



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

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Thursday, September 18, 2025

9:00 AM

SIMS Boardroom  
124 Rainbow Road  
Salt Spring Island BC

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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. [25-0930](#) Minutes of July 17, 2025 Salt Spring Island Local Community Commission

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

**Attachments:** [Minutes: July 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](http://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](mailto:saltspring@crd.bc.ca).*

#### 6.1. Presentations

##### 6.1.1. [25-0933](#) Presentation: Peter Meyer, Baker Beach Interest Group Re: Baker Beach Interpretive Panel request

**Attachments:** [Presentation Request: Peter Meyer, Baker Beach Interest Group, July 29, 2025](#)

- 6.1.2. [25-0960](#) Presentation: Peter Meyer, Island Pathways Re:Swanson Rd/Lakeview Crescent update

**Attachments:** [Presentation Request: Peter Meyer, Island Pathways, Sept 5, 2025](#)  
[Presentation: Swanson Rd/Lakeview Crescent update](#)

## 6.2. Delegations

- 6.2.1. [25-0961](#) Delegation: Jason Roy Allen, SSI Chamber of Commerce Re: Agenda item 7.1. Salt Spring Island Electoral Area 2025 Grant-In-Aid Application – Fall Intake

**Attachments:** [Delegation Request: Jason Roy Allen, Chamber of Commerce, Sept 5, 2025](#)

## 7. Commission Business

- 7.1. [25-0935](#) Salt Spring Island Electoral Area 2025 Grant-In-Aid Application - Fall 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 \$22,050; and
2. Approve the Grant-in-Aid applications to the applicant listed in Appendix B in the amount of \$1,350 subject to eligibility.

**Attachments:** [Staff Report: Salt Spring Island Electoral Area 2025 Grant-In-Aid Application - F](#)  
[Appendix A: Salt Spring Island 2025 Grant-In-Aid Fall Intake Application](#)  
[Appendix B: Salt Spring Island 2025 Grant-In-Aid Fall Intake Application](#)  
[Appendix C: GIA – Beaver Point Community Hall Association](#)  
[Appendix D: GIA – Saltspring Chamber of Commerce](#)  
[Appendix E: GIA – Salt Spring Gymnastics Association](#)  
[Appendix F: GIA – Graffiti Theatre Company Society](#)  
[Appendix G: GIA – Wagon Wheel Housing Society](#)  
[Appendix H: GIA – Salt Spring Island Printmakers](#)  
[Appendix I: GIA – Rural Islands Economic Partnership Society](#)

- 7.2. [25-0936](#) Salt Spring Island Portlock Park Site Master Plan

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

**Attachments:** [Staff Report:Salt Spring Island Portlock Park Site Master Plan](#)  
[Appendix A: Portlock Park Site Master Plan, 2025 Final Report](#)

7.3. [25-0962](#) Salt Spring Island Bylaw Roundtable Workshop - Outcome

**Recommendation:** There is no recommendation. This report is for information.

**Attachments:** [Staff Report: Salt Spring Island Bylaw Roundtable Workshop – Outcome](#)  
[Appendix A: Salt Spring Island Bylaw Roundtable Workshop – Outcome Notes f](#)

8. Notice(s) of Motion

8.1. [25-0963](#) Motion with Notice: SSI Transit Fare Review (B. Webster)

**Recommendation:** [At the July 17, 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) request that BC Transit undertake a fare review of the Salt Spring Island transit system."

8.2. [25-0964](#) Motion with Notice: SSI RCMP Detachment Advocacy (G. Baker)

**Recommendation:** [At the July 17, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Baker into record to be discussed at a following meeting:]

"That the Salt Spring Island Local Community Commission (LCC) recommend to the Capital Regional Board to write a letter on behalf of the LCC to the RCMP District Commander Chief Superintendent Bruce Singer, to acknowledge how well Sergeant Clive Seabrook has done navigating the divides that threatened our community and questioning the wisdom of having to begin again with a new sergeant with current progress. The letter should also contain the following points:

1. Request understanding of Salt Spring Island's designation as a Limited Duration posting.
2. Request input in the future assignments of Salt Spring Island detachment commanders."

8.3. [25-0976](#) Motion with Notice: Grant-in-Aid Reporting Requirement (B. Corno)

**Recommendation:** [At the September 11, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Corno into record to be discussed at a following meeting:]

"That the Salt Spring Island Local Community Commission (LCC) amend the Salt Spring Electoral Grant-In-Aid criteria to require that all recipients report back to the LCC within one (1) year of receiving their grant, detailing the specifics and outcomes of their funded project."

8.4. [25-0982](#) Motion with Notice: Centennial Park Washrooms (B. Corno)

**Recommendation:** [At the September 11, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Corno into record to be discussed at a following meeting:]

"That the Salt Spring Island Local Community Commission direct staff to install a portable toilet at Centennial Park, and that the permanent washroom facilities at Centennial Park be closed daily at sundown."

8.5. [25-0986](#) Motion with Notice: LCC Governance Training (B. Corno)

**Recommendation:** [At the September 11, 2025 Salt Spring Local Community Commission meeting, the following notice was read by Commissioner Corno into record to be discussed at a following meeting:]

"That the Salt Spring Island Local Community Commission (LCC) request staff report back on options for governance training for incoming LCC Commissioners in the next term, including recommendations on program design, delivery methods, and potential resource implications."

## 9. Adjournment

### Next Meeting:

*-Thursday, October 9, 2025 at 5:00PM 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

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Thursday, July 17, 2025

9:00 AM

SIMS Boardroom  
124 Rainbow Road  
Salt Spring Island BC

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**PRESENT:**

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

STAFF: S. Henderson, General Manager, Electoral Area Services; D. Ovington, Senior Manager, SSI Administration; Lia Xu, Manager Local Services, Financial Services; Joan Wandolo, Rural Housing Program Coordinator; Regional Housing; M. Williamson, Committee Clerk, (Recorder)

GUEST: J. Burnley, BC Transit; C. Doyle, ISL Engineering and Land Services Ltd.; I. Matous-Gibbs, Urban Matters; S. Wright, BC Transit

EP- Electronic Participation

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

The meeting was called to order at 09:04 am.

#### 1. Territorial Acknowledgement

Commissioner Rook provided a Territorial Acknowledgement.

#### 2. Approval of Agenda

**MOVED** by Commissioner Baker, **SECONDED** by Commissioner Corno,  
That agenda for the July 17, 2025, meeting of the Local Community Commission  
be approved as amended by moving consideration of agenda item 6.2 before  
agenda item 6.1.

**CARRIED**

#### 3. Adoption of Minutes

**3.1.** Minutes of June 5 - 19, 2025 Salt Spring Island Local Community Commission

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Corno,  
That the minutes of the June 5, 2025 special meeting be adopted as amended by  
replacing the word “increase” with the word “decrease” after the words  
“...Appendix B be amended to” and before the words “the amount from  
\$2,500,000...”  
**CARRIED**

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Baker,  
That the minutes of the June 19, 2025 meeting be adopted as amended with the  
following amendments:

-Replace the word “Commissioner” with the word “Director” after the words  
“**MOVED** by” and before the words “ Holman, **SECONDED** by Commissioner  
Webster,”

-Replace the word “Secondary” with the word “Second” after the words  
“...Webster spoke of the” and before the words “Anniversary of the LCC”

-Replace the words “the Island Trust.” with the words “to the Local Trust  
Committee” after the words “... OCP review should be sent”

**CARRIED**

**4. Chair, Director, and Commissioner Reports**

Director Holman spoke of the following items:

- CRD watershed adjacent land purchase
- BC Ferries Vesuvius home porting advocacy letter
- Stage one water restrictions announced in all CRD water services
- CRD emergency dashboard on website

Commissioner Corno spoke of the Ganges Hill project.

Commissioner Webster spoke of BC Ferries Vesuvius home porting advocacy.

Commissioner Baker spoke of the following items:

- Ask Salt Spring
- Transportation Driftwood article
- Meeting with Primary Care Network manager
- SGITP marketing potential projects

**5. Senior Manager Report**

D. Ovington provided information on:

- Fernwood Dock float repairs
- SSI Park and Recreation Manager has been hired to start in November, 2025
- Procedures around archaeological impact assessment and chance finds

S. Henderson provided information on:

- Road line painting
- Ganges crosswalk analysis ongoing, Open house on September 17, 3pm-6pm

## 6. Presentations/Delegations

### 6.2. Delegations

- 6.2.1. Delegation: Maxine Leichter, SSI Resident Re: Item 6.1.2. Presentation: Isha Matous-Gibbs, Urban Matters Re: SSI Integrated Housing Strategy Action Plan

M. Leichter spoke to item 6.1.3.

### 6.1. Presentations

- 6.1.1. Presentation: Seth Wright, BC Transit Re: BC Transit Update

S. Wright and J. Burnley spoke regarding the BC Transit update on Umo, ridership and expansion.

- 6.1.2. Presentation: Isha Matous-Gibbs, Urban Matters Re: SSI Integrated Housing Strategy Action Plan

I. Matous-Gibbs spoke regarding the SSI Integrated Housing Strategy Action Plan.

- 6.1.3. Presentation: Cameron Doyle, ISL Engineering and Land Services Ltd. Re: Jackson and McPhillips Active Transportation project design

C. Doyle spoke regarding the Jackson and McPhillips Active Transportation Project design.

## 7. Commission Business

**MOVED** by Director Holman, **SECONDED** by Commissioner Baker,  
That the consideration of agenda item 7.3. be moved before agenda item 7.1.  
**CARRIED**

**7.3.** Bylaw No. 4647 SSI Community Transit and Transportation Service  
Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025

**MOVED** by Commissioner Webster, **SECONDED** by Commissioner Corno,  
That the Salt Spring Island Local Community Commission recommend to the  
Capital Regional District Board:

1. That Bylaw No. 4647, "SSI Community Transit and Transportation Service  
Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025", be  
introduced and read a first, second, and third time;
2. That Bylaw No. 4647 be referred to the Inspector of Municipalities for  
approval;
3. That staff be directed to proceed with Salt Spring Island Electoral Area  
Director consent.

**MOVED** by Director Holman, **SECONDED** by Commissioner Webster,  
That the rules of the Capital Regional District Board Procedures be suspended to  
allow Seth Wright to speak to agenda item 7.3.

**CARRIED**

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

**CARRIED**

The question was call on the motion.

That the Salt Spring Island Local Community Commission recommend to the  
Capital Regional District Board:

1. That Bylaw No. 4647, "SSI Community Transit and Transportation Service  
Establishment Bylaw No. 1, 2007, Amendment Bylaw No. 4, 2025", be  
introduced and read a first, second, and third time;
2. That Bylaw No. 4647 be referred to the Inspector of Municipalities for  
approval;
3. That staff be directed to proceed with Salt Spring Island Electoral Area  
Director consent.

**CARRIED**

**OPPOSED** Holman

The Commission recessed at 12:24 pm.

The Commission reconvened at 1:04 pm

**7.1.** Project Tracker Quarterly No. 19, 2025

This report was received for information.

Discussion ensued regarding progress of projects on the tracker.

**7.2.** Motion Tracker

This report was received for information.

**7.4. Per-Visit Pass Expiry Dates**

**MOVED by Commissioner Webster, SECONDED by Director Holman,  
That the Salt Spring Island Local Community Commission approve a two-year  
expiry date for all 10 and 20 visit passes, effective September 1, 2025.  
CARRIED**

**7.5. Ganges Cross Walk Study Scope Change**

**MOVED by Commissioner Baker, SECONDED by Director Holman,  
That the Salt Spring Island Local Community Commission request staff amend  
the current contract for the ICBC Road Improvement Program to include the  
assessment of an additional crosswalk located at the intersection of Lower  
Ganges Road, Sharp Road and Wildwood Crescent, not exceeding the total grant  
amount of \$35,000.  
CARRIED**

**8. Notice(s) of Motion**

**8.1. Motion with Notice: Staff Report Grace Point Pathway (E. Rook)**

**MOVED by Commissioner Rook, SECONDED by Commissioner Baker,  
That the Salt Spring Island Local Community Commission request staff report  
back on the condition of the Grace Point Statutory Right of Way, issues of use or  
misuse of the ROW, and options for resolving those issues including, but not  
limited to, those issues and possible solutions raised by the Grace Point Strata  
Board.  
CARRIED**

**8.2. Notice of Motion: Grant in Aid Chamber of Commerce Hands Across  
Water (G. Holman)**

**MOVED by Director Holman, SECONDED by Commissioner Corno,  
That the Salt Spring Island Local Community Commission support in principle  
and subject to approval from CRD Finance of up to \$5,000, a Grant-in-Aid  
proposal from the Chamber of Commerce to help fund the US-Canada Hands  
Across the Water event of Sept. 19-21, 2025.  
CARRIED  
OPPOSED Corno**

**8.3. Notice of Motion: SSI Transit Fare Review (B. Webster)**

Commissioner Webster proposed the following Notice of Motion for  
consideration at the September 18, 2025 meeting

“That the Salt Spring Island Local Community Commission (LCC) request that  
BC Transit undertake a fare review of the Salt Spring Island transit system.”

**8.4.** Notice of Motion: SSI RCMP Detachment Advocacy (G. Baker)

Commissioner Baker proposed the following Notice of Motion for consideration at the September 18, 2025 meeting

“That the Salt Spring Island Local Community Commission (LCC) recommend to the Capital Regional Board to write a letter on behalf of the LCC to the RCMP District Commander Chief Superintendent Bruce Singer, to acknowledge how well Sergeant Clive Seabrook has done navigating the divides that threatened our community and questioning the wisdom of having to begin again with a new sergeant with current progress. The letter should also contain the following points:

1. Request understanding of Salt Spring Island’s designation as a Limited Duration posting.
2. Request input in the future assignments of Salt Spring Island detachment commanders.”

**9. Motion to Close Meeting**

**9.1.** Motion to Close Meeting

**MOVED by Director Holman SECONDED by Commissioner Webster,**  
**That the meeting be closed for discussion of acquisition/disposition that could reasonably be expected to harm the interest of the Electoral Area under Section 90(1) (e) of the Community Charter. [1 items].**  
**CARRIED**

**MOVED by Commissioner Baker, SECONDED by Commissioner Webster,**  
**That the meeting be closed for discussion that could reasonably be expected to harm the interest of the Electoral Area under Section 90(1)(k) of the Community Charter [2 items].**  
**CARRIED**

The Salt Spring Island Local Community Commission returned to the closed session at 2:09pm.

The Salt Spring Island Local Community Commission rose from its closed session at 3:48pm without report.

**10. Adjournment**

**MOVED by Director Holman, SECONDED by Commissioner Corno,**  
**That the Local Community Commission adjourn the meeting at 3:49pm.**  
**CARRIED**

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CHAIR

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SENIOR MANAGER

**From:** Capital Regional District <[noreply@crd.bc.ca](mailto:noreply@crd.bc.ca)>

**Sent:** Tuesday, July 29, 2025 4:23 PM

**To:** Legserv <[Legserv@crd.bc.ca](mailto:Legserv@crd.bc.ca)>

**Subject:** New Submission from Addressing the CRD Board & Committees webform - Submission #46 SID #4644

Submitted on Tue, 07/29/2025 - 4:23pm

Submitted by: Anonymous

Submitted values are:

**Name**

Peter Meyer

**I represent**

Baker Beach Interest Group

**Telephone**

[REDACTED]

**Email address**

[REDACTED]

**Street Address (optional)**

[REDACTED]

**Municipality/Electoral Area in which you reside**

[Salt Spring Island](#)

**I wish to address**

[Salt Spring Island Local Community Commission](#)

**Meeting Date**

2025-09-18

**Agenda Item**

Interpretive Panel at the Baker Beach parking lot

**My reason(s) for appearing (is/are) and the substance of my presentation is as follows:**

We are seeking to install an artistic Interpretive Panel, similar to the one at the head of Ganges Harbour, which will document the History, geology, and traditional uses of the Beach and Booth Canal by First Nations Peoples and other historical groups.

**I will attend the meeting**



In person

**I will have a PowerPoint or video presentation and will submit it at least 24 hours in advance of the meeting.**

No

**I understand**

Yes

**From:** Capital Regional District <[noreply@crd.bc.ca](mailto:noreply@crd.bc.ca)>

**Sent:** Friday, September 05, 2025 6:40 PM

**To:** Legserv <[Legserv@crd.bc.ca](mailto:Legserv@crd.bc.ca)>

**Subject:** New Submission from Addressing the CRD Board & Committees webform - Submission #48 SID #5695

Submitted on Fri, 09/05/2025 - 6:40pm

Submitted by: Anonymous

Submitted values are:

**Name**

Peter Meyer

**I represent**

Island Pathways/Partners Creating Pathways

**Telephone**

[REDACTED]

**Email address**

[REDACTED]

**Street Address (optional)**

[REDACTED]

**Municipality/Electoral Area in which you reside**

[Salt Spring Island](#)

**I wish to address**

[Salt Spring Island Local Community Commission](#)

**Meeting Date**

2025-09-18

**Agenda Item**

Swanson Rd/Lakeview Crescent update

**My reason(s) for appearing (is/are) and the substance of my presentation is as follows:**

To update the LCC and the CRD on the Swanson Rd Pathway Project and the expansion of scope

**I will attend the meeting**

In person

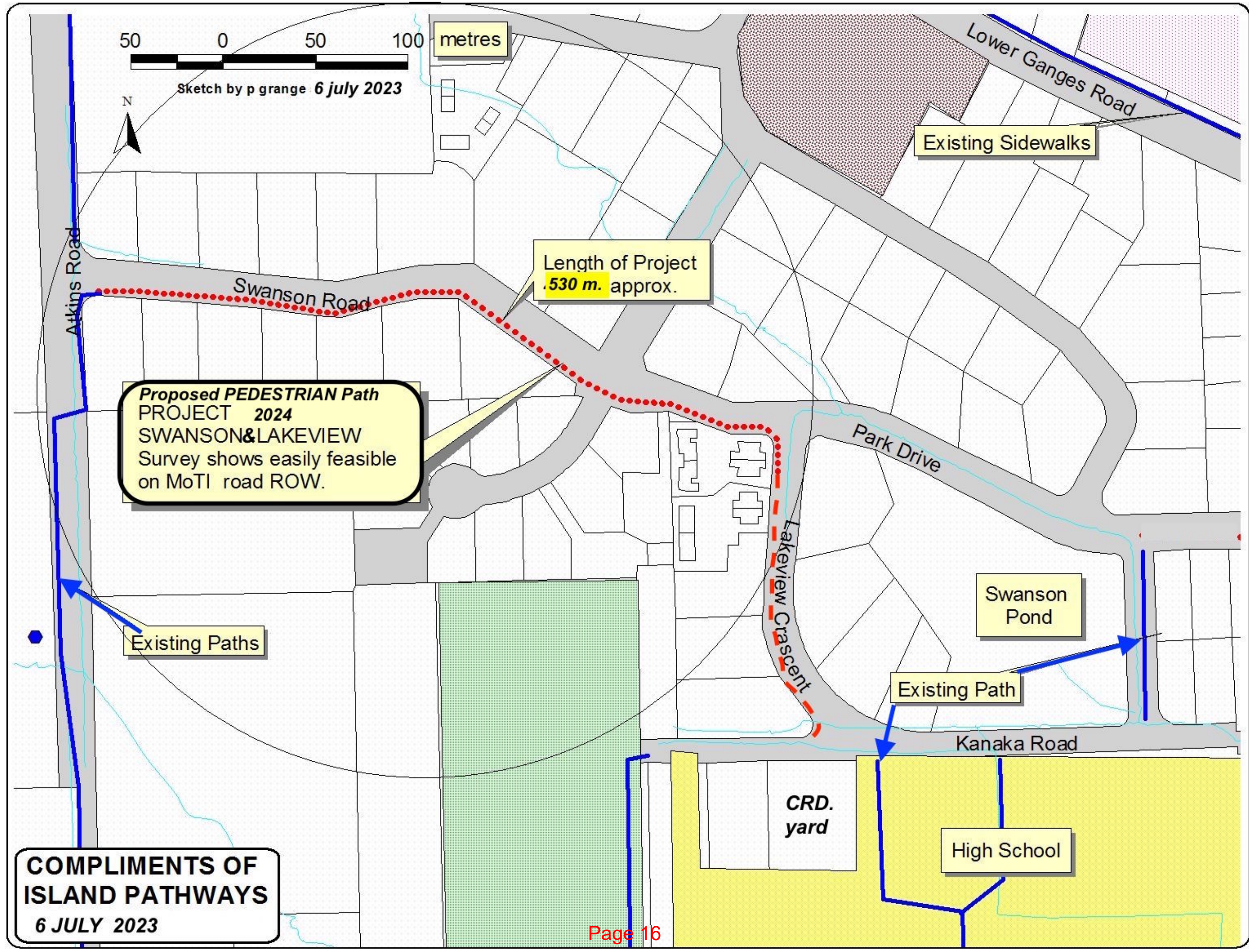
**I will have a PowerPoint or video presentation and will submit it at least 24 hours in advance of the meeting.**

Yes

**I understand**

Yes







**From:** Capital Regional District <[noreply@crd.bc.ca](mailto:noreply@crd.bc.ca)>

**Sent:** Friday, September 05, 2025 3:59 PM

**To:** Legserv <[Legserv@crd.bc.ca](mailto:Legserv@crd.bc.ca)>

**Subject:** New Submission from Addressing the CRD Board & Committees webform -  
Submission #47 SID #5694

**Submitted on** Fri, 09/05/2025 - 3:59pm

**Submitted by:** Anonymous

**Submitted values are:**

**Name**

Jason RoyAllen

**I represent**

Chamber of Commerce

**Telephone**

[REDACTED]

**Email address**

[president@saltspringchamber.com](mailto:president@saltspringchamber.com)

**Street Address (optional)**

121 Fulford Ganges Road

**Municipality/Electoral Area in which you reside**

[Salt Spring Island](#)

**I wish to address**

[Salt Spring Island Local Community Commission](#)

**Meeting Date**

2025-09-18

**Agenda Item**

Hands across the water event

**My reason(s) for appearing (is/are) and the substance of my presentation is as follows:**

To provide update to the LCC on the Hands across the water event that the LCC provided funding for.

**I will attend the meeting**

In person

**I will have a PowerPoint or video presentation and will submit it at least 24 hours in advance of the meeting.**

**No**

**I understand**

**Yes**

## REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION MEETING OF [MEETING DATE]

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

**ISSUE**

To review the Fall 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 approved 2025 Grant-in-Aid (GIA) budget for the Salt Spring Island Electoral Area is \$68,986. To date, a total of \$45,500 in GIA funding has been allocated to community organizations. This results in a remaining GIA balance of \$23,486, which will be available for distribution during the Fall Intake period.

2025 GIA Overall Summary	Core GIA		
	Budget	Spent	Remaining
SSI (\$)	68,986	45,500	23,486

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

The Salt Spring Island 2025 Grant-in-Aid Awarded for 2025 lists GIA application submissions approved for 2025.

Grant-In-Aid Spring Intake Application – Awarded		
Applicant	Project Title	Awarded (\$)
Transition Salt Spring Society	To organize the collection and chipping of invasive plants in spring 2025.	\$3,500

<b>Applicant</b>	<b>Project Title</b>	<b>Awarded (\$)</b>
Salt Spring Historical Society	New large bed scanner to do the Grace Inlet and Bridgman Collections projects.	\$ 2,500
Gulf Islands Community Radio Society	Extending FM coverage to south end of SSI through repeater station on Mount Bruce.	\$ 5,000
Salt Spring Community Energy	Salt Spring Community Energy Agrivoltaics Project.	\$ 2,000
The Circle Salt Spring Education Society	Paid Intergenerational Co-facilitator for the Pass It On Girls program.	\$ 2,000
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.	\$ 5,000
Salt Spring Island Rowing Club	Purchase of new, professional-quality oars for an expanding fleet of quad racing boats.	\$ 4,000
Restorative Justice Salt Spring Island	Build the organizational and volunteer capacity of Restorative Justice to respond to community conflict needs.	\$ 2,000
Salt Spring Island Farmland Trust Society	Further indigenous engagement - partners putting on the Indigenous Peoples Weekend on June 20-22, 2025.	\$ 4,000
Copper Kettle Community Partnership	To purchase Country Grocer Gift Cards	\$ 3,500
Bandemoniom Music Society	50% off the cost of a piano dolly	\$ 0
Bandemoniom Music Society	Assistance with the costs associated with three performances and one workshop.	\$ 1,000
The Diverse Village	Improve access to education, information and resources for ND families on SSI and Gulf Islands.	\$ 2,000
The Salish Sea Inter Island Transportation Society	Support the Tour des Iles 2025 2-day festival.	\$ 2,000
Salt Spring Island Minor Baseball Association	Baseball and Softball Field Tarping	\$ 2,000
Salt Spring Chamber of Commerce	Truth and Reconciliation Gathering on Salt Spring Island for the Penelakut council on September 30 <sup>th</sup> , 2025. Funding is for travel and honorarium of elders and drummers.	\$2,000
<b>Spring Intake 2025 GIA Total</b>		<b>\$45,500</b>

**Table 3: Salt Spring Island Grant-in-Aid – Fall Intake - Early Submission**

The Salt Spring Island Chamber of Commerce Grant-in-Aid (GIA) application was submitted in advance of the Fall Intake. The Salt Spring Island Local Community Commission reviewed the submission and provided support in principle, subject to approval from CRD Finance, for an allocation of up to \$5,000.



2025 Grant-In-Aid Application - Fall Intake – Early Submission		
Applicant	Project Title	Amount Requested (\$)
Saltspring Chamber of Commerce	Assist with the cost for the Hands Across the Water event to be held the weekend of September 19 <sup>th</sup> to 21 <sup>st</sup> , 2025.	\$5,000
Early Submission 2025 GIA Total		\$5,000

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

The Salt Spring Island 2025 Grant-In-Aid Application Summary lists the GIA application submissions received by August 29th, Fall Intake deadline.

2025 Grant-In-Aid Application - Fall Intake			
Applicant	Project Title	Amount Requested (\$)	Guideline \$5,000 Max (\$)
Beaver Point Community Hall Association	Enclosing a portion of the back porch at Beaver Point Community Hall to use as safe storage.	\$5,000	\$5,000
Salt Spring Gymnastics Association	Upgrading circus and gymnastics equipment for safety inclusion,	\$10,000	\$5,000
Graffiti Theatre Company Society	Assist with the cost for the Convergence Festival 2025.	\$3,500	\$3,500
Wagon Wheel Housing Society	Assist with the cost of machine repairs, parts, and labour as the warranties have expired.	\$5,000	\$5,000
Salt Spring Island Printmakers Society	Assist with the 2 <sup>nd</sup> Islands Printmaking Biennale held in April 2026 at ArtSpring.	\$1,000	\$1,000
Fall Intake 2025 GIA Total		\$24,500	\$19,500

**Table 5: Salt Spring Island 2025 Grant-In-Aid Application – Fall Intake – Late Submission**

The Rural Islands Economic Partnership Society submitted a Grant-in-Aid (GIA) application after the August 29, 2025, Fall Intake deadline. As a result, the application has not yet been reviewed by the CRD Finance Department to determine eligibility.

Grant-In-Aid Application – Fall Intake – Late Submission		
Applicant	Project Title	Amount Requested (\$)
Rural Islands Economic Partnership Society	Assist with the cost to cover the First Nation Tribal Leader participation and transportation to the Crpss Border Forum	\$ 1,500
Late Submission 2025 GIA Total		\$1,500

**Table 6: Post Approval Funds Remaining**

Insufficient funds exist to approve all applications, leaving a shortfall of \$2,514.

2025 GIA Overall Summary	Core GIA		
	Budget	Fall Intake	Insufficient Funds
SSI (\$)	\$23,486	\$26,000	\$2,514

## **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 \$22,050; and
2. Approve the Grant-in-Aid applications to the applicant listed in Appendix B in the amount of \$1,350 subject to eligibility.

### *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 \$22,050; and
2. Approve the Grant-in-Aid applications to the applicant listed in Appendix B in the amount of \$1,350 subject to eligibility.

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 Fall Intake Application  
– Approval Recommended
- Appendix B: Salt Spring Island 2025 Grant-In-Aid Fall Intake Application  
– Approval Recommended / Subject to Eligibility
- Appendix C: GIA – Beaver Point Community Hall Association
- Appendix D: GIA – Saltspring Chamber of Commerce
- Appendix E: GIA – Salt Spring Gymnastics Association
- Appendix F: GIA – Graffiti Theatre Company Society

- Appendix G: GIA – Wagon Wheel Housing Society
- Appendix H: GIA – Salt Spring Island Printmakers
- Appendix I: GIA – Rural Islands Economic Partnership Society

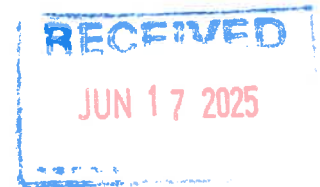
**Appendix A: Salt Spring Island 2025 Grant-In-Aid Fall Intake Application  
– Approval Recommended**

<b>2025 Grant-In-Aid Fall Intake Application – Approval Recommended</b>		
<b>Applicant</b>	<b>Project Title</b>	<b>Recommended Grant (\$)</b>
Beaver Point Community Hall Association	Enclosing a portion of the back porch at Beaver Point Community Hall to use as safe storage.	\$4,500
Saltspring Chamber of Commerce	Assist with the cost for the Hands Across the Water event to be held the weekend of September 19 <sup>th</sup> to 21 <sup>st</sup> , 2025.	\$4,500
Salt Spring Gymnastics Association	Upgrading circus and gymnastics equipment for safety inclusion,	\$4,500
Graffiti Theatre Company Society	Assist with the cost for the Convergence Festival 2025.	\$3,150
Wagon Wheel Housing Society	Assist with the cost of machine repairs, parts, and labour as the warranties have expired.	\$4,500
Salt Spring Island Printmakers Society	Assist with the 2 <sup>nd</sup> Islands Printmaking Biennale held in April 2026 at ArtSpring.	\$900
<b>Fall Intake 2025 GIA Total</b>		<b>\$22,050</b>

*\* The Recommended Grant (\$) is 90% of the 'Guideline \$5,000 Max' in Table 3 & 4.*

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

<b>Grant-In-Aid Fall Intake Application (Other) – Approval Recommended / Subject to Eligibility</b>		
<b>Applicant</b>	<b>Project Title</b>	<b>Recommended Grant (\$)</b>
Rural Islands Economic Partnership Society	Assist with the cost to cover the First Nation Tribal Leader participation and transportation to the Crps Border Forum.	\$ 1,350
<b>Fall Intake 2025 GIA Total</b>		<b>\$1,350</b>



**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: Beaver Point Community Hall Association  
1361 Beaver Point Road  
Salt Spring Island BC, V8K 1W9

Contact(s): Ron Watts [REDACTED]  
(name) (phone) (fax)  
[REDACTED]  
Email address

Contact(s): Wendy Rosier [REDACTED]  
(name) (phone) (fax)  
contact@beaverpointhall.org  
Email address

### ***Application Summary***

Project or purpose for which you require assistance:

We are enclosing a portion of the back porch at Beaver Point Community Hall to use as safe storage for kitchen supplies and to secure an outside refrigerator.

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)

Vice-President Beaver Point Hall

(title)

Ron Watts

(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 Hall offers a clean, heated and affordable rental space for schools, family gatherings, craft workshops, birthday celebrations, weddings, concerts, dances, Tai Chi, Karate, fundraisers, grief counseling groups, retreats and celebrations of life! Basically, if you can think of it we've probably hosted it.

The Hall is a crucial source of freely available, regularly tested, quality, potable water that's accessible to the island community 24/7.

As a designated Reception Centre, the Hall is available free to Emergency Social Support Services, Search and Rescue exercises as well as Fire Smart and Pod presentations.

Because we have a backup generator and a reliable water source, should the need arise, the Hall could serve as a command centre or an emergency shelter



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

Beaver Point Community Hall is located in the Southend of Salt Spring Island but is available for use by the entire island, Victoria and other Southern Gulf island communities.

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.

The only board member that receives any remuneration is the Hall Booker, she is responsible for showing the facilities to prospective renters, collecting and tracking insurance, damage waivers and rental fees. Her remuneration is based on a percentage of the booking fee which varies greatly year to year and season to season which has made it difficult to retain outside help with no consistent guarantee of income. As an example during COVID there were virtually no Hall rentals.

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

We currently have 9 full-time active board members including three members at large plus countless community volunteers who help with projects as needed.

The Hall has served the community since 1937, the Beaver Point Community Hall Association was registered as a non profit society on February 17, 2015.



## 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 requesting funding support for material and labour costs to enclose a portion of the back porch at Beaver Point Community Hall.

This structure will provide the Hall with a safe, lockable, dry, rodent proof storage for an outside refrigerator and kitchen supplies providing adjacent and efficient access to the Hall's kitchen.

Due to the constraints of the existing 88 year old building supplies are stored in many diverse locations throughout the Hall requiring constant juggling due to the lack of a dedicated storage space.

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

The Hall's kitchen is critical for the preparation of food for Beaver Point Community Hall Association's major fund raising campaigns such as the Christmas Craft Fair and Bean Supper.

Many renters also depend on the kitchen for food preparation for weddings, family gatherings, birthday celebrations, multi-day retreats and easy access to equipment and kitchen supplies in a protected structure is essential.

## 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 \_\_\_\_\_

We received a Foundation grant to install an expensive septic system in 2024 combining

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
2022	5000	Upgrade our water system to meet VIHA standards.

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



## Beaver Point Community Hall Association

### Financial Statement 2024

(Unaudited)

## **BEAVER POINT COMMUNITY HALL ASSOCIATION**

### **BALANCE SHEET**

December 31, 2024

(unaudited)

#### **ASSETS**

##### **CURRENT**

Bank - Chequing	6,066	
- Holding (Low Savings)	5,429	
- Premium Savings:		
Funding	31,356	
Operational Contingency	346	
Op Con 12 m cashable GIC	15,451	
- Shares	6	<u>58,654</u>

**58,654**

#### **LIABILITIES**

##### **CURRENT**

Rental deposits	1,101
-----------------	-------

##### **MEMBERS' SURPLUS**

Balance @ December 31, 2023	118,676	
Less Deficit for the year	-61,123	<u>57,553</u>

**58,654**

**BEAVER POINT COMMUNITY HALL ASSOCIATION**

**INCOME AND EXPENSE**

For the year ending December 31, 2024  
(unaudited)

**INCOME**

Hall rental	47,051	
Donations receipted	1,374	
Donations non- receipted	2,458	
Grant/s	10,000	
Fundraising	16,845	
Interest	1,611	<b>\$79,339</b>

**EXPENSE**

Bank charges	160	
Booking	14,113	
Cleaning	6,315	
R&M building	1,680	
R&M outdoor	5,436	
Subcontract	82,897	
Hydro	1,727	
Oil	2,900	
Propane	1,756	
Telephone	587	
Internet	672	
Supplies	1,227	
Advertising	715	
Insurance	2,750	
Materials	13,661	
Fundraising	3,182	
WCB	5	
Admin	449	
Misc Expenses	230	<b><u>140,462</u></b>

**DEFICIT FOR THE YEAR**

**-61,123**

[REDACTED]

---

**From:** Ron Watts <[REDACTED]>  
**Sent:** Monday, June 16, 2025 4:33 PM  
**To:** saltspring  
**Subject:** Grant in Aid application.  
**Attachments:** BPH Financial Statement 2024.pdf; grantsinaidapplicationform.pdf; 2506-536072.pdf; 2505-526322.pdf

**CRD IT SECURITY WARNING:** This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Greetings,

Attached is our Grant In Aid application for Beaver Point Community Hall Association.

If you have any questions or require further information don't hesitate to contact either Ron Watts 2 [REDACTED]

[REDACTED] Wendy Rosier [REDACTED] or Elizabeth Zook [REDACTED]

Regards,

Ron

Project Budget:

Estimated material costs total; \$2668.40 plus delivery charges based on the attached Windsor Plywood quotes.

Labour @ \$45 per hour approximately \$2500

Project total; \$5168.40

In kind labour support provided by the Beaver Point Community Hall board members to reduce the hired labour costs.





**Windsor Plywood**  
*the experts you need to know!*

Windsor Plywood Salt Spring Island  
Discovery Holdings Ltd.  
166 Rainbow Road  
Salt Spring Island BC V8K 2M3  
250-537-5564



## QUOTE

2506-536072

PAGE 1 OF 1

SOLD TO
BEAVER POINT COMMUNITY HALL ASSOCIATION 1361 BEAVER POINT ROAD SALT SPRING ISLAND BC V8K 1W9

JOB ADDRESS
BEAVER POINT COMMUNITY HALL ASSOCIATION 1361 BEAVER POINT ROAD SALT SPRING ISLAND BC V8K 1W9 [REDACTED]

ACCOUNT	JOB
[REDACTED]	0
CREATED ON	06/12/2025
EXPIRES ON	06/19/2025
BRANCH	1000
CUSTOMER PO#	
STATION	C01
CASHIER	ERKME
SALESPERSON	
ORDER ENTRY	ERKME
MODIFIED BY	

Thank you for  
shopping locally!

Item	Description	D	Quantity	U/M	Price	Per	Amount
3817000060	SHINGLE #2 RED LABEL 18 25SF		8	BD	117.7525	BD	942.02
3810000030	PAPER 60 MINUTE 300SF		1	RO	38.9900	RO	38.99
GST/HST #11946 2356					Subtotal		981.01
All Claims for error and/or shortages must be placed within 48 hours from receipt of material, no refunds or exchanges unless accompanied by this invoice/pick slip. 15% restocking charge on all returned goods. Service charge of 2.0% per month (26.85% per annum) (Min. \$2.00) charged all overdue accounts. All sales subject to G.S.T. No returns after 30 days.					PST 68.67 GST 49.05	Sales Tax	117.72
						Total	1,098.73

Buyer: JAMES HARCOURT



**Windsor Plywood**  
*the experts you need to know!*

Windsor Plywood Salt Spring Island  
Discovery Holdings Ltd.  
166 Rainbow Road  
Salt Spring Island BC V8K 2M3  
250-537-5564



## QUOTE

2505-526322 R1 PAGE 1 OF 1

SOLD TO
BEAVER POINT COMMUNITY HALL ASSOCIATION 1361 BEAVER POINT ROAD SALT SPRING ISLAND BC V8K 1W9

JOB ADDRESS
BEAVER POINT COMMUNITY HALL ASSOCIATION 1361 BEAVER POINT ROAD SALT SPRING ISLAND BC V8K 1W9

ACCOUNT	JOB
	0
CREATED ON	05/23/2025
EXPIRES ON	05/30/2025
BRANCH	1000
CUSTOMER PO#	
STATION	C01
CASHIER	ERKME
SALESPERSON	
ORDER ENTRY	ERKME
MODIFIED BY	ERKME

Thank you for  
shopping locally!

Item	Description	D	Quantity	U/M	Price	Per	Amount
1010000020	PLY STD SQUARE EDGE 1/2" FIR		10	SH	36.7500	SH	367.50
1010000050	PLY STD SQUARE EDGE 3/8" FIR		3	SH	27.7500	SH	83.25
1011000060	PLY SELECT TG 3/4" FIR		3	SH	72.7500	SH	218.25
0410000210	SPRUCE 2X4 KD 2BTR 8		34	PC	5.4640	PC	185.78
0410000270	SPRUCE 2X6 KD 2BTR 8 2X6 KD Spruce 8'		2	PC	8.0320	PC	16.06
0413000170	TREATED 2X6 S4S 8 8' - 2X6 S4S ACQ		9	PC	11.8720	PC	106.85
0413000390	TREATED 2X6 S4S 12 12' - 2X6 S4S ACQ		2	PC	17.8080	PC	35.62
2810000910	HANGER SINGLE LUS26Z 2X6 Single Joist Hanger		9	EA	1.5800	EA	14.22
4617000040	ROXUL INSULATION R14X15 59SF		1	BD	90.4875	BD	90.49
4619000040	VAPOUR BARRIER 500SF 102"X59' Vapour Barrier		1	RO	35.6522	RO	35.65
4610000040	FIBERGLASS R20X15 50SF		1	BD	51.0750	BD	51.08
2215001010	D BOLT SCH COLLINS SN Schlage D Bolt Collins SN		1	EA	80.6906	EA	80.69
2215007280	LEVER PASS LATITUDE SN Schlage Lever Pass SN		1	EA	65.3913	EA	65.39
4616000250	VENT ATTIC 12X 48 12"X48" Duravent		10	EA	1.6650	EA	16.65
2616000340	SCREW DECK BR 8 2 #8X2" Brown Ceramic Screw		2	LB	7.7500	LB	15.50
2615000840	NAIL JOIST HD GALV 1-1/2		2	LB	4.2500	LB	8.50
6812000090	ADHESIVE ACOUSTISEAL 825 825ML PL Acoustiseal		1	EA	18.8550	EA	18.86
GST/HST #11946 2356					Subtotal		1,410.34
All Claims for error and/or shortages must be placed within 48 hours from receipt of material, no refunds or exchanges unless accompanied by this invoice/pick slip. 15% restocking charge on all returned goods. Service charge of 2.0% per month (26.85% per annum) (Min. \$2.00) charged all overdue accounts. All sales subject to G.S.T. No returns after 30 days.					PST 88.81 GST 70.52	Sales Tax	159.33
					Total		1,569.67

Buyer: JAMES HARCOURT



**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: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact(s): \_\_\_\_\_ (name) \_\_\_\_\_ (phone) \_\_\_\_\_ (fax)

\_\_\_\_\_ Email address

Contact(s): \_\_\_\_\_ (name) \_\_\_\_\_ (phone) \_\_\_\_\_ (fax)

\_\_\_\_\_ Email address

### ***Application Summary***

Project or purpose for which you require assistance:

Amount of grant requested \$ \_\_\_\_\_

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

*Jason Roy-Allen*

\_\_\_\_\_  
(signature of authorized signatory)

\_\_\_\_\_  
(title)

\_\_\_\_\_  
(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?

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

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.

## **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.
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 ] roject à~ â\*^ç
  - o grants / funding from other sources,
  - o funding contributed by applicant through fund raising activities or other sources of revenue and,
  - o -â æ 8âpA æ^ { ^} oâCæ{ â^• Á 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)

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

## Chantalle Charron

---

**From:** Jason Roy-Allen <president@saltspringchamber.com>  
**Sent:** Monday, July 14, 2025 9:31 AM  
**To:** Chantalle Charron  
**Cc:** Dan Ovington; MacKenzie Williamson  
**Subject:** Re: GIA application for hands across the water

**CRD IT SECURITY WARNING:** This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Hi Chantalle

The Budget for the GIA application is:

Friday Cocktail reception \$2500  
Saturday Music and entertainment \$5000  
Tech rental \$1500  
Bands \$3500  
Sunday Community Breakfast \$ 2500

Total \$10,000

GIA \$5000  
Chamber \$3000  
Donations \$2000

Thanks

Jason

On Mon, Jul 14, 2025 at 8:30 AM Chantalle Charron <[REDACTED]> wrote:

Hello Jason,

I am following up on the email sent below.

Thanks,

Chantalle

# **SALT SPRING ISLAND CHAMBER OF COMMERCE**

## **FINANCIAL INFORMATION**

**MARCH 31, 2024**

### **TABLE OF CONTENTS**

	<b>Page</b>
<b>Compilation Engagement Report</b>	
<b>Financial Information</b>	
Statement of Financial Position	1
Statement of Operations and Changes in Net Assets	2
Notes to the Financial Information	3

## COMPILATION ENGAGEMENT REPORT

To the Management of Salt Spring Island Chamber of Commerce:

On the basis of information provided by management, I have compiled the statement of financial position as of March 31, 2024, the statement of operations 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.

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

I did not perform an audit engagement or a review engagement, nor was I required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I 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.

Victoria, BC  
December 9, 2024

*Liquid Accounting and Tax*

Liquid Accounting and Tax Inc.  
Chartered Professional Accountant

**SALT SPRING ISLAND CHAMBER OF COMMERCE**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT MARCH 31**

	2024	2023
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 36,998	\$ 134,859
Accounts receivable	-	54
Prepaid expenses	1,412	1,455
	<b>38,410</b>	136,368
<b>Property, plant and equipment (note 3)</b>	<b>2,882</b>	2,895
	<b>\$ 41,292</b>	<b>\$ 139,263</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 26,048	\$ 5,233
Deferred revenue (note 4)	71,523	134,402
	<b>97,571</b>	139,635
<b>CEBA loan (net of forgivable portion)</b>	<b>-</b>	30,000
	<b>97,571</b>	169,635
<b>NET ASSETS</b>		
<b>NET ASSETS</b>	<b>(56,279)</b>	<b>(30,372)</b>
	<b>\$ 41,292</b>	<b>\$ 139,263</b>

Approved on behalf of the Board

\_\_\_\_\_  
 \_\_\_\_\_

**SALT SPRING ISLAND CHAMBER OF COMMERCE**  
**STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED MARCH 31**

	2024	2023
<b>REVENUES</b>		
Grants	\$ 85,553	\$ 126,711
Memberships	35,302	37,264
Commissions and rebates	10,095	7,673
Sponsorships and events	3,819	39,868
Advertising	2,600	-
Interest income	1,673	460
Visitor Centre	782	924
	<u>139,824</u>	<u>212,900</u>
<b>EXPENDITURES</b>		
Advertising and promotion	2,991	3,484
Amortization	640	724
Bank charges and interest	1,287	963
Board and committee travel and meetings	1,314	2,480
Bookkeeping and clerical	14,335	20,400
Dues and subscriptions	275	601
Fundraising and events	1,378	5,200
Grant expenses (note 2)	51,055	64,252
Insurance	4,644	5,160
Occupancy costs	20,910	20,695
Office	5,249	5,022
Professional fees	1,035	1,100
Salaries and related benefits	57,187	97,468
Telephone and internet	3,258	3,424
Website	173	1,975
	<u>165,731</u>	<u>232,948</u>
<b>DEFICIENCY OF REVENUES OVER EXPENDITURES</b>	<b>(25,907)</b>	<b>(20,048)</b>
<b>NET ASSETS, BEGINNING OF YEAR</b>	<b>(30,372)</b>	<b>(10,324)</b>
<b>NET ASSETS, END OF YEAR</b>	<b>\$ (56,279)</b>	<b>\$ (30,372)</b>

---

**SALT SPRING ISLAND CHAMBER OF COMMERCE**  
**NOTES TO THE FINANCIAL INFORMATION**  
**AS AT MARCH 31, 2024**

---

**1. BASIS OF ACCOUNTING**

The accompanying compiled financial information has been prepared on the historical cost basis, reflecting cash transactions with the addition of:

- ♦ accounts receivable less an allowance for doubtful accounts
- ♦ property, plant and equipment at cost with amortization on a systematic basis
- ♦ accounts payable and accrued liabilities

**2. GRANT EXPENSES**

	<b>2024</b>	<b>2023</b>
Subcontractor fees	\$ 27,788	\$ 23,916
Capital upgrades and expenditures	18,916	-
Wages	4,000	-
Advertising	246	-
Travel	105	136
Artist fees and honorariums	-	40,200
	<b>\$ 51,055</b>	<b>\$ 64,252</b>

**3. PROPERTY, PLANT AND EQUIPMENT**

	<b>Cost</b>	<b>Accumulated amortization</b>	<b>2024</b>	<b>2023</b>
Computer equipment	\$ 9,063	\$ 7,531	\$ 1,532	\$ 1,914
Equipment	11,802	10,452	1,350	981
	<b>\$ 20,865</b>	<b>\$ 17,983</b>	<b>\$ 2,882</b>	<b>\$ 2,895</b>

**4. DEFERRED REVENUE**

Deferred revenue consists of the unspent portion of grant funding received during the year and memberships paid in advance.



**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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact(s): \_\_\_\_\_  
(name) (phone) (fax)

\_\_\_\_\_  
Email address

Contact(s): \_\_\_\_\_  
(name) (phone) (fax)

\_\_\_\_\_  
Email address

### ***Application Summary***

Project or purpose for which you require assistance:

Amount of grant requested \$ \_\_\_\_\_

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)

\_\_\_\_\_  
(title)

\_\_\_\_\_  
(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?

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

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.

## **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.
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 ] roject à~ â\*^ç
  - o grants / funding from other sources,
  - o funding contributed by applicant through fund raising activities or other sources of revenue and,
  - o -â æ 8âpA æ^ { ^} oâCæ{ â^• Á 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)

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

### **Circus Equipment Needed For Salt Spring Circus and Gymnastics**

\$800	Lyra
\$800	Trapeze
\$1,600	Two Corde Lisse (aerial rope)
\$500	Two Ropes for Lyras
\$1,000	Rigging Gear (pulley system)
\$1,650	New aerial silks to replace ones that are worn out (6 silks @ 275 each)
\$8,000	Four Safety Mats for Aerials

**TOTAL** – \$14, 350 (plus tax and shipping)

**CRD** – \$10,000

**BC GAMING** - \$5,000

**SALT SPRING GYMMASTICS ASSOCIATION**  
**Compiled Financial Information**  
**Year Ended June 30, 2024**





CHARTERED PROFESSIONAL ACCOUNTANTS

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## COMPILATION ENGAGEMENT REPORT

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To the Members of Salt Spring Gymnastics Association

On the basis of information provided by management, we have compiled the statement of financial position of Salt Spring Gymnastics Association as at June 30, 2024, and the statements of revenues and expenditures and changes in fund balances 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  
September 9, 2024

**MCLEAN, LIZOTTE, WHEADON AND COMPANY**  
Chartered Professional Accountants

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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  
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250-475-3000  
FAX: 250-475-2224

[www.mlwaccounting.ca](http://www.mlwaccounting.ca)  
email: [cpa@mlwaccounting.ca](mailto:cpa@mlwaccounting.ca)

\*denotes partnership of professional corporations

**SALT SPRING GYMNASTICS ASSOCIATION**  
**Statement of Financial Position**  
**June 30, 2024**

	2024	2023
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 28,044	\$ 16,192
Prepaid expenses	-	415
	<u>28,044</u>	<u>16,607</u>
<b>PROPERTY, PLANT AND EQUIPMENT</b>	<u>63,372</u>	<u>63,372</u>
	<u><b>\$ 91,416</b></u>	<u><b>\$ 79,979</b></u>
<b>LIABILITIES AND FUND BALANCES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 4,405	\$ 2,100
<b>FUND BALANCES</b>		
Unrestricted: operating fund	22,261	5,334
Externally restricted gaming fund	1,378	9,173
Tangible capital assets fund	<u>63,372</u>	<u>63,372</u>
	<u>87,011</u>	<u>77,879</u>
	<u><b>\$ 91,416</b></u>	<u><b>\$ 79,979</b></u>

ON BEHALF OF THE BOARD

*Rebecca Nygard*

**SALT SPRING GYMNASTICS ASSOCIATION**  
**Statement of Revenues and Expenditures**  
**Year Ended June 30, 2024**

	2024	2023
<b>REVENUES</b>		
Registration fees	\$ 220,220	\$ 133,028
BC Gaming grant	-	8,250
	<u>220,220</u>	<u>141,278</u>
<b>EXPENSES</b>		
Advertising and promotion	-	203
Insurance	6,554	2,122
Interest and bank charges	35	85
Memberships	17,404	-
Office	6,630	6,061
Professional fees	2,305	2,348
Rental	28,917	22,238
Salaries and wages	142,000	73,943
Sub-contracts	7,243	25,977
Telephone	-	750
	<u>211,088</u>	<u>133,727</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ 9,132</u>	<u>\$ 7,551</u>

**SALT SPRING GYMNASTICS ASSOCIATION**  
**Statement of Changes in Fund Balances**  
**Year Ended June 30, 2024**

	Unrestricted: Operating fund	Externally Restricted Gaming fund	Tangible Capital Assets fund	2024	2023
<b>FUND BALANCES - BEGINNING OF YEAR</b>	\$ 5,334	\$ 9,173	\$ 63,372	\$ 77,879	\$ 70,328
<b>EXCESS OF REVENUES OVER EXPENSES</b>	16,927	(7,795)	-	9,132	7,551
<b>FUND BALANCES - END OF YEAR</b>	\$ 22,261	\$ 1,378	\$ 63,372	\$ 87,011	\$ 77,879

**SALT SPRING GYMNASTICS ASSOCIATION**  
**Notes to Compiled Financial Information**  
**Year Ended June 30, 2024**

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**1. BASIS OF ACCOUNTING**

The basis of accounting applied in the preparation of the statement of financial position of Salt Spring Gymnastics Association as at June 30, 2024, and the statements of revenues and expenditures and changes in fund balances for the year then ended is on the historical cost basis and reflects cash transactions with the addition of:

- accounts payable and accrued liabilities

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**2. 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.

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To whom it may concern.

I am writing in support of the Tsunami Circus Program. Two of my daughters have participated in the program over the past 7 years, and the impact on their lives has been immeasurable. Circus filled a gap in their lives where nothing else seemed to fit. They are not competitive and do not enjoy typical sports, despite trying many. The moment they started in the Tsunami Circus program we knew that they had found their niche. Somehow it combined elements of theatre, musicality, drama, team building, and most of all a focus on physical literacy and fitness. We were amazed by the joy that they found participating in the troupe. I understand that some might not consider the circus a sport, but I can tell you that it is the most comprehensive physical literacy training that I have seen. The various aspects of the Tsunami circus require incredible strength, flexibility, control, artistry, and coordination. This is all wrapped up in an artistic package where the children have agency over the direction of their pursuits. Watch a Silks, Lyra, or Hammock performance and you will understand what I mean. As they learn new routines and choreograph their own pieces they also work together in groups. These are pieced together thematically to produce a season finale in front of large crowds. Miraculously this ends up combining intense physical training, dramatic expression, artistic choreography, team building, as well as performance under pressure.

Our children have become stronger, more resilient, and confident during their years in the Tsunami Circus. More importantly, it has brought them joy. When there was discussion about Tsunami Circus shutting down due to financial pressures, my youngest daughter simply asked 'what would I do if there's no Circus ? '. It's programs like these that keep our community going. There are dozens of 'typical' sports teams available for the youth on Salt Spring, but many kids will simply never thrive there. The Tsunami Circus is not only unique due to the nature of its offerings to island youth, but because it is a welcoming, inclusive and diverse group that helps many children thrive joyfully when they couldn't elsewhere.

Thanks very much for your time, and please consider supporting the Tsunami Circus  
Stefan Peters  
Parent to youths aged 15 and 17 years

Salt Spring Circus has given my daughter with ADHD and an anxiety disorder immeasurable confidence in her health and body. In areas she used to struggle she now is strong and self assured. Without this program I do not believe she would have the same level of wellness she does currently, both physically and mentally. The Circus program is an incredible benefit to our community.

Keeping this program accessible and affordable for all children and families is paramount.

Sincerely,  
Jenessa Donahue  
Parent to youth aged 10 years

To whom it may concern:

Our daughter Clara joined Tsunami Circus in 2022 and has benefited immensely from the program.

Our family moved from Calgary, Alberta to Salt Spring Island in 2020. In Calgary, Clara was able to participate in high level dance, acrobatics and gymnastics. Unfortunately, upon moving to Salt Spring Clara was very disappointed to learn that there were limited opportunities for her to participate in these sports. As Clara is not drawn to traditional sports such as soccer or volleyball, she was feeling very desolate about the prospects of finding a sport and club that she would enjoy participating in.

And so, when Tsunami Circus re-opened after the pandemic, Clara was thrilled! The sport of Circus provided Clara with a wonderful opportunity to apply her dance, acrobatic and gymnastic skills in a new and exciting way. Clara was also very excited to be part of a club and to make new friends.

Tsunami Circus has challenged Clara to achieve a high level of athletic performance. The level of strength, agility and flexibility required in Circus is truly underestimated and the dedicated coaches at Tsunami Circus are incredible at helping each child reach their full potential. In addition to the excellent physical training, Clara has benefited socially and emotionally by being part of the Tsunami Circus Performance Troupe. As a Troupe member Clara has learned how to cooperate, create and collaborate with her teammates and coaches and has developed valuable conflict resolution and problem-solving skills.

It would be an immense loss to Clara and our family if Tsunami Circus was not able to continue into next season.

Sincerely,

Patti and Dave Wardlaw  
Parents of [REDACTED] aged 16  
Phone: [REDACTED]

Tsunami Circus has been the best thing ever for our granddaughter. From being one of the youngest and not knowing anyone she has thrived in just 6 months!

I see a huge boost in her self confidence. The group is like one big family.

It is important that Tsunami circus continue and be available to all of the children on Salt Spring Island.

Laura Travelbea, Grandmother [REDACTED] age 7

To whom it may concern,

I want to express how much this troupe has meant to our family. We are a blended family with five kids, and we've got a few natural athletes who seem to effortlessly excel at every sport-- and also a few who never found a traditional sport that they could flourish in.

Circus is amazing because it creates physical strength and fitness but also incorporates elements like rhythm, musicality, and artistic expression. This creates enough space that these kids who never could seem to find their way with a soccer ball or a baseball bat have found this incredible way to work with their bodies. They've discovered that they CAN be strong (so very very strong, these circus kids!) even if they can't figure out how to enjoy volleyball. This has brought a lot of joy and harmony to our family as different folks found a different way to move their bodies and do something physical that is also so creative and dynamic.

One final note. Our family counts several queer people in our members, including a nonbinary kid who's trying to figure out their life in a world so rigidly divided into two genders, we especially appreciate this circus troupe. It has been a haven for our kiddo because it is open to kids of all gender. Most traditional sports don't have room for a nonbinary kid, but circus is open and welcoming and positive and means so much to us. Watching kids who might not be successful at traditional sports move their bodies in such joyful, rigorous, impressive ways is a wonderful thing and holds an important place in our community.

I hope you will consider this group for any and all funding, we would be bereft without them.

Warmly,  
Katherine North  
Parent to youth aged 10 and 17.



My name is Leifen and since I joined Tsunami Circus in 2019 I have made the best physical transformation I could imagine and made an entirely new set of friends who all appear to have my best interest in mind, which is a perspective shared by many circus members. It also has challenged and improved my discipline both physically and mentally, as well as given me a sense of purpose and brotherhood which I have not found in any other sport. I would genuinely do anything to keep Tsunamis Circus going and writing this paragraph was the least I could do.

Leifen Porebska-Coverdale  
Circus youth aged 17



Jenny Redpath



I am writing to express my enthusiastic support for Salt Spring Circus and Gymnastics and the invaluable impact it has on the youth of Salt Spring Island. As a member of the community and a firm believer in the importance of youth development, I have witnessed firsthand the positive influence this organization has had on the lives of countless young individuals.

Salt Spring Circus and Gymnastics plays a crucial role in fostering confidence among the youth of Salt Spring Island. Through engaging in physical activities such as circus arts and gymnastics, participants are provided with opportunities to challenge themselves, overcome obstacles, and ultimately build a strong sense of self-assurance. The supportive and encouraging environment cultivated by the dedicated instructors empowers students to push beyond their comfort zones and discover their own capabilities, thereby laying a foundation for confidence that extends far beyond the gymnasium walls.

Furthermore, the organization contributes significantly to the growth and development of its participants. Beyond the acquisition of physical skills, students learn invaluable life lessons such as perseverance, discipline, and teamwork. These qualities are essential for success not only in the realm of sports but also in various aspects of life. By instilling these values at a young age, Salt Spring Circus and Gymnastics equips its students with the tools they need to navigate challenges and achieve their full potential.

One of the most commendable aspects of Salt Spring Circus and Gymnastics is its emphasis on setting and striving towards goals. Whether it be mastering a new routine, perfecting a challenging trick, or participating in a performance, students are encouraged to set ambitious yet achievable objectives for themselves. This goal-oriented approach not only promotes individual growth but also fosters a sense of accountability and responsibility among participants. By setting and achieving goals, students develop a sense of accomplishment and pride that fuels their motivation to continue progressing both inside and outside of the gym.

Equally important is the organization's commitment to providing a non-competitive environment for physical literacy. Unlike traditional competitive sports settings, Salt Spring Circus and Gymnastics prioritizes personal growth and skill development over winning or losing. This inclusive approach ensures that every student feels valued and supported regardless of their skill level or background. By removing the pressure to outperform others, participants are free to focus on their own progress and enjoyment, resulting in a more positive and enriching experience for all involved.

In conclusion, Salt Spring Circus and Gymnastics plays a vital role in the holistic development of the youth of Salt Spring Island. By nurturing confidence, fostering growth and development, promoting goal-setting, and providing a non-competitive environment for physical literacy, the organization empowers young individuals to thrive both inside and outside of the gym. I wholeheartedly support the continued efforts of Salt Spring Circus and Gymnastics and commend its dedication to enriching the lives of the youth in our community.

Thank you for considering my support for this invaluable organization.

Sincerely,

Jenny Redpath

Parent to youth aged 10 years

Thanks Michelle, for the opportunity to tell you how much Circus has meant to Rosie over the last couple of years. It's been amazing! Not only is it great exercise, it's also an awesome confidence builder. She is so proud of herself and the things she has learned to do that she never would have thought were possible.

And that's not even to mention the camaraderie and the friends she's made. She looks forward to the practices, even when she's tired. She wishes she had Circus every day.

The knowledge and dedication of the coaches is amazing. I have complete confidence that they will continue to create a safe space, both physically and socially. They work hard to include every child at his or her own level of proficiency.

When I first walked into the Circus practice area, I said, "Any child would kill to play in here!" I haven't seen anything to change my mind about that. Thanks for making Circus a part of Rosie's world.

Rowan Algoet, parent to [REDACTED], Age 11

To Whom it May Concern,

Please consider contributing funds to this amazing and unique program!

My two girls are not interested in competitive team sports, but they are beyond excited every Friday for Circus. This is their second year, and they are building on what they learned last year. It would be such a shame to have to tell them it won't be running next year. We have attended the Tsunami Circus performance every year as an audience member since we moved here five years ago. I can tell you it shines through brightly and clearly how much youth are gaining by participating in this program. You can see how much they value their teammates, how their confidence is built, how proud they are of what they can accomplish. I can see that for some of them the circus coaches, creators, and youth, are like family. It is really striking how much the program values building core values like inclusion, and team spirit, and even consent. I really hope hearing this helps you understand what a valued part of our whole community the Circus program is!

Sincerely,

Aisia Salo, mom of [REDACTED], 9, and [REDACTED], 7

Circus is the best thing that has ever happened to me, it taught me how to love myself. I learned how to support, appreciate, encourage, uplift, apply myself and get physical in an artistic way. Not every sport is competitive and for kids like me who didn't have a lot of confidence growing up, circus saved me in a way. I learned how to make real friends, coach others, the importance of volunteering within my community and advocating for accessibility. Without Circus I never would've been able to explore my passion for theatre. To which I've since excelled in. It teaches me to have an open and better mindset, how to respect myself and change my attitude. It teaches me accountability, choreography, and most importantly, how to have fun and be confident in doing so. It opened the opportunity for me to gain an advanced physical literacy level, to enable my storytelling abilities. I learned that everyone has a story to

tell and circus gave me this unique and amazing opportunity to tell it. Without circus I seriously don't know where I'd be, it is such a foundational program that teaches such a wide variety of useful and practical skills. We follow the P's, Practice, Patience, Perseverance, Pass-It-On, Passion and Play. Circus has me embodying these qualities and as a coach, I fully believe that with enough time within our programs, you will gain these qualities and become an attribute of the circus. Run away to the circus they say, instead of competing why not come together. Just because we don't play with soccer balls or hockey pucks doesn't mean it isn't sport. Circus is a non-traditional sport and if it was universally considered competitive just to meet the requirement to receive funding it wouldn't be beneficial and foster a terrible environment where participants wouldn't excel to the degree where they do when we work together. In a world where every other aspect is competitive, politics, war, capitalism around the world, circus is something else. Circus fosters a culture that is unifying. Competitive sports aren't bad, in fact I value them as an avid hockey fan. But well rounded and informed individuals are the kind of people that I want to be the next generation. I have wanted to juggle ever since I was 5 years old. I remember tried to juggle and looking in the mirror and trying over and over and over again with three colorful hacky sacks. And sometimes they tell you that you've always had an idea of what you what to do. Circus is one of the reason I have an acceptance into university, a scholarship and a passion of the performing arts. After having taken training to become a gymnastics foundation's coach, It has forever bettered our program. It has increased our vocabulary and create compositions, friends, some might even call us a family better than ever before. Kids without circus may fall through the cracks, without confidence mental health can plummet. As mine did during the pandemic. Hula hooping on my lawn, feeling pretty in a costume, having a place to stand and aerial sequences to complete made me feel like I belong, like I mattered, like I could rely and people could rely on me. I watched others lose circus and dabble into substances and questionable activities. Losing circus may arguably be worse than never having it at all. It gives kids a purpose, something to look forward to, learn generosity, belonging, mastery and independence. All 4 qualities being the ones that make up the circle of courage. Without confidence, circus acts a vehicle that allowed me to try. To explore myself and my abilities and physically exert to not only entertain, but to share the stories within my community, create impact, and raise awareness for solutions I believe in. Losing circus could ruin the lives of a lot of kids, it is line of the only non-traditional sports on this island. We saved it once and we can save it again. Salt Spring Gymnastics has been around for a long time and we're about to throw that all away? Salt Spring Circus & Gymnastics is not only the present of non-traditional sports, but also the future. The legacy they leave behind is us. All of us. Everyone who has even seen us perform, whether that be in our gym, old folks homes, the local parks or in our own homes with and along side our families. If one circus kid survives, we all survive. This circus has defied the odds again and again. When the odds are not in our favour all it takes it one person to decide that this is a good idea. And that person was Tiffany Wightman. Way back when I was 10. She brought the Australian circus call GOM. We were fortunate enough to receive some equipment. The circus won't stop but we won't be able to share our knowledge and P, Pass-It-On. I have gained skills I never would have had. Unicycle, silks, hammocks, cube, juggling. The circus enables me to look back at my 5 year old self and tell my self that I did it. That I did and am doing so much more than little me could have ever imagined. I can fly in the silks, story tell and look pretty and think that about myself. Without circus where would I be? I can forget about my problems and dedicate myself to the process. I can raise awareness and the circus is allowing us to raise awareness as it is not self sustaining. Sports are quite dangerous, you are correct, hockey is full contact, speed and sharp skates on hard ice. Figure skating is artistic and a sport, don't get me wrong there are circus branches that can be bet on, I'm sure. In this one, I learn all about myself, because all together we are love.

Circus youth, aged 17

I'm writing to let you know how important Tsunami Circus has been to our daughter and our family as a whole. For her, it was a lifeline during a time she was really struggling with bullying, as well as isolation at school which led to a heart wrenching period of depression. It was something, the only thing, she continued to look forward to as she progressively dropped each of her other extracurricular activities and her few friendships dwindled. The Tsunami Circus group provided a warm and welcoming family into which she could immerse herself and enjoy the physical exertion, fun, and creativity while there each week.

She is now in the tsunami juniors performance group, and we can see how her confidence and love of the sport has grown.

We hope you recognize how important such an activity is for so many kids, many of whom, like our neurodivergent daughter, aren't suited to typical team sports or more structured sports such as swimming or tennis. Having access to programs such as the Tsunami Circus ensures these kids are still able to develop their physical literacy, social skills, team building and confidence in an engaging environment highly supportive of diversity and inclusion.

Please help recognize the critical role the Tsunami Circus plays in our small and eclectic community and help continue its success through providing funding for years to come. So many of our children rely on it.

Sincerely,  
Katsky Venter  
Parent to youth aged 9 years

"Sport:" any form of physical activity or game, often competitive and organized, that aims to use, maintain, or improve physical ability and skills while providing enjoyment to participants and, in some cases, entertainment to spectators.

It's one thing to define "sport," but the reality of what sport truly means to the youth, families, and coaches that participate goes far beyond a physical activity to improve skills...

Circus is more than a sport; not only is it an opportunity to build physical strength and fitness, it is a *safe* space to build confidence, social skills, leadership, independence, cooperation, and artistic expression. It's like no other sport out there! It is an opportunity for those who don't fit the mold of traditional solo or team competitive sports. It's a community, a web of support, built around the coaches and parents that put so much time and love into providing this experience to today's youth. It's a lifeline to many. A source of joy, that, if unable to continue, would be devastating for this community. Having participated in many different sports, I can personally say that circus was a significant pillar in my development as a person, a benefit I hope to be able to pass on to the next generation.

Dr. Kate Schertzer, ND, DC, MS

My personal background with circus is from the adjacent flow-arts community, where I got involved in poi spinning.  
That led to an involvement in acroyoga and, well... things went from there.  
As someone on the autism spectrum, I had and still have a challenging relationship with my body. I never danced, beyond the awkward white-boy shuffle. Poi spinning helped me connect with movement and my body.  
I'll take that further: poi spinning helped me be present inside my body.  
It helped me really dance for the first time when I was in my 30's.  
It is only now, in my 50's and in therapy, that I'm beginning to understand how incredibly important that connection is.  
As far as acroyoga goes, well, I met my partner through acroyoga.

My son is 7. He is pretty clearly also on the spectrum, and we are pursuing the luxury of a diagnosis as bureaucracy and the healthcare system permit.  
Just this year he started getting involved in circus. To my joy, he has started doing some poi spinning, too.  
It's a lovely thing to be able to share with him.  
Like many others on the spectrum, we have challenges connecting with other people.  
Circus has provided one more little bridge between his world and mine.  
I am hoping that he will find a community there to which he can connect.  
One of the cruelest aspects of autism is the loneliness and social disconnection.  
Other team sports and group activities he has tried have not provided him with that critical sense of belonging.  
These things take time, but so far, Tsunami looks promising.

As usual, the problem is money. Tsunami is based on Salt Spring Island, where rent for anything is always expensive.  
Much of what Tsunami does can only be done safely in a real gym.  
While the tradition of Circus often put safety third, this is not an option for a kids program.  
Because it's a kids program, insurance is unavoidable.  
Removing all the indoor specific parts of the curriculum and relocating to a park would only work for maybe half the year.  
However, it's a kids program and time shifting outside of the traditional school season would massively reduce accessibility.  
Worse, attempting to relocate outdoors would render it uninsurable.  
Raising tuition would immediately reduce the inclusivity and accessibility of the program.

I urge the BC Gaming Commission to consider the profound impact of Tsunami Circus on the lives of individuals like myself and my family.  
By providing funding and support, you have the opportunity to not only preserve a vital community resource but also to empower youth from diverse backgrounds to thrive and excel.

Andrew Hammond  
Parent to youth aged 7

To whom it may concern,

I'm wanting to tell a bit of my sons story. He is just about to turn 8 years old. He has told me not to arrange a birthday party this year, as his circus performance troupe are having a team building day on his birthday. He's going to make that, his birthday party. What 8 year old turns down a birthday party with all their friends?!

He had delayed speech as a toddler. He had speech and language therapy as a preschooler. With this help he managed to avoid taking a stutter into adulthood. However he did have another problem with his bowels that made making friends at school very difficult, he had a very tough time. He did not want to go to school. He was a bit awkward when with other kids, he felt very uncomfortable and embarrassed.

He struggled in school concentrating and following the classroom protocols. He would show some destructive behaviours in his frustration.

He enrolled in soccer, and gave it a good go but it really wasn't his thing. He would be crying and not wanting to go.

When we were introduced to Circus, my son was excited to get there every week. At first I had to accompany him to keep him focused and help get him out of a funk if he got into one, and he did. But it did not take him long to decide he felt safe there. He can move around, the way he needs to. He's encouraged to listen to his body!! This is huge.

I no longer have to participate to help my son be a part of something. He absolutely loves this program and all the wonderful people who are also a part of the team. He talks about it all the time. Practices juggling and unicycling at home. His confidence in life has been affected directly by being a part of circus.

He is having a much better time at school now, has found the confidence he needed, and is finally becoming independent in the ways an 8 year old boy should be.

I'm very worried if I have to break the news to him if it can not continue.

I'll be keeping my fingers crossed.

Thank you for reading!

Your sincerely

Sophie Miller

Parent to youth aged 7 and 10 years

"Ever since we saw the most amazing performance by the Tsunami circus group, my girls have been very excited to be able to join one day. We were thrilled to learn that they started offering for younger kids and today it will be 2 years since my children joined the circus classes, and they don't ever want to stop going. The biggest difference I noticed is in their confidence. They know how physically demanding it is to climb the silks and the hammocks, and to be able to do the tricks after many hours of practicing shows their own perseverance. My girls also enjoy the artistic aspect of this "sport". It's almost like dancing in the air. Also, I love how inclusive this program is. It's not about who can do what better, but every single one of the kids have their own unique talents and are able to showcase these in their beautiful ways. It's definitely needed for kids who are physical, but are not necessarily keen on competitive sports. I've also witnessed kids giving supportive comments and encouragement to each other. "

Marimo Moriishi

Parent to youths aged 9 and 12 years



Dear reader,  
I write on behalf of my family to ask you to consider funding Salt Spring Circus and Gymnastics.

My name is Muneera. I am from India originally, and I have two (half-Indian) daughters aged 17 and 13 years.

We moved to Salt Spring Island 2.5 years back as our older daughter, who is a quiet and gentle little artist, was struggling with high school social dynamics where we lived in North Burnaby (Vancouver). She had started skipping school due to social anxiety. We were worried for her mental health and moved to this smaller community to see if it would be a more positive experience for her.

On arriving here, she enrolled in the Circus program as she had been attending Circus West in Vancouver before. Over the course of a few months of being with the circus troupe and coaches, she started to transform. For the first time in her life, she felt seen. The coaches encouraged in a way that she had never been before. They helped her find her confidence and become proud of her abilities enough to choreograph and perform her own pieces on various apparatus. Most of all, she finally felt she was safe and that she belonged somewhere. She had never experienced such a positive community and such supportive colleagues who helped each other and cared for one another's success. She has since stayed part of the circus and gymnastics community and participated in many classes and performances. In a way SSCG has been home to her as she finishes high-school. Now, at age 17 and graduating in June, I feel like she is thriving like she should be, and I owe it largely to the circus and gymnastics community of incredible staff, coaches, students and volunteers.

Thank you for considering our application. As you make your decision, know that SSCG is an indispensable part of our children's lives and much of the Salt Spring community. It has contributed massively to the confident and kind children we have here.

I would be happy to answer any questions you may have or send in a formal letter if it is helpful. I can be contacted on my mobile number at 778-558-5483

Thank you,  
Muneera Wallace  
Parent to youths aged 17 and 13

Hi My name is Kirsten Marshall and I'm here to speak about SaltSpring Circus and Gymnastics.

It is one of the largest youth athletic groups on the island with over 400 kids. As a relatively recent combination of the 2 older groups, tsunami circus and ss gymnastics - we are the only organization on the island that offers acrobatic and gymnastic training. Out of all sports, gymnastics is transformative in building neuropathways through body awareness, balance, strength and conditioning - learning to take risks and build confidence. It is an amazing asset to have this program right here in our community.

2 of my kids have been in circus and gymnastics classes, and their involvement gave me a chance to see how much this program really achieved. Here was this noncompetitive multi age multi gender team that was so athletic and talented. If you've seen a tsunami circus show you know what I mean. They are amazingly trained and so fun!!

And I also saw what was behind this group... and that's actually why I joined the board of directors last year, ...because they thoughtfully, with intention, formed a family where any child belonged. Where kids talked to their coaches about way more than their trapeze flip. And it mattered so very much to some of the kids to have that part of the program - kids who otherwise may have been just, lost.

Tsunami Circus fostered a unique culture of inclusion and diversity that has become a cornerstone of Salt Spring Circus and Gymnastics as an organization. Our programs offer children who may not be traditionally included in other sports an athletic opportunity to shine.

Here's exactly the ways we do this.

We are the only island athletic organization to develop adapted program classes. These are specifically aimed at children with various levels of disabilities or neurodivergence who need special accommodations in order to participate.

We also reach kids in financial hardship. We help with obtaining family subsidies, and when more is needed we find funders or waive extra fees. This year, we were able to offer opportunities for every elementary school to participate in our programs.

I'd also like to talk about a third way we reach kids in the margins... perhaps the most important, and what compelled me to get directly involved.. It is this emphasis on giving kids an easy entry place to take wonder and pride in the body they are given. In what amazing feats and acrobatics their body can do, AND really feel like they belong in their rapidly changing bodies, and in this group of people. That foundational belonging means so much in the human experience... and especially for our kids.

The majority of the current youth coaches who grew up taking classes and are now jr coaches, identify as neurodiverse, or queer, or somehow body atypical, and have been vocal about how being included and supported in this program has helped affirm who they are and celebrate that as a strength.

To attest to how strongly they feel... this year these same youth leaders self organized to propose to the board a special performance group that they want to appear in the Tsunami show. They volunteered to coach the ones too young, scared, or otherwise not ready or able to participate as part of the normal performance troupe. I'm so proud of them for stepping up. They see the beauty in diversity and find hidden strengths where others cannot see them. They want to continue the culture of belonging they had.



What's not generally known about this great athletic program is how poorly funded it is. There are huge bills to pay - insurance, gym rent, equipment, coaches, and coach training. It is a ginormous feat to put all this on. We get lots of volunteer hours, do a lot of fundraising, and even then it is a real trick to make ends meet. This year in particular has been hard with combining the 2 organizations in a new environment at SIMS and a few unforeseen events set us back financially.

Right now, funding from 100 women is critical funding. I can't emphasize that enough. Without it, these programs will be scaled back. We don't want to turn away kids, or stop offering classes.

Please provide a body positive athletic place for these kids. It is so healthy for all of them, and so many of them need this cirqnastic family. They need to belong.

Thank you,  
Kirsten Marshall  
Parent to youths aged 10 and 14

To Whom It May Concern

My child has been involved in Tsunami Circus for 8 years. It has been the single best thing for our family and enabled so many children and youth to be involved with creative and physical activity. Our child was not one for team sports, yet is strong and capable. The usual sports and physical education classes were not of interest. Circus provided thorough instruction for training and progressive steps for achieving new skills. Circus also provides an outlet for creativity and performance, which can include influences from other creative disciplines such as dance, music and theatre.

Through the tumultuous middle school and high school years Circus was the one constant activity on the island that we could depend on.

Circus is a vital organization in our small town community, and it's essential that it keeps operating.

James Cowan  
Parent to youth aged 17

This year, the Tsunami Circus has offered my child the chance to be a part of the team. Traditionally, my child is a shy individual who struggles with group dynamics and "fitting in". Tsunami Circus accepted her and are working with her to gain confidence and find a place in the troupe where she is comfortable. My child is not a sports person and often struggles with physical challenges (in addition to having asthma). The circus gives her the opportunity to learn how to work with a group to achieve a common goal (the performance!) It is likely to take her a few seasons to "get" the physical skills for circus (which is why I hope this will continue), but she still supports the team in other ways through music, technical, and administrative help. The behind the scenes work that she does for the performance is a job skill in an area (Vancouver and Hollywood North) where the entertainment industry is a career that young people could actually look forward to working in. The circus isn't just a 'sports organization'. It is much much more! Please consider this wonderful organization for funding support!

Michelle Goss Baxter  
Parent to youth aged 14

To whom it may concern

I'm writing due to the shocking news that our circus program is facing the fear of closing. This program has positively impacted and enriched my children's lives in ways that no other program on this beautiful but limited island has been able to. I have three children with special needs and two have had the privilege of being able to attend the programs offered, not just physically thriving, but emotionally and socially as well. As a parent of a teen, I know how dreadfully important it is to have extra curricular activities for them to focus on for a healthy life and to keep them feeling connected to the community.

My oldest has always struggled with the social aspects of group activities but has been so welcomed and included in the offerings of the program that they have decided to spend their free time volunteering with the younger kids and the kids who need extra assistance.

My second child has more severe disabilities and isn't able to attend any other programs on island at all, or even school. With the adaptive circus and gymnastics program, he is able to attend with me to support him and spend time with kids his own age in a safe setting, working on skills at his own pace. His self esteem rose considerably and it has sparked a love for circus and gymnastics and even made it easier for him to start trying new things. It's also blossomed into him learning about and becoming interested in participating in the Paralympics when he's older.

These programs have impacted our lives so much! There is no comparison nearby available that can touch the closeness of community and adaptive inclusivity this program offers. Closing them down would be a disservice to the families and most importantly, take away from the children's inclusivity here on salt spring.

Amandia McQuarrie

Parent to youths aged 8 and 14 years

To Whom It May Concern,

I am writing to express my unwavering support for the Salt Spring Circus and Gymnastics, a pivotal program that has profoundly enriched the lives of countless youths on Salt Spring Island. This includes its precursor, Tsunami Circus, where I have had the honour of volunteering as a circus coach for over ten years.

During my tenure, I've observed the remarkable influence that circus disciplines exert on young individuals. This program transcends traditional sports, serving as a pillar for community engagement, personal growth, and the fostering of a nurturing, inclusive environment. Here, every child, irrespective of their background or athletic prowess, finds opportunities to flourish. Salt Spring Circus and Gymnastics merges physical literacy with artistic expression and personal development, acting not just as a sporting venture but as a crucial support system for many. Especially for those who might feel out of place in conventional team sports, our program stands out. It welcomes diversity and engenders a sense of community belonging, proving itself an indispensable community treasure.

Our efforts have been key in instilling confidence, discipline, and a sense of achievement in the youth. It's been a privilege to witness the transformation of numerous children from reserved and hesitant to confident performers and collaborative team members. This metamorphosis extends beyond physical skills to include vital life attributes like resilience, creativity, and leadership.

Despite our program's success in nurturing these qualities, Salt Spring Circus and Gymnastics faces challenges, notably financial, due to its classification as a 'sporting organization'. This unfairly restricts our access to grants and support, exacerbating our operational cost burdens, such as rent, insurance, and equipment maintenance. These challenges jeopardize the continuation of our beloved program.

I implore you to acknowledge the extensive impact of Salt Spring Circus and Gymnastics on our community. It does more than teach skills; it cultivates community spirit, champions inclusivity, and empowers young people to explore their potential. The loss of this program would significantly diminish not just our youth but the very essence of our community.

Therefore, I strongly advocate for a reassessment of the financial support for Salt Spring Circus

and Gymnastics. Adequate funding will ensure the program's enduring ability to serve Salt Spring Island's youth, fostering their growth, learning, and success in an ambiance that honours diversity, creativity, and physical well-being.

Thank you for considering my heartfelt support. With your understanding and aid, Salt Spring Circus and Gymnastics will continue to shine as a beacon of positive change and opportunity for our community's youth.

Sincerely,

Ben Velthuisen

Coach, Technician/Rigger, and Passionate Advocate,

Salt Spring Circus and Gymnastics

Parent to youths aged 13 and 17

Dear Sir/Madam,

I am composing this correspondence to convey the significance of the Salt Spring Circus program to my family. My two daughters, Arawyn (14) and Adalyn (almost 12), are actively involved in the circus program, known by their circus names Araweenie and Pi ( $\pi$ ) respectively. Arawyn has been engaged in the program for three years, while Adalyn recently joined the junior troupe this year.

For Arawyn, circus is not merely a physical activity that promotes her health, fitness, and agility. It has also served as a platform for her to cultivate self-assurance, dedication, and resilience. Circus, being a distinctive sport, is both individualistic and team-oriented, providing her with the opportunity to develop her leadership skills. Witnessing Arawyn's growth and evolution into a confident young woman, shaped by the values instilled through her participation in the troupe, fills me with pride.

Conversely, circus holds a different significance for Adalyn. Throughout her life, Adalyn has grappled with numerous health challenges, having been diagnosed with a number of serious health disorders. Given her conditions, active participation in team sports has been challenging for Adalyn. The unpredictable nature of her health often prevents us from making long-term commitments. Circus, however, has provided an inclusive and nurturing environment for her. The team and coaches have embraced her, (safely) disregarding her disabilities, and have encouraged her to explore new horizons. Despite preconceived notions, circus has proven to be a welcoming space for a child with epilepsy, offering a supportive community that has made a positive impact on Adalyn's life.

Our circus program is in need of financial support to continue running smoothly. The expenses are becoming overwhelming for families, making it less accessible. The fees for the circus program consume all the grants I receive for sports, leaving no room for other necessities.

Your consideration in providing a grant would be greatly appreciated, Sincerely,

Tanya Downing

[REDACTED]

Wow... the Circus program on SSI (Salt Spring Island) and the gymnastics program... Wow...

When my Stepdaughter went into the circus program, I thought what the heck...

That was six years ago...

Circus... pffffff... ....

How I was so wrong...

I watched as the coaching staff (Volunteers), and the young adults, students of the Circus program progressed in their desire to put on a performance that would be incredible.

My Stepdaughter learned and worked almost every day on that program. I learned about the other young adults involved... and what the program meant to them.

I went to the practices and took pics and video, all provided to the Coaches...

It was incredible to watch them grow and learn.

I watched my stepdaughter enhance, from being unable to climb to the top of the gymnasium... to get to the top on the silks.

Wow, her athletic prowess increased.

Unicycling was a task she learned as well as juggling.

This is an incredible program that should not be dismissed.

All the volunteers, and the students involved are incredible.

This is a credible program that is in need of funding and really deserves it.

I am so amazed at the progress over the years that this program has provided to all the youth involved.

It may not be classified as a sport, however the energy and the physical requirements to complete the tasks at hand are incredible for each participant.

When watching all the youth, performing and completing their tasks, on the circus floor... I was so impressed... and the shows were incredible!!

The dedication and time that all provided, is a whole other statement.

Boy... they... have... .. learned A LOT!

Incredible program...

Please consider funding...

Thank you for your time and consideration.

Paul van Netten

Parent to youth aged 17

Circus is the best thing that ever happened to me. I have never felt more accepted and loved for who I am in any other place.

I have a social anxiety disorder that makes it really hard for me to form connections and make friends. I used to feel like I didn't fit in anywhere and I had incredibly low self esteem. When I joined circus, my self esteem slowly improved, all the way until now, where I can actually say that I love myself for who I am. I'm still quiet and I still get nervous, but my anxiety has improved significantly, because circus made me want to change, it made me want to push myself and do things out of my comfort zone. Because of circus, I'm taking opportunities that I would have turned down before, and I'm doing the things that I love and following my passions. I used to dread my weekly activities, but I look forward to circus every single week.

Circus gave me a family, it gave me a purpose, it gave me a reason to fight. This show, I talked in front of everyone for the first time ever, and it felt amazing. I've never done that, and I've always gone home wishing I could have the confidence too. But I did it, because I finally felt like I could. I cried and I didn't feel any judgment, only hugs and support.

I also see myself in a couple members of the juniors and seniors. Especially one girl a year younger than me. We've talked about supporting each other throughout each of our journeys, and I really hope I get the opportunity to mentor her.

I love my Tsunami Family more than anything. I don't know who I would be without it.

Please consider helping us to keep running. If we shut down, I know it would have a dramatic impact on our island community, and I know all of the children and youth, especially the juniors would be crushed.

Thank you,  
Shelvy, age 15



**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: Graffiti Theatre Company Society

[REDACTED]

Salt Spring Island, BC, [REDACTED]

Contact(s): Rebecca Nygard (name) [REDACTED] (phone) [REDACTED] (fax)

grafttcs@gmail.com  
Email address

Contact(s): Mary Kastle (name) [REDACTED] (phone) [REDACTED] (fax)

[REDACTED]  
Email address

### ***Application Summary***

Project or purpose for which you require assistance:  
Convergence Festival 2025

Amount of grant requested \$ 3,500

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)

Executive Director  
(title)

Rebecca Nygard  
(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?

Graffiti Theatre is a cornerstone of the Performing Arts Community on Salt Spring Island. In addition to producing theatre annually, we partner with small informal local groups to provide administration, access to funding, insurance coverage and production support so that community members can create and collaborate and add to our local culture. Community space is important to Graffiti, we have traditionally produced events in Centennial Park, Mouat's Park, the Church Meadow, Artpspring, Fulford Hall, Mahon Hall and other community venues. Our vision includes supporting local emerging professionals and professionals to take on leadership roles with volunteer support, our involvement in the Convergence Festival aligns with all of our organizational goals. Showcasing local artists and musicians in a no cost access, all ages event in the heart of our village is a way to build community connections and feed momentum for our performing arts culture on SSI.

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

Convergence Festival takes place in the heart of Ganges, in the Creekside parking lot between Mateada, Barb's, and Salt Spring Coffee. Last year, the event attracted 500 people and as a free event, benefits all the surrounding businesses, residents, regional residents, and tourists here in the shoulder season.

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.

Graffiti does not provide remuneration to it's Directors. Convergence's production team is volunteer. Event production crew and artists will be paid in accordance with the festival's ethos of generating economic opportunities for local and feature acts, sound engineers, and technical talent. Budget pending, there will be honoraria allocated to the production team for their time and effort in organizing and running the festival.

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

Graffiti Theatre has approximately 150 members/volunteers and has been in operation for 31 years.

In partnership with Graffiti Theatre, Convergence Festival is being produced by Mary Kastle and Tommy van Deursen,

## Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (Rental of Technical Equipment, Insurance and other Material Costs )

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

Convergence Festival, presented in collaboration with Salt Spring Arts and Graffiti Theatre, is an independent music festival in the heart of Ganges. It will take place on Friday, September 26th, from 2-10:30pm and feature a variety of local acts including singer-songwriters, pop, roots, rock, and reggae artists.

This year the festival is ramping things up by bringing in the Polaris Prize nominated Canadian indie folk / Indigenous collaboration between Reuben Bullock & Band and the Blood Tribes's Bullhorn Singers - Reuben & The Bullhorn Singers. The lineup also includes local acts Daryl Chonka, Caraluna, Mary Kastle, Dub Alchemists, Hilltop Pranksters, and JTS Variety (Jacob Hart/Tyger Jackson/Salome Cullen).

The festival will have activity booths by the FabLab and SS Arts, food by South End Sausage, a licensed area in Mateada, and plenty of fun for all ages. The Green Vests organization will be onsite to assist with overall security and harm reduction for attendees.

As we have other funding sources whose focus is resourcing artists, we are requesting these funds for the technical equipment and insurance necessary for the event.

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

Convergence Festival transforms the Creekside parking lot into an inclusive space that celebrates Salt Spring's diverse arts community; welcoming all ages and walks of life. Harnessing public imagination and engaging local creators, businesses, residents, and tourists to connect through music in this transitional season, Convergence provides a professional opportunity for local musicians, sound engineers, and event production talent, elevating local artists' careers and nurturing audience development. Showcasing Reuben and the Bullhorn Singers is an evolution for Convergence's status as a professional caliber festival, and is aligned with our shared commitment to increasing visibility and presentation of Indigenous cultural expressions

This festival also brings together a growing community of Salt Spring organizations supporting free community arts while helping bridge the gap between the island's many small music scenes. This year's festival partners include Wilding Foundation, Berman Foundation, SS Arts, Graffiti Theatre, Country Grocer, Cassette, Mateada, and the SS Exchange. This collaboration is important in reinforcing our community processes in the creation of community centred events; every time we work together we learn and grow in opportunity, skill and creative energy,

## 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	\$5,000	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Berman Foundation	\$5,000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wilding Foundation	\$5,000	<input checked="" 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
2024	\$3,500	Convergence Festival Production Costs

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

**GRAFFITI THEATRE COMPANY SOCIETY**  
**Compiled Financial Information**  
**Year Ended December 31, 2024**



CHARTERED PROFESSIONAL ACCOUNTANTS

## COMPILATION ENGAGEMENT REPORT

To the Management of Graffiti Theatre Company Society

On the basis of information provided by management, we have compiled the statement of financial position of Graffiti Theatre Company Society as at December 31, 2024, and the statements of revenues and expenditures and changes in fund balances 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  
March 10, 2025

**GRAFFITI THEATRE COMPANY SOCIETY**  
**Statement of Financial Position**  
**December 31, 2024**

	<b>2024</b>	<b>2023</b>
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 27,965	\$ 2,579
Accounts receivable	950	126
	<b>28,915</b>	<b>2,705</b>
<b>PROPERTY, PLANT AND EQUIPMENT (Note 2)</b>	<b>61,675</b>	<b>36,382</b>
	<b>\$ 90,590</b>	<b>\$ 39,087</b>
<b>LIABILITIES AND FUND BALANCES</b>		
<b>CURRENT</b>		
Accounts payable	\$ 2,050	\$ 2,048
<b>FUND BALANCES</b>		
General fund	19,567	(913)
Restricted fund	61,675	36,382
Externally restricted fund	7,298	1,570
	<b>88,540</b>	<b>37,039</b>
	<b>\$ 90,590</b>	<b>\$ 39,087</b>

**APPROVED ON BEHALF OF THE BOARD**

*Rebecca Nygard*

Director

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See notes to financial information



**GRAFFITI THEATRE COMPANY SOCIETY**  
**Statement of Revenues and Expenditures**  
**Year Ended December 31, 2024**

	<b>2024</b>	<b>2023</b>
<b>REVENUES</b>		
Grants	\$ 48,000	\$ 12,000
Box office	26,795	7,380
BC Gaming grant	23,000	21,000
Donations	2,000	3,600
	<u>99,795</u>	<u>43,980</u>
<b>DIRECT COSTS</b>		
Director fees	7,000	6,000
Technical crew	500	700
Actor and musician fees	4,911	7,419
Producer fees	10,250	7,696
Rehearsal and performance rental	3,762	6,508
Stage and costume supplies	4,143	2,146
	<u>30,566</u>	<u>30,469</u>
	<u>69,229</u>	<u>13,511</u>
<b>EXPENSES</b>		
Advertising and promotion	617	631
Rent	3,896	-
Insurance	1,310	1,300
Interest and bank charges	1,704	52
Office	2,201	3,943
Administrator fees	8,000	9,000
	<u>17,728</u>	<u>14,926</u>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<u>\$ 51,501</u>	<u>\$ (1,415)</u>

**GRAFFITI THEATRE COMPANY SOCIETY**  
**Statement of Changes in Fund Balances**  
**Year Ended December 31, 2024**

	General Fund	Restricted Fund	Externally Restricted Fund	2024	2023
<b>FUND BALANCES - BEGINNING OF YEAR</b>	\$ (913)	\$ 36,382	\$ 1,570	\$ <b>37,039</b>	\$ 38,454
<b>EXCESS OF REVENUES OVER EXPENSES</b>	45,773	-	5,728	<b>51,501</b>	(1,415)
<b>CAPITAL ASSET ADDITIONS</b>	(25,293)	25,293	-	-	-
<b>FUND BALANCES - END OF YEAR</b>	\$ 19,567	\$ 61,675	\$ 7,298	\$ <b>88,540</b>	\$ 37,039

**GRAFFITI THEATRE COMPANY SOCIETY**  
**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 Graffiti Theatre Company Society as at December 31, 2024, and the statements of revenues and expenditures and changes in fund balances for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- Investments recorded at cost;
- Property, plant and equipment is recorded at historical cost
- Accounts payable and accrued liabilities.

**2. PROPERTY, PLANT AND EQUIPMENT**

	Cost	Accumulated amortization	2024 Net book value	2023 Net book value
Equipment	\$ 61,675	\$ -	\$ 61,675	\$ 36,382

**3. 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 remunerations in excess of \$75,000 to any one director, employee, or contractor.

## Convergence Festival 2025 - Budget

<b>Expenses</b>	<b>Unit cost</b>	<b># of Units</b>	<b>Cost</b>
Artist Fees (\$250 x 3)	250	3	750
Artist Fees (\$1,000 x 4)	1000	4	4000
Off island artist fees	5000	1	5000
Sound engineer + assistant + stage equipment	2900	1	2900
Site Supplies (Tent, Lights, Porta-poties)	1985	1	2050
Event Insurance	1000	1	1000
Security Contractors (Door, Site)	1200	1	1200
Advertising & Promo	300	1	300
Production Manager	1500	1	1500
Partnerships Manager	1500	1	1500
<b>Total</b>			<b>20200</b>

<b>Revenues</b>	<b>Estimated</b>	<b>Confirmed</b>
Berman Foundation	5000	3000
David Karr	3000	3000
Grant in Aid	3500	3500
Cassette	1000	500
SSI Foundation	5000	5000
Wilding Foundation	5000	5000
Country Grocer	1000	200
<b>Total</b>		<b>20200</b>



**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:

Wagon Wheel Housing Society  
[REDACTED]

SSI BC [REDACTED]

Contact(s):

Cherie Geauvreau  
(name)

(phone)

(fax) CELL

Email address [REDACTED]

Contact(s):

Jewel Eldstrom  
(name)

(phone)

(fax)

Email address as above

### Application Summary

Project or purpose for which you require assistance: Our not-for-profit laundromat (2021) is seeking assistance with the cost of machine repair parts & labour as our warranties have expired!

Amount of grant requested \$ 5,000.-

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

Jewel M Eldstrom  
(signature of authorized signatory)

SECRETARY  
(title)

Jewel M Eldstrom  
(print name)

WAGON WHEEL HOUSING SOCIETY  
151 Lawnhill Drive  
SSI BC V8K 1M9  
250-537-1027

## 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?

Wagon Wheel operates the only Laundromat, Public Shower & Soap Exchange on SSI. We are considered an 'essential service' by Island Health & Provincial Government.

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.

WWHS incorporated in May, 2017. We have 7 active members and approximately 50 people have participated through the years.

2

## Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose ( repair/maintenance of commercial machines )

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 put towards the repair maintenance of the commercial machines.

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

This grant would help ensure the continued operation of this essential community service.



## 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)
Health Sciences	10,000	<input checked="" type="radio"/> *	<input type="radio"/>	<input type="radio"/>
Assoc.		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dec 2024		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\$7500.  
was approved

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	5000	haundromat

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

**Wagon Wheel Housing Society**  
**Laundr-O-Mat: Repairs, Parts and Labour**

<b>Revenues</b>	<b>Estimated</b>
CRD Grant in Aid	5,000.00
<b>Total</b>	<b>5,000.00</b>

<b>Expenses</b>	<b>Cost</b>
Gulf Island Heating & Refrigeration Ltd. (June 03 2025)	819.00
Gulf Island Heating & Refrigeration Ltd. (June 18 2025)	2,525.71
Gulf Island Heating & Refrigeration Ltd. (September 2, 2025)	3,432.22
<b>Total</b>	<b>6,776.93</b>

**Gulf Island Heating & Refrigeration Ltd**

394 Fulford-Ganges Rd

BC V8K 2K1

2505385539

giheatandref@gmail.com

GST/HST Registration No.:

824934731RT0001

**BILL TO**

The Laundr-O-Mat

162 Fulford Ganges rd

Saltspring island BC V8K 2T8

**SHIP TO**

The Laundr-O-Mat

162 Fulford Ganges rd

Saltspring island BC V8K 2T8

**INVOICE-m201097****DATE** 06/03/2025 **TERMS** Due on receipt**DUE DATE** 06/03/2025

DATE	ACTIVITY	DESCRIPTION	TAX	QTY	RATE	AMOUNT
03/03/2025	<b>Labour mark</b>	check out washer and clean faces but still not working remove coin mech and will call Fagar and talk with tech	GST	1	130.00	130.00
03/10/2025	<b>Mitchell</b>	coin slot for bottom right drier not functioning ,tear down and found metal glide had been bent to wrong place , rebend back in place and reassemble and check operation	GST	2.50	130.00	325.00
03/19/2025	<b>Mitchell</b>	mark had previously removed electronic coin counter that was not reading coins we spoke with tech and did a deep clean on it as a new one was \$2200.00 returned and install to check and reset machine and is now operating proper	GST	2.50	130.00	325.00

SUBTOTAL 780.00

GST @ 5% 39.00

TOTAL 819.00

**TOTAL DUE \$819.00**

**Gulf Island Heating & Refrigeration Ltd**

394 Fulford-Ganges Rd

BC V8K 2K1

2505385539

giheatandref@gmail.com

GST/HST Registration No.:

824934731RT0001

**BILL TO**

The Laundr-O-Mat

162 Fulford Ganges rd

Saltspring island BC V8K 2T8

**SHIP TO**

The Laundr-O-Mat

162 Fulford Ganges rd

Saltspring island BC V8K 2T8

**INVOICE m201112****DATE** 06/18/2025 **TERMS** Due on receipt**DUE DATE** 06/18/2025

DATE	ACTIVITY	DESCRIPTION	TAX	QTY	RATE	AMOUNT
03/31/2025	Mitchell	loading screen comes up when bar is completes it goes blank screen, try to reset and discharge reset but neither worked,need to talk to tech support but closed for the day	GST	1	130.00	130.00
04/03/2025	Mitchell	return and talk with tech ref# 19070085 and confirm board at fault will need to replace	GST	1	130.00	130.00
04/23/2025	Mitchell	return with micro chip board and install and test	GST	1	130.00	130.00
	Materials	micro board	GST	1	1,970.44	1,970.44
	Shipping		GST	1	45.00	45.00

SUBTOTAL 2,405.44

GST @ 5% 120.27

TOTAL 2,525.71

**TOTAL DUE \$2,525.71**

---

## Estimate 1047 from Gulf Island Heating & Refrigeration Ltd

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Gulf Island Heating & Refrigeration Ltd <quickbooks@notification.intuit.com>

Tue, Sep 2, 2025 at 11:25 AM

Reply-To: [REDACTED]

To: [REDACTED]

### ESTIMATE 1047 DETAILS



**\$3,432.22**

Review and approve

Powered by QuickBooks

To: The Laundr-O-Mat

Please review the estimate below. Feel free to contact us if you have any questions.

We look forward to working with you.

Have a great day,  
Gulf Island Heating & Refrigeration Ltd

**Address**

The Laundr-O-Mat  
162 Fulford Ganges rd  
Saltspring island BC V8K 2T8

---

**Ship to**

The Laundr-O-Mat  
162 Fulford Ganges rd  
Saltspring island BC V8K 2T8

08/05/2025

**Mitchell**

\$195.00

check dryer and found main board at fault ,talk with tech department to confirm and ordered

1.50 X \$130.00 GST

**Mitchell**

\$130.00

return and install new board and check operation

1 X \$130.00 GST

**Materials**

\$2,769.68

WFR137234 controller board

1 X \$2,769.68 GST

**Duty**

\$174.10

ups

1 X \$174.10 GST



Subtotal	\$3,268.78
GST @ 5%	\$163.44
Total	\$3,432.22

Review and approve

---

Gulf Island Heating & Refrigeration Ltd  
 394 Fulford-Ganges Rd BC V8K 2K1  
 2505385539 giheatandref@gmail.com  
 GST/HST Registration No.: 824934731RT0001

---

If you receive an email that seems fraudulent, please check with the business owner before paying.



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 **Estimate\_1047\_from\_Gulf\_Island\_Heating\_Refrigeration\_Ltd.pdf**  
 30K View as HTML Download

**WAGON WHEEL HOUSING SOCIETY**  
**Compiled Financial Information**  
**Year Ended September 30, 2023**



CHARTERED PROFESSIONAL ACCOUNTANTS

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## COMPILATION ENGAGEMENT REPORT

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To the Management of Wagon Wheel Housing Society

On the basis of information provided by management, we have compiled the statement of financial position of Wagon Wheel Housing Society as at September 30, 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  
January 25, 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](http://www.mlwaccounting.ca)  
email: [cpa@mlwaccounting.ca](mailto:cpa@mlwaccounting.ca)

\*denotes partnership of professional corporations

**WAGON WHEEL HOUSING SOCIETY**  
**Statement of Financial Position**  
**September 30, 2023**

	2023	2022
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 10,874	\$ 10,399
Goods and services tax recoverable	4,232	28
	<u>15,106</u>	<u>10,427</u>
<b>PROPERTY, PLANT AND EQUIPMENT (Note 2)</b>	<u>136,726</u>	<u>153,227</u>
	<u>\$ 151,832</u>	<u>\$ 163,654</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable	\$ 4,748	\$ 4,122
Employee deductions payable	725	3,200
Due to related parties (Note 3)	<u>126,100</u>	<u>73,500</u>
	<u>131,573</u>	<u>80,822</u>
<b>NET ASSETS</b>	<u>20,260</u>	<u>82,832</u>
	<u>\$ 151,833</u>	<u>\$ 163,654</u>

**APPROVED BY THE DIRECTOR**

\_\_\_\_\_  
Director

**WAGON WHEEL HOUSING SOCIETY**  
**Statement of Revenues and Expenditures**  
**Year Ended September 30, 2023**

	2023	2022
<b>REVENUES</b>	<b>\$ 116,384</b>	<b>\$ 129,052</b>
<b>FEES</b>	<b>50</b>	<b>250</b>
<b>EXPENSES</b>		
Advertising and promotion	8,111	8,106
Amortization	16,502	20,216
Insurance	4,375	-
Interest and bank charges	12,106	5,673
Legal fees	2,300	2,000
Memberships	1,274	1,274
Office	3,181	2,054
Professional fees	4,917	5,195
Rental	39,327	31,583
Repairs and maintenance	1,820	6,000
Salaries and wages	60,617	65,675
Supplies	9,848	6,225
Travel	133	170
Utilities	14,495	10,237
	<b>179,006</b>	<b>164,408</b>
<b>EXCESS OF REVENUES OVER EXPENSES</b>	<b>\$ (62,572)</b>	<b>\$ (35,106)</b>

See notes to financial information

**WAGON WHEEL HOUSING SOCIETY**  
**Statement of Changes in Net Assets**  
**Year Ended September 30, 2023**

	2023	2022
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 82,832	\$ 117,938
<b>DEFICIENCY OF REVENUES OVER EXPENSES</b>	<u>(62,572)</u>	<u>(35,106)</u>
<b>NET ASSETS - END OF YEAR</b>	<u>\$ 20,260</u>	<u>\$ 82,832</u>

**WAGON WHEEL HOUSING SOCIETY**  
**Notes to Compiled Financial Information**  
**Year Ended September 30, 2023**

**1. BASIS OF ACCOUNTING**

The basis of accounting applied in the preparation of the statement of financial position of Wagon Wheel Housing Society as at September 30, 2023, 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:

- Property, plant and equipment is recorded at historical cost and amortized on a declining balance method;
- Accounts payable and accrued liabilities.

**2. PROPERTY, PLANT AND EQUIPMENT**

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Buildings	\$ 99,098	\$ 11,411	\$ 87,687	\$ 91,341
Equipment	90,435	44,132	46,303	57,878
Motor vehicles	7,608	4,998	2,610	3,728
Computer equipment	1,384	1,258	126	280
	<u>\$ 198,525</u>	<u>\$ 61,799</u>	<u>\$ 136,726</u>	<u>\$ 153,227</u>

**3. DUE TO RELATED PARTIES**

	2023	2022
Current portion due to related party		
Due to (from) Cherie Geauvreau	<u>\$ 126,100</u>	<u>\$ 73,500</u>

Advances from a related Board member have no set repayment terms.

AUG 28 2025



August 26, 2025

PO Box 589  
Salt Spring Island, BC V8K 2W2

CRD Grant in Aid Committee  
Salt Spring Island, BC

Dear Madam/Sir:

The Salt Spring Island Printmakers Society is requesting a Grant in Aid in the amount of \$1,000 to support expenses related to Th-Ink!, the 2<sup>nd</sup> Islands Printmaking Biennale, to be held at ArtSpring in April 2026.

This one-time exhibition will showcase printmakers' original prints from across Vancouver Island and the Southern and Northern Gulf Islands. It is an opportunity for our community to see exceptional prints by our West Coast regions' preeminent print artists. In addition, in the Lobby, works by Gulf Islands Senior Secondary art class students will be featured. Our members will work with the students to instruct them in printmaking techniques, but also to coach students in the art of producing a major community show.

Th-Ink! will attract visitors from all the islands and the lower mainland and beyond. There is a growing community of artists and patrons who are celebrating the renaissance of hand pulled prints and we (and our island businesses) will be welcoming them.

Your support for our show is necessary: expenses related to the venue and advertising are high, and we are committed to a professional, worthy show that attracts attention and supports our community.

Your past support has been much appreciated, especially making it possible for us to have a fully-equipped studio at SIMS.

We look forward to hearing from you,

Nora Layard  
Chair



## 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 Printmakers Society  
PO Box 589  
Salt Spring Island, BC V8K 2W2

Contact(s): Nora Layard [REDACTED]  
(name) (phone) (fax)  
[REDACTED]  
Email address

Contact(s): Patricia Myers [REDACTED]  
(name) (phone) (fax)  
Treasurer@ssiprintmakers.ca  
Email address

### *Application Summary*

Project or purpose for which you require assistance:

The SSI Printmakers Society (SSIPS) is hosting Th-Ink!, the 2nd Islands Printmaking Biennale, in April 2026 at ArtSpring. The show will feature works by approximately 75 printmakers from across Vancouver Island and adjacent islands and works by Gulf Islands Senior Secondary art students. We are honoured to have been chosen to host this important event.

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)

Chair  
(title)

Nora Layard  
(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 Island Printmakers Society is the only collective printmaking studio on Salt Spring Island. Our facilities are available to local artists. Our workshops are offered to our members and the general public and provide creative stimulation to our community. We also work with high school students teaching printmaking skills as well as opportunities to show their work to the public. The unique printmaking skills practiced and taught at our studio include woodcut, linocut, drypoint, and lithography to name a few. These experiences are not available anywhere else in our community.

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

Our primary focus of service is Salt Spring Island. Outer Islands Senior high school students can also benefit from our workshops offered in the high school classroom.

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 all volunteers.

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

We currently have 72 members and while officially as a society we have been in operation 4 years, we began as a non-registered group about 15 years ago. We are grateful to be able to operate a printmaking studio at SIMS, providing an important gathering place for Salt Spring artists. It is a vital part of our community.

## Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose ( One-time special event )

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

SSIPS is requesting a Grant in Aid to support the expenses related to Th-Ink!, the 2nd Islands Printmaking Biennale. The first was held in Duncan in 2024 and it was an outstanding success, drawing together printmakers and printmaking groups into a shared artistic community. We will build on this success by reaching more exhibiting printmakers, by working with secondary school students to not only create prints but to also learn about hosting a major exhibition, and by mobilizing our membership to be involved in all ways. This includes preparing for the exhibit, welcoming guests to the show, and creating new works to be featured alongside exceptional, established printmakers from across Vancouver Island, and the Southern and Northern Gulf Islands.

We have two major expenses that we cannot cover with entry fees: ArtSpring and some local and off-island paid advertising. To enable full access to the show, we will be requiring a \$35 entry fee (a low fee), and with an anticipated 75 or so exhibitors, this is one significant revenue stream. However, rental and advertising costs are high, and and we are seeking community support to help with the expenses not covered by our own funds and entry fees.

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

First, this is a significant opportunity for community members to see first rate works of original art by our West Coast region's finest printmakers. Over the past years, through our many shows, events and workshops, our group has introduced printmaking to our island community. And our members have developed their skills and knowledge to the point where they are proud to show in off-island venues. And now, Th-Ink! is bringing stunning expressions of beauty to us, created using a wide variety of printmaking techniques and celebrating a wide range of artists' styles.

Secondly, this show offers an opportunity for art lovers and exhibitors to visit Salt Spring. We will be encouraging over-night stays, tours of other galleries, and nature explorations. We will be promoting Th-Ink! widely, including to lower mainland visitors and beyond. Art tourism is an important component of our island economy and this show will benefit our local restaurant, accommodation, retail and other providers.

Thirdly, we will be building on the student project that was featured in Of This<sup>3</sup>Place, the ArtCraft Showcase in July 2025. We will be teaching a printmaking technique to 4 secondary school art classes as well as mentoring the students about organizing and participating in a major community art show.

## 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 confirmed the funding from SSIPS (\$1200), applying for Salt Sping Arts (\$500) and Country Grocer (\$500).

Name of Grant or Funding Agency	\$ Amount Applied For	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Salt Sprint Arts	\$ 500	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Country Grocer	\$ 500	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
SSIPS	\$1200	<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
2022	\$ 500.00	To build a base for a newly donated press.

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**

**Salt Spring Island Printmakers Society**  
**Th-Ink! Islands Printmaking Biennale**

**Proposed Budget**

Revised Aug 26, 2025

**Projected Revenue**

Entry fees (75 entrants @ \$35)	2625	
Grants		
Salt Spring Arts	500	
CRD Grant in Aid	1000	
SSIPS	1200	
Community Donations (Country Grocer)	500	
	<hr/>	5825

**Projected expenses**

ArtSpring (venue)	3375	
Promotion & Printing	1900	
Materials	300	
Opening event	250	
	<hr/>	5825

<b>Revenue over expenses</b>		<b>0</b>
------------------------------	--	----------

Salt Spring Island Printmakers Society (SSIPS)  
Year End Financial Statement  
Year End  
September 1, 2023 to August 31, 2024  
Prepared by Jesse McLaughlin, Bookkeeper

# Salt Spring Island Printmakers Society

## Balance Sheet Comparison

As of August 31, 2024

	TOTAL	
	AS OF AUG. 31, 2024	AS OF AUG. 31, 2023 (PY)
<b>Assets</b>		
Current Assets		
Cash and Cash Equivalent	3,825.98	6,925.65
1001 ISCU Operating Account	100.00	0.00
1002 Float	<b>\$3,925.98</b>	<b>\$6,925.65</b>
<b>Total Cash and Cash Equivalent</b>	5,000.00	0.00
1181 Term Deposit - 1	970.17	1,148.70
1484 Prepaid Expenses	<b>\$9,896.15</b>	<b>\$8,074.35</b>
<b>Total Current Assets</b>		
Non-current Assets		
Property, plant and equipment	5,390.81	5,390.81
1710 Presses	-2,328.63	-1,563.09
1711 Presses - accumulated depreciation	<b>3,062.18</b>	<b>3,827.72</b>
<b>Total 1710 Presses</b>	1,790.38	446.70
1720 Studio Equipment	-259.45	-44.67
1721 Studio Equipment - accumulated depreciation	<b>1,530.93</b>	<b>402.03</b>
<b>Total 1720 Studio Equipment</b>	<b>\$4,593.11</b>	<b>\$4,229.75</b>
<b>Total Property, plant and equipment</b>	<b>\$4,593.11</b>	<b>\$4,229.75</b>
<b>Total Non Current Assets</b>	<b>\$14,489.26</b>	<b>\$12,304.10</b>
<b>Total Assets</b>		
<b>Liabilities and Equity</b>		
Liabilities		
Current Liabilities		
Accounts Payable (A/P)	70.00	0.00
2620 Accounts Payable (A/P)	0.00	2,708.83
Membership Fees Paid	0.00	815.00
Workshop Fees Paid	<b>\$70.00</b>	<b>\$3,523.83</b>
<b>Total Accounts Payable (A/P)</b>		
Credit Card	96.86	0.00
2720 Mastercard - 4475	<b>\$96.86</b>	<b>\$0.00</b>
<b>Total Credit Card</b>	0.00	0.00
2770 Unearned Income	3,778.00	0.00
2771 Full Access Fees Paid	630.00	0.00
2772 Membership Fees Paid	<b>4,408.00</b>	<b>0.00</b>
<b>Total 2770 Unearned Income</b>	<b>\$4,574.86</b>	<b>\$3,523.83</b>
<b>Total Current Liabilities</b>	<b>\$4,574.86</b>	<b>\$3,523.83</b>
<b>Total Liabilities</b>		
Equity	5,000.00	0.00
3500 Internally Restricted - Contingency Fund	0.00	2,648.58
Invested in Equipment	0.00	5,607.99
Opening Balance Equity	3,780.27	0.00
Retained Earnings		



Salt Spring Island Printmakers Society

Balance Sheet Comparison

As of August 31, 2024

	TOTAL	
	AS OF AUG. 31, 2024	AS OF AUG. 31, 2023 (PY)
Profit for the year	1,134.13	523.70
Total Equity	\$9,914.40	\$8,780.27
Total Liabilities and Equity	\$14,489.26	\$12,304.10

# Salt Spring Island Printmakers Society

## Profit and Loss

September 2023 - August 2024

	TOTAL
<b>INCOME</b>	
8000 Fee Income	
8001 Full Access Fees	0.00
8002 Membership Fees	6,829.00
8003 PAYG Studio Days	2,100.00
<b>Total 8000 Fee Income</b>	<b>325.00</b>
	<b>9,254.00</b>
8010 Programs	
8011 Workshop Fees	0.00
8012 AIC & PARC workshops	9,429.50
<b>Total 8010 Programs</b>	<b>1,407.50</b>
	<b>10,837.00</b>
8020 Exhibitions	
8021 Exhibition Entry Fees	0.00
8022 Exhibition Revenue	1,175.00
<b>Total 8020 Exhibitions</b>	<b>1,970.41</b>
	<b>3,145.41</b>
8030 Donations	
8031 Individual Donations	0.00
8032 Donations - CG	1,120.12
8033 Donations for Studio Supplies	869.11
<b>Total 8030 Donations</b>	<b>788.95</b>
	<b>2,778.18</b>
8040 Grants	
8050 Fundraising	2,945.00
8100 Interest Income	10.00
8200 Miscellaneous Income	16.13
<b>Total Income</b>	<b>10.92</b>
	<b>\$28,996.64</b>
<b>GROSS PROFIT</b>	<b>\$28,996.64</b>
<b>EXPENSES</b>	
8400 Materials & Supplies	
8401 Studio Supplies	0.00
8402 Workshop Materials	3,222.47
8403 Small Equipment	1,939.39
8404 Library	2,765.08
<b>Total 8400 Materials &amp; Supplies</b>	<b>281.91</b>
	<b>8,208.85</b>
8500 Administration	
8521 Advertising	0.00
8522 Website	63.65
8523 Meals and entertainment	330.92
8670 Depreciation of Equipment	75.99
8690 Insurance	980.32
8721 Wix Fees	625.00
8761 Memberships & Dues	390.95
8812 Office Admin	200.00
8860 Accounting Fee	299.23
8920 Studio Internet	412.50
8990 Honorarium	1,211.20
<b>Total 8500 Administration</b>	<b>250.00</b>
	<b>4,839.76</b>

# Salt Spring Island Printmakers Society

## Profit and Loss

September 2023 - August 2024

	TOTAL
8910 Rent	0.00
8911 SIMS Rent	6,932.50
8912 Gallery Space Rent	1,743.85
<b>Total 8910 Rent</b>	<b>8,676.35</b>
9110 Instructor Fees	3,908.95
9112 Instructor Travel	440.00
<b>Total 9110 Instructor Fees</b>	<b>4,348.95</b>
9210 Exhibition Expenses	0.00
9211 Artist Distribution	1,788.60
<b>Total 9210 Exhibition Expenses</b>	<b>1,788.60</b>
<b>Total Expenses</b>	<b>\$27,862.51</b>
<b>PROFIT</b>	<b>\$1,134.13</b>

**Salt Spring Island Printmakers Society**  
**Prepaid Expenses**  
**August 31, 2024**

	<b>Aug 31, 2023 Balance</b>	<b>Additions</b>	<b>Expensed in FY</b>	<b>Aug 31, 2024 Balance</b>
Insurance	625.00	575.00	(625.00)	575.00
Wix website	523.70	-	(273.24)	250.46
Fulford Craft Fair table rent		35.00	-	35.00
Shaw Cable (Sept)		109.71	-	109.71
	<u>1,148.70</u>	<u>719.71</u>	<u>(898.24)</u>	<u>970.17</u>

**Salt Spring Island Printmakers Society**  
**Bank Reconciliation**  
**August 31, 2024**

Bank Balance - Statement 4,000.69

**Outstanding Cheques**

██████████ Fulford Community H	35.00	
██████████ Shaw Cable (Sept)	109.71	
██████████ Susan Hammon refun	30.00	
		(174.71)

**Outstanding Deposits**

-	
-	
-	
-	

Bank Balance - Ledger	<u>3,825.98</u>
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**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: Rural Islands Economic Partnership Society for the Cross Border Working Group

c/o McKim & Lott - Registered Office:

118 Fulford-Ganges Road, Salt Spring Island, BC V8K 2S4

Contact(s): Francine Carlin [REDACTED]  
(name) (phone) (fax)

chair@ruralislandspartnership.ca  
Email address

Contact(s): \_\_\_\_\_  
(name) (phone) (fax)

\_\_\_\_\_  
Email address

### ***Application Summary***

Project or purpose for which you require assistance:

The Cross-Border Forum is a collaborative initiative being led by leaders from both sides of the international boundary, aimed at strengthening existing connections and maintaining vital relationships across regional cross-border communities. Its goal is to support the continued

Amount of grant requested \$ 1500.00

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 & Chair RIEP  
(title)

Francine Carlin  
(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?

Southern Gulf Islands and San Juan Islands Communities Working Together Across Borders

In an effort to continue working relations in regional Salish Sea communities, leaders from both sides of the international boundary came together to form the Cross-Border Working Group (CBWG) in March of this year. This effort brings together elected officials, community leaders, and economic voices from the islands, to continue to foster strong partnerships in environmental, community and economic strategies, policies and initiatives.

ACTIONS:

1. Established a standing working group (CBWG) to coordinate on key issues: environmental stewardship of the Salish Sea, sustainable economic development,

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

Salish Sea Communities

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.

n/a



## Project / Proposal Profile

1. Assistance is being requested for:  
capital project and / or equipment  
special event  
other purpose (one time special event \_\_\_\_\_)

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

The Cross-Border Forum is a collaborative initiative being led by leaders from both sides of the international boundary, aimed at strengthening existing connections and maintaining vital relationships across regional cross-border communities. Its goal is to support the continued prosperity of the Salish Sea region through sustained cooperation. The Forum, to be held on October 17, in Sidney, BC will bring together elected officials, community leaders, Tribal leaders, and economic stakeholders to foster strong partnerships and advance shared strategies, policies, and initiatives in the areas of environment, community development, and economic growth.

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

Promotes ongoing cooperation across Salish Sea Communities -USA and Canada

## 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 request is to support the participation of First Nation - Tribal Leaders bursary to attend the Cross Border Forum of 10/17/25

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:***

1. Project budget
2. Financial statement for your organization

## October 17, 2025 • Cross-Border Forum Budget (Draft)

### Expenses

<i>Item</i>	<i>Cost</i>
Facility rental	\$1,800
Food for 40 (lunch, coffee, snack)	\$2,640
Supplies	\$360
Honoraria for First Nation-Tribal Partner participants	<b>\$2,800</b>
<i>TOTAL EXPENSES</i>	\$7,600

### Funding Gap

The current projected expenses total \$7,600, while pledged/expected income is only \$4,000. This leaves a shortfall of \*\*\$3,600.

TO WHOM IT MAY CONCERN –

Thank you for the opportunity to apply for the Salt Spring Grant In Aid.

Please note the Rural Islands Economic Partnership (RIEP) is a registered BC society located in the Capital Regional District. BC.

We are applying for \$1500 to support Salish Sea First Nations representation in the October 17, 2025 Cross Border Forum. First Nations leader Chief Cindy Daniels, Cowichan Nation, will participate. Additionally, MP Elizabeth May; US Congressman Rick Larsen; Laura Patrick, Chair, Islands Trust and MLA Rob Botterell will all participate in this program, and additional invitees include regional First Nations and legislative leaders.

The purpose of the Forum is to continue to sustain working relations across regional Salish Sea communities, including Tribal, Legislative, NGOs and business leaders from both sides of the international boundary. This effort will bring together economic voices from the islands, to continue to foster strong partnerships in environmental, community and economic strategies, policies and initiatives across the Salish Sea.

Specifically, we are requesting \$1500. to cover honoraria for First Nation's Representation and food provided by a First Nation caterer for this event which expects approximately 40 Tribal and regional leaders.

Please let me know if you have any questions or require more information.

Respectfully,

**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION  
MEETING OF THURSDAY, SEPTEMBER 18, 2025**

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**SUBJECT**     Salt Spring Island Portlock Park Site Master Plan

**ISSUE**

To review the final report and cost estimates for the Portlock Park Site Master Plan.

**BACKGROUND**

The development of Portlock Park site master plan was identified as a priority in the 2019 Salt Spring Island Parks and Recreation Strategic Plan to enhance community use, develop additional ball fields and replace aging infrastructure in current or new locations.

The master planning process assessed current and future capacity needs to identify opportunities to reconfigure the park to meet existing and future use. This plan will inform a phased capital planning approach for new park amenities based on inputs from key stakeholders, the general public and staff.

Following almost two years of public and stakeholder consultation, community surveys and several revisions to the site plan, a final Portlock Park Site Master Plan was approved in November of 2024. Following the approval of the site plan, staff were asked to report back with a final report (Appendix A) and cost estimates.

**IMPLICATIONS**

**Financial Implications**

Estimated costs have been developed in current (June 2025) dollars only. The estimated capital construction cost is \$10,501,100.

Portlock Park Master Plan Class D Cost Estimates	
General Sitework	\$6,855,100
Mechanical Site Services	\$481,300
Electrical Site Services	\$98,500
* General Requirements (10%)	\$743,490
** General Fee	\$572,487
Design Contingency (20%)	\$1,750,175
<b>Total</b>	<b>\$10,501,100</b>

\* The General Requirements provide for all General Contractor's costs associated with the management and supervision of the construction work in accordance with the contract documents and construction schedule. Typical costs include site superintendent/foreman, site set up and demobilizations, temporary office and storage, temporary equipment including crane, first aid faculties, bonding and construction insurance.

\*\* The General Fee includes office expenses, profit and attendance on building sub trades and profit on own forces work.

Prior to securing grant or other funding to support the development of the Portlock Park Master Plan the tennis and pickleball courts will need to be relocated to the Rainbow site and the junior ballfield will need to be relocated to Fernwood Elementary or another suitable location.

Funding to support Raquet Sport Court Designs (Tennis/Pickleball) has been included in SSI Parks and Recreation 2026 provisional budget.

### **CONCLUSION**

Following almost two years of consultation the Portlock Park Site Master Plan was approved in November 2024. A final report and cost estimates have been prepared for consideration when developing future capital plans and park improvements.

### **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, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services

### **ATTACHMENTS**

Appendix A: Portlock Park Site Master Plan, 2025 Final Report





# Portlock Park Site Master Plan

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2025 FINAL REPORT

**Prepared by: Dan Ovington**

CAPITAL REGIONAL DISTRICT | MANAGER, SALT SPRING ISLAND PARKS AND RECREATION

## 1.0 Introduction

### 1.1 Context

The Capital Regional District's (CRD), Salt Spring Island Parks, Arts, Recreation and Culture (PARC) identified the development of a 20-year master plan for Portlock Park as a priority in the 2019 Salt Spring Island Parks and Recreation Strategic Plan, with a goal to enhance community use, develop additional ball fields and replace aging infrastructure in current or new locations.

Located on 3.83 hectares at 145 Vesuvius Bay Road on Salt Spring Island, Portlock Park is fully developed as a community athletic park with tennis courts, track-and-field facilities, both soft and hard playing surfaces, and park administrative offices. Portlock Park was transferred to the Capital Regional District (CRD) in 1976. At that time there was small office for parks and recreation administration purposes combined with a concession area, maintenance room, sports equipment storage area, two public washrooms and playing fields.

In 1992, the building was renovated to convert the office, concession area, maintenance room, and equipment storage into offices. In addition, an outdoor pool with changing rooms, washrooms and showers were added. A 24 x 40 ft. portable was added to the premises during the mid- 1990's and has been used as a community meeting room and recreational programming space but it is at or near the end of its useful life. In 2006, the outdoor pool was decommissioned, and the indoor changing rooms were no longer required so they are currently used for storage.



The site is zoned Parks and Reserves 1 (PR1) permitting park administrative offices, passive outdoor recreation, active outdoor recreation, excluding golfing, and an accessory caretaker's dwelling unit. Portlock Parks is located in the Agricultural Land Reserve (ALR) with approval for non-farm use. Additions to the site after 1992 and any future development would require an updated application to the Agricultural Land Commission.

During the development of the Rainbow Recreation Centre Site Master Plan, the Portlock Park tennis courts have been relocated to the Rainbow Recreation Centre site. Relocating some of the park amenities from Portlock Park to the Rainbow Recreation Centre site will allow for more playing fields, specifically a senior sized baseball field for youth and adults on the Portlock site.



Salt Spring Island baseball fields are in low supply, poor condition and are not sanctioned for teams over the age of 12. This provides a gap in recreational activities as this age group cannot play baseball on the island.

The CRD leases two junior sized ball fields in Fulford that are located on land that is currently up for sale, putting additional pressure on the need for more baseball fields. The CRD has made several attempts at acquiring land for additional playing fields, including an expression of interest in 2013 requesting proposal from property owners to identify land that may be suitable for the development of playing fields. Attempts have also been made to purchase land but those have also been unsuccessful, including the failed acquisition of 50 acres of land in the Fulford Valley in 2010 and 15 acres of land in Ganges off Brinkworthy Road in 2016. Both of these properties were located in the ALR as the majority of flat land on the island is and would have required an approved non-farm status application to develop the land for active recreation purposes.

The acquisition of additional land for playing fields was a long-standing objective of the former Salt Spring Island Parks and Recreation Commission and has been identified as a priority in the 2007 Salt Spring Island Parks and Recreation Strategic Plan, the 2010 Parks and Recreation Master Plan, the 2019 Salt Spring Island Parks and Recreation Strategic Plan, and the Salt Spring Island Official Community Plan. All of these plans recognize the need and support the development of additional playing fields on Salt Spring Island.

## 1.2 Objective

The objective of the Portlock Park Site Master Plan (Master Plan) is to develop a community supported high level guide for the site development and replacement or relocation of aging infrastructure and amenities on site.

The Master Plan has been developed by assessing current and future capacity needs to identify suitability and reconfiguration opportunities. This plan will inform a phased capital planning approach for new park infrastructure and amenities based on information and input gathered through public engagement.

## 2.0 Site History

### 2.1 Location

Located on 3.83 hectares at 145 Vesuvius Bay Road on Salt Spring Island Portlock Park Portlock is conveniently situated about one-third of the way between the Vesuvius and Long Harbour ferry terminals, and is easily accessible, particularly for the northern half of the island by road, bicycle and foot.

### 2.3 Archaeological Review

Staff reviewed Remote Access to Archaeological Data (RAAD) Mapping and noted an area of high archaeological potential on the southwest corner of the site which would require an Archaeological Impact Assessment (AIA) prior to any land altering works in that area.

### 2.4 Current Land Use

The current land use designation of the property is PR1 permitting park administrative offices, passive outdoor recreation, active outdoor recreation, excluding golfing, and an accessory caretaker's dwelling unit with the stipulation that only 33% of the land can be covered for indoor space. The site currently has less than 2% coverage. Portlock Parks is located in the Agricultural Land Reserve (ALR) with approval for non-farm use granted in 1992 (Legacy Application #26614, Resolution 353/1992). Additions to the site after 1992 and any future development would require an updated application to the Agricultural Land Commission.

The Portlock Park site is fully developed as a community athletic park with a picnic shelter, 400 metre oval track, batting cage, long jump, a playground, soccer and baseball fields, maintenance storage sheds, public washrooms, park administrative offices and four tennis courts, one of which has been lined for four pickleball courts.



## 2.5 Environmental Assessment

An environmental assessment including topography, vegetation, wildlife and wildlife habitat, species and ecosystems at risk and aquatic and riparian were not completed as part of the master planning process. An environmental assessment should be completed prior to any development, specifically along the southwest border of the property.



## 3.0 Hierarchy of Planning

The planning process for the Portlock Park Site Master Plan included several steps:

- 1) Project initiation was the first step and included gathering background information, completing site investigations and preparing for engagement.
- 2) Initial engagement included staff and stakeholder workshops, and a public survey posted on the CRD's engagement webpage and available for in hard copy at the Salt Spring Island Public Library and the Rainbow Recreation Centre.
- 3) Feedback from the first public survey was presented to the commission for additional comments before preparing three draft conceptual designs for additional consultation and feedback.
- 4) The next round of public engagement included posting three conceptual designs online and on display at the Rainbow Recreation Centre and Salt Spring Island Multi Space (SIMS) with a second public survey. The responses were used to gather additional information about the desired facilities and amenities for the athletic park which were used to form a final draft design.

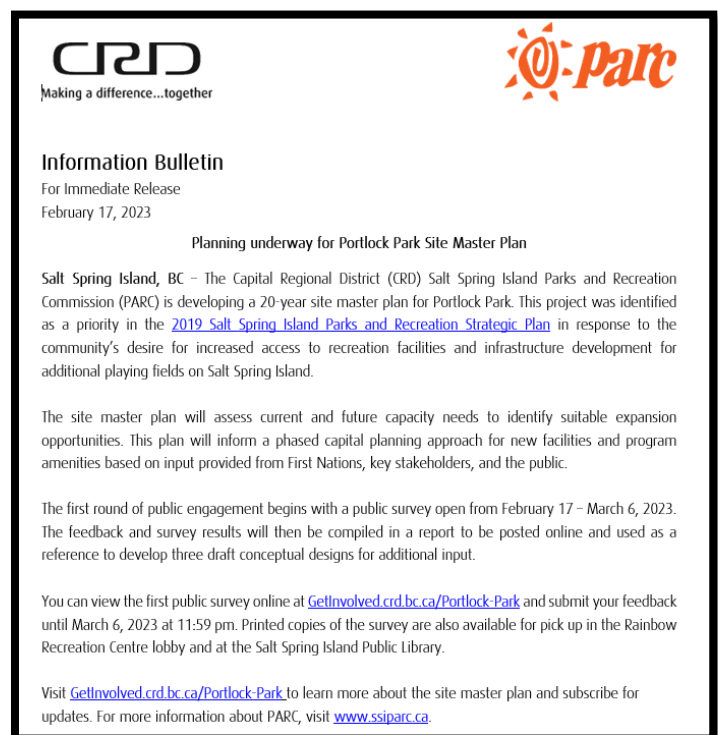
- 5) Feedback from the second public survey along with the final draft design was presented to the Local Community Commission (LCC) for comment on November 23, 2023.
  - a. Feedback received on the draft master plan was mixed between user groups with the removal of the oval track of particular concern. The LCC reviewed the draft master plan and heard from concerned users before referring the draft master plan back to staff for additional consideration.
- 6) To mitigate concerns that were heard regarding the draft master plan, staff developed an overview of four SSI parks and recreation facilities and revised the plan to include the oval track while still accommodating a senior sized ballfield. Additional stakeholder workshops were then schedule with track users, baseball, soccer and pickleball to receive additional feedback on the revised plan.
- 7) Feedback from the additional round of stakeholder engagement was presented to the LCC on August 15, 2024 for consideration. Staff were directed to incorporate additional comments into the draft plan including:
  - a. Relocating the pickleball courts from Portlock Park to the Rainbow Recreation Centre site.
  - b. Relocating the multisport court from the Rainbow Recreation Centre site to Portlock Park.
  - c. The addition of additional storage and lighting.
- 8) The revised master plan was then emailed to stakeholders, posted online and put on display at the Rainbow Recreation Centre for final thoughts. The plan was also sent to the Islands Trust for comment.
- 9) Final thoughts were compiled and presented to the LCC for consideration.
- 10) The LCC approved the revised master plan on November 14, 2024 and directed staff to prepare a final report and cost estimates.
- 11) The final master plan was then posted on the CRD webpage along with the final report. It was also displayed in the lobby of the Rainbow Recreation Centre and SIMS.
- 12) The final design and final report were referred to the Islands Trust for information.
- 13) Implementation of the plan will require:
  - a. An approved updated non-farm status application to the Agricultural Land Commission.
  - b. Relocating the existing pickleball courts, tennis courts and the junior ballfield.
  - c. Including Portlock Park upgrades to the Salt Spring Island Parks and Recreation Capital Plan.
  - d. Exploring multiple funding options including Capital Reserves, Grants, Community Works Funds, Funding Partners and Donations.

## 3.2 Community Consultation

Consultation was completed by the Manager of Salt Spring Island Parks and Recreation and the Recreation Project Technician with information compiled and provided to LADR Landscape Architects to review and develop conceptual designs.

Community consultation began in January 2023 and included roundtable discussions with staff, public survey, key stakeholder workshop and input from PARC to develop three conceptual designs. The conceptual designs were posted online and at the Rainbow Recreation Centre and SIMS with a second survey to inform a final draft design that was presented to the LCC on November 23, 2023.

An additional round of consultation was completed in the spring of 2024 and included an overview of other conceptual plans for Rainbow Recreation Centre, Fernwood Elementary, the Hydrofield and Portlock Park. Feedback was compiled and presented to the LCC on August 15, 2024. The LCC directed staff to incorporate feedback and develop a new final draft design for final consideration.



### 3.2.1 Public Survey #1

The community survey was available online and hard copies were available at the Rainbow Recreation Centre and the Salt Spring Island Library between February 11<sup>th</sup> and March 12<sup>th</sup>, 2023. There were a total of 818 visitors with 737 completed responses.

The majority of survey respondents were 65 years and above and approximately 21% were between 35-44 years old. Most respondents indicated that they currently visit Portlock Park one to two times per week to use the walking track, followed by soccer and the playground. Those who indicated they do not use Portlock Park said that it was due to “Limited choice of recreation activities”.

Key themes that emerged when we asked “what features do you feel are missing”:

- Turf soccer field
- Walking track, good quality / weatherproof
- Full sized baseball field / more baseball fields

### 3.2.2 Roundtable Discussions with Staff

The roundtable provided an opportunity for recreation and maintenance staff to share information about the site, existing amenities and future opportunities. The session took place on February 24, 2023. Staff were asked several questions and responses were recorded and compiled for consideration (Attachment 1).

Key themes that emerged:

- Support for baseball fields and soccer fields expressed as a top priority.
- Proper maintenance storage and equipment needed to support new amenities.





### 3.2.3 Stakeholder Workshop

A stakeholder workshop was held on March 3, 2023, at the Salt Spring Island Multi Space (SIMS) with 11 participants representing a variety of community and user groups. Stakeholders were asked several questions and responses were recorded and compiled consideration (Attachment 2). Some of the questions included:

- Do you think there is a need to develop more recreation opportunities on the site?
- What would you like to see added?
- What do you think is currently missing from the site?
- What do you think is the most enjoyable aspect of Portlock Park?

Key themes that emerged:

- Retain baseball and soccer fields
- Retain a multi-use sports facility
- The addition of a senior sized ballfield



### 3.2.4 Public Survey #2

## Driftwood

### PARKS & REC

# Portlock Plan master planning enters next phase

Three concepts going out for public input

BY ROBB MAGLEY  
DRIFTWOOD STAFF

Salt Spring's park planners are rolling out conceptual designs for the future of Portlock Park — and once again, it's time for the community to weigh in.

Portlock Park's Master Plan process continues this summer, with a robust public engagement effort centred on three designs, incorporating what planners have heard islanders want most — including a new senior ball field.

According to PARC staff — still

one," said Ovington. "That final draft master plan will then come back to the LCC for final approval."

The master plan will be a road-map to help guide PARC in spending its budget, setting priorities as infrastructure begins to need replacement; in addition, the highly structured approach will set up PARC for grant funding, much as the Centennial Park master plan did in 2016 and the Rainbow Recreation Centre master plan did last year.

In the outreach thus far, Ovington said, staff noticed there was some misunderstanding from the public about what a "senior ball field" even was, much less wheth-

ered field. PARC is also working on upgrading the "hydro field" at Rainbow and Jackson for ball field sports.

While the goal has been to try to increase the availability of "green fields" — no artificial turf is contemplated, Ovington said — the wide range of stakeholders' interests prompted PARC to request that one of the architect's designs not include a senior ball field at all.

"Obviously there are people that use Portlock Park and enjoy it just the way it is," said Ovington, adding that PARC "heard a lot" from advocates for dedicated tennis and pickleball courts within the PARC system, as well as the

numerous users of the track who wanted to ensure its future. Given limited space across all properties — and that the Rainbow Recreation Centre is the only property with zoning that included indoor recreation — staff said it made the most sense for larger fields to be focused at Portlock.

Every option includes pickleball, and there are multiple re-imaginings of the existing surfaced track — including one that runs around the perimeter of the park; Ovington said staff were exploring the right surface for a new track, to allow the most year-round use for runners and walkers.

"Even the 'worst' of the options is so much better than where we

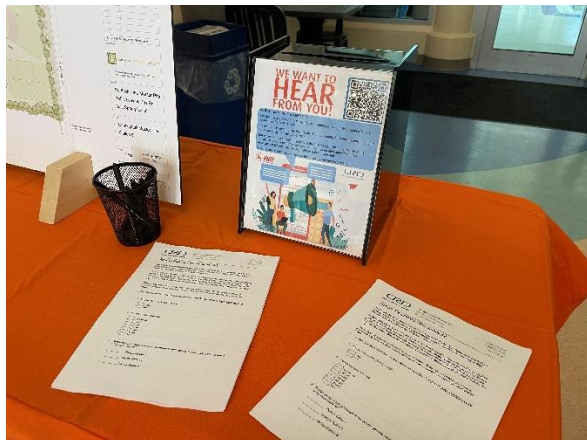
are today," said commissioner Brian Webster. "I don't see anything in these three options that I would suggest we change before it goes on for public input."

In addition to the inevitable online surveys, Ovington said the three conceptual designs will be printed out in large format and put on display in the lobby of the Rainbow Recreation Centre for the public to get a close look. Hard copies of the survey will also be available there and at the library, for pick-up and drop-off.

For more information on the Portlock Park Master Plan, and to sign up to be notified as soon as the survey is available, visit [getinvolved.crd.bc.ca/portlock-park](http://getinvolved.crd.bc.ca/portlock-park).

Three conceptual designs were drafted based on the feedback from the first round of public engagement with staff, key stakeholders, and Public Survey #1.

Conceptual designs were posted online and in both lobbies of the Rainbow Recreation Centre and SIMS from August 1 to September 29<sup>th</sup>, 2023, along with a second survey to gather public feedback.



The second survey asked people how each of the conceptual designs met the needs of the community and what was missing or should be different about the design.

A total number of 910 responses were recorded, and design option 1 eliminating the walking track and replacing it with a perimeter track was the preferred design.

Public participants shared their viewpoint about what featured they would like to see added to their preferred option, as well as any additional comments they might have.

#### What features would they like to see ADDED?

- Keep tennis courts at Portlock
- Turf soccer field
- Add benches along perimeter track
- Bigger playground
- Splash park
- A covered climbing wall
- Outdoor ball hockey court with walls
- Basketball court

#### Additional Comments?

- Keep the track
- I like the new walking trail
- Keeping the track is paramount
- Option 1 attempts to cram too many features onto the site
- A perimeter path is not equivalent to a 400m track
- I don't like any of the designs

## 3.3 Design and Drafting

### 3.3.1 Draft Conceptual Plans

Information gathered from the first round of consultation including stakeholder workshops and Public Survey #1 was then reviewed, analyzed and compiled for the landscape architects to develop into three distinctly different draft plan options. The draft plans were then posted online and put on display at the Rainbow Recreation Centre with a second survey to solicit feedback from the public.

#### Proposed Facilities in Conceptual Designs:

- |   |                             |
|---|-----------------------------|
| - Seasonal soccer field                               | - Practice soccer fields    |
| - Senior ballfield                                    | - Junior ballfield          |
| - Playground  | - Pickleball courts         |
| - Multipurpose court                                  | - Office / concession       |
| - Picnic shelter                                      | - Storage for sports groups |
| - Batting cage  | - Staff parking             |
| - Expanded parking                                    | - Water storage tank        |
| - EV and E-bike charging                              | - Bike lane                 |
| - 400 m track   | - Perimeter walking track   |
| - Relocate tennis courts to Rainbow Recreation Centre |                             |

### 3.3.2 Three Conceptual Designs

#### Draft Plan Option 1

Option 1 envisioned to provide a senior ballfield by eliminating the 400 metre track and replacing it with a 0.3-kilometer walking track and a partial perimeter track. Six pickleball courts were added, parking has been expanded and the junior ballfield and soccer fields were reorientated. The Tennis courts were relocated to Rainbow Recreation Centre and both playgrounds were retained.

#### Option 1

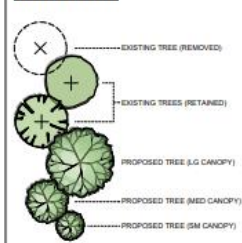
##### LEGEND - OPTION 1

1. New Senior Ballfield With Grass Infield - 300' Outfield, 20' Backstop
2. New Seasonal Soccer Field - 190' x 320' play area
3. New Skinned Junior Ballfield - 200' Outfield, 10' Backstop
4. Expanded Storage Shed - 75' x 20'
5. New Pickleball Courts (6) - 30' x 60' play area each
6. New 1.5m Wide Walking/Jogging Trail - 0.4km
7. New 3m Wide Walking/Jogging Track - 0.3km
8. Existing Portable Removed & Staff Parking Added With EV Stall
9. New Swale / Raingarden at Base of Embankment
10. Existing Playgrounds
11. Existing Multi-Purpose Court Relocated - Approx. 53.5' x 86'
12. New Batting Cage - 70' x 14' each
13. New Practice Soccer Field - 49' x 80' play area
14. New Practice Soccer Field - 98' x 160' play area
15. Expanded Paved Parking Lot With Turnaround Loop: 91 Stalls
16. New Storage Shed for Soccer/Baseball - 10' x 20'
17. Existing Water Storage Tank Relocated - 10' x 15'

##### NOTES

1. Tennis courts relocated to Rainbow Recreation Centre
2. Existing park office to include upgraded concession, additional washrooms, change room, and showers

##### TREE LEGEND





## Draft Plan Option 2

Option 2 has the base plan similar to Option 1 with change in function of some areas and overlapping of playing fields to create more space. This option provides two senior ballfields and a perimeter walking track. There are four pickleball courts, a multipurpose court, existing parking and playgrounds. The tennis courts have again been relocated to Rainbow Recreation Centre.

## Option 2

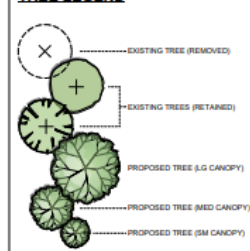
### LEGEND - OPTION 2

1. New Senior Ballfield With Grass Infield - 300' Outfield, 20' Backstop
2. New Seasonal Soccer Field - 198' x 320' play area
3. New Senior Ballfield With Grass Infield - 300' Outfield, 15' Backstop
4. New Practice Soccer Fields (2) - 98' x 160' play area each
5. New Pickleball Courts (4) - 30' x 60' play area each
6. New 4m Wide Walking/Jogging Perimeter Trail - 0.6km
7. Expanded Paved Parking Lot With Turnaround Loop: 58 Stalls
8. Existing Portable Removed & Staff Parking Added With EV Stall
9. New Swale / Raingarden at Base of Embankment
10. Existing Playgrounds
11. Existing Multi-Purpose Court Relocated/Replaced - Approx. 53.5' x 86'
12. New Batting Cage - 70' x 14'
13. Relocated and Expanded Storage Shed - 75' x 20'
14. Existing Water Storage Tank Relocated - 10' x 15'
15. New Storage Shed for Soccer/Baseball - 10' x 20'

### NOTES

1. Tennis courts relocated to Rainbow Recreation Centre
2. Existing park office to include upgraded concession, additional washrooms, change room, and showers

### TREE LEGEND



### Draft Plan Option 3

Option 3 was comprehensive as it provides room for the majority of the facilities and retained the 400-metre track.

The senior ballfield was not able to be accommodated in this design but an additional junior ballfield, six pickleball courts were added while retaining the existing soccer fields.

### Option 3

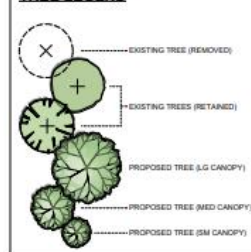
#### LEGEND - OPTION 3

1. Existing Portable Removed & Staff Parking Added With EV Stall
2. Existing Track Repositioned - Approx. 0.4km
3. Existing Soccer Field Repositioned - Approx. 196' x 320'
4. New Skinned Junior Ballfield - 200' Outfield
5. New Pickle Ball Courts (6) - 30' x 60' play area each
6. Expanded Paved Parking With Turnaround Loop: 67 Stalls
7. Existing Practice Soccer Field - Approx. 128' x 192'
8. Existing Junior Ballfield Repositioned - 200' Outfield
9. Existing Practice Soccer Fields Repositioned (3) - Approx. 61' x 116' each
10. Existing Batting Cage Relocated - 75' x 15'
11. New Swale / Raingarden at Base of Embankment
12. Existing Playgrounds
13. Existing Multi-Purpose Court Relocated/Replaced - Approx. 53.5' x 86'
14. Expanded Storage Shed - 75' x 20'
15. Existing Water Storage Tank Relocated - 10' x 15'
16. New Storage Shed for Soccer/Baseball - 10' x 20'

#### NOTES

1. Tennis courts relocated to Rainbow Recreation Centre
2. Existing park office to include upgraded concession, additional washrooms, change room, and showers

#### TREE LEGEND



### 3.4 Additional Consultation

Feedback received on the draft master plan was mixed between user groups with the removal of the oval track of particular concern. The LCC reviewed the draft master plan and heard from concerned users before referring the draft master plan back to staff for additional consideration.

To mitigate concerns that were heard regarding the draft master plan, staff developed an overview of four SSI parks and recreation facilities and revised the plan to include the oval track while still accommodating a senior sized ballfield.

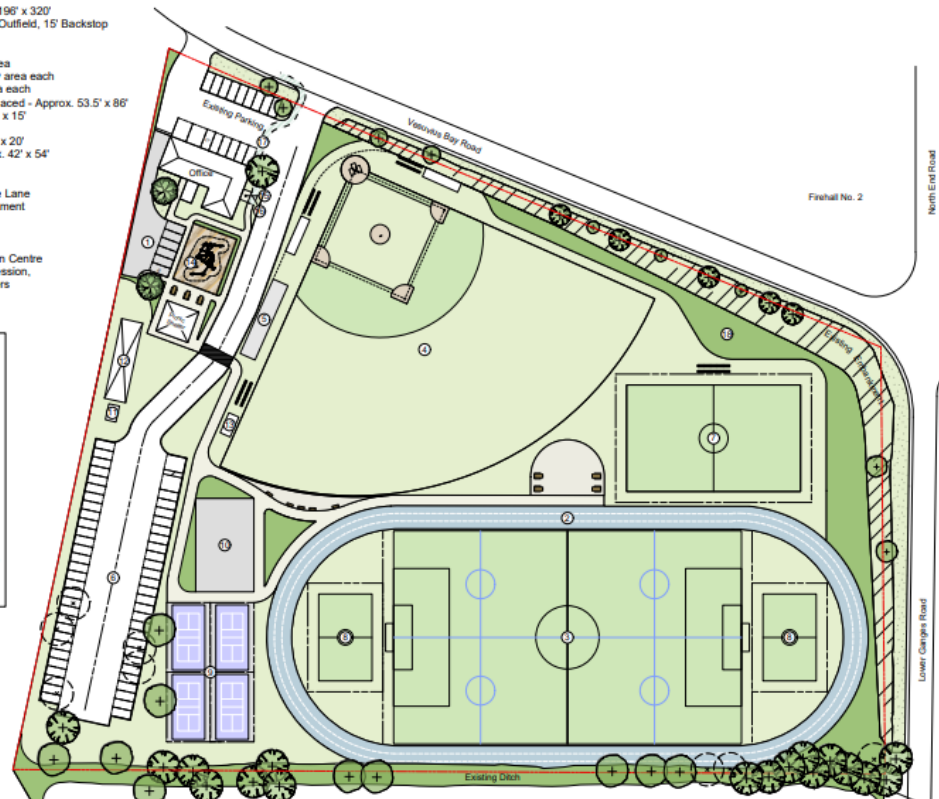
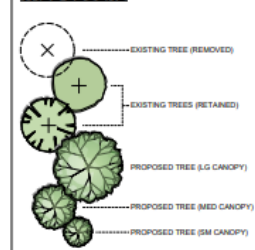
#### LEGEND - OPTION 3

1. Existing Portable Removed & Staff Parking Added With EV Stall
2. Existing Track Repositioned - Approx. 0.4km
3. Existing Soccer Field Repositioned - Approx. 196' x 320'
4. New Senior Ballfield With Grass Infield - 300' Outfield, 15' Backstop
5. Existing Batting Cage Relocated - 75' x 15'
6. New Paved Parking - 58 Stalls
7. New Practice Soccer Field - 98' x 160' play area
8. New Practice Soccer Fields (2) - 49' x 80' play area each
9. New Pickle Ball Courts (4) - 30' x 60' play area each
10. Existing Multi-Purpose Court Relocated/Replaced - Approx. 53.5' x 86'
11. Existing Water Storage Tank Relocated - 10' x 15'
12. Expanded Storage Shed - 75' x 20'
13. New Storage Shed for Soccer/Baseball - 10' x 20'
14. Existing Playground reduced in size - Approx. 42' x 54'
15. Existing E-Bike Charging Station
16. New Covered Bike Rack
17. New Bike Lane Connecting to Roadside Bike Lane
18. New Swale / Raingarden at Base of Embankment

#### NOTES

1. Tennis courts relocated to Rainbow Recreation Centre
2. Existing park office to include upgraded concession, additional washrooms, change room, and showers

#### TREE LEGEND



Additional stakeholder workshops were then schedule with track users, baseball, soccer and pickleball to receive additional feedback on the revised plan.

- Pickleball Stakeholders Workshop June 21, 2024
- Baseball and Track Users Stakeholder Workshop June 21, 2024
- Soccer Stakeholder Workshop July 11, 2024

Feedback from key stakeholders on the revised master plan was mainly positive with a few minor changes requested. The key points for consideration:

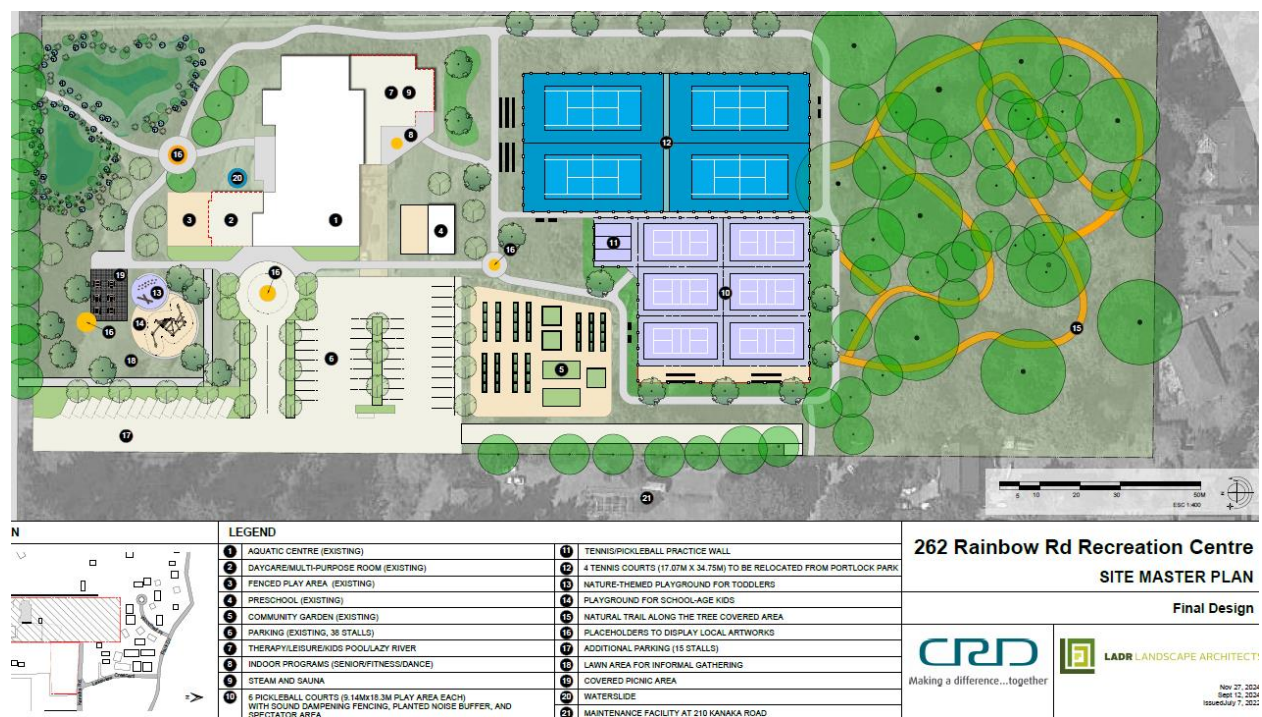
- Removal of pickleball courts from Portlock Park
- Replacement of the multisport court on the Rainbow Master Plan with six pickleball courts
- Additional storage for user groups
- Additional lighting for field users



The LCC reviewed additional feedback on August 15, 2024 and directed staff to revise the draft Portlock Park Master Plan to incorporate comments. The approved Rainbow Recreation Centre site plan was also revised to include six pickleball courts and relocate the covered multisport court to Portlock Park.

The revised Portlock Park and Rainbow Road Master Plans were then posted online, emailed to stakeholders and displayed at the Rainbow Recreation Centre for “final thoughts”. Concerns around noise from the pickleball and tennis courts were heard and resulted in an additional amendment to the Rainbow Recreation Centre Site Master Plan to relocate the courts to a more central location and the addition of sound buffering.

### Revised Rainbow Recreation Site Master Plan - 2024



### 3.4 LCC Approval

Following almost two years of community consultation the LCC considered results from two public surveys, stakeholder workshop, delegations and final thoughts before approving the Master Plan on November 14, 2024.

The final detailed plan and report for the Master Plan development have been finalized and are available online and hard copies are available for pick up at the SSI CRD office.



## 4.0 Masterplan Recommendations

### 4.1 Plan Overview

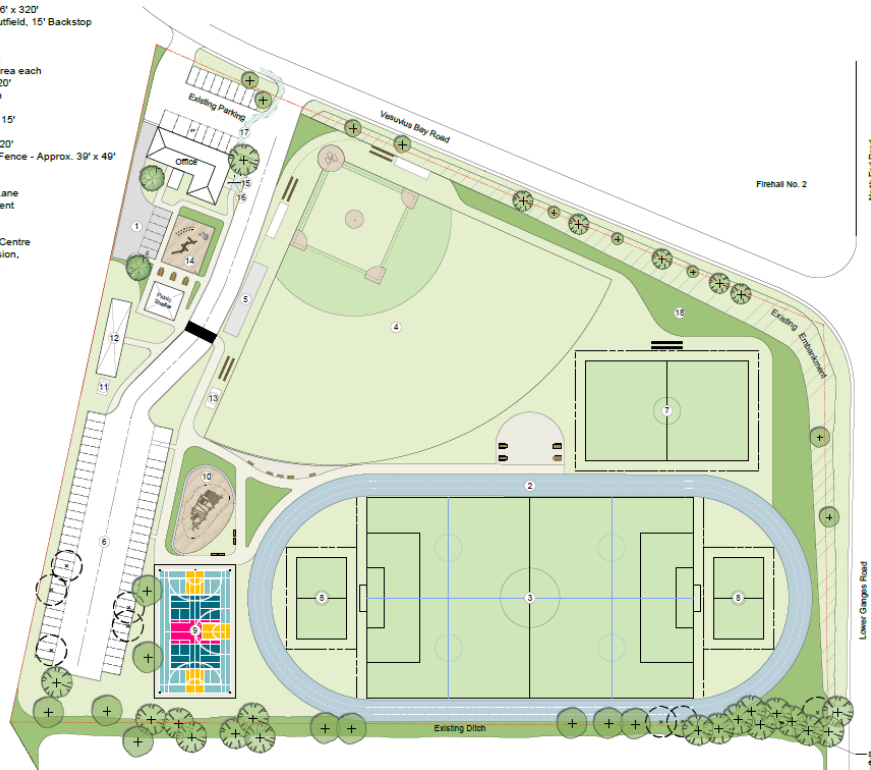
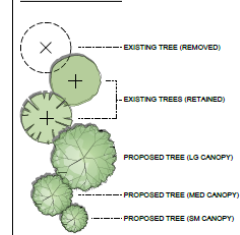
#### LEGEND - OPTION 3

1. Existing Portable Removed & Staff Parking Added With EV Stall
2. Existing Track Repositioned - Approx. 0.4km
3. Existing Soccer Field Repositioned - Approx. 196' x 320'
4. New Senior Ballfield With Grass Infield - 300' Outfield, 15' Backstop
5. Existing Batting Cage Relocated - 75' x 15'
6. New Paved Parking - 58 Stalls
7. New Practice Soccer Field - 98' x 160' play area
8. New Practice Soccer Fields (2) - 49' x 80' play area each
9. New Covered Multisport Court - Approx. 70' x 120'
10. New Playground For School-Age Children With Perimeter Fence - Approx. 3,480sqft.
11. Existing Water Storage Tank Relocated - 10' x 15'
12. Expanded Storage Shed - 75' x 20'
13. New Storage Shed for Soccer/Baseball - 10' x 20'
14. New Playground For Toddlers With Perimeter Fence - Approx. 39' x 49'
15. Existing E-Bike Charging Station
16. New Covered Bike Rack
17. New Bike Lane Connecting to Roadside Bike Lane
18. New Swale / Rain garden at Base of Embankment

#### NOTES

1. Tennis courts relocated to Rainbow Recreation Centre
2. Existing park office to include upgraded concession, additional washrooms, change room, and showers

#### TREE LEGEND



### 4.2 Key Masterplan Components for Future Development

1) Existing portable removed and staff parking added with EV stall	11) Existing water storage tank relocated
2) Existing track repositioned – Approx 0.4km	12) Expanded storage shed – 75'x20'
3) Existing soccer field repositioned Approx 196'x320'	13) New storage shed for soccer/baseball
4) New senior ballfield with grass infields – 300' outfield, 15' backstop	14) New playground for toddlers with perimeter fence
5) Existing batting cage relocated	15) Existing e-bike charging station retained
6) New paved parking – 58 stalls	16) New covered bike rack
7) New practice soccer field – 98'x160' play area	17) New bike lane connecting to roadside bike lane
8) New practice soccer fields (2) – 49'x80' play area	18) New swale/rain garden at base of embankment
9) New covered multisport court – Approx 70'x120'	Note 1- Tennis and pickleball courts relocated to Rainbow Recreation site
10) New playground for school-age children, with perimeter fence	Note 2 -Existing park office to include upgraded concession, additional washrooms, change room and showers.

## 5.0 Appendices

Attachment 1: Staff Workshop Summary of Responses – February 11, 2023

Attachment 2: Stakeholder Workshops Summary of Responses – March 3, 2023

Attachment 3: Pickleball Meeting Summary of Responses – June 21, 2024

Attachment 4: Baseball & Track Users Meeting Summary of Responses – June 21, 2024

Attachment 5: Soccer Stakeholder Meeting Summary of Responses – July 11, 2024

Attachment 6: Public Survey #1 Summary of Responses

Attachment 7: Public Survey #2 Summary of Responses

Attachment 8: Portlock Park Master Plan Final Conceptual Design

## Attachment 1: Staff Workshop Summary of Responses

### Staff Workshop – Portlock Master Plan (145 Vesuvius Bay Rd., SSI)

The following questions were presented at the Friday, February 24, 2023 Staff Workshop for the 145 Vesuvius Bay Road, Portlock Park Site Master Plan. The information below is a summary of the responses received from the 14 staff members who participated:

1) Do you think there is a need to develop more recreation opportunities on the site?	
Yes	No
14	0



2) What would you like to see added?			
Senior Sized Ball Field	6	Existing 400m Centre Walking/Running Track	4
Junior Sized Ball Field	4	700m perimeter Walking/Running track	2
Soccer Regulation Field	3	Tennis Courts	0
Soccer Side/Practice Fields	1	Pickleball Courts	0
Concession	2	Upgrades to Existing Infrastructure	4
Public Showers	0	Playground	2
Batting Cage	0	Picnic Shelter	4
Children's Book Nook	2	Washroom Upgrade	2
Covered Shelter/Camp area	1	Community Club House for Sports Teams	1

3) What do you think is currently missing from the Portlock site?	
No water	Washroom Expansion needed
No shade	No accessible washroom
Senior Baseball Field	Building needs maintenance
Parking expansion (with parking marking)	Pothole repair
Indoor recreation area	Mechanical Bull/ Fairground Occasional Use area
Anit-geese measures	Natural/innovative/interactive play area/ structures including water play features/natural river. Look to European play structures for inspiration or Vancouver airport for water features
More washrooms & accessibility	Indigenous elements considered
Pet friendly spaces	Native Plant Species
Equipment Shed	Covered outdoor area for classes/camps
Maintenance Storage	Programmable digital notice board/road sign

4) What do you think is the most enjoyable aspect of the Portlock Park for the community?	
Sports Fields	Pickleball
Events	Older folks' activities
Playground	Walking Track
Personal Training (indoor area)	Picnic Shelter

## Attachment 2: Stakeholder Workshops Summary of Responses

### Stakeholder Workshop – Portlock Master Plan (145 Vesuvius Bay Rd., SSI)

The following questions were presented at the Friday, March 3, 2023 Staff Workshop for the 145 Vesuvius Bay Road, Portlock Site Master Plan. The information below is a summary of the responses received from those who participated:

1) Do you think there is a need to develop more recreation opportunities on the site?	
Yes	No
11/11	

2) What would you like to see retained?			
Junior Sized Ball Field	7/11	Existing 400m Centre Walking/Running Track	4/11
Soccer Regulation Field	7/11	Tennis Courts	1/11
Soccer Side/Practice Fields	6/11	Pickleball Courts	3/11
Concession	2/11	Playground	6/11
Batting Cage	4/11	Picnic Shelter	1/11
Basketball Nets	1/11	Maintenance Shed	1/11

3) What do you think is currently missing from the Portlock site?	
Senior	Girls Softball
Represent all the sports	

4) What do you think is the most enjoyable aspect of the Portlock Park for the Community?			
Seeing members of our community being active, especially youth sports	1/11	Watching community grow there	11/11
Joining together as a community being active	1/11	Supervising kids is easy from one spot	3/11
Location	11/11	Represent Girls Softball	2/11
Visiting with kids	3/11	Provides huge support for girls in sports	2/11
Multi-use facility (sport)	11/11	Feel safe	11/11
Baseball field (even though small)	2/11		

5) What would you like to see added?			
Senior Sized Ball Field	3/11	Perimeter Walking/Fitness trail	2/11
Second Soccer Practice field	1/11	6 dedicated Pickleball Courts	2/11
Multisport box including hockey	3/11	Baseball Club House	2/11
Accessible toilets & infrastructure	1/11	Perimeter Parking	1/11



## ATTACHMENT 3: PICKLEBALL MEETING SUMMARY OF RESPONSES

### Stakeholder Workshop (Pickleball Stakeholders) June 2024– Portlock Master Plan (145 Vesuvius Bay Rd., SSI)

**Date:** June 21<sup>st</sup> 1:00pm

**Location:** Salt Spring Island Multi Space Board Room 124 Rainbow Road

#### Attendees:

Katherine Albertina

Jamie Squires

1) Does the revised site plan meet your needs?	
Why	Why Not
<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Does not work due to there not being 6 courts of regulation size</li> </ul>

2) Are there other PARC properties that would better meet your needs? If so where and why?	
Where?	Why?
<ul style="list-style-type: none"> <li>Rainbow Recreation center future site plan</li> </ul>	<ul style="list-style-type: none"> <li>No residential houses near by which would avoid noise complaints.</li> <li>Timing would work better for them based on the timeline of Rainbow Road potentially being started first</li> <li>Better parking</li> <li>The ability to fit 6 regulation courts</li> </ul>

3) Is there anything you would change with the revised site plan?
<ul style="list-style-type: none"> <li>There is a need for a practice wall (this is also used by tennis players)</li> <li>Permanent nets would be preferred.</li> </ul>

4) Is there anything else you would like to share or other comments you have for the Portlock Park Master Plan?
<ul style="list-style-type: none"> <li>The existing proposed design does not meet their needs due to the need for 6 courts</li> <li>Permanent nets would be good.</li> <li>Pickle ball uses north south orientation when setting up their courts</li> <li>6 Pickle Ball courts are a bigger footprint then a single tennis court.</li> <li>Would CRD consider being the permanent owners of net equipment</li> </ul>

## Attachment 4: Baseball & Track Users Meeting Summary of Responses

### Stakeholder Workshop June 2024– Portlock Master Plan (145 Vesuvius Bay Rd., SSI)- Track Users- Baseball

Date: June 21<sup>st</sup> 2:00pm

Location: Salt Spring Island Multi Space Board Room 124 Rainbow Road

#### Attendees:

Karren Clark – Track User – Sneakers, John Munro - Track User – Sneakers, Richard Hayden – Track User, Susan Gordon – Track User. Sneakers And Walk This Way Saltspring  
Janine Hayden – Track User -SneakersSpecial Olymics And Youth, Julie Van Soeren - Track User – Sneakers, Corey Johnson – Baseball, Darren Lee - Baseball

1) Does the revised site plan meet your needs?	
Why	Why Not
<ul style="list-style-type: none"> <li>TU – meets their needs . like the modern look</li> <li>B - works for senior ball</li> <li>B – If the plan for junior fields to go to Fernwood happens then yes they believe the proposed Portlock plan will work</li> </ul>	<ul style="list-style-type: none"> <li>B - The lack of junior ball is a concern wants the junior ball field plan firmed up otherwise this plan will not work for them</li> <li>B – worried that with no firm plan in place for junior field that this will be a major issue</li> <li>B – believes we need more facilities and is worried about the various moving parts</li> </ul>

2) Are there other PARC properties that would better meet your needs? If so where and why?	
Where?	Why?
<ul style="list-style-type: none"> <li>B- Fernwood for Junior baseball field</li> </ul>	<ul style="list-style-type: none"> <li>Will work well if maintained and up and running prior to the start of work for senior field</li> </ul>

3) Is there anything you would change with the revised site plan?
<ul style="list-style-type: none"> <li>Track Team – Long jump pits, throw sports areas *( shotput,discus, javalin)</li> <li>B – Batting cages</li> <li>TU – better storage is required on site</li> </ul>

4) Is there anything else you would like to share or other comments you have for the Portlock Park Master Plan?
<ul style="list-style-type: none"> <li>B- Biggest concern is the lsoe of the junior field with no firm plan in place to replace it</li> <li>B – no point in having a senior field if there is no junior field</li> <li>B- moving junior fields to school land creates a maintenance issue . who is responsible and ensures this is kept up with</li> <li>B- Junior field must be up and running before work commences on new senior field</li> <li>B- would like to see more storage space for all organizations involved</li> <li>TU – more efficient storage space needed</li> <li>TU – more bleachers/ seating around the track aread</li> <li>TU – there is a requirement for better lighting in the various areas of the park</li> </ul>



## Attachment 5: Soccer Stakeholder Meeting Summary of Responses

**Stakeholder Workshop (Pickleball Stakeholders) June 2024– Portlock Master Plan (145 Vesuvius Bay Rd., SSI)**

**Date:** July 3rd

**Location:** CRD Office McPhillips Avenue, Ganges

**Attendees:** Malcolm Legg, SSI United Soccer

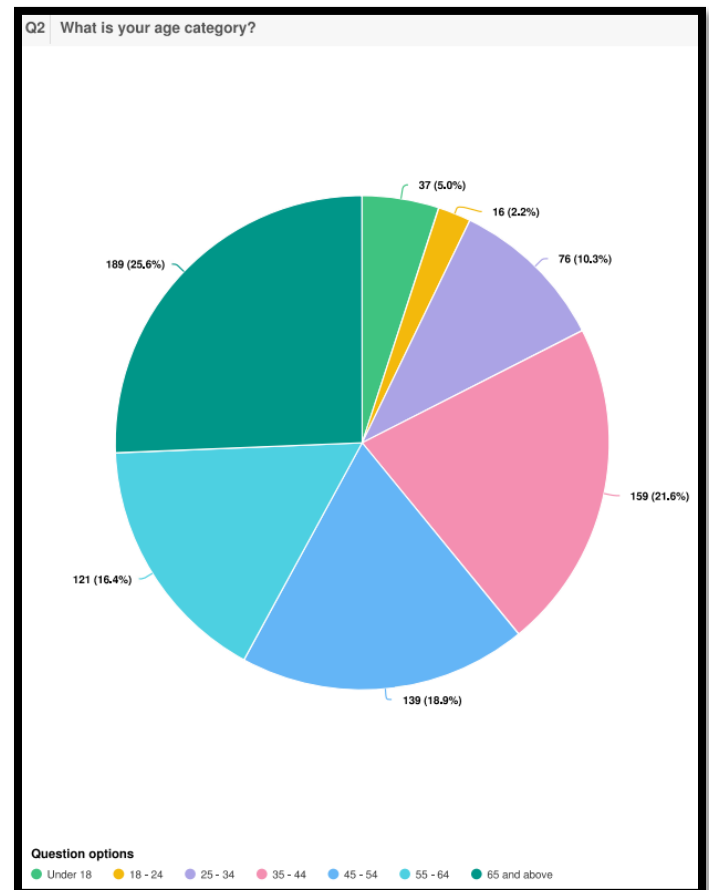
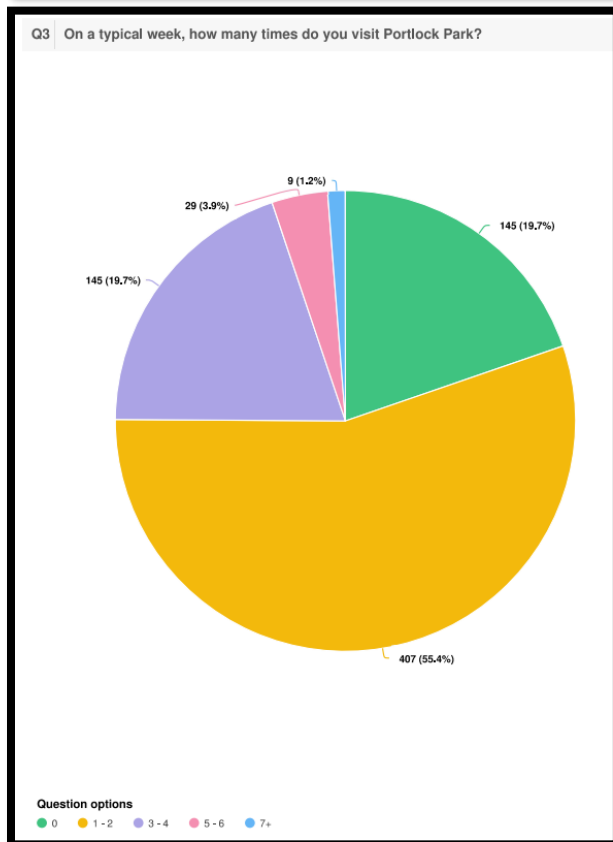
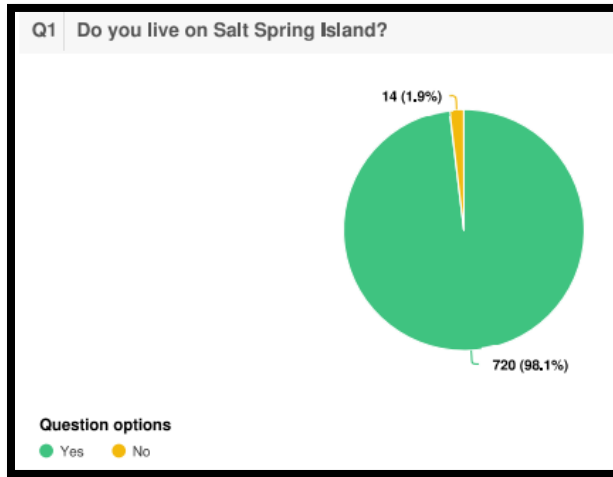
1) Does the revised site plan meet your needs?	
Why	Why Not
<ul style="list-style-type: none"> <li>Has not changed a lot for soccer.</li> <li>Can use outfield when baseball season ends.</li> <li>Glad to see playground is staying.</li> <li>Multi use plan for youth.</li> <li>Family centered unlike the Parks in the core</li> </ul>	

2) Are there other PARC properties that would better meet your needs? If so where and why?	
Where?	Why?
<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li> </li> </ul>

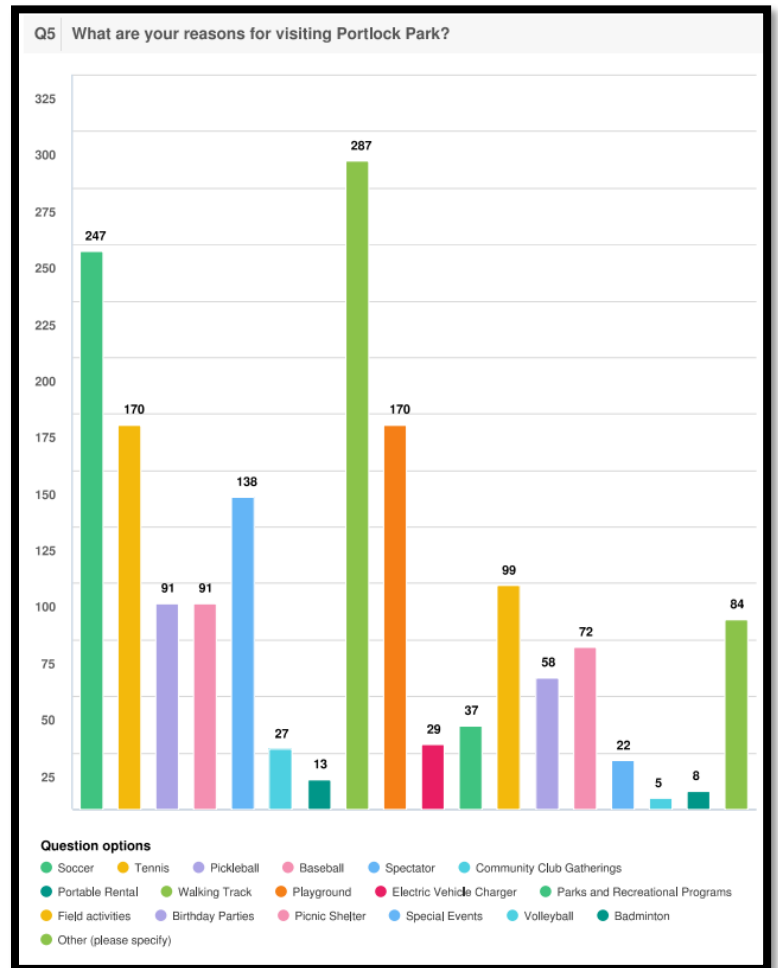
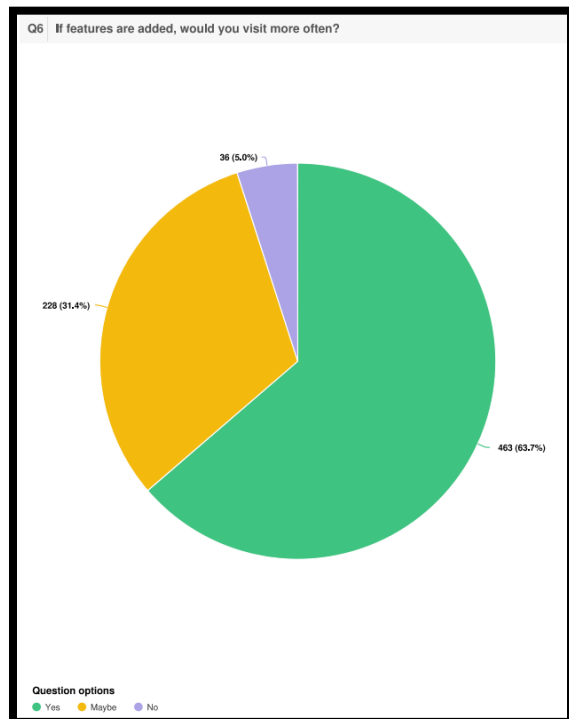
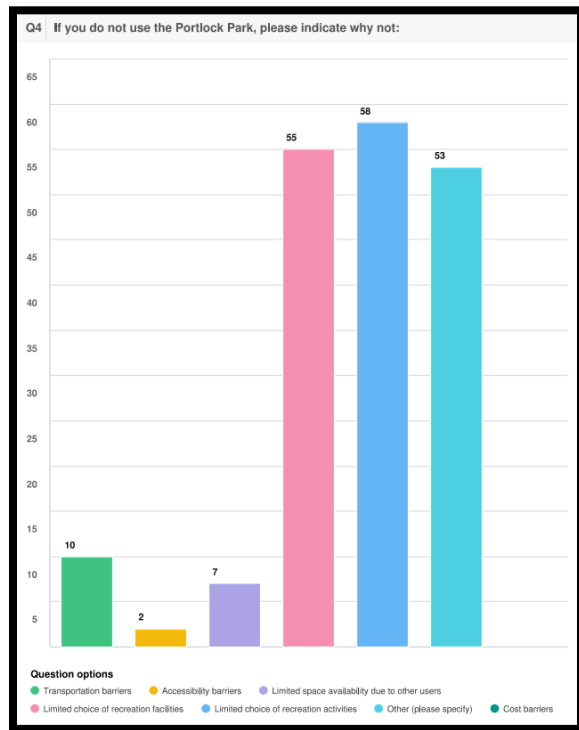
3) Is there anything you would change with the revised site plan?
<ul style="list-style-type: none"> <li>Wants the main soccer field to be a turf field – did say would be willing to fund raise for this.</li> <li>Would like to see lighting for night practices.</li> <li>Require larger designated storage.</li> <li>Put storage where pickleball courts were supposed to go</li> </ul>

4) Is there anything else you would like to share or other comments you have for the Portlock Park Master Plan?
<ul style="list-style-type: none"> <li></li> </ul>

## Attachment 6: Public Survey #1 Summary of Responses







## Attachment 7: Public Survey #2 Summary of Responses

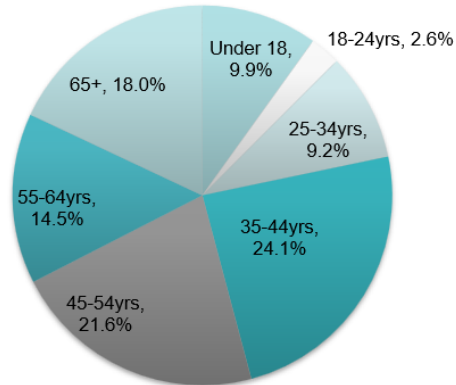
### Survey Questions 1 & 2

Making a difference...together

#### 1) Do you live on Salt Spring Island?

■ Yes (98.2%) ■ No (1.8%)

#### 2) Please indicate your age:



Majority of responses were from 35-44yrs.

### Survey Question 3

Making a difference...together

Please assign a rating to each of the design options by using the ranking number scale, where 1 is the most preferred and 3 is the least preferred.

#### OPTIONS

Design option 1

Design option 3

Design option 2

#### AVG. RANK

1.64

2.14

2.22

Design Option 1 was most preferred

## Survey Question 4

Making a difference...together

Please explain why you prefer the design option you rated the highest:

- if a senior ball field is the goal this seems to work.
- Retains soccer playing fields and seems to serve all user groups well.
- It has the best layout in terms of placement of the baseball pitches and still maintains a decent length of trail for joggers/walkers.
- I liked the layout. I liked the walking track size. I liked that it had a senior ball option.
- Option one has one large baseball field and a small field. In option two there is two large fields which will not support the younger baseball players. Option three has two small fields which is great, but similar to today, older players would be forced to go off-island. Option one provides the most equitable solution.
- There is a senior ball field and 6 pickleball courts. The ball fields are inward-facing. It is most efficient use of space with no overlapping of fields allowing for multiple activities to occur simultaneously.
- Best Variety of sports covered without duplication. Smaller trail for senior walking around perimeter ....not on the track. Increased number of pickle ball courts. Staff parking at the back freeing up spaces for visitors... so less parking on the road.
- #1 seems the most multi-purpose, and it gets rid of the track, which is not a good use of space. I like the two walking/jogging paths.
- I am a pickleball player and the only viable option for pickleball courts is option #1. Options #2 and #3 have E/W facing courts which poses a visual hazard with the sun
- The island needs more full size ball fields.

## Survey Question 5

Making a difference..

What features, if any, would you like to see added to your preferred option?

- There should still be tennis courts at Portlock
- Turf soccer field
- Add benches along the walking/jogging track for rest areas
- Outdoor ball hockey court with walls
- An improved surface on the existing track
- Better washroom facilities
- Lights for night practice
- More running space
- More trees for shade
- A covered climbing wall
- Bigger playground
- Outdoor splash park
- On site lockers to store sports equipment
- Bleachers for spectators
- More EV charging stations
- Long jump
- Batting cage
- Basketball court

## Survey 2 Additional Comments

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- Keep the track! It's a great level place to walk for those with disabilities
- I like a standard size track which can be used for training at various distances. It can also serve as a HS and JHS track so our youth can join a school track team and effectively train and compete without having to go off island to do so
- I don't like the overlay of facilities in # 3 and I think the track is the least used sports feature on the island I like that there is an adult ball field in # 1 - and i like 6 pickle ball courts
- There is room for soccer and a track
- I think we need to keep the track
- Keeping the track is paramount
- DO#1 attempts to cram too many features and amenities onto the site. Six pickleball courts is excessive. Walking/jogging track around perimeter of the primary soccer field will create conflicts between soccer games and casual walkers
- Keeping a designated 400m running/walking track is essential. A perimeter path is not equivalent. You cannot run a workout on a perimeter path
- I don't like any of the designs ... I don't think the tennis courts should be relocated to rainbow road as there is not enough room there to have courts be playable the most time of year.
- I like all of them, we need an upgrade badly so I will take anything.
- I like the new walking trail.

## Attachment 8: Portlock Park Master Plan – Final Conceptual Design

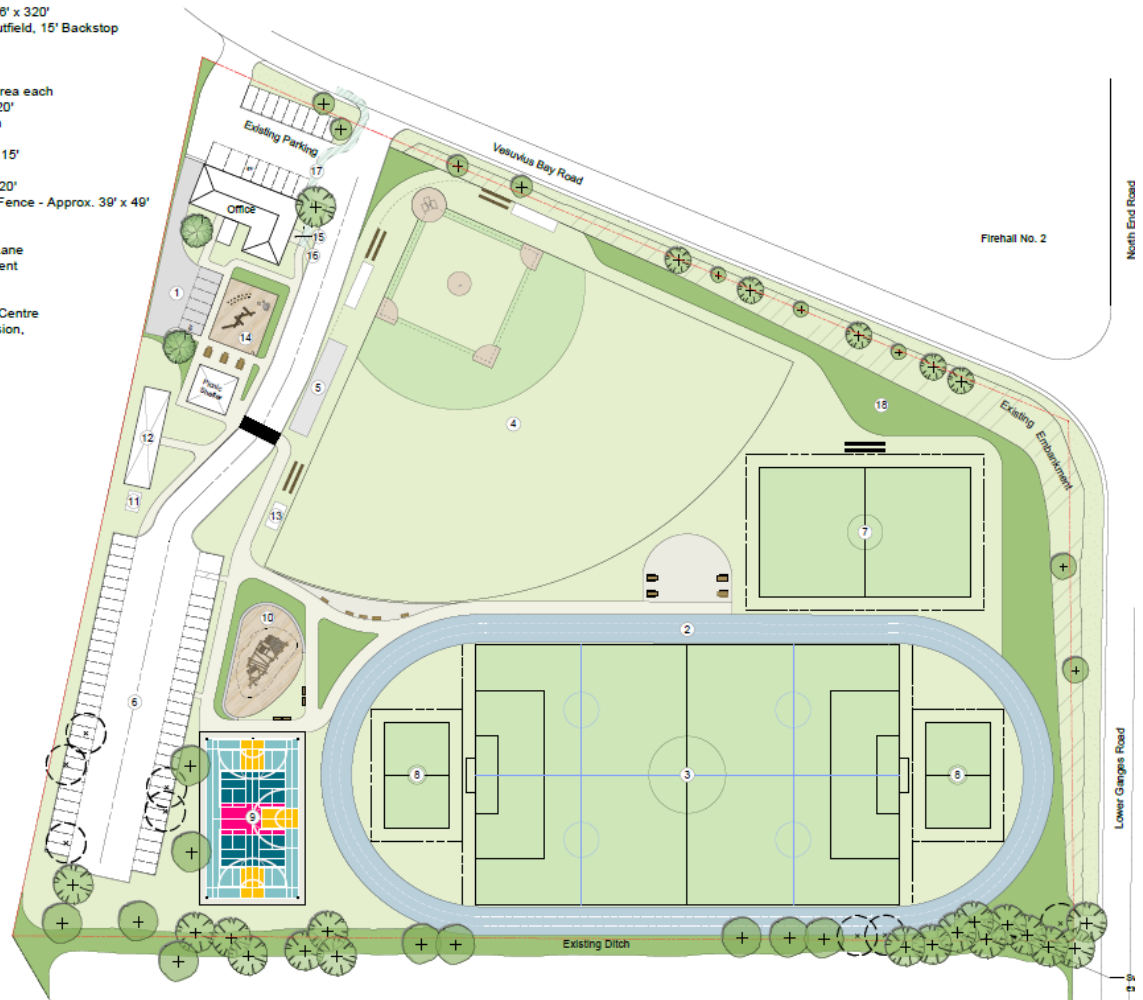
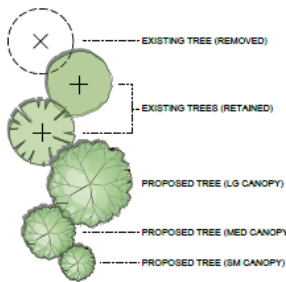
### LEGEND - OPTION 3

1. Existing Portable Removed & Staff Parking Added With EV Stall
2. Existing Track Relocated - Approx. 0.4km
3. Existing Soccer Field Relocated - Approx. 106' x 320'
4. New Senior Ballfield With Grass Infield - 300' Outfield, 15' Backstop
5. Existing Batting Cage Relocated - 75' x 15'
6. New Paved Parking - 58 Stalls
7. New Practice Soccer Field - 98' x 160' play area
8. New Practice Soccer Fields (2) - 49' x 80' play area each
9. New Covered Multisport Court - Approx. 70' x 120'
10. New Playground For School-Age Children With Perimeter Fence - Approx. 3,480sqft.
11. Existing Water Storage Tank Relocated - 10' x 15'
12. Expanded Storage Shed - 75' x 20'
13. New Storage Shed for Soccer/Baseball - 10' x 20'
14. New Playground For Toddlers With Perimeter Fence - Approx. 39' x 49'
15. Existing E-Bike Charging Station
16. New Covered Bike Rack
17. New Bike Lane Connecting to Roadside Bike Lane
18. New Swale / Raingarden at Base of Embankment

### NOTES

1. Tennis courts relocated to Rainbow Recreation Centre
2. Existing park office to include upgraded concession, additional washrooms, change room, and showers

### TREE LEGEND



**REPORT TO SALT SPRING ISLAND LOCAL COMMUNITY COMMISSION  
MEETING OF THURSDAY, SEPTEMBER 18, 2025**

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**SUBJECT**     Salt Spring Island Bylaw Roundtable Workshop – Outcome

**ISSUE**

To report on the outcome of the Salt Spring Island Roundtable Workshop regarding agricultural land use and activities.

**BACKGROUND**

The Salt Spring Island (SSI) Local Community Commissions (LCC) strategic plan identifies Economic Sustainability and Governance as strategic priorities with initiatives to support local food security initiatives and develop consistent and transparent processes for reviewing CRD bylaws that affect SSI. As part of this initiative the LCC wants to better understand the positions and interests of the First Nations, local agriculture groups, and neighbours. This is to determine if there are potential actions that could be progressed. As well as to consider the role of the LCC.

On June 19, 2025, the LCC facilitated a Salt Spring Island Roundtable Workshop meeting on Salt Spring Island and invited different local agricultural groups to attend. The attendees took the opportunity to provide brief presentations to enable an expression of their perspectives. CRD staff provided a presentation that summarized issues such as the application of bylaws associated with agricultural activities, the approach to bylaw enforcement, bylaw exemptions, noise/nuisance cases in recent years, and summary of the proposed adjudication process.

Following the presentations a round-table discussion occurred. A list of the participants and a summary of the discussion is attached (Appendix A). The information and perspectives from the roundtable can be utilized to determine next steps.

**CONCLUSION**

A Salt Spring Island Roundtable Workshop was held on June 19, 2025 to discuss CRD bylaws with different local agricultural groups. A diverse representation of the agricultural community was present. A consistent and common interest from the participants was a desire to enhance and improve agriculture on SSI. The outcomes of the meeting can be utilized to determine a way forward and the role of the LCC to support the next steps.

**RECOMMENDATION**

There is no recommendation. This report is for information only.

Submitted by:	Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services
Concurrence:	Kristen Morley, J.D., Corporate Officer & General Manager, Corporate Services

Appendix A – Salt Spring Island Bylaw Roundtable Workshop – Outcome Notes from the June 19<sup>th</sup>, 2025

## **Outcome Notes• June 19th Bylaw Review Workshop**

Roundtable started at 1:24pm

Earl Rook offered a welcome and review the purpose of todays meeting.

Roundtable Participants:

- Amy Haysom- SSI Resident
- Ashley Roslinsky -SSI Poultry club
- Ben Corno – SSI Local Community Commission (LCC)
- Brian Webster – SSI Local Community Commission (LCC)
- Derrick Milton- SSI Resident
- Earl Rook – SSI Local Community Commission (LCC)
- Elise Born- Poultry Club
- Gary Holman – SSI EA Director
- Gayle Baker – SSI Local Community Commission (LCC)
- Kevin Chipperfield - SSI Farmer's Institute
- Kristen Morley – CRD Corporate Officer/General Manager, Corporate Services
- MacKenzie Williamson – SSI EA Staff (Recorder)
- Myna Lee Johnston – SSI Resident
- Ron Stepaniuk- SSI Farmer's Institute
- Anne Macey - SSI Agriculture Alliance
- Stephen Henderson – CRD Real Estate, SGI and SSI-LCC Senior Manager
- Tanya Fisher – SSI Poultry Club
- Terry Clement - SSI Farmer's Institute

### **Presentations:**

SSI Agriculture Alliance

- Rural zoned farms have felt discouraged to operate with bylaw.
- Farming within allowed zoning should be exempt from the noise bylaw
- New mediation process recommended
- Concerns with what is a legitimate farm business

SSI Farmer's Institute

- Suggest multiple levels of Agriculture zoning with clear definitions of what type of agriculture is allowed in each
- Food sovereignty
- New Tribunal mediation process recommended
- An agriculture expert is recommended to be apart of the bylaw or rezoning process

SSI Poultry Club

- Create an agriculture liaison role as a first step in bylaw enforcement
- Suggest an educational information campaign for landowners on what is allowed within the Bylaws and Zoning
- Farming within allowed zoning should be exempt from the noise bylaw
- Agriculture included as a permitted use in agriculture zone in Islands Trust's zoning bylaw

#### CRD Presentation

- summarized issues such as the application of bylaws associated with agricultural activities, the approach to bylaw enforcement, bylaw exemptions, noise/nuisance cases in recent years, and summary of the proposed adjudication process.

#### Roundtable Considerations:

- **Ambiguity in Bylaws:**  
Concern there is a lack of clear definitions for “agricultural zone” and “legitimate farm operation” creates confusion and difficulties for enforcement.
- **Zoning & Lot Size:**  
Participants stressed that proximity and parcel size should influence what agricultural activities are appropriate.
- **Complaint Handling:**  
Vexatious or premature complaints (e.g., filed before animals were present) were cited as a major concern.
- **Education & Mediation:**  
Broad support for agricultural land owners and public education campaigns and a liaison officer to promote voluntary compliance and reduce conflict.
- **Adjudication vs. Tribunal:**  
CRD’s proposed Bylaw Notice Adjudication system was welcomed as a step forward, a panel with agricultural expertise was also suggested.
- **Balancing the needs of the community:**  
Respecting your neighbours

#### Recommendation/ Next Steps:

- Request bylaw clarifications, especially around exemptions and definitions. With an exemption for agriculturally zoned land that is not in the ALR.
- Agricultural groups offered to assist in drafting and testing solutions.
- Requested a 3<sup>rd</sup> party to complete mediation of disputes.
- Requested a process to evaluate what classifies a property as a farm.
- Future meetings should be held to refine proposals.
- Emphasis on using existing zoning frameworks rather than pursuing full rezoning.
- Broader community consultation

#### Key Decision-Points:

- Define terms like “agricultural zone” and “legitimate farm operation” within the bylaws to reduce ambiguity
- Define scope of exemptions permitted by zoning—especially outside the ALR—Should they be fully or conditionally exempt from noise and nuisance bylaws?
- Provide Public information around Bylaws, farming realities, zoning permissions, and complaint processes?

Roundtable ended at 3:38pm