable to come to a conclusion on the financial statements, we may withdraw from the Engagement before issuing a review engagement report, or we may issue a denial of assurance on the financial statements. If this occurs, we will communicate the reasons and provide details.

Survival of Terms

This engagement letter will continue in force for subsequent reviews unless terminated by either party by written notice prior to the commencement of the subsequent review.

Foreign Reporting

It is understood and agreed that the organization is aware of the foreign reporting rules effective for tax years starting in 1996, and we are relying on the organization to provide us with the necessary information.

Failure to comply may result in significant penalties that are not deductible for income tax purposes. There are more penalties to those persons who make or participate in the making of a false statement or omission on the new information returns. Therefore, we must impress upon you the importance of carrying out due diligence to file these returns accurately and completely.

Conclusion

This engagement letter includes the relevant terms that will govern the Engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this letter, signed by all of the parties.

If you have any questions about the contents of this letter, please raise them with us. Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements of our review of the financial statements, including our respective responsibilities. We appreciate the opportunity of continuing to be of service to your organization.

Sincerely,

MCLEAN, LIZOTTE, WHEADON AND COMPANY
Chartered Professional Accountants



Frédéric Lizotte, CPA, CGA

Acknowledged and agreed to on behalf of Gulf Islands Seniors Residences Association by:




05/30/24

Date signed




05/30/24

Date signed



Appendix A - Expected Form of Report

To the Members of Gulf Islands Seniors Residences Association

We have reviewed the accompanying financial statements of Gulf Islands Seniors Residences Association (the organization) that comprise the statement of financial position as at December 31, 2023, and the statements of revenues and expenditures, changes in fund balances and cash flows 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 (ASNPO), 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.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Gulf Islands Seniors Residences Association as at December 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO.

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Financial Statements
Year Ended December 31, 2023

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Index to Financial Statements
Year Ended December 31, 2023

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CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Gulf Islands Seniors Residences Association

We have reviewed the accompanying financial statements of Gulf Islands Seniors Residences Association (the organization) that comprise the statement of financial position as at December 31, 2023, and the statements of revenues and expenditures, changes in fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

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McLean, Lizotte, Wheadon and Company

MCLEAN, LIZOTTE, WHEADON AND COMPANY
Chartered Professional Accountants

Salt Spring Island, British Columbia
May 30, 2024

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**denotes partnership of professional corporations*

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION

Statement of Financial Position

December 31, 2023

	2023	2022
ASSETS		
CURRENT		
Cash and cash equivalents	\$ 384,274	\$ 325,791
Accounts receivable	68,252	58,569
Prepaid expenses	26,285	24,625
	<u>478,811</u>	<u>408,985</u>
INVESTMENTS	64,879	103,814
TANGIBLE CAPITAL ASSETS (Note 4)	<u>7,364,440</u>	<u>7,246,874</u>
	<u>\$ 7,908,130</u>	<u>\$ 7,759,673</u>
LIABILITIES AND FUND BALANCES		
CURRENT		
Accounts payable and accrued liabilities	\$ 81,984	\$ 50,884
Due to government agencies	20,393	18,996
Wages payable	58,679	42,703
Refundable deposits	108,116	105,738
Current portion of long term debt (Note 6)	131,815	127,334
	<u>400,987</u>	<u>345,655</u>
CEBA LOAN PAYABLE	-	60,000
MORTGAGE PAYABLE (Note 6)	<u>4,205,450</u>	<u>4,337,264</u>
	<u>4,606,437</u>	<u>4,742,919</u>
FUND BALANCES		
Operating Fund	355,386	191,626
Internally Restricted Fund	291,213	287,599
Invested in Tangible Capital Assets Fund	2,655,094	2,537,529
	<u>3,301,693</u>	<u>3,016,754</u>
	<u>\$ 7,908,130</u>	<u>\$ 7,759,673</u>

ON BEHALF OF THE BOARD





Director





Director

See notes to financial statements

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Statement of Revenues and Expenditures
Year Ended December 31, 2023

	2023	2022
REVENUES		
Rents	\$ 1,715,180	\$ 1,497,695
Fee for service	37,296	17,882
Donations	17,248	5,931
Meals and sundry	11,885	10,322
Grants and rebates	2,354	6,438
Membership fees	500	190
	<u>1,784,463</u>	<u>1,538,458</u>
EXPENSES		
Advertising	375	454
Automotive	1,315	714
Bank charges	1,587	1,659
Board costs	55	1,194
CFO costs	39,411	46,679
Housekeeping	4,645	4,085
Insurance	35,009	33,853
Interest on mortgage payable	69,154	68,065
Licenses and dues	1,180	1,124
Medical alert and fire monitoring	16,994	15,979
Office and miscellaneous	11,437	8,757
Professional fees	26,859	20,233
Property taxes	17,113	16,000
Repairs and maintenance	50,495	47,767
Resident activities	6,594	3,591
Supplies - food	123,696	114,608
Telephone	4,389	4,656
Utilities and property services	165,454	156,698
Wages, costs and benefits	821,427	697,780
	<u>1,397,189</u>	<u>1,243,896</u>
EXCESS OF REVENUES OVER EXPENSES FROM OPERATIONS	<u>387,274</u>	<u>294,562</u>
OTHER INCOME (EXPENSES)		
Other income	20,000	18,925
Investment income (loss)	12,486	(400)
Investment and finance fees	(701)	(333)
Amortization	(134,120)	(135,459)
	<u>(102,335)</u>	<u>(117,267)</u>
EXCESS OF REVENUES OVER EXPENSES FOR THE YEAR	<u>\$ 284,939</u>	<u>\$ 177,295</u>

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Statement of Changes in Fund Balances
Year Ended December 31, 2023

	Operating Fund	Internally Restricted Fund	Invested in Tangible Capital Assets Fund	2023	2022
FUND BALANCES - BEGINNING OF YEAR	\$ 191,626	\$ 287,599	\$ 2,537,529	\$ 3,016,754	\$ 2,839,459
EXCESS OF REVENUES OVER EXPENSES	316,783	102,276	(134,120)	284,939	177,295
PURCHASE OF TANGIBLE CAPITAL ASSETS	(27,218)	(224,467)	251,685	-	-
INTERFUND TRANSFERS	(125,805)	125,805	-	-	-
FUND BALANCES - END OF YEAR	\$ 355,386	\$ 291,213	\$ 2,655,094	\$ 3,301,693	\$ 3,016,754

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Statement of Cash Flows
Year Ended December 31, 2023

	2023	2022
OPERATING ACTIVITIES		
Cash receipts from customers	\$ 1,777,166	\$ 1,510,073
Cash paid to suppliers and employees	(1,279,635)	(1,234,470)
Investment income received	11,776	-
Interest paid	(70,740)	(69,720)
Cash flow from operating activities	<u>438,567</u>	<u>205,883</u>
INVESTING ACTIVITIES		
Purchase of tangible capital assets	(251,685)	(142,422)
Redemption (Purchase) of investments	38,935	3,107
Cash flow used by investing activities	<u>(212,750)</u>	<u>(139,315)</u>
FINANCING ACTIVITY		
Repayment of long term financing	(167,334)	(119,742)
INCREASE (DECREASE) IN CASH FLOW	<u>58,483</u>	<u>(53,174)</u>
Cash - beginning of year	<u>325,791</u>	<u>378,965</u>
CASH - END OF YEAR	<u>\$ 384,274</u>	<u>\$ 325,791</u>
CASH CONSISTS OF:		
Cash and cash equivalents	<u>\$ 384,274</u>	<u>\$ 325,791</u>

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION

Notes to Financial Statements

Year Ended December 31, 2023

1. PURPOSE OF THE ORGANIZATION

Gulf Islands Seniors Residences Association (the "Society") is a not-for-profit organization incorporated provincially under the Society Act of British Columbia. As a registered charity the organization is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The purpose of the Gulf Islands Seniors Residence Association is to provide and manage one or more non-profit residential facilities on Salt Spring Island for persons sixty-five years of age and over.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Fund accounting

Gulf Islands Seniors Residences Association follows the fund accounting method of accounting for contributions.

The Operating Fund accounts for the Society's program delivery and administrative activities. This fund reports unrestricted resources and restricted operating grants and unrestricted donations at the discretion of the Board of Directors.

The Internally Restricted Fund comprises of investment in the Victoria Foundation Fund ("VFF"), a Maintenance Fund ("MF") to maintain facilities, and Kings Lane Fund ("KLF"), previously Meadowlane, comprised of funds designated for the purpose of a new facility.

The Tangible Capital Assets Fund reflects amounts invested in tangible capital assets, including the Meadowlane Project.

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in term deposits and are valued at cost plus accrued interest. The carrying amounts approximate fair value because they have maturities at the date of purchase of less than ninety days.

(continues)

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Notes to Financial Statements
Year Ended December 31, 2023

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a declining balance basis at the following rates:

Automotive	30%
Buildings	4%
Site improvements	4%
Furniture and Equipment	20%

Amortization is charged at one-half the above rates for acquisitions in the year.

The Society adopted a capitalization policy, whereby a \$1,000 threshold limit is applied for the capitalization of goods and services that have a useful life greater than a year, and that mortgage interest on asset development projects is capitalized.

Investments

Investments are comprised of publicly traded securities, bonds, and debentures, which are recorded at fair value based on the quoted market prices, as well as term deposits maturing beyond the current year. The investments are held and invested through the Victoria Foundation and the Island Savings Credit Union. Realized and unrealized market gains or losses, and interest income, are recognized in the statement of operations. Transaction costs, such as management fees, arising from these investments are expensed when incurred.

Investment in the Victoria Foundation comprised of a \$10,000 Endowment to be retained in perpetuity by the Victoria Foundation, and a \$100,000 retractable Endowment, which was retracted during the 2017 fiscal year. An additional contribution of \$5,000 was added to this fund during the fiscal year. The investment is pooled with the Common Trust Fund of the Foundation and invested in accordance with the Investment Policy of the Foundation, as approved by its Board of Directors.

The Society is entitled to a prorated portion of the annual returns of the Common Trust Fund less an annual administration fee.

Revenue recognition

The Society follows the fund accounting method of accounting for contributions.

All restricted contributions are recognized as revenue of the appropriate fund. All restricted contributions are recognized as revenue in the year in which the amount to be recorded can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions are recognized as revenue of the operating Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

(continues)

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Notes to Financial Statements
Year Ended December 31, 2023

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Use of estimates

When preparing financial statements according to ASNPO, the Association makes estimates and assumptions relating to:

- Reported amounts of revenue and expenses;
- Reported amounts of assets and liabilities; and
- Disclosure of contingent assets and liabilities.

Management's assumptions are based on a number of factors, including historical experience, current events and actions that the organization may undertake in the future, and other assumptions that we believe are reasonable under the circumstances. Actual results could differ from those estimates under different conditions and assumptions. Estimates were used when accounting for certain items, such as the useful lives of capital assets and impairment of long-lived assets.

Financial instruments

Financial assets and financial liabilities are initially recognized at fair value. The Society subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments, which are measured at fair value. Changes in fair value are recognized in the statement of operations and changes in fund balances.

The Society's financial assets measured at fair value include its term investments and investments held by the Victoria Foundation.

3. INVESTMENTS

As of December 31, 2022, investments comprised of the following:

	<u>2023</u>	<u>2022</u>
Victoria Foundation Funds	\$ 32,573	\$ 25,407
Term Deposit #81, interest rate of 1.25% and matures on April 17, 2025	32,294	31,349
Credit Union Shares	12	11
Term deposit #1, interest rate of 2.5% and matures on July 11, 2023	-	47,047
	<u>\$ 64,879</u>	<u>\$ 103,814</u>

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Notes to Financial Statements
Year Ended December 31, 2023

4. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Land	\$ 1,425,676	\$ -	\$ 1,425,676	\$ 1,425,676
Automotive	14,820	14,432	388	554
Buildings	5,127,892	2,645,019	2,482,873	2,586,326
Site improvements	919,116	393,990	525,126	443,604
Furniture and equipment	357,467	300,936	56,531	40,043
Asset under development	2,873,846	-	2,873,846	2,750,671
	<u>\$ 10,718,817</u>	<u>\$ 3,354,377</u>	<u>\$ 7,364,440</u>	<u>\$ 7,246,874</u>

5. CEBA LOAN PAYABLE

Loan payable to Island Savings for \$60,000 pursuant to the Canada Emergency Business Account (CEBA) loan. CEBA is a loan launched by the Government of Canada to ensure that businesses have access to capital during the COVID-19 pandemic and can only be used to pay specified, non-deferrable operating expenses.

Repaying \$40,000 of the loan on or before December 31, 2023 will result in loan forgiveness of the remaining \$20,000. If repaid by December 31, 2023 no interest will be payable on the loan. The loan is unsecured and no monthly payments are currently required.

The Society repaid the loan on December 7, 2023 and received the loan forgiveness of \$20,000 in the 2023 fiscal year.

6. MORTGAGE PAYABLE

	2023	2022
First West Credit Union Mortgage, 5.8%, payable at \$5,693.23 monthly, principal and interest, due on October 1, 2025 ("Mortgage #1")	\$ 819,929	\$ 840,056
First West Credit Union Mortgage, 3.45%, payable at \$19,213.63 monthly, principal and interest, due on October 1, 2025 ("Mortgage #3")	3,517,336	3,624,542
	<u>4,337,265</u>	<u>4,464,598</u>
Amounts payable within one year	<u>(131,815)</u>	<u>(127,334)</u>
	<u>\$ 4,205,450</u>	<u>\$ 4,337,264</u>

(continues)

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Notes to Financial Statements
Year Ended December 31, 2023

6. MORTGAGE PAYABLE (*continued*)

The mortgages are secured by way of a charge on the real estate assets of the Society, and an assignment of rents.

In October 2022, the Society renewed Mortgage #1 for a thirty-six month term at 5.8%.

Principal repayment terms are approximately:

2024	\$ 131,815
2025	120,986
2026	42,794
2027	45,569
2028	47,803
Thereafter	<u>3,948,298</u>
	<u>\$ 4,337,265</u>

An estimated interest rate of 6.3% was used to calculate the future principal repayment effective November 2025.

7. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of December 31, 2023.

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from customers. In order to reduce its credit risk, the organization reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The organization has a significant number of customers which minimizes concentration of credit risk.

(c) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities. The organization is exposed to interest rate risk primarily through its interest income on term deposits.

(*continues*)

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Notes to Financial Statements
Year Ended December 31, 2023

7. FINANCIAL INSTRUMENTS *(continued)*

(d) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, and accounts payable.

(b) Investment risk

The maximum investment risk to the Society is presented by the fair value of the investments.

8. REMUNERATION

On November 28, 2016, the new British Columbia Societies Act came into force. Included in the new Act is a requirement to disclose the remuneration paid to all directors, the ten highest paid employees and all contractors who are paid at least \$75,000 annually.

During the year, the Society paid wages exceeding \$75,000 to one employee.

9. COMPARATIVE FIGURES

The prior year comparative figures have been reclassified to conform to the current year's presentation, and are presented for comparative purposes only.

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION
Schedule of Revenues and Expenses by Location
(Schedule 1)
Year Ended December 31, 2023

	GISRA	Meadowbrook	Kings Lane	2023
REVENUES				
Rents	\$ -	\$ 1,537,374	\$ 177,806	\$ 1,715,180
Fee for services	-	1,371	35,925	37,296
Donations	2,233	15,015	-	17,248
Meals and sundry	-	11,885	-	11,885
Grant and rebates	-	2,354	-	2,354
Membership fees	500	-	-	500
	2,733	1,567,999	213,731	1,784,463
EXPENSES				
Advertising	346	29	-	375
Automotive	-	1,315	-	1,315
Bank charges	31	1,545	11	1,587
Board costs	55	-	-	55
CFO costs	39,411	-	-	39,411
Housekeeping	-	4,645	-	4,645
Insurance	1,394	37,371	(3,756)	35,009
Interest on mortgage payable	-	69,154	-	69,154
Licenses and dues	295	885	-	1,180
Medical alert and fire monitoring	-	16,994	-	16,994
Office and miscellaneous	5,807	5,630	-	11,437
Professional fees	8,432	18,427	-	26,859
Property taxes	-	-	17,113	17,113
Repairs and maintenance	109	47,224	3,162	50,495
Resident activities	-	6,594	-	6,594
Supplies - food	-	123,696	-	123,696
Telephone	-	4,389	-	4,389
Utilities and property services	-	155,629	9,825	165,454
Wages, costs and benefits	218,823	599,135	3,469	821,427
	274,703	1,092,662	29,824	1,397,189
OTHER (INCOME) / EXPENSES				
Management fees	(271,970)	184,970	87,000	-
Amortization	-	128,367	5,753	134,120
Other income	-	(20,000)	-	(20,000)
Investment loss / (income)	-	(10,247)	(2,239)	(12,486)
Investment and finance fees	-	683	18	701
	2,733	1,376,435	120,356	1,499,524
EXCESS OF REVENUES OVER EXPENSES				
	\$ -	\$ 191,564	\$ 93,375	\$ 284,939

GULF ISLANDS SENIORS RESIDENCES ASSOCIATION

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Salt Spring Island, BC
V8K 2X7

May 30, 2024

McLean, Lizotte, Wheadon and Company
340 Lower Ganges Road
Salt Spring Island British Columbia V8K 2V3

Attention: Frédéric Lizotte, CPA, CGA

Dear Sir:

This representation letter is provided in connection with your review of the financial statements of Gulf Islands Seniors Residences Association for the year ended December 31, 2023 for the purpose of expressing a conclusion that, based on your review, nothing has come to your attention that causes you to believe that the financial statements of Gulf Islands Seniors Residences Association do not present fairly, in all material respects, the financial position of Gulf Islands Seniors Residences Association as at December 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Certain representations in this letter are described as being limited to matters that are material. Misstatements (including omissions) are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

In making the representations outlined below, we took the time necessary to appropriately inform ourselves on the subject matter through inquiries of organization personnel with relevant knowledge and experience, and, where appropriate, by inspecting supporting documentation.

We confirm, to the best of our knowledge and belief, the following representations made to you during your review:

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated December 17, 2023, for the preparation and fair presentation of the financial statements in accordance with ASNPO.
- We reviewed, approved and recorded all of your proposed adjustments (except for uncorrected misstatements, which are addressed in the next bullet point) to our accounting records. This includes journal entries, changes to account coding, classification of certain transactions and preparation of, or changes to, certain accounting records.
- The effects of uncorrected misstatement are immaterial, individually and in aggregate, to the financial statements as a whole. A list of the uncorrected misstatements, including the reasons why they were not corrected, is attached to this representation letter.
- Management or other appropriate persons (such as those charged with governance) have accepted responsibility for the financial statements, including the related notes.

Information Provided

- We have provided you with:
 - Access to all information of which we are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation and other matters;
 - Additional information that you have requested from us for the purpose of the review; and
 - Unrestricted access to persons within the organization from whom you determined it necessary to obtain evidence.

(continued)

- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you:
 - The identity of the organization's related parties and all the related-party relationships and transactions of which we are aware;
 - Significant facts relating to any fraud or suspected fraud known to us that may have affected the organization;
 - Known actual or possible non-compliance with laws and regulations for which the effects of non-compliance impact the financial statements of Gulf Islands Seniors Residences Association;
 - All information relevant to use of the going concern assumption in the financial statements;
 - All events occurring subsequent to the date of the financial statements that may require adjustment or disclosure;
 - Material commitments, contractual obligations or contingencies that have affected or may affect the organization's financial statements, including disclosures; and
 - Material non-monetary transactions or transactions for no consideration undertaken by the organization in the financial reporting period under consideration.

Other Representations

- **Fair values of financial instruments**
The significant assumptions used in arriving at the fair values of financial instruments, as measured and disclosed in the financial statements, are reasonable and appropriate in the circumstances.
- **Material transactions**
There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.
- **Future plans**
We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the financial statements.
- **Related-party transactions**
All related-party transactions have been appropriately measured and disclosed in the financial statements.
- **Estimates**
The nature of all material measurement uncertainties has been appropriately disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
- **Claims**
We have informed you of all outstanding and possible claims, whether or not they have been discussed with legal counsel.
- **Liabilities and contingencies**
All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the financial statements.
- **Ownership**
The organization has satisfactory title to all assets, and there are no liens or encumbrances on the organization's assets.
- **Compliance**
We have disclosed to you, and the organization has complied with, all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance, including all covenants, conditions or other requirements of all outstanding debt.

(continued)



Proceeds of Crime (Money Laundering) and Terrorist Financing Act

We hereby acknowledge that McLean, Lizotte, Wheadon and Company have made us aware of your legal obligations under the Proceeds of Crime (Money Laundering) and Terrorist Financing Act. We hereby acknowledge that we are aware of potential conflict of interest that may arise as a result of your legal obligations under this Act and authorize McLean, Lizotte, Wheadon and Company to release and disclose information about Gulf Islands Seniors Residences Association as required by statute.

Related party transactions

The organization did not make any related party transactions during the period that have not been disclosed to you.

Acknowledged and agreed on behalf of Gulf Islands Seniors Residences Association by:

	
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05/30/24	05/30/24
_____	_____
Date signed	Date signed

Gulf Islands Seniors Residence Association

Year End: December 31, 2023

Trial Balance

Prepared by	Reviewed by
SS 2024-05-27	FL 2024-06-12

6.1

Account	Prelim	Adj's	Reclass	Rep	Annotation	Rep 12/22	Amount	Chg	%Chg
1001 Chequing - Operating	31,325.77	0.00	0.00	31,325.77	✓ ✓ TAB G	11,674.94	19,650.83	168	
1003 Savings - restricted	198,184.92	0.00	0.00	198,184.92	✓ ✓ TAB G	110,825.50	87,359.42	79	
1004 Chequing - GISRA Subsidiary	29,151.79	0.00	0.00	29,151.79	✓ ✓ TAB G	92,149.57	(62,997.78)	(68)	
1005 Savings - GISRA Subsidiary - Meadowl	76,494.01	0.00	0.00	76,494.01	✓ ✓ TAB G	75,431.18	1,062.83	1	
1012 Meadowbrook Term Deposit Restricted	0.00	0.00	48,222.08	48,222.08	✓ ✓ OK	31,349.35	16,872.73	54	
1499 Undeposited Funds	895.00	0.00	0.00	895.00	✓ ✓ TAB G	4,360.00	(3,465.00)	(79)	
111.1000 Cash and short term deposits	336,051.49	0.00	48,222.08	384,273.57		325,790.54	58,483.03	18	
1000 Cash Clearing	0.00	0.00	0.00	0.00	✓ ✓ OK	1,550.00	(1,550.00)	(100)	
1200 Accounts Receivable	(23,653.14)	0.00	0.00	(23,653.14)	✓ ✓ TAB I	14,929.84	(38,582.98)	(258)	
1201 Accounts Receivable (Resident)	42,392.69	0.00	0.00	42,392.69	✓ ✓ TAB I	38,090.41	4,302.28	11	
1202 Accounts receivable - Other	45,097.45	0.00	0.00	45,097.45	✓ ✓ TAB I	0.00	45,097.45	0	
1230 GST Refund Due Society	4,415.36	0.00	0.00	4,415.36	✓ ✓ TAB I	3,999.13	416.23	10	
115.1060 Accounts receivable	68,252.36	0.00	0.00	68,252.36		58,569.38	9,682.98	17	
1210 Prepaid Expenses	26,284.99	0.00	0.00	26,284.99	✓ ✓ TAB K	24,625.26	1,659.73	7	
128.1484 Prepaid expenses	26,284.99	0.00	0.00	26,284.99		24,625.26	1,659.73	7	
1504 Land	1,425,676.00	0.00	0.00	1,425,676.00	✓ ✓ TAB J	1,425,676.00	0.00	0	
151.1600 Land	1,425,676.00	0.00	0.00	1,425,676.00		1,425,676.00	0.00	0	
1505 Site Improvements	919,115.78	0.00	0.00	919,115.78	✓ ✓ TAB J	817,823.78	101,292.00	12	
151.1601 Land improvements	919,115.78	0.00	0.00	919,115.78		817,823.78	101,292.00	12	
1553 Site Improve. Amortization	(393,989.74)	0.00	0.00	(393,989.74)	✓ ✓ TAB J	(374,219.73)	(19,770.01)	5	
152.1602 Land improvements - acc amort	(393,989.74)	0.00	0.00	(393,989.74)		(374,219.73)	(19,770.01)	5	
1502 Buildings	5,127,892.03	0.00	0.00	5,127,892.03	✓ ✓ TAB J	5,127,892.03	0.00	0	
155.1680 Buildings	5,127,892.03	0.00	0.00	5,127,892.03		5,127,892.03	0.00	0	
1551 Building Amortization	(2,645,019.47)	0.00	0.00	(2,645,019.47)	✓ ✓ TAB J	(2,541,566.45)	(103,453.02)	4	
156.1681 Buildings - acc amort	(2,645,019.47)	0.00	0.00	(2,645,019.47)		(2,541,566.45)	(103,453.02)	4	
1501 43 Truck	14,820.46	0.00	0.00	14,820.46	✓ ✓ TAB J	14,820.46	0.00	0	
157.1742 Motor vehicles	14,820.46	0.00	0.00	14,820.46		14,820.46	0.00	0	
1554 Truck Amortization	(14,432.46)	0.00	0.00	(14,432.46)	✓ ✓ TAB J	(14,266.17)	(166.29)	1	
158.1743 Motor vehicles - acc amort	(14,432.46)	0.00	0.00	(14,432.46)		(14,266.17)	(166.29)	1	
1503 Furniture and Equipment	357,467.37	0.00	0.00	357,467.37	✓ ✓ TAB J	330,249.29	27,218.08	8	
157.1787 Furniture and fixtures	357,467.37	0.00	0.00	357,467.37		330,249.29	27,218.08	8	
1552 Equipment Amortization	(300,936.28)	0.00	0.00	(300,936.28)	✓ ✓ TAB J	(290,205.77)	(10,730.51)	4	
158.1788 Furniture and fixtures - acc amo	(300,936.28)	0.00	0.00	(300,936.28)		(290,205.77)	(10,730.51)	4	
1506 Assets under Development	2,873,846.29	0.00	0.00	2,873,846.29	✓ ✓ TAB J	2,750,671.20	123,175.09	4	
167.1900.01 Other capital asset #1	2,873,846.29	0.00	0.00	2,873,846.29		2,750,671.20	123,175.09	4	
1009 Meadowbrook Term Deposit 81	32,294.10	0.00	0.00	32,294.10	✓ ✓ TAB G	31,349.35	944.75	3	
1010 Membership Shares - Subsidiary	11.71	0.00	0.00	11.71	✓ ✓ TAB G	11.23	0.48	4	
1013 Meadowlane Term Deposit 3	48,222.08	0.00	(48,222.08)	0.00	✓ ✓ TAB G	47,045.93	(47,045.93)	(100)	
1800 Victoria Foundation Funds (Res)	32,572.75	0.00	0.00	32,572.75	✓ ✓ TAB H SS-1	25,407.32	7,165.43	28	
131.2300 Long term Investments	113,100.64	0.00	(48,222.08)	64,878.56		103,813.83	(38,935.27)	(38)	
2000 Accounts Payable	(38,872.89)	0.00	0.00	(38,872.89)	✓ ✓ TAB L	(20,996.61)	(17,876.28)	85	
2002 Credit card payable	(6,341.06)	0.00	0.00	(6,341.06)	✓ ✓ TAB M	(4,171.27)	(2,169.79)	52	
2106 WCB Payable	(4,670.15)	0.00	0.00	(4,670.15)	✓ ✓ TAB U	(3,857.83)	(812.32)	21	
2109 Pension Plan Payable	(2,220.26)	0.00	0.00	(2,220.26)		0.00	(2,220.26)	0	
2250 Accrued payables	(29,879.17)	0.00	0.00	(29,879.17)	✓ ✓ TAB N	(21,858.59)	(8,020.58)	37	
215.2620 Accounts payable	(81,983.53)	0.00	0.00	(81,983.53)		(50,884.30)	(31,099.23)	61	
2102 Accrued Wages	(38,231.51)	0.00	0.00	(38,231.51)	✓ ✓ TAB R	(23,127.37)	(15,104.14)	65	

2024-06-12

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Gulf Islands Seniors Residence Association

Year End: December 31, 2023

Trial Balance

Prepared by	Reviewed by
SS 2024-05-27	FL 2024-06-12

6. 1-1

Account	Prelim	Adj's	Reclass	Rep	Annotation	Rep 12/22	Amount	Chg	%Chg
2105 Vacation Pay	(20,447.09)	0.00	0.00	(20,447.09) ✓	TAB S	(19,575.67)	(871.42)	4	
215.2624 Wages payable	(58,678.60)	0.00	0.00	(58,678.60)		(42,703.04)	(15,975.56)	37	
2101 Payroll Liabilities	(20,393.19)	0.00	0.00	(20,393.19) ✓	TAB R SS-2	(18,995.85)	(1,397.34)	7	
215.2627 Employee deductions payable	(20,393.19)	0.00	0.00	(20,393.19)		(18,995.85)	(1,397.34)	7	
2255 Current portion of LT Debt	(131,815.08)	0.00	0.00	(131,815.08) ✓	TAB Q	(127,333.52)	(4,481.56)	4	
225.2920 Current portion of long term det	(131,815.08)	0.00	0.00	(131,815.08)		(127,333.52)	(4,481.56)	4	
2301 Due Residents Association	(4,703.44)	0.00	0.00	(4,703.44)		(5,421.47)	718.03	(13)	
2303 Damage Deposit	(25,413.00)	0.00	0.00	(25,413.00) ✓	TAB X	(22,317.00)	(3,096.00)	14	
2304 Refundable Depts:Damage Deposit:Darr	(78,000.00)	0.00	0.00	(78,000.00) ✓	TAB V	(78,000.00)	0.00	0	
228.2961 Deposits received	(108,116.44)	0.00	0.00	(108,116.44)		(105,738.47)	(2,377.97)	2	
2505 CEBA Loan	0.00	0.00	0.00	0.00 ✓	TAB P, A.3	(60,000.00)	60,000.00	(100)	
231.3140.01 Bank loans payable - long ter	0.00	0.00	0.00	0.00		(60,000.00)	60,000.00	(100)	
2502 Mortgage #3	(3,517,335.54)	0.00	0.00	(3,517,335.54) ✓	TAB Q, A.3	(3,624,541.73)	107,206.19	(3)	
231.3141.02 Mortgages payable - long ter	(3,517,335.54)	0.00	0.00	(3,517,335.54)		(3,624,541.73)	107,206.19	(3)	
2504 Pre-construction Mortgage	(819,928.72)	0.00	0.00	(819,928.72) ✓	TAB Q, A.3	(840,056.04)	20,127.32	(2)	
231.3141.03 Mortgages payable - long ter	(819,928.72)	0.00	0.00	(819,928.72)		(840,056.04)	20,127.32	(2)	
2501 Current Portion of LTD	131,815.08	0.00	0.00	131,815.08 ✓	TAB Q	127,333.52	4,481.56	4	
225.3140 Current portion of long term det	131,815.08	0.00	0.00	131,815.08		127,333.52	4,481.56	4	
3900 Retained Earnings	(67,353.20)	(124,272.93)	0.00	(191,626.13) ✓	SS. 3	109,941.93	(301,568.06)	(274)	
280.0001 Partner capital/fund #1 capital,	(67,353.20)	(124,272.93)	0.00	(191,626.13)		109,941.93	(301,568.06)	(274)	
3014 Meadowlane fund	(355,777.73)	106,151.05	0.00	(249,626.68) ✓	SS. 3	(355,777.73)	106,151.05	(30)	
3020 Meadowbrook Fund Equity	(63,057.03)	25,084.25	0.00	(37,972.78) ✓	SS. 3	(63,057.03)	25,084.25	(40)	
280.0002 Partner capital/fund #2 capital,	(418,834.76)	131,235.30	0.00	(287,599.46)		(418,834.76)	131,235.30	(31)	
3015 Invested in Tangible Capital As	(2,530,566.26)	(6,962.37)	0.00	(2,537,528.63) ✓	SS. 3	(2,530,566.26)	(6,962.37)	0	
280.0003 Partner capital/fund #3 capital,	(2,530,566.26)	(6,962.37)	0.00	(2,537,528.63)		(2,530,566.26)	(6,962.37)	0	
4000 Memberships (donations)	(500.00)	0.00	0.00	(500.00)		(190.00)	(310.00)	163	
311.8000 Trade sales	(500.00)	0.00	0.00	(500.00)		(190.00)	(310.00)	163	
4010 Meal & Sundry	(11,885.00)	0.00	0.00	(11,885.00)		(10,321.85)	(1,563.15)	15	
311.8000.01 Other trade sales #1	(11,885.00)	0.00	0.00	(11,885.00)		(10,321.85)	(1,563.15)	15	
4015 Rental Income - Kings Lane	(1,715,180.42)	0.00	0.00	(1,715,180.42) ✓	20. 2	(1,497,694.88)	(217,485.54)	15	
311.8000.02 Other trade sales #2	(1,715,180.42)	0.00	0.00	(1,715,180.42)		(1,497,694.88)	(217,485.54)	15	
4021 Donations - Meadow Lane	(17,248.30)	0.00	0.00	(17,248.30)		(5,930.50)	(11,317.80)	191	
311.8000.03 Other trade sales #3	(17,248.30)	0.00	0.00	(17,248.30)		(5,930.50)	(11,317.80)	191	
4017 Fees for Services	(37,295.55)	0.00	0.00	(37,295.55)		(17,881.85)	(19,413.70)	109	
311.8000.04 Other trade sales #4	(37,295.55)	0.00	0.00	(37,295.55)		(17,881.85)	(19,413.70)	109	
4035 Rebates	(2,353.89)	0.00	0.00	(2,353.89)		(1,438.17)	(915.72)	64	
4040 Grants	0.00	0.00	0.00	0.00		(5,000.00)	5,000.00	(100)	
311.8000.05 Other trade sales #5	(2,353.89)	0.00	0.00	(2,353.89)		(6,438.17)	4,084.28	(63)	
5010 Advertising & Promotion	134.23	0.00	0.00	134.23		238.89	(104.66)	(44)	
5015 Advertising - Website	240.87	0.00	0.00	240.87		215.25	25.62	12	
511.8520 Advertising and promotion	375.10	0.00	0.00	375.10		454.14	(79.04)	(17)	
5640 Resident Activities/Spec Events	6,593.63	0.00	0.00	6,593.63		3,591.11	3,002.52	84	
511.8523 Meals and entertainment	6,593.63	0.00	0.00	6,593.63		3,591.11	3,002.52	84	

Gulf Islands Seniors Residence Association

Year End: December 31, 2023

Trial Balance

Prepared by	Reviewed by
SS 2024-05-27	FL 2024-06-12

6. 1-2

Account	Prelim	Adj's	Reclass	Rep	Annotation	Rep 12/22	Amount	Chg	%Chg
5701 Property Insurance	25,545.45	0.00	0.00	25,545.45		24,683.46	861.99	3	
5702 General liability	6,719.72	0.00	0.00	6,719.72		6,298.16	421.56	7	
5703 Truck Insurance	1,350.25	0.00	0.00	1,350.25		1,358.69	(8.44)	(1)	
5704 Directors Liability Insurance	1,393.98	0.00	0.00	1,393.98		1,512.96	(118.98)	(8)	
523.8690 Insurance	35,009.40	0.00	0.00	35,009.40		33,853.27	1,156.13	3	
5020 Bank Service Charges	1,588.06	0.00	0.00	1,588.06		1,658.76	(70.70)	(4)	
525.8710 Interest and bank charges	1,588.06	0.00	0.00	1,588.06		1,658.76	(70.70)	(4)	
8010 Mortg-refinanced - interest	69,153.63	0.00	0.00	69,153.63		68,064.81	1,088.82	2	
525.8714 Interest on long term debt	69,153.63	0.00	0.00	69,153.63		68,064.81	1,088.82	2	
5035 Dues and Subscriptions	762.62	0.00	0.00	762.62		715.05	47.57	7	
5040 Licenses and Permits	417.00	0.00	0.00	417.00		409.00	8.00	2	
527.8760 Business taxes, licenses and m	1,179.62	0.00	0.00	1,179.62		1,124.05	55.57	5	
5050 Office Supplies	3,190.67	0.00	0.00	3,190.67		2,135.98	1,054.69	49	
5055 Postage and Delivery	185.38	0.00	0.00	185.38		326.38	(141.00)	(43)	
5060 Printing and Reproduction	446.44	0.00	0.00	446.44		1,151.02	(704.58)	(61)	
5080 IT equipment, subs and maintenance	4,602.22	0.00	0.00	4,602.22		4,065.64	536.58	13	
5098 Bad Debts	2,782.50	0.00	0.00	2,782.50		0.00	2,782.50	0	
5099 Miscellaneous Administration	229.56	0.00	0.00	229.56		837.79	(608.23)	(73)	
5600 Meals & Entertainment	0.00	0.00	0.00	0.00		109.98	(109.98)	(100)	
5681 Board Expense	0.00	0.00	0.00	0.00		30.75	(30.75)	(100)	
5682 Staff Training	0.00	0.00	0.00	0.00		99.00	(99.00)	(100)	
529.8810 Office	11,436.77	0.00	0.00	11,436.77		8,756.54	2,680.23	31	
5801 Audit Fees	3,807.50	0.00	0.00	3,807.50		3,075.00	732.50	24	
5802 Professional Fees - Legal	3,858.55	0.00	0.00	3,858.55		8,402.01	(4,543.46)	(54)	
5803 Professional Fees - Other	19,193.11	0.00	0.00	19,193.11		8,755.55	10,437.56	119	
531.8860 Professional fees	26,859.16	0.00	0.00	26,859.16		20,232.56	6,626.60	33	
5045 Medical Alert/Fire Monitoring	16,993.96	0.00	0.00	16,993.96		15,978.65	1,015.31	6	
531.8861 Legal fees	16,993.96	0.00	0.00	16,993.96		15,978.65	1,015.31	6	
5510 Tools and Misc. Supplies	1,006.95	0.00	0.00	1,006.95		0.00	1,006.95	0	
5900 Equipment Repairs	48,946.06	0.00	0.00	48,946.06		47,766.51	1,179.55	2	
5950 Small Capital Expense	542.01	0.00	0.00	542.01		0.00	542.01	0	
535.8960 Repairs and maintenance	50,495.02	0.00	0.00	50,495.02		47,766.51	2,728.51	6	
5411 Wages (Building Mgr)	95,849.91	0.00	0.00	95,849.91	✓ ✓ TAB T	92,028.73	3,821.18	4	
5412 Wages (Housekeeping)	82,517.49	0.00	0.00	82,517.49	✓ ✓ TAB T	92,756.78	(10,239.29)	(11)	
5413 Wages (Kitchen)	229,532.35	0.00	0.00	229,532.35	✓ ✓ TAB T	195,001.86	34,530.49	18	
5415 Wages Administration)	235,795.40	0.00	0.00	235,795.40	✓ ✓ TAB T	196,988.24	38,807.16	20	
5420 Payroll Expenses	153.77	0.00	0.00	153.77	✓ ✓ TAB T OK	0.00	153.77	0	
5421 Accrued Vacation Expense	28,364.91	0.00	0.00	28,364.91	✓ ✓ TAB T	33,598.40	(5,233.49)	(16)	
5424 CPP Expense (Employer)	33,219.42	0.00	0.00	33,219.42	✓ ✓ TAB T	28,841.10	4,378.32	15	
5425 EI Expense (Employer)	14,200.30	0.00	0.00	14,200.30	✓ ✓ TAB T	12,503.24	1,697.06	14	
5426 Health Plan Expense	36,912.00	0.00	0.00	36,912.00	✓ ✓ TAB T	29,081.35	7,830.65	27	
5428 WCB Expense	17,569.44	0.00	0.00	17,569.44	✓ ✓ TAB T	13,526.44	4,043.00	30	
5429 Holiday Bonus	35,778.02	0.00	0.00	35,778.02	✓ ✓ TAB T	0.00	35,778.02	0	
5431 Pension Plan Expenses	4,083.95	0.00	0.00	4,083.95	✓ ✓ TAB T	0.00	4,083.95	0	
5470 Contract Wages	7,450.00	0.00	0.00	7,450.00	✓ ✓ TAB T	3,453.86	3,996.14	116	
537.9060 Salaries and wages	821,426.96	0.00	0.00	821,426.96		697,780.00	123,646.96	18	
5200 Janitorial Supplies	4,645.18	0.00	0.00	4,645.18		4,084.94	560.24	14	
539.9110 Sub-contracts	4,645.18	0.00	0.00	4,645.18		4,084.94	560.24	14	
5101 Food	117,882.57	0.00	0.00	117,882.57		108,786.35	9,096.22	8	
5102 Linen & Supplies	5,812.96	0.00	0.00	5,812.96		5,821.96	(9.00)	0	
541.9130 Supplies	123,695.53	0.00	0.00	123,695.53		114,608.31	9,087.22	8	

Gulf Islands Seniors Residence Association

Year End: December 31, 2023

Trial Balance

Prepared by	Reviewed by
SS 2024-05-27	FL 2024-06-12

6. 1-3

Account	Prelim	Adj's	Reclass	Rep	Annotation	Rep 12/22	Amount	Chg	%Chg
5310 Property taxes	17,112.80	0.00	0.00	17,112.80		16,000.06	1,112.74	7	
543.9180 Property taxes	17,112.80	0.00	0.00	17,112.80		16,000.06	1,112.74	7	
5301 Hydro	32,000.49	0.00	0.00	32,000.49		31,484.72	515.77	2	
5302 Water	15,598.55	0.00	0.00	15,598.55		13,332.56	2,265.99	17	
5303 Cable Television	20,688.39	0.00	0.00	20,688.39		19,629.52	1,058.87	5	
5304 Propane & Fuel	21,907.94	0.00	0.00	21,907.94		22,841.99	(934.05)	(4)	
5305 Sewage	21,915.14	0.00	0.00	21,915.14		21,819.06	96.08	0	
5306 Waste Removal	12,426.61	0.00	0.00	12,426.61		10,899.55	1,527.06	14	
5309 Property Management	0.00	0.00	0.00	0.00		2,671.25	(2,671.25)	(100)	
5311 Landscaping & Grounds	36,336.17	0.00	0.00	36,336.17		31,223.95	5,112.22	16	
5312 Snow removal	4,580.72	0.00	0.00	4,580.72		2,795.87	1,784.85	64	
547.9220 Utilities	165,454.01	0.00	0.00	165,454.01		156,698.47	8,755.54	6	
5065 Telephone & Internet	4,389.41	0.00	0.00	4,389.41		4,656.45	(267.04)	(6)	
547.9225 Telephone	4,389.41	0.00	0.00	4,389.41		4,656.45	(267.04)	(6)	
5075 Meeting costs	54.75	0.00	0.00	54.75		1,194.04	(1,139.29)	(95)	
581.9270.07 Operating expense #7	54.75	0.00	0.00	54.75		1,194.04	(1,139.29)	(95)	
5030 Consultant	39,411.25	0.00	0.00	39,411.25		46,678.83	(7,267.58)	(16)	
581.9270.09 Operating expense #9	39,411.25	0.00	0.00	39,411.25		46,678.83	(7,267.58)	(16)	
5500 Truck Expense	1,314.80	0.00	0.00	1,314.80		713.64	601.16	84	
581.9281 Vehicle	1,314.80	0.00	0.00	1,314.80		713.64	601.16	84	
7000 Other Income	(20,000.00)	0.00	0.00	(20,000.00)		(18,925.00)	(1,075.00)	6	
381.8230.01 Other income #1 (OI)	(20,000.00)	0.00	0.00	(20,000.00)		(18,925.00)	(1,075.00)	6	
7010 Interest Income	(12,476.68)	0.00	0.00	(12,476.68)		400.25	(12,876.93)	(217)	
7030 Other income - Dividend	(0.48)	0.00	0.00	(0.48)		(0.24)	(0.24)	100	
8900 Exchange gain or loss	(8.39)	0.00	0.00	(8.39)		0.00	(8.39)	0	
381.8230.02 Other income #2 (OI)	(12,485.55)	0.00	0.00	(12,485.55)		400.01	(12,885.56)	(221)	
4016 Management Fees	(331,801.63)	0.00	0.00	(331,801.63)		(221,130.40)	(110,671.23)	50	
5090 Management Fees	331,801.63	0.00	0.00	331,801.63		221,130.40	110,671.23	50	
381.8230.03 Other income #3 (OI)	0.00	0.00	0.00	0.00		0.00	0.00	0	
6001 Building Depreciation	103,453.02	0.00	0.00	103,453.02	✓ ✓ TAB J	107,763.58	(4,310.56)	(4)	
6002 Depreciation Expense - Truck	166.29	0.00	0.00	166.29	✓ ✓ TAB J	237.56	(71.27)	(30)	
6003 Equipment Depreciation	10,730.51	0.00	0.00	10,730.51	✓ ✓ TAB J	9,504.32	1,226.19	13	
6004 Site Improvements Depreciation	19,770.01	0.00	0.00	19,770.01	✓ ✓ TAB J	17,953.68	1,816.33	10	
381.8230.04 Other income #4 (OI)	134,119.83	0.00	0.00	134,119.83		135,459.14	(1,339.31)	(1)	
8011 Mortgage refinance	700.62	0.00	0.00	700.62		332.83	367.79	111	
381.8230.05 Other income #5 (OI)	700.62	0.00	0.00	700.62		332.83	367.79	111	
	0.00	0.00	0.00	0.00		0.00	0.00	0	
Net Income (Loss)	284,939.22			284,939.22		177,295.13	107,644.09	61	

SS-1. FS

SS-2. payroll

Gulf Islands Seniors Residence Association

Year End: December 31, 2023
Adjusting Journal Entries
Date: 2023-01-01 To 2023-12-31

Prepared by	Reviewed by
FL 2024-06-12	FL 2024-06-12

6.2

Number	Date	Name	Account No		Reference	Annotation	Debit	Credit	Recurrence	Misstatement
1	2023-12-31	Meadowlane fund	3014				106,151.05			
1	2023-12-31	Invested in Tangible Capital As	3015					6,962.37		
1	2023-12-31	Meadowbrook Fund Equity	3020				25,084.25			
1	2023-12-31	Retained Earnings	3900					124,272.93		
		Adjust bgn fund balances to actual								
							131,235.30	131,235.30		
Net Income (Loss)			284,939.22							



Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Salt Spring Island Rowing Club

Contact(s): MICHAEL STRUMBERGER
(name)

(phone)

(fax)

Email address

Contact(s): Katharine Byers
(name)

(phone)

(fax)

Email address

Application Summary

Project or purpose for which you require assistance:

We are requesting funding to support the purchase of new, professional-quality oars for an expanding fleet of quad (4-seat) racing boats. This equipment is essential to growing our junior rowing program, and increasing access to the sport for more youth in our rural community. Adding these new oars to our inventory will directly impact our ability to serve more athletes, deliver higher-quality training, and ensure the sustainability of our volunteer-driven rowing club.

We take exceptionally good care of our oars and expect at least a 20 year service life.

Amount of grant requested \$ 10,000

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder


(signature of authorized signatory)

Director — Salt Spring Island Rowing Club
(title)

Michael Strumberger
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

Salt Spring Island Rowing Club (SSIRC) provides inclusive, year-round rowing programs for youth and adults. Our junior program is small yet especially strong, offering athletic development, community, and mental wellness support for local teens, the majority of whom are girls. Uncommon in the rowing world, our coaching staff is all women, and we create an empowering environment that keeps girls engaged in sport well past the dropout age (statistically 14 years old) common among their peers.

We also offer adult learn-to-row and recreational opportunities, which are growing in popularity, particularly appropriate among our island's aging population due to the sport's gentleness on the body. We have learned that a thriving adult program is critical to the health of our rowing club, due to the added volunteer capacity for this not-for-profit. This new equipment will also enhance our ability to grow our adult programs to provide healthy recreational programming for the wider island community.

2. Describe the geographic area that receives services or benefits from your organization.

We serve Salt Spring Island. Our members come from various parts of the island, and we cater to youth and adults who otherwise lack access to structured, and inclusive athletic programs—especially in a rural context with limited recreation infrastructure.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

Our non-profit club is almost entirely volunteer-run. In 2023 and 2024, our head coach received a modest stipend for administrative support, amounting to less than 10% of total hours served. Senior coaching staff, board members, and volunteers donate their time and expertise. We are committed to growing to the point where we can fairly compensate coaches and staff in the future. Expanding our equipment fleet is a critical piece of that puzzle.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

Adult members (2024): We currently have 13 masters (adult) members
Junior athletes (2024): 31 student athletes (27 girls, 4 boys)
Volunteer Head Coaches for junior program: 2 head coaches
Paid youth assistant coach: 1
Volunteer junior team manager: 1
Student summer Learn-to-Row coaches (2024): 3 paid with support from Canada Summer Jobs grant
Volunteer board members: 5
Part-time administrator: 1, paid a small stipend
Parents of junior athletes volunteering ad hoc: approx 15

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (_____)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

We are seeking \$10,000 in grant funding toward our goal of acquiring 16 sets of professional-grade sculling oars to accompany a fleet of four quad racing shells (previously owned) that we are acquiring through various fundraising efforts over the next two years. These oars are essential to putting the new boats into active service and expanding our capacity to serve junior rowers in our community.

By purchasing high-quality oars suited for training and racing, we will ensure that our athletes—most of whom compete at the regional level, some at nationals—have the safe, functional tools they need to train effectively and grow in the sport.

We are currently evaluating quotes from two reputable suppliers—Croker West (Canada) and Concept2 (USA). Our preferred option may be a combination of the two as we balance performance and value.

At \$1,232 per set, Croker S2 represents the most cost-effective solution—with the added benefit of supporting a Canadian supplier.

3. Please describe how this proposal will benefit the community.

This investment will have an immediate and lasting benefit for our local youth. Our junior program—currently made up of 27 girls and 4 boys—offers a rare, year-round opportunity for teens in our rural island community to develop athletic skill, confidence, teamwork, and resilience. Some of our athletes identify as neurodivergent, and our all-women coaching team provides individualized support to help each young person thrive in a safe, encouraging, and inclusive environment.

With more boats ready for use we can increase the number of rowers who can train simultaneously, and accommodate new members as interest in our club grows. The oars funded through this grant will be the final key piece of equipment needed to put these new boats into active service.

Looking ahead, these oars will also be used in adult learn-to-row programs and recreational rowing opportunities that serve Salt Spring Island's wider population. Rowing is a low-impact, full-body, highly social exercise that supports lifelong physical and mental well-being—particularly important in our rural, retiree-heavy demographic.

In short, this grant will enable us to grow our programming, expand our reach, and deliver meaningful health, social, and developmental benefits to our community.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
KidSport Active Girls	\$1000	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
BC Community Gaming Grant	\$10,000	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2023	\$5000	AED, portable toilet, building materials
2019	\$5000	Windstorm damage to boats
2013	\$5000	Toward an outboard motor
2011	\$4000	Toward a new rowing dock

4. Does your organization:

Offer direct financial assistance to individuals or families? ☒ Yes ☐ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:



Itemized Mini Budget: Sculling Oars Purchase (Croker S2s)

Salt Spring Island Rowing Club

23 April 2025

Produce by M. Strumberger for SSI Rowing

Item	Quantity	Unit Cost (CAD)	Total (CAD)	Notes		
Croker S2 Sculling Oars (pair)	16 pairs	\$1,100	\$17,600	Carbon composite oars		
GST (5%)	—	—	\$880	Standard Canadian tax		
PST (7%)	—	—	\$1,232	Provincial sales tax		
Shipping & Handling	—	—	N/A	We will arrange our own pickup		
Estimated Total	—	—	\$19,712	Prices in CAD		
Anticipated Funding Sources						
Source	Amount (CAD)	Status	Purpose			
CRD Grant (this application)	\$10,000	Requested	Oars (partial funding)			
Junior Row-A-Thon Fundraiser	\$10,000	In progress (goal)	Oars or boats depending on success			
Club General Funds / Other Fundraising	\$TBD	Ongoing	Balance & shipping if needed			
Oar purchase comparisons						
Supplier	Model	Unit Cost	Subtotal (16 pairs)	Taxes / Fees	Shipping / Brokerage	Total (CAD)
Croker (S2)	S2/S2Soft (Standard Lightweight)	\$1,100	\$17,600	GST + PST = \$2,112	N/A (pick-up)	\$19,712
Croker (S40)	S40/S40Soft (Ultralight "Skinny")	\$1,300	\$20,800	GST + PST = \$2,496	N/A (pick-up)	\$23,296
Concept2 (USA)	Ultralight Smoothie2	\$1,245	\$19,920	Import Tax = \$2,400	Brokerage = \$375 (shipping included)	\$22,695 (est.)

Salt Spring Island Rowing Club

Profit & Loss

January through December 024

	Jan - Dec	Jan - Dec
Ordinary Income/Expense		
Income		
Income from Fees		
Adult Fees	, .50	7,861.
Adult LT / Coaching Fees	0.00	3,100.00
Junior Fees	3,220.00	3,575.00
Junior Learn to Row Fees	0.00	3,200.00
Learn to Row Fees	1,53 .26	0.00
Total Income from Fees	2,44 .76	1,736 .
Guest Rower	20.00	0.00
RA Income / Fundraising	11,36 .23	13,559.12
Grants	11,750.00	22,512.00
Fundraising & Donations	, .00	24,614.
Interest/Dividends Income	44.40	.95
Misc. Income	.15	0.00
Total Income	,28 1.54	8,431.
Expense		
Administration/Office	0.00	420.00
Advertising & Promotion	1 . 2	120.30
Bank Charges & Interest	160.04	160.13
Building & Site Maint & Repair	,0 .81	1 .00
Coaching - Subcontract	4,42 .02	4,151.
Donations & Gifts	125.33	4 .2
Equipment Maint.& Repair	,3 .89	3,994. 2
Equipment under \$500	19.1	0.00
Fees, Dues, Licences		
Licences	2 .00	25.00
Membership Fees/Annual Dues	3, .00	3,645.
Registration/Participation Fees	3, 4.99	, 01.73
Total Fees, Dues, Licences	, 4.99	11,272.
Freight, Courier, Delivery	0.00	. 0
Fundraising Costs	. 2	. 2
Garbage & Recycling	33.07	21.00
Insurance	0.00	.00
Misc. Supplies	1,11 .36	362. 1
Net Pay	0.00	0.00
Office Supplies	2 . 1	.
Payroll Expenses		
Wages		
Canada Summer Job fundi...	-1 ,210.00	-4,701.00
Wages - Other	2,84 .21	, 3 .53
Total Wages	, 3 .21	4,835. 3
Source Deductions	1, .59	.0
Total Payroll Expenses	11,634.80	5,691.
Race Around the ock Expenses	13,122.61	14,639.
Regatta Expenses	15.00	2,220.56
Safety Boat / Automobile Fuel	239.3	. 1
Training & Education	1,4 1.60	3,341.21
Travel Expense	183. 0	182.30
Total Expense	,83 .35	0,21 .89
Net Ordinary Income	1,442.19	28,214. 0

: 7 PM

02-0 -2

Accrual Basis

Salt Spring Island Rowing Club

Profit & Loss

January through December 024

	Jan - Dec	Jan - Dec
Other Income/Expense		
Other Expense		
Suspense	0.00	0.00
Total Other Expense	0.00	0.00
Net Other Income	0.00	0.00
Net Income	, .19	8,21 .90



Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Restorative Justice Salt Spring Island

[REDACTED]

[REDACTED]

Contact(s): Jessica Terezakis [REDACTED] [REDACTED]
(name) (phone) (fax)

jessica@rjssi.org
Email address

Contact(s): Laura Dafoe [REDACTED] [REDACTED]
(name) (phone) (fax)

laura@rjssi.org
Email address

Application Summary

Project or purpose for which you require assistance:

This project will build the organizational and volunteer capacity of Restorative Justice Salt Spring Island to respond to community conflict needs by increasing training opportunities, growing volunteer engagement, and expanding public awareness of Restorative Justice.

Amount of grant requested \$ 5,000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder

(signature of authorized signatory)

Program Director
(title)

Jessica Terezakis
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

Restorative Justice Salt Spring Island (RJSSI) is a provincially incorporated nonprofit and Community Accountability Program with over 25 years of experience and the only restorative justice organization on island. RJSSI provides free conflict resolution and harm repair services to the community. RJSSI has well-established partnerships with the RCMP, Victim Services, the School District, social and community service agencies, and the Salt Spring Health Advancement Network (SSHAN). These collaborations help ensure accessible, community-led restorative justice services, especially for seniors, under-housed individuals, and other vulnerable groups. RJSSI handles referrals from the RCMP, Crown Counsel, Victim Services, and community members, offering a trusted, relationship-centred alternative to punitive justice systems.

2. Describe the geographic area that receives services or benefits from your organization.

Salt Spring Island

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

RJSSI has one paid employee, the program director. The Program director coordinates volunteering, training, free community workshops, referrals from RCMP a victim services, inter-provincial and local collaborations between other organizations. In addition to applying for grants and standard bookkeeping and accounting practices. In the 2024-2025 fiscal year, the Program Director worked approx 9 hrs/per week or 428 hrs total @ \$40.00 per hour for a total of \$17,120.00 to ensure program delivery.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

Restorative Justice Salt Spring Island has over 25 years of experience as an organization on Salt Spring Island. RJSSI has a strong volunteer team of eleven members, a paid Program Director, and a board of directors with deep expertise in restorative justice, including a teacher, retired lawyer, counselor, and two practitioners with over 20 years of experience.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Increasing volunteer capacity to meet growing community demand)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

Over the past three months, RJSSI has experienced a growing demand for community-based referrals, pushing us close to capacity due to limited resources and volunteers. This increase highlights a clear and urgent need for accessible restorative mediation and conflict support services. In 2024, RJSSI—along with 14 other restorative justice organizations across the province—did not receive core funding from the Civil Forfeiture Grant cycle. We have applied again this year but have heard that they have reduced funding for this fiscal year. We planning for the possibility of not receiving this funding. To ensure long-term stability for our organization, we are actively working to diversify our funding streams and reduce reliance on a single major grant. This project will help bridge that gap by strengthening RJSSI's infrastructure, expand outreach, and volunteer capacity, ensuring that restorative justice remains a viable and accessible option for conflict resolution in our community. Please see attached document for Project Objectives and Activities.

3. Please describe how this proposal will benefit the community.

Community Benefit:

This project directly addresses community division and enhances access to non-adversarial, relationship-centred conflict resolution methods.

By increasing RJSSI's capacity, we will:

- Expand opportunities for healing and reconciliation through casework and community dialogue.
- Empower volunteers to support conflict resolution and harm repair.
- Strengthen community resilience by fostering a culture of accountability, understanding, and collaboration.
- Reduce reliance on punitive approaches to conflict, offering alternatives that prioritize relationships and long-term solutions.
- Support additional community, RCMP, Victim service referrals for non-violent crimes, neighbour disputes, and community conflicts,
- A stronger partnership with the CRD, paving the way for potential future collaboration.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Civil Forfeiture Grant*	\$ 39,100.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
*see note on document		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☒ NO ☐ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☒ Yes ☐ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☐ Yes ☒ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach.

CRD Salt Spring Grant-in-Aid Application

Pilot Project Title: Strengthening Restorative Justice Capacity on Salt Spring Island

Amount Requested: \$5,000

Project Summary:

The **Strengthening Restorative Justice on Salt Spring Island Project** aims to expand access to restorative justice (RJ) services and strengthen community connections by addressing harm, conflict, and division. This initiative will build the organizational and volunteer capacity of **Restorative Justice Salt Spring Island (RJSSI)** to respond to community needs by increasing training opportunities, growing volunteer engagement, and expanding public awareness of RJ as an alternative conflict resolution approach. Through casework, community dialogue circles, and outreach, this project will provide more opportunities for collaborative problem-solving, ultimately fostering a more connected and resilient community.

About RJSSI:

Restorative Justice Salt Spring Island (RJSSI) is a provincially incorporated nonprofit and Community Accountability Program with over 25 years of experience. RJSSI provides free conflict resolution and harm repair services to the community. The organization has a strong volunteer team of eleven members, a coordinator, and a board of directors with deep expertise in restorative justice, including a teacher and two practitioners with over 20 years of experience. RJSSI has well-established partnerships with the RCMP, Victim Services, the School District, social and community service agencies, and the Salt Spring Health Advancement Network (SSHAN). These collaborations help ensure accessible, community-led restorative justice services, especially for seniors, under-housed individuals, and other vulnerable groups. RJSSI handles referrals from the RCMP, Crown Counsel, Victim Services, and community members, offering a trusted, relationship-centred alternative to punitive justice systems.

Salt Spring Island faces growing social division, as highlighted in the **2023 Vital Signs report**, where **65% of residents** identified community polarization as a major concern. Rising tensions around housing, income inequality, and environmental issues have created significant challenges, often leaving community leaders hesitant to act. Additionally, Salt Spring Island has **the highest per capita homelessness rate in BC**, as well as a rapidly aging population, both of which contribute to conflict and strained resources. With **2,775 RCMP service calls in 2023**, including disputes and mental health crises, RJ offers a proactive, community-driven approach to addressing harm, fostering accountability, and promoting healing.

Over the past three months, RJSSI has experienced a growing demand for community-based referrals, pushing us close to capacity due to limited resources and volunteers. This increase highlights a clear and urgent need for accessible restorative mediation and conflict support services.

In 2024, RJSSI—along with 14 other restorative justice organizations across the province—did not receive core funding from the civil forfeiture grant cycle. To ensure long-term stability, we are actively working to diversify our funding streams and reduce reliance on a single major grant. This project will help bridge that gap by strengthening RJSSI’s infrastructure, expanding outreach, and ensuring that restorative justice remains a viable and accessible option for conflict resolution in our community.

Project Objectives:

- **Capacity Building:** Increase RJSSI’s ability to respond to community conflict by training more volunteers and expanding operational capacity.
 - **Volunteer Engagement & Training:** Recruit and equip more community members with the skills to facilitate RJ processes effectively.
 - **Community Outreach & Education:** Raise public awareness of RJ as a process for resolving harm and strengthening relationships.
 - **Sustainable Growth:** Establish a foundation for the ongoing expansion of RJ services on Salt Spring Island.
-

Project Activities:

- Develop and deliver **training sessions** for new and existing volunteers.
 - Expand **public education efforts**, including workshops and information sessions on RJ practices.
 - Increase **capacity for RJ casework and community dialogue circles** through structured volunteer support.
 - Strengthen **organizational infrastructure** to support long-term program sustainability.
 - Conduct **community engagement initiatives** to build awareness and participation.
-

Community Benefit:

This project directly addresses community division and enhances access to **non-adversarial, relationship-centred** conflict resolution methods. By increasing RJSSI’s capacity, we will:

- **Expand opportunities for healing and reconciliation** through casework and community dialogue.
- **Empower volunteers** to support conflict resolution and harm repair.

- **Strengthen community resilience** by fostering a culture of accountability, understanding, and collaboration.
- **Reduce reliance on punitive approaches** to conflict, offering alternatives that prioritize relationships and long-term solutions.
- **A stronger partnership with the CRD**, paving the way for potential future collaboration.

Project Budget

Expense Category	Item Description	Amount (\$)
Training & Capacity Building	Casework Training & Community Conflict Training	
	Facilitator/Training fee (\$40/hour × 40 hours: prep, delivery, follow-up for both trainings)	\$1,600
	Venue rental for 2 days	\$600
	Supplies, materials, and refreshments for training	\$500
Subtotal		\$2,700
Volunteer Recruitment & Support	Volunteer orientation sessions Prep and delivery (15 hours/\$40 per hour)	\$600
	Printing of Binders and Training Materials	\$600
Subtotal		\$1,200
Outreach & Community Engagement	Printed materials (flyers, posters, brochures for outreach)	\$420
	Community Information Session x 2	\$480

	Prep and Delivery (12 hours/\$40 per hour)	
	Supplies, materials, and refreshments for the information session	\$200
Subtotal		\$1,100
TOTAL		\$5,000

Evaluation & Reporting:

Success will be measured through:

- The number of volunteers trained and engaged in RJ casework.
- Participant and community feedback on the impact of RJ services.
- Increased community awareness and engagement in RJ initiatives.
- A final report to assess progress and identify next steps for long-term capacity building.

Conclusion:

This project represents a crucial investment in restorative justice as a community-led approach to addressing harm and conflict on Salt Spring Island. By strengthening RJSSI's capacity, we can ensure that more individuals have access to free, effective, relationship-centred conflict resolution processes that promote healing, accountability, and community well-being. With the support of this grant, RJSSI will be better positioned to expand its reach and make a lasting impact in building a more connected and resilient community.

Restorative Justice Salt Spring Financial Report	
Income	
Civil Forfeiture (2024 - did not receive) (2025-2026 pending)	
CAP (2025)	\$4000.00
Reserves from 2024 Surplus (where we are at the end of the 2024-2025 financial year - March 31, 2025)	\$ 18,995.67
Country Grocer Receipts (from 2024-2025 fiscal year)	\$ 750.86
Total Income	\$23,745.67
Expenses from (2024-2025 Fiscal Year)	
Coordinator Contract (428 hours x \$40/hour)	\$ 17,120.00
Transportation	\$ 150.05
Materials: Printing of training materials: Purchase of training materials	\$ 209.91
Bursaries/honourariums	\$ 104.86
Rent/Utilities	\$ 1,891.04
Training Opportunities	\$ 1,475.62
Other: food, advertising, supplies	\$ 1,183.55
Bank Fees - Island Savings	\$31.25
Total Expenses	\$ 22,166.28

*Average about \$750.00 a year from Country Grocer in Donations

* The 2024/2025 expenses provide an overview of our basic expenses based on basic program deliverables. If we receive other grants, this budget will shift to support other programming.



Making a difference...together

Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Salt Spring Island Farmland Trust Society

[REDACTED]
Salt Spring Island, [REDACTED]

Contact(s): Jon Cooksey
(name) [REDACTED] (phone) [REDACTED] (fax)

[REDACTED]
Email address

Contact(s): Sheila Dobie
(name) [REDACTED] (phone) [REDACTED] (fax)

chair@ssifarmlandtrust.org
Email address

Application Summary

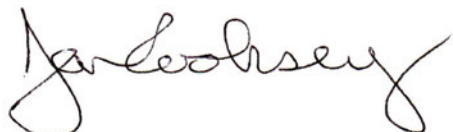
Project or purpose for which you require assistance:

The Salt Spring Island Farmland Trust wants to further its Indigenous engagement and collaboration with other groups and organizations on the island, by being part of a group of partners putting on the Indigenous Peoples Weekend on June 20 - 22, 2025. We request

Amount of grant requested \$ 5000

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder



(signature of authorized signatory)

Board Member
(title)

Jon Cooksey
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

The SSI Farmland Trust (FLT) was created to receive a donation of what is now the Burgoyne Valley Community Farm, where it offers inexpensive family garden plots and a few larger farm acreages. It also operates Salt Spring's only food hub, The Root, where it hosts a variety of tenants involved in food production and distribution, as well as providing a commercial kitchen for community use and hosting the SSI Seed Sanctuary. It provides educational programs related to growing and preserving food, facilitates land-matching, supports sustainable farming models, encourages collaboration across the food sector (both locally and regionally), pursues reconciliation and collaboration with Indigenous groups and nations, and has a special focus on food security through its Food Summit, 50 Farms, Grow Local and other programs. Most of these services are unique, but we do collaborate where we can.

2. Describe the geographic area that receives services or benefits from your organization.

The FLT is mostly focused on Salt Spring Island, but since the Nov 2023 Food Summit, we are also part of a regional food production, processing and distribution conversation with groups on Vancouver Island and across the Southern Gulf Islands.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

Board members (officers) do not receive any remuneration, other than reimbursements for out of pocket expenses. Board members are the only voting members of our organization, as dictated by our bylaws.

We do not have an official membership program, but are about to implement a "Friends of the Farmland Trust" opportunity. This will provide reduced rates for equipment rentals and education programs.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

FLT was established in 2009. We have an all-volunteer Board, a Food Security Coordinator for Emergency Preparedness and 7 part-time employees to manage our communications, outreach, projects, the Root operations and programming through Grow Local as subcontractors. Volunteer base is 50+ and growing, including food recovery/gleaning (20), community farm work parties (15), and Root permaculture gardens (12).

Project / Proposal Profile

1. Assistance is being requested for:
capital project and / or equipment
special event
other purpose (SPECIAL EVENT)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

The 2024 Indigenous Peoples Weekend was a joyous celebration of pan-Indigenous culture mixed with inspirational gatherings focused on reconciliation and honouring Indigenous history. FLT acted as the fiduciary for its own potluck feast event as well as the 16 other events and paid honoraria to over 60 Indigenous participants.

FLT would like to continue this support of the 2025 IPW which promises to have even more events and participants, including the Quw'utsun Cultural Connection workshop "Journey of our Generation" and multimedia immersive exhibit "Thu-it"; Indigenous art show at ArtSpring; an all-Indigenous musical event featuring Wesley Hardisty (Dene First Nation in the North West Territories), Ed Peekeekot (Ahtakakoop Cree First Nation in Saskatchewan); Indigenous textiles workshop at the Library (Elders TBA); a clam garden event with STÁUTW (Tsawout) Elder Eric Pelkey, put on by Nature Salt Spring; Indigenous craft demonstrations put on at ArtCraft; Hawaiian history presentation with Kate Roland (Hawaiian Salish); a teepee-raising by Métis artist Sherry Leigh Williams; a youth dance ceremony to be led by Quw'utsun Elder Robert George; and a Sunday gathering/potluck feast for Elders.

3. Please describe how this proposal will benefit the community.

The Indigenous Peoples Weekend was born of a desire in the community to foster relationships with members of local Tribes and First Nations whose territory includes Salt Spring, and to better understand their culture and the culture of the many Indigenous Salt Spring residents who are not from this territory. It was intended from the beginning to maximize community participation by being a decentralized event, with multiple people and organizations taking the lead in hosting a variety of events to educate settlers about the work of reconciliation and celebrate Indigenous art and culture. The 2024 Weekend event successfully created a unique opportunity to form new authentic relationships between settlers and our Indigenous neighbours and residents, and we'll be building on that success this year. The FLT is proud to be part of this event, which does so much to help Salt Spring thrive as a resilient, inclusive community that is taking real action on reconciliation.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
SSI Foundation	\$15,000	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Victoria Fdn (for 2026)	\$10,000	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
MakeWay (angel donor)	\$10,000	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
MakeWay (gen'l funds)	\$11,000	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2024	\$4000	2024 Indigenous People Weekend

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the [Grant-In-Aid - Application Completion Guide](#) regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

2025 Projected budget for Indigenous Peoples Weekend including SSI Farmland Trust (FLT) Potluck Feast and other feasts and events					
Updated for current events and status of grants					
4/28/25					
ITEM	Estimated Cost	Details	Not currently covered	Covered by grants received or committed*	Anticipated in-kind donations
=====	=====	=====			
CASH EXPENSES					
Rental expense/FLT Potluck Feast	\$1,200.00	Tables, chairs, dishes, glasses, cutlery, tents in case of rain - truck rental	\$1,200.00		
Ice & non-alcoholic drinks/ FLT Potluck Feast	\$300.00		\$300.00		
Porta-potty rentals/ FLT Potluck Feast	\$750.00		\$750.00		
Labour (2 parking monitors)/FLT Potluck Feast	\$300.00	2 people x \$25/hour x 6 hours	\$300.00		
Gas for volunteer vehicles/FLT Potluck Feast	\$100.00	Pick up/drop off of rentals, etc.	\$100.00		
Eventbrite fee	\$25.00	For RSVP's	\$25.00		
Permit fee for United Church meadow/Feast/2 days	\$100.00	Or equivalent CRD location	\$100.00		
Food for feasts	\$1,000.00		\$1,000.00		
Ice & non-alcoholic drinks for feasts	\$500.00		\$500.00		
Blankets and gifts/gift baskets	\$900.00	For welcoming indigenous folks from off-island	\$900.00		
IPW logo	\$700.00	Fee to license logo for an additional year from Indigenous artist	\$700.00		
Printing	\$500.00	Calendar flyers for posting around the island and signs for events	\$500.00		
Event insurance	\$500.00		\$500.00		
Indigenous consultation	\$450.00	On the design of the Weekend and the potluck feast event	\$450.00		
Honoraria for Indigenous participants - 36 Elders @ \$250	\$9,000.00	Based on 50% increase in attendance from 2024	\$4,325.00	\$4,675.00	
Honoraria for Indigenous participants - 36 non-Elders @ \$100	\$3,600.00	Based on 50% increase in attendance from 2024	\$3,600.00		
Handshakes for speakers	\$750.00	Based on 50% increase in attendance from 2024	\$750.00		
Travel reimbursemnt for Indigenous participants	\$1,700.00	Based on 50% increase in attendance from 2024	\$1,700.00		
Graphic design and designer	\$750.00			\$750.00	
Social Media designer, ad buys, website postings, promotion	\$1,000.00			\$1,000.00	
Organizer for Indigneous gifts, honoraria, travel	\$750.00			\$750.00	
Coordinator for all events, rentals, labour, transport	\$750.00			\$750.00	
Organizer for all food for feasts	\$750.00			\$750.00	
Organizer for all ceremony and musical participants	\$750.00			\$750.00	
Organizers of overall event	\$1,500.00			\$1,500.00	
Organzer of volunteers	\$500.00			\$500.00	
ANTICIPATED IN-KIND EXPENSES					
Bus Service to events	\$700.00				\$700.00
Venue rentals	\$1,000.00				\$1,000.00
GulfislandEvents.com calendar listings	\$200.00				\$200.00
Parking for events	\$250.00				\$250.00
Additional food/drinks for other anticipated gatherings/feasts	\$2,500.00				\$2,500.00
Staff/volunteer time	\$5,000.00				\$5,000.00
Gift basket items for Indigenous participants	\$3,000.00				\$3,000.00
Billeting/hotels/airbnbs for overnight stays for Indigenous participants	\$5,000.00				\$5,000.00
Advertising	\$500.00				\$500.00
Boat to take Elders to events	\$500.00				\$500.00
	=====		=====	=====	=====
TOTAL	\$47,775.00		\$17,700.00	\$11,425.00	\$18,650.00
FUNDING					
=====					
CRD grant-in-aid	\$5,000.00				
MakeWay Foundation (general funds)	\$11,000.00	Pending			
Go Fund Me/Donations to FLT	\$1,700.00	Projected			
*MakeWay Foundation on behalf of Angel donor	\$10,000.00	Received			
*Pre-donation to cover Indigenous consultation	\$250.00	Received			
*FLT End of Year Fundraising	\$175.00	Received			
*I-SEA/Peter Allen	\$1,000.00	Committed			
Victoria Foundation	\$0.00	Requested \$10,000 CAD, but will be announced in July so will likely be for 2026			
SSI Foundation	\$0.00	Requested \$15,000 CAD, did not receive any funds			
SGI Tourism Partnership	\$0.00	Donated 2024, does not appear to have sufficient funds this year			
Anticipated in-kind donations	\$18,650.00				
	=====				
TOTAL	\$47,775.00				
Over/under budget	\$0.00				

SALT SPRING ISLAND FARMLAND TRUST SOCIETY
Compiled Financial Information
Year Ended December 31, 2023



CHARTERED PROFESSIONAL ACCOUNTANTS

COMPILATION ENGAGEMENT REPORT

To the Members of Salt Spring Island Farmland Trust Society

On the basis of information provided by management, we have compiled the statement of financial position of Salt Spring Island Farmland Trust Society as at December 31, 2023, and the statements of revenues and expenditures and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

McLean, Lizotte, Wheadon and Company

MCLEAN, LIZOTTE, WHEADON AND COMPANY
Chartered Professional Accountants

Salt Spring Island, British Columbia
May 15, 2024

SALT SPRING ISLAND
340 LOWER GANGES ROAD
SALT SPRING ISLAND, BC
V8K 2V3
250-637-9742
FAX: 250-637-9792

VICTORIA
300A-3060 CEDAR HILL ROAD
VICTORIA, BC
V8T 3J5
250 475 3000
FAX: 250-475-2224


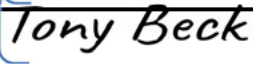
www.mlwaccounting.ca
email: cpa@mlwaccounting.ca

*denotes partnership of professional corporations

SALT SPRING ISLAND FARMLAND TRUST SOCIETY
Statement of Financial Position
December 31, 2023

	2023	2022
ASSETS		
CURRENT		
Cash	\$ 197,411	\$ 141,029
Accounts receivable	2,111	429
Goods and services tax recoverable	9,131	2,788
	<u>208,653</u>	<u>144,246</u>
PROPERTY, PLANT AND EQUIPMENT (Note 3)	2,304,974	2,237,031
LONG TERM INVESTMENTS	<u>21,272</u>	<u>41,571</u>
	<u>\$ 2,534,899</u>	<u>\$ 2,422,848</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 10,390	\$ 4,148
Deposits received	300	-
Current portion of long term debt (Note 4)	5,670	-
Deferred capital contributions	716,682	646,840
Deferred BC Rural Dividend contribution	-	18,547
	<u>733,042</u>	<u>669,535</u>
LONG TERM DEBT (Note 4)	<u>359,330</u>	<u>360,788</u>
	<u>1,092,372</u>	<u>1,030,323</u>
NET ASSETS		
Unrestricted	2,195	58,639
Capital assets	<u>1,440,332</u>	<u>1,333,886</u>
	<u>1,442,527</u>	<u>1,392,525</u>
	<u>\$ 2,534,899</u>	<u>\$ 2,422,848</u>

ON BEHALF OF THE BOARD

 _____ Director
 _____ Director

See notes to financial information

SALT SPRING ISLAND FARMLAND TRUST SOCIETY
Statement of Revenues and Expenditures
Year Ended December 31, 2023

	2023	2022
REVENUES		
Government grant	\$ 217,680	\$ 29,389
Donations	61,291	65,770
Rentals	22,428	10,550
Other	6,757	-
	308,156	105,709
EXPENSES		
Advertising and promotion	4,733	9,267
Amortization	63,616	4,423
Bookkeeping	5,330	2,827
Business taxes, licenses and memberships	1,224	790
Consulting fees	18,226	2,144
Contractors	90,438	1,334
Insurance	7,022	6,159
Interest and bank charges	1,135	95
Interest on long term debt	8,041	-
Office	6,650	368
Professional fees	5,265	6,167
Public relations	5,024	-
Rental	455	-
Repairs and maintenance	38,663	851
Utilities	5,470	9,751
Workshops	38,316	850
	299,608	45,026
EXCESS OF REVENUES OVER EXPENSES FROM OPERATIONS	8,548	60,683
OTHER INCOME		
Interest income	2,953	1,177
Deferred capital contribution	38,501	2,998
	41,454	4,175
EXCESS OF REVENUES OVER EXPENSES	\$ 50,002	\$ 64,858

SALT SPRING ISLAND FARMLAND TRUST SOCIETY
Statement of Changes in Net Assets
Year Ended December 31, 2023

	Unrestricted		Capital Assets		2023	2022
NET ASSETS - BEGINNING OF YEAR	\$	58,639	\$	1,333,886	\$ 1,392,525	\$ 1,327,667
EXCESS OF REVENUES OVER						
EXPENSES		75,117		(25,115)	50,002	64,858
INTERFUND TRANSFERS		-		-	-	-
CAPITAL ASSET ADDITIONS		(131,561)		131,561	-	-
NET ASSETS - END OF YEAR	\$	2,195	\$	1,440,332	\$ 1,442,527	\$ 1,392,525

SALT SPRING ISLAND FARMLAND TRUST SOCIETY
Notes to Compiled Financial Information
Year Ended December 31, 2023

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of Salt Spring Island Farmland Trust Society as at December 31, 2023, and the statements of revenues and expenditures and changes in net assets for the year then ended is on the historical cost basis and reflects cash transactions with the addition of:

- accounts receivable and gst receivable
- property, plant and equipment recorded at historical cost and amortized on a declining balance method
- accounts payable and accrued liabilities
- revenues received in the current year for the following year are deferred
- revenues received in the current year for the capital assets are deferred and recognized as revenues on the same basis as the capital asset amortization

2. PURPOSE OF THE ORGANIZATION

Salt Spring Island Farmland Trust Society (the "organization") is a not-for-profit organization of British Columbia. As a registered charity the organization is exempt from the payment of income tax under Subsection 149(1) of the Income Tax Act.

The society operates to preserve farmland and maintain community farm, and to create and operate community gardens.

As a registered not-for-profit organization, the society is dependent on various government, foundation and corporate entities and individuals for grants and donations to subsidize its operations. The Board of Directors is confident that support from these organizations will continue through the next year.

3. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Land	\$ 1,062,780	\$ -	\$ 1,062,780	\$ 1,062,780
Buildings	1,305,644	76,468	1,229,176	1,162,394
Equipment	24,509	11,495	13,014	11,847
Computer equipment	856	852	4	10
	\$ 2,393,789	\$ 88,815	\$ 2,304,974	\$ 2,237,031

The Beddis road property is a 0.6 hectare property of vacant land that was gifted to the Salt Spring Island Farmland Trust Society on December 7, 2012 as a condition of a rezoning application. No charitable receipt was issued.

The Fulford-Ganges road property is a 25 Hectare property that was gifted to the Salt Spring Island Farmland Trust Society as an amenity in a rezoning application. The property was transferred from the SSI Farmers Institute in January 2013. No charitable receipt was issued.

SALT SPRING ISLAND FARMLAND TRUST SOCIETY
Notes to Compiled Financial Information
Year Ended December 31, 2023

4. LONG TERM DEBT

	<u>2023</u>	<u>2022</u>
951624 Ontario Ltd. loan bearing interest only at 2% per annum, repayable in monthly payments of \$601. The loan matures on January 22, 2024 .	\$ -	\$ 360,788
ISCU loan bearing interest at 6.9% compounded monthly, repayable in monthly blended payments of \$2,557. The loan matures on December 31, 2029.	<u>365,000</u>	<u>-</u>
	365,000	360,788
Amounts payable within one year	<u>(5,670)</u>	<u>-</u>
	<u>\$ 359,330</u>	<u>\$ 360,788</u>

On March 1, 2022, the mortgage was renegotiated with the lender to allow for interest only payments.

During 2023, the mortgage was renegotiated with Island Savings Credit Union.

5. REMUNERATION

On November 28, 2016, the new British Columbia Societies Act came into force. Included in the new Act is a requirement to disclose the remuneration paid to all directors, the ten highest paid employees and all contractors who are paid at least \$75,000 annually.

During the year, the Society did not pay any remuneration in excess of \$75,000 to any one director, employee, or contractor.



COPPER KETTLE
Community Partnership

250-537-5863

eTransfer address:
copperkettlessi@outlook.com

Give us a call.



Capital Regional District

Grant-In-Aid Application Form

FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By			
Name and Address of Applicant: <u>Copper Kettle Community Partnership</u>			
<u>SSI BC</u>			
Contact(s):	<u>Cherie Geauvreau</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
	(name)	(phone)	(fax)
<u>[REDACTED]</u>			
Email address			
Contact(s):	<u>Jewel Eldstrom</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
	(name)	(phone)	(fax)
<u>N/A</u>			
Email address			

Application Summary
Project or purpose for which you require assistance:
<u>To purchase Country Grocer Gift Cards</u>
Amount of grant requested \$ <u>5,000.-</u>

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- NOT being made on behalf of an industrial, commercial, or business undertaking
- NOT available for the personal benefit of any individual, proprietor, member or shareholder

M. Cherie Geauvreau
(signature of authorized signatory)

Administrator
(title)

M. Cherie Geauvreau
(print name)

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Gift Cards to Country Grocer)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

We are proposing to use this grant-in-aid to purchase 100 x \$50.00 gift cards from Country Grocer. Our gift card program provides one \$50.- gift card to our regular Copper Kettle folks per month. That translates to \$600. / year towards groceries for our people.

3. Please describe how this proposal will benefit the community.

Subsidizing groceries reduces poverty to some extent in our community.

4. Does your organization:

Offer direct financial assistance to individuals or families?

☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency?

☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)?

☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign?

☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

Business Banking



BMNEC13100_4405466_002 E D 0000

THE COPPER KETTLE

Your Branch

For questions about your
statement call
(250) 537-5524

Direct Banking
1-877-262-5907
www.bmo.com

Business Banking statement

For the period ending March 07, 2025


Summary of account

Account	Opening balance (\$)	Total amounts debited (\$)	Total amounts credited (\$)	Closing balance (\$) on Mar 07, 2025
Community Account # [REDACTED]	873.82	1,206.50	1,328.16	995.48

Security Tip

March is Fraud Prevention Month. Are you up to date on the latest scams? Check out our Security Alerts page on bmo.com/security for a listing of the latest scams and ways to stay protected.

Transaction details

Date	Description	Amounts debited from your account (\$)	Amounts credited to your account (\$)	Balance (\$)
 Community Account # [REDACTED]				
Business name: THE COPPER KETTLE				
Feb 08	Opening balance			873.82
Feb 10	ABM Withdrawal, 116 FULFORD-GA	200.00		673.82
Feb 10	Direct Deposit, 123 ENTERPRISES AP /CC		534.04	1,207.86
Feb 12	ABM Withdrawal, 116 FULFORD-GA	50.00		1,157.86
Feb 13	ABM Withdrawal, 116 FULFORD-GA	200.00		957.86
Feb 18	ABM Withdrawal, 116 FULFORD-GA	50.00		907.86
Feb 24	ABM Withdrawal, 116 FULFORD-GA	250.00		657.86
Feb 25	ABM Withdrawal, 116 FULFORD-GA	50.00		607.86
Feb 26	ABM Withdrawal, 116 FULFORD-GA	50.00		557.86
Feb 27	Direct Deposit, 123 ENTERPRISES AP /CC		498.12	1,055.98
Feb 28	Maintenance Fee, MAINTENANCE FEE \$2.50	2.50		1,053.48
Feb 28	Statement Fee	4.00		1,049.48

continued

**CRD Grant-in-Aid Application 2025
Copper Kettle Community Partnership
Budget**

Purchase of Country Grocer Gift Cards

Gift Card	Amount	Total
50	\$100.00	\$5,000.00



Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Bandemonium Music Society

Contact(s): John Moore
(name) (phone) (fax)

Email address

Contact(s): Jennifer Oestreicher
(name) (phone) (fax)

Email address

Application Summary

Project or purpose for which you require assistance:

Assistance with the costs associated with three performances (two concerts, one dance) and one workshop.

Amount of grant requested \$ 1,000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder


(signature of authorized signatory)

Vice President
(title)

David Astill
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

Bandemonium is the only community organization offering musical instruction and performance in the foundational genres. We provide a unique musical resource, particularly in our rural context, where resources and access to musical opportunities are typically limited/distant. We contribute to Salt Spring's wellbeing in multiple ways, including: 1) producing well-attended concerts, dances, and workshops; 2) loaning expensive/difficult to access instruments to both members and other community music groups; 3) working with local music teachers to support and promote music development in young community musicians through mentoring, performance support, and a summer youth music camp.

2. Describe the geographic area that receives services or benefits from your organization.
Salt Spring Island

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

We are a volunteer run-organization. No officers or members receive remuneration, although we do offer membership fee discounts and waivers to students or members in financial need. Our two artistic directors are paid a fair wage based on published educators' salaries. We pay professional guest musicians and guest directors honouraria as needed.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

Bandemonium was founded in 1993 and is a registered non-profit. Membership varies by season, typically between 35-50 members.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Help defraying the cost of 4 special events (concerts, workshop))

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

Every year Bandemonium produces at least four special events, sometimes more (such as pro bono Canada Day performances, special performances celebrating community events e.g. Art Spring's 25th anniversary). These events allow Bandemonium to raise revenues through ticket sales, which are used to defray operating costs. Each performance typically costs \$600-\$900 to produce, with the bulk of the costs being venue rental and salaries/honoraria.

Typical Event Costs - Project Budget

Hall Rental 350

Printing/ads 200

Honoraria 200

Total costs \$750

Bandemonium is requesting \$300X3 for three performances, plus \$100 for a workshop (\$1000 total) to help defray the venue rental costs..

3. Please describe how this proposal will benefit the community.

CRD's Grant in Aid support will allow Bandemonium to continue to offer meaningful educational and cultural programs to the community. Not only do we support musical diversity and vitality, but we also sustain life-long learning practices and provide a foundation for musicians, including young rural musicians, to participate in musical opportunities that are scarce or difficult to access.

It will also allow us to partner with other island music institutions. By doing so, we build and reinforce a rural community infrastructure that allows musical arts to continue to thrive, and this especially benefits those who may not otherwise have access to these opportunities and experiences.

By bringing together diverse user groups to interact, collaborate, and learn from each other, we build community bonds and contribute to a diversity of cultural experiences on the island.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o project budget,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☒ NO ☐ YES

If yes, complete the following chart. **If no**, please explain _____

We have applied to other organizations to defray different expense items.

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☐ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2024	\$ 2,150.00	defray costs associated with performances/workshops

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the *Grant-In-Aid - Application Completion Guide* regarding the following:

1. Acknowledgement

2. Reporting

CRD Grant-in-Aid Application

April 24, 2025



To: Capital Regional District (CRD), Electoral Area Director and Board

From: Bandemonium Music Society of Salt Spring Island, British Columbia

Contact: Jennifer Oestreicher, Bandemonium Music Society, Board Member

[REDACTED]

John Moore, Bandemonium Music Society, Board Chair

[REDACTED]

Marc Sira, Bandemonium Music Society, Board Treasurer

Precis:

The Bandemonium Music Society is requesting funding support for a special project consisting of one workshop (Improvisation) and three performances taking place in 2025-2026. Sections of this project have a significant educational component, are open to all in the community, and are not offered by any other community organization on Salt Spring Island. CRD funding support will help offset the production costs of these projects.

The project budgets are detailed below under the table "Typical/Expected Costs"
A financial statement itemizing expenses for the fiscal year is appended below. There are no monies and/or benefits paid to members or officers.
Also below please find an introduction to the Bandemonium Music Society and information about its activities on Salt Spring.

The Bandemonium Music Society of Salt Spring Island appreciates the opportunity to apply for a Grant-in-Aid from the CRD. Any and all funding or support received will be thankfully acknowledged, including on programs, literature, advertising, and social media.

Introduction:

Founded in 1993 and a registered nonprofit, the 35+ member Bandemonium Music Society (Bandemonium) has a broad mandate to:

- Further community interest in concert and swing band music on Salt Spring Island;
- provide a vehicle for musicians of all ages to play music and receive musical instruction on Salt Spring Island; and
- support and enrich musical life in the community through performances and workshops.

Bandemonium is the only community organization offering musical instruction and performance in the swing and concert band, which are foundational musical genres. We believe we offer a unique and important musical resource in our community, particularly in our rural context, where resources are scarce and access to musical opportunities are typically far away and/or limited.

We contribute to our community's well-being in multiple ways, including:

- Offering well-attended concerts, dances, and workshops, including important community performances such as Canada Day and Remembrance Day
- Loaning expensive and difficult-to-obtain instruments to school, community groups, and musicians who may not otherwise be able to afford these instruments.
- Working with the local school music teachers to support and promote music development in young musicians in the community, both through mentoring and through "sitting in" with the high school bands in practices and performances as well as offering a summer youth music camp.
- Liaising with teachers to help identify and support promising young musicians who would benefit from more advanced music opportunities of Bandemonium that are not available in the current school programs.

As part of the Bandemonium Music Society's mandate to provide a vehicle for musicians of all ages to play music and receive musical instruction on Salt Spring Island, regardless of financial need or ability, the Society provides bursaries, fee waivers, and student fee discounts. The Bandemonium Board believes that making music performance and instruction available to all who wish to participate, regardless of financial need, is fundamental to equitably expanding access and removing barriers to musical opportunities.

The Society is requesting CRD support as it continues to rebuild its finances and membership base. These were significantly impacted by the Covid shutdowns, rising costs of rental space on the island, and the drawdown of reserves to pay director salaries during Covid.

Helmed by a dedicated volunteer board that is deeply committed to nurturing, growing, and promoting intergenerational and multigenerational swing and concert music in our community, we believe that the CRD's financial support would significantly contribute to Bandemonium's long-standing mandate to support and enrich musical life in our community.

We also believe, especially with the CRD's continuing support, that we will remain on a positive path to sustainability that will allow Bandemonium to continue to offer swing and concert band music opportunities in our rural community for the decades to come.

**2025-2026 Workshop and Performance Project
 Typical/Expected Costs (Project Budget)**

Event	Cost Categories	Cost Per	Total All
Performance (3)	Printing (x3)	200	600
	Hall Rental (x3)	350	1,050
	Honouraria (x3)	200	600
Subtotal Costs (3)		\$750	\$2,250
Improv Wkshp (1)	Advertising (soc. media only)	0	0
	Facility Rental	50	50
	Honouraria	100	100
Subtotal Costs (1)		\$150	\$150
Total Costs (4)			\$2,400

BANDEMONIUM MUSIC SOCIETY

24-04-2025

CRD GRANT IN AID

Revenue & Expense 2025-2026

Projected

Ordinary Income/Expense

Income

Contributions	\$1,000
Ad & Donation Revenue	\$950
BC Gaming Grant	\$6,500
Membership Dues	\$6,500
Ticket Proceeds	\$6,500
CRD Gina - performance	\$1,000
CRD Gina - dolly	\$420
SSI Foundation Camp Grant	\$7,300
Summer Youth Camp Tuition	\$3,300
Total Income	\$33,470

Country Grocer Save-a-Tape (projected)
Projected
Projected to offset professional payroll
Projected
Projected
Projected
Projected
Projected
Projected

Expense

Advertising, Publicity, Printing	\$750
Concert Expenses	\$700
Payroll	\$15,000
Rehearsal Space	\$6,000
Rent (Venues)	\$1,100
Youth Camp Costs	\$8,500
Music Lic. Fees	\$200
Equipment Maintenance	\$400
Society Registrn Fees	\$55
Office Supplies	\$145
Sheet Music Replace/Purch.	\$620
	\$33,470

Guest Musician Honouraria
10 months
Salt Spring Multispace Music Room (10 mos)
3 events
Projected includes BMS contribution (10%)
Piano tuning, instrument repair

Net Ordinary Income

\$0



Making a difference...together

Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Bandemonium Music Society

Contact(s): John Moore

(name)

(phone)

(fax)

Email address

Contact(s): Jennifer Oestreicher

(name)

(phone)

(fax)

Email address

Application Summary

Project or purpose for which you require assistance:

Fifty percent (50%) of the cost of a piano dolly

Amount of grant requested \$ 420.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder


(signature of authorized signatory)

Treasurer
(title)

Marc Sira
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

Bandemonium (BMS) is the only community organization offering musical instruction and performance in foundational genres. We provide a unique musical resource, particularly in our rural context, where resources and access to musical opportunities are typically limited/distant. We contribute to Salt Spring's well-being in multiple ways, including: 1) producing well-attended concerts, dances, and workshops; loaning expensive/difficult to access instruments--such as the piano in the practice room--to both members and other community groups; 3) working with local educators to support and promote music development in young musicians through mentoring, support, and a summer music camp.

2. Describe the geographic area that receives services or benefits from your organization.

Salt Spring Island

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

We are a volunteer-run organization. No officers or members receive remuneration, although we do offer member fee discounts and waivers to students or members in need. Our two Artistic Directors are paid a fair wage based on published educators' salaries. We pay professional guest musicians and guest directors honouraria as needed.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

BMS was founded in 1993 and is a registered non-profit. Membership varies by season, typically between 35-50 members.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (equipment - reimbursement for a piano dolly)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

BMS is requesting a grant to fund 50% of the cost of a piano dolly. The piano is owned by BMS and is located in the music room in SIMS. The piano is available for use by non-BMS members, who pay rent to PARCS for room use. In the past it has been used by music groups and for children's piano lessons. Lacking a dolly, the piano was becoming structurally unsafe--the legs were becoming loose and beginning to buckle. This was due to the piano being repeatedly moved by room users, despite multiple written and verbal requests not to do so. The piano was at risk of collapse and securing it safely for users was essential.

BMS was able to have a local fabricator make a dolly for cost, at a considerable savings. Purchased through a retail store, such dollies can cost more than \$2000. BMS had the dolly made for parts only with donated labour.

The dolly is now in place and the piano is now safe to move.

3. Please describe how this proposal will benefit the community.

The dolly will keep the piano safe and preserve its use for all members of the community.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☒ NO ☐ YES

If yes, complete the following chart. **If no**, please explain _____

Requesting assistance from the CRD as the CRD benefits from its use.

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2024	\$ 2,150.00	defray costs associated with performances/workshops

4. Does your organization:

Offer direct financial assistance to individuals or families? ☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☐ Yes ☒ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting



CRD Grant-in-Aid Application

April 24, 2025

To: Capital Regional District (CRD), Electoral Area Director and Board

From: Bandemonium Music Society of Salt Spring Island, British Columbia

Contact: Jennifer Oestreicher, Bandemonium Music Society, Board Member
[REDACTED]
John Moore, Bandemonium Music Society, Board Chair
[REDACTED]
Marc Sira, Bandemonium Music Society, Board Treasurer
[REDACTED]

Precis:

The Bandemonium Music Society (BMS) is requesting 50% reimbursement for the costs of a piano dolly purchased by BMS.

The piano is owned by BMS and is located in the music room at SIMS. ***It is available to all users of the room, and several users other than BMS, who are paying rent to PARCS/CRD have used the piano—this includes other music groups and children's piano lessons.***

The floor of the music room is carpeted, and the piano was not able to be safely and easily moved on the small wheels attached to its legs. Despite written and verbal requests not to move the piano, users of the room were frequently moving the piano into different locations. Moving it on the small wheels stressed the legs and these were becoming loose and starting to buckle. This created a danger of collapse risking both the instrument and the safety of users in the room.

To protect the structural integrity of the piano, to preserve its use for all users, and to keep it safe to use for all users, BMS contracted with a local fabricator to build a specialized piano dolly. This dolly allows the piano to be safely and easily moved around the room without affecting the structural integrity of the instrument. Such dollies typically cost over \$2000 when purchased from retailers. The fabricator donated his labour and built the dolly for cost, total \$840.

The Bandemonium Music Society of Salt Spring Island appreciates the opportunity to apply for a Grant-in-Aid from the CRD. Any and all funding or support received will be thankfully acknowledged, including on programs, literature, advertising, and social media.

About Bandemonium Music Society

Founded in 1993 and a registered nonprofit, the 35+ member Bandemonium Music Society (BMS) has a broad mandate to:

- further an interest in concert and swing band music on Salt Spring Island;
- provide a vehicle for musicians of all ages to play music and receive musical instruction on Salt Spring Island; and
- support and enrich musical life in the community through performances and workshops.

BMS is the only community organization offering musical instruction and performance in the swing and concert band genres. We offer a unique musical resource in our community, particularly in our rural context, where resources are scarce and access to musical opportunities are typically far away and/or limited.

We contribute to our community’s wellbeing in multiple ways, including:

- Offering well-attended concerts, dances, and workshops, including important community performances such as Canada Day and Remembrance Day
- Loaning expensive and difficult-to-obtain instruments to school, community groups, and musicians who may not otherwise be able to afford these instruments.
- Working with the local school music teachers to support and promote music development in young musicians in the community, both through mentoring and through “sitting in” with the high school bands in practices and performances. This includes holding a summer youth music camp, which is the only such camp on the island.

BMS appreciates the support of the CRD as it rebuilds its finances and membership base. These were significantly affected by the recent pandemic. With support from the CRD, BMS remains confident it will continue on it path towards positive sustainability and will be able to continue to offer swing and concert band music opportunities in our rural community for the decades to come.

Budget

Purchase	Cost	Requested Grant
Piano Dolly	\$840.00	\$420.00

BANDEMONIUM MUSIC SOCIETY

24-04-2025

Revenue & Expense 2025-2026

Projected

Ordinary Income/Expense

Income

Contributions	\$1,000	Country Grocer Save-a-Tape (projected)
Ad & Donation Revenue	\$950	Projected
BC Gaming Grant	\$6,500	Projected
Membership Dues	\$6,500	Projected
Ticket Proceeds	\$6,500	Projected
CRD Gina - performance	\$1,000	Projected
CRD Gina - dolly	\$420	Projected
SSI Foundation Camp Grant	\$7,300	Projected
Summer Youth Camp Tuition	\$3,300	Projected
Total Income	\$33,470	

Expense

Advertising, Publicity, Printing	\$750	
Concert Expenses	\$700	Guest Musician Honouraria
Payroll	\$15,000	10 months
Rehearsal Space	\$6,000	Salt Spring Multispace Music Room (10 mos)
Rent (Venues)	\$1,100	3 events
Youth Camp Costs	\$8,500	Projected
Music Lic. Fees	\$200	
Equipment Maintenance	\$400	Piano tuning, instrument repair
Society Registrn Fees	\$55	
Office Supplies	\$145	
Sheet Music Replace/Purch.	\$620	
	\$33,470	



Making a difference...together

Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: The Diverse Village



Contact(s): Anna Vineyard
(name)

(phone)

(fax)

anna@thediversevillage.ca

Email address

Contact(s): Amanda Myers
(name)

(phone)

(fax)

gifts@shaw.ca

Email address

Application Summary

Project or purpose for which you require assistance:

The Diverse Village (TDV) is a new non-profit serving families with neurodivergent (ND) children in the Gulf Islands. <https://thediversevillage.ca/> One of our missions is to improve access to education, information and resources for ND families on SSI and the Gulf Islands. This is done through helpful guides, curriculum, service provider directory, and workshops.

Amount of grant requested \$ 5,000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder

(signature of authorized signatory)

Founder of The Diverse Village
(title)

Anna Vineyard
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

The Diverse Village (TDV) serves families with neurodivergent (ND) children in the Gulf Islands, addressing gaps in services by prioritizing disability centred community planning, advocating for accessibility and inclusion while offering education, peer support and practical help. We foster meaningful connections and relationships, improve access to critical resources and targeted support that increases resiliency, has positive impact on mental health and combats isolation that many ND families in the Gulf Islands face. TDV is the only organization inclusive of all ND children and families regardless of diagnosis. There is no qualifiers to receiving support, unlike Community Services who require an official autism diagnosis and only serve children with autism.

2. Describe the geographic area that receives services or benefits from your organization.

Salt Spring Island and the surrounding Gulf islands are served through Workshops, Parent Support Groups, and Family events. TDV website is a hub for information sharing, including useful guides, curriculum and a service provider directory.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

As TDV is a new non-profit, we have not yet secured funding to pay for programming, staffing or events. All costs have been covered by Anna Vineyard and TDV receives gifts-in-kind via Gulf Islands Families Together Society (GIFTS) sharing location and resources, and Marmalade Strategies with the development of the website and promotional materials. All program planning, workshops and parent support happens via Anna volunteering and covering the costs. Several grant applications have been made and are pending.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

In 2020 Anna Vineyard (a parent of 4 ND kids) began by offering a parent support group to combat the isolation many ND families faced on SSI. That group has grown to include over 26 families. Nearly 60 people attended the Summer Play date event Aug 2024, and 33 attended the Family Day event in Feb. 2025. There are 110 members on the ND SSI Facebook group. As the group and needs of the community grew it became apparent that a non-profit was needed. TDV launched in Dec 2024, and has 4 board members as well as over 40 active clients.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Educational and curriculum development, Workshops, Webpage)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

A primary mission of TDV is education. We want to provide practical-help resources through online guides, in person workshops and targeted curriculum that benefits marginalized families raising ND children. We support families at every step of the way; through pre-diagnosis, assessments, school, mental health, young adulthood and partner with (GIFTS) to bridge our children into adult services. Our goal is to empower families by making them feel seen, respected, valued, capable and resourced. By removing accessibility barriers, TDV creates positive impact on ND families, fostering hope and connection. Please see attached document with examples of our previous workshops and existing guides as well as proposed curriculum development and future workshops.

Financial assistance will also be used for the development of a donations landing page on the website for those in the community who wish to directly support families experiencing barriers to ground level assistance. Please see the attached document detailing the subsidies that TDV will provide with the support gathered through the development of this website improvement.

3. Please describe how this proposal will benefit the community.

Families with neurodivergent children in the Gulf Islands face significant challenges due to isolation, stigma, and a lack of accessible resources. They are under-supported and often excluded from public programming. TDV supports these families by: Connecting them with essential local resources and services through online service directory, community collaboration partners and events, providing educational workshops and materials, how-to guides and curriculum, facilitating peer support groups and advocacy services.

Empowering vulnerable families not only fosters feelings of belonging, value and respect; but also reduces mental health strain and promotes positive self identity and resiliency in ND youth. This in turn positively impacts the wider community facilitating equity, acceptance, and inclusion, reducing discrimination and bias, leading to a more united and affirming Salt Spring.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o project budget,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
SSI Foundation	\$ 9,950.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Victoria Foundation	\$ 30,000.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
SS Arts Council	\$ 1,000.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
ParticipACTION Canada	\$ 750.00	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☒ NO ☐ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used

4. Does your organization:

Offer direct financial assistance to individuals or families?

☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency?

☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)?

☐ Yes ☒ No

Or, is your organization:

part of a Provincial or National fund raising campaign?

☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

Addendum Question 2:

A) The Diverse Village (TDV) has facilitated several public educational workshops since its conception in December 2024. This includes:

- Occupational Therapy – what is it, how can it be used to help, what resources are available, introduction to the Equipment Lending program on SSI.
- Disability Tax Benefit – run in conjunction with Disability Alliance BC we had 13 participants attend, four of which attended a follow up clinic assisting in their DTC application and seven who were empowered to apply on their own.
- Form Filling Assistance – how to find and fill out the correct forms online or in printed format including DTC, BCAN, JFE, DL School applications, Assessments etc.

Workshops and events scheduled May and June:

- Salt Spring Library Fab Lab – using the Fab Lab for sensory supports, to meet OT or ADST goals, relationship building and supports in special interest topics.
- Sonosvarios – Musical introduction of different instruments, how music can benefit mental health, help with sensory stimulation and self-regulation, free concert, and instrument giveaway.
- ParticiP ACTION – inclusive sports initiative promoting active community involvement in programming, fundraising, enjoyment, and attendance.

Future workshops to be developed and planned will focus on supporting IEP development and navigating resources available in public schools, assessment preparation, after receiving a diagnosis roadmap, alternative school programs available, life skills preparation for teens, etc.

The Diverse Village also creates curriculum and step-by-step guides to help neurodivergent families access information relevant to their current needs and circumstances, such as Planning for your Child's education and Applying for the DTC.

(<https://thediversevillage.ca/step-by-step-guides/>)

Further development of these guides will expand our educational outreach to Gulf Island families that may not be able to attend in person workshops and events. The educational materials can be referenced and referred to as needed. TDV provides a centralized hub for accessing resources that are more efficient, user friendly and practical. Future curriculum development will include; introduction to AFU, how to prepare for assessments, types of assessments, creating an IEP, advocating in school, sensory integration, etc.

- B) There are practical needs going unmet due to financial constraints that TDV would like to address in our community. Funding from the CRD Grant in Aid would also be used for the one-time development of a landing page on our website that can accept charitable donations. Those who wish to directly support families in the community can donate money to be used for specific purposes. Much like the food bank provides food, charitable donations can then address systemic ground level barriers to practical needs such as providing:
- Prepaid ferry cards to subsidize trips for specialised pediatric appointments that are not covered under BC Medical (such as Physiotherapy, Psychiatry, Occupational Therapy, Dental or optical specialists, etc)
 - Child-care subsidy for parents who wish to attend TDV Workshops or Parent Support groups but cannot afford childcare.
 - Respite subsidy.
 - Bursaries for assessments (The public waitlist for an autism assessment is 3 years, some families will miss out on early intervention services entirely while waiting but cannot afford to pay for the assessment privately)
 - Scholarships for Therapies such as Therapeutic riding, Counselling/ Play therapy, Specialized camps

Addendum Question 4:

At present The Diverse Village does not offer any financial assistance to individuals or families. However, as outlined previously in the addendum of question 2B, this is something we are actively trying to change. If we are awarded the CRD Grant in Aid, we will develop a charitable donations page on our website. This will allow opportunity for individuals to make direct contributions to TDV.

TDV has also been approved by Country Grocer to be part of their new Save the Tape program which should launch in June, and we will be doing bottle drive fundraisers as well to increase financial assistance opportunities for neurodivergent Gulf Island families in need.

Funding and Financial Addendum

To provide details, disclosure and clarification on grant applications that are currently pending for The Diverse Village:

SSI Foundations Grant – Submitted to cover the cost of parent support group and youth programming.

Victoria Foundations Grant – Submitted for operational funding including staff wages, non-profit expenditures (website hosting, annual fees, email service provider etc)

Salt Spring Arts council – Submitted to cover the cost of the Sonosvarios music concert event including travel, instrument exploration and instrument giveaway.

Received:

ParticipACTION - \$750 to run an inclusive sports event and promote community activity and action for the month of June.

Expense	Category	Description	Cost	Currency	Occurance
Website Hosting	Admin		-\$32.99	CAD	Monthly
Website Design and Development (Marmalade Strategies)	Contract Labor	for thediversevillage.ca	-\$12,000.00	CAD	Gift in Kind Contribution
Graphic Design	Marketing	logo, 2x posters, letter head, more	-\$400.00	CAD	Gift in Kind Contribution
Email Service Provider	Admin	Google	-\$15.55	CAD	Monthly
Elf Insights	Admin	Digital Survey	-\$8.66	CAD	Monthly
Domain Name	Admin		-\$86.23	CAD	Annual
Statement of Registration	Admin	BC Registrars	-\$40.00	CAD	One Time Fee
Incorporation	Admin		-\$230.00	CAD	One Time Fee
Website Theme	Admin	Themeforest.net	-\$99.64	CAD	One Time Fee
Sugar Calendar	App		-\$142.96	CAD	Annual
Canva	App	Design and Marketing	-\$173.29	CAD	Annual
Salt Spring Arts Council Membership	Membership	To apply for grant	-\$50.00	CAD	Annual

Total
 -\$13,279.32
 Gift in Kind Contribution
 \$12,400
 Operating
 -\$795.27

Expense	Unit cost	#Units	Total Cost
8 Educational Workshops - development	40/hr	12	\$480.00
8 Educational Workshops - snacks		8	\$400.00
8 Educational Workshops - Implementation	40/hr	24	\$960.00
3 Educational Workshops - Speaker honorarium		3	\$600.00
8 Educational Workshops - promotional materials	75/hr	8	\$600.00
8 Online Guides and Curriculum	40/hr	24	\$960.00
Website addition - Charitable Donations		1	\$1,000.00
Total			\$5,000.00
Total Grant Request from CRD Grants in Aid			\$5,000.00

152 Sarah Way
Salt Spring Island, BC V8K 2X8

March 3rd 2025

To Whom It May Concern,

I hope this letter finds you well. I am writing to express my heartfelt gratitude and offer my strong recommendation for *The Diverse Village*.

As a parent of a child with Autism, I have personally experienced the profound support and resources this organization provides to families like mine. *The Diverse Village* has had a tremendous impact on our family, especially as my son was recently diagnosed. A significant part of his progress is due to the invaluable guidance and support we received from them. They helped me navigate the diagnostic process, recommended doctors suited to our needs, and even introduced me to the concept of disability tax benefits—something I hadn't known about before attending one of their meetings.

The Diverse Village is deeply committed to supporting neurodivergent individuals and their families. As we've been navigating the unique challenges that come with being Neurodivergent, their services have been a constant source of help. Quite frankly, with the shortcomings of our healthcare and education systems, Anna and the team at *The Diverse Village* have been our lifeline.

One of the most valuable aspects of this organization has been their parent meetings, which have provided a space for me to honestly share my struggles. These sessions have significantly improved our family's well-being. Through these heartfelt, safe meetings, I met other parents who were facing similar challenges, and hearing their experiences helped me in identifying my child's diagnosis. Additionally, *The Diverse Village's* Family Event was the first event I attended with my son where I didn't leave feeling exhausted or in tears. It was the first time we felt understood and welcomed, allowing my son to truly be himself.

The organization's commitment to creating an inclusive, understanding environment has given us support that we hadn't encountered before. Our journey had been incredibly isolating, but *The Diverse Village* opened their arms to us, providing personalized guidance that has made navigating the complexities of Autism much easier. Their support has been both emotional and practical, making a significant difference in our lives.

Thanks to *The Diverse Village*, we've found the right resources, educational tools, and community connections. The difference they've made in our lives is immeasurable.

I wholeheartedly recommend *The Diverse Village* to anyone in need of Neurodivergent support. Their dedication and compassionate approach make them an essential resource for families like mine, and I am confident they will provide the same level of care and support to others in the community who need it.

Sincerely,

Simone Dunne

To Whom it May Concern,

Anna Vineyard and Diverse Village facilitates events that connect parents of children and youth with autism and other neurodivergence. These events give parents access to peer support, the opportunity to share challenges and successes, and also offer information about local resources and agencies that may be useful for parents to connect with. The path to finding support for youth with autism is a bureaucratic journey, and it certainly helps to have help in navigating the necessary steps. In particular, in a small community, it can be useful to know about activities and resources that are available or that others have found helpful. Anna holds a calm, compassionate presence and is a great facilitator and provides a hub for resources and connection.

Sincerely,

Jessica Torrens

To whom it may concern,

Anna Vineyard's neurodivergent support groups have been essential for gathering community, providing support and sharing resources in often isolating and confusing times. It has been a desperately needed and appreciated help to our neurodiverse family and to many others.

Trianna Elliott

To Whom It May Concern,

On behalf of the Gulf Islands Families Together Society (GIFTS), we are pleased to express our enthusiastic support for The Diverse Village, a newly established non-profit organization. The need to support neurodivergent youth across the Gulf Islands is both urgent and significant. The Diverse Village is poised to address this gap by fostering meaningful connections and relationships, improving access to critical resources, education, and information, and driving the transformation of systemic barriers within government and educational institutions. Through inclusive programming, dedicated spaces, and equitable funding distribution, The Diverse Village will create new opportunities for engagement and inclusivity in our communities.

Currently, youth and families on Salt Spring Island and throughout the greater Gulf Islands are often overlooked and excluded in the development of community initiatives and policies. This oversight not only marginalizes a vital part of our population but also limits the potential for growth, understanding, and resilience within the broader community.

GIFTS wholeheartedly supports The Diverse Village's mission to address these inequities, we are confident that they will bring lasting and positive change to the Gulf Islands. Miigwetch,



Executive Director, GIFTS

March 12, 2025

To Whom It May Concern,

I am honored to write this letter in support of **The Diverse Village**, an organization dedicated to fostering inclusivity and support for families raising neurodiverse children on the Southern Gulf Islands. Their invaluable work in removing barriers to access, providing essential resources, and bridging the gap between families and program providers is making a significant impact on the community.

The Diverse Village plays a crucial role in ensuring that neurodivergent children can participate fully in community events and programs. By advocating for accessibility and inclusion, they help create opportunities that foster resilience, improve mental health, and strengthen the sense of belonging for both children and their families. Their initiatives not only empower families but also educate the broader community, fostering a more inclusive and understanding society.

Through their dedication, The Diverse Village has become a vital resource for families navigating the challenges of raising neurodiverse children. Their commitment to collaboration, advocacy, and education makes them an indispensable asset to the Southern Gulf Islands. I strongly support their mission and commend their efforts in building a more inclusive and supportive community.

Sincerely,

Brettney Webb

Brettney Webb
Recreation Program Assistant
bwebb@crd.bc.ca
250-538-4251



Making a difference...together

*Salish Sea Inter Islands
Transportation Society.*



Capital Regional District

Grant-In-Aid

Application Form

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Application Submitted By

Name and Address of Applicant: Salish Sea Inter Island Transportation Society

Contact(s): Darryl Martin

(name)

(phone)

(fax)

Email address

Contact(s): Chris hall

(name)

(phone)

(fax)

Email address

Application Summary

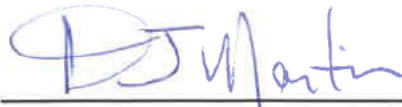
Project or purpose for which you require assistance:

Support for the Tour des Iles 2025 2 day Festival

Amount of grant requested \$ 5,000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder



(signature of authorized signatory)

Board Chair

(title)

Darryl Martin

(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

We're seeking support for our 11th annual Tour des Iles Festival, a unique event that brings together the communities of the 4 Southern Gulf Islands and Salt Spring Island. For two days, the Festival will provide passenger-only boat service between these islands at convenient times, providing the opportunity to explore these five distinct islands. We will showcase each island through a dynamic program of live music, art exhibitions and cultural activities. New this year is a special collaboration with First Nations, including, on Salt Spring, a dedicated day of performances by Indigenous music groups. Additionally we are emphasizing cycling by offering a new program of self-guided cycling tours

2. Describe the geographic area that receives services or benefits from your organization.

Salt Spring, Mayne, Galino, Saturna, North Pender, South Pender will be served by boats and events, benefitting residents, businesses and visitors from other parts of BC.

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

None

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

The Society (SSIITS) has been registered since May 2016, and maintains over 30 volunteers with 11 active members.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (_____)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

The upcoming Festival, scheduled for June 21-22, spans two days packed with diverse artistisc, musical and cultural programming across the 5 islands. We anticipate a rich exchange of visitors between islands, fostering community connections and regional egagement. Convenient land transportation will be provided at all ports of call, ensuring seamless access to events for participants. This request is crucial given the notable decrease in grant funding from other levels of governement.

3. Please describe how this proposal will benefit the community.

The project is designed to enrich the 5-island community by strengthening connection among islanders, facilitating deeper and more meaningful exchanges and contact through artistic, and cultural interactions. Alongside bolstering transportation infrastructure, the funding will empower organizers to curate and promote events and activities. Events will be complemented by family-compatible unscheduled activities like trail walking, biking, golf, or disc golf.

Additionally, this year's festival proudly includes a new collaboration with local First Nations communities featuring a dedicated day of performances by Indigenous music groups on Salt Spring Island, fostering deeper cultural understanding and connection.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - project budget,
 - grants / funding from other sources,
 - funding contributed by applicant through fund raising activities or other sources of revenue and,
 - financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Heritage Canada	\$ 7,900.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
BC Festivals Fairs and Events	\$ 4,500.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
CRD Grant- in- Aid SGI's	\$ 5,000.00	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☐ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2024	\$ 4,000.00	From SSI CRD- support for Tour des Iles event
2023	\$ 5,000.00	From SSI CRD- support for Tour des Iles event
2022	\$ 5,000.00	From SSI CRD- support for Tour des Iles event
2019	\$ 4,000.00	From SSI CRD- support for Tour des Iles event

4. Does your organization:

Offer direct financial assistance to individuals or families?

☐ Yes ☒ No

Provide services that fall within the mandate of either
a senior government or a local service agency?

☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)?

☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign?

☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

Salish Sea Inter Island Transportation

Balance Sheet

As of December 31, 2024

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
ISCU	10,462.35
Premium Savings	9,082.29
Undeposited Funds	0.00
Total Cash and Cash Equivalent	\$19,544.64
Accounts Receivable (A/R)	
Grants Receivable	0.00
Pledges Receivable	0.00
Total Accounts Receivable (A/R)	\$0.00
Total Current Assets	\$19,544.64
Total Assets	\$19,544.64
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
Accounts Payable	181.44
Total Accounts Payable (A/P)	\$181.44
GST/HST Payable	2.30
GST/HST Payable	-2.30
Total GST/HST Payable	0.00
Unearned or Deferred Revenue	0.00
Total Current Liabilities	\$181.44
Total Liabilities	\$181.44
Equity	
Retained Earnings	14,735.29
Profit for the year	4,627.91
Total Equity	\$19,363.20
Total Liabilities and Equity	\$19,544.64

Salish Sea Inter Island Transportation

Profit and Loss by Class

January - December 2024

	NOT SPECIFIED	TOTAL
INCOME		
Investments		\$0.00
Interest-Savings, Short-term CD	205.35	\$205.35
Total Investments	205.35	\$205.35
Online Tickets Sales		\$0.00
TDI Online Travel Sales	7,135.11	\$7,135.11
Total Online Tickets Sales	7,135.11	\$7,135.11
TDI Income		\$0.00
CRD - Grants	9,000.00	\$9,000.00
Federal Grant Funding	7,900.00	\$7,900.00
Individ, Business Contributions	4,250.00	\$4,250.00
Local Organization Funding	22,474.51	\$22,474.51
Provincial Grant Funding	4,500.00	\$4,500.00
Total TDI Income	48,124.51	\$48,124.51
Total Income	\$55,464.97	\$55,464.97
GROSS PROFIT	\$55,464.97	\$55,464.97
EXPENSES		
Festival Expenses		\$0.00
Entertainment	5,800.00	\$5,800.00
Production	1,000.00	\$1,000.00
Total Entertainment	6,800.00	\$6,800.00
Event Liability Insurance	1,133.45	\$1,133.45
Land Transport Expenses	2,022.53	\$2,022.53
Marketing		\$0.00
Advertising	3,600.75	\$3,600.75
Website	721.37	\$721.37
Total Marketing	4,322.12	\$4,322.12
Outside Contract Services	5,945.00	\$5,945.00
Project Management Contract	7,738.63	\$7,738.63
TDI Expenses	20.15	\$20.15
Water Taxi Service Fees	17,140.20	\$17,140.20
Total Festival Expenses	45,122.08	\$45,122.08
Operations		\$0.00
Accounting and Admin Fees	4,474.98	\$4,474.98
Rent, Parking, Utilities	1,200.00	\$1,200.00
Society Expenses		\$0.00
Society Fees	40.00	\$40.00
Total Society Expenses	40.00	\$40.00
Total Operations	5,714.98	\$5,714.98
Total Expenses	\$50,837.06	\$50,837.06
PROFIT	\$4,627.91	\$4,627.91

Salish Sea Inter Island Transportation Society
Proposed Budget 2025

Revenue	DRAFT Budget
Interest	\$15
CRD SGI	\$5,000
CRD SSI	\$4,000
CRD Ideas Grant	\$3,000
Individual & Business Contributions	\$10,000
SSIITS Contribution	\$15,000
Local Organizational Funding	\$1,500
Federal Government Grants	\$7,700
TDI Travel Fees online	\$9,000
BCFFE	
	\$55,215
Expenditure:	
Advertising, Marketing & Promo (graphic design)	\$3,500
Business/Society Fees	\$75
Contract Fees:	
Acctg & Admin	\$4,000
Festival Coordinators	\$7,250
Island Coordinators (5 islands)	\$5,340
Entertainment	\$7,500
Water Taxi fees	\$20,000
Land Transport	\$2,500
Volunteer Appreciation	
Venues	\$600
Equipment Rental	\$500
Insurance	\$950
Contingency	\$3,000
Total Expenses	\$55,215
Total excess/deficit	\$0



Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Salt Spring Island Minor Baseball Association

Contact(s): Eric Beamish

(name)

(phone)

(fax)

pressaltspringbaseball@gmail.com

Email address

Contact(s): Corey Johnson

(name)

(phone)

(fax)

Email address

Application Summary

Project or purpose for which you require assistance:

Baseball and Softball Field tarping - For the protection, extension of use and assistance in maintaining the home plate of both the baseball and softball fields and the pitching mound at the portlock baseball field. These tarps would cover these areas through the winter months and during wet weather in season to allow for better overall condition and utilization.

Amount of grant requested \$ 4,900.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder


(signature of authorized signatory)

President
(title)

Eric Beamish
(print name)

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Capital Purchase of Field Tarps)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

We are requesting grant funds to purchase field tarps for both Portlock park baseball diamond and the Fulford/new Hydro Softball Fields. These tarps are for covering the home plate areas of both fields and the raised pitching mound of Portlock. These tarps are high quality and weighted to endure weather and last for an estimated 10+ years.

3. Please describe how this proposal will benefit the community.

The fields are a finite asset to the community and with patterns of intense inclement weather we are experiencing in this day and age, field protection and striving to retain our length of season with adequate field use is a top priority for SSIMBA. This year we were unable to use fields for the first 2 weeks of our season due to their condition from wet spring weather. With a 10 week spring season, this is a significant(20%) delay in our ability to get island youth playing baseball and softball. Tarped fields protect the cinder and gravel material from erosion, degradation and contamination. We hope to mitigate these delays in future and provide an easier to maintain area for CRD maintenance staff.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o project budget,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. *If no*, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
BC Community Gaming	\$ 37,742.00	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
BC Community Gaming	\$ 16,500.00	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☒ NO ☐ YES..... *If yes*, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used

Budget for Tarps Required to protect fields from adverse weather conditions

Income

Fundraising	\$ 1,600.00
CRD Grant-in-aid	\$ 4,900.00
Total	\$ 6,500.00

Expenses

20' Pitcher mound cover, weighted For Portlock Park	\$ 1,233.00
26' Home Plate Cover, Weighted For Portlock Park	\$ 1,662.00
30' Home Plate Cover, Weighted For Softball Field	\$ 2,005.00
GST & PST	\$ 588.00
Shipping, estimated	\$ 1,000.00
Total	\$ 6,488.00

Deficit/Surplus \$ 12.00

SALT SPRING ISLAND MINOR BASEBALL ASSOCIATION			FOR THE YEARS ENDED DECEMBER 31	
BUDGETS			2024	2025
			BUDGET	BUDGET
				(PROPOSED)
INCOME				
PROGRAMS REGISTRATION:				
BASEBALL			7500.00	6000.00
SOFTBALL			8000.00	5000.00
Fundraising			4000.00	20000.00
Government Grants - Provincial (BC Gaming Grants) *1			37742.06	18000.00
CRD Grant-In Aid				4900.00
Other Income			57242.06	45900.00
EXPENSES				
Tournaments			4525.00	2500.00
Softball affiliation fees			2000.00	601.00
Baseball affiliation fees			1469.75	1500.00
Baseball clinics			9500.00	5000.00
Equipment			6700.00	7500.00
Weather Tarps for Fields				6500.00
Capital Reserve - New Softball Field				5000.00
D&O Insurance			851.25	851.25
Uniforms			5696.06	7500.00
Umpires			4,000.00	4,000.00
Website and operations costs			3,000.00	3,000.00
			37742.06	43952.25
EXCESS (DEFICIT) OF REVENUE OVER EXPENDITURES			19500.00	1947.75

*1 Requested Fundline from BC Gaming Grants. 2024 was the requested amount but received \$16,500. In 2025, figure used is estimate of what we anticipate receiving



SALT SPRING ISLAND MINOR BASEBALL ASSOCIATION

Salt Spring Island Minor Baseball Association Program Description

What? The Salt Spring Island Minor Baseball Association (SSIMBA) offers year-round programming for youth baseball and spring programming for softball. Salt Spring Island's strong connection to the sport of baseball is deeply rooted in the heritage of our Island and SSIMBA has been providing a fun and encouraging environment for children to develop their baseball and softball skills for many years. We believe that involvement in team sports provides our members with healthy, positive sport opportunities, social interaction, character development, fitness and health, recreation, friendly competition, and a community way of life that benefits our members and our community both on and off the field. We promote and teach values of respect, discipline, self-control, loyalty, perseverance, and responsibility as team members and as individuals.

Who? We offer grassroots baseball and softball programming for players of all skill levels between ages 5 and 18 as well as competitive programming for players in divisions 11U and above. Our goal is to continue growing our association in order to serve more of our Island's youth community. For a full breakdown of programming offered, please see **SSIMBA Programming Timeframe** on page 3.

Where? We serve youth from Salt Spring and the surrounding Gulf Islands in cooperation with the Vancouver Island community and beyond. We have two baseball diamonds on CRD property, and two softball diamonds leased from a private owner.

How? SSIMBA is run by a dedicated and passionate group of volunteers who make all our programming possible. In 2019, a small but mighty group of parent volunteers wrote bylaws and a constitution for the association and we became an incorporated society in accordance with the BC Societies Act.

Why? Because of our remote location, SSIMBA programming is needed in our community for the families who live here. Leaving the island to play sports is a huge expense that many families cannot afford. Having a baseball and softball league gives our local kids the chance to try and play a sport with the friends in their community, instead of driving to another community off island to play – something that only a relatively few can afford to do.

Accessibility & Inclusivity: Our programs are accessible to all, regardless of their sexual orientation, gender identity, and gender expression (LGBTQ2S+), sex, age, ability, race, ethnicity, culture, religion, language, education, income, or geography, etc. Our SSIMBA programs benefit youth in our community from diverse backgrounds and skill levels. We understand that participating in team sports can have a profound effect on the social, emotional, and physical development of youth of all ages. The essential elements of character building and ethics in sports are embodied in the concept of Sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character." The impact of each player's experience on the field and in the dugout may last their



SALT SPRING ISLAND MINOR BASEBALL ASSOCIATION

entire lifetime. SSIMBA strives to ensure that we support each player's unique development as well-rounded, self-confident, and engaged citizens.

We offer access to financial assistance to those who cannot afford to play through KidSport, Athletics for Kids and ViaSport grants.

The community is made aware of our programs through our website's and social media accounts as well as via local schools and free local advertising (the Salt Spring Exchange).

There is a cost to participate in our programs. Participation costs are affordable for most and we offer discounts and subsidies for fees and equipment as needed. With thanks to our current Gaming Grant funding, we are able to offer our youngest participants in 7U T-Ball and 9U Tadpole participants a lower registration fee than in previous years, which along with free clinics, has significantly increased participation at those levels. We are building our association from the bottom up as we continue to grow.

Community Support: We have a supportive community who through cash donations usually contributes on average \$5000-\$10000 per year in sponsorship. Given much of our community is dependent on tourism, we are extremely thankful for Gaming Grant funds to add to this community support and help us build for future field and facility needs.

With Gaming Grant support, we look forward to continuing to deliver such high-quality programs for many more years, creating positive experiences for our youth and strengthening our community.



SALT SPRING ISLAND MINOR BASEBALL ASSOCIATION

SSIMBA Programming Time Frames are defined as follows:

Spring Ball - April to June

➤ Grassroots House Ball Program

Registered players from all levels of baseball/softball within SSIMBA participate in practices and skill development on our baseball/softball fields and batting cage. We also interlock with neighbouring associations for game play on and off the island. This year our 11U through 15U players have a 12 game season amongst the 5 local associations.

➤ Special Grassroots Clinics for Players & Coaches

During the spring season, we offer weekly clinics for all baseball players and coaches, which are run by Master Coach Developer and former MLB player, Anthony Pluta. These clinics are designed to further assist our players in developing their individual/team skills, particularly considering interruptions in development and play caused by Covid-19 over the past years. We were also able to run NCCP coaching clinics this spring to develop/enhance coaching education and coaching skills, and parent/guardian classes for parents to learn the rules of the game and how the program functions (specific score keeping, team manager, pitch counting).

Summer Ball - July to August

Registered players interested in continuing their baseball season are invited to try out and teams are selected for competitive play. Teams then practice 2 times weekly and play games on weekends, followed by an island zones tournament and, if successful, provincial competition. Historically our teams have done very well in these competitions where we compete against much larger associations. Our 2018 Mosquito Summer Team even won the Provincials. We are proud of our hard-working teams!

Fall Ball - September to October

Fall Ball provides baseball players with an additional season consisting of two practices and one game per week. The program is designed to develop skills and prepare the participants for the following winter/spring season. We also coordinate coaching clinics and training seminars with neighbouring associations to support our coaches in developing their skills.

Winter Clinics – December to February

Winter Clinics provide our baseball players and coaches' skill development clinics in an indoor facility on a weekly basis. Experienced and skilled instructors provide education and skill development training to the players and coaches prior to the start of the Spring Season. We initiated this program in 2020 and were able to offer training with a Master Coach Developer for players and coaches in divisions 11U through 15U.

RECEIVED

APR 29 2025

Appendix R



Making a difference...together

**Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:**

Juan de Fuca

Salt Spring Island

Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Patricia Blanchard

Contact(s): Patricia Blanchard

(name)

(phone)

(fax)

Email address

Contact(s): Julie Oakes

(name)

(phone)

(fax)

Email address

Application Summary

Project or purpose for which you require assistance:

This proposal requests \$5,000 to support a 6-month pilot program that provides free and accessible garbage disposal to individuals impacted by the housing crisis, living unsheltered and liveaboards. The program will remove barriers to safe and sanitary waste management by funding monthly placement of 15-yard bins and covering the costs of individual bags

Amount of grant requested \$ 5,000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder


(signature of authorized signatory)

MISS
(title)

Patricia Blanchard

(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

A growing number of individuals and families are forced to live without stable housing or in non-traditional dwellings such as boats due to rising housing costs. These communities often face significant challenges in accessing basic sanitation services, particularly proper garbage disposal. The lack of disposal options contributes to public health risks, environmental degradation, and stigmatization of already vulnerable populations.

2. Describe the geographic area that receives services or benefits from your organization.

Salt Spring Island

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

15 members and have been in operation for 6 weeks

Project / Proposal Profile

1. Assistance is being requested for:
 - capital project and / or equipment
 - special event
 - other purpose (community services)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

Clean Space, Clear Dignity: A Free and Accessible Waste Disposal Initiative

This proposal requests \$5,000 to support a 6-month pilot program that provides free and accessible garbage disposal to individuals impacted by the housing crisis, including those living unsheltered and liveaboards. The program will remove barriers to safe and sanitary waste management by funding monthly placement of 15-yard bins and covering the costs of individual bag disposals.

3. Please describe how this proposal will benefit the community.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o project budget,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant / funding from another source(s)? ☐ NO ☒ YES

If yes, complete the following chart. **If no**, please explain _____

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
small community grant	\$ 500.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☒ NO ☐ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used

4. Does your organization:

Offer direct financial assistance to individuals or families? ☒ Yes ☐ No

Provide services that fall within the mandate of either
a senior government or a local service agency? ☒ Yes ☐ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)? ☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign? ☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Grant Proposal: Enhanced Garbage Disposal for Liveboard Individuals

Requested Amount: \$5,000

Submitted by: Patricia Blanchard and B.O.A.T. (Boat Owner Action Team)

Project Title

"Clean Space, Clear Dignity: A Free and Accessible Waste Disposal Initiative"

Executive Summary

This proposal requests \$5,000 to support a 6-month pilot program that provides free and accessible garbage disposal to individuals impacted by the housing crisis, including those living unsheltered and liveaboards. The program will remove barriers to safe and sanitary waste management by funding monthly placement of 15-yard bins and covering the costs of individual bag disposals.

Problem Statement

A growing number of individuals and families are forced to live without stable housing or in non-traditional dwellings such as boats due to rising housing costs. These communities often face significant challenges in accessing basic sanitation services, particularly proper garbage disposal. The lack of disposal options contributes to public health risks, environmental degradation, and stigmatization of already vulnerable populations.

Project Goals

- Provide **free, dignified access to garbage disposal** for houseless and liveboard individuals.
 - Reduce environmental impact by decreasing illegal dumping.
 - Improve community relations and public sanitation.
-

Outcomes & Impact

- Proper disposal of an estimated 300-400 bags of waste over 6 months.
- Servicing of 6 large waste bins, reducing bulk waste in public and shoreline spaces.
- Healthier, cleaner public spaces and less friction between housed and unhoused communities.
- A replicable model for municipal or non-profit expansion.

Funding Breakdown

1. Monthly 15-yard Bin Rental (6 months)

- Cost: \$2,500
- Description: Placement and servicing of one 15-yard garbage bin per month at a central, accessible location. These bins will serve as a consistent option for bulk waste disposal.

2. Free Garbage Bag Disposal Support (6 months)

- Cost: \$2,500
- Description: Covering an average of 40-50 garbage bags per month at \$6–\$8 per bag (up to \$416/month). Bags will be collected at designated drop points or directly from individuals during outreach events.

Implementation Plan

- **Partners:** Collaboration with local waste management providers, outreach volunteers, and harbor authorities (for liveaboards).
- **Collection Points:** Strategically selected for accessibility, privacy, and environmental sensitivity.
- **Monitoring:** Track usage data and conduct periodic feedback surveys to evaluate impact and adjust logistics.
- **Community Engagement:** Ongoing communication with houseless and liveboard communities to ensure the service meets their needs.

Sustainability & Future Plans

The pilot will serve as a proof of concept to attract further funding, community partnerships, or city support. By tracking usage and community feedback, we can advocate for integrated waste services as a permanent solution for marginalized groups.

Conclusion

This small but vital investment will directly support the dignity, health, and environmental stewardship of people most impacted by housing insecurity. With \$5,000, we can deliver real relief while creating cleaner, safer communities for everyone.

Capital Regional District
Grant-In-Aid Application Form
FOR ELECTORAL AREAS ONLY:

Juan de Fuca
Salt Spring Island
Southern Gulf Islands

[Revised November 16, 2012]

CRD GRANT-IN-AID APPLICATION FORM

Grants-In-Aid are for the CRD Electoral Areas only: Juan de Fuca, Salt Spring Island, and Southern Gulf Islands

Application Submitted By

Name and Address of Applicant: Kurt Irwin

Contact(s): KURT IRWIN

(name)

(phone)

(fax)

Email address

Contact(s):

(name)

(phone)

(fax)

Email address

Application Summary

Project or purpose for which you require assistance:

TRUTH AND RECONCILIATION GATHERING ON SALTSPRING SEPT 30 for Penelakut Tribe

Amount of grant requested \$ 5,000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is:

- **NOT** being made on behalf of an industrial, commercial, or business undertaking
- **NOT** available for the personal benefit of any individual, proprietor, member or shareholder


(signature of authorized signatory)

PENELAKUT COUNCIL
(title)

KURT IRWIN
(print name)

Applicant Profile

1. Please describe the services / benefits that your organization provides to the community. Are these services / benefits available to the community from another organization or agency?

THIS IS A COMMUNITY GATHERING BRINGING TOGETHER OUR FIRST NATIONS PENELAKUT PEOPLE WITH SALTSRING ISLANDERS. OUR ELDERS TALK ABOUT TRUTH AND RECONCILIATION AND OUR DRUMMERS DRUM OUR SONGS.

2. Describe the geographic area that receives services or benefits from your organization.

ALL OF THE GULF ISLANDS

3. Is your organization voluntary and non-profit? ☐ NO ☒ YES

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

HONORIA IS PAID TO OUR ELDERS AND DRUMMERS AND DANCERS. MONEY IS ALSO USED FOR FOOD AND TRAVEL.

Please indicate the number of members / volunteers in your organization and how long your organization has been in operation.

Penelakut people have been around for thousands of years. our group have been coming to saltspring for many years . our drummers and dancers have been coming to perform for the last 4 years to fernwood dock

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (honoraria travel and food)

2. Please describe the proposal for which you are requesting assistance. Attach additional information if required.

this event is the only event happening for truth and reconciliation on salt spring it helps all community people understand what our native people have gone through and our hopes in working together moving forward in the future.

3. Please describe how this proposal will benefit the community.

By having this event it brings awareness to people on what our first nations have lost and how we can work together to rebuild relationships

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o project budget,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o financial statement that itemizes total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.
2. Have you applied for a grant / funding from another source(s)? ☒ NO ☐ YES

If yes, complete the following chart. **If no**, please explain wereceivedfundinglastyearf

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Have you received assistance (grant in aid / waiving of fees, etc.), from the CRD in previous years?

☐ NO ☒ YES..... **If yes**, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used
2024	\$ 2,500.00	help for honoraria travel and food

4. Does your organization:

Offer direct financial assistance to individuals or families?

☒ Yes ☐ No

Provide services that fall within the mandate of either
a senior government or a local service agency?

☐ Yes ☒ No

Provide an opportunity for individuals to make direct
Contributions to the project (e.g., fundraising for the project)?

☒ Yes ☐ No

Or, is your organization:

part of a Provincial or National fund raising campaign?

☐ Yes ☒ No

The information provided in Section 4 is for data collection purposes.

Followup:

Please refer to Page 6 of the ***Grant-In-Aid - Application Completion Guide*** regarding the following:

1. Acknowledgement

2. Reporting

Please remember to attach:

1. Project budget
2. Financial statement for your organization

REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF Thursday, May 15, 2025

SUBJECT **163 Drake Road – Phoenix Elementary School Property Expression of Interest**

ISSUE SUMMARY

To review responses to an Expression of Interest posted publicly for 163 Drake Road.

BACKGROUND

The Capital Regional District (CRD) assumed responsibility for the operation and maintenance for the buildings and land located at 163 Drake Road effective December 1, 2024, for a five-year term.

The property is a 2.82 ha / 6.97-acre lot consisting of a two-story house, portable classroom, playground, small garden and basketball court. The west end of the property is forested with an informal connection to the Drake Road Trail.

The portable building onsite was used by the Chuan Society effective Dec 2, 2024, to March 31, 2025. The lower floor of the main building and portable are planned to be used as a temporary maintenance facility following the recent approval of a Temporary Use Permit (TUP) by the Islands Trust.

The Salt Spring Island (SSI) Local Community Commission (LCC) requested that staff post an Expression of Interest (EOI) for short-term rentals to occupy the upper floor of the main building for up to 12 months.

The lease and facility are funded through the parks and recreation service. Any longer-term use would need to be related to community programs, events or recreation. Depending on short- and long-term use requests, another service may need to be considered as the funding source.

The current zoning allows for a variety of principle uses including medical offices, recreation and a community hall. The current building code is more restrictive as it is considered an assembly building. If the building were to change to office use it would need to be assessed for code compliance and fire separation would likely be required if there were multiple occupants.

To best determine potential zoning or building code implications an Expression of Interest (EOI) was posted publicly for four weeks through the Salt Spring Exchange, Gulf Island Driftwood and social media. The EOI was also directly sent to potential user groups including those who had previously expressed an interest. In addition, an open house was held on April 3rd to promote awareness and gather interest from the public.

Two proposals were received prior to the close of the EOI on April 25th 2025. A proposal to support a community group of homeschool children ages kindergarten to grade three (Appendix A) and a proposal to support a community drop-in program including meal prep and yoga (Appendix B). A third proposal was received after the deadline (Appendix C) but did not meet the submission date or format requested in the EOI and has therefore been disqualified.

ALTERNATIVES

Alternative 1

That the Salt Spring Island Local Community Commission authorize staff to enter a lease with Creek Song Learning Centre for the portion of the main building, playground and community gardens located at 163 Drake Road (PID 004-607-295) at a monthly rate of \$1,000 plus GST.

Alternative 2

That the Salt Spring Island Local Community Commission refer the report back to staff for additional information.

IMPLICATIONS

Financial, Safety, Zoning, Building Code and Lease Implications

When assessing potential users for the site, consideration will need to be given to the service holding the land, building code and zoning to determine the current permitted uses of the building and land. SD64 has also included language in the lease requesting that the CRD prioritize organizations that demonstrate a direct benefit to children followed by local not for profit organizations.

The Decision-Making Framework referenced in the 2019 SSI Parks and Recreation Strategic plan should also be referenced when considering new facility and program proposals (Appendix C)

	Proposed Monthly Rent	Safety Improvements	Zoning Implications	Building Code Implications	Directly Benefits Youth
Creek Song Learning Centre	\$1,000	Temporary Fencing / Expansion and separation of existing parking	none	Fire Alarm, Fire Monitoring and Fire Safety Plan	Yes
Chuan Society	\$750	Temporary Fencing / Expansion and separation of existing parking	none	Fire Alarm, Fire Monitoring and Fire Safety Plan	No

Both applications are considered assembly use resulting in minimal implications.

CONCLUSION

The CRD is now leasing the property and buildings located at 163 Drake Road. There is an opportunity to license or sub-lease a portion of the building or property to one or more tenants and a public process is proposed to be completed to try ensuring the optimal use.

Two proposals were received in response to the EOI. Both proposals are from local not for profit groups and are considered permitted uses. The Chuan Society has previously occupied the portable onsite while the Creek Song Learning Centre's proposal directly benefits youth.

RECOMMENDATION

That the Salt Spring Island Local Community Commission authorize staff to enter a lease with Creek Song Learning Centre for a portion of the main building, playground and community gardens located at 163 Drake Road (PID 004-607-295) at a monthly rate of \$1,000 plus GST.

Submitted by:	Dan Ovington, BA, Senior Manager, SSI Administration
Concurrence:	Stephen Henderson, Senior Manager, Real Estate, Southern Gulf Island Electoral Area and Salt Spring Island Local Community Commission

ATTACHMENT(S)

Appendix A – Creek Song Learning Centre Proposal
Appendix B – Chuan Society Proposal
Appendix C – Salt Spring Chapter of the BCSPCA
Appendix D – Decision Making Framework

Creek Song Learning Centre**website: www.creeksong.org****email: info@creeksong.org**

April 23, 2025**(Amended April 27, 2025)**

Re: Expression of Interest

Rental Opportunity:

Former Phoenix Elementary School

Upstairs of Main Building

163 Drake Road, Salt Spring Island, BC

To whom it may concern,

We are submitting our expression of interest for the rental opportunity of the former Phoenix Elementary School. We have detailed the information you requested for this submission below.

Information about Creek Song

Creek Song is a community group of K - grade 3 homeschool children and families. It is currently structured as a Parent Collective, meaning it is collaboratively run by invested families who actively participate in decision-making, planning, and support. We became established in September 2024, and have proven to be sustainable this year, with viable projections into next year given ongoing interest from the community. Next year, the group will be grades 1 - 4 inclusive, led by our licensed teacher, Schuyler, as well as one educational assistant. We estimate there to be 10-14 children enrolled in this class. We operate Monday to Thursday 9:00am - 3:00pm. Our group is fully insured.

This past year, Creek Song occupied the bottom floor of the schoolhouse building at the Salt Spring Yoga Centre. We have been offered the lease of the schoolhouse for just one more year. However, they require us to lease the entire building, and the cost is very high. This presents a significant financial strain on our small program, and we are uncertain we can grow registration quickly enough to make it viable. Phoenix represents a path forward at a much more reasonable rate, given how small our group currently is. We also realize that the potential to stay at Phoenix beyond this coming year is an asset.

Our values

At Creek Song, educating the whole child is our goal. We are a Waldorf-inspired nature program that includes individualized academic instruction, enriched by outdoor learning, and enhanced by the Waldorf tradition that educates the whole child: mind, body, heart, and spirit.

Above all we value nature education. Time spent learning and playing in nature is essential for children's mental, physical, emotional, and spiritual health. Nurturing children's relationship to the land is crucial for their well-being and the health of our planet.

We value the approach of Waldorf education which aims to create opportunities for children to experience beauty with all of their senses, to create art, and to experience the wonder of story and song. In our academic instruction we provide inspired and creative opportunities for learning with lots of hands-on experiences.

We value peace. We have a culture and expectation of non-violence that extends from the realm of the children to communication between parents, staff, and teachers. We value non-violent communication and feelings-based conflict resolution processes.

Rental Space Requested

We respectfully request all available rental space, including the upstairs of the main building, the backyard play area, the garden, and dedicated parking spaces.

Monthly rental amount proposed

Our budget allows for a rental range of \$1000 to \$1500 per month, including utilities. The range reflects the uncertainty of our final enrolment numbers. For example, if there is an enrolment of 10 children, \$1000 would be our ideal rent, and we can provide more if there are more children enrolled. If this proposed range is a barrier to renting the space, we could look at increasing student fees to support a higher rental amount.

Proposed dates/times

We would request access to the rental September 1, 2025 and will require a lease of 10 months, to June 30, 2026. We would appreciate an opportunity for lease renewal.

Improvements to accommodate our group

Improvements to support division of the learning space from CRD maintenance staff and machinery will be helpful. Ensuring safety of the playground with proper fencing may be necessary. At this time, we cannot think of any other specific improvements to accommodate our group. However, if we are awarded the tenancy, we would very much appreciate the opportunity to revisit this question as our vision becomes more a reality.

Thank you very much for reviewing our expression of interest. Please do not hesitate to reach out if you have any questions or need further clarification.

Sincerely,

Kristen Frampton and Solana Rompre
On behalf of the Parent Collective of Creek Song Learning Centre

info@creeksong.org

Expression Of Interest for the rental of the former Phoenix Elementary School

Upstairs of Main Building, 163 Drake Road, Salt Spring Island, BC

Submitted by the Chuan Society

a) Community Group Description

THE CHUAN SOCIETY

The Chuan Society is a registered non-profit organization (since 2017) dedicated to building community resilience on Salt Spring Island. Our society was founded by a diverse group of islanders who recognise the value of community in effecting change, improving our collective well-being, and creating new opportunities and ways of living on the island. The Chuan Society emphasizes moving social action through culture, with an operating principle based on empowerment and agency through collective collaboration. The foundation of our practice is a relational approach to project realisation.

Salt Spring faces the highest per capita homelessness rate in the region and significant challenges with substance abuse and mental health, yet has limited resources to address these issues. Our approach centers on building strong community networks that work cooperatively with residents and partner organizations to create sustainable solutions.

Key Active Projects:

- **Gabriel's Kitchen:** For the past two years, we've addressed local food security by providing weekly meals for up to 60-80 people in Ganges.
- **The Hearth:** A successful winter pilot project (December 2024-March 2025) operated as a community drop-in space and resource hub at the former Phoenix School through agreement with the CRD.
- **Joga For The People:** A weekly free/by donation yoga class now in its third year at the Anglican Parish, initiated to provide trauma-informed practice without barriers to community members.

Community Partnerships: We maintain active collaborations with numerous local organizations including the Mental Wellness Initiative, Restorative Justice Salt Spring, The Farmland Trust, Harvest Kitchen, the Anglican Parish, the Salt Spring Health Advancement Network, and Salt Spring Safely. We also consult regularly with local RCMP, Mental Health and Substance Use services, Island Community Services, Umbrella, and members of the CRD.

Funding Sources: Our projects operate through community fundraising, local business support, and grants we have received from VIHA, SSI Foundation, HSA, the Brian Bleskie Memorial Fund for Mental Wellness, CRD Grant-In-Aid, and Grow Local SSI/Farmland Trust. We were also recipients of a Salt Spring Locals Care Award.

The Hearth Pilot Project Results: Our recent pilot at Phoenix School demonstrated significant community impact:

- Served 30-40 community members daily as a warm, safe gathering space
- Hosted diverse cultural and wellness activities including film screenings, workshops, open-mics, and community circles
- Improved food security through daily meals and food redistribution
- Operated a "Free Zone" to distribute clothing, sleeping bags, and essential resources
- According to RCMP Chief Clive Seabrooke, contributed to a measurable decrease in incidents in the Ganges core
- Successfully operated daily (9am-8pm) with volunteer teams and minimal incidents

The Hearth also demonstrates our first, successful working relationship with the CRD in providing a vital, much-needed service for many in our community.

b) Rental Space Requested

PHOENIX LANDING NEIGHBOURHOOD HOUSE

The Chuan Society proposes to expand our successful Hearth pilot into a comprehensive Neighbourhood House model called *Phoenix Landing*, utilizing:

- The upstairs of the main building
- The playground
- The community garden

Phoenix Landing is a community hub which connects wellness, cultural and learning spaces, a community kitchen, garden and pantry, and a neighbourhood gathering space.

This is an integrated project which will serve the wider community. Salt Spring Island presently lacks a dedicated community center, friendship center, or commons (some regional examples include Cowichan Neighbourhood House, Fernwood Neighbourhood House, and the Gabriola Commons). With the diversity and size of our population, many islanders recognise the need for establishing a collective space as a co-creative resource which is accessible to all. Our vision is for a diverse, multi-use, intergenerational space shaped by the community and based on relationship, reciprocity, mutual learning, and collective resource building.

The timing is particularly strategic with the adjacent 36-unit BC Housing supportive housing development opening soon. Phoenix Landing would facilitate integration between existing Drake Road residents and incoming neighbors, helping ease the transition to higher neighborhood density by providing a vital all-ages gathering space for families, friends and neighbours.

Proposed Space Utilization:

Main Building (Upstairs)

- **The Hearth:** Large drop-in community and activity space
- **Art Room:** Art, media and cultural space
- **Wellness Room:** Counseling, support groups, and recovery meetings
- **Resource Hub/Tool Library:** Redistribution center and "free zone"
- **Program Room:** Workshops and educational activities
- **Gabriel's Kitchen:** Community meal preparation and service

Playground

- Outdoor gathering area for events, performances, workshops, community meals, family activities and programs during warm weather
-

Community Garden

- Extension of Gabriel's Kitchen to enhance food security
- Development of a community pantry for neighborhood food sharing
- Potential outdoor kitchen/BBQ space during summer months

Community Support: We have confirmed partnerships with the Mental Wellness Initiative, Restorative Justice, the Anglican Parish, the Farmland Trust, and Salt Spring Safely. We have pending funding applications with the Victoria Foundation and SSI Foundation, and will continue community fundraising efforts.

c) Monthly Rental Amount Proposed

We propose a monthly rental of \$750 including utilities. While we recognize this is below market value, as a grassroots non-profit organization, we prioritize allocating resources toward programs, operations, honoraria, and direct community support. The demonstrated community benefit of our services aligns with the CRD's prioritization of organizations benefiting children and non-profit service providers.

d) Proposed Dates/Times

We propose initiating the lease between July 1-August 1, 2025, for a 12-month period, with potential for renewal based on CRD review and assessment of our impact.

e) Improvements Required

We understand the CRD plans to install fencing to separate staff areas from upstairs operations. We request ensuring wheelchair accessibility to the building entrance. No structural modifications are anticipated, though we may request removal of some shelving.

Addendum

Evidence of Community Support:

- Letters Of Support from community partners (attached)
- Signatures (326 in total) collected on a change.org petition supporting the Phoenix Landing project: https://www.change.org/the_Hearth_at_Phoenix (attached)
- Driftwood article covering The Hearth April 2 (attached)
- Video document of testimonials from community members served during The Hearth pilot project, viewable at: <https://vimeo.com/1077403452?share=copy>



Salt Spring Health Advancement Network

Mar 5th, 2025

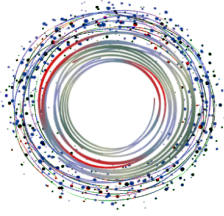
SSHAN Letter of Support - The Hearth Project at Phoenix Landing

The Salt Spring Health Advancement Network wishes to express its full support for the Chu'an Society's **Hearth Project at Phoenix Landing**.

SSHAN has been involved in discussions for a long while around the needs of insecurely housed and unhoused community members on Salt Spring. Part of this has included encouraging and facilitating the community coming together to mutually support the creation of a warming space and ultimately a community centre space called the Hearth. We see how creating dignity - a warm space to go, a place to eat some food, a place to do some work or rest, a safe space from harassment, a place to watch a movie and talk - creates a healthier community and community members. We also see how addressing the needs of community members leads to greater function generally, in the Ganges Village. This includes interactions with public spaces and businesses.

We have witnessed how the community has come together to support this project - Local Community Commission, businesses, RCMP, Salt Spring Safety, Restorative Justice, community members - and that this is growing. Community donations alone have been tremendous taking what was a classroom sized empty space and creating a homey and comfortable community space. Steps are being taken to further involve community members who use the space in the decisions that affect their wellbeing, continuing interactions with the broader community to build relationships and destigmatize, and to strengthen the growing of healthy community amongst all. A good thing has been started and we wish to see it continue.

David Norget
Salt Spring Health Advancement Network Co-Chair
davidnorget@gmail.com
c. 250-221-7243



RESTORATIVE JUSTICE

SALT SPRING ISLAND

March 3, 2025

RE: Letter of support for Chuan Society

To Whom This May Concern,

I am writing on behalf of Restorative Justice Salt Spring Island (RJSSI) to express our strong support for the Chuan Society's expansion of The Hearth into Phoenix Landing, a vital community hub that fosters connection, support, and resilience.

Since 1996, RJSSI has been committed to addressing conflict and harm within the Salt Spring Island community, operating under the BC Ministry of Justice's Victim Services Prevention Division and Community Accountability Program. RJSSI has a long history of collaboration with various organizations and individuals across Salt Spring Island, including the Chuan Society. Our collective efforts have always aimed at centering community wellness, and Phoenix Landing aligns perfectly with this goal. It represents a vital step towards a more inclusive, just, and equitable Salt Spring Island. RJSSI continues to collaborate with The Chuan Society and is in the process of supporting internal training around restorative practices and conflict management.

Phoenix Landing is poised to significantly enhance our community's resilience and inclusivity. Building on the success of Gabriel's Kitchen and The Hearth, which has provided weekly warm and nutritious meals to vulnerable community members, Phoenix Landing promises to further foster collaboration, celebrate cultural diversity, and strengthen community bonds. This new project embodies the principles of restorative justice by promoting healing, empowerment, and social cohesion.

Financial support for this project will undoubtedly enhance its impact, allowing it to serve even more community members and create lasting positive change. We wholeheartedly endorse Phoenix Landing and look forward to witnessing the transformative effects it will have on our community and becoming more involved in their projects.

Please feel free to reach out if you have any further questions.

Jessica Terezakis
Program Director
Restorative Justice Salt Spring Island
jessica@rjssi.org
www.rjssi.org

Salt Spring Island Public Library

129 Mc Phillips Avenue, Salt Spring Island, BC, V8K 2T6
<http://saltspring.bc.libraries.coop/>



March 3rd, 2025

RE: Letter of Support for The Hearth at Phoenix Landing

To Whom It May Concern,

Dzenes hoti'e/Good Day. I am writing this in support of the The Hearth at Phoenix Landing

My name is Caroline Dick and I am the Indigenous Coordinator at the Salt Spring Island Public Library and a person who, as a youth, experienced being unhoused on Salt Spring Island.

The Hearth at Phoenix provides desperately needed support for several of our Island community members. As someone who experienced houselessness on this Island when there were virtually no supports of any kind, I can directly attest to the necessity of supporting groups like the Chuan Society, and the importance of endeavours that are grassroots and community based. Grassroots, community based programs allow individuals to access services in a timely manner with dignity and grace.

The Library has been a Warming Centre for the Island, however this is restricted to limited business hours and we offer no amenities or support aside from wifi and bathrooms. The Hearth creates an atmosphere of care and support with dignity, and I can see the positive impact this has had on many of our regular patrons, which is creating an outward rippling positive impact on the Library overall and our community as a whole.

Indigenous, BIPOC, LGBTQSIA2S+ Disabled, and other marginalized folks experience houselessness at a distressingly higher rate than people who fit in the status quo. Supporting projects like this is an integral part of Reconciliation.

This is an endeavour that is desperately needed in our community. With the current political climate and economic instability, programs like these are going to become more and more necessary. Being proactive now is will help protect our community for the uncertain times ahead.

If you have questions about this letter of support, please feel free to contact me.

Meduh/Thank You

Caroline Dick

Caroline Dick, BA, PBD

Indigenous Coordinator
Salt Spring Island Public Library

250-537-4666, ext. 229

cdick@saltspringlibrary.com

I acknowledge the unceded territory and the ancestors of Salt Spring Island, the Coast Salish First Nations peoples of Salt Spring and surrounding areas, who are the original stewards of these lands since time immemorial. I acknowledge that the unlawful displacement and genocide of these peoples is the reason why I am able to live, work, and play on this beautiful Island.



SALT SPRING ISLAND FARMLAND TRUST

Support Letter for The Hearth and Phoenix Landing Project

Dear Salt Spring Island Foundation,

I am writing to express my strong support for The Chuan Society's initiative to continue and expand their community-focused project, The Hearth, into Phoenix Landing. This project has already demonstrated its immense value to our community by addressing critical needs during the harsh winter months and fostering a welcoming, inclusive space for all.

The Hearth has provided a vital lifeline for vulnerable populations, including those who are under-sheltered or marginalized. As a daily warming center and community hub, it has offered not only warmth and shelter but also meals, resources, and a space for culture, wellness, and collaboration. The dedication of its diverse volunteer team highlights the strength of community-driven solutions to pressing social challenges.

The proposed transition to Phoenix Landing represents an exciting opportunity to build on this success by creating a permanent Neighbourhood House and Open Source Community Hub. With plans for a community garden, pantry, kitchen, cultural workshops, wellness programs, and more, Phoenix Landing will serve as a model of integrated, intergenerational community development. Its emphasis on decolonizing practices and engaging with Indigenous relationships ensures that it will remain inclusive and culturally relevant.

The Local Food Share program run through the Farmland Trust has been proud to contribute to the meal programs run by the Chuan Society and is committed to continuing our support for these programs in years to come. Their work is essential and allows the food reclamation program to have a direct connection to some of the people who need food access the most. Their goals to expand into community gardening and pantries is in direct alignment with the food security goals of the island and contributes to our collective long-term resiliency.

By supporting this initiative, the SSI Foundation will help sustain a project that not only meets immediate needs but also fosters long-term community empowerment and resilience.

Sincerely,
Polly Orr
Salt Spring Island Farmland Trust

March 5, 2025

To Whom It May Concern,

On behalf of Transition Salt Spring, I am writing to express our strong support for the Chuan Society's proposal to establish *Phoenix Landing*, an inclusive Neighbourhood House and Open Source Community Hub on Salt Spring Island. This initiative is vital for fostering community resilience and aligns closely with our mission to prepare our island for the impacts of climate change through social, environmental, and economic sustainability.

Climate change is already affecting our community, increasing the frequency and severity of extreme weather events, including colder, wetter winters and hotter, drier summers. As we experience these shifts, the need for safe, accessible community spaces where residents can find shelter, support, and connection becomes even more critical. *Phoenix Landing* builds upon the success of *The Hearth*, providing a permanent hub where islanders—especially those who are under-sheltered or marginalized—can access resources, mutual aid, and emergency support.

The proposed community garden, pantry, kitchen, and cultural programming will not only address immediate food security and wellness needs but also contribute to long-term community self-sufficiency. As a centre for knowledge-sharing and skill-building, *Phoenix Landing* will help strengthen our ability to respond collectively to climate challenges—whether through disaster preparedness, local food production, or fostering the relationships that make our island more resilient in times of crisis.

We commend the Chuan Society for their leadership in creating this essential community resource. We urge decision-makers to support this initiative, recognizing its crucial role in ensuring a just, sustainable, and climate-resilient future for Salt Spring Island.

Sincerely,

Darlene Gage



Executive Director
Transition Salt Spring

Jon Cooksey
380 Trincomali Heights, Salt Spring Island, BC V8K 1M9 Canada
(604) 836-1095
jon@hope-springs.com

March 8, 2025

LETTER OF SUPPORT

FOR: The Chuan Society

RE: Application for funding for The Hearth

Dear Funder,

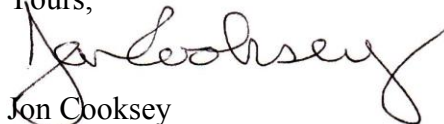
Please accept this letter as my wholehearted support of the work that the Chuan Society is doing to create a much-needed community hub at Phoenix school, as part of their amazing work supporting the un- and underhoused and marginalized in our community.

I originally met Kajin Goh through my work on food security, as a member of the Board of the Farmland Trust, and got to know a little about Chuan. But my awareness of the work that Kajin and others are doing deepened through his involvement through the OCP engagement work I'm doing as a consultant for Transition Salt Spring. I can't imagine a better messenger for Chuan – Kajin is a student of alternative living models all over the world, a tireless advocate, and a human being with deep and intrinsic empathy for all around him.

Through the efforts of Kajin and others at Chuan, The Hearth found a home at the newly-closed Phoenix School during a winter that featured a polar vortex, a consequence of climate change that is likely to bring subzero temperatures to Salt Spring for extended periods of time, for as long as it takes the polar ice caps to melt. We can no longer depend on our fair weather to take care of the least among us – that responsibility is on all our shoulders now.

With your support for operational costs as well as funding programs, Chuan will be able to create more sustainable remunerations for part-time staff and honorariums at The Hearth, and expand to a similarly active community space at Phoenix Landing, as part of their proposal for a Neighbourhood House and Open Source Community Hub. Please give every consideration to this important project that not only saves lives, but makes them better.

Yours,



Jon Cooksey
(604) 836-1095

March 1, 2025

To: Whom It May Concern

Letter of Support: The Hearth

I was inspired to write a letter in support of the Hearth, as it's presence has helped myself and my daughter to build roots in the community of Salt Spring Island, BC.

It's been a place that we could go and feel safe to be ourselves. A place of acceptance. A place of authenticity. A place of love. It's been a home for us. A home for those without family roots or ancestral ties to these lands. It's a place we find kinship with the human mosaic and always feel the spirit of generosity, kindness, and compassion every time we attend their weekly Soup & BBQ event.

It's been a lifeline to us and many others who rely on this hub for the connection based wealth that we all find in our human tribes. This is a very key piece in healing poverty and in the prevention of homelessness. Without roots we cannot survive, grow, and contribute to society in meaningful ways. The Hearth gives people roots.

As an Indigenous Knowledge Keeper and lone parent, we've had a challenging time navigating through the social landscape of Salt Spring Island and we've been able to break through those barriers while visiting the Hearth. It's a space that truly holds space for active reconciliation and works to achieve equality by removing barriers to connection based wealth.

I hope that this space can proceed to grow its roots within the Salt Spring Community and that it can continue to thrive for many years to come. I request that you consider this application with extra care. The most vulnerable in our society deserve a space. A space to find roots based upon love and kinship. That's what your support of it's expansion will mean.

I appreciate your careful consideration of my words and experiences.

Kinanaskomitin, (thank you in Cree)

Laurie Anderson

Laurie & Aurora Anderson

The Wahkohtowin Experience

Letter of Support for the Chuan Society

I am writing to express my wholehearted support for the Chuan Society's funding application. The Chuan Society, through Gabriel's Kitchen, has been a beacon of hope and a pillar of community support on Saltspring Island. Their once-weekly dinners have transcended the mere provision of meals; they have become a symbol of fellowship, inclusion, and community building.

These dinners, lovingly prepared by members of the community, have offered sustenance and companionship to residents who are marginalized for various reasons. But beyond feeding the body, these gatherings have nourished the soul by fostering a sense of belonging and mutual respect. They have opened avenues for inclusion and have been instrumental in bridging divides within our community.

The work of the Chuan Society exemplifies hope, cooperation, and understanding—qualities that are essential in today's world. By bringing people together around a common table, they have created a space where differences are set aside, and common ground is found. This initiative not only provides immediate relief to those in need but also lays the foundation for a more inclusive and compassionate community.

The Anglican Church on Saltspring Island has had the privilege of collaborating with Gabriel's Kitchen by providing space and facilities for these well-attended community meals. This partnership has allowed us to witness firsthand the positive impact of their work. The gatherings are always filled with warmth and camaraderie, and the atmosphere is one of genuine care and support.

Expanding the work of the Chuan Society to include the operation of a community hub, as outlined in their application, offers numerous benefits to the community. This initiative will enable the Chuan Society to build on their already successful meal program, providing a stable and welcoming environment where community members can gather, share, and receive support. By broadening their reach, the society will not only address food insecurity but also foster a sense of belonging and connection among residents. The community hub can host a variety of activities and services, from educational workshops to health screenings, thereby enhancing the overall well-being of the community. This expansion will transform the Chuan Society into an even more integral part of the community, empowering individuals and creating a stronger, more cohesive society.

I firmly believe that by supporting the Chuan Society, you are investing in a brighter future for Saltspring Island. Their work is not just about providing meals; it is about building bridges, fostering understanding, and opening doors to new possibilities. I urge you to give their application your utmost consideration and support.

Thank you for your time and for considering this vital initiative.

Sincerely,

Ruth Pickett Seltner

Rector's Warden

The Anglican Parish of Saltspring Island

Date: March 7, 2025

To: Whom it may concern

From: The Rev. Charles Belknap, 1386 Beddis Rd Salt Spring Island BC

Chas.belknap@gmail.com

I am writing in support of Chuan Society's application for the space at the old Phoenix School site.

I have been involved with Chuan Society through their successful Gabriel's Kitchen program that was housed at the Anglican Church in 2024. (In beginning of the 2025 the church began a long planned remodel the facility). I have followed the evolution of their program at the Hearth. I have been involved with homeless issues for a long time. In 1987 I help start a 100 bed shelter for homeless families with children in Norwalk California. (The Rio Hondo Temporary Home, still in operation). In 1990 I became Director of Housing and Community Development for the National Mental Health Association Los Angeles (later renamed Mental Health America) where I developed offices and residential projects. Residential projects included a repurposed motel that offered permanent housing for people with mental health issues that had been homeless for at least two years. In the 1990's, when condominiums in Los Angeles could be bought for less than \$30,000, I created a first time home ownership program for people with disability incomes. I was fortunate to work for MHA which saw itself a primarily as a consumer rights organization for consumers of Mental Health services. MHA advocated and supported self-directed recovery. What impresses me most about the Chuan Society's work is their broad community networking. Chuan leadership includes, people with unstable housing, concerned volunteers, community service workers and those like myself who are active in local religious communities. If those living on the margins are to successfully integrate into island life it will take self-directed recovery, and a village.

Signatures of Support for The Hearth at Phoenix Landing

Name	City	Postal Code	Country	Signed On
Chuan Society			Canada	2025-03-20
Gloria McEachern	Salt Spring Island	V8K 1B9	Canada	2025-03-20
Alex Pearce	Calgary	T3N 0J4	Canada	2025-03-20
Ash Ozturk	Salt spring island	H2V	Canada	2025-03-20
Gary McNutt	Saltspring island	V8k2j8	Canada	2025-03-20
Brian Dobbin	Burnaby	V5B 4S4	Canada	2025-03-20
Jenny McClean	Vancouver	V5N 2G8	Canada	2025-03-20
Sarah Zhang			Canada	2025-03-20
Parvinder Singh Sandhar	Abbotsford	V4x 2k1	Canada	2025-03-21
vera kat	Sidney	V8L	Canada	2025-03-23
Matthew McKinney	Saanichton	V8M	Canada	2025-03-25
Kristin Norget	Montreal	H3A 2T7	Canada	2025-03-25
Adam James perret	Vancouver	V5L	Canada	2025-03-25
Rosie Schinners	Salt Spring Island	V8K 1B5	Canada	2025-03-25
Linda Quiring	Sidney	V8L	Canada	2025-03-25
Colleen Skelcher	Salt Spring Island	V8K2G8	Canada	2025-03-25
Diana Hayes	Salt Spring Island	V8K 1M4	Canada	2025-03-25
Susan Alexander	Vancouver	V5N	Canada	2025-03-25
OONA MCOUAT	Salt Spring Island	V8K	Canada	2025-03-25
Wendy Nixon	Victoria	V8S	Canada	2025-03-25
Anne Parker	New Westminster	V5L 5V2	Canada	2025-03-25
william kahl	salt spring island	v8k 2a5	Canada	2025-03-25
Amedee Chappus Sikich	Burnaby	V5A	Canada	2025-03-25
Kappy Sav	Vancouver	V5X	Canada	2025-03-25
Grant Fredrickson	Sidney	V8L	Canada	2025-03-25
kathleen lynn	Sidney	V8L	Canada	2025-03-25
Jill Tarswell	Salt Spring Island	V8K 1B7	Canada	2025-03-25
Polly Orr	Sidney	V8L	Canada	2025-03-25
Debra Krause	Salt Spring Island	V8K 2C3	Canada	2025-03-25
Judy Allisen	Sidney	V8L	Canada	2025-03-25
Chris Martell	Sidney	V8L	Canada	2025-03-25
Marilyn Fotinakis	Salt Spring Island	V8k	Canada	2025-03-25
Mike Crant	Sidney	V8L	Canada	2025-03-25
Ron Cooke	Saltspring Island	V8K 2B8	Canada	2025-03-25
Shauna Anderson	Galiano Island	V0N	Canada	2025-03-25
Jeanna Au Yeong	Toronto	M5V 3N4	Canada	2025-03-25
Angela Albo	Ganges	V8K 2A5	Canada	2025-03-25
Roy Clery	Salt Spring Island	V8K 1X1	Canada	2025-03-25
Olga Savchuk	Sidney	V8L	Canada	2025-03-25
Kim Murray	Ssi	V8k1e9	Canada	2025-03-25
Daryl Boehlig	Surrey	V3S	Canada	2025-03-25
Anna Haltrecht	Salt Spring Island	V8K 1N2	Canada	2025-03-25

Signatures of Support for The Hearth at Phoenix Landing

Linnea Sellin	Port Coquitlam	V3C 2T8	Canada	2025-03-25
Shamana Ali	Salt Spring Island	V8K 1H4	Canada	2025-03-25
Susan Bailey	BC	V8K 1B6	Canada	2025-03-25
Caroline Bracken	Salt Spring Island	V8K 2A8	Canada	2025-03-25
Bernard Kromka	Saltspring island	V8k1s8	Canada	2025-03-25
Daniel Margolese	Salt Spring Island	V8K2K7	Canada	2025-03-25
andy poystila	Burnaby	V5C	Canada	2025-03-25
Elizabeth Van Akker	Salt Spring Island	V8K1M4	Canada	2025-03-25
Cecile Petra	Sidney	V8L	Canada	2025-03-25
Victoria Skinner	Saanichton	V8M	Canada	2025-03-25
Amanda Kimmel	Saltspring island	V3A	Canada	2025-03-25
Laurie Anderson	Salt Spring Island	V8K2G4	Canada	2025-03-25
clodagh king	Casa Grande	85122	United States	2025-03-25
Glen Scott	Toronto	M5A	Canada	2025-03-25
Rebecca Martin	Salt Spring Island	V8K 1P4	Canada	2025-03-25
Emily Girard	Sidney	V8k2p1	Canada	2025-03-25
Jaime Fry	Salt Spring Island	V8K	Canada	2025-03-25
talluto donna	Lake Cowichan		Canada	2025-03-25
Raven Kipling	Sidney	V8L	Canada	2025-03-25
cameron Shlakoff	Castlegar	v1n4l6	Canada	2025-03-25
E W	victoria	v8t 2c7	Canada	2025-03-25
Lorna Knowles	Victoria	V8V 1K7	Canada	2025-03-25
April Cooke-Mackey	Salt Spring Island	V8L 2G6	Canada	2025-03-25
Christina Chua	Salt Spring Island	V8K1Z2	Canada	2025-03-25
ES Warwick	Victoria	V8V	Canada	2025-03-25
David Norget	Salt Spring Island	V8K 1R1	Canada	2025-03-25
Lisa Jarvis	Salt Spring Island	V8K1H5	Canada	2025-03-25
Donna Madsen	Salt Spring Island BC	V8K 2T4	Canada	2025-03-25
Bryan Young	Sidney	V8L	Canada	2025-03-25
Kai Tocher	Victoria	V8T	Canada	2025-03-25
Sheya Jordan	Sidney	V8L	Canada	2025-03-25
Fia Grabowski	Vancouver	V5L	Canada	2025-03-25
John Westlake	Sidney	V8L	Canada	2025-03-25
Omrane Hassan	Vancouver	V5X	Canada	2025-03-25
raelene bannick	Nanaimo	V9S 1P6	Canada	2025-03-25
Bette Calkins	SaltSpring Island	V8K 1P6	Canada	2025-03-25
Saera Burns	Salt Spring Island	V8K1E5	Canada	2025-03-25
Ulrieke Benner	Burnaby	V5J	Canada	2025-03-25
Melanie Hayne	Okotoks	T1S 1G8	Canada	2025-03-25
Catherine Parker	Salt Spring Island	V8K 2W3	Canada	2025-03-25
eland Bronstein	Saltspring island	Vk81p1	Canada	2025-03-25
Darren B	Vancouver	V5a 3k2	Canada	2025-03-25
Bahador Sorour	North Vancouver	V7l2b1	Canada	2025-03-25

Signatures of Support for The Hearth at Phoenix Landing

Mark Coulter	Saltspring Island BC	V8K-2W1	Canada	2025-03-25
Liza Kim Tebbutt	Salt Spring Island	V8K 1C8	Canada	2025-03-25
Barbara Riddy	Nanaimo	V9r6w9	Canada	2025-03-25
Zainab Al-bassam	Port Coquitlam	v3c0c5	Canada	2025-03-25
Ashley Day	Parksville	V9P	Canada	2025-03-25
Kirk LAIDLAW	Vancouver	V5Z	Canada	2025-03-25
Roxanna Roy	Salt Spring Island	V8K 1L6	Canada	2025-03-25
Haley Theresa	Salt spring island	V8K 1C8	Canada	2025-03-25
Haseeb Fazil	New Westminster	V3L	Canada	2025-03-25
Luan Ballabani	Coquitlam	V3E	Canada	2025-03-25
Essay Haile	Burnaby	V5H	Canada	2025-03-25
harry warner	ssi	v8k2a5	Canada	2025-03-25
Lisa Speirs	Salt Spring Island	V8K 2M5	Canada	2025-03-25
Ryan Earl	Sidney	V8L	Canada	2025-03-25
Jane Beveridge	North Vancouver	V7L	Canada	2025-03-25
Marie-Philippe Dumaine			Canada	2025-03-25
Dagan Jurjans	Saltspring island	V8K1Z4	Canada	2025-03-25
melanie furman	salt spring island	V8K2P6	Canada	2025-03-25
Gingras Amandine	Charette	G0X	Canada	2025-03-25
Claudia Galea	Van Isl.	v8k-1w8	Canada	2025-03-25
Natalie Hagn	Montreal	H4E	Canada	2025-03-25
Thomas Bahuon	Salt Spring Island	V8K	Canada	2025-03-25
Bevis Lowry	Sidney	V8L	Canada	2025-03-25
Judith Carol Chappus	Windsor	N8Y	Canada	2025-03-25
Julia Ventura	Salt Spring Island	V8K 2A5	Canada	2025-03-25
Kathy Moradian	Parksville	V9P	Canada	2025-03-25
Lorie Bannick	Alberta Beach	T0E 0A0	Canada	2025-03-25
penelope stephenson	Sidney	V8L	Canada	2025-03-25
Carl Montgomery	Salt Spring Island	V8K 2C2	Canada	2025-03-25
Peg gabor Salt spring island	Sidney	V8L	Canada	2025-03-25
Mahoney Shelley	Sidney	V8L	Canada	2025-03-25
Nathalie St-Amant	Sidney	V8L	Canada	2025-03-25
Terry Parsons	Port Moody	V3H	Canada	2025-03-25
Jayne Underwood	Salt Spring island	V8K2L8	Canada	2025-03-25
maggie ziegler	saltspring island	V8K 1T7	Canada	2025-03-25
Bob Delion	Salt Spring Island BC	V8K 1H7	Canada	2025-03-25
Rachel Jacobson	Sidney	V8L	Canada	2025-03-25
Jennifer Lannan	Sidney	V8K	Canada	2025-03-25
Katie Brennan	Salt Spring	V8K	Canada	2025-03-25
Dennis Fortin	Saanichton	V8M	Canada	2025-03-25
Danait Yemane	Burnaby	V5C	Canada	2025-03-25
Robin Andison	Sidney	V8L	Canada	2025-03-25
Hameed Askani	North York	M2M	Canada	2025-03-25

Signatures of Support for The Hearth at Phoenix Landing

John Kyle	Cochrane	T4C	Canada	2025-03-25
Cayla Ashforth	Surrey	V3Z	Canada	2025-03-25
Daniel Dori	Burnaby	V3N	Canada	2025-03-25
Lisa Kowbel	Salt Spring Island	V8K	Canada	2025-03-25
Autum Falls	Victoria	V8T	Canada	2025-03-25
KIMANI GOFF	Vancouver	V5T	Canada	2025-03-25
Sam Barlow	Nanaimo	V9R	Canada	2025-03-25
Mary LynnMary Lynn Hetherington	Salt Spring Island	V8K	Canada	2025-03-25
Zoe Larigakis	Saltspring Island	V8K	Canada	2025-03-25
K K	Sangudo	T0E	Canada	2025-03-25
Dwayne Anthony (Tony Prosk	Salt Spring Island	V8K 2G8	Canada	2025-03-25
Deb Boughner	Salt Spring Island	V8K	Canada	2025-03-25
Andy Roy	Vancouver	V8k	Canada	2025-03-25
Kaleigh Barton	crescent valley	v8k2j8	Canada	2025-03-26
Kim Bonn	Delta	V4M	Canada	2025-03-26
Chantel Broe	Vancouver	V5Z	Canada	2025-03-26
Antony Partington	Sidney	V8L	Canada	2025-03-26
Mae Bell	Courtenay	V9N	Canada	2025-03-26
Brian Smallshaw	Saltspring Island	V8K 1W5	Canada	2025-03-26
Nicola Bishop	Salt Spring Island	V8K	Canada	2025-03-26
ron zado	Victoria	V8T 5E3	Canada	2025-03-26
Be Frey	Salt Spring Island	V8K 2H8	Canada	2025-03-26
Maryam Mehraban	North Vancouver	V7P 3G3	Canada	2025-03-26
Rex Shaak	Salt Spring Island	V8K 2J8	Canada	2025-03-26
Raymond Tsang	Burnaby	V5C	Canada	2025-03-26
charlene linnell	Salt Spring Island	V8K 1P4	Canada	2025-03-26
Sebastian Silva	Sidney	V8L	Canada	2025-03-26
Steve Anisman	Surrey	V3R	Canada	2025-03-26
Janice Yeung	Vancouver	V5K 1C6	Canada	2025-03-26
Lyndsay Olson	Nanaimo	V9R	Canada	2025-03-26
Ariel Gaitt	SaltSpring Island	V8K	Canada	2025-03-26
Ben Corno	Sidney	V8L	Canada	2025-03-26
James Alexander	Salt Spring Island	V8K 2C4	Canada	2025-03-26
Erinanne Harper	SSI	V8k 2a5	Canada	2025-03-26
Randall Miron	SaltSpring Island	V8K2C3	Canada	2025-03-26
Charlene Buziak	Calgary	T2R	Canada	2025-03-26
Bryce Stewart	Victoria	V9C2C4	Canada	2025-03-26
James Jenka	Yellowknife	X1a1a7	Canada	2025-03-26
Paul Oliphant	SaltSpring Island	V8K 2L7	Canada	2025-03-26
Matthew Cheng	Vancouver	V5Z	Canada	2025-03-26
Marie Cyr	Salt Spring Island	V8k	Canada	2025-03-26
Gülbahar Yazıcıoğlu	Vancouver	V6S	Canada	2025-03-26
Jun Pang	Coquitlam	V3E 0A5	Canada	2025-03-26

Signatures of Support for The Hearth at Phoenix Landing

Zeyneb Sahin	Surrey	V3T	Canada	2025-03-26
Damian Inwood	Salt Spring Island	V8K2E6	Canada	2025-03-26
Yoshiyuki Yuen	Port Coquitlam	V3B	Canada	2025-03-26
Sanford Bartlett	Vancouver	V9S 6S3	Canada	2025-03-27
teresa forbes	Saltspring Island	V8L	Canada	2025-03-27
Katherine Gower	Salt Spring Island	V8K 1N3	Canada	2025-03-27
adina Hildebrandt	Victoria	V8X	Canada	2025-03-27
Danene Harley	Saltspring island	V8k1z8	Canada	2025-03-27
Rachel Bonneau	Sainte-Marguerite-du	J0T	Canada	2025-03-27
siu leung	Burnaby	v5r 2p1	Canada	2025-03-27
Ker Lo	Vancouver	V6E	Canada	2025-03-27
Darlene Gage	Salt spring island	V8k 2e3	Canada	2025-03-27
Krista Reed	Salt Spring Island	V8K	Canada	2025-03-27
Rosanna Tong	Richmond	V6Y	Canada	2025-03-27
Reynold moersch	Coquitlam	V3E	Canada	2025-03-27
Malcolm Weatherston	Langley	V1M3E3	Canada	2025-03-27
Abigaëlle Petrin	Ganges	V8k	Canada	2025-03-27
Jonathan Barker	Pender Island	V0N	Canada	2025-03-27
Shawna Fortin	Ballina	2478	Australia	2025-03-27
Asia M	Victoria	V9A	Canada	2025-03-27
Kevin Scrimgeour	Saanichton	V8M	Canada	2025-03-27
John Davies	Sidney	V8L	Canada	2025-03-27
Cimmeron Meyer	Salt Spring Island	V8K1E4	Canada	2025-03-27
Sakshi Patel	London	N5V	Canada	2025-03-27
Marie-Jeanne Brouillette	Sidney	V8L	Canada	2025-03-27
Steven Rathwell	Salt Spring Island	V8K 1V2	Canada	2025-03-27
Fatih KILICARSLAN	Surrey	V4A	Canada	2025-03-27
Blake Antinori	North Vancouver	V7K	Canada	2025-03-27
Kathryn Christie	Sidney	V8L	Canada	2025-03-27
Matthew Cole	Nanoose Bay	V9P 9B7	Canada	2025-03-27
Natu Mbanefo	Salt Spring Island	T6c0w7	Canada	2025-03-27
Nicole Borthwick	Victoria	V8Z	Canada	2025-03-27
Zoe Daoust	Powell River	V8A	Canada	2025-03-27
Uma Meyers	Sidney	V8L	Canada	2025-03-27
davinia van s	Langley	V1m2r6	Canada	2025-03-27
Andrea Villaroman	Burnaby	V3j 1a1	Canada	2025-03-27
Erdem Gunes	Vancouver	V5R	Canada	2025-03-27
Sean McCormick	Victoria	V8R	Canada	2025-03-27
CAROLINE TRÉPANIÉ	Saltspring island	V8L	Canada	2025-03-27
Justice Miller	London	N5V	Canada	2025-03-27
Thea Hopper	Ajax	L1T	Canada	2025-03-27
Ena G	Salt spring	v8k2c8	Canada	2025-03-27
Joshua Bwishe	Vancouver	V5S	Canada	2025-03-27

Signatures of Support for The Hearth at Phoenix Landing

beate denz	Crofton	V0R 1R0	Canada	2025-03-27
Sage Stobbe	Victoria	V8N	Canada	2025-03-27
KAM FUNG CHAN	Burnaby	V3N	Canada	2025-03-28
Maureen Marcano	SALT SPRING ISLAND	V8K2V8	Canada	2025-03-28
Allison Gaines	Salt Spring Island	V8K 2M6	Canada	2025-03-28
Emma Atkinson	Ganges	V8K1A0	Canada	2025-03-28
Sandal Safa			Canada	2025-03-28
Ismail Yüksel	Vancouver	V5Y	Canada	2025-03-28
Sunya Wright	Duncan	V9L	Canada	2025-03-28
Kalyaan Selvakumar	Salt Spring Island	V8k	Canada	2025-03-28
Patricia Nichols	Saltspring Island	V8K2W3	Canada	2025-03-28
Andrew Bissonnette	Saltspring Island	V8K2X6	Canada	2025-03-28
Blake Antinori	North Vancouver	V7M	Canada	2025-03-28
Indra Singh	Salt Spring Island	V8K	Canada	2025-03-28
Imanol A.	Salt Spring Island	V8K2B6	Canada	2025-03-28
Ellen Hazenboom	Salt Spring Island	V8K 1M3	Canada	2025-03-28
molly murphy	saltspring island bc	V8K 2A5	Canada	2025-03-28
Jorge rafer	Vancouver	V5Y	Canada	2025-03-28
Ryan Taylor	Vancouver	V5L	Canada	2025-03-28
Umut Uzun	Sidney	V8L	Canada	2025-03-29
Richard Hopkins			Canada	2025-03-29
Roxanne Boyle	Salt Spring Island	V8K 2K1	Canada	2025-03-29
Andrew LeFort	Victoria	V8T 1C4	Canada	2025-03-29
Karissa Ames			Canada	2025-03-29
Kristen Vincent	New Westminster	V7m 1t8	Canada	2025-03-29
E Z	Vancouver	V7S	Canada	2025-03-29
etagegn hailegebriel	surrey	v3t 4p6	Canada	2025-03-29
Vincent Giampalma	Salt spring Island	V8k 2a5	Canada	2025-03-29
Hamidreza Namdari	Coquitlam	V3e 2v9	Canada	2025-03-29
Ranich Raksmeay	Downsview	M3H	Canada	2025-03-29
Fraser Rock	Sidney	V8L	Canada	2025-03-29
Jo Logan	Sidney	V8K2C2	Canada	2025-03-30
Dustin Mercier	Victoria	V8P 1A1	Canada	2025-03-30
Dianne Petrie	Salt spring, Island	V8K1X9	Canada	2025-03-30
Arlene Dashwood	Salt Spring Island	V8k2E9	Canada	2025-03-30
charlotte Plant	Saltspring Island	V8L	Canada	2025-03-31
Renee Kreeft	Sidney	V8L	Canada	2025-03-31
shae Houston	Sidney	V8L	Canada	2025-03-31
Ralph Bischoff	salt spring island	V8k 2j2	Canada	2025-03-31
Zoe Fox	Salt Spring Island	V8K1C8	Canada	2025-04-01
Fred Jacques	Calgary	T2W	Canada	2025-04-01
Leslie Moggridge	Ottawa	K2P	Canada	2025-04-02
Heather Picotte	Salt Spring Island	V8L	Canada	2025-04-02

Signatures of Support for The Hearth at Phoenix Landing

Holly Slaney	Salt Spring Island	V8K2R2	Canada	2025-04-03
Robert Birch	Saanichton	V8M	Canada	2025-04-03
Louise Shelly	Sidney	V8L	Canada	2025-04-03
Clark Lu	Surrey	V4N	Canada	2025-04-03
Jamie Ferguson	Sidney	V8L	Canada	2025-04-03
Bethany Cunningham	Saanichton	V8M	Canada	2025-04-03
Paula Neglia	Salt Spring Island	V8K	Canada	2025-04-03
Krista Thornhill	Salt Spring Is. BC	V8K 1P6	Canada	2025-04-03
Anna Vineyard	Salt Spring Island	V8K	Canada	2025-04-04
Melissa Wang	Surrey	V4N6R9	Canada	2025-04-04
Faye Hutchison	North Saanich	V8L	Canada	2025-04-04
Valerie Louvet	Vancouver	V5S	Canada	2025-04-04
Todd Mitchell	Ganges	V8K2K1	Canada	2025-04-04
Marnie Marnie	Langley	M1f2z5	Canada	2025-04-04
Harjeet Sandhu	Vancouver	V6A	Canada	2025-04-04
Jessica Buuck	Surrey	V3Z	Canada	2025-04-04
Kevin Dilke	Victoria	V9B	Canada	2025-04-04
Emma Northcote	Langley	V2Y	Canada	2025-04-04
Monika Nygaard	Chemainus	V0R 1K0	Canada	2025-04-04
Roy Fletcher	Victoria	V9V 3C6	Canada	2025-04-04
Andrea Goodman	British Columbia	V8K 1G9	Canada	2025-04-04
Charlene Ndahmud	Nanaimo	V9R 4V1	Canada	2025-04-04
Jane Armstrong	New Westminster	V3L 5V6	Canada	2025-04-04
Janet Mitchell	North Saanich	V8L	Canada	2025-04-05
Jan Carnahan	Duncan	V9L 2E2	Canada	2025-04-05
Helalr Betrev	Surrey	V3R	Canada	2025-04-05
Breanna Bandet	Victoria	V8W 1M1	Canada	2025-04-05
Andrew Mitchell	Victoria		Canada	2025-04-05
Rosemary Klippenstein	Roberts Creek	V0N 2W2	Canada	2025-04-05
Zelda Sun	Victoria	V8V	Canada	2025-04-05
Camille Halsey	Saanichton	V8M	Canada	2025-04-05
Mikayla Susin	Coquitlam	V3E 2S7	Canada	2025-04-05
Kelly Johnson	Saltspring island	V8k2n3	Canada	2025-04-06
Nuria Belastegui	Salt Spring Island	V8K 1G2	Canada	2025-04-06
Sarah Belknap	Sidney	V8L	Canada	2025-04-06
Wendy Squirrell	Sidney	V8L	Canada	2025-04-06
Kerry Beswick	Victoria	V8S	Canada	2025-04-06
Cheri Reid	Saltspring Island	V8K2B1	Canada	2025-04-06
ELIZABETH SMITH	Salt Spring Island	V8K 2J3	New Zealand	2025-04-06
Daphne Kuypers	Sidney	V8L	Canada	2025-04-07
Stan Pak	Surrey	V3R	Canada	2025-04-07
Cameron Zupp	Coquitlam	V3E	Canada	2025-04-07
Rachel Wilton	Surrey	V0K2Z0	Canada	2025-04-07

Signatures of Support for The Hearth at Phoenix Landing

John Macpherson	Victoria	V8T	Canada	2025-04-10
Jean-Pierre Roberge	Victoria	V9A	Canada	2025-04-10
David Carlile	Duncan	V9L	Canada	2025-04-11
Bernadette Letchford	Victoria	V8Z	Canada	2025-04-11
Denise Korn	Victoria	V9B 0K4	Canada	2025-04-11
Roderick Baumel	Nanaimo	V9R 2Y9	Canada	2025-04-11
Bernadette Reay	Victoria	V9C	Canada	2025-04-11
Kent Mjolsness	Victoria	V8P2G7	Canada	2025-04-12
Zak Workman	Duncan	v9l5y1	Canada	2025-04-12
Gail Wright	Sidney	V8L 4S4	Canada	2025-04-13
Spencer Morriss	Victoria	V8T	Canada	2025-04-13
Leanna Boyer	Salt Spring	V8K 1R7	Canada	2025-04-14
susan Emmett	Victoria	V8V3V3	Canada	2025-04-20
Sophia Johnson	Sidney	V8L	Canada	2025-04-20
Heather Wootton	Burnaby	V5A	Canada	2025-04-21
Tanya Taylor	Prince George	V2M5K4	Canada	2025-04-21
Linda Elliott	Sidney	V8L	Canada	2025-04-22
Ben Slaney	Sidney	V8L	Canada	2025-04-22
Darlene Gage	Sidney	V8L	Canada	2025-04-22
Josephine Fletcher	Sidney	V8K 1A1	Canada	2025-04-22
Dysty Henderson	Spruce Grove	T7Y	Canada	2025-04-22
Sue Horner	Hornby Island	V0R	Canada	2025-04-22
Keith Delaney	Toronto	M6K	Canada	2025-04-22
Andrew Barbutza	Salt Spring Island	V8K 2H8	Canada	2025-04-23
Charles Belknap	Sidney	V8L	Canada	2025-04-23
Nicholas Jewell	Barrie	L4m 2b4	Canada	2025-04-23

Hearth group hopes to build on hub's success



PHOTO COURTESY CHUAN SOCIETY

People play a board game at The Hearth warming space this past winter, just one of many activities that took place in a portable building at the former Phoenix Elementary School site.

Centre's need demonstrated, say organizers

BY GAIL SJUBERG
DRIFTWOOD STAFF

Co-creators of The Hearth community hub gathered Saturday afternoon to celebrate the success of their four-month trial run and express hope it could continue in an expanded form.

In December, a 946-square-foot portable building at the former Phoenix Elementary School site on Drake Road was leased to the nonprofit Chuan Society until March 31 by the Capital Regional District (CRD), which has a five-year lease for the property with School District 64. The Hearth resulted from a few years of urging that a "warming space" be established in Ganges during winter months for island residents without secure housing.

"Over our months of operation, The Hearth has helped numerous people to establish a place of belonging and connection," explains a Change.org petition site supporting the next Chuan aspiration. "It has grown as a place which supports wellness, and has also activated our imaginations about what is possible with collective spaces. We have had film screenings, community circles, ceremonies, countless discussions, leather-making work-

ing supportive housing complex now under construction next door.

"We're hoping [Phoenix Landing] will be connected to the neighbourhood and Salt Spring in general, because the island doesn't have a community centre point. We don't have a neighbourhood house or a friendship house."

At Saturday's closing circle, people who have used the space and helped run it shared some thoughts about The Hearth.

Longtime islanders Maggie Ziegler and Phil Vernon continued their participation in Gabriel's Kitchen when it moved to The Hearth.

"I haven't been here as much as I wish I could have been," said Ziegler, "but every time I'm here, I have a really good feeling about this community and deep appreciation for the people I've had a chance to meet and talk to, and I feel a lot of gratitude for all of the organizing energy that's gone into creating this, so thank you all."

Keith Delaney described himself as a recovering alcoholic with culinary skills who found a purpose in cooking for Gabriel's Kitchen.

"It's done something for me that I really needed, which was to not just drink and waste my life away. I could look forward to doing groceries and coming up with some soup to make, which I love, because I love cooking . . . this whole place helps my sanity and my sobriety."

The Hearth was open from 9 a.m. to 8 p.m. every day.

As a morning person, Jimbo Slice opened up the space most mornings, except when Jade Mercado beat him to the punch.

"I'm actually pretty proud of how things ran pretty smoothly," said Slice. "Like, we can kind of self-police ourselves and just have

things run just by people from the community. You don't need to go and hire anybody to have something like this run."

"I've seen so much magic happen here over the last four months," said Stephen Carey. "The self-governing and the defence of the safety of this place has just been amazing. The amount of beautiful laughter and camaraderie and unity in this room — I can't overstate how amazing this has been."

Brian Webster, a CRD Local Community Commission elected commissioner, also attended Saturday's event.

"I think the way it's gone over the last few months has been a pleasant surprise to those who are paying attention, who doubted it would work out well, and that's a huge positive. What the future holds, I'm not sure. But the accomplishment of operating this and having the community come together and meet a real need is something that people have noticed."

Following the closing circle, people enjoyed creamy chicken muligataw and Tuscan white bean soups, made by Delaney and volunteer Penelope Stephenson, followed by barbecued burgers, and with exotic Turkish coffee made by Ulas Ozturk and sweet treats offered through the afternoon.

People wanting to support the Chuan Society's application to lease the Phoenix school property can sign an online petition at change.org. Search for "Support the continuation of The Hearth at Phoenix School."

Letters of support for Phoenix Landing and grant applications are welcomed at chuanociety@gmail.com, which is also the email for e-transfers. (Specify "Hearth" in the memo and "warmth" as the password.)



EXPRESSION OF INTEREST FOR PHOENIX ELEMENTARY RENTAL FROM THE SALT SPRING CHAPTER OF THE BCSPCA

Date: March 15th 2025

Our local chapter of the BC SPCA would like to submit our expression of interest to rent the old Phoenix Elementary School property. We understand that presently, and perhaps for 12-18 months, only the top floor is available for rent.

As the largest animal welfare organization of its kind in Canada, the BC SPCA leads the way in animal care and management. We help abandoned, abused, injured and homeless animals, and run preventative programs around the province to address the root causes of animal suffering. Our work is evidence-based, using the best available scientific and professional knowledge about the welfare of all animals.

For many years now, the Salt Spring branch of the BC SPCA has been housed in the basement of the Gulf Islands Veterinary Clinic on Lower Ganges Rd. The 450 sq ft. space significantly limits the services we are able to provide that would help both the people and animals of Salt Spring Island.

We would like to express our interest in moving into the top floor of the former Phoenix school as soon as possible and expand to the main floor when it becomes available.

The Salt Spring SPCA serves our community on many fronts:

- We take in stray or unwanted cats
- We help capture, neuter and find homes for the many feral cats on Salt Spring
- We foster unwanted kittens and find them good homes
- We respond to calls regarding free-roaming dogs and attempt to find their owners (we have no place to house dogs at our facility)
- We board cats when their owners must leave their home (for medical, safety, or other reasons)
- We supply pet food, supplies and information to the community

With a location at the former Phoenix school, we would be able to:

- Hold education seminars on dog training, animal behaviour, pet first aid, nutrition etc. for the Salt Spring community
- Provide resources to enable people and companion animals to stay together
- Working compassionately and proactively with vulnerable populations to keep animals out of shelters and with their families

- Assist individuals in the community who are struggling to access services to care for their pets.
- Further develop and execute intervention and prevention strategies, such as targeted outreach and empowering community, to achieve a reduction in the need for direct animal care
- Designate an isolation room for cats when they arrive at the shelter (this is important because cats carry many infectious viruses that are life-threatening to other cats)
- Help the CRD with the increasing problem of stray dogs on Salt Spring Island

A community member who encounters a stray dog would be able to call the SPCA and a staff member would either come to retrieve the dog, or the finder could bring it to the shelter. SPCA staff would be able to check whether the dog has ID or a microchip and if so, contact the owner. The Phoenix property would give us the ability to house the dog in a safe and comfortable environment while staff attempt to reunite the dog with its owner (this process often takes 1-2 days). Although rare, if we are not able to find the owner, the dog could be transferred to the Duncan or Victoria branch. We understand that the CRD has an expectation to pay for this service which would help the SPCA offset our costs. We are suggesting a monthly rental fee of \$750.

Our staff are committed to the BC SPCA's mission of protecting vulnerable animals and mobilizing communities so animals and people thrive together. We are professional, responsible and would prove to be excellent tenants for this new CRD facility. Please consider the SPCA for this rental opportunity so that we may continue to provide and expand valuable services for the community.

NOTE: Given how important this organization is for Salt Spring, it would be a great risk to give up our present location and move to Drake Rd without some guarantee that we would be secure. In order to offer the services we would like to, we would certainly need to occupy the main floor as a minimum.

Submitted respectfully by,

Jerry Lewandowski
Rachael Gilliam

Salt Spring SPCA

Decision Making Framework

The decision making framework is used as a guide to assess new opportunities or proposals against the outcomes to determine the greatest public good.

Outcomes Alignment – The proposed initiative will support the CRD in achieving service function outcomes of the CRD as contained within broader strategic planning.

Public Benefit – All island residents will benefit directly or indirectly by implementing the proposed initiative, regardless of whether they participate directly in the initiative.

Demographic Trends - Population trends and growth areas on the Island support a need for the proposed initiative.

Recreation Behavior Trends - Trends and growth areas on the island support a need for the proposed initiative.

Community Support –Stakeholders and the community at large identified and supported the proposed initiative during engagements.

Capacity – Analysis of staffing capacity and facility utilization on the Island supports the proposed initiative.

Conditions & Functionality - An investment in the proposed initiative would create, extend or replace the existing capacity.

Innovation & Risk Management – The proposed initiative demonstrates innovation in some form – design, operations, efficiencies, etc. and the potential risks associated with the initiative are minimal or can be reasonably mitigated.

Environmental Impacts – The environmental impacts of implementing the proposed initiative will be identified and evaluated in relation to the benefit of the proposed initiative.

Financial Viability – The proposed initiative has the ability to generate appropriate cost recovery relative to operating and maintenance expenditures



**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF THURSDAY, MAY 15, 2025**

SUBJECT **Housing Now HomeShare Registry Project**

ISSUE SUMMARY

To consider a contract to develop a multi-functional housing registry model in support of workforce housing on Salt Spring Island (SSI).

BACKGROUND

In 2022 the Southern Gulf Islands Economic Sustainability Commission developed a Housing Now program with a HomeShare toolkit, home registry, and website. The Housing NOW project gathered data and responses through community engagement with businesses, community organizations, and private residents, to document the Southern Gulf Island housing experience. The program created opportunities for the registry's growth and sustainability by seeking collaboration with the Southern Gulf Island Tourism Partnership (SGITPS) to include Salt Spring Island as an additional service community of the Registry. The financial support supplied by the SGITPS allowed for the creation of a Salt Spring Island coordinator for this new branch of the Housing NOW Registry, as well as an additional advertising and print media budget.

In October 2023, The Salt Spring Island Local Community Commission (LCC) directed staff to work with Housing Now to develop an SSI specific plan. The Housing NOW Project is a multi-functional housing registry model designed for the Southern Gulf Islands and Salt Spring. In 2024 the LCC approved funding of the SSI Housing Now HomeShare Registry project in the amount of \$22,830. This funding was used to produce an SSI housing Now Island associate onboarding and training program, conduct a business housing needs poll, home share community awareness campaign, business housing needs report, employer guarantor registry, SSI Housing Now landing pages, and a HomeSharer Finding Resolutions publication.

The Housing Now HomeShare registry project is requesting \$23,724 in funding in 2025 to implement key initiatives throughout 2025, focusing on digital innovation, enhanced Homeshare support, expanded communication strategies, housing education and the development of a social enterprise model (Appendix A).

ALTERNATIVES

Alternative 1

The Salt Spring Island Local Community Commission approved a \$23,724 contract with the Southern Gulf Islands Community Resource Centre for a Housing Now HomeShare Registry for Salt Spring Island.

Alternative 2

The Salt Spring Island Local Community Commission refer this report back to staff for additional information

IMPLICATIONS

Financial Implications

The Housing Now HomeShare Registry project will be funded from 1.124 Economic Development Service (EDS) budget.

The Economic Development Service has \$101,652 budgeted for project costs and third-party payments in 2025. \$51,652 of this funding was carried forward from 2024 to support LCC housing strategy initiatives. There is \$50,000 remaining to support fee-for-service contracts through the Economic Development Service in 2025.

Table 1: Salt Spring Island 2025 Economic Development Service Summary

2025 Economic Development Service	2024 Carried Forward	2025 Budget	Total 2025 Project Cost	Committed Funds *	Remaining
SSI (\$)	51,652	50,000	101,652	51,652	50,000

The CRD funded four fee-for-service contracts through the EDS in 2024 totaling \$62,830:

Table 2: Salt Spring Island 2024 Economic Development Service Spent for 2024

2024 Economic Development Service		
Contract	Description	Amount (\$)
SSI Chamber of Commerce	Visitor Information Centre 2024 Operating Season	10,000
SSI Farmland Trust Society	Farmland Trust Grow Local Food Aggregation	20,000
Southern Gulf Islands Tourism	DMMO Annual Funding	10,000
SIGI Community Resources	Housing NOW Home Share Registry	22,830
Total Spent 2024		\$62,830

The LCC has approved four fee-for-service contracts through the EDS in 2025 totaling \$25,500:

Table 3: Salt Spring Island Economic Development Service Approved for 2025

2025 Economic Development Service		
Contract	Description	Amount (\$)
SSI Farmland Trust Society	Neighborhood Farmer Training Program	7,000
Southern Gulf Islands Tourism	DMMO Annual Funding	10,000
Salt Spring Abattoir	Abattoir Skills Training	5,000
Tuesday Market Society	Tuesday Farmers Market Advertising and Promotion	3,500
Salt Spring Island Chamber of Commerce	Visitor Information Centre 2025 Operating Season	10,000
Total Spent 2025		\$35,500

Additional grant funding has been secured in the amount of \$10,000 to support housing strategy initiatives in 2025. Securing this additional funding will free up an additional \$10,000 of funding to support fee for service contracts.

Table 5: Post Approval and Pending Funds Remaining

2025 Economic Development Service Summary	2025 Budget	New Funding	Spent	Housing NOW HomeShare Registry	Remaining Funds
SSI (\$)	50,000	10,000	35,500	23,724	776

Economic Development Operating Reserve Balance = \$10,224

Social Implications

The Housing Now Homeshare Registry will support building a workforce housing toolkit of resources specific to Salt Spring Island and guide the creation of a fee-for-service payment structure that will apply to a diverse size range of employers in the region.

CONCLUSION

Seed funding from the SGI Community Economic Sustainability Commission and the SGITP, in 2023, allowed for the foundations of a Home Share Registry. With additional funding in 2024, the SSI Housing Now HomeShare Registry has continued to improve its function and be better equipped to address Salt Spring's more immediate workforce housing needs more broadly.

The LCC has received a request for additional funding to implement key initiatives throughout 2025 and to enhance and expand existing services.

RECOMMENDATION

The Salt Spring Island Local Community Commission approved a \$23,724 contract with the Southern Gulf Islands Community Resource Centre for a Housing Now HomeShare Registry for Salt Spring Island.

Submitted by:	Dan Ovington, BBA, Senior Manager, Salt Spring Island Electoral Area
Concurrence:	Stephen Henderson, BSc, MBA, Senior Manager of Real Estate, Southern Gulf Islands and Salt Spring Local Community Commission

ATTACHMENT(S)

Appendix A: Housing Now HomeShare Registry Project Work

Housing NOW

Statement of Work

Project Name: Housing NOW Enhanced Homeshare Platform Pilot

Contractor Name: Southern Gulf Island Community Resource Centre

Dept./ Division: SSI/LCC Capital Regional District

Budget: **\$ 23,724.00**

Prepared by SGICRC Staff: Janey Rowland, PPA

Project Overview:

The Southern Gulf Island Community Resource Centre (SGICRC) and the Housing NOW (HN) Project aim to establish a streamlined, accessible Homeshare platform that enhances housing stability, fosters community connections, and promotes sustainable housing solutions for residents across Salt Spring and the Southern Gulf Islands.

Housing NOW is committed to expanding its capacity to provide tailored support for homeowners and tenants within the region. In response to evolving community needs, Housing NOW will implement key initiatives throughout 2025, focusing on digital innovation, enhanced Homeshare support, expanded communication strategies, housing education, and the development of a social enterprise model.

Scope of Work:

1. Improved Digital Platform

- Implement digital security features to increase homeowner confidence.
- Establish automated rent collection and secure deposit management.
- Integrate background checks and affordable tenant insurance services.

2. Enhanced Homesharer Support

- Expand facilitation of Homeshare services to match homeowners and tenants effectively.
- Conduct home inspections and provide direct homeowner support.
- Strengthen homeowner engagement to improve program participation.

3. Expanded Communication Strategy

- Develop targeted marketing campaigns to increase awareness and participation.
- Implement direct engagement efforts to improve community outreach.

4. Housing Education Initiatives

- Organize community conversations and produce podcast episodes to highlight long-term tenancy benefits.
- Conduct targeted initiatives to encourage pet-friendly rental opportunities.

5. Social Enterprise Development

- Research and develop the property management component of the Homeshare Registry platform.

- Explore funding partnerships to ensure long-term program sustainability.

Implementation Strategy:

To ensure the successful integration of these initiatives, Housing NOW will launch a **First-Year Pilot Program** with a primary focus on employer-driven workforce housing solutions. The pilot will include:

- Refinement of both digital and in-person support systems to enhance service delivery.
- Strengthening homeowner engagement through education and direct support.
- Developing sustainable and affordable workforce housing options tailored to regional needs.

By leveraging enhanced technological infrastructure alongside Housing NOW's on-the-ground expertise, this collaboration will create a scalable and sustainable Homeshare program that directly addresses the housing challenges of Salt Spring and the Southern Gulf Islands community.

SCOPE

In Scope	Out of Scope
SSI Homeshare Community Awareness Campaign	
Employer Driven Workforce Housing Campaign	
Digital Homeshare Platform Pilot	
Housing NOW Property Management Division	Initiating Property Management Division
Social Enterprise Framework Report	

PROJECT DELIVERABLES

	Deliverables
1.	Kitchen Table Conversations Guidebook - Distribution
2.	Property Management Component - Research and Development
3.	Social Enterprise Framework Report
4.	Digital Platform Pilot Six Month Review
5.	2025 HN Year in Review

TIMELINE

Milestones, etc.	Delivery Date
Digital Platform Pilot Initiation	March 2025
SSI Homeshare Community Awareness Campaign	April thru December 2025
Kitchen Table Conversations Guidebook Distribution	May 2025
Enhanced Platform Pilot Review	September 2025
Social Enterprise Framework Report	November 2025
2025 HN Year in Review	January 2026

BUDGET

Explanation	Amount
Program Management	\$4,520.00
SSI Coordinator	\$9,000.00
Print and Marketing	\$2,500.00
Digital Platform Licensing Fee	\$2,500.00
Travel & Accommodations	\$1,250.00
Administration 20%	\$3,954.00
TOTAL	\$ 23,724.00

Project Team

Role	Team Member	Implementation	Project Review
Project Sponsor	SGI CESC, SSI LCC		
CRD Project Manager	Justine Stark, CRD		
CRC Project Manager	Melody Pender, CRC	Management, Budget, Final Deliverables, and Program Oversight	

Program Manager	Janey Rowland, CRC	Creation, Coordination, and Execution of Project Plan Program Reporting	
Housing NOW Registry Coordinator	Jacqueline Dupuis, CRC	Execution of Registry Processes, Reporting, Communications, Homesharer Support	
Housing NOW SSI Coordinator	Adam Evanik	Execution of Program Directives, Reporting, Community Engagement, Homesharer Support	
SSI Island Associate	<u>TBD</u>	Coordinator Support, Community Engagement	
SGL Island Associates	Jeannine Georgeson, Galiano Roberta Cremonez, Mayne/Saturna	Coordinator Support, Community Engagement Homesharer Support	
Project Support	<u>TBD</u> , CRD	Advisory	

KEY STAKEHOLDERS

Stakeholder	Affected or interested	Role or Involvement
SGL, SSI EA - Capital Regional District	The project will help to address both short- and long-term housing shortages in the SGL and SSI Electoral Areas	I
SGL Community Economic Sustainability Commission	The project will create a functioning Housing Registry model that will facilitate numerous homesharing opportunities in the SGLs	C, A

SGI Tourism Partnership Society	The project will create opportunities for workforce housing in support of the entire region's visitor economy	C
SGI Community Resource Centre	The project will support community capacity building through the creation of workforce housing	PD, A
SSI, SGI Businesses and NPOs	The project will support functionality of community services and programs through the creation of workforce housing	I
SSI, SGI General Public	The project will help in the creation of immediate and affordable housing opportunities in the region	I

COMMUNICATIONS

Internal		
CRD Politicians		No
Management Teams		No
Specific Senior Management		No
External		
Public Consultation		No
Advertising		Yes
Politically sensitive updates		No

RISK ID.

	Risks Identification (related to scope, budget, schedule, etc.)	High Level risk Response (if Applicable)
1.		N/A
2.		N/A
3.		

WORK PLAN

Timeline	Description	Hours	Wage	Amount
March 1 - 30	Digital Platform: Team onboarding and platform orientation Community Awareness: Direct business outreach, Enhanced Advertising Program Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1.000.00
April 1 - 30	Community Awareness: In person/online events, Canada Post direct outreach campaign Onsite inspections and documentation Program Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1.000.00
May 1 - 30	Community Awareness: In person/online events, Kitchen Table Conversation Guidebook distribution Onsite inspections and documentation Program Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1.000.00
June 1 - 30	Community Awareness: Social enterprise framework – research and development Onsite inspections and documentation Program Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1.000.00

July 1 - 30	Community Awareness: In person/online events Onsite inspections and documentation Program Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1.000.00
Aug 1 - 30	Community Awareness: In person/online events Onsite inspections and documentation Project Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1.000.00
Sept 1 - 30	Community Awareness: Social enterprise framework – research and development Digital Pilot review Onsite inspections and documentation Program Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1.000.00
Oct 1- 30	Community Awareness: In person/online events, Onsite inspections and documentation Program Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1.000.00
Nov 1 - 30	Community Awareness: In person/online events Social enterprise framework – research and development Onsite inspections and documentation			

	Program Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1,000.00
Dec 1 - 30	Community Awareness: Consolidation of data Stakeholder reporting Onsite inspections and documentation Program Management SSI Coordinator	12 30	\$40.00	\$480.00 \$1,000.00
January 2026	2025 HN Year in Review Program Management	5	\$40.00	\$200.00

Additional Items

ITEM	DESCRIPTION	NEED		COST
Finance	Upon receipt of the initial CRC invoice		1 st disbursement	\$8,000.00
Finance	Upon receipt of HN platform pilot review		2 nd disbursement	\$8,000.00
Finance	Upon receipt of HN Year in Review		Final disbursement	\$7,724.00

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION
MEETING OF Thursday, May 15, 2025**

SUBJECT **SD64 and CRD Special Joint Meeting**

ISSUE SUMMARY

For the LCC to meet with SD64 Trustees to discuss shared priorities and responsibilities on SSI.

BACKGROUND

The Capital Regional District (CRD) through its Salt Spring Island (SSI) Parks and Recreation Service has had a long-standing relationship with the Gulf Island School District 64 (SD64) to provide community recreation and education services to residents of SSI.

With the SSI Parks and Recreation Service now delegated to the SSI Local Community Commission (LCC) the following motion was carried by the LCC on August 15, 2024:

That the LCC, through the Chair, invites the Trustees and staff of School District 64 to a special joint meeting for the purpose of connecting in a public meeting and to discuss our shared priorities and responsibilities.

To assist in the facilitation of the meeting staff have prepared this report as a reference to existing CRD and SD64 leases, joint use agreements, construction management and operating licenses including:

- Kanaka Skate Park Joint Use Agreement (Appendix A)
- SD64 and CRD Joint Use Agreement (Appendix B)
- Salt Spring Island Multi Space Lease (Appendix C)
- Hydrofield Design, Construction Management & Operating License (Appendix D)
- 163 Drake Road, Phoenix Elementary Lease (Appendix E)

Providing free or low-cost access to recreation facilities during school hours increases recreation opportunities for youth while removing cost barriers. Providing free or low-cost access to school facilities outside of school hours allows for a reduction in registration and facility booking costs for program registrants and not for community groups.

IMPLICATIONS

Financial Implications

Recreation facilities have reduced use during daytime hours with peak use taking place after school hours. School facilities are typically only operated during school hours leaving the facility vacant during peak afterschool times, including evenings, weekends, spring break and summer.

Joint-use agreements are common between recreation departments and their local school district. The main purpose of the agreement is to share indoor and outdoor spaces like gymnasiums, athletic fields and playgrounds with the goal of providing free or low-cost access to community amenities with a goal to keep costs down and communities healthy.

CONCLUSION

The SSI parks and recreation department has had a long-standing relationship with SD64 to provide community recreation and education services to residents of SSI. In recent years the relationship has expanded from a joint use agreement to include fully operating former SD64 facilities and upgrading SD64 infrastructure such as playing fields for community use.

RECOMMENDATION

There is no recommendation, this report is for information only.

Submitted by:	Dan Ovington, BBA, Senior Manager, Salt Spring Island Administration
Concurrence:	Stephen Henderson, MBA, BSc, Senior Manager of Real Estate, Southern Gulf Islands and Salt Spring Local Community Commission

ATTACHMENT(S)

Appendix A - Kanaka Skate Park Joint Use Agreement
Appendix B - SD64 and CRD Joint Use Agreement
Appendix C - Salt Spring Island Multi Space Lease
Appendix D - Hydofield Design, Construction Management & Operating License
Appendix E - 163 Drake Road, Phoenix Elementary Lease

LICENCE AGREEMENT

This Agreement made effective September 1, 2020 (the "Effective Date")

BETWEEN:

SCHOOL DISTRICT #64 (GULF ISLANDS)

112 Rainbow Road,
Salt Spring Island, BC V8K 2K3

("LICENSOR")

AND

CAPITAL REGIONAL DISTRICT (CRD)

P O Box 1000,
625 Fisgard Street,
Victoria, BC V8W 2S6

("LICENSEE")

BACKGROUND:

- A. The School District is the owner of the lands and premises located at 120 Kanaka Road and legally described as:

Lot 1, Block 5, Section 2, Range 3 East, North Salt Spring Island, Cowichan District, Plan 6224, PID 005-885-272

(the "Lands")

- B. The parties enter into a Licence of Use agreement (the "Agreement") dated December 14th, 2004 for the School District to provide the Lands for the CRD to develop a community skateboard park facility, and for both parties to share the responsibility of operating and maintaining the facility.
- C. The parties subsequently renewed the Agreement in 2009, 2010 and finally in 2015.
- D. The parties wish to continue the arrangement and have agreed to enter into a new licence.

IN CONSIDERATION OF the mutual covenants and agreements in this Agreement, the parties covenant and agree as follows:

1. GRANT

The School District, subject to the performance and observance by the Licensee hereby grants to Licensee a Licence (the "Licence") for its employees, agents, contractors and invitees to use enter and be upon the areas identified on the sketch plan attached as Schedule A consisting of :

- (a) The area of the Lands shown in heavy outline on Schedule A; and

- (b) The outdoor skateboard park (the "**Facility**") shown within the area outlined in dashed outline on Schedule A.

(collectively the "**Licence Area**")

2. TERM AND EXPIRATION DATE

The Licence becomes effective on the Effective Date, notwithstanding the actual dates of execution by the parties, subject to the other terms and conditions set out in this Agreement, and unless terminated earlier in accordance with the other terms and conditions set out in this Agreement, the Licence will be for a term of five (5) years (the "**Term**") and will terminate on August 31, 2025 unless renewed pursuant to section 14 herein.

3. PURPOSE

Subject to the terms and conditions of this Agreement, the Licence is granted for the purpose of:

- (a) Skateboard park activities and;
- (b) Managing and operating the Facility during non-regular school days and hours for the use of the general public and;
- (c) To enter on, pass and re-pass and park vehicles over such of the Land as is reasonable necessary in connection with its use of the Licence Area.

For certainty, the School District has agreed to take responsibility for operation of the Facility during regular school days and school hours. Regular school days and school hours are defined as Monday to Thursday from 7:30am to 4:00pm, with the exception of statutory holidays.

4. FEES

In consideration of the sum of Ten (\$10.00) dollars of lawful money of Canada for the Term, now paid by the Licensee to the School District (the receipt and sufficiency of which is hereby acknowledged by the School District).

5. RESERVATION OF RIGHTS

The School District hereby reserves to itself from the grant and the covenants made by it to the Licensee in this agreement, the right for the School District, its duly authorized employees and contractors and invitees to have full and complete access to the Licence Area to carry out any operations associated with the School District's use of the Licence Area.

6. REPAIRS, MAINTENANCE AND INSPECTION

- (a) The Licensee shall be responsible for day-to-day maintenance of the Licence Area during non-regular school days and hours.
- (b) The Licensee shall be responsible for assessment of long-term maintenance, life-cycle replacement and emergency repair requirements of the Licence Area.
- (c) The School District and the Licensee mutually agree to share the cost of major repair items that become necessary in the Licence Area.

- (d) The Licensee shall be responsible for inspection of the Licence Area during non-regular school days.

7. LIENS

The Licensee will not suffer or permit any lien under the *Builders' Lien Act* or like statute to be registered against title to the Licence Area by reason of labour, services or materials supplied or claimed to have been supplied to the Licensee. If any such lien is registered, the Licensee will procure registration of its discharge immediately after the lien has come to the notice of the Licensee. The School District may, but will not be obliged to, discharge any such lien at any time if, in the School District's judgment, the Licence Area becomes liable to any forfeiture or sale or its otherwise in jeopardy and any amount paid by the School District in so doing, together with all reasonable costs and expenses of the School District, will be reimbursed to the School District by the Licensee immediately on demand.

8. UTILITIES

The School District agrees to pay for all utilities serving the Licence Area.

9. FIXTURES AND IMPROVEMENTS

That, unless the Licensee upon notice from the School District removes them, all building, structures or improvements constructed on the Licence Area by the Licensee, shall, at the termination of the Agreement, become the sole property of the School District at no cost to the School District.

10. COMPLIANCE WITH LAWS AND REGULATIONS

The Licensee will comply with all laws, by-laws and regulations, Federal, Provincial or otherwise, applicable to the Licence Area and any work on improvements carried out in the Licence Area.

11. ASSUMPTION OF RISK AND LIABILITY

- (a) The Licensee shall release, indemnify and save harmless the School District from and against all claims brought or recovered against or incurred by the School District arising out of or related to the Licensee's breach of this Licence, or by reason of any act or omission or alleged act or omission of the Licensee, its agents, employees, subcontractors or members during non-school days and hours.
- (b) The School District shall release, indemnify and save harmless the Licensee from and against all claims brought or recovered against or incurred by the Licensee arising out of or related to the School District's breach of this Licence, or by reason of any act or omission or alleged act or omission of the School District, its agents, employees, subcontractors or members, or by reason of the Licence Area by school students or staff, during school hours on the regular school calendar.
- (c) The School District shall release, indemnify and save harmless the Licensee and its elected and appointed officers, employees, agents and contractors from and against all claims, losses, demands, payments, suits, actions, damages, judgements and expenses, including legal fees, of every nature and description brought or recovered against or incurred by the Licensee and its elected and appointed officers, employees, agents and contractors arising out of or related to

the School District's negligence, omissions or alleged omission of requirements of the Inspection and Maintenance Program mutually agreed to between the two parties

12. INSURANCE

The School District and the Licensee shall maintain Commercial General Liability insurance coverage during the term of the Licence.

13. TERMINATION AND SUSPENSION.

- (a) If The Licensee defaults on its obligations under this Agreement, all privileges terminate 30 days after the School District gives notice of default to the Licensee, if the default is not remedied within such time. The School District's termination of this Agreement will not prejudice the School District's right to collect damages on account of Licensee's breach.
- (b) Any failure to exercise the School District's right to terminate this Agreement in case of default does not constitute a waiver of the Licensee's obligations to perform strictly in accordance with the terms of this Agreement. Any such right to terminate remains in effect and may be exercised as long as the default continues.
- (c) Subject to Clause 9, at the termination of the Licence, the Licensee shall clean up the Licence area and restore the surface of the Licence Area as reasonably as may be possible to the condition of the Licence Area prior to commencement of the term of the original agreement, provided that the Licensee shall not be obliged to remove the Facility
- (d) The Licensee may terminate the Licence at any time, for any reason, upon ninety days notice to the School District.

14. RENEWAL

The Licensee will have the right to renew this Licence for One (1) further term of Five (5) years, on the same terms and conditions save and except rent and this Renewal provision, subject to provision by the Licensee to the School District of written notice of intent to renew not less than Six (6) months prior to expiry.

15. NON-ASSIGNMENT

Neither this Agreement nor the privileges in it may be assigned by the Licensee, in whole or in part by operation of law or otherwise, without the prior written consent of The School District, which consent may be arbitrarily withheld. The Licensee will not sub-licence the Licence Area.

16. NO SPECIAL DAMAGES

Neither party will be liable to the other for any consequential or indirect damages.

17. REGULATIONS

The Licensee shall comply promptly at its own expense with the legal requirements of all authorities, and all notices issued under them that are served upon the School District and passed on to the Licensee.

18. COMPENSATION

The Licensee shall not be entitled to compensation for any loss or injurious affection or disturbance resulting in any way from the expiry or valid termination of this Licence or the loss of the Licensee's interest in any building, structure or improvement built or placed on the Licence Area.

19. NOTICES

All notices required under this Agreement will be delivered by hand to the party for which it is intended, sent by email, fax or sent by prepaid courier directed to such party at its address or fax number set out in this Agreement, or at such other address or fax number as either party may stipulate by written notice to the other. Any notice delivered by hand or prepaid courier will be deemed to be received on the date of actual delivery thereof.

20. BINDING EFFECT

This Agreement will enure to the benefit of, and will be binding upon, the respective successors and permitted assigns of the parties.

21. GOVERNING LAW

This Agreement will be construed, interpreted and enforced in accordance with, and the respective rights and obligations of the parties will be governed by, the laws of the Province of British Columbia and the federal laws of Canada where applicable and the parties hereby attorn to the exclusive jurisdiction of the courts of the Province of British Columbia.

22. COUNTERPARTS

This Agreement may be executed in any number of counterparts and each counterpart, when executed and delivered (whether by email fax or otherwise), will be deemed to be an original and all of which taken together will be deemed to constitute one and the same instrument.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date first before written.

CAPITAL REGIONAL DISTRICT

SCHOOL DISTRICT #64 (GULF ISLANDS)

Per: 
Authorized Signatory

Robert Lapham
Chief Administrative Officer
Capital Regional District

Per: 
Authorized Signatory

Jesse Guy
Secretary Treasurer
School District No. 64 (Gulf Islands)

SCHEDULE A: LICENCE AREA



1. RECIPROCAL PROVISIONS FOR JOINT USE

- (a) The Board may use the CRD Facilities listed on Schedule "A" free of charge hereto and operated by the CRD for non-profit School Board and student activities during all of each year, provided that the facilities are not otherwise committed for use by the CRD.
- (b) The CRD may use the School Facilities listed on Schedule "B" free of charge hereto for youth recreation non-profit activities provided that the facilities are not otherwise committed for use by the Board.

2. JOINT USE COMMITTEE

- (a) A Joint Use Committee (hereinafter referred to as the "Committee") will continue as follows:
 - (1) one (1) member of the Commission and one (1) CRD Administrator.
 - (2) one (1) member of the Board and one (1) School District Administrator.
- (e) The Committee shall be responsible to the Commission and the Board in carrying out the following duties:
 - (1) Implement the terms of this agreement and coordinate all matters relating thereto.
 - (2) Recommend for approval by the Commission and the Board, policies and regulations for use of the facilities.
 - (3) Resolve any dispute arising out of this agreement.

3. PRIORITIES OF USE

Unless otherwise agreed by both parties, the priorities of use of the facilities shall be as follows:

- (a) School Facilities
 - (1) School Activities
 - (2) CRD-coordinated activities
 - (3) Local community use
 - (i) Youth
 - (ii) Adult
- (b) CRD Facilities
 - (1) CRD-coordinated activities
 - (2) School activities
 - (3) Local community use:
 - (i) Youth
 - (ii) Adult
 - (4) Commercial and private use.

4. USE OF FACILITIES

- (a) The use of facilities will be free of charge with the exceptions of additional staff charges for cleaning or supervision outside of regular operations. The CRD and Board agree to exchange copies of all staff charge out rates.
- (b) Equipment is not included in the use of facilities. The use of equipment must be arranged in advance with the parties concerned.

5. LIABILITY

- (a) It is understood and agreed by the parties hereto that the CRD shall indemnify and hold harmless the School Board and its employees, servants, agents, and contractors from any and all claims excepting negligence of the School Board, resulting from the CRD's use and occupation of the School Board's Property. The School Board shall forthwith, upon receiving notice of any suit brought against it, deliver to the CRD full particulars thereof and the CRD shall render all reasonable assistance requested by the School Board in the defence thereof.
- (b) It is understood and agreed by the parties hereto that the School Board shall indemnify and hold harmless the CRD and its employees, servants, agents and contractors from and any and all claims, excepting negligence of the CRD resulting from the School Board's use and occupation of the CRD's property. The CRD will, upon receiving notice of any suit brought against it, deliver to the School Board, full particulars thereof and the School Board shall render all reasonable assistance requested by the CRD in the defence thereof.
- (c) Each of the parties hereto agree to maintain commercial general liability protection while this agreement is in force to cover the use of the property of the other. The parties hereto further agree to furnish certificates confirming that such protection is in force if requested by the other party.
- (d) In the event that any of the facilities listed in the Schedules are damaged by any willful action, neglect or misuse, during their use under this agreement, the party to this agreement who had the use of the facility at the time of the damage occurred shall pay to the owner of the facility the amount of the cost of repairs.

6. SUPERVISION

The user of the facility or approved designate is responsible for the admission, actions and behaviour of all participants and/or spectators on the property of the Board and the CRD.

7. GENERAL

- (a) This agreement may be amended in writing from time to time by consent of both parties.

8. TERMINATION

- (a) This agreement shall come into effect upon the approval of the CRD and the Board and shall continue in force and effect for a term of five (5) years.
- (b) This agreement may be terminated by either party on six months prior written notice of the other party.

9. ARBITRATION

- (a) In the event of a dispute arising out of the interpretation, operation or use of this agreement that is not resolved by the Committee, the matter shall be referred to the CRD and the Board.
- (b) If the CRD and the Board are not able to reach agreement within 60 days of the matter being referred to them, the parties hereby agree to submit the matter for settlement under the provisions of the B.C. Arbitration Act.

10. ENUREMENT AND BINDING EFFECT

This agreement and everything herein contained shall ensure to the benefit of, and be binding upon the parties hereto, their successors and assign respectively.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and year first above written.

Signed on behalf of the Capital Regional District


Senior Manager of Salt Spring Island Electoral Area

Signed on behalf of the Board of Education
School District No. 64 (Gulf Islands)

Secretary – Treasurer


Chairperson

AGREEMENT AUTHORIZATION			
Content		Initial	Date
	Procurement	RC	March 4, 2021
	Financial Plan	RC	March 4, 2021
	Content	RC	March 4, 2021
GM Approval			
Form		RC	March 4, 2021
Authority		RC	March 4, 2021

SCHEDULE "A"

CAPITAL REGIONAL DISTRICT SALT SPRING ISLAND FACILITIES:

- 1) All Community Parks including Athletic Fields
- 2) All improved Community Trails under PARC jurisdiction
- 3) Tennis Courts at Portlock Park and Fulford Fire hall
- 4) Track at Portlock Park
- 5) Multi-purpose Court at Portlock Park
- 6) Rainbow Road Aquatic Centre
- 7) Portable Classrooms at Portlock Park & Rainbow Road Aquatic Centre

SCHEDULE "B"

SCHOOL DISTRICT NO. 64 (GULF ISLANDS) FACILITIES:

- 1) Gulf Islands Secondary School
- 2) Salt Spring Elementary School
- 3) Salt Spring Middle School
- 4) Phoenix Elementary School
- 5) Fernwood Elementary School
- 6) Fulford Elementary School
- 7) School Board Office (Meeting Room)
- 8) Duck Creek School District Reserve Lands

LEASE

THIS LEASE made as of the 10th day of June, 2022.

BETWEEN:

SCHOOL DISTRICT NO. 64 (GULF ISLANDS)
112 Rainbow Road
Salt Spring Island, BC V8K 2K3

(the "Landlord")

AND:

CAPITAL REGIONAL DISTRICT
625 Fisgard Street
Victoria, BC V8W 1R7

(the "Tenant")

WHEREAS:

- A. The Landlord is the owner of certain lands in the Southern Gulf Islands, in the Province of British Columbia, legally described as:

PID 003-446-999

Lot B, Section 2, Range 3 & 4, North Salt Spring Island, Cowichan District, Plan 21668

PID 005-887-305

Lot 7, Block 5, Section 2, Range 3 & 4 East, North Salt Spring Island, Cowichan District, Plan 6224

PID 005-887-194

Lot 6, Block 5, Section 2, Range 3 & 4 East, North Salt Spring Island, Cowichan District, Plan 6224

PID 005-887-259

Lot 5, Block 5, Section 2, Range 3 & 4 East, North Salt Spring Island, Cowichan District, Plan 6224

PID 005-886-821

Lot 4, Block 5, Section 2, Range 3 & 4 East, North Salt Spring Island, Cowichan District, Plan 6224

PID 005-886-783

Lot 3, Block 5, Section 2, Range 3 & 4 East, North Salt Spring Island, Cowichan District, Plan 6224

PID 003-535-827

Lot 9, Block 4, Section 2, Range 3 East, North Salt Spring Island, Cowichan District, Plan 6224

(the "Lands")

upon which is situated a building commonly known as the Salt Spring Island Middle School, in the Province of British Columbia;

- B. The Landlord has agreed to lease to the Tenant the said building located on the Lands shown outlined in bold on the sketch plan attached hereto as Schedule "A" (the "Premises") on the terms and conditions hereinafter set forth;

NOW THEREFORE THIS AGREEMENT WITNESSES that, in consideration of the rents, covenants and conditions hereinafter contained, the Landlord and the Tenant covenant and agree as follows:

1. DEFINITIONS

1.1 Defined Terms

In this Lease:

- (a) "Base Rent" means the amount of rent payable as set out in section 5.1.
- (b) "Common Areas" means all the area shown outlined in dashed line but excluding the Premises on the sketch plan attached hereto as Schedule "A" not leasable to tenants and includes all parking areas, driveways, pedestrian sidewalks and ways, landscaped areas, utilized or available on a non-exclusive basis for the Tenant, its officers, directors, agents, licensees, contractors, employees and invitees while using or accessing the Premises.
- (c) "Fiscal Year" means January 1 to December 31.
- (d) "First Day of Term" means July 1, 2022, or such other date as may be agreed to by the parties in writing.
- (e) "Lease" means this lease agreement.

- (f) "Last Day of Term" means June 30, 2027, unless this Lease is earlier terminated, or such other date as may be agreed to by the parties in writing.
- (g) "Net Revenue" means the Revenue less the Operating Costs and Base Rent.
- (h) "Operating Costs" means the sum (without duplication or profit) of the costs and expenses incurred by the Tenant with respect to its roles and responsibilities over the Property, as set out in Schedule "B" attached hereto.

Notwithstanding the above, Operating Costs will not include the costs and expenses incurred by the Landlord with respect to its roles and responsibilities over the Property as set out in Schedule "B" attached hereto.
- (i) "Permitted Use" means the use of the Premises for community purposes, recreation purposes and public services purposes except the Premises will not be used to provide sleeping accommodations without the express written consent of the Landlord.
- (j) "Property" means the Premises and Common Areas.
- (k) "Revenue" means the total amount of fees, rents, charges and monies collected by the Tenant for the use of the Premises in a Fiscal Year.
- (l) "Term" means July 1, 2022 until June 30, 2027 unless earlier terminated in accordance with this Lease or any such other date as may be agreed to by the parties in writing.

2. INTERPRETATION

2.1 Headings and Captions

The table of contents, article numbers, article headings, clause numbers and clause headings are inserted for convenience or reference only and are not to be considered when interpreting this Lease.

2.2 Obligations as Covenants

Each obligation of the Landlord or the Tenant expressed in this Lease, even though not expressed as a covenant, is considered to be a covenant for all purposes.

2.3 Governing Law

This Lease will be construed in accordance with the laws of the Province of British Columbia and the laws of Canada applicable therein.

3. LEASE OF PREMISES

3.1 Lease

The Landlord does hereby lease the Premises to the Tenant for the Term on the terms and conditions herein set forth.

3.2 Licence

The Landlord hereby grants to the Tenant a licence for the Tenant at all times by day and by night, in common with the Landlord and its invitees to enter, go pass, and repass upon, along, and through and otherwise use the Common Areas, for the following purposes:

- (a) ingress and egress to the Premises;
- (b) the parking of vehicles of the Tenant's its officers, directors, agents, licensees, contractors, employees and invitees while visiting the Premises; and
- (c) as required pursuant to the terms of this Lease and for all purposes consistent with the Permitted Use of the Premises.

3.3 Use of Premises

The Tenant will not use or permit the use of the Premises for any purpose other than the Permitted Use.

4. **TENANT'S COVENANTS**

4.1 Tenant's Covenants

The Tenant covenants with the Landlord that:

- (a) that it will not permit vaping or smoking on the Property and will take reasonable measures to prevent vaping or smoking on the Property;
- (b) that it will not permit the consumption of alcohol, cannabis or illegal drugs on the Property and will take reasonable measures to prevent the consumption of alcohol, cannabis or controlled substances on the Property.

5. **RENT**

5.1 Base Rent

The Tenant will pay to the Landlord annual rent for the first year of the Term on or before July 1, 2022 and for each subsequent year of the Term in advance on the first business day following January 1st. The amount of annual rent for each year of the Term is set out in the

table below.

	2022 (6 months)	2023	2024	2025	2026	2027 (6 months)
Base Rent	\$22,500	\$40,000	\$57,500	\$70,000	\$71,400	\$36,415

5.2 Revenue Sharing Rent

If the Net Revenue is greater than the annual Base Rent, the Tenant will pay to the Landlord 50% of the Net Revenue (the "Revenue Sharing Rent"). The Net Revenue calculation will include a deduction for the Base Rent. The parties agree that the maximum Total Rent (Base Rent plus Revenue Sharing Rent) payable to the Landlord is \$100,000.00 in a Fiscal Year,. If the period for the accrual of the Net Revenue is less than a year then the maximum Revenue Sharing Rent will be prorated for such portion of the year that the Tenant accrues Net Revenue.

5.3 Net Revenues

- (1) No later than **March 1** of each year of the Term after the first year of the Term, the Tenant, acting reasonably, will prepare and deliver to the Landlord written notice of the actual, verifiable Net Revenue for the previous year (the "Net Revenue Notice"), for the purposes of determining the amount Revenue Sharing Rent payable. The Revenue Sharing Rent will be paid on the first business day following **May 1**, in the same year following the delivery of the Net Revenue Notice, as follows:
 - (a) On March 1, 2023, the Tenant shall deliver the Net Revenue Notice for the 2022 Fiscal Year and the maximum Revenue Sharing Rent payable on May 1, 2023 for the 2022 Fiscal Year shall be \$27,500;
 - (b) On March 1, 2024, the Tenant shall deliver the Net Revenue Notice for the 2023 Fiscal Year and the maximum Revenue Sharing Rent payable on May 1, 2024 for the 2023 Fiscal Year shall be \$60,000;
 - (c) On March 1, 2025, the Tenant shall deliver the Net Revenue Notice for the 2024 Fiscal Year and the maximum Revenue Sharing Rent payable on May 1, 2024 for the 2024 Fiscal Year shall be \$42,500;
 - (d) On March 1, 2026, the Tenant shall deliver the Net Revenue Notice for the 2025 Fiscal Year and the maximum Revenue Sharing Rent payable on May 1, 2026 for the 2025 Fiscal Year shall be \$30,000;

- (e) On March 1, 2027, the Tenant shall deliver the Net Revenue Notice for the 2026 Fiscal Year and the maximum Revenue Sharing Rent payable on May 1, 2027 for the 2026 Fiscal Year shall be \$28,600.
- (2) Notwithstanding section 5.3(a), during the last year of the Term, no later than 30 days after the Last Day of the Term, the Tenant will deliver notice of the Net Revenue accrued during the final year of the Term and the maximum Revenue Sharing Rent for the 2027 Fiscal Year shall be \$13,585.
- (3) The Tenant will keep proper and sufficient records and accounts of the Net Revenue. The Landlord and its duly authorized agents or representatives, will have the right, at any reasonable time and upon 10 days' prior notice to the Tenant, to audit and to inspect such records and accounts at the office of the Tenant where they are maintained, for the purpose of verifying any statement of Operating Costs or Net Revenue furnished by the Tenant. Any such inspection will be completed, or any claims or disputes will be raised, no later than one year after delivery of the Net Revenue Notice to the Landlord.

5.4 Additional Rent

The Tenant will also pay to the Landlord all other amounts payable under this Lease required to be paid by the Tenant whether or not specifically designated "additional rent" (the "Additional Rent").

5.5 Net Lease

The Tenant acknowledges that it is intended and agrees that this Lease is an absolutely net lease for the Landlord except as to the Landlord's expressed obligations under this Lease, that the Landlord is not responsible during the Term for any costs, charges, expenses or outlays of any nature relating to the Premises, or the contents thereof, excepting:

- (a) the Landlord's expressed obligations under this Lease; and
- (b) the Landlord's income tax in respect of income received from leasing the Premises;

and that the Tenant will pay all charges, taxes, impositions, costs and expenses of every kind relating to the Premises, except where otherwise stated under this Lease, and the Tenant covenants with the Landlord accordingly.

5.6 Covenant to Pay Rent

The Tenant covenants and agrees to pay the Base Rent, Revenue Sharing Rent, Additional Rent ("Rent") and all other costs and charges as herein provided.

6. AS IS WHERE IS

The Tenant accepts the Premises on an "as is", "where is" basis and acknowledges that it has had the opportunity to undertake such inspections, tests and surveys of the Premises as it considers necessary and that the Landlord has made no representations or warranties respecting the Premises, and that by entering into this Lease, the Tenant is satisfied that the Premises are suitable for its purposes.

7. REPAIR AND MAINTENANCE

7.1 Repair and Maintenance by the Landlord

The Landlord will be responsible for the maintenance and repair of the Property in accordance with the roles and responsibilities in Schedule "B" except reasonable wear and tear and damage by perils for which the Tenant is obliged to insure pursuant to article 12.0, and acts of God and only as necessary as determined by the Landlord acting in its sole reasonable discretion (the "Landlord's Work"). The costs and expense of such Landlord's Work shall be entirely for the account of the Landlord.

7.2 Repair and Maintenance by the Tenant

The Tenant will, at its own cost and expense and subject to the provisions of paragraph 7.1 keep the Premises, and, where required, the Common Areas, in a good and substantial state of repair, in accordance with Schedule "B", except reasonable wear and tear and damage by perils for which the Tenant is obliged to insure pursuant to Article 12.0, and acts of God.

7.3 Inspection at Termination

On or by the Last Day of the Term, the Tenant shall deliver to the Landlord vacant possession of the Premises and Common Areas in the same condition as the Tenant received on the First Day of the Term, reasonable wear and tear, damage by perils for which the Tenant is obligated to insure pursuant to Article 12.0, Acts of God, and the Landlord's Work excepted. The Landlord will, in the Tenant's presence, conduct preliminary and final inspections of the Premises and Common Areas and if the Landlord determines, acting reasonably, that further maintenance, repair or cleaning is required to return the Premise and Common Areas to the condition, required by this section 7.3, the Landlord will review any concerns with the Tenant and will permit the Tenant to make such necessary repairs, at the Tenant's costs.

7.4 Default of Tenant to Repair

If the Tenant fails to leave the Property in accordance with paragraph 7.3 the Landlord may make the required repairs and the costs thereof plus a supervision charge equal to fifteen per cent (15%) of such costs may be charged as additional rent.

7.5 Default of Landlord

If the Landlord elects not to maintain and repair in accordance with the provisions of paragraph 7.1, and the Property is not fit for the Permitted Use, the Tenant may terminate this Lease upon 30 days' notice to the Landlord.

8. ENVIRONMENTAL RESPONSIBILITIES

8.1 For the purpose of this section:

"Environmental Law" means all federal, provincial, municipal or local laws, statutes or ordinances relating to environmental matters, including all rules, regulations, policies, guidelines, criteria or the like promulgated under or pursuant to any such laws;

"Hazardous Substance" means a contaminant, pollutant, dangerous good, waste, toxic substance, special waste or hazardous substance as defined in or pursuant to any Environmental Law;

"Notice" means any citation, directive, order, claim, litigation, investigation, proceedings, judgment, letter or other communication, written or oral, actual or threatened, from any person, including any government agency; and

"Permit" means any authorization, permit licence, approval or administrative consent issued pursuant to Environmental Law.

8.2 The Tenant will conduct its business and operation on the Premises in compliance with all Environmental Laws and Permits.

8.3 The Tenant will forthwith notify the Landlord of the occurrence of any of the following and will provide the Landlord with copies of all relevant documentation in connection therewith:

- (a) a release of a Hazardous Substance on the Property, except as is authorized under Environmental Law;
- (b) the receipt by the Tenant of a Notice from any governmental agency of non-compliance pursuant to any Environmental Law, including a Notice of non-compliance respecting a Permit;
- (c) the receipt by the Tenant of a Notice of a claim by a third party relating to environmental concerns; or
- (d) the receipt by the Tenant of information which indicates that Hazardous Substances

are present in or on the Premises.

- 8.4 The Tenant will not permit the storage, treatment, use or disposal of Hazardous Substances on the Premises except in accordance with all Environmental Laws.
- 8.5 The Tenant will not cause or suffer or permit any oil or grease or any harmful, objectionable, dangerous, poisonous, or explosive matter or substance to be discharged on to the Property and will take reasonable measures for insuring that any effluent discharge will not be corrosive, poisonous or otherwise harmful, or cause obstruction, deposit or pollution on the Property.
- 8.6 The Tenant will conduct such investigations, searches, testing, drilling and sampling ("Investigations") as may at any time be required by the Landlord where any reasonable evidence exists that the Tenant's current or prior use or occupation of the Premises may be introducing or increasing the existence of any Hazardous Substance on the Premises. If the Tenant does not complete the Investigations to the satisfaction of the Landlord, the Landlord may enter on the property of the Tenant and take any actions necessary to complete the Investigations, the cost of which will be borne by the Tenant.
- 8.7 If Hazardous Substances are present on or in the Premises as a result of the Tenant's use or occupation of the Premises, the Tenant will take all necessary action, at the cost of the Tenant to remediate the Premises to a level acceptable to the Landlord and to governmental authorities.
- 8.8 Prior to the termination of this Lease, the Tenant will conduct all Investigations required by the Landlord where any reasonable evidence exists that the Tenant's use or occupation of the Premises has introduced or increased the existence of any Hazardous Substance on or in the Land. The Tenant will provide the result of the Investigations to the Landlord. Where any Hazardous Substance is found on or in the Premises as a result of the Tenant's use or occupation of the Premises, the Tenant will take all necessary action, at the cost of the Tenant, to remediate the Premises to a level acceptable to the Landlord and to governmental authorities.
- 8.9 The Tenant will provide to the Landlord satisfactory documentary evidence that all Permits are valid and in good standing as requested by the Landlord from time to time.
- 8.10 The Tenant will, jointly and severally, release and indemnify the Landlord, its officers, directors, and employees from and against any and all losses, claims, costs, expenses, damages and liabilities, including all costs of defending or denying the same, and all costs of

investigation, monitoring, remedial response, removal, restoration or permit acquisition and including all legal counsel's fees and disbursements in connection therewith which at any time may be paid or incurred by or claimed against the Landlord, its officers, directors, or employees arising, directly or indirectly, out of:

- (a) a breach by the Tenant of any of the covenants contained in this Article 8.0;
- (b) where the Tenant's use or occupancy of the Property results in the presence, release or increase of any Hazardous Substance on the Property (or on any other land by way of migration, seepage or otherwise).

8.11 The indemnities contained in this section 8 will survive the expiration or earlier termination of the Term.

9. DAMAGE TO PREMISES

9.1 Notice of Damage

The Tenant will promptly give the Landlord written notice of any significant damage to the Premises or Common Areas or any part thereof, however caused, including but not limited to, any accident or damage to or defect in the plumbing, water pipes, heating, air conditioning apparatus, electrical equipment, conduits or wires.

9.2 Abatement of Rent

If the Premises or any part of them are at any time during the Term are burned down or damaged by fire, flood, lightning, explosion, tempest, earthquake, or other casualty such that the Tenant is unable to safely use the Premises or Common Areas for the Permitted Purpose:

- (a) the Landlord may elect to repair, restore or replace the Premises or may elect not to repair, restore or replace the Premises and the proceeds of the insurance referred to in Article 12, shall be paid as set out in this Article 9.0; and
- (b) the Base Rent and Revenue Sharing Rent or a proportionate part of it according to the nature and extent of the damage sustained shall be suspended and abated until the Premises have been until and if the Premises are restored, repaired or replaced for purposes of the Tenant, if at all.

9.3 Termination in Event of Damage

(1) Either party may terminate this Lease upon 30 days written notice to the other if:

- (a) the Premises or Common Areas are damaged such that the Tenant is unable to safely

use the Premises or Common Areas for the Permitted Use and the affected area(s) cannot be repaired, restored or replaced with reasonable diligence within 120 days after the occurrence of damage; or

(b) the cost to repair the building is greater than the all risk insurance coverage for the Premises,

(2) If this Lease is terminated under paragraph 9.3(1), neither the Landlord nor the Tenant will be bound to repair as provided in paragraph 7.1 and 7.2 provided the Tenant will apply or permit to be applied, the proceeds of the insurance referred to in Article 12 as follows:

(a) first, to pay the cost of demolishing the Premises and removing from the Land, the results of the demolition, and all debris and waste, and of restoring the Lands to a safe, neat, and level condition;

(b) second, to pay all Rent payable pursuant to Article 5.0, as at the termination date, which Rent will be apportioned to the date of damage, as follows;

(i) to the Landlord a sum which bears to such balance the same ratio as the expired portion of the Fiscal Year as at the date of damage bears to the whole of the applicable Fiscal Year, and

(ii) to the Tenant a sum which bears to such balance the same ratio as unexpired portion of the Fiscal Year in which the damage occurred from and after the date of damage bears to the whole of the applicable Fiscal Year;

(iii) third, the balance, if any, to be paid to the Landlord.

(3) If the Lease is not terminated pursuant to Section 9.3(1):

(a) the Landlord will with all reasonable diligence make the repairs specified in paragraph 7.1 (only, however, to the extent of any insurance proceeds actually received by the Landlord with respect to such damage); and

(b) the Tenant will with all reasonable diligence make the repairs specified in paragraph 7.2 in accordance with the nature of the damage (only, however, to the extent of any insurance proceeds actually received by the Tenant with respect to such damage).

(4) If this Lease is not terminated under paragraph 9.3(1), the Tenant will apply or permit to be applied, the proceeds of the insurance referred to in Article 12, to be apportioned between the Landlord and Tenant and paid as follows:

(a) to the Landlord to pay the cost of the restoration, repair, or replacement of the Premises specified in section 7.1; and

- (b) to the Tenant to pay the cost of the restoration, repair, or replacement of the Premises specified in section 7.2.

9.4 Reference to Civil Engineer

In the event of any dispute between the Landlord and Tenant with respect to:

- (a) whether any damage to the Premises can be restored, repaired or replaced;
- (b) the cost of restoring, repairing or replacing the Premises; or
- (a) whether or not the Premises or a substantial part thereof is rendered not reasonably capable of and/or safe for use by the Tenant for the conduct of its business; or
- (b) whether the Premises or a substantial part thereof has become incapable of use by the Tenant for the conduct of its business;

such dispute will be referred for settlement to a civil engineer, chosen mutually by the parties, who is duly qualified to practise in British Columbia. The decision of such civil engineer with respect to any of such matters will be final and binding upon the Landlord and the Tenant.

10. UTILITIES AND SERVICES

10.1 Utility and Service Charges

The Tenant is solely responsible for and will promptly pay all charges for water, gas electricity and any other utility or service used or consumed with respect to the Premises. The Landlord will not be liable to the Tenant in damages or otherwise for an interruption or failure in the supply of utilities or services to the Premises unless caused by the gross negligence or wilful misconduct of the Landlord or another person for whose gross negligence or wilful misconduct the Landlord is responsible in law.

10.2 Tenant not to Overload Utility and Service Facilities

The Tenant will not knowingly install equipment that will exceed or overload the capacity of utility or service facilities and agrees that if equipment installed by the Tenant requires additional facilities, they will be installed at the Landlord's direction and at the Tenant's expense in accordance with plans and specifications approved in writing by the Landlord prior to installation.

11. TITLE / SUBORDINATION

- 11.1 The Landlord covenants with the Tenant and represents to the Tenant that it has or will have, on the date possession of the Premises is delivered to the Tenant, good and marketable title to the Lands free and clear of all leases, easements, rights-of-way, restrictive covenants, and

other similar rights and interests that could affect the rights and interests of the Tenant under this Lease, and free and clear of all financial liens, charges, and encumbrances, subject, however, to the provisions of this Article 11 and excepting the Permitted Encumbrances set out in Schedule "C" attached to this Lease.

- 11.2 If the Landlord sells or otherwise transfers any interest in the Lands other than by way of mortgage, charge, or other encumbrance as security, the Landlord will cause the purchaser or transferee, as the case may be, to enter into an Lease with the Tenant under which such purchaser or transferee covenants that, so long as it retains any interest in the Lands, it will perform the obligations of the Landlord under this Lease and be bound by all of the provisions of this Lease, including this provision as to sales or other transfers, which will apply to each and every subsequent sale or transfer of any interest in the Lands; provided that this clause 11.2 will not apply to transfers for that purpose of making small adjustments in boundary lines between the Lands and adjacent streets or lands or transfers to municipalities, public authorities, or public utilities by way of easements for slopes, poles, wires, pipes, transformers and like purposes, and further provided that any such transfer will not release the Landlord from any of its obligations under this Lease without the written consent of the Tenant, not to be unreasonably withheld.
- 11.3 The Landlord will not mortgage, charge, or otherwise encumber by way of security the Lands, unless the Landlord has provided the Tenant with an Lease, in form satisfactory to the Tenant acting reasonably, with holders of any mortgage, charge, or other encumbrance to enter into an instrument with the Tenant permitting the Tenant to continue in quiet enjoyment and possession of the Premises in accordance with the terms of this Lease, notwithstanding any default by the Landlord under any such mortgage, charge, or other encumbrance.
- 11.4 The Tenant will, upon receipt of a request from the Landlord, promptly deliver to any mortgagee an acknowledgement as to the standing of this Lease, and also will execute such mortgagee's form of acknowledgement of assignment to such mortgagee of the Landlord's interest in this Lease; provided the Tenant has no reasonable objection to any term or condition of it.
- 11.5 Without limiting the generality of the foregoing clauses in this Article 11, and subject to any rights of the Landlord to terminate the Lease under this Lease, the Landlord covenants and agrees with the Tenant for quiet enjoyment and without limiting the generality of the foregoing the Landlord covenants with the Tenant that the Tenant will and may peaceably possess and enjoy the Premises for the Term without any interruption or disturbance from the Landlord, its assigns, or any other person or persons lawfully claiming by, from, or under the Landlord, or any of them.

12. INSURANCE AND INDEMNITY

12.1 Landlord's Insurance.

- (a) Notwithstanding anything contained elsewhere herein or within this Lease, it is

understood and agreed that the Tenant will not be liable for any loss or damage to the Landlord's property stored on or within the Property including loss of use thereof.

- (b) The Landlord hereby releases the Tenant, and those for whom the Tenant is in law responsible, from all damages as a result of occurrences that that Tenant is required to insure against under this Lease or that it otherwise insures against, and all such property loss policies of insurance effected by the Landlord will contain a waiver of any subrogation rights that the Landlord's insurers may have against the Tenant and those for whom the Tenant is in law responsible and will not at any time contain any co-insurance provisions

12.2 Tenant's Insurance

The Tenant will take out and keep in force throughout the Term and during such other time as the Tenant occupies the Premises or a part thereof the following insurance policies:

- (a) "all risk" property insurance for the Property on an actual cash value basis, including earthquake and flood insurance, which will include all property owned by the Tenant or for which property the Tenant is legally responsible for and which is located at the Property;
- (b) equipment breakdown and business interruption insurance with sub-limits of not less than One Million (\$1,000,000) per policy period;
- (c) commercial general liability insurance in a combined single limit amount of not less than Five Million (\$7,000,000.00) per occurrence against all claims, demands or actions with respect to personal injury, death or property damage arising in respect of the Property, including, without limitation operations of the Tenant or the Tenant's directors, officers, agents, successors, assigns, employees, contractors, invitees or permittees (as applicable). The policy will insure the hazards of the Property and Tenant's operations thereon and include bodily injury, personal injury, death, independent contractors, products and completed operations and blanket contractual liability covering the Tenant's liability under this Lease;
- (d) glass breakage insurance covering all glass and plate glass in or forming part of the Premises, if any, against breakage or damage from any cause;
- (e) comprehensive automobile insurance having a combined single limit amount of not less than \$2,000,000 per occurrence with respect to all motor vehicles owned by the Tenant and operated in its business;
- (f) insurance covering the replacement cost of the machinery, boilers and equipment contained therein or servicing the Premises owned by the Landlord against damage by fire, flood or other natural disaster or casualty;

- (g) public liability insurance; and
- (h) any other form of insurance which the Landlord, acting reasonably, requires from time to time in form, in amounts and for risks against which a prudent tenant would insure.

Notwithstanding anything contained elsewhere herein or within this Lease, it is understood and agreed that the Landlord will not be liable for any loss or damage to the Tenant's contents or equipment including loss of use thereof;

12.3 Form of Insurance

With respect to such foregoing policies of insurance, the Tenant will also ensure the following:

- (a) With respect to the liability policies only, such policies will name the Landlord, as an additional insured and will provide that each person or entity insured under such policies will be insured in the same manner and to the same extent as if separate policies had been issued to each;
- (b) That each such insurance policy provide that the insurer will waive all rights of subrogation against the Landlord;
- (c) That each such insurance policy will be primary, non-contributing with, and not excess of, any other insurance available to the Landlord;
- (d) The commercial general liability and umbrella or excess liability coverage will contain provisions for cross-liability and severability of interests among the Tenant and the Landlord;
- (e) That each such insurance policy will not exclude any of its intended operations to be performed by the Tenant, its employees, contractors or agents at, around or in connection with the Property;
- (f) That each such insurance policy will be written in form and content satisfactory to the Landlord, including but not limited to ensuring that the certificates of insurance (except for the automobile insurance) reference the address of the Premises on the Lands;
- (g) That any and all deductibles will be the sole responsibility of the Tenant;
- (h) That each such insurance policy will contain a clause that the insurer will not cancel, change or refuse to renew the insurance without first giving the Landlord thirty (30) days' prior written notice; and
- (i) The Tenant will promptly deliver to the Landlord copies or certificates of such policies

prior to the First Day of the Term.

- (j) If the Tenant fails to take out or keep in force any policy of insurance referred above, the Landlord may do so and pay the premium and in that event the Tenant will pay to the Landlord the amount so paid together with fifteen (15) percent thereof for administration costs all as additional rent which will be due and payable by the Tenant to the Landlord on demand.

12.4 Increase in Insurance Premiums

Neither the Landlord nor the Tenant will do or permit anything to be done in the Premises or on the Property that would impair or invalidate the obligation of any policy of insurance on the Premises or the Property or any part of them or would result in the premium for any such policy being increased; and in the event of either the Tenant or the Landlord being responsible for any such impairment, invalidation, or increase it will, promptly after receipt of notice from the other party, take such steps as are necessary to remedy the situation and pay the amount of any such increase; and in the event of the cancellation or a threatened cancellation of any such policy, the party not responsible for it will have the right to enter upon the Property or Premises and remedy the situation and add or deduct the cost of the remedy to or from the Rent payable under this Lease, as the case may be.

12.5 Cancellation of Insurance

If an insurance policy upon part of the Property is cancelled or threatened by the insurer to be cancelled, or the coverage thereunder reduced or threatened to be reduced by the insurer because of the use and occupation of the Property by the Tenant or any person for whom the Tenant is responsible, and if the Tenant fails to remedy the condition giving rise to cancellation, threatened cancellation, reduction, or threatened reduction of coverage within forty-eight (48) hours after notice thereof by the Landlord, the Landlord may enter the Property and remedy the condition giving rise to the cancellation, threatened cancellation, reduction or threatened reduction, and the Tenant will pay to the Landlord the cost thereof on demand as additional rent, and the Landlord will not be liable for damage or injury caused to property of the Tenant or others located on the Property as a result of the re-entry.

12.6 Indemnification of the Landlord

Except to the extent that the loss of life, personal injury or damage to property referred to in this sentence is caused by the gross negligence or wilful misconduct of the Landlord or another person for whose gross negligence or wilful misconduct the Landlord is responsible in law, the Tenant will release and indemnify the Landlord from and against any and all claims, actions, damages, liability and expenses in connection with loss of life, personal injury or damage to property arising from:

- (a) the Tenant's default under this Lease;

- (b) non-compliance by the Tenant with any laws, statutes and regulations that apply to the Tenant's activities on the Property;
- (c) any defect, deficiency, disrepair or damage in or to the Property as a result of a negligent or wrongful act or omission of the Tenant;
- (d) any loss, damage, or injury (including death) to any person or personal property while on the Property, where caused by a negligent or wrongful act or omission of the Tenant.

12.7 Liability for Loss

Notwithstanding anything else contained herein, the Tenant is not liable for and the Landlord hereby releases the Tenant, of and from any injury, loss, death or damage to property or persons other than injury, loss, death or damage to property or persons is for which the Tenant is obligated to indemnify the Landlord pursuant to section 12.6.

13. **ASSIGNMENT AND SUBLETTING**

13.1 Consent Required

- (1) The Tenant will not make any assignment of this Lease, nor any transfer, sublease or licence of the whole or any part of the Premises demised, leased or licenced hereunder, without obtaining the prior consent in writing of the Landlord to such assignment, transfer, sublease or licence.
- (2) Notwithstanding the foregoing, the Landlord agrees its consent will be deemed to have been given in the following circumstance:
 - (a) the Tenant grants a licence to an individual, company or society for a portion of the Property for a purpose that is consistent with the Permitted Use.
- (3) In requesting the Landlord's consent to an assignment; sublease; or licence to use the Property for something other than a Permitted Use under this Lease, the Tenant must provide the Landlord with all information requested by the Landlord. The Tenant must, if required by the Landlord, enter sub-leases, assignment agreements or licences on terms required by the Landlord, including requirements for insurance and indemnities.
- (4) In the event of an assignment, subletting, transfer, licence or other parting with possession referred to in subsection (2), the Tenant will deliver to the Landlord, promptly after execution, a true copy of every permitted assignment, sublease, tenancy agreement, or other instrument evidencing a right of occupancy in respect of the Premises, and of every modification thereof.

14. WASTE AND GOVERNMENTAL REGULATIONS

14.1 Waste or Nuisance

The Tenant will not commit or permit to be committed nuisance or waste upon the Premises.

14.2 Governmental Regulations

Each of the Landlord and Tenant agree, that at their sole cost, they will comply with the requirements of all municipal, provincial, federal and other governmental authorities now in force or which may hereafter be in force pertaining to their respective occupancy or use of the Property and will observe in the occupancy and use of the Property all municipal by-laws and provincial and federal statutes and regulations now in force or which may hereafter be in force.

15. SIGNS, FIXTURES AND ALTERATIONS

15.1 Installations and Changes by Tenant

The Tenant will be entitled from time to time during the Term to make alterations, installations, removals, additions, or improvements (individually and collectively called "Improvements") in or about the Premises without the Landlord's prior written consent as long as the Improvements:

- (a) do not affect any structural or foundation elements of the Premises;
- (b) do not affect the roof or the exterior of the Premises;
- (c) meet or exceed the standards of materials and construction employed in the original construction of the Premises; and
- (d) comply with all applicable laws, including without limitation the applicable building code and bylaws;

and provided that, if requested by the Landlord, the Tenant will submit to the Landlord copies of the required building permits issued and copies of the required building inspections following substantial completion of construction. In the event the Improvements do not come within either of subclauses 15.1(a) or 15.1(b) (but otherwise meet the tests set out in subclauses 15.1(c) and 15.1 (d)), then the Tenant before making the Improvements will first seek the written consent of the Landlord and the Landlord covenants it will not unreasonably withhold or delay its consent. As part of its request for the Landlord's consent, the Tenant will provide the Landlord with copies of plans and specifications to be used for the Tenant's development and/or building permit applications. For certainty, such alterations include:

- (a) a portable pop-up antenna affixed to the Premises for the purposes of the Salt Spring

Island Emergency Program.

15.2 Removal of Installations and Restoration by Tenant

Any and all affixed alterations, additions and improvements made by the Tenant (the "Tenant's Improvements") become, the property of the Landlord on the Last Day of the Term. Acting reasonably, the Landlord reserves the right to require the Tenant to remove any of the Tenant's Improvements on or by the Last Day of the Term or on a date mutually agreed to between the parties, unless the Landlord has consented to the Improvements being able to remain, as part of the approval pursuant to Section 15.1. Every installation or removal by the Tenant of the Tenant's Improvements and any restoration of the Premises will be done at the sole expense of the Tenant and the Tenant promptly will pay the cost thereof and make good or reimburse the Landlord for the cost of making good all damage caused thereby relating to the Premises or to any portion of the Property.

15.3 Tenant to Discharge All Liens

The Tenant will promptly pay all its contractors and do all things necessary to avoid the possibility of a lien attaching to the Premises or to any other part of the Lands and should a claim for lien be deposited for registration, the Tenant will cause it to be discharged at the Tenant's expense within thirty (30) days after it is brought to the attention of the Tenant. The Landlord will have the right to post or keep posted on or about the Premises notices of non-responsibility for any construction, alteration or repair by the Tenant.

16. **DEFAULT OF TENANT**

16.1 Default

If and whenever:

- (a) the Tenant will be in default in the payment of any rent or additional rent, whether hereby expressly reserved or deemed as such, or any part thereof for thirty (30) business days, not including Saturdays, Sundays or statutory holidays; or
- (b) the Tenant does not within thirty (30) days after receiving written notice of it from the Landlord, rectify or correct any non-observance or non-performance of any other terms, conditions or covenants of this Lease to be observed or performed by the Tenant, or commence to rectify or correct any non-observance or non-performance of any other terms, conditions or covenants of this Lease to be observed or performed by the Tenant, if such rectification or corrections will reasonably take longer than thirty (30) days to rectify or correct;

then, and in each of such cases, the Landlord may without notice or any form of legal process forthwith re-enter and take possession of the Premises and the Lease, at the option of the Landlord, forthwith will become terminated. No payment or acceptance of rent subsequent

to any event of default aforesaid will give the Tenant the right to continued occupation of the Premises, or in any way affect the remedies of the Landlord as herein provided, or have the effect of reinstating this Lease.

16.2 Landlord May Perform Tenant's Obligations

If the Tenant fails to perform any of its obligations under this Lease the Landlord may perform the obligation and for that purpose may enter upon the Premises on not less than twenty-four (24) hours' prior notice to the Tenant or without notice in the case of an emergency and do such things upon or in respect of the Premises as the Landlord considers necessary. The Tenant will pay, as additional rent, all expenses incurred by or on behalf of the Landlord under this clause plus fifteen percent (15%) thereof for administration costs upon presentation of an invoice therefor. The Landlord will not be liable to the Tenant for loss or damage resulting from such action by the Landlord unless caused by the negligence of the Landlord or another person for whose negligence the Landlord is responsible in law.

17. REMEDIES OF LANDLORD AND WAIVER

17.1 Remedies Cumulative

No exercise of a specific right or remedy by a party precludes it from or prejudices it in exercising another right or pursuing another remedy or maintaining an action to which it may otherwise be entitled either at law or in equity.

17.2 Waiver

The waiver by either party of a breach of a term, covenant or condition of this Lease will not be considered to be a waiver of a subsequent breach of the term, covenant or condition or another term, covenant or condition. No covenant, term or condition of this Lease will be considered to have been waived by a party unless the waiver is in writing signed by that party.

18. ACCESS BY LANDLORD

18.1 Right of Entry

The Landlord and its agents may enter the Premises at all reasonable times to examine them and to show them to a prospective purchaser, tenant or mortgagee. During the six (6) months prior to the expiration of the Term, the Landlord may place upon the Premises notice that the Premises are "for rent" which the Tenant will permit to remain without interference. If the Tenant is not present to open and permit entry into the Premises when entry is necessary or permissible, the Landlord or its agents may enter by a master key. Nothing in this clause imposes upon the Landlord an obligation, responsibility or liability for the care, maintenance or repair of the Premises or any part thereof except as specifically provided in this Lease.

19. NEW LEASE, OVERHOLDING AND TERMINATION

19.1 Option for New Lease Beyond the Term

If the Tenant gives the Landlord notice in writing 6 months prior to the Last Day of the Term that it wishes to occupy the Premises beyond the Term, the Landlord will in its sole discretion decide if it wishes to permit the Tenant to continue to lease the Premises and, if so, will prepare a new lease which the parties will negotiate and which will be for a new term on dates mutually agreed to between both parties. If the Landlord does not wish for the Tenant to continue to lease the Premises past the Last Day of the Term, then the Tenant must vacate the Property in accordance with this Lease. For certainty, there must be mutual agreement between the parties with respect to any new lease and the terms of such new lease.

19.2 Overholding

If the Tenant remains in possession of the Premises after the end of the Term and without the execution and delivery of a new lease or a written renewal or extension of this Lease, there will be no tacit or other renewal of this Lease, and the Tenant will be considered to be occupying the Premises as a Tenant from month to month upon the terms and conditions set forth in this Lease, with Basic Rent amended to \$9,000 per month, pro-rated on a daily basis.

19.3 Termination

The Landlord or Tenant may terminate this Lease by delivering 1 YEARS written notice of termination in the manner provided herein to the other party.

20. EXPROPRIATION

20.1 Total Expropriation of the Premises

If the whole of the Premises is expropriated, then the Term will terminate as of the date of title vesting in the expropriating authority and rent will be prorated to the date of termination.

20.2 Partial Expropriation

If only part of the Premises is expropriated, and such expropriation renders the Premises unusable for the business of the Tenant as determined by the Tenant in its sole reasonable discretion, then the Term will terminate as of the date of title vesting in the expropriating authority. If such expropriation is not extensive enough to render the Premises unusable for the business of the Tenant, as determined by the Tenant in its sole reasonable discretion, then the Lease will continue in full force and effect except that after the date of such title vesting the rent payable pursuant to paragraph 5.1 will be reduced as reasonably determined by the Landlord.

20.3 Temporary Expropriation

If the whole or any part of the Premises is expropriated for any temporary use or purpose, this Lease will remain in effect and the Tenant will be entitled to such portion of any award made for such use with respect to the period of such expropriation which is within the Term. If a temporary expropriation of the whole of the Premises is for a period which extends beyond the Term, the Lease will terminate as of the date of occupancy by the expropriating authority, the rent payable hereunder will be prorated to the date of occupancy.

20.4 Notice

The parties will, promptly upon service of process in connection with any expropriation or potential expropriation, give the other notice in writing thereof. The Tenant will immediately execute and deliver to the Landlord all instruments that may be required to effectuate the provisions of this Article 20.

21. **MEDIATION AND ARBITRATION**

21.1 If a dispute arises between the parties relating to anything regarding this Lease including the interpretation or enforceability of any provision or the rights or obligations of either the Landlord or Tenant, other than renewal or extension of this Lease, the parties agree to submit the dispute to mediation in the following manner and according to the following rules:

- (a) either party may notify the other by written notice (the "Dispute Notice") of the existence of a dispute and a desire to resolve the dispute by mediation;
- (b) a meeting will be held promptly between the parties, attended by individuals with decision-making authority regarding the dispute, to attempt in good faith to negotiate a resolution of the dispute;
- (c) if, within TEN (10) DAYS after such meeting or such further period as is agreeable to the parties, the parties have not succeeded in negotiating a resolution of the dispute, they agree to submit the dispute to mediation.
- (d) the parties will jointly appoint a mutually acceptable mediator, seeking assistance from the British Columbia International Commercial Arbitration Centre, if they have been unable to agree upon such appointment within FIFTEEN (15) DAYS following the conclusion of the negotiation period;
- (e) the parties agree to participate in good faith in the mediation and negotiations related thereto for a period of TWENTY (20) DAYS following appointments of the mediator, or for such longer period as the parties may agree. If the parties are not successful in resolving the dispute through mediation or if the mediation has not commenced within 90 DAYS following the delivery of the Dispute Notice, then the parties agree that the dispute will be settled by a single arbitrator in accordance with the *Arbitration*

Act, as amended. The decision of the arbitrator will be final and binding and will not be subject to appeal on a question of fact, law, or mixed fact and law; and

- (f) the costs of mediation and arbitration will be shared equally between the parties unless the arbitrator decides otherwise. Costs will not include costs incurred by a party for representation by counsel.

22. MISCELLANEOUS

22.1 Accord and Satisfaction

No payment by the Tenant or receipt by the Landlord of an amount less than rent herein stipulated will be considered to be other than on account of the earliest stipulated rent, nor will an endorsement or statement on a cheque or in a letter accompanying a cheque or payment of rent be considered to be an accord or satisfaction, and the Landlord may accept a cheque or payment without prejudice to the Landlord's right to recover the balance of the rent owing or to pursue any other remedy.

22.2 No Partnership

The Landlord will not be deemed, by virtue of this Lease, a partner or joint venturer or a member of a joint enterprise with the Tenant.

22.3 Severability

If a term, covenant or condition of this Lease or the application thereof to any person or circumstance is held to any extent invalid or unenforceable, the remainder of this Lease or the application of the term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable will not be affected.

22.4 Notice

- (a) each notice sent pursuant to this Lease ("Notice") will be in writing and will be sent to the relevant party at the relevant address, facsimile number or e-mail address set out below. Each such Notice may be sent by registered mail, by commercial courier, by facsimile transmission, or by electronic mail;
- (b) the Contact Information for the parties is:

Tenant:

CAPITAL REGIONAL DISTRICT
625 Fisgard Street
Victoria, BC V8W 2S7

Attention: Stephen Henderson, Sr. Manager of Real Estate and Southern Gulf Islands
Email: shenderson@crd.bc.ca

Landlord: School District No. 64 Gulf Islands

Attention: Jesse Guy, Secretary Treasurer
Email: jguy@sd64.org

- (c) each Notice sent by electronic mail ("E-Mail Notice") must show the e-mail address of the sender, the name or e-mail address of the recipient, and the date and time of transmission, must be fully accessible by the recipient, and unless receipt is acknowledged, must be followed within twenty-four (24) hours by a true copy of such Notice, including all addressing and transmission details, delivered (including by commercial courier);
- (d) subject to section 22.4(d) through (g) each Notice will be deemed to have been given or made at the following times:
 - (i) if delivered to the address (including by commercial courier), on the day the Notice is delivered;
 - (ii) if sent by registered mail, seven (7) days following the date of such mailing by sender;
 - (iii) if sent by electronic mail, on the date the E-Mail Notice is sent electronically by e-mail by the sender;
- (e) if a Notice is delivered, sent by electronic mail after 4:00 p.m., or if the date of deemed receipt of a Notice falls upon a day that is not a business day, then the Notice will be deemed to have been given or made on the next business day following;
- (f) if normal mail service or electronic mail is interrupted by strike, slow down, force majeure or other cause beyond the control of the parties, then a Notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the Notice will utilize any other such services which have not been so interrupted or will personally deliver such Notice in order to ensure prompt receipt thereof; and
- (g) each party will provide Notice to the other party of any change of address, facsimile number, or e-mail address of such party within a reasonable time of such change.

22.5 Entire Agreement

The Tenant acknowledges that there are no covenants, representations, warranties, agreements or conditions, expressed or implied, collateral or otherwise forming part of or in

any way affecting or relating to this Lease or the Premises save as expressly set out in this Lease and that this Lease, including the Schedules, constitutes the entire agreement between the Landlord and the Tenant and may not be modified except as herein explicitly provided or except by subsequent agreement in writing of equal formality hereto executed by the Landlord and the Tenant.

22.6 Successors and Assigns

This Lease binds and benefits the parties and their respective heirs, executors, administrators, successors and assigns. No rights, however, benefit an assignee of the Tenant unless under paragraph 13.1 the assignment was consented to in writing by the Landlord or did not require a consent.

22.7 Time

Time is of the essence hereof.

22.8 Counterparts

This Lease may be executed electronically, including through DocuSign and similar applications, in any number of counterparts (including counterparts by scanned or electronic signature), each of which will be deemed to be an original, but all of which will constitute one and the same document. Delivery of a counterpart of this Lease electronically (including by email, fax or over an electronic signature platform) will be for all purposes as effective as if the parties had delivered an original executed Lease.

IN WITNESS WHEREOF the parties hereto have caused this Lease to be executed as of the date and year first above written.

SCHOOL DISTRICT NO. 64 (GULF ISLANDS)

Per: _____
Authorized Signatory

Jesse Gvy
Secretary Treasurer
SD 64

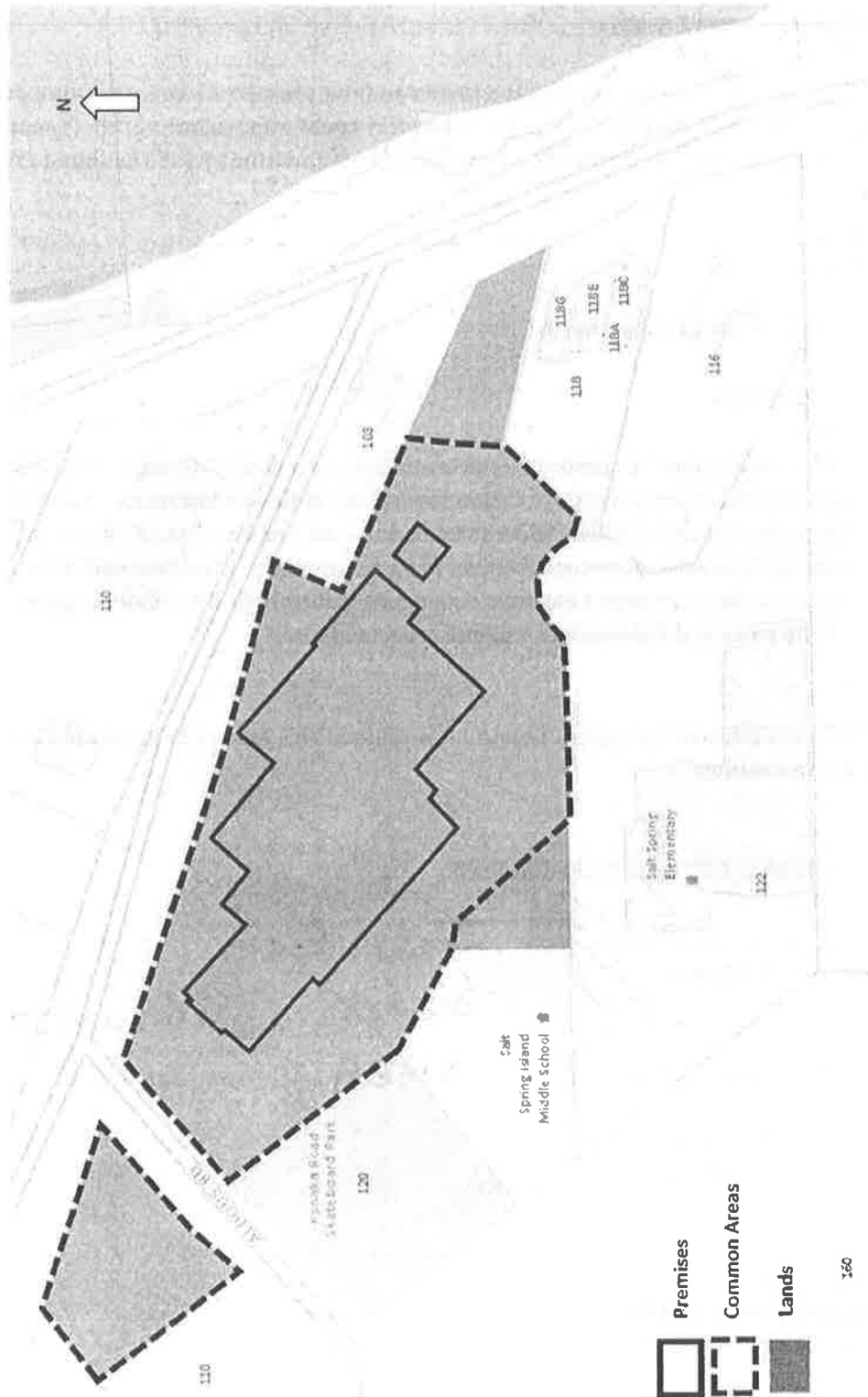
CAPITAL REGIONAL DISTRICT

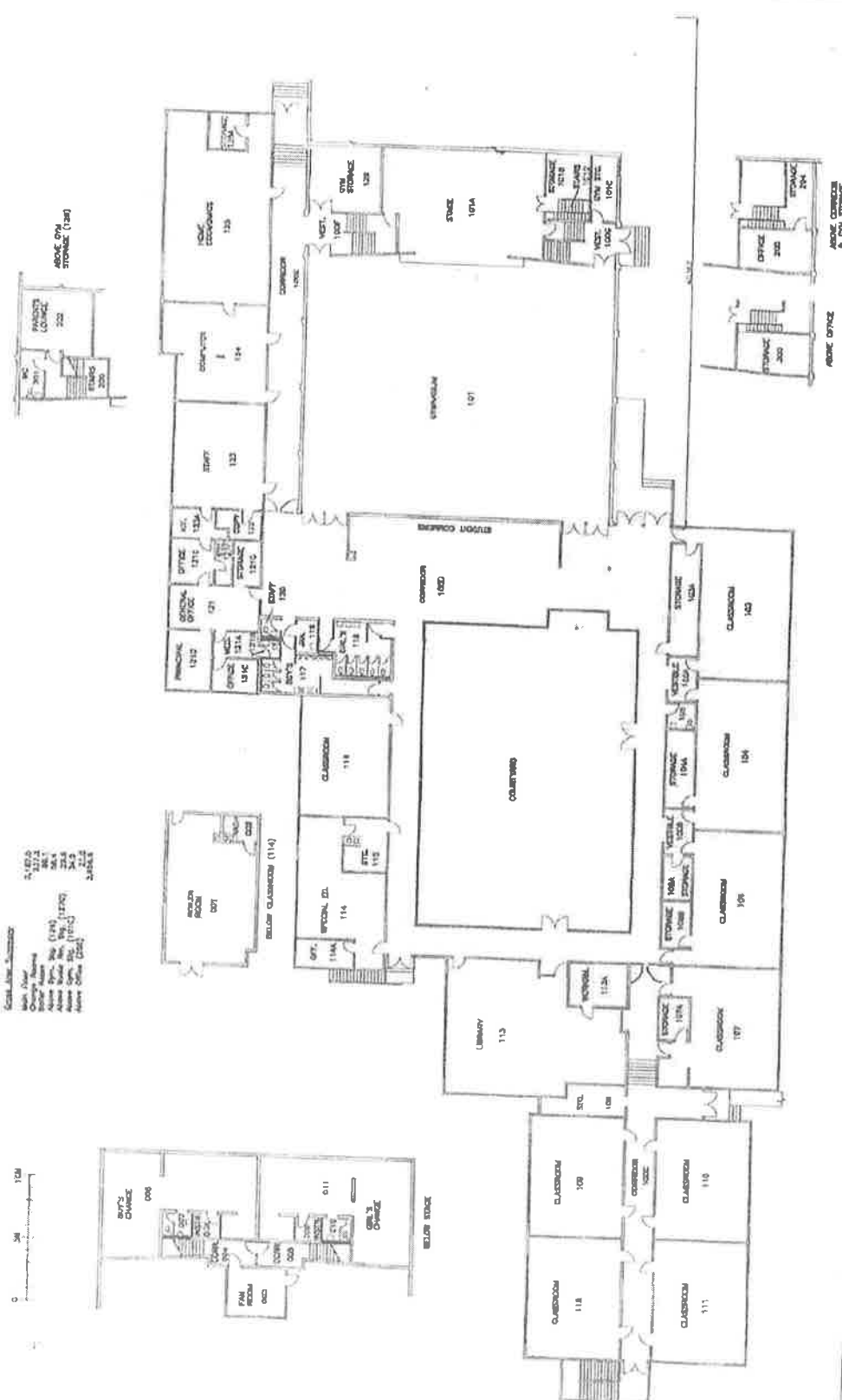
Per: _____
Authorized Signatory

Robert Lapham,
Chief Administrative Officer,
Capital Regional District

SCHEDULE "A"

Plan





SCHEDULE "B"

Maintenance Roles and Responsibilities

ITEM	To be provided by Landlord, cost included in Rent	To be provided by Landlord, cost borne by Tenant	To be provided by Tenant, cost borne by Tenant
CLEANING – Common Areas			
Janitorial service and supplies			X
Window cleaning - interior			X
Window cleaning - exterior			X
CLEANING – Common Premises			
Janitorial service and supplies			X
Window cleaning - interior			X
Window cleaning - exterior			X
COMMON AREA			
Maintenance / repair of common area			X
Maintenance / repair of land / Premises exterior			X
Redecoration / refurbishment of lands			X
Equipment repair and maintenance			X
Maintenance / repair parking lot			X
Snow and ice removal			X
PREMISES			
Complete Replacement – mechanical or other major Premises equipment, windows, systems, lifts	X		
Equipment or system repair and maintenance			X
HVAC			
Complete replacement – Main system	X		
HVAC repairs, regular inspections and maintenance			X
Custom HVAC within premises			X
ELECTRICAL			
Complete replacement – Main system	X		
Repairs, regular inspections and maintenance			X
Within premises			X
Within common area			X
TENANT FACILITIES MANAGEMENT			
Facility management			X
Facility rentals			X

Fee recovery			X
UTILITIES (ELECTRICITY, PROPANE, WATER)			
Utilities – premises			X
Utilities – common area			X
INSURANCE			
Premises fire and extended coverage			X
Tenant insurance pursuant to the Lease including Leasehold improvements			X
TAXES			
Property taxes	N/A		X
SECURITY SYSTEM – PREMISES			
Complete replacement – Main system	X		
Repairs, regular inspections and maintenance			X
Monitoring			X
STRUCTURAL			
Roof replacement	X (Unless due to an insured peril and then covered by the Tenant's insurance)		
Roof maintenance and repairs			X
Structural repair to Premises and parking lot	X (Unless due to an insured peril and then covered by the Tenant's insurance)		
Structural maintenance			X

SCHEDULE "C"

Permitted Encumbrances

- Charges, Liens and Interests over 003-446-999

Easement (D71818)

Easement (D84798)

SCHOOL DISTRICT NO.64 (GULF ISLANDS) AND
CAPITAL REGIONAL DISTRICT- SALT SPRING ISLAND LOCAL
COMMUNITY COMMISSION

SALT SPRING ISLAND HYDROFIELD UPGRADES
**DESIGN AND CONSTRUCTION MANAGEMENT
& OPERATION LICENCE**

&

SCHOOL DISTRICT NO.64 (GULF ISLANDS) AND CAPITAL
REGIONAL DISTRICT - SALT SPRING ISLAND LOCAL
COMMUNITY COMMISSION

SALT SPRING ISLAND HYDROFIELD UPGRADES
CONSTRUCTION SERVICES AGREEMENT

December 2023

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**SALT SPRING ISLAND HYDROFIELD UPGRADES
DESIGN AND CONSTRUCTION
MANAGEMENT AND OPERATION LICENCE**

THIS LICENCE dated for reference this day 18 of December 2023.

BETWEEN:

CAPITAL REGIONAL DISTRICT

625 Fisgard Street
Victoria, British Columbia V8W 2S6
("the CRD")

AND:

BOARD OF EDUCATION OF SCHOOL DISTRICT NO.64 (GULF ISLANDS)

112 Rainbow Road
Salt Spring Island, British Columbia, V8K 2K3
(the "School District")

WHEREAS the Board of Education of School District No.64 (Gulf Islands) is the registered owner of those certain lands and premises situated on Salt Spring Island and commonly known as the Hydrofield located at 160 Rainbow Rd, Salt Spring Island, B.C. and legally described as:

PID: 001-335-367

Lot A, Section 2, Range 3E, Cowichan District,
Plan VIP8095, North Salt Spring

and

a portion of PID: 026-125-943

Lot 2, Section 2, Range 3E, Cowichan District,
Plan VIP78013, North Salt Spring

and

a portion of PID: 028-419-502

Lot 2, Section 2, Range 3E, Cowichan District,
Plan EPP9917, North Salt Spring

(together, the "Hydrofield Lands");

AND WHEREAS the CRD is a local government duly incorporated pursuant to the laws of the Province of British Columbia;

AND WHEREAS The Hydrofield Lands which are a publicly accessible sports playing

field (the "Facility") will be upgraded by the CRD;

AND WHEREAS the CRD will plan and develop the upgrades to the Facility;

NOW THEREFORE THIS AGREEMENT WITNESSES that the parties hereto mutually covenant and agree as follows:

Grant of Licence

1. The School District hereby grants to the CRD a licence to enter upon, use and occupy that area of the Hydrofield Lands shown outlined and marked with dashed lines on Schedule "I" of this Agreement (the "Licence Area") for the purpose of:
 - a. the planning, development construction of upgrades to the Facility and the future, management, operation, maintenance, and repair of the Facility by the CRD its directors, officers, employees, agents, contractors, and invitees.
 - b. the use of the Facility by the CRD, its directors, officers, employees, agents, contractors, invitees, and members of the public; and subject to the terms and conditions of this Agreement.
2. It is understood and agreed by the parties hereto that all right, title and interest in and to the Facility and Hydrofield Lands remains vested in the School District.

Reservation of Rights

3. The School District hereby reserves to itself from the grant and the covenants made by it to the CRD under clause 1 above the right for the School District, its agents, employees, contractors and subcontractors to have full and complete access to the Hydrofield Lands to carry out any operations associated with the School District's use of the Hydrofield Lands.

Term & Renewal

4. The term of this Agreement is for a period of five (5) years, commencing the eight (8) day of January 2024 and ending the seventh (7) day of January 2029 (the "Term").
5. If the CRD has duly faithfully performed each and every covenant contained in the Licence and requests in writing a further renewal of this Lease delivered not less than SIX (6) months before the expiration of the Term, the School District shall grant the CRD a renewal of this Licence for five (5) years.

Licence Fee

6. In consideration of the rights granted herein, the CRD shall pay to the School District the sum of Ten Dollars (\$10.00) Dollars for the Term, the receipt and sufficiency of which is hereby acknowledged.

Authority

7. The CRD represents and warrants to the School District that it has the authority to enter into this Agreement and carry out its transactions and all necessary resolutions

and procedural formalities have been completed and the persons executing this Agreement on its behalf are duly authorized to do so.

8. INTENTIONALLY DELETED

Taxes and Utilities

9. INTENTIONALLY DELETED

10. The School District must pay all applicable property taxes, whether federal, provincial, municipal, or otherwise with respect to the Hydrofield Lands.

Design and Construction of the Facility

11. The planning and developing of the upgrades of the Facility must be carried out in accordance with the terms and conditions of the Construction Agreement attached hereto at Schedule "II".

Operation Maintenance and Repairs of the Facility

12. The operation, maintenance and repairs of the Facility must be carried out in accordance with the terms and conditions set out in Schedule III attached hereto.

School District Covenants

13. The School District will not, nor permit any other person to, without the written consent of the CRD being obtained:
- a. make, place, erect, install or maintain after the date hereof any building, structure, excavation, pile of material or other obstruction in, under or over the Licence Area so that it in any way interferes with or damages or prevents access along, to, under or over the Licence Area as permitted herein;
 - b. do any act or thing which will interfere with or injure the Licence Area, the Facility or any related improvement constructed on, under or over the Licence Area by the CRD or the rights granted herein;
 - c. prevent the CRD from peaceably holding and enjoying the rights hereby granted; or
 - d. grant another interest or licence in the Licence Area that will materially affect or interfere with the rights granted to the CRD in this Agreement.

Bookings & Access to Licence Area

14. The CRD will have access to the Facility and Licence Area on weekend days, non-instructional days, and after 4:30pm on School District 64 instructional days, as identified on the School District's annual instructional calendar.
15. The School District will have full use of the Facility from 7:30am until 4:30pm on instructional days identified each year on the School District 64 annual instructional

calendar.

16. Facility Bookings are as follows:

- a. The CRD will be responsible for Facility bookings on weekend days, non-instructional days, and after 4:30pm on School District 64 instructional days, as identified on the School District's annual instructional calendar.
- b. Priority for bookings outside of school hours will be ordered: School District 64 after school sports groups, CRD/SSI LCC programs, youth and adult non-profit groups.

Insurance

17. The CRD must, at its own expense, maintain at all times during the Term of this Agreement:

- a. commercial general liability (including bodily injury, death, and property damage) insurance on an occurrence basis with respect to the business carried on the Licence Area of not less than \$5,000,000 per occurrence.
- b. all policies noted in Clause 17(a) must:
 - i. include the School District as an additional insured;
 - ii. include a cross liability clause;
 - iii. be placed with one or more insurer(s) licensed to do business in the Province of British Columbia; and
- c. endeavor to provide thirty (30) days written notice of cancellation or reduction of coverage in favour of School District, to be delivered by registered mail.

18. The CRD further agrees:

- a. to provide to the School District proof of the insurance policies noted in Clause 17 upon placement and annually thereafter on renewal of the policies or otherwise upon demand by School District, by way of certificate of insurance;
- b. that building and contents insurance will be covered under any policies carried by School District;
- c. that the School District is under no obligation to verify that the CRD's insurance coverages are adequate;
- d. to ensure any workers or other persons engaged by the CRD to carry out any works at the Facility obtain Workers' Compensation Board insurance coverage; and to comply with all conditions of the Workers Compensation Act and regulations, and be responsible for all fines, levies, penalties and assessments made or imposed under the Workers Compensation Act and regulations relating in any way to any works carried out at the Facility, and to indemnify and save harmless the School District, its employees and agents, from and against any such fines, levies, penalties and assessments.

Indemnification

19. The CRD agrees to release, indemnify, defend and save harmless the School District and its elected and appointed officials, officers, employees, agents, successors and assigns from any and all liabilities, actions, damages, claims, losses, orders, fines, penalties, costs and expenses in any way directly or indirectly arising from or in connection with the activities, actions or omissions of the CRD or any of its employees, agents, licenses, servants, invitees or anyone for whom the CRD is in law responsible, in connection with this Agreement. The indemnities set out in this paragraph do not include indemnifications for negligence or misconduct on the part of the School District or a person for whom the School District is responsible at law. This paragraph will survive termination of this Agreement.

Termination

20. The School District may terminate this Agreement at any time, and without cause, by giving 365 days' written notice of termination to the CRD.
21. The School District may terminate this Agreement if the CRD fails to comply with any of the terms, covenants and agreements that the CRD must observe or perform under this Agreement and that failure continues for thirty (30) days after receipt by the CRD of notice in writing from the School District specifying the failure.
22. The CRD may terminate this Agreement by providing 365 days' written notice of termination to the School District.

Other

23. The Schedules to this Agreement form part of this Agreement. If there is a conflict between a provision in a schedule to this Agreement and any other provision of this Agreement, then the provision in the schedule is inoperative to the extent of the conflict, unless it states that it operates despite a conflicting provision of this Agreement.
24. INTENTIONALLY DELETED
25. Any notice which is required to be given under the terms of this License may effectively be given by a party hereto by mailing it by registered mail directed to the other party at the address hereinbefore set out or at such other address as the other party may in writing provide, which notice shall be deemed to be received on expiry of the day on which such notice would be reasonably delivered by such mailing.
26. The CRD is not permitted to transfer or assign its rights under this Agreement without the written consent of the School District.
27. This Agreement and everything herein contained inures to the benefit of and be binding upon the CRD and School District and its successors and assigns.
28. This Agreement shall not be interpreted as granting any legal interest in the Land to the Licensee.

29. The headings in this Agreement are inserted for convenience of reference only, and are not a part of the agreements created by this License.
30. Whenever the singular or masculine are used in this Agreement, they are to be construed as meaning plural or feminine or body corporate where the context or the parties hereto require.
31. This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their permitted assigns.
32. This Agreement may be executed in counterpart with the same effect as if both parties had signed the same document. Each counterpart shall be deemed to be an original. All counterparts shall be construed together and shall constitute one and the same agreement.

EXECUTION(S): The authorized signatories of the parties hereto sign this Agreement as follows:

CAPITAL REGIONAL DISTRICT

by its authorized signatory

this ____ day of _____, 202_:

Print name:

**BOARD OF EDUCATION OF SCHOOL
DISTRICT NO.64 (GULF ISLANDS)**



by its authorized signatory

this 22 day of January, 20224

Lori Deacon

Print name:

SCHEDULE "I"
Licence Area



SCHEDULE "II"

SCHOOL DISTRICT 64 (GULF ISLANDS) AND
CAPITAL REGIONAL DISTRICT - SALT SPRING
ISLAND LOCAL COMMUNITY COMMISSION

SALT SPRING ISLAND HYDROFIELD UPGRADES
CONSTRUCTION SERVICES AGREEMENT

DECEMBER 2023

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CONSTRUCTION SERVICES AGREEMENT

BETWEEN:

**THE BOARD OF EDUCATION OF SCHOOL DISTRICT 64
(GULF ISLANDS)**
112 Rainbow Road
Salt Spring Island, BC
V8K 2K3

("School District", "SD64", "we", "us" or "our" as applicable)

OF THE FIRST PART

AND:

CAPITAL REGIONAL DISTRICT
625 Fisgard Street
Victoria, BC V8W 1R7
Phone No. 250.360.3000

("Capital Regional District", "you" or "your" as applicable)

OF THE SECOND PART

WHEREAS:

- A. The School District and the Capital Regional District, through its Salt Spring Island Local Community Commission, identified the need for upgrades to the sports field known as the Hydrofield, on property owned by the School District (PID: 001-335-367, and portions of 026-125-943 and 028-419-502). The School District received a \$300,000 donation for upgrades to the Hydrofield and wishes to proceed with the upgrades with the assistance from the Capital Regional District.
- B. The School District has agreed to engage the Capital Regional District, and the Capital Regional District has agreed to provide the services as per Schedule "A" and Schedule "B" to this Agreement to the School District in respect of the project on the terms and conditions set out in this Agreement.

NOW THEREFORE the Board of Education of School District 64 (Gulf Islands) and the Capital Regional District, in consideration of their mutual duties and responsibilities to one another under this agreement (the "**Agreement**"), agree as follows:

CAPITAL REGIONAL DISTRICT'S OBLIGATIONS:

1. **Standard of Care** You must provide the Services with the degree of care, skill and diligence normally provided by vendors having similar qualifications in the performance of duties of a nature similar to the Services, and you must provide the Services within the time limits specified in Schedule "A" or, if no time limit is specified in Schedule "A", you must provide the Services promptly.
2. **Billable Charges** You must charge only those fees and disbursements specifically authorized for the Services in Schedule "A" to this Agreement. All other costs and expenses incurred by you that are related to this project including permits and licenses must be approved by the School District.
3. **Confidentiality** the School District and CRD will not disclose any information, data or secret of the other party to any person other than representatives of each respective party duly designated for that purpose in writing and must not use for their own purposes or for any purpose other than those of the

providing party any information, data or secret acquired as a result of being engaged pursuant to this Agreement, unless otherwise authorized by law

4. **Conflict of Interest** [Not applicable]
5. **INTENTIONALLY DELETED**
6. **INTENTIONALLY DELETED.**
7. **Severability** It is understood and agreed that the covenants and agreements contained in paragraphs 3, 4, 5, 6 and 8 shall survive the expiry or earlier termination of this Agreement and that those paragraphs are severable for such purpose.
8. **Indemnification** CRD shall indemnify and save harmless us and our elected officials, appointed officers, employees, agents and contractors from and against any claims, costs, losses, damages, actions, causes of action and expenses arising (each a "Loss"), from an error, omission or negligent or wilful act of CRD or its agents, employees, or sub-contractors, or from your breach of this Agreement. The School District shall indemnify and save harmless CRD and its elected officials, appointed officers, employees, agents and contractors from and against any claims, costs, losses, damages, actions, causes of action and expenses arising, from an error, omission or negligent or wilful act of the School District or its agents, employees, or sub-contractors, or from its breach of this Agreement. For clarity, the intent of this mutual indemnity is for each party to take responsibility for its tortious or wrongful acts, or the acts of anyone it is responsible for at law, to the extent those wrongful acts cause or contribute to a Loss.
9. **Insurance** CRD must provide and maintain at its expense any insurance that it is required to provide by law, or that is reasonably necessary to insure against any risks it may assume as a result of entering into this Agreement, including coverage for its employees as required by the *Workers Compensation Act*.
10. **Compliance with Laws** You must comply with all laws applicable to the provision of the Services.
11. **Assignment** You must not assign, subcontract, or transfer any interest in your rights under this Agreement without our prior written consent. This does not include contemplated works to procure trades, consultants, and other services to complete the work as set out in the Project Charter attached as Schedule "B".
12. **Legal Relationship** The legal relationship between you and the School District arising pursuant to this Agreement is that of an independent contractor and a purchaser of services. Nothing in this Agreement shall be interpreted so as to render us your employer or partner, or the employer of anyone working for you, and you must not do anything that would result in anyone working for you being considered our employees. Nothing in this agreement shall be interpreted so as to render CRD as the School District's employer or partner, or the employer of anyone working for the School District and the School District must not do anything that would result in anyone working for it being considered CRD's employee.

13. **Agent** You are not, and must not claim to be our agent for any purpose unless we give you authorization in writing to act as our agent for specific purposes that are reasonably necessary to your rendering of the Services pursuant to this Agreement.

PAYMENT

14. **Payment for Services** Upon signing this agreement the School District is responsible for the payment of the fees as per the scope identified in the Services and Fees (Schedule "A").
15. **Currency** Unless stated otherwise in this Agreement, all sums of money are in Canadian dollars.

TERMINATION AND SUSPENSION

16. **For Default of CRD** If you are in default of your obligations under this Agreement, and you have not corrected the default within thirty (30) days following written notice from us, or if the default reasonably requires more time to correct, and you are not taking active steps to correct the default within thirty (30) days following written notice from us, or if you become insolvent or are assigned into bankruptcy, we may immediately terminate this Agreement. Termination will be without prejudice to any other rights or remedies we may have.
17. **For Default of School District** If the School District is in default of its obligations under this Agreement, and has not corrected the default within thirty (30) days following written notice from CRD, or if the default reasonably requires more time to correct, and it is not taking active steps to correct the default within thirty (30) days following written notice from CRD, or if you become insolvent or are assigned into bankruptcy, we may immediately terminate this Agreement. Termination will be without prejudice to any other rights or remedies we may have.
18. **With Notice** If we are unwilling or unable to proceed with the Project we may terminate this Agreement by giving you fifteen (15) days written notice. If you receive such notice, you must perform no further Services other than those reasonably necessary to close out the Services, and we will pay you the fees and authorized disbursements properly owing as of the effective date of termination.

GENERAL

19. **The School District to Provide Information** We will make available to you all information in our possession which we consider pertinent to your performance of the Services. You may rely upon the accuracy and completeness of such information except where it is unreasonable to do so.
20. **The School District to Respond** We will give prompt consideration to all draft reports, drawings, proposals and other documents relating to the Project provided to us by you, and, whenever prompt action is necessary, where possible inform you of a decision in such reasonable time so as not to delay your Services.
21. **Site Access** We will arrange and make provision for your entry and ready access to property (public and private) as well as to the Project site, as necessary, to enable you to perform the Services. We will arrange a safety orientation for you and your employees, to identify the hazards of the site. Once we have provided such a safety orientation, you will be responsible for arranging any additional safety orientations necessary as a result of a change in your personnel or otherwise.
22. **Jurisdiction** This Agreement is governed by and shall be construed in accordance with the laws in force from time to time in the Province of British Columbia.

23. **Waiver** Except as may be specifically agreed in writing, no action or failure to act by the School District or the Capital Regional District shall constitute a waiver of any right or duty afforded either of them under this Agreement nor shall any such action or failure to act constitute an approval of or acquiescence in any breach of this Agreement.
24. **Entire Agreement** This Agreement, including the schedules attached to it, constitutes the entire Agreement between the School District and the Capital Regional District and supersedes all previous expectations, understanding, communications, representations and agreements whether verbal or written between the School District and the Capital Regional District with respect to the subject matters hereof and may not be modified except by subsequent agreement in writing executed by the School District and the Capital Regional District.
25. **Conflict** In the event of a conflict between a provision in this Agreement and a provision in a schedule attached to this Agreement, the provision in this Agreement shall prevail.
26. **Invalidity** If any part of this Agreement is or is declared invalid by a court of competent jurisdiction, the remainder shall continue in full force and effect and be construed as if the Agreement had been executed without the invalid portion.
27. **Designation of Parties** In this Agreement, "we", "us" and "our" refer to School District alone and never refer to the combination of the Capital Regional District and the School District. The combination of the School District and the Capital Regional District is referred to as "the parties".
28. **Headings** The captions or headings appearing in this Agreement are inserted for convenience of reference only and shall not affect the interpretation of it.
29. **Interpretation** Whenever the singular or masculine is used in this Agreement, the same shall be deemed to include the plural or the feminine or the body politic or corporate where the context or the parties so require.
30. **Enurement** This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, personal representatives, successors and permitted assigns. Neither party may assign, subcontract or transfer an interest in the Agreement without the prior written consent of the other.

DISPUTE RESOLUTION

31. **Arbitration** All matters in dispute under this Agreement which are not first resolved between the parties acting reasonably may, with the concurrence of both the School District and the Capital Regional District, be submitted to arbitration pursuant to the *Commercial Arbitration Act* (British Columbia) to a single arbitrator appointed jointly by them.
32. **No Conflict of Interest** No one shall be nominated to act as an arbitrator who is in any way financially interested in the conduct of the Project or in the business affairs of either the School District or the Capital Regional District.
33. **Nominees** If the parties cannot agree on the choice of an arbitrator, each party shall select a nominee and the nominees shall jointly appoint an arbitrator.

DESIGNATED REPRESENTATIVES

34. **The School District Representative** We shall by notice in writing to you designate a representative to act on our behalf with respect to the performance of this Agreement (the "School District Representative") and we may at any time or from time to time thereafter, by notice in writing to you, designate another person to act as the School District Representative in the place and stead of any person previously designated.

35. **Project Manager** You shall; by notice in writing to us, designate a representative to act on your behalf with respect to the performance of this Agreement (the "**Project Manager**") and you may at any time or from time to time thereafter, upon written approval from us, designate another person to act as the Project Manager in the place and stead of any person previously so designated.

NOTICE

36. **Notice** Unless otherwise specified in this Agreement, any notice required to be given by either party shall be deemed to have been given if delivered by hand, mailed by prepaid registered mail or faxed to the address of the other party set forth on the first page of this Agreement or at such other address as the other party may from time to time direct in writing, and any such notice shall be deemed to have been received if mailed or faxed, 72 hours after the time of mailing or faxing and, if delivered by hand, upon the date of delivery. If normal mail service or facsimile service is interrupted by strike, force majeure or other cause beyond the control of the parties, then a notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the notice shall utilize any other means of communication which have not been so interrupted or shall deliver such notice by hand in order to ensure its prompt receipt.

SCHEDULE "A"

SERVICES AND FEES

1 TERM

The term of this Agreement commences on January 8th, 2024 and expires on January 7th, 2029 (the "term").

All deliverables as set out in this Agreement shall be delivered at the dates set in this Schedule and services completed by such dates, or if no dates are set, before the end of the term.

If the deliverables are not provided as set out in the Schedule or the services are not completed by the end of the term, the term of the contract shall be extended by the parties by mutual agreement. In no event shall the term extend beyond five years.

2 SERVICES

The CRD will provide the service of construction management and administration of the project as set out in the Scope of Work, attached as Schedule "B" (the "**Scope of Work**").

The intent is to deliver this project within budget. As the project progresses, the Capital Regional District will work with the School District to modify the scope when needed to ensure the project is kept within budget. The project budget of \$300,000 is based on the Scope of Work defined in this Agreement and the donation. School District is responsible for any additional costs due to scope changes or additional work outside the original scope.

3 FEES

Fees for trades and other procured services will be the cost of those services.

4 EXPENSES

CRD will charge-back the actual amount of expenses.

5 INVOICES

In order to obtain payment of any fees and expenses under this Agreement, the CRD will invoice the School District bi-monthly, detailing the construction cost to date and the amount owing to CRD per the fee calculation. At School District's request, CRD will prepare a written invoice containing:

- (a) the CRD's legal name and address;
- (b) the date of the statement;
- (c) the CRD's calculation of all fees claimed under this Agreement, including a declaration that the Services for which the Contractor claims fees have been completed;

- (d) a chronological listing, 'in reasonable detail, of any expenses claimed by CRD with receipts attached, if applicable, and, if CRD is claiming reimbursement of any GST or other applicable taxes paid or payable by CRD in relation to those expenses, a description of any credits, rebates, refunds or remissions the Contractor is entitled to from the relevant taxation authorities in relation to those taxes;
- (e) the CRD's calculation of all applicable taxes payable by the CRD in relation to the Services;
- (f) a description of this Agreement to which the statement relates;
- (g) a statement number for identification; and
- (h) any other billing information reasonably requested by the School District.

6 PAYMENT

CRD will ensure payments to contractors and sub-trades are compliant with *Builders Lien Act* legislation.

SCHEDULE "B"

SCOPE OF WORK

The scope of work applies to the area in heavy red outline on Schedule C

- A raised ballfield elevation with sand to level and improve drainage.
- Relocate and replace existing ballfield backstop and fencing.
- A new dugouts and adjacent storage shed with concrete block pony walls and metal roof.
- Hydroseeded turf outfield
- New baseball fly netting to existing backstop and upgrade footings for required structural support

Additional works identified outside of the heavy red outline on Schedule C may be completed at a later date.



SCHEDULE "III"

OPERATION, MAINTENANCE AND REPAIRS AND ROLES AND RESPONSIBILITIES FOR FACILITY

1.0 Operation

- 1.1 The CRD agrees to manage the Facility in accordance with applicable CRD policies and procedures bylaws.
- 1.2 The CRD must ensure that the use of the Facility and the deportment of its users, are both within the law and socially acceptable. Concerns or complaints from neighboring residents and the public at large regarding the Facility will be given every consideration and effort for their expedient resolution.

2.0 Maintenance and Repairs

- 2.1 The CRD must carry out the maintenance of the Facility in a good and workmanlike manner and must not cause unnecessary damage or disturbance to the surrounding land or any improvement on or in the Hydrofield Land;
- 2.2 The CRD will accept responsibility for the annual preventative maintenance of the Facility and amenities upon completion of the construction phase. The timing of the maintenance will be arranged in co-operation with the School District to ensure minimal disruption of school activities.
- 2.3 The CRD will be responsible for asset management and capital repairs of new Facility infrastructure.
- 2.4 The CRD will provide and maintain restroom facilities in the form of port-a-potties in sufficient numbers to serve the community user groups during peak times. In addition, CRD will install garbage cans in sufficient numbers to handle all garbage generated by the community user groups. The CRD will empty the garbage cans as required.
- 2.5 The School District is responsible for general cutting of grass and annual seeding related to preventative maintenance.
 - a) The School District will not be providing general grass cutting during non-instructional days.
- 2.6 The School District and the CRD mutually agree to share the cost of major repair items that become necessary.
- 2.7 The CRD must keep the Facility in good condition and promptly carry out all necessary maintenance and repairs within (120) days of notice or to such further period to which the parties agree, except those repairs required to make the Facility reasonably safe must be carried out immediately.
- 2.8 The CRD is not entitled to make any additions to or demolish the Facility except with the written permission of the School District.

LEASE

THIS LEASE made as of the 25 day of November, 2024.

BETWEEN:

SCHOOL DISTRICT NO. 64 (GULF ISLANDS)
112 Rainbow Road
Salt Spring Island, BC V8K 2K3

(the "Landlord")

AND:

CAPITAL REGIONAL DISTRICT
625 Fisgard Street
Victoria, BC V8W 1R7

(the "Tenant")

WHEREAS:

- A. The Landlord is the owner of certain lands in the Southern Gulf Islands, in the Province of British Columbia, legally described as:

Lot 2, Section 20, Range 3 East, North Salt Spring Island, Cowichan District, Plan 6560, except part in plans 19629 and EPP20136 PID 004-607-295

(the "Lands")

upon which is situated buildings and facilities formally known as the Phoenix Elementary School, on Salt Spring Island in the Province of British Columbia;

- B. The Landlord has agreed to lease to the Tenant the Lands and all the buildings and facilities located on the Lands shown outlined in bold on the sketch plan attached hereto as Schedule "A" (the "Premises") on the terms and conditions hereinafter set forth;

NOW THEREFORE THIS AGREEMENT WITNESSES that, in consideration of the rents, covenants and conditions hereinafter contained, the Landlord and the Tenant covenant and agree as follows:

1. **DEFINITIONS**

1.1 Defined Terms

In this Lease:

- (a) "Additional Costs" means the costs as set out in section 5.3.
- (b) "Base Rent" means the amount of rent payable as set out in section 5.1.
- (c) "Fiscal Year" means January 1 to December 31.
- (d) "First Day of Term" means December 1, 2024, or such other date as may be agreed to by the parties in writing.
- (e) "Lease" means this lease agreement.
- (f) "Last Day of Term" means November 30, 2029 unless this Lease is earlier terminated, or such other date as may be agreed to by the parties in writing.
- (g) "Operating Costs" means the sum (without duplication or profit) of the costs and expenses incurred by the Tenant with respect to its roles and responsibilities over the Property, as set out in Schedule "B" attached hereto.

Notwithstanding the above, Operating Costs will not include the costs and expenses incurred by the Landlord with respect to its roles and responsibilities over the Property as set out in Schedule "B" attached hereto.

- (h) "Permitted Uses" means the use of the Premises for either:
 - 1. Recreational, community and social purposes including but not limited to afterschool care, daycare, community group room rentals, community gardens, community playground, multisport court and or other community service or other community uses.
 - 2. Temporary parks maintenance facility including but not limited to the storage of machinery, park maintenance vehicles, parks equipment, supplies, and materials. As well as for staff office space.
- (i) "Property" means the Premises.
- (j) "Term" means December 1, 2024 until November 30, 2029 unless earlier terminated in accordance with this Lease or any such other date as may be agreed to by the parties in writing.
- (k) "Youth" means people under 18 years of age.

2. **INTERPRETATION**

2.1 Headings and Captions

The article numbers, article headings, clause numbers and clause headings are inserted for convenience or reference only and are not to be considered when interpreting this Lease.

2.2 Obligations as Covenants

Each obligation of the Landlord or the Tenant expressed in this Lease, even though not expressed as a covenant, is considered to be a covenant for all purposes.

2.3 Governing Law

This Lease will be construed in accordance with the laws of the Province of British Columbia and the laws of Canada applicable therein.

3. **LEASE OF PREMISES**

3.1 Lease

The Landlord does hereby lease the Premises to the Tenant for the Term on the terms and conditions herein set forth, for the Tenant at all times by day and by night, in common with the Landlord and its invitees to enter, go pass, and repass upon, along, and through and otherwise use the Lands as required pursuant to the terms of this Lease and for all purposes consistent with the Permitted Uses of the Premises.

3.2 Use of Premises

- (a) The Tenant will not use or permit the use of the Premises for any purpose other than the Permitted Uses.
- (b) The Tenant shall prioritize Youth activities and bookings when the Premise is being used for the Permitted Uses as per 1.1(h)1. Subsequent priority shall be given in the following order: to Capital Regional District activities, adult not-for-profit activities then public activities.

4. **TENANT'S COVENANTS**

4.1 Tenant's Covenants

The Tenant covenants with the Landlord that:

- (a) that it will not permit vaping or smoking on the Property and will take reasonable measures to prevent vaping or smoking on the Property;

(b) that it will not permit the consumption of alcohol, cannabis or illegal drugs on the Property and will take reasonable measures to prevent the consumption of alcohol, cannabis or controlled substances on the Property.

5. **BASE RENT**

5.1

The Tenant will pay to the Landlord annual rent on or before December 1, 2024 and for each subsequent year of the Term in advance on the first business day following December 1st. The amount of annual rent for each year of the Term is set out in the table below.

	1	2	3	4	5
Base Rent/year	\$18,000	\$18,540	\$19,096	\$19,669	\$20,259

5.2 **INTENTIONALLY DELETED**

5.3 Additional Costs

In addition to rent, the Tenant is solely responsible for and will promptly pay all charges utilities including water, gas, electricity, garbage, security, telecommunication, insurance and any other utility or service used or consumed with respect to the Premises.

5.4 Operational Reserves

In addition to the rent and Additional Costs, the Tenant will also put \$500/month into an operating reserve to cover all maintenance costs including the addition of site security and fencing.

5.5 Net Lease

The Tenant acknowledges that it is intended and agrees that this Lease is an absolutely net lease for the Landlord except as to the Landlord's expressed obligations under this Lease, that the Landlord is not responsible during the Term for any costs, charges, expenses or outlays of any nature relating to the Premises, or the contents thereof, excepting:

(a) the Landlord's expressed obligations under this Lease; and

and that the Tenant will pay all charges, impositions, costs and expenses of every kind relating to the Premises, except where otherwise stated under this Lease, and the Tenant covenants with the Landlord accordingly.

5.6 Covenant to Pay Rent

The Tenant covenants and agrees to pay the Base Rent, Operating Costs (collectively known as "Rent") and all other costs and charges as herein provided.

6. **AS IS WHERE IS**

The Tenant accepts the Premises on an “as is”, “where is” basis and acknowledges that it has had the opportunity to undertake such inspections, tests and surveys of the Premises as it considers necessary and that the Landlord has made no representations or warranties respecting the Premises, and that by entering into this Lease, the Tenant is satisfied that the Premises are suitable for its purposes.

7. **REPAIR AND MAINTENANCE**

7.1 Repair and Maintenance by the Landlord

The Landlord will be responsible for the maintenance and repair of the Property in accordance with the roles and responsibilities in Schedule “B” except reasonable wear and tear and damage by perils for which the Tenant is obliged to insure pursuant to article 12.0, and acts of God and only as necessary as determined by the Landlord acting in its sole reasonable discretion (the “Landlord’s Work”). The costs and expense of such Landlord’s Work shall be entirely for the account of the Landlord.

7.2 Repair and Maintenance by the Tenant

- (a) The Tenant will, at its own cost and expense and subject to the provisions of paragraph 7.1 keep the Premises, in a good and substantial state of repair, in accordance with Schedule “B”, except reasonable wear and tear and damage by perils for which the Tenant is obliged to insure pursuant to Article 12.0, and acts of God.
- (b) The Premises will be added to the Tenant’s asset management plan and will budget for future improvements, equipment replacement, and capital repairs.
- (c) Consent from the Landlord is not required for the Tenant to complete repairs and maintenance to the Premises.

7.3 Inspection at Termination

On or by the Last Day of the Term, the Tenant shall deliver to the Landlord vacant possession of the Premises in the same condition as the Tenant received on the First Day of the Term, reasonable wear and tear, damage by perils for which the Tenant is obligated to insure pursuant to Article 12.0, Acts of God, and the Landlord’s Work excepted. The Landlord will, in the Tenant’s presence, conduct preliminary and final inspections of the Premises and if the Landlord determines, acting reasonably, that further maintenance, repair or cleaning is required to return the Premise to the condition, required by this section 7.3, the Landlord will review any concerns with the Tenant and will permit the Tenant to make such necessary repairs, at the Tenant’s costs.

7.4 Default of Tenant to Repair

If the Tenant fails to leave the Property in accordance with paragraph 7.3 the Landlord may make the required repairs and the costs thereof plus a supervision charge equal to fifteen per cent (15%) of such costs may be charged as additional rent.

8. **ENVIRONMENTAL RESPONSIBILITIES**

8.1 For the purpose of this section:

“Environmental Law” means all federal, provincial, municipal or local laws, statutes or ordinances relating to environmental matters, including all rules, regulations, policies, guidelines, criteria or the like promulgated under or pursuant to any such laws;

“Hazardous Substance” means a contaminant, pollutant, dangerous good, waste, toxic substance, special waste or hazardous substance as defined in or pursuant to any Environmental Law;

“Notice” means any citation, directive, order, claim, litigation, investigation, proceedings, judgment, letter or other communication, written or oral, actual or threatened, from any person, including any government agency; and

“Permit” means any authorization, permit licence, approval or administrative consent issued pursuant to Environmental Law.

8.2 The Tenant will conduct its business and operation on the Premises in compliance with all Environmental Laws and Permits.

8.3 The Tenant will forthwith notify the Landlord of the occurrence of any of the following and will provide the Landlord with copies of all relevant documentation in connection therewith:

- (a) a release of a Hazardous Substance on the Property, except as is authorized under Environmental Law;
- (b) the receipt by the Tenant of a Notice from any governmental agency of non-compliance pursuant to any Environmental Law, including a Notice of non-compliance respecting a Permit;
- (c) the receipt by the Tenant of a Notice of a claim by a third party relating to environmental concerns; or
- (d) the receipt by the Tenant of information which indicates that Hazardous Substances are present in or on the Premises.

- 8.4 The Tenant will not permit the storage, treatment, use or disposal of Hazardous Substances on the Premises except in accordance with all Environmental Laws with the exception of appliance, equipment or engine maintenance, repair, cleaning or salvage.
- 8.5 The Tenant will not cause or suffer or permit any oil or grease or any harmful, objectionable, dangerous, poisonous, or explosive matter or substance to be discharged on to the Property and will take reasonable measures for insuring that any effluent discharge will not be corrosive, poisonous or otherwise harmful, or cause obstruction, deposit or pollution on the Property.
- 8.6 The Tenant will conduct such investigations, searches, testing, drilling and sampling ("Investigations") as may at any time be required by the Landlord where any reasonable evidence exists that the Tenant's current or prior use or occupation of the Premises may be introducing or increasing the existence of any Hazardous Substance on the Premises. If the Tenant does not complete the Investigations to the satisfaction of the Landlord, the Landlord may enter on the property of the Tenant and take any actions necessary to complete the Investigations, the cost of which will be borne by the Tenant.
- 8.7 If Hazardous Substances are present on or in the Premises as a result of the Tenant's use or occupation of the Premises, the Tenant will take all necessary action, at the cost of the Tenant to remediate the Premises to a level acceptable to the Landlord and to governmental authorities.
- 8.8 Prior to the termination of this Lease, the Tenant will conduct all Investigations required by the Landlord where any reasonable evidence exists that the Tenant's use or occupation of the Premises has introduced or increased the existence of any Hazardous Substance on or in the Land. The Tenant will provide the result of the Investigations to the Landlord. Where any Hazardous Substance is found on or in the Premises as a result of the Tenant's use or occupation of the Premises, the Tenant will take all necessary action, at the cost of the Tenant, to remediate the Premises to a level acceptable to the Landlord and to governmental authorities.
- 8.9 The Tenant will provide to the Landlord satisfactory documentary evidence that all Permits are valid and in good standing as requested by the Landlord from time to time.
- 8.10 The Tenant will, jointly and severally, release and indemnify the Landlord, its officers, directors, and employees from and against any and all losses, claims, costs, expenses, damages and liabilities, including all costs of defending or denying the same, and all costs of investigation, monitoring, remedial response, removal, restoration or permit acquisition and including all legal counsel's fees and disbursements in connection therewith which at any time may be paid or incurred by or claimed against the Landlord, its officers, directors, or employees arising, directly or indirectly, out of:
- (a) a breach by the Tenant of any of the covenants contained in this Article 8.0;
 - (b) where the Tenant's use or occupancy of the Property results in the presence, release or increase of any Hazardous Substance on the Property (or on any other land by way of

migration, seepage or otherwise).

- 8.11 The indemnities contained in this section 8 will survive the expiration or earlier termination of the Term.

9. **DAMAGE TO PREMISES**

9.1 Notice of Damage

The Tenant will promptly give the Landlord written notice of any significant damage to the Premises or any part thereof, however caused, including but not limited to, any accident or damage to or defect in the plumbing, water pipes, heating, air conditioning apparatus, electrical equipment, conduits or wires.

9.2 Abatement of Rent

If the Premises or any part of them are at any time during the Term are burned down or damaged by fire, natural disaster, or other casualty such that the Tenant is unable to safely use the Premises for the Permitted Purpose:

- (a) the Landlord may elect to repair, restore or replace the Premises or may elect not to repair, restore or replace the Premises and the proceeds of the insurance referred to in Article 12, shall be paid as set out in this Article 9.0; and

the Base Rent or a proportionate part of it according to the nature and extent of the damage sustained shall be suspended and abated until the Premises have been until and if the Premises are restored, repaired or replaced for purposes of the Tenant, if at all.

9.3 Termination in Event of Damage

- (1) Either party may terminate this Lease upon 30 days written notice to the other if:

- (a) the Premises are damaged such that the Tenant is unable to safely use the Premises for the Permitted Uses and the affected area(s) cannot be repaired, restored or replaced with reasonable diligence within 120 days after the occurrence of damage; or

- (b) the cost to repair the building is greater than the all risk insurance coverage for the Premises.

- (2) If this Lease is terminated under paragraph 9.3(1), neither the Landlord nor the Tenant will be bound to repair as provided in paragraph 7.1 and 7.2 provided the Tenant will apply or permit to be applied, the proceeds of the insurance referred to in Article 12 as follows:

- (a) first, to pay the cost of demolishing the Premises and removing from the Land, the results of the demolition, and all debris and waste, and of restoring the Lands to a safe,

neat, and level condition;

- (b) second, to pay all Rent payable pursuant to Article 5.0, as at the termination date, which Rent will be apportioned to the date of damage, as follows;
 - (i) to the Landlord a sum which bears to such balance the same ratio as the expired portion of the Fiscal Year as at the date of damage bears to the whole of the applicable Fiscal Year, and
 - (ii) to the Tenant a sum which bears to such balance the same ratio as unexpired portion of the Fiscal Year in which the damage occurred from and after the date of damage bears to the whole of the applicable Fiscal Year;
 - (iii) third, the balance, if any, to be paid to the Landlord.
- (3) If the Lease is not terminated pursuant to Section 9.3(1):
 - (a) the Landlord will with all reasonable diligence make the repairs specified in paragraph 7.1 (only, however, to the extent of any insurance proceeds actually received by the Landlord with respect to such damage); and
 - (b) the Tenant will with all reasonable diligence make the repairs specified in paragraph 7.2 in accordance with the nature of the damage (only, however, to the extent of any insurance proceeds actually received by the Tenant with respect to such damage).
- (4) If this Lease is not terminated under paragraph 9.3(1), the Tenant will apply or permit to be applied, the proceeds of the insurance referred to in Article 12, to be apportioned between the Landlord and Tenant and paid as follows:
 - (a) to the Landlord to pay the cost of the restoration, repair, or replacement of the Premises specified in section 7.1; and
 - (b) to the Tenant to pay the cost of the restoration, repair, or replacement of the Premises specified in section 7.2.

9.4 Reference to an Engineer

In the event of any dispute between the Landlord and Tenant with respect to:

- (a) whether any damage to the Premises can be restored, repaired or replaced;
- (b) the cost of restoring, repairing or replacing the Premises; or
- (a) whether or not the Premises or a substantial part thereof is rendered not reasonably capable of and/or safe for use by the Tenant for the conduct of its business; or

- (b) whether the Premises or a substantial part thereof has become incapable of use by the Tenant for the conduct of its business;

such dispute will be referred for settlement to an engineer, chosen mutually by the parties, who is duly qualified to practise in British Columbia. The decision of such civil engineer with respect to any of such matters will be final and binding upon the Landlord and the Tenant.

10. UTILITIES AND SERVICES

10.1 Utility and Service Charges

As per 5.3 the Tenant is responsible for all operating costs. The Landlord will not be liable to the Tenant in damages or otherwise for an interruption or failure in the supply of utilities or services to the Premises unless caused by the gross negligence or wilful misconduct of the Landlord or another person for whose gross negligence or wilful misconduct the Landlord is responsible in law.

10.2 Tenant not to Overload Utility and Service Facilities

The Tenant will not knowingly install equipment that will exceed or overload the capacity of utility or service facilities and agrees that if equipment installed by the Tenant requires additional facilities, they will be installed at the Landlord's direction and at the Tenant's expense in accordance with plans and specifications approved in writing by the Landlord prior to installation.

11. TITLE / SUBORDINATION

- 11.1 The Landlord covenants with the Tenant and represents to the Tenant that it has or will have, on the date possession of the Premises is delivered to the Tenant, good and marketable title to the Lands free and clear of all leases, easements, rights-of-way, restrictive covenants, and other similar rights and interests that could affect the rights and interests of the Tenant under this Lease, and free and clear of all financial liens, charges, and encumbrances, subject, however, to the provisions of this Article 11 and excepting the Permitted Encumbrances set out in Schedule "C" attached to this Lease.

- 11.2 If the Landlord sells or otherwise transfers any interest in the Lands other than by way of mortgage, charge, or other encumbrance as security, the Landlord will cause the purchaser or transferee, as the case may be, to enter into an Lease with the Tenant under which such purchaser or transferee covenants that, so long as it retains any interest in the Lands, it will perform the obligations of the Landlord under this Lease and be bound by all of the provisions of this Lease, including this provision as to sales or other transfers, which will apply to each and every subsequent sale or transfer of any interest in the Lands; provided that this clause 11.2 will not apply to transfers for that purpose of making small adjustments in boundary lines between the Lands and adjacent streets or lands or transfers to municipalities, public

authorities, or public utilities by way of easements for slopes, poles, wires, pipes, transformers and like purposes, and further provided that any such transfer will not release the Landlord from any of its obligations under this Lease without the written consent of the Tenant, not to be unreasonably withheld.

- 11.3 The Landlord will not mortgage, charge, or otherwise encumber by way of security the Lands, unless the Landlord has provided the Tenant with an Lease, in form satisfactory to the Tenant acting reasonably, with holders of any mortgage, charge, or other encumbrance to enter into an instrument with the Tenant permitting the Tenant to continue in quiet enjoyment and possession of the Premises in accordance with the terms of this Lease, notwithstanding any default by the Landlord under any such mortgage, charge, or other encumbrance.
- 11.4 The Tenant will, upon receipt of a request from the Landlord, promptly deliver to any mortgagee an acknowledgement as to the standing of this Lease, and also will execute such mortgagee's form of acknowledgement of assignment to such mortgagee of the Landlord's interest in this Lease; provided the Tenant has no reasonable objection to any term or condition of it.
- 11.5 Without limiting the generality of the foregoing clauses in this Article 11, and subject to any rights of the Landlord to terminate the Lease under this Lease, the Landlord covenants and agrees with the Tenant for quiet enjoyment and without limiting the generality of the foregoing the Landlord covenants with the Tenant that the Tenant will and may peaceably possess and enjoy the Premises for the Term without any interruption or disturbance from the Landlord, its assigns, or any other person or persons lawfully claiming by, from, or under the Landlord, or any of them.

12. **INSURANCE AND INDEMNITY**

12.1 Landlord's Insurance.

- (a) Notwithstanding anything contained elsewhere herein or within this Lease, it is understood and agreed that the Tenant will not be liable for any loss or damage to the Landlord's property stored on or within the Property including loss of use thereof.
- (b) The Landlord hereby releases the Tenant, and those for whom the Tenant is in law responsible, from all damages as a result of occurrences that that Tenant is required to insure against under this Lease or that it otherwise insures against, and all such property loss policies of insurance effected by the Landlord will contain a waiver of any subrogation rights that the Landlord's insurers may have against the Tenant and those for whom the Tenant is in law responsible and will not at any time contain any co-insurance provisions

12.2 Tenant's Insurance

The Tenant will take out and keep in force throughout the Term and during such other time

as the Tenant occupies the Premises or a part thereof the following insurance policies:

- (a) "all risk" property insurance for the Property on replacement value, including earthquake and flood insurance, which will include all property owned by the Tenant or for which property the Tenant is legally responsible for and which is located at the Property;
- (b) equipment breakdown and business interruption insurance with sub-limits of not less than One Million (\$1,000,000) per policy period;
- (c) commercial general liability insurance in a combined single limit amount of not less than Five Million (\$5,000,000.00) per occurrence against all claims, demands or actions with respect to personal injury, death or property damage arising in respect of the Property, including, without limitation operations of the Tenant or the Tenant's directors, officers, agents, successors, assigns, employees, contractors, invitees or permittees (as applicable).The policy will insure the hazards of the Property and Tenant's operations thereon and include bodily injury, personal injury, death, independent contractors, products and completed operations and blanket contractual liability covering the Tenant's liability under this Lease;
- (d) glass breakage insurance covering all glass and plate glass in or forming part of the Premises, if any, against breakage or damage from any cause;
- (e) comprehensive automobile insurance having a combined single limit amount of not less than \$2,000,000 per occurrence with respect to all motor vehicles owned by the Tenant and operated in its business;
- (f) insurance covering the replacement cost of the machinery, boilers and equipment contained therein or servicing the Premises owned by the Landlord against damage by fire, flood or other natural disaster or casualty;
- (g) public liability insurance; and
- (h) any other form of insurance which the Landlord, acting reasonably, requires from time to time in form, in amounts and for risks against which a prudent tenant would insure.

Notwithstanding anything contained elsewhere herein or within this Lease, it is understood and agreed that the Landlord will not be liable for any loss or damage to the Tenant's contents or equipment including loss of use thereof;

12.3 Form of Insurance

With respect to such foregoing policies of insurance, the Tenant will also ensure the following:

- (a) With respect to the liability policies only, such policies will name the Landlord, as an additional insured and will provide that each person or entity insured under such policies will be insured in the same manner and to the same extent as if separate policies had been issued to each;
- (b) That each such insurance policy provide that the insurer will waive all rights of subrogation against the Landlord;
- (c) That each such insurance policy will be primary, non-contributing with, and not excess of, any other insurance available to the Landlord;
- (d) The commercial general liability and umbrella or excess liability coverage will contain provisions for cross-liability and severability of interests among the Tenant and the Landlord;
- (e) That each such insurance policy will not exclude any of its intended operations to be performed by the Tenant, its employees, contractors or agents at, around or in connection with the Property;
- (f) That each such insurance policy will be written in form and content satisfactory to the Landlord, including but not limited to ensuring that the certificates of insurance (except for the automobile insurance) reference the address of the Premises on the Lands;
- (g) That any and all deductibles will be the sole responsibility of the Tenant;
- (h) That each such insurance policy will contain a clause that the insurer will not cancel, change or refuse to renew the insurance without first giving the Landlord thirty (30) days' prior written notice; and
- (i) The Tenant will promptly deliver to the Landlord copies or certificates of such policies prior to the First Day of the Term.
- (j) If the Tenant fails to take out or keep in force any policy of insurance referred above, the Landlord may do so and pay the premium and in that event the Tenant will pay to the Landlord the amount so paid together with fifteen (15) percent thereof for administration costs all as additional rent which will be due and payable by the Tenant to the Landlord on demand.

12.4 Increase in Insurance Premiums

Neither the Landlord nor the Tenant will do or permit anything to be done in the Premises or on the Property that would impair or invalidate the obligation of any policy of insurance on the Premises or the Property or any part of them or would result in the premium for any such policy being increased; and in the event of either the Tenant or the Landlord being responsible for any such impairment, invalidation, or increase it will, promptly after receipt

of notice from the other party, take such steps as are necessary to remedy the situation and pay the amount of any such increase; and in the event of the cancellation or a threatened cancellation of any such policy, the party not responsible for it will have the right to enter upon the Property or Premises and remedy the situation and add or deduct the cost of the remedy to or from the Rent payable under this Lease, as the case may be.

12.5 Cancellation of Insurance

If an insurance policy upon part of the Property is cancelled or threatened by the insurer to be cancelled, or the coverage thereunder reduced or threatened to be reduced by the insurer because of the use and occupation of the Property by the Tenant or any person for whom the Tenant is responsible, and if the Tenant fails to remedy the condition giving rise to cancellation, threatened cancellation, reduction, or threatened reduction of coverage within forty-eight (48) hours after notice thereof by the Landlord, the Landlord may enter the Property and remedy the condition giving rise to the cancellation, threatened cancellation, reduction or threatened reduction, and the Tenant will pay to the Landlord the cost thereof on demand as additional rent, and the Landlord will not be liable for damage or injury caused to property of the Tenant or others located on the Property as a result of the re-entry.

12.6 Indemnification of the Landlord

Except to the extent that the loss of life, personal injury or damage to property referred to in this sentence is caused by the gross negligence or wilful misconduct of the Landlord or another person for whose gross negligence or wilful misconduct the Landlord is responsible in law, the Tenant will release and indemnify the Landlord from and against any and all claims, actions, damages, liability and expenses in connection with loss of life, personal injury or damage to property arising from:

- (a) the Tenant's default under this Lease;
- (b) non-compliance by the Tenant with any laws, statutes and regulations that apply to the Tenant's activities on the Property;
- (c) any defect, deficiency, disrepair or damage in or to the Property as a result of a negligent or wrongful act or omission of the Tenant;
- (d) any loss, damage, or injury (including death) to any person or personal property while on the Property, where caused by a negligent or wrongful act or omission of the Tenant.

12.7 Liability for Loss

Notwithstanding anything else contained herein, the Tenant is not liable for and the Landlord hereby releases the Tenant, of and from any injury, loss, death or damage to property or persons other than injury, loss, death or damage to property or persons is for which the Tenant

is obligated to indemnify the Landlord pursuant to section 12.6.

13. ASSIGNMENT AND SUBLETTING

13.1 Consent Required

- (1) The Tenant will not make any assignment of this Lease, nor any transfer, sublease or licence of the whole or any part of the Premises demised, leased or licenced hereunder, without obtaining the prior consent in writing of the Landlord to such assignment, transfer, sublease or licence.
- (2) Notwithstanding the foregoing, the Landlord agrees its consent will be deemed to have been given in the following circumstance:
 - (a) the Tenant grants a licence to an individual, company or society for a portion of the Property for a purpose that is consistent with the Permitted Uses.
- (3) In requesting the Landlord's consent to an assignment; sublease; or licence to use the Property for something other than a Permitted Uses under this Lease, the Tenant must provide the Landlord with all information requested by the Landlord. The Tenant must, if required by the Landlord, enter sub-leases, assignment agreements or licences on terms required by the Landlord, including requirements for insurance and indemnities.
- (4) In the event of an assignment, subletting, transfer, licence or other parting with possession referred to in subsection (1), the Tenant will deliver to the Landlord, promptly after execution, a true copy of every permitted assignment, sublease, tenancy agreement, or other instrument evidencing a right of occupancy in respect of the Premises, and of every modification thereof.

14. WASTE AND GOVERNMENTAL REGULATIONS

14.1 Waste or Nuisance

- (a) The Tenant will not commit or permit to be committed nuisance or waste upon the Premises.
- (b) For certainty, overnight usage is not permitted on the Premises except for Youth activities organized by the Tenant.

14.2 Governmental Regulations

Each of the Landlord and Tenant agree, that at their sole cost, they will comply with the requirements of all municipal, provincial, federal and other governmental authorities now in force or which may hereafter be in force pertaining to their respective occupancy or use of the Property and will observe in the occupancy and use of the Property all municipal by-laws and provincial and federal statutes and regulations now in force or which may hereafter be in

force.

15. SIGNS, FIXTURES AND ALTERATIONS

15.1 Installations and Changes by Tenant

The Tenant will be entitled from time to time during the Term to make alterations, installations, removals, additions, or improvements (individually and collectively called "Improvements") in or about the Premises, without the Landlord's prior consent.

The Tenant shall not conduct any Improvements unless the Tenant has been granted the applicable approvals by the land use authority or authorities having jurisdiction, whether municipal, regional, provincial or federal or otherwise, including any development permits, building permits or other approvals that a land-use authority considers necessary in relation to the Tenant's use of the Premises.

15.2 Removal of Installations and Restoration by Tenant

Any and all affixed alterations, additions and improvements made by the Tenant (the "Tenant's Improvements") become, the property of the Landlord on the Last Day of the Term. Acting reasonably, the Landlord reserves the right to require the Tenant to remove any of the Tenant's Improvements on or by the Last Day of the Term or on a date mutually agreed to between the parties, unless the Landlord has consented to the Improvements being able to remain, as part of the approval pursuant to Section 15.1. Every installation or removal by the Tenant of the Tenant's Improvements and any restoration of the Premises will be done at the sole expense of the Tenant and the Tenant promptly will pay the cost thereof and make good or reimburse the Landlord for the cost of making good all damage caused thereby relating to the Premises or to any portion of the Property.

15.3 Tenant to Discharge All Liens

The Tenant will promptly pay all its contractors and do all things necessary to avoid the possibility of a lien attaching to the Premises or to any other part of the Lands and should a claim for lien be deposited for registration, the Tenant will cause it to be discharged at the Tenant's expense within thirty (30) days after it is brought to the attention of the Tenant. The Landlord will have the right to post or keep posted on or about the Premises notices of non-responsibility for any construction, alteration or repair by the Tenant.

16. DEFAULT OF TENANT

16.1 Default

If and whenever:

- (a) the Tenant will be in default in the payment of any rent or additional rent, whether hereby expressly reserved or deemed as such, or any part thereof for thirty (30) business days, not including Saturdays, Sundays or statutory holidays; or

- (b) the Tenant does not within thirty (30) days after receiving written notice of it from the Landlord, rectify or correct any non-observance or non-performance of any other terms, conditions or covenants of this Lease to be observed or performed by the Tenant, or commence to rectify or correct any non-observance or non-performance of any other terms, conditions or covenants of this Lease to be observed or performed by the Tenant, if such rectification or corrections will reasonably take longer than thirty (30) days to rectify or correct;

then, and in each of such cases, the Landlord may without notice or any form of legal process forthwith re-enter and take possession of the Premises and the Lease, at the option of the Landlord, forthwith will become terminated. No payment or acceptance of rent subsequent to any event of default aforesaid will give the Tenant the right to continued occupation of the Premises, or in any way affect the remedies of the Landlord as herein provided, or have the effect of reinstating this Lease.

16.2 Landlord May Perform Tenant's Obligations

If the Tenant fails to perform any of its obligations under this Lease the Landlord may perform the obligation and for that purpose may enter upon the Premises on not less than twenty-four (24) hours' prior notice to the Tenant or without notice in the case of an emergency and do such things upon or in respect of the Premises as the Landlord considers necessary. The Tenant will pay, as additional rent, all expenses incurred by or on behalf of the Landlord under this clause plus fifteen percent (15%) thereof for administration costs upon presentation of an invoice therefor. The Landlord will not be liable to the Tenant for loss or damage resulting from such action by the Landlord unless caused by the negligence of the Landlord or another person for whose negligence the Landlord is responsible in law.

17. **REMEDIES OF LANDLORD AND WAIVER**

17.1 Remedies Cumulative

No exercise of a specific right or remedy by a party precludes it from or prejudices it in exercising another right or pursuing another remedy or maintaining an action to which it may otherwise be entitled either at law or in equity.

17.2 Waiver

The waiver by either party of a breach of a term, covenant or condition of this Lease will not be considered to be a waiver of a subsequent breach of the term, covenant or condition or another term, covenant or condition. No covenant, term or condition of this Lease will be considered to have been waived by a party unless the waiver is in writing signed by that party.

18. **ACCESS BY LANDLORD**

18.1 Right of Entry

The Landlord and its agents may enter the Premises at all reasonable times to examine them and to show them to a prospective purchaser, tenant or mortgagee. During the six (6) months prior to the expiration of the Term, the Landlord may place upon the Premises notice that the Premises are "for rent" which the Tenant will permit to remain without interference. If the Tenant is not present to open and permit entry into the Premises when entry is necessary or permissible, the Landlord or its agents may enter by a master key. Nothing in this clause imposes upon the Landlord an obligation, responsibility or liability for the care, maintenance or repair of the Premises or any part thereof except as specifically provided in this Lease.

19. **NEW LEASE, OVERHOLDING AND TERMINATION**

19.1 Option for New Lease Beyond the Term

If the Tenant gives the Landlord notice in writing 6 months prior to the Last Day of the Term that it wishes to occupy the Premises beyond the Term, the Landlord will in its sole discretion decide if it wishes to permit the Tenant to continue to lease the Premises and, if so, will prepare a new lease which the parties will negotiate and which will be for a new term on dates mutually agreed to between both parties. If the Landlord does not wish for the Tenant to continue to lease the Premises past the Last Day of the Term, then the Tenant must vacate the Property in accordance with this Lease. For certainty, there must be mutual agreement between the parties with respect to any new lease and the terms of such new lease.

19.2 Overholding

If the Tenant remains in possession of the Premises after the end of the Term and without the execution and delivery of a new lease or a written renewal or extension of this Lease, there will be no tacit or other renewal of this Lease, and the Tenant will be considered to be occupying the Premises as a Tenant from month to month upon the terms and conditions set forth in this Lease.

19.3 Termination

The Landlord or Tenant may terminate this Lease by delivering 1 YEAR written notice of termination in the manner provided herein to the other party.

20. **EXPROPRIATION**

20.1 Total Expropriation of the Premises

If the whole of the Premises is expropriated, then the Term will terminate as of the date of title vesting in the expropriating authority and rent will be prorated to the date of

termination.

20.2 Partial Expropriation

If only part of the Premises is expropriated, and such expropriation renders the Premises unusable for the business of the Tenant as determined by the Tenant in its sole reasonable discretion, then the Term will terminate as of the date of title vesting in the expropriating authority. If such expropriation is not extensive enough to render the Premises unusable for the business of the Tenant, as determined by the Tenant in its sole reasonable discretion, then the Lease will continue in full force and effect except that after the date of such title vesting the rent payable pursuant to paragraph 5.1 will be reduced as reasonably determined by the Landlord.

20.3 Temporary Expropriation

If the whole or any part of the Premises is expropriated for any temporary use or purpose, this Lease will remain in effect and the Tenant will be entitled to such portion of any award made for such use with respect to the period of such expropriation which is within the Term. If a temporary expropriation of the whole of the Premises is for a period which extends beyond the Term, the Lease will terminate as of the date of occupancy by the expropriating authority, the rent payable hereunder will be prorated to the date of occupancy.

20.4 Notice

The parties will, promptly upon service of process in connection with any expropriation or potential expropriation, give the other notice in writing thereof. The Tenant will immediately execute and deliver to the Landlord all instruments that may be required to effectuate the provisions of this Article 20.

21. **MEDIATION AND ARBITRATION**

21.1 If a dispute arises between the parties relating to anything regarding this Lease including the interpretation or enforceability of any provision or the rights or obligations of either the Landlord or Tenant, other than renewal or extension of this Lease, the parties agree to submit the dispute to mediation in the following manner and according to the following rules:

- (a) either party may notify the other by written notice (the **"Dispute Notice"**) of the existence of a dispute and a desire to resolve the dispute by mediation;
- (b) a meeting will be held promptly between the parties, attended by individuals with decision-making authority regarding the dispute, to attempt in good faith to negotiate a resolution of the dispute;

- (c) if, within TEN (10) DAYS after such meeting or such further period as is agreeable to the parties, the parties have not succeeded in negotiating a resolution of the dispute, they agree to submit the dispute to mediation.
- (d) the parties will jointly appoint a mutually acceptable mediator, seeking assistance from the British Columbia International Commercial Arbitration Centre, if they have been unable to agree upon such appointment within FIFTEEN (15) DAYS following the conclusion of the negotiation period;
- (e) the parties agree to participate in good faith in the mediation and negotiations related thereto for a period of TWENTY (20) DAYS following appointments of the mediator, or for such longer period as the parties may agree. If the parties are not successful in resolving the dispute through mediation or if the mediation has not commenced within 90 DAYS following the delivery of the Dispute Notice, then the parties agree that the dispute will be settled by a single arbitrator in accordance with the *Arbitration Act*, as amended. The decision of the arbitrator will be final and binding and will not be subject to appeal on a question of fact, law, or mixed fact and law; and
- (f) the costs of mediation and arbitration will be shared equally between the parties unless the arbitrator decides otherwise. Costs will not include costs incurred by a party for representation by counsel.

22. MISCELLANEOUS

22.1 Accord and Satisfaction

No payment by the Tenant or receipt by the Landlord of an amount less than rent herein stipulated will be considered to be other than on account of the earliest stipulated rent, nor will an endorsement or statement on a cheque or in a letter accompanying a cheque or payment of rent be considered to be an accord or satisfaction, and the Landlord may accept a cheque or payment without prejudice to the Landlord's right to recover the balance of the rent owing or to pursue any other remedy.

22.2 No Partnership

The Landlord will not be deemed, by virtue of this Lease, a partner or joint venturer or a member of a joint enterprise with the Tenant.

22.3 Severability

If a term, covenant or condition of this Lease or the application thereof to any person or circumstance is held to any extent invalid or unenforceable, the remainder of this Lease or the application of the term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable will not be affected.

22.4 Notice

- (a) each notice sent pursuant to this Lease ("**Notice**") will be in writing and will be sent to the relevant party at the relevant address, facsimile number or e-mail address set out below. Each such Notice may be sent by registered mail, by commercial courier, by facsimile transmission, or by electronic mail;
- (b) the Contact Information for the parties is:

Tenant:

CAPITAL REGIONAL DISTRICT

625 Fisgard Street
Victoria, BC V8W 2S7

Attention: Dan Ovington, Sr. Manager Salt Spring Island Administration

Email: dovington@crd.bc.ca

Landlord: School District No. 64 Gulf Islands

Attention: Jesse Guy, Secretary Treasurer

Email: jguy@sd64.org

- (c) each Notice sent by electronic mail ("**E-Mail Notice**") must show the e-mail address of the sender, the name or e-mail address of the recipient, and the date and time of transmission, must be fully accessible by the recipient, and unless receipt is acknowledged, must be followed within twenty-four (24) hours by a true copy of such Notice, including all addressing and transmission details, delivered (including by commercial courier);
- (d) subject to section 22.4(d) through (g) each Notice will be deemed to have been given or made at the following times:
 - (i) if delivered to the address (including by commercial courier), on the day the Notice is delivered;
 - (ii) if sent by registered mail, seven (7) days following the date of such mailing by sender;
 - (iii) if sent by electronic mail, on the date the E-Mail Notice is sent electronically by e-mail by the sender;
- (e) if a Notice is delivered, sent by electronic mail after 4:00 p.m., or if the date of deemed receipt of a Notice falls upon a day that is not a business day, then the Notice will be deemed to have been given or made on the next business day following;

- (f) if normal mail service or electronic mail is interrupted by strike, slow down, force majeure or other cause beyond the control of the parties, then a Notice sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the Notice will utilize any other such services which have not been so interrupted or will personally deliver such Notice in order to ensure prompt receipt thereof; and
- (g) each party will provide Notice to the other party of any change of address, facsimile number, or e-mail address of such party within a reasonable time of such change.

22.5 Entire Agreement

The Tenant acknowledges that there are no covenants, representations, warranties, agreements or conditions, expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Lease or the Premises save as expressly set out in this Lease and that this Lease, including the Schedules, constitutes the entire agreement between the Landlord and the Tenant and may not be modified except as herein explicitly provided or except by subsequent agreement in writing of equal formality hereto executed by the Landlord and the Tenant.

22.6 Successors and Assigns

This Lease binds and benefits the parties and their respective heirs, executors, administrators, successors and assigns. No rights, however, benefit an assignee of the Tenant unless under paragraph 13.1 the assignment was consented to in writing by the Landlord or did not require a consent.

22.7 Time

Time is of the essence hereof.


22.8 Counterparts

This Lease may be executed electronically, including through DocuSign and similar applications, in any number of counterparts (including counterparts by scanned or electronic signature), each of which will be deemed to be an original, but all of which will constitute one and the same document. Delivery of a counterpart of this Lease electronically (including by email, fax or over an electronic signature platform) will be for all purposes as effective as if the parties had delivered an original executed Lease.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF the parties hereto have caused this Lease to be executed as of the date and year first above written.

SCHOOL DISTRICT NO. 64 (GULF ISLANDS)

Per:  _____
Authorized Signatory

CAPITAL REGIONAL DISTRICT

Per: _____
Authorized Signatory

SCHEDULE "A"

Plan



SCHEDULE "B"

Maintenance Roles and Responsibilities

ITEM	To be provided by Landlord, cost included in Rent	To be provided by Landlord, cost borne by Tenant	To be provided by Tenant, cost borne by Tenant
CLEANING – Common Areas			
Janitorial service and supplies			X
Window cleaning - interior			X
Window cleaning - exterior			X
CLEANING – Common Premises			
Janitorial service and supplies			X
Window cleaning - interior			X
Window cleaning - exterior			X
PREMISES			
Complete Replacement – mechanical or other major Premises equipment, windows, systems, lifts			X
Equipment or system repair and maintenance			X
HVAC			
Complete replacement – Main system			X
HVAC repairs, regular inspections and maintenance			X
Custom HVAC within premises			X
ELECTRICAL			
Complete replacement – Main system			X
Repairs, regular inspections and maintenance			X
Within premises			X
Within common area			X
TENANT FACILITIES MANAGEMENT			
Facility management			X
Facility rentals			X
Fee recovery			X
UTILITIES (ELECTRICITY, PROPANE, WATER)			
Utilities – premises			X
INSURANCE			
Premises fire and extended coverage			X
Tenant insurance pursuant to the Lease			X

including Leasehold improvements			
TAXES			
Property taxes			X
SECURITY SYSTEM – PREMISES			
Complete replacement – Main system			X
Repairs, regular inspections and maintenance			X
Monitoring			X
STRUCTURAL			
Roof replacement			X
Roof maintenance and repairs			X
Structural repair to Premises and parking lot			X
Structural maintenance			X

SCHEDULE "C"

Permitted Encumbrances

- Charges, Liens and Interests over 004-607-295

Easement (185494G)

Easement (CB579892)