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ELECTORAL AREA SERVICES COMMITTEE
Notice of Meeting on **Wednesday, April 16, 2014 at 1:30 pm**
Room 107, 1st Floor, 625 Fisgard St., Victoria, BC

M. Hicks (Chair)

W. McIntyre (Vice Chair)

D. Howe

AGENDA

HEARING UNDER SECTION 57 OF THE COMMUNITY CHARTER REGARDING NOTICES AGAINST TITLE

1. Approval of Hearing Agenda
2. Adoption of Hearing Minutes of March 19, 2014
3. Comments by Property Owners on the Recommended Notices on Title
4. Properties to be Considered for Filing Notice against Land Title and Comments by the Building Inspector or Designated Municipal Officer
 - Juan de Fuca
 - Southern Gulf Islands
5. Adjournment

GENERAL BUSINESS

1. Approval of Agenda
2. Adoption of Minutes of March 19, 2014
3. Presentations/Delegations
4. Verbal Update on the Revision of the Commission/Committee Handbook
5. Pender Island Building Inspection Office - Lease
6. Salt Spring Island (SSI) Noise Bylaw Proposed Amendments
7. Community Works Fund Allocation: St. Mary Lake Water Quality Study
8. Community Works Fund Allocation: Magic Lake Estates Water System Upgrade
9. Bylaw No. 3954: Bylaw to Repeal Three Parks and Recreation Defined Area Bylaws
10. Grants-in-Aid
11. New Business
12. Adjournment

Next Meeting: May 21, 2014



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**Minutes of a Meeting of the Electoral Area Services Committee
Held Wednesday, March 19, 2014, in the Board Room, 625 Fisgard St., Victoria, BC**

Present: **Directors:** M. Hicks (Chair), W. McIntyre (Vice Chair), D. Howe
Staff: R. Lapham, Chief Administrative Officer; L. Hutcheson, General Manager, Parks and Environmental Services; D. Lokken, General Manager, Finance and Technology; T. Robbins, General Manager, Integrated Water Services; K. Campbell, Senior Manager, Salt Spring Island Administration; R. Gutierrez, Manager, Building Inspection; B. MacDonald, Manager, Financial Planning and Treasury; N. More, Committee Clerk (recorder)

The meeting was called to order at 1:41 pm.

1. Approval of Agenda

The Committee added under New Business: a) Gun Club verbal update; b) Island Coastal Economic Trust

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the agenda be approved as amended.

CARRIED

2. Adoption of Minutes

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That the minutes of the February 19, 2014, meeting be adopted as previously circulated.

CARRIED

3. Presentations/Delegations: There were none.

4. Electoral Area Services Budget Update

R. Lapham spoke to the report and D. Lokken provided clarifications. The Committee was provided with a revised copy of Appendix B-2, with the amount listed as the decrease for 3.810 Ganges Sewer revised from \$20,640 to \$4,150.

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That it be recommended to the Capital Regional District Board:
That the Electoral Area Services Budget Update be received as part of the final budget.

CARRIED

5. Gardom Pond Service Feasibility

L. Hutcheson spoke to the report. The Committee discussed the following topics:

- background on the pond, dam, water license and insurance liability
- a long consultative process occurred
- monitoring and inspection of the dam

- fire protection enhancement would offset insurance cost
- feasibility fund in relation to new service

On the motion, the Committee discussed the following topics:

- options included decommission and remove dam or take remedial action on properties
- process going forward would include a public meeting to determine interest in spending on the proposed new service establishment for the repair, ongoing maintenance and enhancements to fire suppression infrastructure around the dam

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That it be recommended to the Capital Regional District Board:
That funding up to \$35,000 be made available from the Electoral Area Services Feasibility Fund for the purpose of considering a new service to support use of Gardom Pond for fire suppression.

CARRIED

6. Community Works Fund Allocation – Development of a Salt Spring Island (SSI) Cycling and Pedestrian Trail Map

K. Campbell spoke to the report.

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That it be recommended to the Capital Regional District Board:
That the development of a cycling and pedestrian trail map for Salt Spring Island (SSI) to integrate with the Experience the Gulf Islands initiative, with a contribution of \$25,000 from the SSI portion of the Gas Tax Community Works Fund, be authorized.

CARRIED

7. Community Works Fund – Active Transportation Innovative Infrastructure Funding Program Application

R. Lapham spoke to the report and discussed the gas tax fund criteria in relation to the Electoral Areas, and the requirement for CRD-owned infrastructure or right-of-way.

By consensus, the Committee withdrew the item from consideration.

8. Bylaw No. 3907 – Highland and Fernwood Water System Capital Reserve Fund

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
That Bylaw No. 3907, "Highland and Fernwood Water Service Capital Reserve Fund Bylaw No. 1, 2014" be introduced and read a first and second time, read a third time, and adopted.

CARRIED

9. Bylaw No. 3943 – Capital Reserve Fund for the Salt Spring Island Community Transportation Service

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
That Bylaw No. 3943, "Salt Spring Island Community Transportation Service Capital Reserve Fund Bylaw No. 1, 2014" be introduced and read a first and second time, read a third time, and adopted.

CARRIED

10. Bylaw No. 3947 – Transfer of Funds to the North Galiano Island Fire Protection and Emergency Response Capital Reserve Fund

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That it be recommended to the Capital Regional District Board:
Bylaw No. 3947 cited as the "North Galiano Island Fire Protection and Emergency Response Capital Reserve Fund Transfer Bylaw No. 1, 2014" be introduced and read a first and second time, read a third time and adopted.

CARRIED

11. Bylaw No. 3948 – Cedars of Tuam Water System Local Service Area Capital Reserve Fund Amendment

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
Bylaw No. 3948, "Cedars of Tuam Water System Local Service Area Capital Reserve Fund Bylaw No. 1, 2004, Amendment Bylaw No. 1, 2014" be introduced and read a first and second time, read a third time, and adopted.

CARRIED

12. Bylaws No. 3924 and 3925 – Fees and Charges Update for Utilities within the Three Electoral Areas

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:

- 1) That Bylaw No. 3924, "Southern Gulf Islands and Juan de Fuca Electoral Areas Utilities and Street Lighting Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2014" be introduced and read a first and second time, read a third time and adopted;
and
- 2) That Bylaw No. 3925, "Salt Spring Island Liquid Waste, Sewer, and Water Fees and Charges Bylaw No. 1, 2012, Amendment Bylaw No. 2, 2014" be introduced and read a first and second time, read a third time and adopted.

CARRIED

13. Grants-in-Aid

MOVED by Director McIntyre, **SECONDED** by Director Howe,
That it be recommended to the Capital Regional District Board:
That payments be made for the following grants-in-aid:

- 1) Juan de Fuca Grant-in-Aid as approved by Director Hicks
School Crossing Guard Program:
 - i. John Muir Elementary School Parent Advisory Council \$ 2,333
 - ii. Saseenos Elementary School Parent Advisory Council \$ 2,333
 - iii. Sooke Elementary School Parent Advisory Council \$ 2,334
- Scouts Canada – Camp Barnard \$ 500
- Willis Point Community Association \$ 1,780
- 2) Salt Spring Island Grant-in-Aid as approved by Director McIntyre
 - a) Central Community Hall Society \$ 1,500
- 3) Southern Gulf Islands Grant-in-Aid as approved by Director Howe
 - a) Moving Around Pender Alternative Transport Society \$ 4,400
 - b) Mayne Island Conservancy Society \$ 3,280
 - c) Solstice Theatrical Society \$ 2,500

CARRIED

14. New Business

- a) **Gun Club Update:** R. Lapham provided a verbal update and the Committee briefly discussed mitigation attempts and bylaw amendments. A written report will come forward at the May meeting of the Committee.
- b) **Island Coastal Economic Trust (ICET):** The Committee discussed the issue of the exclusion of Electoral Areas from the provincial definition of rural areas for the purpose of specific funding, the structure and process of the ICET, and the potential approaches to resolving the issue

15. Adjournment

MOVED by Director Howe, **SECONDED** by Director McIntyre,
That the meeting be adjourned at 3:30 pm.

CARRIED

CHAIR

RECORDER



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**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 16, 2014**

SUBJECT PENDER ISLAND BUILDING INSPECTION OFFICE – LEASE

ISSUE

The Capital Regional District's (CRD) Pender Island Building Inspection office requires a new lease at the Driftwood Shopping Centre on Pender Island.

BACKGROUND

Negotiations have concluded with the Landlord for 906 square feet of office space that will accommodate CRD's Building Inspection Services, Protective Services and an office for the Director of Southern Gulf Islands. Building Inspection Services have been in this same complex with the same landlord since 1988. The new premises enable shared common space and facilitate better internal communication.

The terms of the new lease are similar to the previous leases in the Driftwood Shopping Centre. The five year term will commence in 2014 and continue to 2019 with an option to renew for a further five years. Basic rent is subject to a management fee equivalent to 5% of Base Rent and will be stepped as follows.

	Base Rent	Estimated Additional Rent	Annual Rent
Year 1	\$19.50 psf	\$6.25 psf	\$23,329.50
Year 2	\$19.50 psf	\$6.25 psf	\$23,329.50
Year 3	\$19.50 psf	\$6.25 psf	\$23,329.50
Year 4	\$20.50 psf	\$6.25 psf	\$24,235.50
Year 5	\$20.50 psf	\$6.25 psf	\$24,235.50

The negotiated rent is considered fair market rent for office accommodation. Unlike the Victoria area, market rents on the Gulf Islands have been increasing due to a limited supply of office accommodation.

ALTERNATIVES

That the Electoral Area Service Committee recommends to the CRD Board that:

1. A lease agreement be approved between Driftwood Properties Ltd and the CRD for the lease premises located at the Driftwood Centre Parcel Identifier 018-948-413, Lot 1, Sections 10 and 15, Pender Island, Cowichan District, Plan VIP59811 for a five year term commencing in 2014 at an average rent of \$19.50 per square foot for year 1 to 3 and \$20.50 for years 4 to 5 plus a proportional share of property taxes and common area costs; with an option for a further renewal.
2. Staff re-negotiates the lease with Driftwood Properties.

FINANCIAL IMPLICATIONS

The lease rate is consistent with the local market and previous rate increases.

CONCLUSION

Negotiations have concluded with the landlord at Driftwood Properties for office space at the Driftwood Shopping Centre. This lease is for a term of five years at fair market value and brings together three users, Building Inspection, Protective Services and the Southern Gulf Islands Director, into a style of building to serve the public.

RECOMMENDATION(S)

That the Electoral Area Service Committee recommends to the Capital Regional District Board that:

1. A lease agreement be approved between Driftwood Properties Ltd and the Capital Regional District for the lease premises located at the Driftwood Centre, Parcel Identifier 018-948-4134, Lot 1, Sections 10 and 15, Pender Island, Cowichan District, Plan VIP59811 for a five year term commencing in 2014 at an average rent of \$19.50 per square foot for year 1 to 3 and \$20.50 for years 4 to 5 plus a proportional share of property taxes and common area costs; with an option for a further renewal.



Stephen Henderson, BSc, PGDip Eng, MBA
Manager of Real Estate Services



Travis Whiting
Acting General Manager
Planning & Protective Services
Concurrence



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence

SH/cc



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PPS/PS 2014-03

**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF APRIL 16, 2014**

SUBJECT SALT SPRING ISLAND (SSI) NOISE BYLAW PROPOSED AMENDMENTS

ISSUE

At the January 15, 2014 Electoral Area Services Committee (EASC), staff were directed to bring back amendments to Bylaw No. 3384 "Noise Suppression Bylaw (Salt Spring Island)".

BACKGROUND

As noted in the staff report to this Committee on January 15, 2014:

Capital Regional District (CRD) Bylaw No. 3384 "Noise Suppression Bylaw (Salt Spring Island)" No. 1, 2006" prohibits disturbing noise and the discharge of firearms that disturbs other people between certain hours as noted:

Section 2 General Prohibition

No person shall make, cause to be made, or continue to make any noise or sound in the Electoral Area which creates a noise that disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood or of persons at or near the source of such noise or sound.

Section 3 Specific Prohibitions

6. No person shall discharge a firearm before 9:00 am or after sunset that disturbs other people as described in Section 2 of this bylaw.

As discussed in that report, the SSI Rod and Gun Club (Gun Club) and their neighbours disagree on the reasonable use of the Gun Club's property. The neighbours complain that the activity on the range negatively impacts their quiet enjoyment of their homes and have advocated that the Noise Suppression Bylaw should be enabled to further limit use of the outdoor range. The Gun Club holds that shooting is a permitted use as legal non-conforming and therefore they should be allowed to continue their activities as they have since the inception of the land use bylaws that provided them legal non-conforming status.

The January EASC report also outlined substantial background to this file, including the applicable decision in 2012 by the Supreme Court of BC, complaints received regarding use of the range and the report commissioned by the CRD regarding use of the indoor range. The report outlined proposed amendments to the bylaw to provide reasonable limits to the use of the property as supported by the Supreme Court decision. These amendments were brought forward in a staff report, instead of a proposed bylaw amendment to allow open discussion and consideration by the Committee, as well as the Gun Club and their neighbours prior to an amended bylaw being proposed.

Presentations were made to the Committee by Mr. Milne, a neighbour of the Gun Club and Mr. Foley, President of the Gun Club. In addition, Mr. Foley provided a petition undertaken by the Gun Club of over 1300 signatures. This petition was received by the Committee, but has not been verified for accuracy. The petition requested that the exemption for the Gun Club found in previous iterations of the bylaw, as noted in the January staff report, be reinstated.

At the meeting, the following motion was passed by the Committee:

MOVED by Director Howe, ***SECONDED*** by Director Hicks,

That staff be directed to establish maximum noise levels, meet with neighbouring residents and the Salt Spring Island Rod and Gun Club for feedback on the recommendations and create a revised bylaw including enforcement guidelines.

Following the meeting, staff and Director McIntyre met with the neighbours and with the Gun Club to discuss the proposed amendments as neither side agreed in whole with the recommendations being made. Since that time, considerable correspondence has been received from the neighbours. Requested feedback from the Gun Club on the proposed amendments provided in the January report has not been received, however, they have provided an update to the Committee Chair that they are currently undertaking mitigation for both the indoor range and the outdoor range and that work on mitigation will be ongoing.

Legal Non-Conforming

The neighbours have requested clarification of the legal non-conforming designation of the Gun Club property in relation to the CRD's authority through the Noise Suppression Bylaw. The designation as legal non-conforming is a land use designation and falls under the jurisdiction of the Islands Trust, with no enforceability by the CRD through the Noise Suppression Bylaw. We can confirm, through the correspondence attached to the January EASC report on this matter, that the Islands Trust is aware of the neighbours concern.

Environmental Concerns

The neighbours have requested the CRD take action regarding concerns of environmental damage, both on the Gun Club property and originating from the Gun Club property. This falls under the jurisdiction of the Ministry of Environment. We can confirm that the Ministry of Environment is aware of the concerns, as was indicated to us in our meeting with the neighbours.

Proposed Bylaw Amendments

The proposed amendment bylaw (Attachment 1) is based on feedback from the January EASC report, as well as research undertaken by CRD staff. Key points to the amendments are:

SECTION 1 DEFINITIONS AND INTERPRETATIONS

Adding:

“Outdoor Shooting Range” – means using the property at 223 Long Harbour Road, Salt Spring Island, as operated by the Salt Spring Island Rod and Gun Club and for all outdoor shooting activities.

“Indoor Shooting Range” – means using the indoor shooting range at 223 Long Harbour Road, Salt Spring Island, as operated by the Salt Spring Island Rod and Gun Club for any shooting activities provided that all doors and windows are closed.

“Permitted Shooting Days” - means using the outdoor and indoor shooting range on three Sundays per year if public notification is made 30 days in advance through the local newspaper and/or website of the Salt Spring Island Rod and Gun Club.

SECTION 3 SPECIFIC PROHIBITIONS

Removing:

6. No person shall discharge a firearm before 9am or after sunset that disturbs other people as described in section 2 of this Bylaw.

SECTION 4 EXEMPTIONS

Adding:

Section 4.7

The use of the Outdoor Shooting Range as follows:

- (i) Tuesday through Friday between the hours of noon and 7:00pm or sunset, whichever is earlier;

- (ii) Saturday between the hours of noon and 5:00pm or sunset, whichever is earlier;
- (iii) Closed Sundays, Mondays and Statutory Holidays, with the exception of Permitted Shooting Days as defined;
- (iv) Trap shooting only on Tuesdays and Fridays between the hours of 4:30pm and 7:00pm or sunset whichever is earlier.

Section 4.8

The use of the Indoor Shooting Range shall be on the same days and hours as the Outdoor Shooting Range with a time extension on Tuesdays through Fridays until 9:00pm.

ALTERNATIVES

That the Electoral Area Services Committee:

1. Recommends to the CRD Board that Bylaw No. 3855, "Noise Suppression Bylaw (Salt Spring Island)" No. 1, 2006, Amendment Bylaw No. 1, 2014" be introduced and given first and second reading.
2. Recommends to staff that the bylaw be amended to include more or less restrictions specific to the use of the outdoor shooting range
3. Recommends to staff that the bylaw be amended to include an outright exemption for activity on the outdoor shooting range.

BYLAW ENFORCEMENT IMPLICATIONS

A review of case law and research found decibel levels to be difficult, if not impossible to enforce. Although they are used in some cases to provide a common understanding of reasonable limits, when tested, they are most often dismissed by the judge.

The intent of decibel levels in relation to the outdoor shooting range would be to encourage the Gun Club to undertake the mitigation measures to lower the impact of the use of the range. The Gun Club has indicated they are actively undertaking mitigation measures to reduce the level of noise. Should these mitigation measures be successfully implemented, they would provide a reduction on the level and type of noise generated by the club. It is our understanding that initial mitigation measures were implemented to the indoor and outdoor ranges on the weekend of March 29, 2014.

At the January EASC meeting, a report by Northwest Environmental was provided for consideration. This report was commissioned to understand the level of noise produced by the indoor range. The Supreme Court had already recognized that use of the outdoor range produced a noise that could be considered disturbing, but no such specific definition had been put on the indoor range. The testing was conducted with various guns, with the windows and doors of the range closed, as it was understood that these would be closed when shooting was occurring.

There have been significant concerns raised by the neighbours regarding the testing of the indoor range and the corresponding report. Two key concerns raised were the issue of having doors/windows open during shooting and the methodology used for the testing itself. Those two issues are addressed here:

1. Staff is recommending that the amended bylaw provide a definition specific to the situation being addressed, which is use of the outdoor range at the SSI Rod and Gun Club. Further, to ensure that there is clarity regarding the use of the indoor range with the apertures open or closed that the definition of the indoor range be added and that the exemption stipulate that the doors and windows of the indoor range must be closed when shooting activities are occurring.
2. The considerable debate over the methodology used in our testing of the indoor range is consistent with the research undertaken by staff. While we agree with the findings of the Northwest Environmental Group Ltd. report, we recognize that in all case law that was researched, disagreements over methodology have resulted in the noise levels being dismissed and the judge using the test of reasonableness as a better measurement of the situation.

In preparing this report, Mr. Milne provided to staff a proposal made by the Gun Club to modify the club's operating hours (Appendix 2). This proposal was identified by Mr. Milne as a proposal settlement made by the club in July 2013. The hours noted in the proposal provide significantly more time for the peaceful enjoyment of the neighbours' property than under the current bylaw, but appear to have limited impact to the club, as the club was the originator of the proposal. The proposed hours are largely reflected in staff recommendations with the exception of staff adding Statutory Holidays to the closures.

CONCLUSION

The CRD has limited authority over the use of the Gun Club property as being legal non-conforming; however, it does have authority in relation to disturbing noise. The Supreme Court of BC indicated that the CRD could put reasonable limits on the use of the club, but could not put limits that were so restrictive as to effectively shut the club down.

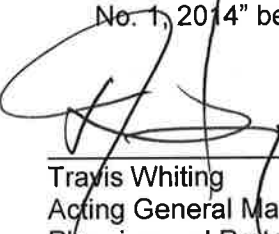
There has been a lengthy disagreement by the two sides in relation to use of the outdoor range and the two sides have not been able to come to agreement between themselves. Therefore staff are recommending that reasonable limits be put on the use of the range that allow the club to continue its activities while still providing reasonable time for the neighbours to enjoy their properties. The attached amendments are more restrictive than those proposed in the January EASC staff report, yet are expected to be deemed reasonable by the club as they reflect closely what was proposed by the Club to the neighbours in July of 2013.

Use of decibel levels has not been included in the recommended amendments due to the lack of case law demonstrating those levels being successfully enforced. It is hoped and expected that the Gun Club does undertake the mitigation measures it has committed to and that the effect of that is to lessen the impact on the neighbours and allow for the two sides to move forward.

RECOMMENDATION

That the Electoral Area Services Committee recommends to the Capital Regional District Board that:

1. Bylaw No. 3855, "Noise Suppression Bylaw (Salt Spring Island)" No. 1, 2006, Amendment Bylaw No. 1, 2014" be introduced and given first and second reading.



Travis Whiting
Acting General Manager
Planning and Protective Services



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence

Attachments: 2

CAPITAL REGIONAL DISTRICT

BYLAW NO. 3855

**A BYLAW TO AMEND BYLAW NO. 3384, BEING "NOISE SUPPRESSION BYLAW
(SALT SPRING ISLAND) NO. 1, 2006"**

The Board of the Capital Regional District in open meeting assembled enacts as follows:

1. Bylaw No. 3384, "Noise Suppression Bylaw (Salt Spring Island) No. 1, 2006" is amended as follows:

- (1) By adding to Section 1 the following definitions:

"Outdoor Shooting Range" – means using the property at 223 Long Harbour Road, Salt Spring Island, as operated by the Salt Spring Island Rod and Gun Club and for all outdoor shooting activities.

"Indoor Shooting Range" – means using the indoor shooting range at 223 Long Harbour Road, Salt Spring Island, as operated by the Salt Spring Island Rod and Gun Club for any shooting activities provided that all doors and windows are closed.

"Permitted Shooting Days" - means using the Outdoor and Indoor Shooting Range on three Sundays per year if public notification is made 30 days in advance through the local newspaper and/or website of the Salt Spring Island Rod and Gun Club.

- (2) By removing Section 3.6:

"No person shall discharge a firearm before 9:00 am or after sunset that disturbs other people as described in Section 2 of this Bylaw."

- (3) By adding Section 4.7:

"The use of the Outdoor Shooting Range as follows:

- (i) Tuesday through Friday between the hours of noon and 7:00pm or sunset, whichever is earlier;
 - (ii) Saturday between the hours of noon and 5:00pm or sunset, whichever is earlier;
 - (iii) Closed Sundays, Mondays and Statutory Holidays, with the exception of Permitted Shooting Days as defined;
 - (iv) Trap shooting only on Tuesdays and Fridays between the hours of 4:30pm and 7:00pm or sunset whichever is earlier."

- (4) By adding Section 4.8:

"The use of the Indoor Shooting Range shall be on the same days and hours as the Outdoor Shooting Range with a time extension on Tuesdays through Fridays until 9:00pm."

**CAPITAL REGIONAL DISTRICT
BYLAW NO. 3384**

**A BYLAW FOR THE ABATEMENT AND CONTROL OF DISTURBING NOISE IN THE
ELECTORAL AREA OF SALT SPRING ISLAND IN THE CAPITAL REGIONAL DISTRICT**

WHEREAS: the Capital Regional District, pursuant to Section 724 of the *Local Government Act* is empowered to regulate or prohibit the making of noise or sounds;

NOW THEREFORE, the Regional Board of the Capital Regional District, in open meeting assembled, enacts as follows:

SECTION 1 DEFINITIONS AND INTERPRETATIONS

In this Bylaw:

“Board” means the Board of the Capital Regional District.

“Construction” includes erection, alteration, repair, dismantling, demolition, structural maintenance, painting, earth moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, street and highway building, equipment installation and alteration and the structural installation of construction components and materials in any form or for the purpose, and includes any work in connection therewith.

“Enforcement Officer” means a person appointed by the Capital Regional District as a Bylaw Enforcement Officer, or any member of the Royal Canadian Mounted Police.

“Electoral Area” means the Electoral Area of Salt Spring Island.

“Legitimate Farm Operations” means any of the normal activities involved in carrying on a farm business, as defined under the *Farm Practice Protection (right to farm) Act*, on lands included in the Agricultural Land Reserve, farm class lands or land zoned for agriculture use.

“Ticket” means municipal ticket information in the form described in the *Community Charter* Bylaw Enforcement Ticket Regulation, B.C. REG. 425/2003.

“Public Facility” means any facility that is permitted to hold public assemblies in accordance with local government land use and building bylaws.

“Outdoor Shooting Range” – means using the property at 223 Long Harbour Road, Salt Spring Island, as operated by the Salt Spring Island Rod and Gun Club and for all outdoor shooting activities.

“Indoor Shooting Range” – means using the indoor shooting range at 223 Long Harbour Road, Salt Spring Island, as operated by the Salt Spring Island Rod and Gun Club for any shooting activities provided that all doors and windows are closed.

“Permitted Shooting Days” - means using the Outdoor and Indoor Shooting Range on three Sundays per year if public notification is made 30 days in advance through the local newspaper and/or website of the Salt Spring Island Rod and Gun Club.

SECTION 2 GENERAL PROHIBITION

No person shall make, cause to be made, or continue to make any noise or sound in the Electoral Area which creates a noise that disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of the neighbourhood or of persons at or near the source of such noise or sound.

SECTION 3 SPECIFIC PROHIBITIONS

Without limiting the generality of the prohibition contained in Section 2:

1. No person shall load or unload any truck, motor vehicle, or trailer in or upon any public or private place or premises before the hours of 7:00 am (8:00 am on Saturdays, Sundays or Holidays) or after sunset or 7:00 pm, whichever is latest.
2. No person shall construct or use construction equipment before the hours of 7:00 am (8:00 am on Saturdays, Sundays or Holidays) or after sunset or 7:00 pm, whichever is latest.
3. No person or business shall play amplified music outdoors between the hours of 11:00 pm and 9:00 am, that disturbs other people as described in Section 2 of this Bylaw.
4. No person or business shall play amplified music indoors between the hours of 11:00 pm and 9:00 am, unless all reasonable measures have been taken to abate the noise that disturbs other people as described in Section 2 of this Bylaw.
5. No person shall operate on a property any automobile, truck, motorcycle, trail bike, bus, motorized hang glider, or other vehicle which by reason of disrepair, lack of a sufficient muffler, or any other cause, creates noise or sound that disturbs the quiet, peace, rest, enjoyment or comfort of individuals or the public.
- ~~6. No person shall discharge a firearm before 9:00 am or after sunset that disturbs other people as described in Section 2 of this Bylaw.~~

SECTION 4 EXEMPTIONS

The provisions of this Bylaw shall not apply to:

1. Any vehicle of the police, fire department, or other public body, or any ambulance or any other public services or emergency vehicle, while engaged in service of public convenience or necessity.
2. The sounding of a horn or other signalling device where such sounding is properly and necessarily used as a danger or a warning signal.
3. The use of bells or chimes by churches, schools or any public body.
4. Forestry, construction or industrial activities where hours of operation cannot be reasonably altered due to factors such as tides, ferry schedules, weather conditions or fire hazards in forests, and all reasonable measures have been taken to abate noise as described in Section 2.

5. The operation of farm equipment and the noise associated with legitimate farm operations, providing all reasonable measures have been taken to abate noise as described in Section 2.
6. A public assembly use or activity in a public park or public facility in connection with a public meeting, public celebration or other public gathering.
7. The use of the Outdoor Shooting Range as follows:
 - (i) Tuesday through Friday between the hours of noon and 7:00pm or sunset, whichever is earlier;
 - (ii) Saturday between the hours of noon and 5:00pm or sunset, whichever is earlier;
 - (iii) Closed Sundays, Mondays and Statutory Holidays, with the exception of Permitted Shooting Days as defined;
 - (iv) Trap shooting only on Tuesdays and Fridays between the hours of 4:30pm and 7:00pm or sunset whichever is earlier.
8. The use of the Indoor Shooting Range shall be on the same days and hours as the Outdoor Shooting Range with a time extension on Tuesdays through Fridays until 9:00pm.

SECTION 5 OFFENCE

1. No person, owner, tenant, or occupier of private premises, shall do any act or permit any act or thing to be done which contravenes this Bylaw.
2. Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable upon conviction to the penalties prescribed by the *Offence Act* provided that the minimum penalty is not less than ONE HUNDRED (\$100.00) DOLLARS.
3. A separate offence shall be deemed to be committed if a contravention of this Bylaw occurs or continues to occur upon receipt of a subsequent complaint.
4. The penalties imposed under Subsection (2) hereof, shall be in addition to and not a substitution for any other penalty or remedy imposed by this Bylaw or any other statute, law, or regulation.

SECTION 6 INSPECTIONS

An Enforcement Officer is hereby authorized to enter, at all reasonable times, on any property subject to this Bylaw, to ascertain whether this Bylaw is being observed.

SECTION 7 SEVERABILITY

If any section or lesser portion of this Bylaw is held to be invalid by a Court, such invalidity shall not affect the remaining portions of the Bylaw.

SECTION 8 REPEAL

Capital Regional District Bylaw No. 2047 "Noise Suppression Bylaw (Salt Spring Island) No. 1, 1992" is repealed and replaced by this Bylaw.

SECTION 9 CITATION

This Bylaw may be cited as Bylaw No. 3384 "Noise Suppression Bylaw (Salt Spring Island) No.1, 2006".

READ A FIRST TIME THIS	11 th	day of	October	2006
READ A SECOND TIME THIS	11 th	day of	October	2006
READ A THIRD TIME THIS	11 th	day of	October	2006
ADOPTED THIS	8 th	day of	November	2006

Chair

Corporate Secretary

Teresa Taylor

From: Brian Milne <brianmilne@telus.net>
Sent: Thursday, April 03, 2014 10:04 AM
To: Travis Whiting; Robert Lapham; directorjdf; directorsgi; directorsssi@crd.bc.ca; Alastair Bryson - CRD Chair; Sonia Santarossa
Cc: Vern Williams; Tim & Fay Fay; rhizza@shaw.ca Hizsa; Larissa Sayer; James Squier; Patrick Callas
Subject: SSI GUN CLUB SETTLEMENT PROPOSAL
Attachments: Scan 140930001.pdf; ATT00001.htm

ATTACHED:

1. Settlement proposed to Supreme Court by SaltSpring Island Gun Club. July 2013
2. Settlement proposed by BRIAN MILNE (PLAINTIFF) to the Supreme Court relative to the noise nuisance of the SaltSpring Island Gun Club.

Milne would add two additional criteria re advice of acoustic engineer:

- a. The berm on the east side of the firing line should at all times exceed the contour parameter of **25 meters (floor of riflshack) plus 2.5 meters or the 27.5 meter contour.**

A 1.8 meter high sound mitigating fence to be placed on the crest of the berm.

- b. A maximum decibel emission at the property line of 50 dB between 9 a.m. and 7 p.m.

A maximum decibel emission at the property line of 40 dB between 7 p.m. and 9 a.m.

**PROPOSAL
BY
SALT SPRING ROD AND GUN CLUB**

PROPOSED MODIFICATIONS OF SHOOTING HOURS

Outdoor Ranges

Monday – No shooting

Trap

Tuesday and Friday 4:30 p.m. to 7:00 p.m.

100 Yard Range and Cowboy Range

Tuesday and Friday 12:00 p.m. to 4:30 p.m.

Wednesday and Thursday 12:00 p.m. to 7:00 p.m.

Saturday 12:00 p.m. to 5:00 p.m.

Sunday No shooting (exception for three (3) Sunday special events per year. Advance notice to be provided by way of web site calendar or other public media).

Seasonal adjustment In case of outdoor ranges, closing time means listed times or published sunset whichever is earlier

Indoor Range

Rim fire handgun or rifle (.22 calibre or similar)

Monday through Sunday inclusive 10:00 a.m. to 9:00 p.m.

Center fire handgun

Monday through Sunday inclusive 10:00 a.m. to 9:00 p.m.

IPSC (police combat style shooting) prohibited

RCMP Training

No restriction on individual officer / group practice or officer qualifying (Advance notice to be provided by way of web site calendar or other public media if club receives advance notice).

PROPOSED RANGE MODIFICATIONS

100 Yard Range Side Berms

Complete construction of side berms on both sides of 100 yard range firing area to 30 metres in length and 2.5 metres in height within one hundred twenty (120) days of order.

100 Yard Range Firing Shelter

Install sound reducing materials on walls, floor and on ceiling or roof within one hundred eighty (180) days from order.

1. IMMEDIATELY COMMENCE AN ENVIRONMENTAL ASSESSMENT, FOLLOWED BY IMMEDIATE and continuing MITIGATION OF LEAD CONTAMINATION TO ENSURE further FUTURE LEAD CONTAMINATION OF 291 LONG HARBOUR ROAD DOES NOT OCCUR.

2. HIRE A RANGE OFFICER AS STATED IN THEIR 1986 PROPOSAL TO CONTROL:

- ALCOHOL CONSUMPTION ON THE RANGE.

- THE FIRING OF .50 BMG, AK 47, AND OTHER UNAPPROVED WEAPONS

3. CEASE THE COWBOY ACTIVITY ON MY PROPERTY LINE APPROVED IN 2010

4. CEASE BLACK POWDER ACTIVITIES

5. RIFLE RANGE:

BUILD SOUND MITIGATING BERMS FOR THE FULL LENGTH OF THE 89 METER RANGE. THE BERMS SHALL BE 3 METERS IN HEIGHT,

1.5 METERS IN WIDTH AT THE CREST,

THE INTERIOR FACE TO HAVE A 30 DEGREE SLOPE AND MINIMUM COVERING OF 1 METER

OF RICOCHET FREE MATERIAL.

A 4 FOOT SOUND MITIGATING FENCE TO BE PLACED ON THE CREST OF THE BERMS.

A BULLET TRAP WILL BE PLACED OVER A RENOVATED BACKSTOP WITH REMOVAL OF ALL RICOCHET FROM THE FACE OF THE TOPOGRAPHICAL FEATURE OR A COVERING OF 1 METER OF RICOCHET FREE MATERIAL BE PLACED ON THE FACE OF THE TOPOGRAPHICAL FEATURE.

THE BULLET BAFFLE WILL BE PLACED AT THE FIRING LINE AND THE RIFLE SHACK SOUND PROOFED WITH INSTALLATION OF A DOOR.

6. THE COMPLETE RANGE SHALL BE FENCED SUCH THAT USE OF THE RIGHT HAND TRAP IS NOT POSSIBLE.

7. PLACE A BAFFLE ON THE TRAP FIRING LINE TO PREVENT SHOT WITH A RANGE CAPACITY OF 225 METERS FROM REACHING LONG HARBOUR ROAD OR 291

LONGHARBOUR ROAD.

8. COMPLETE ENCLOSURE OF THE INDOOR RANGE AT ALL TIMES if sound-proofed – 9 to 9.

9. CLEAN UP OF ALL GUN CLUB DEBRIS ON 291 LONGHARBOUR ROAD AS REQUESTED IN MAY 2013.

10. NO SHOOTING ON FRIDAY, SATURDAY AND SUNDAY. Monday to Thursday, noon till 7 p.m.

No shooting Thanksgiving.

11. TRAP FOR 2 HOURS TWICE PER WEEK in the 4 day shooting envelope.

**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 16, 2014**

SUBJECT COMMUNITY WORKS FUND ALLOCATION: ST. MARY LAKE WATER QUALITY STUDY

ISSUE

To seek authorization for the contribution of \$35,000 from the Salt Spring Island portion of the Federal Gas Tax Community Works Fund to fund a water quality study for St. Mary Lake.

BACKGROUND

St. Mary Lake is a recreational water body that also provides drinking water to more than 2,000 properties, including the Capital Regional District's (CRD) Highland-Fernwood Water District. Algae blooms, and the potential for associated toxins, have created issues for recreational uses and drinking water safety. The Islands Trust established the Salt Spring Island Water Protection Authority (SSIWPA) to address declining water quality in the lake, as well as challenges in other Salt Spring Island watersheds. The SSIWPA cooperates on the development and implementation of policies and initiatives for improved raw water quality and the long-term remediation, protection, sustainability and stewardship of Salt Spring Island watersheds. The SSIWPA is also responsible for governing the process and making decisions about contracting, work planning and milestones.

The SSIWPA member agencies are: the CRD (represented by the CRD Salt Spring Island Regional Director and CRD Environmental Protection Division staff), BC Ministry of Environment, BC Ministry of Health, Fernwood Water Local Service Commission, Island Health, North Salt Spring Island Waterworks District and Salt Spring Island Local Trust Committee.

The SSIWPA created a Technical Advisory Committee (TAC) to assist with technical work by objectively assessing scientific research to date, identifying gaps in the information, and researching solutions. The principal focus of the TAC is to determine how to reduce the amount of phosphorous present in St. Mary Lake and, in turn, limit the severity of algae blooms. Part of that work involves assessment of the current conditions in the lake. The TAC proposed a comprehensive sampling program, "St. Mary Lake Field Data Acquisition & Analysis Program for 2014", at the March 21, 2014 SSIWPA meeting to undertake the required assessment.

The Salt Spring Island Electoral Area Director supports the CRD accommodating this funding request through a contribution from the Salt Spring Island portion of the Federal Gas Tax Community Works Fund.

ALTERNATIVES

1. That the Electoral Area Services Committee recommend to the CRD Board that a contribution of \$35,000 be authorized from the Salt Spring Island Electoral Area portion of the Federal Gas Tax Community Works Fund to conduct the "St. Mary Lake Field Data Acquisition & Analysis Program for 2014."

2. That the Electoral Area Services Committee not recommend that the Board authorize this contribution.

ENVIRONMENTAL IMPLICATIONS

A detailed investigation of the current state of St. Mary Lake is crucial to understanding lake mechanics and the effect of potential remediation measures. These factors must be understood and addressed in order to evaluate the most appropriate remedial methods, particularly any requirements to build, modify or upgrade infrastructure to ensure the lake's sustainability.

This study will provide better understanding of conditions in the lake, as well as determine if properties located close to shore are a significant source of phosphorous and other contaminants to the lake, provide estimates of contaminant loading from runoff and quantify how contaminant loading varies throughout the year and from year-to-year in relation to precipitation patterns.

ECONOMIC IMPLICATIONS

The project fits the Federal Gas Tax Agreement eligible project criteria under the Capacity Building category and the Salt Spring Island Electoral Area has Community Works Funds available to allocate to the project.

The project's total cost is estimated to be \$136,000. In-kind contributions and donations from various organizations will account for \$91,000 of the costs. Direct financing of the remaining amount, approximately \$45,000, is needed for equipment, laboratory services and contractor expenses. This financing can be achieved using \$35,000 from the SSI Federal Gas Tax Community Works Fund and funding the remaining \$10,000 from the CRD Integrated Watershed Management Program's Salt Spring Island Stormwater Quality Program budget.


CONCLUSION

St. Mary Lake is a multi-use water body that provides drinking water, recreational use and wildlife habitat. The water quality in the lake is affected by algae blooms thought to be the result of phosphorous present in the lake. An understanding of the lake's condition is essential before further work is done to investigate remediation options. The SSIWPA has a plan to undertake a detailed analysis of the current condition of St. Mary Lake that will inform future management of this important system.


RECOMMENDATION

That the Electoral Area Services Committee recommend to the Capital Regional District Board:

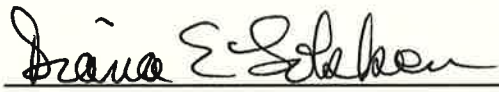
That a contribution of \$35,000 be authorized from the Salt Spring Island Electoral Area portion of the Federal Gas Tax Community Works Fund to conduct the "St. Mary Lake Field Data Acquisition & Analysis Program for 2014."



Glenn Harris, Ph.D., R.P.Bio.
Senior Manager, Environmental Protection

for 

Larisa Hutcheson, P.Eng.
General Manager
Parks & Environmental Services
Concurrence



Diana E. Lokken, Dip Bus Admin, CMA
General Manager, Finance and Technology
Concurrence



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence

DG:cam



**REPORT TO THE ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 16, 2014**

SUBJECT COMMUNITY WORKS FUND ALLOCATION: MAGIC LAKE ESTATES WATER SYSTEM UPGRADE

ISSUE

Funding of \$60,000 is required to supplement the resources currently available for completion of the Magic Lake Estates Water System Upgrade project.

BACKGROUND

Implementation of the Magic Lake Estates Water System Upgrade project has been in progress since early 2011 with funding assistance from the Building Canada – Communities Component grant program. Additional funding in the amount of \$60,000 is required to complete the project; Southern Gulf Islands (SGI) Electoral Area Director has requested that Gas Tax Community Works Funds (CWF) be provided to address this funding gap.

The Magic Lake Estates Water System Upgrade project is eligible for gas tax funding under the “*Water and Wastewater*” category and the SGI Electoral Area has available CWF to allocate to this project.

ALTERNATIVES

That the Electoral Area Services Committee recommend to the Capital Regional District Board:

1. That the Board authorize a contribution of \$60,000 from the Southern Gulf Islands portion of Community Works Funds (CWF) to the Magic Lake Estates Water System Upgrade project;
2. That an alternate source of funding be identified for the project.

IMPLICATIONS

The project fits the Federal Gas Tax Agreement eligible project criteria and the SGI has available CWF to allocate to the project. The use of the proposed amount of CWF in combination with the Building Canada – Communities Component grant funding remains within the allowable maximum federal funding that can be provided to the project (i.e. less than 50% of the total grant eligible cost of the project).

No other resources are available to address the shortfall needed to complete the project; consequently, the SGI Electoral Area Director has recommended the use of SGI CWF.

CONCLUSION

The Magic Lake Estates Water System Upgrade project has been under development since early 2011 and now requires an additional \$60,000 for completion. This project is eligible for gas tax funding, the SGI Electoral Area has available CWF to allocate to the project, and the proposed total federal grant funding contributed to the project remains within the allowable limit. The SGI Electoral Area Director supports this proposed allocation of SGI CWF.

RECOMMENDATION

That the Electoral Area Services Committee recommend to the Capital Regional District Board:

That the Board authorize a contribution of \$60,000 from the Southern Gulf Islands portion of Community Works Funds (CWF) to the Magic Lake Estates Water System Upgrade project.



Rajat Sharma, MBA, CMA
Senior Manager, Financial Services



Diana Lokken, CPA, CMA
General Manager, Finance and Technology Dept.
Concurrence



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence



**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 16, 2014**

SUBJECT BYLAW NO. 3954: A BYLAW TO REPEAL THREE PARKS AND RECREATION DEFINED AREA BYLAWS

ISSUE

The need to repeal unused community parks and recreation defined area bylaws:

- a. Bylaw No. 2390, "Community Recreational Programs Participating Electoral Areas Bylaw No. 1, 1986, Amendment Bylaw No. 2, 1996" which extended the service area boundaries around Galiano and Saturna Islands
- b. Bylaw No. 2403, "Community Parks Participating Electoral Areas Bylaw No. 1, 1992, Amendment Bylaw No. 1, 1996" which extended the service area boundary around Saturna Island
- c. Bylaw No. 2404, "Community Parks Participating Electoral Areas Bylaw No. 1, 1995, Amendment Bylaw No. 1, 1996" which extended the service area boundary around Galiano Island

BACKGROUND

The community parks and recreation services for the electoral areas received their authority from Supplementary Letters Patent in 1975. Defined areas were established by bylaw for the four largest islands in the Southern Gulf Islands Electoral Area so that individual parks and recreation services could exist on each island. Each island has defined area bylaws that identify just the main island as the boundary for those services.

In 1996, three amending bylaws were adopted by the Board to extend the boundaries of the defined areas around Galiano and Saturna Islands to match the local Island Trust areas. The extended defined area bylaws have never been used to levy for parks and recreation services in those areas. The requisition for taxes has been limited to the original defined areas only. Since these amending bylaws were never used to requisition for services and services are not provided outside of the original boundaries, it is appropriate to repeal them. The Capital Regional District Electoral Area boundaries are different than the Islands Trust Planning Area boundaries.

ALTERNATIVES

That the Electoral Area Services Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 3954 cited as "Bylaw to Repeal Bylaws No. 2390, "Community Recreational Programs Participating Electoral Areas Bylaw No. 1, 1986, Amendment Bylaw No. 2, 1996", 2403, "Community Parks Participating Electoral Areas Bylaw No. 1, 1992, Amendment Bylaw No. 1, 1996" and 2404, "Community Parks Participating Electoral Areas Bylaw No. 1, 1995, Amendment Bylaw No. 1, 1996" be introduced and read a first and second time, read a third time and adopted.
2. That bylaws No. 2390, 2403 and 2404 not be repealed.

IMPLICATIONS

Repealing the three bylaws (2390, 2403, 2404) will not affect operations or financial resources. The service area boundaries before the amendment bylaws are consistent with the actual service delivery.

CONCLUSION

As the three bylaws noted above were enacted to create a larger defined area around Galiano and Saturna Islands for their parks and recreation services but never used, and services not delivered, it is appropriate to repeal these bylaws.

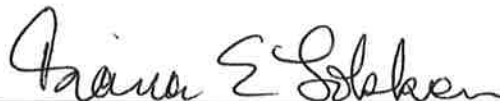
RECOMMENDATION

That the Electoral Area Services Committee recommend to the Capital Regional District Board:

That Bylaw No. 3954, cited as "Bylaw to Repeal Bylaws No. 2390, "Community Recreational Programs Participating Electoral Areas Bylaw No. 1, 1986, Amendment Bylaw No. 2, 1996", 2403, "Community Parks Participating Electoral Areas Bylaw No. 1, 1992, Amendment Bylaw No. 1, 1996" and 2404, "Community Parks Participating Electoral Areas Bylaw No. 1, 1995, Amendment Bylaw No. 1, 1996" be introduced and read a first and second time, read a third time and adopted.



Rajat Sharma, MBA, CMA
Senior Manager, Financial Services



Diana Lokken, CPA, CMA
General Manager, Finance and Technology Dept.
Concurrence



Larisa Hutcheson, P. Eng.
General Manager
Parks & Environmental Services
Concurrence



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence

RS:sb

Attachment: 1 (Bylaw No. 3954)

**CAPITAL REGIONAL DISTRICT
BYLAW NO. 3954**

**A BYLAW TO REPEAL BYLAWS NO. 2390, 2403 AND 2404 FOR COMMUNITY PARKS
AND RECREATION DEFINED AREAS NO LONGER REQUIRED**

WHEREAS:

- A. The Board of the Capital Regional District, by Bylaw No. 2390 cited as "Community Recreational Programs Participating Electoral Areas Bylaw No. 1, 1986, Amendment Bylaw No. 2, 1996", redefined the service area boundaries around Galiano and Saturna Islands;
- B. The Board of the Capital Regional District, by Bylaw No. 2403 cited as "Community Parks Participating Electoral Areas Bylaw No. 1, 1992, Amendment Bylaw No. 1, 1996", redefined the service area boundary around Saturna Island;
- C. The Board of the Capital Regional District, by Bylaw No. 2404 cited as "Community Parks Participating Electoral Areas Bylaw No. 1, 1995, Amendment Bylaw No. 1, 1996", redefined the service area boundary around Galiano Island;
- D. The boundaries defined by these amending bylaws have never been requisitioned on and are not required; and
- E. The Board of the Capital Regional District wishes to repeal Bylaws No. 2390, 2403 and 2404.

NOW THEREFORE the Board of the Capital Regional District in open meeting assembled enacts as follows:

- 1. Bylaw No. 2390, "Community Recreational Programs Participating Electoral Areas Bylaw No. 1, 1986, Amendment Bylaw No. 2, 1996" is hereby repealed.
- 2. Bylaw No. 2403, "Community Parks Participating Electoral Areas Bylaw No. 1, 1992, Amendment Bylaw No. 1, 1996" is hereby repealed.
- 3. Bylaw No. 2404, "Community Parks Participating Electoral Areas Bylaw No. 1, 1995, Amendment Bylaw No. 1, 1996" is hereby repealed.
- 4. This bylaw may be cited as "Bylaw to Repeal Bylaws No. 2390, "Community Recreational Programs Participating Electoral Areas Bylaw No. 1, 1986, Amendment Bylaw No. 2, 1996", 2403, "Community Parks Participating Electoral Areas Bylaw No. 1, 1992, Amendment Bylaw No. 1, 1996" and 2404, "Community Parks Participating Electoral Areas Bylaw No. 1, 1995, Amendment Bylaw No. 1, 1996".

READ A FIRST TIME THIS	day of	2014
READ A SECOND TIME THIS	day of	2014
READ A THIRD TIME THIS	day of	2014
ADOPTED THIS	day of	2014

CHAIR

CORPORATE OFFICER

**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 16, 2014**

SUBJECT GRANTS-IN-AID

ISSUE

To approve the grants-in-aid applications for the Electoral Areas.

BACKGROUND

The Supplementary Letters Patent for grants-in-aid require that Capital Regional District (CRD) Board approval be obtained before any payments for grants-in-aid are made on behalf of one or more member electoral areas to any organization deemed by the Board of the CRD to be contributing to the general interests and advantage of the area. This service covers the Electoral Areas.

Before exercising the powers described above, the Supplementary Letters Patent require that the Board obtain the written approval of the Director of each Electoral Area to the proposed grant-in-aid for such Electoral Area.

FINANCIAL IMPLICATIONS

These grants-in-aid are within the budgeted amount requisitioned for the current year.

RECOMMENDATION

That the Electoral Area Services Committee recommend to the Capital Regional District Board:

That payments be made for the following grants-in-aid:

- | | |
|--|----------|
| 1) Juan de Fuca Grant-in-Aid as approved by Director Hicks | |
| a. Sooke Lions Club – Canada Day Project: | \$ 1,000 |
| b. Juan de Fuca Community Land Trust | \$ 1,500 |
| c. East Sooke Neighbourhoods Association | \$ 2,000 |
| 2) Southern Gulf Islands Grant-in-Aid as approved by Director Howe | |
| a. Pender Islands Field Naturalists | \$ 650 |
| b. Pender Islands Marine Association | \$ 3,000 |



Diana Lokken, CPA, CMA
General Manager, Finance & Technology Dept.
Concurrence



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence

CRD FINANCE
MAR 19 2014
RECEIVED

DO NOT MAIL

GRANT IN AID REQUEST FORM (Vendor 900)

TO: MANAGER ADMINISTRATIVE SERVICES
CORPORATE SERVICES DEPARTMENT

DATE: 17/03/14
(dd/mm/yy)

FROM: Director Mike Hicks

SUBJECT: **REQUEST FOR GRANT IN AID**

Electoral Area: Juan de Fuca

Organization for which the Grant in Aid is requested:

Sooke Lions Club - Canada Day Project

Amount Approved: \$ 1,000.00

Tax Code:

Account Assignment:

B/A	G/L	Cost Centre
1001	544000	100082 - JDF <input checked="" type="checkbox"/> 100083 - SSI <input type="checkbox"/> 100085 - SGI <input type="checkbox"/>

Requested by: 
Director's Signature

Director Mike Hicks
Print Name

Date Received (dd/mm/yy)

FINANCE ONLY

Request received and acted upon by:

Signature

Print Name

CRD GRANT-IN-AID APPLICATION FORM

Application Submitted By

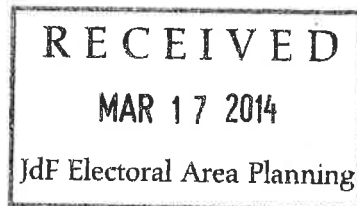
Name and Address of Applicant: Sooke Lions Club (Canada Day Project)
Box 248
Sooke B.C. V9Z 0S9

Contact(s): Lorne Christensen 250-642 2719 778-425 4438
(name) (phone) (fax)
busdir@shaw.ca
Email address

Contact(s): Al Beddows 250 642 3378 778 425 4438
(name) (phone) (fax)
busdir@shaw.ca
Email address

Application Summary

Project or purpose for which you require assistance:
Canada Celebration@ Sooke Flats, July 1 2014



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)

Chairman, Canada Day Project
(title)

Lorne Christensen
(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 Sooke Lions Club is organizing the Canada Day celebration held in Sooke. serving the entire Greater Sooke Region. This celebration has been a annual event for 17 years. No other organization is providing this benefit to the community

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

Greater Sooke, East Sooke, Jordon River and Port Renfrew

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.

No remuneration paid or funds made available to our officers or members.

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

There are five members of the board of directors, 50 volunteers. In operation 49 years.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (assist in defraying part of the cost to provide games for children)

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

The Canada Celebration will be held at the Sooke Campgrounds. The all day event is to appeal to all demographics of our Community.

Raft Race

Dog Show

Fire Dept Show

Pie Eating Contest

Craft Sales

Food Booths

Childrens Games

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

The event will provide all people with opportunity to celebrate being Canadian.

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)
District of Sooke	\$ 4,000.00	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<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
2012	\$ 1,000.00	Canada Day
2011	\$ 1,000.00	Canada Day
2010	\$ 1,000.00	Canada Day
2009	\$ 1,000.00	Canada Day

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

REVENUE--SOOKE CANADA DAY BUDGET 2014

District of Sooke	4000	
Sooke Home Hardware	2500	
CRD	1000	
Sooke Lions Club	1000	
Village Foods	1000	
Shoppers Drug	300	
Dr Louise Moran	100	
Western Foods	200	
TD Bank	250	
Coast Capital	100	
Sun River	1000	12450
Public Donation		2800
Booths		3100
Misc		1800

TOTAL REVENUE

19150

EXPENSES

Bands	2200
Mainstage and kids	2500
Advertising	1800
Equipment	1400
Park rental	1000
Security	4200
Porta potties	1400
Transportation	850
Storage	1000
MISC	500
First aid	400
Insurance	1100
Othe Entertainment	3000

TOTAL EXPENSES

19150



CAPITAL REGIONAL DISTRICT

Corporate Services

524 Yates St. PO Box 1000 Victoria BC V8W 2S6 | T 250.360.3000 | F 250.360.3023 | www.crd.bc.ca

CRD FINANCE
MAR 26 2014
RECEIVED

DO NOT MAIL

GRANT IN AID REQUEST FORM (Vendor 900)

TO: MANAGER ADMINISTRATIVE SERVICES
CORPORATE SERVICES DEPARTMENT

DATE: 06/03/14
(dd/mm/yy)

FROM: Director Mike Hicks

SUBJECT: **REQUEST FOR GRANT IN AID**

Electoral Area: Juan de Fuca

Organization for which the Grant in Aid is requested:


Juan de Fuca Community Land Trust

Amount Approved: \$ 1500.00

Tax Code:

Account Assignment:

B/A	G/L	Cost Centre
1001	544000	100082 - JDF <u> ✓ </u> 100083 - SSI <u> </u> 100085 - SGI <u> </u>

Requested by: 

Director's Signature

Director Mike Hicks

Print Name

FINANCE ONLY

Request received and acted upon by:

Signature

Print Name

Date Received (dd/mm/yy)

CRD GRANT-IN-AID APPLICATION FORM

Application Submitted By

Name and Address of Applicant: Margot Swinburnson 4527 Otter Point Road
Sooke BC V9Z 0K4

Contact(s): Margot Swinburnson 250-642-5429 240-519-3494
(name) (phone) (fax)
jdflandtrust@gmail.ca
Email address

Contact(s): Heather Phillips 250-642-3792 _____
(name) (phone) (fax)
bother@telus.net
Email address

Application Summary

Project or purpose for which you require assistance:

The Juan De Fuca Community Land Trust, formed in 2013, requires funding for costs of a publicity event and for insurance and registration costs associated with holding this event. The event is called "A Forest for All Seasons".

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
(title)

Margot Swinburnson
(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?

Having a mandate to acquire land in the JDF EA and partner with other community groups makes the JDF Community Land Trust a valuable new resource for the regional district. The pace of change requires action now to keep wildlife habitat, farmland and recreational land available for public use.

Park dedication from subdivisions may not meet the actual needs of a rural community. Cash in lieu gives more flexibility. Large parcel subdivisions, the norm in our rural areas, don't yield park dedications. The CRD Parks budget was tapped to keep areas used by the public open to the public.

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

Our Constitution defines the area of our purchases as the Juan de Fuca Electoral Area. However, the purchases would benefit people from the entire Victoria/Juan de Fuca area and beyond.

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.

Incorporated in May 2013, with our first public event in November 2013, we have 7 directors and 38 members.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (start up costs and special event)

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

The grant-in-aid requested is to cover start-up costs including registrations, insurance, and advertising.

The overall goal is to purchase land for community use. This means we are fund raising and budgeting two streams. We need money for publicity to bring money in for the purchase fund.

The first event we are promoting and for which we require insurance is "A Forest for All Seasons". This is a special outdoor experience of poetry and art work designed to give people a reason to visit the property and understand why we want to buy it.

The name of the fund raising campaign supported by the "A Forest for All Seasons" event is the "Admiral's Forest" project.

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

The "Forest for All Seasons" event is intended to bring visitors out to visit the Admiral's Forest but also encourage them to continue exploring the amenities west of Sooke.

The purchase of the forest, a 70 hectare property with existing trails and diverse habitat and plant communities, will benefit not only the community of Otter Point but the entire CRD. The property has potential as a venue for outdoor programs and activities by Scouts Canada and Power to Be and also for equestrian, running, hiking and natural history clubs. Educational programs are also possible.

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 not for this event

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

Juan de Fuca Community Land Trust Draft Budget

Revenue to Date:

Donations:	\$12,000
Memberships	\$900

Start-up Expenditures:

Society Incorporation Costs	\$50
Web Site Design	\$100
Web Site Hosting	\$125
Domain Name	\$25
Forest Assessment	\$3,000 - \$5,000
Office Supplies	\$100
Advertising/Marketing	\$500
Brochure (Design & Printing)	\$200
Vision Workshop	\$100
Insurance (Liability)	\$800

Purchase Expenditures:

Purchase Admiral's Forest	\$700,000
Purchase Taxes	\$13,000
Legal Fees	\$1,000
Conveyancing	\$500

Operating Expenses:

Property Taxes	\$2,000
Demolition & Removal of House	\$25,000
Maintenance of the Driveway	\$2,000
Trail Maintenance	\$2,000
Signage	\$500

John Phillips

Sec. JdFCLT

NR

Musick + JdFCLT

28/02/14

Special Event Budget
A Forest for All Seasons

Revenue

General Revenue memberships
Grant in Aid

\$1500.00

Expenses

Membership Land Trust Alliance BC
Insurance through LTABC

250.00

450.00

Site preparation/road signs

50.00

Poems, art & lamination

70.00

Newspaper advertising

220.00

Posters, x large (2)

28.00

Poster, ledger size (10)

20.00

Posters, letter size (200)

155.00

Miscellaneous-postage, paper, red tape,

250.00

Total Expenditures

\$1493.00



President

JDF CLT

John Phillips

JDF CLT

Juan de Fuca Community Land Trust

June, 2013 July, 2013 Aug 2013 Sep 2013 Oct. 2013 Nov. 2013 Dec. 2013 Jan. 2014 Feb. 2014 Mar. 2014

Summary

	June, 2013	July, 2013	Aug 2013	Sep 2013	Oct. 2013	Nov. 2013	Dec. 2013	Jan. 2014	Feb. 2014	Mar. 2014
Total income	\$1,100	\$60	\$0	\$100	\$0	\$140	\$8,750	\$400	\$2,457	\$192
Total expenditures	\$5	\$0	\$0	\$0	\$75	\$112	\$50		\$65	\$0
Net cash flow	\$1,095	\$60	\$0	\$100	(\$75)	\$28	\$8,700	\$400	\$2,392	\$192
Ending balance	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!

Income

Donations	\$1,000			\$100			\$50	\$20	\$123	\$30
Memberships	\$100	\$60				\$140	\$60	\$380	\$120	\$20
Interest		\$0	\$0							
VF - CLT TRust Fund							\$8,348		\$2,199	\$141.69
VF - Adm. Forest Fund							\$292			
Other income									\$15	

Expenditures

Society Fees									\$15	
Hall Rental						\$35		\$35		
Supplies						\$77				
Advertizing								\$95	\$50	
Taxes										
Rent / Mortgage										
Maintenance / Repairs										
Insurance										
Credit Cards / Loans										
Web site										
Petty Cash					\$75					
Legal Fees										
C/U Membership	\$5									
Donation V.F.							\$50			
Utilities										
Subscriptions										
Charitable contributions										
Other										



Pres. JdF
CLT

Hampshire
Sec
JdF CLT



Apr. 2014	May, 2014	June, 2014	Year's Total
\$0	\$0		\$13,201
\$0	\$0		\$436
\$0	\$0		\$12,765
#VALUE!	#VALUE!	#VALUE!	

		\$1,323
		\$880
		\$1
		\$10,690
		\$292
		\$15

		\$15
		\$70
		\$77
		\$145
		\$75
		\$5
		\$50

NR pres JdF CTS

Itm Phillips Sec. JdF CTS

CRD FINANCE
APR 01 2014
RECEIVED

DO NOT MAIL

GRANT IN AID REQUEST FORM (Vendor 900)

TO: MANAGER ADMINISTRATIVE SERVICES
CORPORATE SERVICES DEPARTMENT

DATE: 01/04/14
(dd/mm/yy)

FROM: Director Mike Hicks

SUBJECT: **REQUEST FOR GRANT IN AID**

Electoral Area: Juan de Fuca

Organization for which the Grant in Aid is requested:

East Sooke Neighbourhoods Association

Amount Approved: \$ 2,000.00

Tax Code:

Account Assignment:

B/A	G/L	Cost Centre
1001	544000	100082 – JDF <input checked="" type="checkbox"/> 100083 – SSI <input type="checkbox"/> 100085 – SGI <input type="checkbox"/>

Requested by: 

Director's Signature

Director Mike Hicks
Print Name

FINANCE ONLY

Request received and acted upon by:

Signature

Print Name

Date Received (dd/mm/yy)

Linda Nehra
6098 CopperView Lane
Sooke, BC
V9Z 1B2

March 31, 2014

Mike Hicks
Director
Juan de Fuca Electoral Area
Capital Regional District
#3-7450 Butler Road
Sooke, BC
V9Z 1N1

Dear Mike,

Please find enclosed a proposal for Grant-In-Aid funding for the East Sooke Neighbourhoods Association and its website. The website is in the very early stages of development but can be accessed at www.eastsookeneighbourhoods.ca, which will give you a sense of its potential.

The proposal requests \$2000. of one-time funding for the Association and website. We hope you will consider the proposal worthy of support.

Kind regards,



Linda Nehra
Director, East Sooke Neighbourhoods Association

CRD GRANT-IN-AID APPLICATION FORM

Application Submitted By

Name and Address of Applicant: East Sooke Neighbourhoods Association

6098 Copperview Lane

Sooke, BC, V9Z 1B2

Contact(s): Linda Nehra 250-642-5567 250-642-5567
(name) (phone) (fax)

lindanehra@gmail.com

Email address

Contact(s): Leslie Leus 778-425-2592 _____
(name) (phone) (fax)

leus@shaw.ca

Email address

Application Summary

Project or purpose for which you require assistance:

The East Sooke Neighbourhoods Association aims to promote healthy neighbourhoods and strong community spirit. We request start up funding for the Association, and one-time support for the East Sooke Neighbourhoods website which is our top priority for Year 1.

Amount of grant requested \$ 2,000.00

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

Linda Nehra

(signature of authorized signatory)

Director

(title)

Linda Nehra

(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 purpose of the East Sooke Neighbourhoods Association (ESNA) is to promote positive neighbourhoods in East Sooke by organizing and supporting local community initiatives. The Association aims to develop and maintain a self-supporting community website which will provide accessible information to East Sooke residents about social events, public meetings, community services, citizens' groups, local businesses, local history and local culture. The website will also link to other resource websites. In addition, ESNA will bring people together for events, community projects and other activities.

East Sooke community associations have existed in the past but are no longer operational. The Friends of Coppermine Park Society and the Seagirt Ponds Society are active but are focused on preservation and improvement of local parks. There is no community website.

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

ESNA will primarily benefit the community of East Sooke, which is part of the Juan de Fuca Electoral Area. The ESNA website will also strengthen the regional society and economy by providing links to resources and services serving the entire electoral area, and also those in the Sooke Region. Tourists will also benefit from the website.

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

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

None.

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

The East Sooke Neighbourhoods Association is new, and became a Society on December 31, 2013. The Association has 4 Directors. Membership will be advertised through the website. A launch and membership drive is planned for late September.

Project / Proposal Profile

1. Assistance is being requested for:

capital project and / or equipment

special event

other purpose (XX start-up funding for Association and website)

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

The East Sooke Neighbourhoods Association is a Society under the Society Act of British Columbia. Its purpose is described in the section entitled Applicant Profile, point 1 (above). The decision to establish a Society was made in recognition of the benefits of a formal structure for not-for-profit associations and community websites. The Society Act identifies the rights and responsibilities of members and directors and provides a framework for inclusion and transparency. Costs associated with establishing the Society have been incurred and will continue to be incurred as bylaws are revised and additional directors are elected/appointed. The Association is seeking funding to cover these start-up costs.

The Association is also requesting assistance with: (a) the design of the community website; (b) start-up and monthly costs incurred during Year 1 of website operation; and (c) initial promotion of the website in East Sooke. The website was created by volunteers using WIX software (see www.eastsookeneighbourhoods.ca). ESNA would benefit from consultant advice to enhance website design. Start-up costs include domain and registration fees and fees for the use of WIX. Promotion costs include mail-outs and space in the Rural Observer. Advertising revenue from the over 25 local business owners and fundraising events will support ESNA over the long term.

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

The Association will promote positive communication and social interaction for new as well as longtime residents, to join in planned activities or generate new ideas to foster community spirit and development. At the present time there are few ways for people to meet each other and get involved in the community.

The website will help inform East Sooke residents about social activities and public events via its community calendar. It will advertise and promote East Sooke businesses at nominal cost. It will post notices and local news. It will help bring people together through shared interests such as hiking, gardening, boating or photography. There is also an intention to foster Seniors and Childrens activities. The website will keep people informed about what is happening with respect to the community's OCP Review and new Firehall initiatives. There will be information and links about CRD services and government. People who are interested in moving to East Sooke will be provided with a window into the community. Business owners, service providers, tourism operators, farmers, artists, and those in the construction industry, will benefit from increased visibility within their immediate community and beyond.

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 are newly established.

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

**East Sooke Neighbourhoods Association
Proposed Budget: CRD Grant-In-Aid**

Establishing Society (Incorporation, Registration, By-law and other amendments, Annual report)	250.00
Domain names and privacy protection	115.00
WIX Premium package	192.00
Banking	25.00
Signage and office supplies	50.00
Rural observer ads (4 x 50 + tax)	224.00
Photocopying flyers	250.00
Mail-outs	115.00
Computer consultation and support	629.00
Community launch event	150.00
TOTAL REQUEST	2000.00

Financial Statement

Not available. East Sooke Neighbourhoods Association has been in operation for less than one year.



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GRANT IN AID REQUEST FORM (Vendor 900)

TO: MANAGER ADMINISTRATIVE SERVICES
CORPORATE SERVICES DEPARTMENT

DATE: 31/03/14
(dd/mm/yy)

FROM:

SUBJECT: **REQUEST FOR GRANT IN AID**

Electoral Area: Southern Gulf Islands

Organization for which the Grant in Aid is requested:
Pender Island Field Naturalists

Amount Approved: \$ 650.00

Tax Code:

Account Assignment:

B/A	G/L	Cost Centre
1001	544000	100082 – JDF _____ 100083 – SSI _____ 100085 – SGI _____

Requested by: David Howe
Director's Signature

David Howe
Print Name

FINANCE ONLY

Request received and acted upon by:

Signature

Print Name

_____ Date Received (dd/mm/yy)

March 27, 2014

Capital Regional District
Attn: David Howe, Regional Director for
Southern Gulf Islands
Pender Island, BC V0N 2M2

Pender Island Field Naturalists
Gerry McKeating, President
6618 Harbour Hill Road
Pender Island, BC V0N 2M2

Dear David Howe,

**Re: Grant-In-Aid Application for a Community Event as a Pilot Project to Remove
Scotch Broom from George Hill Park to Allow Restoration of the Native Habitat**

Please find attached an application from the Pender Island Field Naturalists (PIFN) for a grant-in-aid of \$650 to support a one-day event to engage the community of Pender Island to remove Scotch broom from the George Hill Park and to renew awareness of the problem of this invasive plant on North and South Pender Islands.

Our PIFN members, Diane Swindell, Jackie Gill, John Heinonen, Bob and Margaret Vergette, are among those in the last three months who have already volunteered a total of more than 30 person hours in the George Hill Park. Our proposal for the one-day event is to expand their efforts as habitat restoration is clearly needed and to involve the larger community.

There is support for the event from residents living in the Port Washington area. The Stanley Point Property Owners Association have indicated their support. The Pender Island Conservancy Association also endorses the event.

Thank you in advance for your support and consideration.

Sincerely,



Gerry McKeating
President

CRD GRANT-IN-AID APPLICATION FORM**Application Submitted By**Name and Address of Applicant: PENDER ISLAND FIELD NATURALISTS6618 HARBOUR HILL ROADPENDER ISLAND BC VONAM2Contact(s): JACKIE GILL 250-629-0047 -
(name) (phone) (fax)Jackie4740@shaw.ca
Email addressContact(s): Diane Swindell 1-778-998-2159 -
(name) (phone) (fax)dswindell53@gmail.com
Email address**Application Summary**Project or purpose for which you require assistance: COMMUNITY EVENT
AS A PILOT PROJECT TO REMOVE SCOTCH BROOM
FROM GEORGE HILL PARK TO ALLOW RESTORATION
OF THE NATIVE HABITAT.Amount of grant requested \$ 650.00

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

Gerry McKeating
(signature of authorized signatory)PRESIDENT
(title)GERRY MCKEATING
(print name)TEL 250-629-3840

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?

Mission of Pender Island Field Naturalists

To promote enjoyment of the Natural History of the Gulf Islands, and create awareness of their place in our world's ecology.

Overview

Pender Island Field Naturalists (PIFN) is a local organization affiliated with the Federation of British Columbia Naturalists (BC Nature) and is a non-profit society interested in all aspects of Natural History. PIFN members range in expertise from specialists in specific areas such as birds, mammals or geology, to ordinary people who just enjoy nature. PIFN holds in-door meetings, and field trips throughout the region; takes part in the International Christmas Bird Count and other citizen science programs, and encourages anyone who is interested in learning more about the natural world.

No other organization on North or South Pender Islands provide the exact same services / benefits.

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

North and Sound Pender Islands

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

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

No officer or member of the Pender Island Field Naturalists receives any remuneration.

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

There are 75 members / volunteers in the Pender Island Field Naturalists, which has been operating for over 10 years.

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.

A half day community event to remove Scotch broom from George Hill Park is planned for Saturday, May 10, 2014 between 9am and 2pm. Pender Island adults and families with children are encouraged to participate.

Event Format:

Volunteer participants sign up in advance with one of the area captains (4 to 6).

Volunteers gather at one of the designated areas in George Hill Park, and their broom removal activities are coordinated and supported by an area captain. Broom removal takes place between 9:00am and 12noon.

Lunch and refreshments for volunteers is hosted at the Old Orchard Farm (tbc) from 12:30pm to 2:00pm.

Music entertainment is provided by Sue Foote and Young Violins (tbc).

Children under 12 years of age, are encouraged to pull up seedlings of Scotch broom which they turn in at lunch. To acknowledge their involvement, a simple game will be developed so that each child receives a goody bag (likely from the Nu-tu-Yu thrift store).

Volunteers may enter their names into a draw at lunch to win either a lopper or broom puller (donated by local businesses).

During lunch event, CRD sets up a display on invasive plants and shrubs and provides staff person for community members to talk to.

During lunch event, PICA and PIFN show their displays and members are available to answer questions from participants.

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

The purpose of the event is to engage the community of Pender Island to assist with the removal of Scotch broom from George Hill Park and to renew awareness of the problem of this invasive plant on North and South Pender Islands. Broom removal will help to restore the site allowing native vegetation to be successful.

Scotch broom has re-established itself in George Hill Park. Nowadays there are individual shrubs standing as high as 12 feet tall. The density of the new and dead shrubs is such that views from the trails are obscured, and native plants are being excluded. Habitat restoration is clearly needed.

By encouraging families and children to participate in the Scotch broom removal, the event will engage younger generations and raise their awareness of the problem, and contribute to community development.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;
 - o total cost of project / proposal,
 - o grants / funding from other sources,
 - o funding contributed by applicant through fund raising activities or other sources of revenue and,
 - o 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)? ___ YES NO
 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?

___ YES NO If yes, please complete the following chart.

Year	\$ Amount	Purpose for which assistance was used

Funding and Financial Information

Special Event Budget

Items	Estimated Cost
Event coordination and organization by PIFN members (Jackie Gill, Diane Swindell, John Heinonen, Bob Vergette, Leila Clogg) - in kind donation	nil
Advertising (posters)- in kind donation	nil
Rental of 2 - 10' x 20' Tent (in case of rain) (Pender Island Farmers' Market)	\$105
Rental of 6 - 6' Folding Plastic Tables and 50 Chairs (Pender Island Community Hall)	\$85
Rental of Plates, Mugs and Cutlery (Recycling Depot)	\$35
Transportation of Tents, Tables, Chairs, Dishes - in kind donation by volunteers	nil
Music during Scotch broom removal (morning) - piper, Sue Foote - in kind donation by volunteer	nil
Music entertainment during lunch - Young Violins (to be sponsored by local business or community members)	nil
Venue for Lunch - in kind donation by Old Orchard Farm (tbc)	nil
Lunch (refreshments, sandwiches, vegetable and fruit platters, dessert) (50 people)	\$400
Incentive for children to pull small seedlings of Scotch broom (goody bags made up from Nu-tu-Yu thrift store) (25 children)	\$25
Total Estimated Event Budget	\$650

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



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GRANT IN AID REQUEST FORM (Vendor 900)

TO: MANAGER ADMINISTRATIVE SERVICES
CORPORATE SERVICES DEPARTMENT

DATE: 24/03/2014
(dd/mm/yy)

FROM:

SUBJECT: **REQUEST FOR GRANT IN AID**

Electoral Area: Southern Gulf Islands

Organization for which the Grant in Aid is requested:

Pender Islands Marine Association

Amount Approved: \$ 3000.00

Tax Code:

Account Assignment:

B/A	G/L	Cost Centre
1001	544000	100082 – JDF _____ 100083 – SSI _____ 100085 – SGI _____

Requested by: David Howe
Director's Signature

David Howe
Print Name

FINANCE ONLY

Request received and acted upon by:

Signature

Print Name

_____ Date Received (dd/mm/yy)

CRD GRANT-IN-AID APPLICATION FORM

Application Submitted By

Name and Address of Applicant: PENDER ISLANDS MARINE ASSOCIATION
10, Pender Island, BC, V0N 2M1

Contact(s): <u>Peter Binner</u> <u>Chair</u>	<u>250.813.3321</u>	<u>pbbinner@gmail.com</u>
(name)	(phone)	(email)
<u>Sam Boyte</u>	<u>250.704.6226</u>	<u>sam@propertyonpende.com</u>
(name)	(phone)	(email)

Application Summary


Project or purpose for which you require assistance:

DEVELOPING AND EXPANDING AN ANNUAL LOCAL WOODEN BOAT/MUSIC FESTIVAL AT HISTORIC HOPE BAY

Amount of grant requested \$4,500

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)

Chair
(title)

Peter Binner
(print name)

Date: March 1, 2014

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?

PENDER ISLANDS MARINE ASSOCIATION purpose is to promote, advise and advocate for the safe, environmentally sound, orderly, efficient and equitable management of the near-shore waters of the Pender Islands.

Including, but not limited to:

The Management of:

Public and private boat moorage

Commercial and private marine facilities

Water based transportation services

Navigational aids and usages

Recreational use of waters in and adjacent to the near-shore waters of the Pender Islands for the protection and improvement of these valuable areas, for the benefit of the residents of the Pender Islands and the Province of BC.

To promote, advise and advocate on the protection, preservation and restoration of environment and aesthetic values of the near-shore waters of Pender Islands.

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

NORTH & SOUTH PENDER ISLAND

3. Is your organization voluntary and non-profit?

YES

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

No PIMA member is compensated for these roles or related duties.

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

The PIMA was started in 2010

We currently have 3 volunteer directors with approximately 30 members.

Project / Proposal Profile

1. Assistance is being requested for:
__ capital project and / or equipment

special event

other:

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

We are assisting with the development and growth of an annual intimate, creative, location-specific boutique-style festival showcasing musical acts and beautiful handmade wooden watercraft in Hope Bay, N. Pender Island the weekend of June 28-29, 2014. This year we plan to incorporate the location of the Hope Bay Bible Camp to the venue so we can host an outdoor concert that will accommodate approximately 300 Pender Islanders. The CRD grant in 2013 helped get this project off the ground and you can see the incredible results of the extremely successful event in by visiting www.hopebayboatdays.com

Part of the grant money from 2013 went to the creation and development of this website. This year we plan to improve the website to enhance the performance and SEO optimization, as well as explore ecommerce opportunities for online ticket sales and possibly merchandise sales associated with this festival.

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

The purpose of the festival is to provide a venue for creative interaction and innovation for a growing cadre of artists and artisans, and their associated networks, giving them an opportunity to work and create together at home. The event provides an opportunity for our community to come and innovate together by working on a creative, dynamic project that challenges and showcases local skills and talent and builds our capacity for more creative future productions that contribute to the long-term socio-economic health of our community.

Our goals are to:

- *To establish a unique annual boutique festival that shows off the beauty and creativity of Hope Bay and the people of the Penders through great music and wooden boats showcased in an innovative manner;*
- *To learn and to innovate around developing and hosting a creative event;*
- *To inspire our kids and community – demonstrating what is possible when you commit, collaborate and let go;*
- *To be financially independent in three years;*
- *To leave a legacy, by re-energizing the local Hope Bay community as well as saving and restoring a number of decrepit historic boat building and storage structures in Hope Bay.*

The event is part of the “Plump Up the Sound” program, the purpose of which is to increase the visibility, viability of the communities and peoples around the Salish Sea’s Plumper Sound through collaboration, communication and creativity. Our goal this year through funds raised from this festival is to create a website: www.plumpupthesound.com to create awareness for local festivals and events in the Plumper Sound area, in keeping with the goals and objectives of the Economic Development Commission.

Funding and Financial Information

1. Attach supporting financial information, i.e., budget / financial report. Ensure the following information is clearly itemized;

- * Estimated cost of project/proposal – see attached **PROJECTS BUDGET**
- * Grants / funding from other sources – see attached **PROJECTS BUDGET**
- * Funding contributed by applicant through fund raising activities or other sources of revenue – **In addition to \$4,500 of requested CRD funding, festival organizers will be securing additional revenue through ticket sales and community fundraising.**
- * Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers – **PIMAs total expenses for the 2013-14 fiscal year are estimated to be \$400 (See attached PROJECTS BUDGET). No PIMA member is compensated for the foregoing roles or related duties.**

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

If yes, complete the following chart. – see attached PROJECTS BUDGET (same format)

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

Year	\$ Amount	Purpose for which assistance was used
2012	2000	To remove Derelict Boats from Browning Harbour
2013	4500	To establish the first annual Hope Bay Boat Days Festival

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.

Follow-up:

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

1. Acknowledgement

2. Reporting

* Please remember to attach the required financial report

**Pender Island Marine Association (PIMA)
Projects Budget for 2014-15**

REVENUES:				
Fundere	Amount	Confirmed?		Contact person & Number
		Yes	No	
Memberships	\$400	X		P.Binner
Sub Total:				
In-kind contributions:				
Sub Total:				
Total Revenues**	\$400			

EXPENSES:				
Expense Items	BC	CRD	Other funding	In-kind
Moorings			\$200	
Web Site			\$200	
HOPE BAY BOAT FESTIVAL				
\$10,000 – Event expenses (equipment rental, hospitality)				
\$5,000 – Musician fees				
\$15,000 – Total Project Cost		\$4,500	\$6,000	\$ 4,500

**REPORT TO ELECTORAL AREA SERVICES COMMITTEE
MEETING OF WEDNESDAY, APRIL 16, 2014**

SUBJECT GRANTS-IN-AID

ISSUE

To approve the grants-in-aid applications for the Electoral Areas.

BACKGROUND

The Supplementary Letters Patent for grants-in-aid require that Capital Regional District (CRD) Board approval be obtained before any payments for grants-in-aid are made on behalf of one or more member electoral areas to any organization deemed by the Board of the CRD to be contributing to the general interests and advantage of the area. This service covers the Electoral Areas.

Before exercising the powers described above, the Supplementary Letters Patent require that the Board obtain the written approval of the Director of each Electoral Area to the proposed grant-in-aid for such Electoral Area.

FINANCIAL IMPLICATIONS

These grants-in-aid are within the budgeted amount requisitioned for the current year.

RECOMMENDATION

That the Electoral Area Services Committee recommend to the Capital Regional District Board:

That payments be made for the following grants-in-aid:

- 1) Salt Spring Island Grant-in-Aid as approved by Director McIntyre
 - a. Salt Spring Island Water Council Society \$ 1,500



Diana Lokken, CPA, CMA
General Manager, Finance & Technology Dept.
Concurrence



Robert Lapham, MCIP, RPP
Chief Administrative Officer
Concurrence

Attachments: 1 Application



Making a difference...together

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GRANT IN AID REQUEST FORM (Vendor 900)

TO: MANAGER ADMINISTRATIVE SERVICES
CORPORATE SERVICES DEPARTMENT

DATE: April 8, 2014
(dd/mm/yy)

FROM:

SUBJECT: **REQUEST FOR GRANT IN AID**

Electoral Area: Salt Spring Island

Organization for which the Grant in Aid is requested:

Salt Spring Island Water Council Society

Amount Approved: \$ 1,500.00

Tax Code:

Account Assignment:

B/A	G/L	Cost Centre
1001	544000	100082 - JDF <input type="checkbox"/> 100083 - SSI <input checked="" type="checkbox"/> 100085 - SGI <input type="checkbox"/>

Requested by:

Wayne McIntyre

Print Name

March 30, 2014

Date received

FINANCE ONLY

Request received and acted

Signature

Print Name

CRD GRANT-IN-AID APPLICATION FORM

300
members of garden club

Application Submitted By

Name and Address of Applicant: Salt Spring Island Water Council Society
289 Canvasback Place
Salt Spring Island, BC V8K 2W5

Contact(s): Suzan Chamney 250-537-9570
(name) (phone) (fax)
SSI-WaterCouncil@shaw.ca
Email address

Contact(s): _____
(name) (phone) (fax)

Email address

Application Summary

Project or purpose for which you require assistance:
2014 Public Drip Water Workshop

Amount of grant requested \$ 1,500.00

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

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


(signature of authorized signatory)

Coordinator

(title)

Suzan Chamney
(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 Water Council is a non-profit society providing a unique forum for discussion and promotion of drinking water issues by water suppliers, informed residents and local, regional and provincial government representatives. Drinking water supply on the island is from surface water lakes and groundwater sources. We have held regular bi-monthly public meetings since 2003, held workshops on water conservation, groundwater and lake water quality and administered two low-flush toilet rebate programs. For more information on Council, check our website at www.ssiwatercouncil.com

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

Salt Spring Island, British Columbia

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 Water Council employs a part-time Coordinator for 10 hours per month at \$30/hour.

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

The Water Council has been in operation for 11 years. It has 33 members and 35 associates.

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.

SSI Water Council, in partnership with the SSI Garden Club, is planning a 3-hour Drip Irrigation Workshop on Sunday, May 4th, addressing the benefits of drip irrigation as well as local opportunities for purchasing, installing and maintaining drip irrigation systems and other gardening water conservation measures. The workshop will include one or more short talks from gardening experts and a demonstration session to show the range of gardening watering systems and equipment available on Salt Spring. We are inviting local suppliers to show related products and assist in funding some expenses as well as prizes or promotional material. We will survey all participants and invite evaluation of the event.

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

Community concerns over limits to supply, water quality and the likely effects of climate change have prompted more attention to water conservation, particularly in the dry summer months. At the same time, a trend toward more local food growing to build local resilience will increase the water demand for garden irrigation. Accordingly, Water Council and the Garden Club intend to promote more efficient and effective methods such as drip irrigation. This workshop will provide greater public awareness of the benefits of drip irrigation as well as the cost and availability of the required equipment and fixtures. Talks will provide opportunities for discussion of public concerns. We also plan to prepare an advance information package for all participants summarising the workshop and providing key reference sources and website links. Following the workshop, we will provide feedback on the outcome of the event for reference and for public information, to be posted on our website and submitted to the local newspaper.

Funding and Financial Information

memb. fee \$25 per person

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.

- 300 members

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 are planning to apply to the BC Water & Waste Assoc., but their 2014 application form is not yet available.

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
2013	\$ 1,500.00	Rainwater Harvesting Workshop
2012	\$ 3,000.00	Program/project support to SSI Water Council Society
2011	\$ 3,000.00	Program/project support to SSI Water Council Society
2010	\$ 5,000.00	Program/project support to SSI Water Council Society

\$ 12,500

Salt Spring Island Water Council Society
Balance Sheet
As of 31 December 2013

	<u>31 Dec 13</u>
ASSETS	
Current Assets	
Chequing/Savings	
10000 · ISCU Chequing Account	323.68
10005 · ISCU Share Account	5.00
Total Chequing/Savings	<u>328.68</u>
Other Current Assets	
13000 · Prepaid Expenses	394.90
14000 · GST/HST Rebate Due	439.23
Total Other Current Assets	<u>834.13</u>
Total Current Assets	<u>1,162.81</u>
TOTAL ASSETS	<u><u>1,162.81</u></u>
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	5,040.34
32000 · Retained Earnings	-3,024.27
Net Income	-853.26
Total Equity	<u>1,162.81</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,162.81</u></u>




Director



Director

Salt Spring Island Water Council Society
Profit & Loss
January through December 2013

	<u>Jan - Dec 13</u>
Income	
40000 · Donations	4,001.28
41000 · Grants	3,900.00
41400 · Other Grants	750.00
47000 · Interest Income	0.95
Total Income	<u>8,652.23</u>
Expense	
60000 · Advertising and Promotion	7.18
60500 · Bank Charges	24.00
61000 · Coordinator Fees	6,048.00
62100 · Contract Services	190.80
62700 · Licences and Fees	40.00
62800 · Meeting Expenses	624.43
63000 · Insurance	685.00
65000 · Administrative Expenses	100.79
66000 · Project Expenses	1,785.29
Total Expense	<u>9,505.49</u>
Net Income	<u><u>-853.26</u></u>



Director



Director