



Big Brothers Big Sisters

OF VICTORIA CAPITAL REGION

City of Langford

2nd Floor – 822 Goldstream Avenue
Langford, BC
V9B 2X8

Application for Funding - City of Langford

Charitable Number: 106793540RR0001

Contact Person: Emma Kirkland
Director of Development
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(250) 475-1117 ext. 102

Amount Requested 2024: \$5,000 Amount Applied for in 2023: \$3,000

Brief Description of our organization

Big Brothers Big Sisters of Victoria Capital Region (BBBSV) is fully aligned with the vision and mission of Big Brothers Big Sisters Canada. **Vision: All young people realize their full potential. Mission: Enable life-changing relationships to ignite the power and potential of young people.** BBBSV has over 46 years of experience providing mentoring programs to communities on Southern Vancouver Island. Our services extend over 13 municipalities, nine First Nation Reserves, and Salt Spring Island. In 2018, we also began serving the Comox Valley. We have successfully provided mentors for children and youth through six different school-based or community-based mentoring programs that respond to the identified social issues impacting each community.

Through no fault of their own, many children and youth face adversities and challenges which threaten their confidence and limit their opportunities. The children and youth we serve come from diverse backgrounds such as living in poverty, single-parent families, intergenerational families, Indigenous populations, and new Canadians. Many of the children and youth are in families that have faced trauma and loss. They are often dealing with detrimental living conditions, financial stress, learning differences, identity challenges, exposure to violence, and increased risk factors for mental health challenges and addictions. Families who connect with BBBSV look to us for additional support to help their children mitigate these challenges. The pandemic also created residual stress for many of our families who are still dealing with increases in their children's anxiety levels, social isolation, learning loss, and resistance to attending school, in addition to the financial and health-related consequences of COVID-19.

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Our Theory of Change: We believe that children and youth facing adversity, those in need of additional supportive and consistent relationships, who are open to mentoring and can be safely matched, will benefit from being matched with a mentor who provides them with a developmental relationship which ignites their full power and potential and helps them grow up to be healthy, caring and responsible adults. Sadly, one in five young people have no developmental relationships. Developmental relationships are proven to reduce the impact of adversities and enable young people to discover who they are, cultivate abilities to shape their own lives and learn how to engage with and contribute to their community and the world around them.

More and more families, schools and community organizations are looking to BBBSV for support for higher-needs children and youth. Sometimes the families cannot access other services or receive enough support elsewhere – especially for children and youth who are neuro-diverse or struggling with anxiety - and a larger number of children under the age of 12 who need mental health support are being referred to BBBSV by health care or educational professionals.

The team at BBBSV is passionate about making a difference and applying their diverse experiences and skills to support our community's most vulnerable young people. We strive to share our values of welcoming, learning and sharing with our children and youth, families, co-op/practicum students, and volunteer mentors. BBBSV is committed to sustaining an environment where representation matters, diversity is celebrated and people of every race, religion, culture, gender and sexual orientation are welcomed. At BBBSV, we acknowledge and honour the diversity of people, cultures, traditions and experiences, and we recognize and uphold the right of all individuals to respect, dignity, fairness, caring, equality, self-esteem and inclusion.

Program Descriptions

At BBBSV, we believe in the power of collectively working towards common goals that benefit our community and the lives of young people. Potential lives within every young person. When we match a young person with a trusted mentor, we start something incredible - a life-changing relationship with the needs of the child. BBBSV continues to provide mentoring services throughout the City of Langford and is working towards growing our presence in the community. **We provide 5 different mentoring programs, within our organization three of which are currently running in the City of Langford, thank you for the funding in 2023. We are requesting your support for the following programs: Community Mentoring; B You: Healthy Bodies, Healthy Minds; and In-School Mentoring.** Our community programs operate annually and our school-based/virtual programs operate during the school year (September to June). Our strategy recognizes we can do so, much more to create life-changing developmental relationships for young people in the Langford community.

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The Community Mentoring Program has an over 40-year history of supporting children and youth who have been referred to BBBSV because they need additional support through a caring relationship with a trusted adult. The children live in families who fall along a spectrum of needs from those who have lost a parent through death and/or divorce to those in the care of the Ministry of Children and Family Development or those being raised by grandparents or other extended family. The families and children/youth are seeking a mentor who will provide a supportive development relationship which:

- Expresses care: showing the young person that they matter
- Challenges growth: encouraging the child to keep getting better
- Provides support: by helping the child complete tasks to achieve goals
- Shares power: by treating the young person with respect and giving them a say
- Expands possibilities: by connecting the child with ideas that broaden their world

The families participating in the program are diverse. On average the children and youth range from 7-19 and the average age of the child needing a mentor is 9 years old. The majority of children/youth struggle to cope with three or more adversities which put them at risk:

- 82% experienced loss through parental separation, divorce or a change in the health of a parent
- 72% have struggled with a mental health disorder
- 46% reported experiencing emotional coping challenges
- 44% reporting experiencing low self-esteem
- 43% have seen or heard violence or abuse
- 42% have experienced bullying or bullied others
- 38% have experienced literacy or learning challenges

Community Mentoring can affect the lives of children, youth and families in every community. Through education, extra support and increased opportunities, they can together address challenges. Children and youth are supported through the mentoring relationship and are involved in their community encouraged in school and at home, and have dedicated time every week with a positive adult role model who promotes a healthy lifestyle, healthy boundaries and pro-social behaviours.

There is no fee for service. There is a waitlist for the program - we currently have 30 children/youth on our waitlist in the Community of Langford and the demand for our services is growing. Typically, girls will wait three months for a mentor while boys will wait 11 months. Each match (child/family and mentor) is assigned to a highly-trained caseworker who supports relationship development, safety, training and family support and referral. We have learned that we are uniquely positioned to ensure mentors continue to connect with youth who need it the most, when they need it most, even in a pandemic.

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One in five children and youth have no developmental relationships in their lives. Mentoring offers additional support and developmental assets to mitigate future challenges in school, at home and in the community. These are the young people who are most at risk of continuing in a cycle of poverty, turmoil, mental health and substance use challenges that impede their healthy development. These costs are borne by the young person and by society. Children and youth who live with continuous adversity can be impacted by toxic stress, which can negatively affect brain development.

Neuroscience tells us, according to the Centre for the Developing Child Harvard University, *Key concepts toxic-stress* <https://developingchild.harvard.edu/science/key-concepts/toxic-stress/> that mentoring and the developmental relationships created through the mentoring experience are critical for buffering the impact of toxic stress. The common denominator for successful adults who mitigate the effects of adverse childhood experiences is the presence of a mentor.

Children are supported through everyday struggles and complex ongoing challenges, learning that they can set goals and succeed. Mentors felt their impact:

- 100% took their mentees' opinions seriously
- 90% ensured that their mentee felt known and valued
- 77% said they had inspired their mentee to see future possibilities for themselves

BBBSV is committed to sustaining and strengthening the Community Community-based Mentoring Program in the Langford Community. The program has proven to be a value-added service in a continuum of care meeting the needs of children, youth and families.

B You Healthy Bodies Healthy Minds was established in 2010 and through program evaluation and stakeholder feedback we have determined that B You Healthy Bodies Healthy Minds is an asset in middle schools where it serves girls identified as struggling socially and emotionally. In partnership with area middle schools, female-identifying youth aged 9-15 who face adversities are matched in a group with three trained mentors. The mentees benefit from learning new skills and tools to: help them build self-esteem; develop healthy boundaries; improve their communication skills; feel physically, mentally, and emotionally safe; find a voice to advocate for themselves; and feel connected to the community. The group (mentors and youth) participate in activities which support confidence, self-esteem, and resiliency. The sessions introduce creative and critical thinking skills and provide tools, skills, resources, and opportunities for the girls to explore and enhance their potential.

We know that critical support needs to be strengthened for young women experiencing mental health concerns, both to prevent and address violence. Twenty-five percent of Canadian girls in Grades 7-12 report that they have been the victim of bullying <https://www.canada.ca/en/public-health/services/publications/science-research-data/health-canada-young-people-mental-health-focus/bullying-fighting.html>, including cyberbullying. Canadian studies have found that as girls approach adolescence, they face: high levels of sexual assault and other forms of

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violence; a sharp decline in mental health and confidence; and negative stereotyping and sexualization. The widespread sexualization of girls in our society plays a major role in the deterioration of girls' mental health, making them vulnerable to violence. And those with mental or behavioural difficulties are four times more likely to experience it. Female-identifying youth are referred to the program by a school counsellor, teacher, guardian or other professional. The following reasons were given for referrals:

- 71% were struggling with mental health challenges
- 56% experience learning challenges
- 50% experience low self-esteem
- 39% reported experiencing peer difficulties
- 45% were feeling extremely socially isolated
- 27% bullying and cyber-bullying; and

Discussion topics within the group included: Self-Care - 61%, Friendship - 68%, Journaling - 43%, Relationships – 43%, Mental Health - 41%, and Bullying – 29%, Other topics include: school, anxiety, balanced eating, emotions & gender/stereotypes.

Overall, as a result of B You Healthy Bodies Healthy Minds, the youth were supported in their social and academic development as they were better able to make healthy decisions. Risk and harm reduction are evident and the cost/benefit to the community is significant. B You Healthy Bodies Healthy Minds has been effective in improving three pillars of development, which are: physical health, self-efficacy and social development. The program is held in: Spencer Middle School and Savory Elementary School.

The **In-School Mentoring Program (ISM)** was established by Big Brothers Big Sisters of Canada to meet the needs of children identified by their school as being most at-risk but who were in families with a parent/guardian who might not have the capacity or ability to manage the safety requirements for their child to be enrolled in our community-based mentoring programs. These are children who don't have a strong family support system. They are often students who struggle socially and academically and, without a positive role model to guide them, will move through each grade feeling more and more isolated and left behind.

ISM is offered at partner schools in School District 62, it has successfully added to the preventative services available to families who need low-barrier access, sometimes in rural or remote communities, providing early intervention and supporting the healthy development of children. **The program ensures every participating child has training in personal safety and has a mentor who builds a developmental relationship with them. Children and youth who experience more developmental assets engage in fewer risk-taking behaviours and are more likely to thrive. Search**

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Institute, The Developmental Relationships Framework <https://info.searchinstitute.org/developmental-relationships-help-young-people-thrive>.

These are the young people who are most at risk of continuing in a cycle of poverty, turmoil, mental health and substance use challenges that impede their healthy development. These costs are borne by the young person and by society. Children and youth who live with continuous adversity can be impacted by toxic stress, which can negatively affect brain development. Neuroscience tells us that mentoring and the developmental relationships created through the mentoring experience are critical for buffering the impact of toxic stress. **The common denominator for successful adults who mitigate the effects of adverse childhood experiences is the presence of a mentor.**

Elementary school students identified as facing adversity and needing other development relationships in their lives are matched with a mentor. It has successfully added to the preventative services available to families who need low-barrier access, providing early intervention and supporting the healthy development of children. The program ensures every participating child has training in personal safety and has a mentor who builds a developmental relationship with them. Partner schools sign a Memorandum of Understanding with BBBSV:

- Each school assigns a liaison who is responsible for ensuring that the appropriate children are referred to the program by teachers and counsellors from grades 1-5, ages 6 to 11.
- Parents/Guardians must provide signed permission for their child to participate.
- Depending on the school and needs of the children and youth at each school determines how many children benefit from the program.
- The program runs the school year from June 2024 to July 2025.

BBBSV Mentoring Coordinators, have a multi-disciplinary team with years of experience in education and learning. BBBSV mentors are trained volunteers with a wide range of backgrounds and experience. The youngest mentors are teens (aged 14 to 18 from partnering High Schools close to the Elementary School whom we partner with) and the oldest mentors are typically seniors in their 70's or 80's. Once matched with a child, the mentors are monitored by a BBBSV Mentoring Coordinator for the duration of the mentoring relationship.

Each volunteer mentor meets with their mentee weekly for the duration of a school year. While match activities are varied and centre around the interests of the child, the pair never leave the school grounds. The ISM program provides elementary school students with access to role models who can support both their academic and social success.

Key goals, Objectives and Expected Outcomes: BBBSV has experienced an increasing demand for the ISM program, both from parents/guardians and from Principals and Counsellors who have requested the in-school mentoring program be delivered at their school. The objective over the next 3 years is to meet our strategic goal, to serve more children and youth through additional schools, growth by 2 elementary schools and 1 high school.

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Benefits to the City of Langford

In 2023, 55 children or youth and 23 teen or adult mentors who self-identified as Langford residents participated in BBBSV's programs. This work was supported by a grant from the City of Langford. Changing the course of young lives changes the future of communities. By every measure, BBBSV returns positive results in the mental health, employment and civic engagement of the recipients of our mentoring programs. When we have happy, healthy young people in our communities, everyone benefits.

The BBBS Victoria programs enrich the lives of families, children, youth and volunteers in the Langford community. One of the more well-known benefits of volunteering is the impact on the community – volunteers (from ages 14 to 87) can connect with their community and make it a better place. Mentors and their mentees access community events, activities, and networks within the community, which broadens their horizons and in turn supports local businesses. Both local individuals and businesses donate to our programs, as they believe in the power of mentoring. Families in the community (parents/guardians/children), as well as mentors, enjoy the benefits of ongoing support from a trained social worker, helping them to better face the challenges they encounter in their lives. In addition, BBBSV delivers numerous training opportunities which enhance participants' knowledge, skills and coping mechanisms. Mentors receive diversity and developmental relationships training; young people receive life skills and employment readiness training; as well as children, parents/guardians, and volunteers receive child safety training. All of these factors strengthen the participants' connection to their community and ultimately their ability to contribute in a positive way to that community. Investing in our children's futures benefits our entire society. With the community behind them, keeping them safe, the children and youth within the City of Langford will prosper.

Description of Request & Expected Outcomes

The need for developmental relationships in children and youth's lives has increased dramatically over the past few years. Currently, we have just over 160 children on the waitlist, 15% at this time last year. The families on the waitlist have been thoroughly screened by us and the children provided with child safety training.

We are committed to sustaining and growing our Mentoring Programs in Langford, we are kindly requesting \$5,000. Our strategic goal in 2024, with the support of the City of Langford, is to increase our year-over-year matches, reduce our waitlist and better serve families. We want to close the gap between children matched and children waiting, given the life experiences of the children and youth that require our services, we need to act quickly to ensure they are not lost to the adversities which limit their dreams and their future. Program growth requires funding to support volunteer recruitment, training, retention and ongoing match monitoring.

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The grant funds will be applied to wages for our professional team of employees who are responsible for screening and preparing families, providing child safety training, recruiting, screening and training volunteers, and providing ongoing monitoring support for the matches. We strive to ensure that all parties are set up for success in their new relationship and have the necessary support throughout the match for continued success and positive outcomes.

Since July 1, 2023 (the start of our fiscal year), 50 of Langford's children and youth have been actively matched with a mentor and 15 Langford residents are volunteering as mentors. However, another group of young Langford residents is still on our waitlist for a community-based mentor. Our goal is to serve 60 or more children and youth from Langford in 2024. The B You program will run 3 sessions at Spencer Middle School, and 2 sessions at Savory Elementary School. In-school Mentoring program services 1 Elementary school in the Langford community during the school year from September to June.

Expected Outcomes include:

- increased positive relationships and social networks;
- new relationships of trust and strengthened family connections;
- opportunities for children/youth to connect and form positive relationships
- supports for youth in transition from systems (e.g. child welfare, justice);
- increased skills and knowledge to support healthy development and social networks
- engaged family members in educational activities
- the acquisition of life skills and improved social functioning
- increased participation in recreation/social/community programs;
- the development of community leadership and inclusion
- increased participation through improved self-esteem, confidence and engagement;

Our programs are measured annually through pre and post-surveys with children/youth, mentors and families. Our Theory of Change identifies short and long-term goals and we measure our impact. Working with BBBS Canada on research projects helps us to better understand the impacts of our programs, and supports program development, training and volunteer recruitment. The children and youth we serve are struggling - they are at a disadvantage academically, and socially and at risk of long-term mental health, chronic health, and delinquency issues. Investing in children with supportive, nurturing relationships, like those offered through mentoring at BBBSV, is critical in buffering the impact of stress caused by adversity. Mentors increase resiliency in children and youth by providing them with opportunities to develop healthy behaviours and effective interpersonal relationships.

Your funding directly contributes to citizens' health, well-being and happiness within your community. You can enable us to provide local young people the life-changing support they need to navigate the challenges they face and the power to realize their full potential. **Mentoring Program and Services Budget:**

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Your funding directly contributes to citizens' health, well-being and happiness within your community. You can enable us to provide local young people the life-changing support they need to navigate the challenges they face and the power to realize their full potential.

Sincerely,

Emma Kirkland, Director of Development

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Big Brothers Big Sisters of Victoria
2024 - LANGFORD GRANT PROGRAM
Community/In-School Mentoring & B You Programs



	TOTAL BUDGET LANGFORD 2024		COMMUNITY & IN SCHOOL MENTORING LANGFORD		B YOU LANGFORD
REVENUE					
Langford Grant	\$ 5,000	Potential	\$ 2,500	Potential	\$ 2,500
BC Gaming Grant	\$ 28,800	Potential	\$ 19,200	Potential	\$ 9,600
BC Civil Forfeiture Grant	\$ 4,000	Potential	\$ 4,000		\$ -
United Way	\$ 1,500	Potential	\$ 1,500		\$ -
Victoria Foundation	\$ 4,000		\$ -	Confirmed	\$ 4,000
CFAX Santa's Anonymous	\$ 2,000	Potential	\$ 2,000		\$ -
Canadian Red Cross Mental Health Grant	\$ 3,750	Confirmed	\$ 3,750		\$ -
Red Cross Grant	\$ 3,700	Confirmed	\$ 3,700		\$ -
Provincial Employee Services Grant	\$ 2,000	Confirmed	\$ 2,000		\$ -
Scotiabank Grant	\$ 5,000		\$ -	Potential	\$ 5,000
Big Brothers Big Sisters of Victoria - Social Enterprise	\$ 5,075		\$ 1,875		\$ 3,200
Fundraising	\$ 7,670		\$ 2,227		\$ 5,443
Sub-Total	\$ 72,495		\$ 42,752		\$ 29,743
IN-KIND INCOME					
Volunteer Mentors (3,300 hrs @ \$20/hr)	\$ 66,000		\$ -		\$ -
TOTAL REVENUE	\$ 138,495		\$ 42,752		\$ 29,743
EXPENSES					
Program Salaries & Benefits					
Program salaries	\$ 46,911		\$ 28,851		\$ 18,060
Benefits & Employer Expenses	\$ 7,037		\$ 4,328		\$ 2,709
	\$ 53,948		\$ 33,179		\$ 20,769
Program Delivery Costs					
Program Expenses - Supplies & Program delivery	\$ 2,674		\$ 559		\$ 2,115
Advertising & Promotion	\$ 650		\$ 350		\$ 300
Meetings, Conferences & Staff Training	\$ 630		\$ 350		\$ 280
Volunteer Expenses	\$ 641		\$ 551		\$ 90
Membership Dues	\$ 3,420		\$ 1,900		\$ 1,520
Office Supplies & Expenses	\$ 655		\$ 364		\$ 291
Insurance	\$ 1,797		\$ 999		\$ 799
Transportation	\$ 260		\$ 100		\$ 160
	\$ 10,728		\$ 5,173		\$ 5,555
Administration & Rent					
Rent & Utilities	\$ 5,927		\$ 3,293		\$ 2,634
Telephone	\$ 936		\$ 576		\$ 360
Professional Fees	\$ 956		\$ 531		\$ 425
	\$ 7,819		\$ 4,400		\$ 3,419
Sub-Total	\$ 72,495		\$ 42,752		\$ 29,743
IN-KIND EXPENSES					
Volunteer Mentors (3,300 hrs @ \$20/hr)	\$ 66,000		\$ -		\$ -
TOTAL EXPENSES	\$ 138,495		\$ 42,752		\$ 29,743
NET INCOME					
	\$ -		\$ 0		\$ (0)



January 10, 2024

Mayor Goodmanson, Council, and Community Advisory Committee members
2nd floor, 877 Goldstream Avenue
Langford, BC V9B 2X8

Re: Funding request

Dear Mayor Goodmanson, Council, and Committee Members:

Bilston Watershed Habitat Protection Association (BWHPA) would like to submit a request for \$1,000 in funding through the 2024 funding request program. The funds will be used for the purchase of equipment to extend the scope of our water sampling and monitoring activities in the waterways within the Bilston Watershed, a large part of which lies in Langford.

Bilston Watershed is one of the most extensive watersheds in the CRD, with a total area of approximately 3129 hectares. Waterways in the Bilston Watershed provide habitat for species-at-risk including Coastal Cutthroat Trout, Northern Red-Legged Frogs, and the rare and elusive Vancouver Island Water Shrew.

Water sampling and monitoring are effective methods to determine the health of aquatic ecosystems, and our volunteers have been actively monitoring the network of waterways that make up Bilston Watershed since 1991. The specific equipment for which we are requesting funding was recommended by an aquatic biologist, who advised that this set of equipment will enable us to carry out extensive water monitoring activities more efficiently.

If we receive the funding, we will be able to purchase a handheld Dissolved Oxygen Meter, a High Range pH/Conductivity/Total Dissolved Solids Tester, three different pH Buffer Solutions, and a 120 cm Turbidity Tube. The total cost will be slightly over \$1000 but BWHPA is able to cover the difference.

After a period of relative inactivity, BWHPA was reinvigorated in 2023 by many new members and directors with ambitious plans for stream assessments, riparian and in-stream restoration, and educational events throughout the watershed. We remain a volunteer-based organization with a very low annual membership fee (\$6 per individual/\$10 per family) in order to encourage membership and promote community engagement in protecting our watershed. As funding allows, we contract with biologists to carry out professional stream and fish habitat assessments, design restoration projects and provide guidance to volunteers.

In 2023 we:

- collaborated with provincial biologists to carry out fish surveys in various locations in Bilston Watershed where they were previously abundant, and to obtain DNA samples. There is a high likelihood that the Bilston Watershed population of Coastal Cutthroat Trout is a genetically unique subspecies. The DNA testing results should be available soon.
- contracted with biologists to carry out fish habitat assessments of Hewitt Creek and Firehall Creek (funded by a private donor);
- collaborated with UVic Geography students on the first phase of a community mapping project of Bilston Watershed;
- began the process to sort and index over 30 years of records;
- worked in coordination with the City of Langford to remove invasive species at Willing Park on Earth Day;
- participated in a CRD pilot project removing invasive gorse along Firehall Creek in Langford;
- organized a native plant propagation workshop last fall at the Luxton Fairgrounds in which volunteers prepared over 1000 pots of seedlings and cuttings to be used in restoration projects this year.
- organized a Streamkeepers course in Langford for new volunteers and community members learning stream assessment and water monitoring techniques. The course was taught by an instructor from Peninsula Streams Society, and we plan to offer another Streamkeepers course at locations in Langford and Metchosin in April/May this year.

BWHPA was successful in obtaining a modest grant from the Habitat Conservation Trust Foundation Board for a project focussed on riparian restoration and installation of informational signage along Firehall Creek. We plan to begin work this year in coordination with the City of Langford and the CRD, once we receive the habitat assessment and restoration proposal from the biologist.

We have additional funds earmarked for matters such as stream assessments and restoration projects elsewhere in the watershed. We currently don't have any outside funding for operating expenses or for one-time expenses like purchasing equipment/supplies to make our water monitoring activities more efficient.

We are committed to our mission to preserve and enhance Bilston Watershed for the benefit of all species who make it their home. Our funding request to Langford, if successful, will enable us to broaden the scope of our work and carry out our activities more efficiently. We appreciate your consideration of our funding request.

Sincerely,



Alison LeDuc
President, Bilston Watershed Habitat Protection Association
<https://www.bilstonwatershed.org/>



PO Box 37060 Victoria RPO Millstream V9B 0EB

January 14, 2024.

City of Lanford
Grant in Aid Application

Attention: Michael Dillabaugh,
Director of Finance

The Bear Mountain Community Association (BMCA) is requesting a grant in the amount of \$1,500 to be used towards our 2024 operations, primarily to cover the cost of liability insurance.

The BMCA is grateful for the grant of \$1,500 from the City of Langford for the 2023 operating year. The funds were used to cover the cost of liability insurance that all societies are required to carry.

The BMCA is an organization operated by volunteers and is focused on providing services and events that will benefit the community of Bear Mountain.

Our newly designed website can be viewed at <https://www.bearmountaincommunity.com> and our vision clearly defines our purpose:

An engaged neighbourhood dedicated to building a Healthy, Vibrant, Safe Community that is proudly Bear Mountain.

BMCA has attracted more new members in the past year, membership now exceeds 100 residents. Our goal is to reach a membership of 500 or more as we continue to grow and offer more services and events that benefit our community. We have also added a number of new directors to our Board that are dedicated to volunteering their time to the benefit of our community, and we look forward to the contributions of all of our directors, volunteers and sponsors in 2024 as we continue to grow and offer more services and events to Bear Mountain.

BMCA has offered a number of community events and services to residents in 2023, the most notable being:

- Fun focused golf event for all levels of players to promote a “come and meet your neighbour and have fun” theme.
- Meet and greet event at which Langford City Council members addressed over 100 residents
- Meet and greet event at which the new MLA for the riding had a chance to speak to residents and offer information and an exchange of questions and answers.
- Four evenings of Christmas caroling offer by local choirs performing in a nicely decorated outdoor venue at Ponds Landing offering hot chocolate and treats to all those who attended.
- Create a formal liaison with the RCMP in order to promote safety and crime prevention in the community.

These events were generously sponsored by local businesses who are community minded and are very supportive of the BMCA in contributing to the community Bear Mountain.

BMCA is planning to increase the number of events and services in 2024 as our profile grows and the residents of Bear Mountain become more aware of the events that are offered. This of course requires many hours of volunteer time from the directors and others who are passionate about being part of Bear Mountain and the City of Langford.

The largest single cost item annually for BMCA is the liability insurance that is mandatory for all societies.

We are hopeful that the City of Langford will again provide a grant in aid for this expense in the amount of \$1,500 to offset the cost.

BMCA fundraising is limited to a small membership fee paid by each member annually and a number of fund-raising activities such as a golf event.

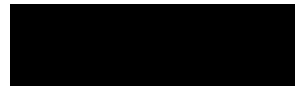
BMCA anticipates expenses will grow each year as the number of events and services provided grows.

Thank you for taking the time to review this funding request, if you require further information or have questions please feel free to contact me at:

Email



Cell phone



Sincerely,

Rick Kroeker,
Vice President
BMCA

BEAR MOUNTAIN COMMUNITY ASSOCIATION
BUDGET 2024

RECEIPTS

Memberships	2,000
Events	10,000
Donations	<u>1,000</u>
Total	<u>13,000</u>

EXPENDITURES

Office	1,000
Admin	3,700
Events	6,000
Legal	300
Insurance	<u>1,600</u>
Total	<u>12,600</u>

EXCESS (DEFICIT)	<u><u>400</u></u>
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December 12, 2023

Finance and Administration Committee
City of Langford
2nd Floor, 877 Goldstream Ave
Langford, BC V9B 2X8

Dear members of the Finance and Administration Committee, Mayor Goodmanson, and Council:

I am writing, first of all, to thank you for your long-standing support of our programs Go By Bike Week Everyone Rides Grades 4 and 5. These free and fun programs have changed the lives of tens of thousands of people over the decades and we are incredibly proud of this legacy that's been possible through your support.

We are pleased to provide a request that strongly supports the goals and actions within Langford's Official Community Plan (OCP). The OCP identifies important sustainability goals in Section 2: Community Sustainability Goals. This request assists the municipality in meeting its goals for Community Health, Personal Health, and Energy, Climate Protection, and Adaption. Further, this request supports the goals under Objective 8, Langford's Multi-Modal Transportation System. Our proposal also compliments and supports Langford's capital investments in cycling, such as the Jordie Lunn Bike Park. We elaborate on this under the 'Benefits to Langford Residents' section of this proposal.

Our request for support is for our most popular youth cycling skills building programs, which we offer for free to schools in your municipality. Since we began running Everyone Rides Grades 4 and 5 (ERG45) locally in 2020, we have delivered 11 programs to 7 schools in the City of Langford to rave reviews from everyone involved: students, staff, and parents at each school. The ERG45 program brings top-quality cycling training into the classroom and playground and equips kids with the skills to ride safely and confidently.

Since 2020, we have run this program in 89 schools in and around the CRD and have trained over 9,300 students including nearly 1000 in the City of Langford. We want to bring the same opportunities to more kids in Langford and help build a lasting culture of safe biking. In line with Langford's successful investments in sport cycling and mountain biking, we want to offer skill building to all local kids to promote a healthy, outdoor lifestyle and improve the health of the community. With your support, we can make it happen.

The City of Langford has been a long-time supporter of our work. By leveraging funds from the Community Gaming Grant and supplemented by your Grant-in-Aid, we will be in a financial position to offer this program in your community.

We look forward to our continued partnership and our joint efforts to supporting active, sustainable transportation in 2024!

Sincerely,

Adam Krupper
Executive Director
Capital Bike

ORGANIZATIONAL MANDATE

Capital Bike is a registered charity governed by a volunteer Board of Directors whose mandate is to help more people bike more places, more often, safely and enjoyably. We focus our resources on running free, fun, impactful community events and programs that help get people riding bikes!

The Society runs three main program streams: Go By Bike celebration events, The Locker Bike Valet, and Bike Skills Safety training programs for kids, youth, and adults throughout the region.

Go By Bike Week is a behaviour change program that facilitates, encourages, and incentivises people to take trips that they usually make with an automobile to go with a bike. Bike Valet is a secure bike parking service offered both at events and in downtown Victoria. We park people's bikes to both deter theft and encourage people to cycle for transportation. In 2023, we parked over 45,000 bikes.

Bike Skills courses help people develop the skills and knowledge required to safely share the road and trails with other users while riding. Our courses combine theoretical and practical training to develop the skills and knowledge surrounding traffic safety required to bike legally and safely. The outcomes for Bike Skills course participants include safe cycling habits and behaviours, increased comfort and confidence biking with traffic, and more trips taken by bike.

SUPPORT REQUESTED AND PROJECT DETAILS

We are requesting \$4,550 from the City of Langford. Funds requested will go directly towards organizing three in-school Everyone Rides Grade 4 and 5 programs.

The funds granted will be used to run the ERG45 program in three elementary schools: Savory, Ruth King, and Lakewood. We have successfully delivered this program at both Savory and Ruth King Schools and, with more than two years since our last visit, there will be an entirely new cohort of grades 4 and 5 at each who we are excited to teach about safe cycling. Lakewood will be a new school for us, and we are excited to finally bring the program there.

ERG45 is an all-inclusive, 2-part cycling skills safety program that is delivered to every grade 4 and 5 student at a given school. In Part 1 of the program, taught in-class, we teach kids all about rules of the road, how to ride safely, and basic bike mechanics. In Part 2, our certified cycling instructors deliver a 90-minute on-bike skills training session, with mock intersections, games, and challenges. We bring spare bikes, helmets, and even tricycles for kids with trouble balancing. We build kid's knowledge, skills, and confidence.

Our goal is to ensure all students in Greater Victoria learn to cycle safely and have fun while doing so regardless of previous experience, income, or location. We regularly teach new riders how bike and see them pedalling along with the more experienced riders by the end of the session. ERG45 helps achieve goals related to Vision Zero, climate action, active transportation, and healthy communities through accessible education.

PREVIOUS REQUESTS AND BUDGET

The City of Langford is a long-time supporter of the work Capital Bike does. It has long supported our Bike to Work/Go By Bike Week program through its Grant-in-Aid program. From 2018-2020, the Society received \$1,500 for Bike to Work Week. In 2021-2022 we received \$1,500 to run two ERG45 programs, which were delivered at Crystal View and Willway Elementaries, although the funding received did not cover the delivery costs for those programs.

In 2023, we received \$4,425 to deliver ERG45 programs at Willway, PEXSISEN, and Crystal View Elementaries.

For 2024, we are requesting \$4,550 to run three ERG45 programs. The total program budget is \$9,100. The remaining funds have been received through the Community Gaming Grant program.

The funding requested covers the basic costs for program delivery. It will provide us with the funding necessary to plan and organize the courses. It allows us to get insurance, arrange and transport all of the program equipment, contract cycling instructors, and provide program materials.

Please see attached budget.

BENEFIT TO RESIDENTS

The Everyone Rides Grades 4 and 5 program offers grade 4 and 5 students all over British Columbia an introductory cycling skills course where they learn to ride their bikes to and from school.

Since the program began in fall 2020, 9,300 students have participated in our ERG45 program in 89 schools across the South Island. Students were able to boost their confidence on a bicycle, improve their cycling skills, and increase their awareness of cycling rules and safety. A total of 572 teachers were actively engaged in the program and rated the overall quality of the course, 4.6 out of 5.



This program helps Langford meet the objectives in its Official Community Plan.

Under Part I, OCP Overview, section 2.0 'Our Sustainability Goals', and Objective 2.2 'Community Sustainability Goals', our program directly assists with the following:

Community Health: ERG45 helps enable healthy choices in all areas of living that are safe, secure, and welcoming for all. By giving students fundamental cycling skills, we enable them to choose healthy and active transportation choices, including the option to bike to school which drastically reduces congestion at schools. Reducing automobile congestion improves safety for active travellers and improves health by reducing exposure to harmful pollutants. Students are also trained to use Langford's recreational facilities such as the Galloping Goose and E&N trails in a safe and courteous manner.

Personal Health: This program helps to ensure healthy recreational, educational, and cultural opportunities for all. Cycling is a vital component of everyday life for many Langford youth, but many are also left out – either due to lack of skill, knowledge, or access to safe equipment. Our program creates a safe, nurturing environment where kids of all skills levels learn safe riding practices and are provided with good equipment.

Energy, Climate Protection, and Adaption: Through these courses, we promote energy-use choices that reduce greenhouse gas (GHG) emissions and contribute to clean air. A majority of GHG emissions in Greater Victoria are the result of transportation. By promoting biking to school and cycling for transport and as a fun and healthy alternative to motor vehicle travel, we help the City meet targets for GHG reduction.

Under Part I, OCP Overview, section 2.6 'Climate Action Targets', and Objective 2.7 'Implementation Actions', our program directly assists with the following goals of the City in achieving GHG emissions and energy use reduction targets:

1. 'Develop complete, compact, healthy neighbourhoods': Biking to school allows kids the opportunity to be more connected to their communities, experiencing the sights, smells, and sounds that they otherwise would not from the backseat of a car. Biking, especially for transportation, is also a fun way for kids to get their daily physical exercise which contributes to healthier neighbourhoods.
2. 'Provide residents a diversity of transportation choices': for residents to have the option of active transportation, they should be familiar with the relevant rules of the road and how to use existing bike facilities safely and courteously. By reaching hundreds of local students, we can foster a generation with the necessary knowledge to choose sustainable transportation.

Under Part II, Community Objectives & Policies, Objectives 8.2 our program directly assists with the following:

Multi-modal transportation strategies as specified by the City's Community Plan including:

1. 'Accommodating the needs of local residents for all modes of transportation': Reaching grade 4 and 5 students with accessible bike education regardless of skill level or whether they own a bike allows us to share the skills and knowledge necessary for active transportation, especially for students who might otherwise be left out.
2. 'Climate-friendly active transportation (i.e. walking, cycling) will be a priority by developing safe and viable multi-modal transportation networks that link compact and mixed centres': ERG45's broad and accessible education for young students creates the active transportation link to multi-modal options like transit, by giving students the confidence and skills to ride their bikes to network hubs for further trips. It fosters a generation who are interested in and able to use the networks that are being developed by the City.

Under Part II, Community Objectives & Policies, Objectives 8.4 and 8.5, our program directly assists with the following:

'Implement multi-modal travel corridors that move all users according to the Multi-Modal Transportation Strategy':

ERG45 includes sections on both on-street biking as well as safe and courteous use of multi-use trails, such as the various recreational and regional trails identified in Map 9 in the OCP. By educating students on polite communication and safe use of such shared facilities, we contribute to their continued enjoyment by people walking, riding horses, and biking.

As part of a "Complete Streets" strategy, ensuring 'safe interactions between all modes along or adjacent to the public right of way and at intersections':

Mock traffic scenarios during the day 2 "on-bike" portion of the course teach safe interactions between people on bikes and other including, but not limited to: the need to come to a complete stop at stop signs, the hazards of riding on the sidewalk, the need to communicate to other road users through strategies such as hand signals, etc.

Under Part II, Community Objectives & Policies, Objectives 8.6 and 8.13, our program directly assists with the following:

‘Support the use of alternative transportation modes such as walking or cycling’:

ERG45 includes repeated reminders of pedestrian right of way to help people walking feel safe and comfortable on shared paths and neighbourhood streets. By having kids off their bikes act as people walking at mock traffic scenarios, we remind students of their requirement to be courteous to people walking and create more comfortable conditions to support that mode of active transportation as well.

‘Educating the public about the benefits of active transportation and transit usage’:

Through a combination of in-class and on-bike training, education of new riders, and the ability of any students to use high-quality equipment while learning from a curriculum developed over hundreds of courses across the province, we are uniquely positioned to educate young riders about the benefits of active transportation and foster a generation of safe and courteous bike riders.

Supporting the Jordie Lunn Bike Park:

With the City of Langford’s investment of \$1.8 million into the Jordie Lunn Bike Park, we also find such cycling programs to provide an important knowledge basis and, especially, confidence, to make use of this world-class facility. Kids who have received bike education are more likely to make use of these recreational facilities and feel supported to live active, healthy lives going forward.

ADDITIONAL PROGRAM INFORMATION

For the past three years, teachers and school staff reported that their school’s involvement in the ERG45 program encouraged them to ride their own bikes more often. Parents and families also reported a shift in attitude, now seeing cycling as an attractive option for recreation and transportation.

“We had 100 bikes brought to school for that skills lesson (needed to borrow about a dozen or so). There were a few students who admitted their bike was a week old. My belief is that this skills class resulted in more students and families focusing on cycling!” (Principal, View Royal Elementary)

School teachers and administration have also commented on the overall quality of the education, the enjoyment of the participating students, and the unique opportunity granted to the enrolled classrooms.

“This is the best cycling education for students I have ever been involved in. The stations that teach about traffic, stop signs and following the rules of the road are so important not only as a cyclist, but also as a pedestrian. Practicing bike control, how to be safe and prepared were also taught in a fun and engaging way. All of the instructors took the time to learn students' names and were so kind and helpful. It was a huge success - thank-you! (Grade 5 Teacher, Macaulay Elementary)

Capital Bike Langford Grant-in-aid Supporting Document

“Wonderful, consistently excellent program year-to-year. Such a super program for students, some of which don’t have this opportunity outside of school.”
(Principal, KELSEY Elementary)



Students lined up to begin their “snail-paced race”, where the winner is the student with the best balance at the slowest pace. Hope they all geared down!



Students learn about courteous and right of way at a mock multi-use path with a road crossing.

A student makes use of our recumbent trike, one of twenty-five bikes we bring for kids who do not have their own to use.



Capital Bike Langford Grant-in-aid Supporting Document



Getting the hang of traffic concepts like “right of way” and following other rules of the road.



Practicing riding in a straight line while performing shoulder checks and hand signals.

**Capital Bike Society
Draft Overall Budget
Fiscal 2024**

REVENUE

Sales Revenue

Sales - T-Shirts	12,000.00
Sales	1,000.00
Net Sales	13,000.00

Other Revenue

Corporate	55,000.00
Local Governments	90,000.00
Provincial Government	5,000.00
Federal Government	43,000.00
Universities & Colleges	16,000.00
Individual Donations	20,000.00
Donations	8,000.00
Gaming Grant	31,000.00
Grants	23,000.00
Workshops	5,000.00
Cov Bike Valet	30,000.00
The Locker Bike Valet	26,000.00
Bike Locker Rental	-
Bike Smart	5,000.00
ERG45	96,000.00
TipTap	8,000.00
Sticker Challenge	1,000.00
Interest	1,000.00
Miscellaneous	1,000.00
Total Other Revenue	464,000.00

TOTAL REVENUE 477,000.00

EXPENSE

Cost of Goods Sold

COGS - T-Shirts	7,700.00
COGS - Merchandise	300.00
COGS - Other	600.00
Total Cost of Goods Sold	8,600.00

Payroll Expenses

Wages & Salaries	9,700.00
WCB Expense	600.00
Employee Benefits	10,300.00
Total Payroll Expense	20,600.00

General & Administrative Expenses

Event Coordination	2,800.00
Contractors	60,000.00
Board	9,100.00
Office Rental	19,400.00
Advertising	1,100.00
Finances	7,000.00
Funding	25,000.00
Storage	300.00
Rental Fees	500.00
Office	7,800.00
IT	1,500.00
Website & Apps	2,500.00
Amortization Expense	9,000.00
Program Materials	63,200.00
Interest & Bank Charges	300.00
Media	2,600.00
Bike Valet	200.00
Outreach	1,200.00
Volunteers	2,900.00
Program Planning	83,000.00
Program Implementation	40,000.00
Merchandise	200.00
Transportation	5,400.00
Insurance	3,700.00
Staff Development	18,300.00
Miscellaneous	2,800.00
Travel & Entertainment	100.00
Administration	17,200.00
Legal	1,000.00
Hiring	1,800.00
Training	4,500.00
Service Fees	13,100.00
TipTap	700.00
Branding	13,000.00
Sponsorship	14,000.00
Total General & Admin. Expenses	435,200.00

TOTAL EXPENSE **455,800.00** 464,400.00

NET INCOME **12,600.00**

Program Budget:
ERG45 Savory, Ruth King, and Lakewood Elementary 2024

Category		Amount
<u>Revenue</u>		
Local Governments	\$	4,550.00
Gaming Grant	\$	4,550.00
Subtotal	\$	9,100.00
<u>In-Kind Income</u>		
Event Support	\$	1,455.00
Professional Services	\$	180.00
Subtotal	\$	1,635.00
<u>Program Expenses</u>		
Contractors	\$	2,740.00
Education Manager	\$	960.00
Bike Skills Coordinator	\$	980.00
Program Materials & supplies	\$	750.00
Equipment Maintenance	\$	270.00
Equipment Rentals	\$	405.00
Transportation	\$	765.00
Advertising / Outreach	\$	150.00
Subtotal	\$	7,020.00
<u>In-Kind Expenses</u>		
Event Support	\$	1,455.00
Professional Services	\$	180.00
Subtotal	\$	1,635.00
<u>Admin Expenses</u>		
Insurance	\$	250.00
Operational	\$	1,260.00
Administration	\$	570.00
Subtotal	\$	2,080.00
Total Profit/Loss	\$	-



Capital Bike Society
Statement of Operations
For the Fiscal Years Ended
September 30th 2023 & 2022

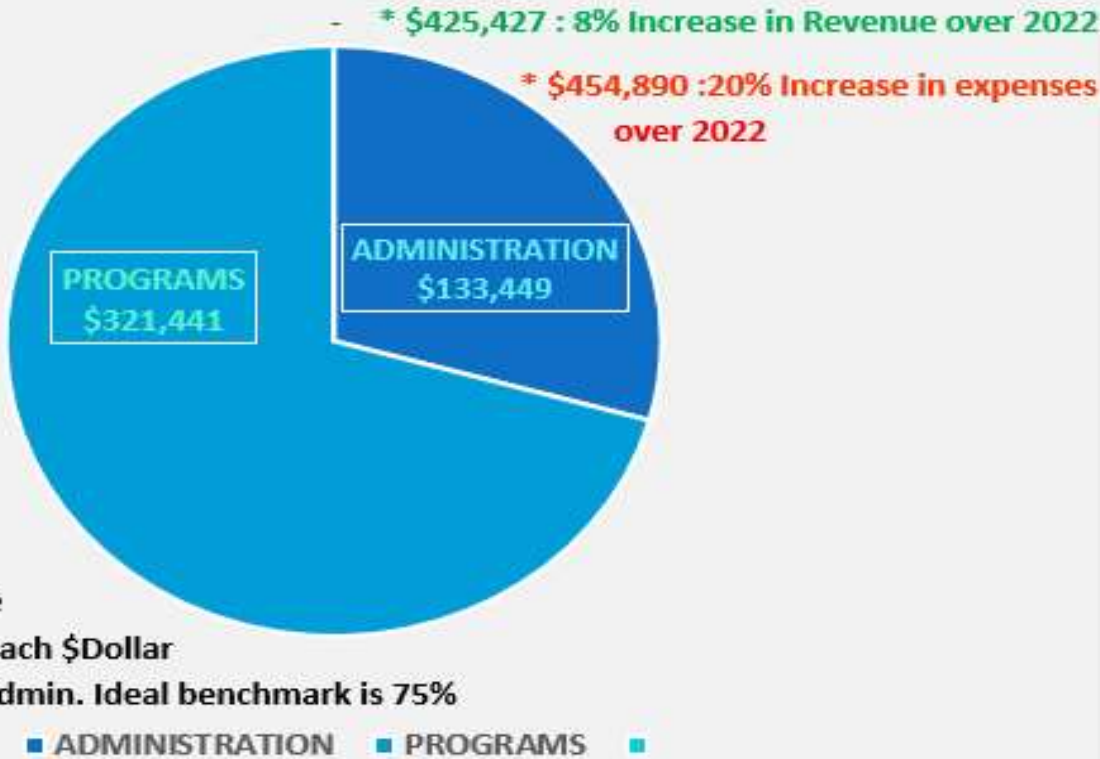
	<u>2023</u>	<u>2023</u> <i>Budget</i>	<u>Budget</u> <i>Variance</i>	<u>2022</u>
REVENUE				
Sales Revenue				
Sales - T-Shirts	9,389	13,908	-4,519	12,644
Sales	887	2,276	-1,389	2,069
Net Sales	<u>10,276</u>	<u>16,184</u>	<u>-5,908</u>	<u>14,713</u>
Other Revenue				
Corporate	49,750	203,535	-153,785	179,018
Local Governments	85,005	95,587	-10,582	86,897
Provincial Government	4,500	23,375	-18,875	21,250
Federal Government	40,788	51,550	-10,762	46,863
Universities & Colleges	15,000	7,150	7,850	6,500
Individual Donations	8,545	11,185	-2,641	10,168
Donations	7,114	1,503	5,611	-
Gaming Grant	29,500	-	29,500	-
Grants	21,510	-	21,510	-
Workshops	2,500	55	2,445	50
Cov Bike Valet	27,608	-	27,608	25,850
The Locker Bike Valet	24,071	28,435	-4,365	-
Bike Locker Rental	318	352	-35	320
Bike Skills	4,226	-	4,226	-
ERG45	90,954	-	90,954	-
TipTap	2,109	-	2,109	1,366.48
Sticker Challenge	630	-	630	-
Interest	1,321	-	1,321	-
Miscellaneous	733	748	-15	680.00
Total Other Revenue	<u>416,181</u>	<u>423,476</u>	<u>-7,294</u>	<u>378,964</u>
TOTAL REVENUE	<u>426,457</u>	<u>439,660</u>	<u>-13,203</u>	<u>393,677</u>
	97%	<i>Of 2023 Revenue Goal Achieved</i>		



Capital Bike Society
Statement of Operations
For the Fiscal Years Ended
September 30th 2023 & 2022

	<u>2023</u>	<u>Budget</u>	<u>Variance</u>	<u>2022</u>
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Capital Bike Society - Program Service Ratio FY 2022-2023



* 97 % of 22/23 Revenue Goal Acheived

* -7% Return (Deficit) on Revenue

* Program Service Expense Ratio 71%, 71 Cents of each \$Dollar spent on Programs, not Admin. Ideal benchmark is 75%



Capital Bike Society
Statement of Operations
For the Fiscal Years Ended
September 30th 2023 & 2022

	<u>2023</u>	<u>2023</u> <u>Budget</u>	<u>Budget</u> <u>Variance</u>	<u>2022</u>
EXPENSE				
Cost of Goods Sold				
COGS - T-Shirts	7,281	13,281	-6,000	12,074
COGS - Merchandise	319	820	-501	745
Total Cost of Goods Sold	<u>7,600</u>	<u>14,101</u>	<u>-6,501</u>	<u>12,819</u>
<i>Gross Margin</i>	2,676	2,083		1,894
<i>Gross Margin %</i>	26%	13%		13%
Payroll Expenses				
Wages & Salaries	9,192	-	9,192	-
WCB Expense	530	1,841	-1,311	1,673
Employee Benefits	9,751	1,749	8,002	1,590
Total Payroll Expense	<u>19,473</u>	<u>3,589</u>	<u>15,883</u>	<u>3,263</u>
General & Administrative Expenses				
Event Coordination	2,600	1,014	1,586	921
Contractors	62,289	50,328	11,961	45,753
Board	8,585	4,771	3,815	4,337
Office Rental	18,270	20,452	-2,182	18,593
Advertising	1,054	1,569	-516	1,427
Finances	7,504	7,660	-156	6,964
Funding	24,704	16,535	8,169	15,032
Storage	365	-	365	-
Rental Fees	544	-	544	-
Office	7,370	8,012	-642	7,284
IT	1,459	7,484	-6,025	
Website & Apps	2,325	-	2,325	-
Amortization Expense	9,929	-	9,929	12,594
Program Materials	59,618	51,575	8,043	46,886



Capital Bike Society
Statement of Operations
For the Fiscal Years Ended
September 30th 2023 & 2022

	<u>2023</u>	<u>2023</u> <i>Budget</i>	<i>Budget</i> <u>Variance</u>	<u>2022</u>
Interest & Bank Charges	256	-	256	-
Media	2,477	4,223	-1,746	3,839
Bike Valet	150	2,745	-2,595	2,495
Outreach	1,169	16,876	-15,707	15,342
Volunteers	2,689	-	2,689	-
Program Planning	79,663	84,995	-5,332	77,268
Program Implementation	38,957	39,565	-607	35,968
Merchandise	228	-	228	-
Transportation	5,105	3,832	1,273	3,484
Insurance	3,491	4,437	-946	4,034
Staff Development	17,293	8,008	9,285	7,280
Miscellaneous	2,635	10,448	-7,812	9,498
Travel & Entertainment	119	-	119	-
Administration	16,858	31,985	-15,127	26,657
Legal	1,605	310	1,295	282
Hiring	1,720	-	1,720	-
Training	4,285	4,086	199	3,714
Service Fees	12,378	5,971	6,407	5,428
TipTap	707	-	707	-
Branding	14,318	7,325	6,993	6,659
Sponsorship	15,098	343	14,755	312
Total General & Admin. Expenses	<u>427,818</u>	<u>394,549</u>	<u>33,269</u>	<u>362,050</u>
TOTAL EXPENSE	<u>454,890</u>	<u>412,239</u>	<u>42,651</u>	<u>378,132</u>
	110%	<i>Of 2023 Budgeted Expenses</i>		
NET INCOME	<u>-28,433</u>	<u>27,421</u>	<u>-55,854</u>	<u>15,545</u>
RETURN ON REVENUE	-7%	6%		4%



Capital Bike

Municipal Sponsor Report

Bike Education in Langford 2023



Overview

We were pleased to deliver three school bike programs, generously supported in part by the City of Langford, in 2023, at Crystal View, Willway, and PEXSISEN Elementaries. In May 2023 we instructed Crystal View Elementary's 123 students in grades 3-5. In September 2023 we returned to Langford to teach 77 students in grades 3-5 at Willway Elementary, and taught PEXSISEN Elementary's 125 grade 4 and 5 students in October 2023. It had been two years since our visits to both Crystal View and Willway, meaning an entirely new cohort of grade 4 and 5 students. It was our first visit to the more recently opened PEXSISEN Elementary.

During these courses, we instructed the students in basic bike mechanics, traffic safety, rules of the road, and bike handling skills. During the first "in-class" session we taught the classes about helmet fit, how to make sure their bikes are safe to ride, safety tips and principles of traffic safety. These sessions are 60 minutes long and provide a foundation for the on-bike portion. Taught in 90-minute blocks, the on-bike portion includes 4 stations teaching bike handling skills through fun games, multi-use trail etiquette, rules of the road and right-of-way at intersections, and signalling and shoulder checks.

The photos included in this report were taken at Campus View and Lochside Elementaries and show an Everyone Rides Grades 4 and 5 course, like the one delivered at Langford schools, in action.

Summary of Results

Crystal View Elementary ERG45

Number of students: 123

Number of classes: 4

Grades Instructed: 3, 4, 5,

Number of teachers engaged: 5

Dates: April 13 & 14 2023

Willway Elementary ERG45

Number of students: 77

Number of classes: 3

Grades Instructed: 3, 4, 5

Number of teachers engaged: 4

Dates: September 28 & 29 2023

PEXSISEN Elementary ERG45

Number of students: 125

Number of classes: 5

Grades Instructed: 4, 5

Number of teachers engaged: 7

Dates: October 10 & 11 2023

Community Benefit

The benefits of the Everyone Rides and related school bike programs extend beyond the students who participate. By offering this bike education we are contributing to healthier, happier, and safer communities. Benefits to the school and community include:

- **Healthier kids:** by giving students the tools they need to bike to school and in their community we give them the opportunity to make physical activity a greater part of their lives.
- **Reduced congestion:** schools in Greater Victoria struggle increasingly with congestion at pickup and drop off times and are increasingly promoting active transportation to ameliorate this issue. By instructing students in safe biking, we aid schools in meeting these goals.
- **Safer communities:** Teaching students aged 9 and 10 about safe cycling helps keep vulnerable road users safe in the local community.
- **Courteous road and trail users:** by teaching how to communicate courteously and follow the rules on roads and trails we are helping foster a community of considerate and polite cyclists in your community.



Figure 1: Students learn how to be courteous on shared trails and multi-use pathways.



Figure 2: Students warm up with bike games on school grounds.



Figure 3: Students learn about “Right of Way” and road rules while biking at a mock two-way stop intersection.



Figure 4: students practice hand signals and shoulder checks while riding in a straight line between the cones.

Thank you for your
continued support!



City of Langford Pipe Band Castle Cary Pipes and Drums

RE: Request for Funding

December 14, 2023

Dear Finance and Administration Committee,

I am submitting this application for funding on behalf of the City of Langford Pipe Band (aka, Castle Cary Pipes and Drums). <http://www.castlecarypipesanddrums.ca/index.html>

Our pipe band was formed in 1988 and has been providing services for the City of Langford for over 10 years. Our band participates every year in the Remembrance Day and Vimy Memorial ceremonies held at Veterans Memorial Park. We have also participated in some of the City Council engagements when possible.

We are a non-profit organization dedicated to operating and maintaining a Scottish Pipe Band. To promote, foster and develop Piping and Drumming to nurture and teach all the Pipe Band arts to the highest degree of competency.

I would like to request the annual funding of **\$2500.00** from the City of Langford.

This annual operating fund will be used for uniform replacements/additions, music equipment, and musical supplies.

Our band also obtains some additional funds from other performances when requested, which helps with the needed operating supplies.

Please feel free to contact me if you require any further information.

Thank you,

Rob Miller
Pipe Major



Dear City of Langford Team,

Introduction to Event and Use of Funding

I am writing to you on behalf of GOATS Queer Climbing Organization in order to submit a funding request for future events to be held that are centred around queer inclusivity in sport – specifically bouldering and rock climbing.

The event in question is a drag show at BoulderHouse’s Langford location among other events throughout the year at various locations. This event comes in two parts: the first portion of this event involves a social aspect for community members to come and experience bouldering for the first time, or for seasoned climbers to come and find a community of like-minded climbers; the second component of this event includes a drag show that features a wide range of local and diverse queer talent. Outside of this, we are seeking funds to create an inventory of climbing equipment that can be rented and/or shared with the local climbing community as finances are often seen as one of the largest barriers to participating in sport and physical activity, we would like to lessen these costs to allow more people be introduced to the incredible sport that is rock climbing.

The purpose of this event is to help create and foster a welcoming and inclusive environment, geared towards queer folks who have an interest in sport and physical activity. As someone who has done research in inclusivity, diversity, and equity in sport, recreation, and physical education events like these are important for challenging some of the barriers that members of the LGBTQ+ community face when trying to engage in these spaces. Sport has historically been a heteronormative space that excludes or discourages members of the LGBTQ+ community from participating. This is unfortunate as there are such a wide array of benefits that come from not only being active and living an active lifestyle, but specifically engaging in sport; some of these benefits include improved mental health and well-being, improved physical health, decreased risk of a wide range of chronic illnesses, creating a sense of community, and learning skills such as leadership and teamwork that can be transferred to other areas of life (among many more benefits that could be listed).

As a drag artist, these are some of my main goals for doing drag. I have been a competitive athlete my entire life, mostly as a track and field athlete competing up to the national level, and I started to do drag because I constantly felt excluded, isolated, and neglected as an athlete. This was also the focus of my studies as I navigated my honours bachelor degree in Human Kinetics, often focusing on these topics in my classes and my work. Although times have changed, and these spaces have slowly started to see positive change within them, there is much more that needs to be done to truly create an environment that is welcome to all. Celebrating and showcasing queer art is one of the most powerful and impactful ways to do this. Drag is so much more than a performance, it is such a diverse and intersectional artform that allows queer people to share their stories, challenge heteronormative and patriarchal norms, and to constantly push for change and further acceptance. This is also an artform that is constantly under attack, which is why it is more important than ever to support these artists and this community as there is no shortage of individuals falsely claiming that drag artists are sexual deviants who are brainwashing and grooming children when in fact drag is merely showcasing queer joy. Not only do events like these create a more welcoming environment for the LGBTQ+ community, but it

also has a wide range of benefits for anyone who wishes to engage with sport or physical activity by fostering an environment that anyone of any level can come participate without fear of judgement or discrimination of any kind. Sport and physical activity have historically been a very masculine dominated and exclusive domain, but by creating change it opens the door for many others to participate and reap the benefits of sport and physical activity.

Relation to City of Langford's Vision and Values

This event aligns in many ways with Langford's new vision and core values, which will be explained in this paragraph. Langford's vision is "to create a vibrant, thriving, inclusive and climate resilient community by making informed decisions for current and future generations including residents, businesses, and visitors." (p. 7, Strategic Plan) This event will explicitly work towards creating a vibrant, thriving, and inclusive community by offering an event unlike any others that are held in the city. Not only is a drag show in a sport space extremely unique, but it also offers a fun, healthy, and sober activity for community members to come and participate in, which is desperately needed in society today as so much of our events are focused around alcohol, drugs, and generally unhealthy behaviour. This event will have a positive impact for: residents, by providing such an activity for them to enjoy; businesses, by introducing new people to BoulderHouse Langford and other potential local community partnerships; and visitors, by encouraging those from the Greater Victoria area and beyond to come and experience an incredible and unique event in the vibrant city that is Langford.

This event also aligns with several of Langford's Core Values, as outlined in the Strategic Plan on page 8. As outlined, community involvement "embodies inclusivity, collective progress, and active democracy. It is the commitment to engaging within the community, valuing every voice, and fostering equality." (p. 8) These characteristics highlight exactly why Langford should support this event, as it completely aligns with this value, and as highlighted in the document "we forge unity through diverse participation." This event is by the community, for the community.

Ethics and Integrity, as outlined in your strategic plan (p. 8) "involves being reliable and dedicated, consistently choosing the right path... It's about distinguishing right from wrong and committing to doing what is just and trustworthy." I can't help but focus on the statement of choosing what is right from wrong, and relating to the widespread societal debate on drag and therefore on the inclusion of queer people and art – by choosing to support this event the city of Langford would be choosing the side of acceptance, community, inclusivity, and diversity as opposed to siding with rejection, fear, discrimination, and intolerance of those who seek to silence queer voices. Support for the queer community is so needed right now, and is the right path forward for a better future.

Financial Stability is outlined as "the ability to balance current and future needs and demands, while directing resources to maximize social benefits." This event is a perfect opportunity for the city to follow this value, as the intended goal of this event is to create positive change, and therefore maximizing social benefits for the community it is a part of. It is directly supporting not only local queer artists, but also a fantastic local business that is a champion of diversity and inclusion by agreeing to support and event such as this.

By supporting this event, the city would directly be providing the community with a continuous learning opportunity. As highlighted throughout this proposal, there are several ways that this event is not only fun and engaging, but also informative and a place for learning and change. As outlined in the Strategic Plan (p. 8) “[continuous learning] involves staying receptive to new ideas, adapting to changing circumstances, and consistently acquiring fresh insights.” This event has the power to create positive change within the vibrant Langford community and beyond by providing a space to learn and grow by being an example of a Continuous Learning process, which “fosters adaptability, growth, and improvement.”

The amount being requested for this proposal goes towards the payment of local queer artists (e.g. drag artists, photographers) that would make this event significantly more feasible to run and to reduce the financial impact on GOATS as we are a non-profit. The event is requesting up to \$450 per month, or \$5,400 annually. This funding will go towards the payment of artists and marketing the event towards local community members, alongside creating an inventory of equipment that can be used by local community members. While it would be ideal to receive this amount as a total, any amount that the city is able to provide up until this value would be incredibly beneficial.

On behalf of both GOATS, I sincerely thank you for your time and consideration and look forward to hearing your response and any support for this event that the city of Langford can manage.

Derek Brougham/Deca Thlon



GOATS Queer Climbing



Mayor and Council,

Jan 4 2024

We are the Goldstream Farmers Market, a Langford non profit organization serving Langford residents run by a local volunteer board.

We run a farmers market located in Veterans Memorial Park on Saturdays May to October. We offer local produce and crafts and this year have added music to the ambiance.

We have brought music back to the market for the first time since before covid. It has added a wonderful community feel to the market but this does come at a cost. So, for that reason we are hoping Langford can help us bring the community together by supporting the music.

In our first season of music we paid \$120 per set (10:30am – 1:30pm) which proved challenging and eliminated some available talent. We are hoping that offering \$175 per set in the 2024 season will increase our options.

23 weeks x \$175.00 = \$4025.00 plus we also pay a Socan fee of \$85.00 annually

We have also added a paid position to help with setup and take down of the market at a cost of \$50 per week.

23 weeks x \$50.00 = \$1150.00

We are hoping Langford can support us with a grant of \$5000.00

I have also have attached our presentation Nov 2nd to the Community Advisory Committee.

If you have any questions please contact Linda Webb 

Thank you for your consideration.

Board of Directors

President - Tony Oberstellar

Treasurer - Shirley Oberstellar

Secretary - Debbie

Market Manager - Jacquie

Music Liasson - Linda Webb

Director at large - Paige Tatem

TREASURER REPORT FEB-OCT 2023.

EXPENSES

MARKET MANAGER	8010 -
PARKING	1380 -
INSURANCE	318.97
DONATION-	200 -
MUSIC	2880 increase
ADVERTISING	155.12
VOLUNTEER	950 -
SUPPLIES	
BANNER/COMP FILES	961.97
NEW POLES - TIM'S	
SOCAN	238.08
CHURCH RENTAL	120 -
BC REGISTRATION SOCIETY	<u>55</u>
	\$15,264.14.

INCOME

MEMBERSHIP	\$18,603.03.
TABLE FEE	



JDF Lacrosse Association

City of Langford Funding Request

To Langford City Council:
On behalf of the JDF Lacrosse Association,

I am writing to submit our City of Langford Funding Request. We are a non-profit youth sports association that offers spring box and fall field lacrosse youth leagues for boys and girls 5-17 years old that live in the Westshore. Our association plays against teams from Saanich, Peninsula, Vic-Esquamalt, Cowichan, Nanaimo, Oceanside, Port Alberni, Comox and Campbell River. We practice and play games at Westshore Parks and Recreation facilities, Eagle Ridge Dry Floor Arena, Belmont Box at John Stubbs School and Royal Bay High School turf field. We had 330 registered players for our 2023 Spring Box Lacrosse league, and 220 currently registered players for our Fall field lacrosse league. Our volunteer coaches and managers average 75+ hours per season direct contact with youth of the Westshore. Our organization is dedicated to promoting and developing the sport of lacrosse in the community, providing valuable recreational opportunities for youth and fostering a sense of teamwork, discipline, and sportsmanship.

These local youth are learning to love the game of lacrosse, work as a team, and refine their skills. Our box lacrosse season runs from April through June, and field lacrosse runs from September-February. The entire association of executive members and coaches are all volunteers, giving back to this beautiful community. We are requesting funding from the city of Langford to help offset some of the costs of operations not paid for by registration fees. We amalgamated our box lacrosse and field lacrosse associations in February 2022, and unfortunately due to volunteer paperwork error, we lost out on our regular \$30,000+ BC Gaming grant that would fund our 2023 box and field lacrosse seasons. These funds typically pay for extras within the association such as coaches and referee training, goalie gear replacement, year-end player awards, jersey damage replacements that are loaned out to players every season then returned, and hosting try lacrosse for free community events. We are currently owing Westshore Parks and Recreation facility rental fees from the summer of 2023 (\$37,932.06), with a budget plan moving ahead that would cut out some of the extras we used to provide for the next 2 years.

With our finance plan moving forward, we have increased registration fees to our membership on average \$60 per player for the next 2 years that will get us back on track. We have also filled every position on our executive board (for the first time since 2020 when covid took a toll on our volunteers), with dedicated volunteers that will monitor our finances and all grants more closely. We are very grateful for the funding received from the City of Langford last year towards jerseys that are loaned to players each season. As our association continues to grow, we have costs for this upcoming season that are not covered by player registration: additional jerseys, goal tender gear that is loaned out to every team, player awards and referee/coaches training. We need to purchase more jerseys this season to cover all of our players (approximately \$2000 needed). We provide goal tender gear for each of our teams (21 teams last year and growing this year), some pieces are showing wear and tear being over 5 years old, and as a safety precaution needs to be replaced to protect our youth players. This year we need to buy 5 sets of gear: 5 goalie sticks, 5 chest protectors, 5 pairs of leg pads, 5 protective pants and 5 gear s to store the equipment in (Approx \$500 per set= \$2500). Our association covers costs of 73 player awards (\$876): Each team (in both box and field lacrosse) receives awards for most improved, most inspirational and most dedicated. We also cover all fees for all certified mandatory referee training (\$4500 per calendar year) and volunteer coaching training (\$5000 per calendar year).

We are requesting a larger amount this year of \$10,000 to help offset these costs, which would allow us to continue to provide a high-caliber youth sports league and help us pay off our debt to WSPR faster, while minimizing the direct effect of increasing costs to player's families. Last year we requested \$2500 and gratefully received \$2000 towards the cost of additional jerseys to outfit our growing number of registrants.

Our association's mandate is to include all youth in our catchment area; to teach the skills and the rules of lacrosse. We pride ourselves in bringing local youth together; fostering the love for Canada's National Summer sport (the fastest game on two feet), promoting the benefits of physical activity, helping them make friends and teaching life-long teamwork skills. We are an inclusive association and respect all aspects of diversity. We are currently making great efforts to grow the game of female only box and field lacrosse too, in 2023 training 17 new coaches this year and 9 referees for the female specific rules (costs to our association was \$2600). We have also seen a significant gain in registrations for female teams as well. Last year we had 14 players, this year we had 38. That's 171% increase this year! We have many passionate volunteers that lead try lacrosse for free events for female teams, and we hope to increase the frequency of these events to expose our reach to as many girls in the Westshore possible.

We feel that the City of Langford would also benefit from the community goodwill generated by your kind donation to our association. We have a very active website and social media pages, as well as digital newsletters that are distributed to all SD 62 schools. We would be very grateful for any donation and would thank the City of Langford on these platforms. We believe that supporting the Juan de Fuca Lacrosse Association aligns with the City of Langford's commitment to promoting healthy and active lifestyles for its residents, particularly the youth. Lacrosse not only provides physical activity but also instills important life skills such as teamwork, leadership, and discipline.

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

Sincerely,
Jessica Lejeune
Secretary & Marketing Director | JDF Lacrosse



JDF Lacrosse Association

2023 Annual Report

President – Interim: Jesse Lawson

After years of time and countless hours of dedication to the JDF Lacrosse Association, Ryan Hyland decided to step down from his role as President. Ryan's time and efforts with JDF and the Vancouver Island lacrosse community has enriched the experience for many families on Vancouver Island and across the BCLA.

I am please that we are holding the JDF Lacrosse AGM in November 2023. It's a great time to come out and be a part of the association's governance process.

In October 2023, the BCLA returned to in-person AGMs welcoming associations to participate in the event. It was held in Whistler BC and JDF Lacrosse was awarded the Association of the Year Award. This was only made possible by the good work of all the volunteers who have contributed to make lacrosse in our community a success.

The Vancouver Island Field Lacrosse League, along with BCLA are starting a campaign aimed at removing abuse to officials from the sport. This is something JDF Lacrosse fully supports and will be incorporating into our processes.

Vice-President Box 2 – Niki Williams

Overall I would say it was a very successful season for these age groups. Lots of happy kids playing the game they've grown to love. U11- 4 teams. Assessments took place in an effort to ensure teams were balanced. Coaches were invited to a draft for team selections. Towards the end of the season a Select Tournament team attended Jack Crosby tournament winning Gold in their divisions. U13B – after tiering round team was moved down to C division. They went to game 3 in a 3 game series during playdowns hoping to secure a spot at Provincials. They came up short but had a great run. U13A2- This team had a berth at Provincials, they didn't medal but worked hard and had a great time. I'd like to thank all of our volunteers who put in countless hours to create an opportunity for kids to play lacrosse. From our directors, to our coaches, to our managers and parents we couldn't do it without you. Thank-you all for your time and dedication to JDF Lacrosse.

Vice-President Box 3- Jennifer Lambert

U7 & U9 - Our younger groups had positive season with 11 teams between the two age groups, we saw them practicing 1 day a week with games on the weekend. We had an incredible group of volunteers who helped to create a positive environment for our youngest players.

It was nice to see an uptake in our registration as we rebuild our momentum after covid, we will continue to offer our back to the box intro sessions for next year as we saw a lot of new players come and try it out for free. Huge thanks to those who organized and ran each session. Our association will be looking to be back in the box earlier to allow more time to assemble our teams before league play commences.

The Debbie Cooper tournament was back this year and held for our U7 teams with a fun afternoon for our U9 players, with obstacle courses, games, dunk tank and hot dogs. VELA held Friday night Tyke night and it was a successful event.

Our biggest challenge was assembling balanced teams at the start of the season, we have developed new policy to help eliminate some of the biggest hurdles we faced, to ensure a smoother process for all in the next season.

Vice- President Field 2- Adam Ranns

So far Field lacrosse has been running pretty smooth. We had all our teams in the 2022-2023 season make provincials with one team winning gold.

The 2023-2024 season started with some bumps but we have learned a lot during the assessment process and are looking to make sure that we are more organized with assessments starting sooner, so we have time to get assessors and practices in before the season starts. This can be difficult with summer vacation still going on but we will get dates set as early as possible to try to let everyone know.

We have been having some issues with multiple sport athletes and some of them missing games putting a lot of pressure in the call up system. This is an area that is going to be discussed for next season, we cannot be forfeiting games, but still want to get as much playing time for our kids as possible.

Scheduling games and practices has been difficult due to lack of field space. This has led to more joint practices that have worked very well at certain levels. We have combined practices for tier 1 and 2 at the U 15 level running the same drills so that when call ups are needed, they can seamlessly transition into the game without having to learn a new system. This has also allowed for full field practices and new drills since we have more players at practice. We have seen a focus of learning field lacrosse instead of box at all levels which is great, there is a lot to learn and this season we have seen large strides moving into the field game.

Vice-President Female – Dawn Ranns

Box 2023:

Last season, VELA approached the other Associations to create an agreement with the primary goal of enhancing the lives of female athletes through the sport of Lacrosse, by prioritizing female players, providing a "home" base and positive environment for new and existing players to build confidence, leadership, and new skills, with the overall priority to grow female lacrosse on the Island. As part of this agreement, VELA hosted all of the female-only divisions in Greater Victoria. VELA ran four successful girls-only Intro/Ice Breaker sessions over the winter months and several in-school sessions, and with the help of the other associations ramped up marketing, social media and emails all geared towards growing the female numbers. Four teams were declared, U13, U15, U17 and Junior, with 72 girls playing across these divisions and over 30 of these players new to lacrosse. It was the first season that there was an interlocking league with the Lower Mainland female teams, a total of 84 games were played last

season. Overall, it was a hugely successful season and VELA looks forward to hosting all the girl's teams again this year, anticipating a team in all divisions including U11, with the continued focus on growing Female Lacrosse in Greater Victoria. VELA would like to thank JDF for their continued support of the Female Program.

Field 2023:

Female Lacrosse in the Westshore is increasing appeal and attraction. The field lacrosse season for 2022 had very low numbers with 3 U12 players, 6 U15 players and 5 U19 players for a total of 14 female players registered. Only one division could be formed and all females interested and were lumped into one practice per week. Many of the younger players stopped coming to practice and asked for a refund due to lack of skill and attention during the Monday practices. The Monday practice included one coach and all of the females signed up with JDF. There was only one scrimmage set up for the entire season and the season wrapped up mid January 2023.

In the Spring of 2023 JDF hosted a very successful Female field lacrosse level one coaches clinic. With five new level one coaches it was time to start advertising for the Fall season. In May 2023 a fresh new Female lacrosse link was added to the JDF lacrosse website. During May-July JDF posted on Facebook, Instagram, and other social media groups information on new coaches, website improvements, and summer camp information. Although the summer camp was canceled everything is in place for early March advertisements in 2024 for summer camp offerings this year. In August JDF offered a back to the field session for females to come out and try lacrosse. JDF hosted two separate one hour sessions at Royal Bay and had a good number of players there.

For the 2023-2024 field session there are 45 players registered in three divisions. There are 15 players registered in U7-U9, 13 players in U11-U13, and 17 players in U15-U17. The U7-U9 division just finished up their season on Sunday October 29 with their last intersquad scrimmage. U7-U9 practiced from September - the end of October including six intrasquad scrimmages. Most Sundays teams were divided equally and players were able to play with their own age group and skill sets. All players have grown this year in their fundamental knowledge and skill in lacrosse. JDF would like to thank Kirby Sports for their generous reduction in cost for lacrosse sticks and goggles for this season so that all players could purchase their own sticks and protective equipment.

On Tuesday October 24 the U7-U9 and U7 co-ed teams had a spooktacular Halloween lacrosse party. Players participated in fun games including freeze dance, mummy TP wrapping, crafts, and a costume parade with costume prizes. We would like to thank our Community sponsors Colwood Save-on-Food and Wale Rd Tim Hortons for providing food, drinks and treat bags for all players. I would also like to thank the many parents, players, executive members, and family that helped to make this a very special event for the players. There is an end of the season party for U7-U9 on November 7 from 5-6 pm at the velodrome. Players will receive a t-shirt from Out of the Blue with a female JDF lacrosse design.

The U11-U13 division will continue their season until the end of January to early February. This team is made up of 13 players ranging from U11 to U15 of various skill levels. The team has had the opportunity to play in two tournaments this year, the Big Al and the Thunderstrike, and has had three scrimmages against the Nanaimo team. We currently have six more scrimmages scheduled before the winter holidays. The scrimmages are going very well and the team is improving every week. This division will not be applying for provincials as we do not have enough players committed from our team. Five U13 players have been released from the team to join Nanaimo and have the opportunity to play in

provincials February 23-25 in Burnaby. The U11-U13 team will continue to play together for the remainder of the season including practices and scrimmages.

In January the released players will travel to Nanaimo on Thursday evening for a joint practice as well as continue with the JDF team. The U15-U17 division is going very well. There are 17 players registered for this team. They have played in four scrimmages with Nanaimo and participated in the Thunderstrike tournament in Langley. We currently have six more scrimmages scheduled before the winter break and will continue to schedule play dates through January and February leading up to Provincials. Since we are the only U17 Female team on the Island we will automatically have a spot in provincials February 23-25 in Burnaby.

On October 3, 2023 there was an officiating clinic for female field lacrosse. There were several people who signed up for this clinic both new and returning officials. I am happy to say that we have three new officials and many returning officials on the Island this year. Several of the JDF new officials had the opportunity to shadow veteran officials at the Langley tournament to complete their clinical portions of the officiating course. Thank you to Angie Reid, BCLA VC Women's Field Official, PCFLL WF Head Official, for traveling to the Island on October 21 for the U13 and U17 Female scrimmages at Royal Bay to finish up the on field evaluation of several new officials.

All Female scrimmages have had assigned officials this year. On October 29, 2023 Juan de Fuca hosted its second Female Field lacrosse level one coaches clinic. We had a huge turn out from both JDF and the Nanaimo association with a record breaking eleven people. It was a great day of learning about female field dimensions, game play, rules, major and minor fouls, sticks and other protective equipment. The field portion of the clinic took place on the velodrome at the same time as the Female U7-U9 intersquad scrimmage and the U11-U13 lacrosse practice. It was a great experience to be surrounded by Female field lacrosse. We now have 10 level one coaches for female field lacrosse for next season. The 2022-2023 Female Box season was also successful. There were not enough JDF players to make teams so JDF merged with VELA to form two Lower Island Teams, U13 and U15.

Secretary – Jessica Lejeune

Transition into this new position has run smoothly. Thank you to Kathy London for all her previous work in this position. BC Societies filing was complete in 2022 and all documents will be ready for 2023. I attended the Langford City Hall Counsel meeting and advocated for our association to receive \$2500 funding towards new jerseys. Our U7/U9 divisions have grown significantly, and we need to order more jerseys for the upcoming 2023 box season in their sizes. I submitted nominations for all awards at the BCLA AGM in Whistler. All categories were accepted. Although we did not win any individual awards, our association won Field Lacrosse Association of the year! 6 JDF executive members were present at the AGM and accepted the banner and framed Indigenous art award on stage. During the AGM I took notes on all directorate meetings attended and reported back to the executive.

Treasurer – Shane Alore

November will be my last month as Treasurer after 5 years in the role, I am nominating Jesse Lawson to take over for me.

As my final duties, I have proposed & set up a full time Bookkeeper to handle the financial records and payments, this will ensure continuity of financial records from year to year regardless of which volunteer holds the Treasurer role, in addition, the Treasurer role will not require any bookkeeping or financial experience which is always a concern for the volunteer whom assume this position.

The Treasurer role will now be responsible for coding the expenses for the Bookkeeper to record and handling any cash/cheque deposits/payments outside of the Bookkeepers duties. This will also make it far cheaper for the Accountant (CPA) to complete our Year end which needs to be completed by a CPA for the Gaming Application requirements. Originally the CPA was completing a full year of bookkeeping at CPA rates in order to generate the year end from the Treasurers records.

Regarding our financial status, (see attached **Current Account Balances** as of today below). There was a Gaming volunteer change in 2021 and the gaming application for 2022 funds was never applied for before the volunteer left the position undenounced to the Executive at the time.

Unfortunately, this meant that we missed receiving our Gaming Funding for both Box & Field which the association relies heavily on to operated, the financial short fall has created a Debt to WSPR for Field/Floor rental = \$37,932.06. I have been able to negotiate a repayment plan over the next year with WSPR for 12 equal monthly payments starting Jan 15, 2024.

This has forced JDF to make some changes to the way we share Fields for practice times and how Box floor times will be booked for Practices & Games in order to better cost control moving forward as Field & Floor times are JDF's largest operating expense.

In addition, we will have to increase Registration fees for the forthcoming 2024 Box & Field seasons in order to service the debt.

Once the debt is paid, we will drop the registration fees back to the current original fees.

At this stage, we have no choice but to increase the fees for this coming year or we will not have enough funds to operate at all. Your understanding and commitment to this association is appreciated.

The amounts proposed are as follows:

U7-U9 = \$40 increase per registration

U11-U17 = \$60 increase per registration

Registrar – Jean Gallagher

There were about 330 registrations for Box Lacrosse for the 2023 season, across 21 teams. This does not include the female box players who were released to Victoria Esquimalt to play on a combined team with all south island associations. There were many challenges at the start of the season, due to buddy requests and coaches requests, which has led to a policy change. This will hopefully streamline the process for team creation and will balance the teams a bit better in U7 and U9 for future seasons.

For Field Lacrosse in 2023-24, we settled in around 218 players in all divisions including Female and U19 coed; there were 18 rosters sent to BCLA. Field Divisions changed this year to coincide with Box divisions, and there was the addition of U19, which allowed for players who had previously aged out to register this season.

It has been a huge learning experience for me, being new to this role. I would like to acknowledge all the other executive members, both past and present, who have helped me immensely along the way. It has been my privilege taking over from our former Registrar, and I hope to be able to continue to contribute in some capacity to the JDF Lacrosse Association in the future.

Head Coach Box - Nic Collison

2023 box season was a huge success for JDF!

We had many teams make provincials and most winning or coming home with a medal! Congrats to all those players, coaches, managers and volunteers to make the season the best! Congrats to U17A1 team winning provincials, congratulations to all the graduating players and good luck with your future endeavors.

We had over 30 new coaches take the level 1 coaching course and volunteer to help or head coach in JDF.

With 21 teams in 2023, it takes lots of volunteers to make each team run smoothly and create a lot of fun and learning for each player.

I want to thank each every volunteer that made the 2023 Box season such a successful season with very little hiccups.

Referee Allocator - Past Position Box 2023- Kathy Cook

I was extremely impressed with the responsible and respectful young officials in our group this year. I know they and their parents were relieved when emails from me stopped appearing in their "in" box, but to be frank - communication is the main reason we had so few hiccups.

Officiating is a job - you are paid to do it. This group treated it that way by keeping their Arbiter calendars up-to-date and communicating me if there were any issues. This made things a lot easier when I was allocating upwards of 50 games at a time. Kudos to the officials AND their parents for being responsible and accountable. Life lessons are learned when young people are given responsibilities with certain standards and expectations - be proud of your success (and please come back!!)

Thank you as well to the coaches and managers who did such a great job staying in touch - especially those who were new to their roles. The relationship between the allocator and team management is imperative. Again, because people communicated well we were able to work out any issues and games got played! It is in times like these you realize how important volunteers are in our organizations.

To keep this report positive, I will say it is my hope that the island, the minor associations and the officials group can get on the same page with respect to scheduling and allocating programs. They are not cohesive and it made for too much unnecessary frustration for many allocators.

I stepped into this role on a temporary basis for the box season. We are in need of a volunteer to take over for the upcoming season. I cannot stress enough the importance of the allocator. If we don't have officials allocated to games, there are no games – it's that simple. I am happy to assist with training, so if you or someone you know would be interested please reach out!

Head Referee – Rob Cook

I am happy to report that once again our JDF officials had a successful year. There were no major incidents to report. There were a few minor issues that were handled by myself without further action being needed. The overall feedback from our coaches was very good. I received emails and phone calls complimenting our officials on their performance. Juan de Fuca has a great core group of young officials – and I would say they are amongst the best group within BC Lacrosse.

This year's U15 and 17 Provincial Championships were held on the Island. JDF had five officials attend the tournaments and they all did very well. We also sent one official, Matt Justason, to U13 Nationals, where he did a great job and represented JDF very well. I attended numerous games this year and provided both written and verbal feedback to the majority of the officials. In general, I was very pleased with their on-floor performance. They handled themselves extremely well on the floor, were very confident and did not hesitate to either warn or in some cases, penalize coaches when necessary. The mentorship program continues to be a huge success. This was our tenth year with this program and our young officials are reaping the rewards of this. Thank you to Kathy Cook for working so hard on this! I attended the Official's Special Session last month, on-line. Once again, the main topic of discussion was official abuse and retention. The number of complaints overall remains extremely high in BC. Leadership re-iterated that minor associations MUST take a pro-active approach with our younger coaches with respect to the Fair Play Code. I can say that the number of issues at JDF this past season decreased, but the fact that issues remain is concerning. Coaches, bench personnel and even parents continue to have difficulty understanding that there is to be zero abuse of officials. We as a group need to take action and deal with these issues immediately and not let time be the answer.

I have not received any notification from officials that they will not be returning next year. This is a good sign. There is still work needed to be done within the officials group – I hope I am asked to return next season to carry on.

Equipment Manager – Rob Ponte

This is my first few months in the equipment manager position, I have a rough inventory of the box goalie gear, we will need to possibly order a few sets of cat 2 leg pads, goalie sticks, and balls for the upcoming box season.

After the current field season, I will do an inventory of the field gear as it was already handed out when I took over the role. there appears to be a shortage of long poles which we may have to address after the season. Jill has designed an updated form for handing out equipment. we have updated some of the

deposit fees for equipment. We need to have a little more control of the field equipment in the seacan at the Velodrome. It has been a bit of a free for all with equipment being taken and not returned.

School & Community Programs Coordinator - Tyler Boivin

First, I will preface by saying that this role has been unfilled for several years and will require significant time and work to create a framework from which to work. Furthermore, I have only just been accepted into this position, and I am starting by figuring out the groundwork for meaningfully pursuing the position. Therefore, items to report are still limited.

Internally, I am actively reaching out and discussing with other executive team and association members to determine the goals and objectives of the association for both realms of “school” and “community” to create an effective strategy to achieve them. As well as speaking with executive committee members, I have also engaged various coaches and ex-players across the association in discussion to:

- Announce my role as the School and Community Program Coordinator.
- Briefly explain what the position hopes to achieve.
 - Increase awareness and participation in the sport of Lacrosse and the JDF Lacrosse Association.
 - Engage and enlarge the JDF lacrosse community and the community of lacrosse on the island at large, with particular attention to JDF’s involvement, participation, standing, and influence within that community.
 - Engage schools to reach more young kids to increase enrollment and numbers of players not only for JDF but across the island. More players and awareness is better for everyone, from players to associations.
 - Facilitate community building and fostering by helping to create links between people across the association and the greater community.

This discussion has already garnered support and volunteers who would like to help out in any way possible. Furthermore, I am looking to get/access promotional materials to better engage with potential allies.

Outwardly, I have begun laying the groundwork with Sooke School District 62 to explain who I am, my position with the JDF Lacrosse Association Executive Committee, and, in general terms, what I/we hope to achieve in this role. I have now met with Laurie Farrell at the school board office, who gave me some contact information for people to talk to and helped point me in the right direction. I have approached the principal at the academy school, which is in charge of the various academies in the area, including lacrosse at Royal Bay and am waiting to set a meeting and discuss further. I have also reached out to David Strange, the Associate Superintendent of SD62, to set up meetings to discuss this. Areas I am looking to pursue with these people are:

- If possible, I want to work towards adding a Lacrosse unit into PE and Social Studies/History programs.
- Bring players, volunteers, or whatever to do a Lacrosse informational (what the sport is, bring sticks and gear to show, and explain the link to post-secondary scholarships and lacrosse academies).
 - I would like to capitalize on the stick loan program and volunteers to facilitate.
 - Leverage association and community network to reach out to Shamrocks volunteers or big names in lacrosse to create hype around the events and lend validity.
- Explain JDF’s commitment to inclusivity and the current efforts being put in to grow the female programs.

- Discuss the needs of schools, associations, etc., external to JDF to discover new opportunities for community involvement.

Risk Management – Matt Towle

The Annual Report from the Risk Manager for the period spanning from February to October 2023. This comprehensive report outlines our dedicated efforts and achievements in the fields of risk management, safety, and compliance. It is our collective goal to ensure the safety and well-being of all individuals involved in our organization.

February: A Commitment to Safety

In February, we reinforced policy mandating that all individuals over the age of 12, including executive members, must undergo criminal record checks before participating in any coaching, management, volunteer, or on-floor activities. This fundamental policy is at the core of our commitment to maintaining a secure environment.

March: Ensuring Compliance and Facility Safety

March saw the identification of outstanding criminal record checks for some of our executive members. Simultaneously, we initiated the creation of an email list for coaches and managers/treasurers, facilitating communication and coordination. Furthermore, we conducted meticulous safety assessments at the JDF arena, box, and Belmont box, underlining our unwavering commitment to the physical safety of our members.

April: Strides in Safety and Volunteer Appreciation

In April, we made significant strides in enhancing our safety measures. Safety checklists for our box and arena facilities were meticulously completed. The successful cleanup at the Belmont box, made possible by our dedicated volunteers, was instrumental in creating a safer environment. Our relentless pursuit of safety continued with the ongoing process of ensuring that all executive members, coaches, and volunteers completed their necessary criminal record checks. In addition, we initiated plans to coordinate a Level 1 coaching clinic, a significant step toward ensuring the competence of our coaching staff.

May: Progress and Compliance

May marked substantial progress in ensuring compliance with the Executive Committee's Criminal Record Checks (CRC), with a 100% completion rate within reach. We collaborated closely with Jill Denis to oversee the completion of criminal record checks for coaches, managers, trainers, and treasurers. Progress made in the preceding weeks instilled hope that we would soon achieve 100% compliance. Furthermore, minor injuries reported during this period were addressed with utmost care.

June and July: Steady Operations and Health & Safety Compliance

June and July witnessed a steady operational phase with no major incidents to report. During this time, we promptly submitted injuries in the older divisions to the British Columbia Lacrosse Association (BCLA), ensuring compliance with health and safety regulations. Our commitment to safety was further underscored as all our coaches were required to complete mandatory online concussion training courses. It was a pivotal moment when we confirmed that all JDF volunteers had successfully completed their criminal record checks.

August: Prioritizing Safety and Injury Analysis

In August, we presented a thorough summary of box-related injuries, with a particular focus on the importance of concussion awareness and prevention. A total of seven injuries were reported, categorized as follows:

U17B – Broken Wrist

U17B – Minor concussion and whiplash

U13C – Concussion

U17B – Suspected concussion

U17B – Suspected concussion

U17B – Concussion

U17B – Wrist injury/soft tissue

Of these, five injuries resulted in concussions, taking 71% of the total injuries, while two were wrist injuries, accounting for 29% of injuries.

To further enhance safety, we initiated discussions with the BCLA regarding the first aid qualifications required for our coaches. We await their response and will keep you informed of any developments.

October: Ongoing Commitment and Future Prospects

In October, we updated our progress in ongoing efforts, which include receiving criminal record checks and concussion awareness training certificates. The acquisition of the remaining ten first aid kits will soon lead to the replacement of existing kits for the current teams, bolstering our first-aid capabilities. Furthermore, the proposed design for player awards, featuring a cost-effective whale tail design by Andrea, received overwhelming positive feedback. It is estimated that each award will cost approximately \$12, which is significantly more cost-effective compared to other trophy companies. We propose a vote to decide on proceeding with this design, placing an order, and ensuring these awards are distributed at the upcoming AGM.

Conclusion: Dedication to Safety

In conclusion, our dedication to safety and compliance remains unwavering. We will continue to be vigilant in monitoring criminal record checks, enhancing our first aid resources, and staying in alignment with BCLA requirements.

Gaming – Rochelle McRae

Coming in to this position I had to complete overdue reports from the last year. We are all up to date now. I applied for the BC gaming grant, we were not granted all that we asked for, unfortunately the amount is not public at this time. Hoping to find other grants that we could apply for.

Jersey Manager – Krista Janssen

Coming into box season the locker was quite a disaster and required hours of organization to get to ready for the season. Thank you to everyone who was able to come out and help organize. We had a lot of u7 and u9 teams that required smaller jerseys and ended up being short. 4 of our u9 teams only received one colour jersey. We will definitely need to order more medium and small jerseys. Overall, our box jerseys are not in the greatest shape and we will need to start ordering more to replace the damaged/stained/ missing ones. Short inventory is looking good for the start of box season however will be placing another order to replenish the smaller youth sizes. A reminder on the registration page that the shorts fit about a size bigger would be good so we can cut down on the amount of size exchanges. Field season was much smoother than box however we are still short jerseys. Another at least 10 of youth medium, large and extra large will be needed before next field season of our numbers stay the same as they are this season. I will need someone to take over as for this upcoming box season as I do not have the time to devote to this position and will have an upcoming foot surgery which (around box start up time) which will limit my mobility and ability to drive.

Booster – Brittney Corkery Past position 2023, Ashley Petch taking over 2024

Booster was fairly successful all season, pretty much selling out of everything at the end of the Debbie Cooper Jamboree. We had some issues with the tablet connecting with the square during tournaments.

Maybe Ashley can look into updating the tablet or maybe it just needs a good refresh? I've been collecting feedback on what parents would like to see in the upcoming season and will pass this on to Ashley. Ashley herself has some great ideas she's looking to bring to the table and I think she is going to do a fantastic job!

Head Manager – Jill Denis

The 2023 Box Lacrosse season was busy. The season started out with back to the box and try lacrosse sessions at Eagle Ridge. We did not have enough registered players to run tryouts, so we proceeded with assessments. In total we had 22 teams. Executive members met with coaches and managers in person at our coaches/managers meeting and we had discussions on processes, policies, and season startup. There was a lot to share and learn. Each manager received their managers package, game sheets, ref payment sheets etc. I mentioned we are looking at alternate ways to reduce the paperwork, and streamline the process for sharing information and communications and we will be making some changes this upcoming season in that regard. Thank you to all the managers who stepped up into these positions, the teams couldn't run without you.

Digital game sheets were new this year and the feedback was not very positive. Some teams were still required to provide both digital and paper copies and there was a lot of confusion and sometimes panic as teams tried to navigate the Ramp Game sheets App minutes before the start of a game. I applaud the managers and volunteers who did the best they could when things weren't working as they should. I realize this is a period of adjustment but I assume discussions will be happening in preparation for next box season as my understanding is that this change wasn't as successful as hoped. An update from the island on this is needed moving forward.

Overall we had a great season. Congrats to all of our teams on all their hard work and dedication. Here is a list of the JDF teams who earned medals this box season: U11 Team 1 – Earned SILVER at the Port Alberni Icebreaker Tournament, and GOLD at our Travis Bateman Memorial Tournament! U11 Team 4 – Won BRONZE at our Travis Bateman Memorial Tournament and GOLD at the Port Alberni Icebreaker Tournament! U11 Jack Crosby Team – Bought home GOLD from the Jack Crosby Memorial Tournament in Burnaby! U13 A2 Team – Won BRONZE at our U13 Rumble on the Rock Tournament, and BRONZE at the Pop Styles Tournament in POCO! U15 B Team – Won BRONZE at the Tim White Tournament in Nanaimo and GOLD at the Karsten Huth Memorial Tournament in Kamloops! U15 A1 Team – Won BRONZE at the Trevor Wingrove in Coquitlam, BRONZE at the Tim White Tournament in Nanaimo, SILVER at the Hyack Tournament in New West and were League AND Island Champions! U17 A1 Team – Earned SILVER at the Trevor Wingrove in Coquitlam, were League, Island AND Provincial Champions! We wish all of our graduating players the very best and looking forward to cheering on those who are moving on to JR Lacrosse next season.

Field lacrosse season is going well. We have 10 coed teams and 3 female teams. All managers have been hard at work supporting their teams. At the start of the season we held our Coaches/Manager meeting which was full of info to share with teams. We had at least one representative from every team, which was great. We have a number of brand new managers this year, and it's great to see people step up into this important role on the team (I promise it does get easier). We started using One Drive for document sharing, which cut down on paper and having to give out and collect it all. We created a manager team in Ramp for the managers to connect, chat and share info throughout the season. This has worked

great, and is something we plan on keeping for the future. Assessments were busy as they always are, but we all worked very hard behind the scenes to ensure a fair assessment for all. Both teams in our U11 division have struggled with player commitment due to conflicting schedules for multi sports, so we have had to reschedule some games, and there has been a lot of call up opportunities for the U9's. We are working with the island to hopefully have U11 cross play approved for the rest of the season. We don't have all the answers yet, but there are ongoing discussions amongst the executive around what changes we can make moving forward to ensure those who want to play, get to play.

The U7's Co-Ed and U7/U9 Female teams had a fun Halloween party again this year, there was much laughter and games, and a good time had by all. Thank you to our community sponsors Save on Foods Colwood for the food and drinks and Wale Rd Tim Hortons for the hot chocolate!

I was able to attend this year's AGM in Whistler. I learned a lot at the many meetings and discussions. It was great to meet and talk with those representing other associations in BC. Was also nice to put a face to the names of the BCLA executive that I work with throughout the season. The highlight was when JDF was awarded Association of the Year for Field Lacrosse!

Our second annual field photo day was a success! It was a busy weekend but we were well organized so everything went really smoothly. I was worried the space at the upper clubhouse would be too congested with vehicles coming and going for games at the velodrome and booster set up but it actually worked out great and I'd consider the same space again next year. It was fun working with the teams and seeing all their different personalities and oh the facial expressions, my cheeks hurt from smiling so much, it was a great day.

Lastly, provincial declaration forms have been sent to our U11-U17 teams with a deadline to send them back to me by Dec 1, 2023 if they wish to declare. Provincials will be held on the following: U11 Provincial Tournament Feb 9-11, 2024 hosted by Nanaimo Raiders Field Lacrosse U13-U19 Provincial Championships Feb 16-19, 2024 hosted by Richmond/Vancouver Lacrosse U13-U17 Women's Provincial Championships Feb 23-25, 2024 hosted by Burnaby Lacrosse

Tournament Coordinator –Brittney Corkery

Our U11 Travis Bateman memorial was very successful this year, we had a total of 10 teams participate. All 4 JDF team received their \$800 tournament registration fees back and the association still profited just over \$1800. Online 50/50 was not as successful as we had hoped. I think the families prefer the old school 50/50 tickets. We will go back to this method next season.

Our U13 Rumble on the Rock tournament was not as successful as the U11. We had 4 teams participate in the A2 division and 10 in the B division. Each JDF U13 team only received \$320 of their \$800 registration fee back, we did not have a lot of interest in the A1 division. With the new guidelines of teams not being able to be removed once they have submitted roster and paid fees, maybe we should look at accepting teams sooner this season before they get accepted into multiple tournaments on the mainland and not want the extra travel expenses of coming to the island. I have some ideas I'd like to work on for the upcoming box tournaments to help boost the success. I'd like to get a team representative from each of our participating JDF teams when we start the planning process for each tournament to help things run more smoothly, have a point of contact for each team, and to share the workload that comes with running the tournament.

Marketing Manager- Jessica Lejeune

This year we continued to see gains in registration in box and field lacrosse.

JDF used different paid social media advertisements through Facebook and Instagram. We spent \$215.29 on paid ads for this past box and field lacrosse seasons, specifically targeting the Westshore area and we reached 53,000 people in the local area.

We use platforms to engage with players and parents: Tik Tok, Twitter, Snap Chat and YouTube. We ran a paid radio ad shared on the Ocean 98.5 and Jack FM 103.1 to promote box lacrosse registration. We had local big screen ads at Westshore Parks and Recreation and West Hills, ads on display tv's in Sooke School District 62, and around the city of Langford on the Pattison screens. We sent out PDF newsletters to various school PAC and parent Facebook groups, and they were also added to SD 62 e-newsletters.

We had good representation in the Greater Victoria Festival society Santa Claus Parade in downtown Victoria last winter and are participating again this year. We have decorated and lighted vehicles playing music, and JDF players walking in the parade wearing their jerseys, carrying a JDF banner and decorated lacrosse sticks!

We are thankful to all parents, grandparents and caregivers that share photos with us to post JDF successes and marketing posts.

Current Account Balances

2023.11.19

47,380.81

13.25

10.78

1,995.78

100.00

18.11

0.00

266.72

49,785.45

-37,932.06

-37,932.06

11,853.39

Coast Box General

Coast Field General

Coast Field Gaming

Coast Box Booster

Coast Box Gaming

Scotia General

Scotia Savings

Paypal

Accounts Total:

Current Liabilities to clear accounts:

WSPR Debt

CL Total:

Net Total:



Charitable registration: 79421 9725 RR0001

www.building4thearts.com

3338 Acemink Road, Victoria BC V9C 2J6

Contact: Judith Cullington

E: president@building4thearts.com



Grant in Aid Application to City of Langford, January 2024

Purpose and Mandate of Juan de Fuca Performing Arts Centre Society (PACS)

PACS is a registered charity formed, “to plan, promote, develop, construct, and operate a performing arts facility that will accommodate a comprehensive range of cultural and community experiences.” The proposed arts and culture centre will service the West Shore and beyond. It will provide space for multiple forms of creative activity: drama, dance, music, fine arts, pottery and more, as well as performance and gallery spaces. Our focus is on providing the space that the community has repeatedly told us is much needed: space that is affordable, available, accessible and adequate for community needs.

Our vision is:

“A welcoming place for arts and culture on the West Shore, where the community engages with all forms of artistic expression and local talent is nurtured. The Centre for the Arts is a landmark building, a community gathering place and a catalyst for economic development. This is a place where young people grow their love of the arts and where talented performers create joy for their audiences. People come from near and far to experience professional and amateur performances, develop their skills, learn about cultures, and browse the galleries. It is a home for arts and culture organizations, and for complementary businesses and not-for-profit enterprises.”

In 2023, we enabled the creation of an Intermunicipal Committee, with representatives from all five West Shore Councils, who are working collaboratively towards a shared vision and grant-ready project. Councillor Harder is Langford’s representative on this committee.

In 2023, we sponsored an Accessibility and Inclusion Study. This study was based on extensive interviews with people and organizations with lived experience of physical and mental challenges, and gender-diverse, neuro-diverse and culturally diverse individuals. This study was

conducted in partnership with the West Shore Arts Council. The majority of funding was provided by the BC Arts Council, with contributions from the City of Langford, Town of View Royal, District of Metchosin and District of Highlands, as well as Elements Casino View Royal.

The Accessibility and Inclusion Study, together with the 2022 Feasibility Study, provide a strong foundation for determining the types of spaces that should be built, together with advice on making the design and operation of the centre accessible, inclusive and welcoming to all. We look forward to presenting the results to Council.

We have attached PACS draft year-end financial report for 2023.

Grant Request

We are very grateful for the contribution of \$3,100 from the City of Langford in 2023. This was an essential contribution to the development of the Accessibility and Inclusion study.

PACS is requesting \$3,000 as a grant in aid from the City of Langford for 2024.

As the momentum to create an arts and culture centre for the West Shore grows, so does the workload! As PACS is entirely volunteer run, we are looking for support with outreach, communications, grant writing and more to support this work. We are applying for support for a Mitacs¹ student, who would bring a business and innovation background to support our work.

Project Budget

Revenues

Mitacs grant (requested)	\$7,500.00
Grants in aid (West Shore municipalities, requested)	\$7,350.00
Donations	\$1,900.00
Total Revenues	\$16,750.00

Expenses

Coordinator (six months), including GST	\$15,750.00
Expenses	\$1,000.00
Total Expenses	\$16,750.00

¹ Mitacs “empowers Canadian innovation through effective partnerships that deliver solutions to our most pressing problems. By driving economic growth and productivity, we create meaningful change to improve quality of life for all Canadians.” <https://www.mitacs.ca/about/>

PACS will be contributing significant in-kind time towards this project.

Eligibility

PACS is located in the West Shore (mailing address in Colwood) and serves all West Shore residents including Langford.

We do not receive a permissive tax exemption from Langford (nor any other municipality).

Previous Requests

PACS submitted a GIA application to Langford in 2023 for \$4,000, and received \$3,100.

Benefits to Langford

Langford has made several important moves to support the arts in recent years, including the creation of Langford Station and supporting the West Shore Arts Council on projects such as Light Up the Hills.

As shown in the recent CRD Stage One report, the West Shore is severely underserved with respect to performance spaces and opportunities for teaching/learning/creating diverse forms of the arts. The proposed arts and culture centre will benefit all West Shore residents, including those in Langford.

Langford's draft Strategic Plan identifies a desire to create an arts and culture strategic plan in early 2025. The work of the intermunicipal committee and the work of the Coordinator will provide valuable input for that Plan.

Juan De Fuca Performing Arts Centre Society

Statement of Operations

For the Year Ended December 31

	<u>2023</u>	<u>2022</u>	<u>2021</u>
REVENUE			
Municipal Grants	\$5,500.00	\$31,700.00	\$1,750.00
Membership Dues	\$210.00	\$209.28	\$272.00
Smile Card Program	\$0.00	\$0.00	\$571.00
Donations	\$10,949.64	\$2,625.00	\$178.90
Other Income	\$35.00	\$20.00	\$9.54
	<u>\$16,694.64</u>	<u>\$34,554.28</u>	<u>\$2,781.44</u>
EXPENSES			
Society Incorporation	\$90.00	\$40.00	\$106.00
Consultants	\$7,620.00	\$31,500.00	\$2,678.50
Corporate Membership	\$279.35	\$331.85	\$55.00
Promotion/Communications	\$4,795.67	\$2,154.32	\$300.03
Promotional Goods For Sale	\$1,000.00	\$0.00	\$0.00
Banking Charges	\$49.49	\$1.00	\$5.00
D&O Insurance	\$400.00	\$400.00	\$400.00
	<u>\$14,234.51</u>	<u>\$34,427.17</u>	<u>\$3,544.53</u>
NET REVENUE	<u>\$2,460.13</u>	<u>\$127.11</u>	<u>-\$763.09</u>

Statement of Financial Position

As of December 31

	<u>2023</u>	<u>2022</u>	<u>2021</u>
Beginning Net Assets	\$2,544.14	\$2,417.03	\$3,180.12
Plus: Net Revenue	\$2,460.13	\$127.11	-\$763.09
Less: Equity and Liabilities	\$0.00	\$0.00	\$0.00
NET ASSETS	<u>\$5,004.27</u>	<u>\$2,544.14</u>	<u>\$2,417.03</u>

Financial Highlights

Juan De Fuca Performing Arts Centre Society is grateful for the continuing financial support of the community including municipal governments, businesses and private donors. The record donations resulted from a social event in the spring of 2023 and the Accessibility and Inclusiveness Study supported by municipal governments and private enterprises. Contributions by the organization to this study are included in the Consultants expenses, exclusive of municipal contributions that are paid to the consultants directly. Higher expenses for promotion and promotional goods for sale include the costs associated with the aforementioned event in the spring of 2023.

The positive financial results in 2023 continued to strengthen the organization's financial position which will be required to support its continuing growth in 2024. The Society Directors meet regularly throughout the year mainly by video-conference or in-person meetings. Hundreds of volunteer hours have been spent by the Board of Directors and other supporters but are not accounted for in the above financial statements.

Organization Name: Mental Health Society of Greater Victoria
Mailing Address: 2-959 Pembroke Street, Victoria BC, V9T 1J1
Contact Person: Kal Zubair (Director of Finance)
Telephone: [REDACTED]
Email Address: kal@mhsvictoria.org
Society Registration Number: S0070311

Amount requested: \$2000

MHS Mission

The Mental Health Society of Greater Victoria distinguishes itself in the community by serving as a central resource hub for individuals experiencing mental health issues. Our mission revolves around being a supportive haven where people can turn for assistance. We go beyond conventional approaches by actively connecting individuals with free resources, offering comprehensive information on available mental health services, and providing an invaluable service through free peer support calls. What sets us apart is our commitment to accessibility and inclusivity. We are currently in the process of launching a mental health resource app that furthers our mission of making mental health resources easily accessible to all and breaking down barriers that hinder individuals from seeking the support they deserve. Our organization stands as a beacon of hope and assistance, dedicated to fostering a community where mental health is prioritized, and ensuring that help is readily available for those in need.

Project Description

The 'free library' project will serve as an accessible and central hub to share materials on mental health and well-being alongside resources on how to navigate getting help for those experiencing and affected by mental health issues. This will include books, pamphlets, and cards with our contact information to raise the visibility of our organization and connect better with portions of the community that may not be aware of the mental health resources available to them. Too often, those that are suffering from mental health issues are left to suffer in silence. The free library of resources that we are proposing is intended to help this population, as well as the loved ones of those that are experiencing these issues.

The target audience for the 'free library' project encompasses individuals experiencing mental health challenges, as well as their families, friends, and the broader community. We aim to reach those who may be unaware of available mental health resources and are seeking support.

In terms of goals and objectives, the project focuses on three key areas. Firstly, it aims to provide easy access to a diverse range of materials related to mental health and well-being, encompassing books, pamphlets, and essential contact information for our organization. Secondly, the project seeks to enhance the visibility of our organization

within the community, with a specific emphasis on reaching individuals who may lack prior knowledge of the mental health resources at their disposal. Lastly, the project strives to establish a tangible and central hub that fosters community connection, creating a shared space for individuals to access, contribute, and engage with mental health resources.

The anticipated outcomes of the 'Free Library' are threefold:

1. The project aims to achieve increased awareness within the community regarding the availability of mental health resources and support services, leading to a higher utilization of our services.
2. By providing accessible information, the project aspires to contribute to the reduction of discrimination associated with mental health challenges, fostering an environment conducive to open conversations through education.
3. The project seeks to foster community engagement by creating a supportive physical space where individuals can access resources and connect with our organization.

Through these outcomes, the 'Free Library' aims to make a meaningful and positive legacy around mental health awareness and support within Langford.

Projected Timeline of the 'Free Library' Project:

Weeks 1-3: Project Planning & Coordination

- Source and finalize the list of mental health resources, as well as other necessary materials.
- Confirm permissions and partnerships for the free library location.

Weeks 4-6: Resource Collection and Preparation

- Begin collecting relevant books, pamphlets, and informational materials.
- Develop informational cards with contact details for the organization.
- Establish a system for cataloging and organizing resources.

Weeks 7-10: Library Setup, Promotion & Launch

- Set up the physical free library at the designated location.
- Implement a targeted promotion campaign through social media, local newspapers, and community bulletin boards.
- Plan and organize a community launch event to generate awareness and community engagement.

*adjustments can be made based on the pace of progress and community engagement, allowing for a flexible yet achievable timeline.

Monitoring and Evaluation will take place starting from the launch of the library and will occur regularly to assess the utilization of the free library, gather feedback from the community on necessary adjustments, and to evaluate the impact on community awareness and engagement. During this time we'd explore potential partnerships with

local businesses or organizations for continued support, develop a sustainability plan for the ongoing maintenance and replenishment of resources in the free library, as well as celebrate the successful implementation of the 'free library' and acknowledge any and all contributors including the City of Langford.

Benefit to Langford

The Mental Health Society of Greater Victoria has been successfully operating for over 5 years. Our organization advocates for mental health through its dedication to making mental health services accessible for all in Langford as well as actively working to dismantle discrimination faced by those experiencing mental health issues. We have implemented various community engagement efforts such as educational workshops, setting up informational booths at markets, peer-to-peer resources etc. to foster understanding, compassion, and a supportive environment in Langford and Greater Victoria. Our multifaceted approach not only emphasizes service provision but also champions inclusivity, diversity, and the creation of a community where mental health is regarded with empathy and without judgment. The free library project serves as a way to raise awareness of the services provided by MHSGV and to strengthen community bonds and support through physical locations located throughout Langford

Budget details

"Little Free Library" Project Financials

Revenues:

- Donations:
 - Individual Donations: \$0
 - Corporate Sponsorships: \$0

- Grant Funding:
 - Local Grant: \$440
 - Other Grants (if applicable): \$0

Total Secured Revenue: 440

Speculative Revenue (if applicable):

- Additional Donations:
 - Individual Donations: \$200
 - Donation of Old Mail-Box
- Speculative Grant: \$2000

Total Speculative Revenue: \$2000

Total Revenue (Secured + Speculative): \$2440

Expenditures:

- Resource Acquisition:
 - Books and Materials: \$900
 - Informational Cards: \$100
- Launch Event:
 - Event Planning: \$380
 - Promotional Materials: \$60
- Sustainability:
 - Replenishing Resources: \$600
 - Maintenance: \$100
- Miscellaneous:
 - Contingency: \$300

Total Expenditures: \$2440

Balance (Revenue - Expenditures): \$0



www.opengatechurch.ca

January 8, 2024

Finance and Administration Committee
City of Langford
2nd Floor, 877 Goldstream Ave
Langford, BC V9B 2X8

Dear Friends,

Please accept this letter as a request for funding for the Free Fresh Food Market that takes place in Langford each Friday on Goldstream Avenue. The amount requested is \$5,500, a 10% increase over our 2023 request due to increased costs and, possibly, the addition of rent for new premises later in 2024. This request is being submitted by The Open Gate Church, located in Lighthouse Christian Academy. This ministry of compassion is provided in conjunction with The Living Edge Community based in the Quadra Village Community Centre, Victoria (www.livingedge.ngo).

Both The Open Gate Church and The Living Edge Community are registered charitable non-profit societies who have formed a joint partnership to provide free fresh food to needy individuals and families in the Westshore. This Neighbourhood Market is open every Friday between noon and 1:30 p.m. when free food is distributed. This service has been running since November 17, 2017 with Living Edge being responsible for pickup, storage and delivery of the food and The Open Gate Church being responsible for the setup, sorting and distribution of the food through their volunteers. This weekly free fresh food market is located at the Freemasons Lodge #161 who graciously donate the use of their hall at 679 Goldstream Avenue at no cost at this time. Produce comes from the Mustard Seed Food Bank, the Capital Region Food Share Network, as well as Cold Star Solutions and many retail donators across Greater Victoria.

When the market was first opened, we saw about 25 people per week directly access this service. That has increased to an average of 86 people per week in 2023. While weekly numbers fluctuate, overall in 2023 the market served a total of 3,862 adults and 424 children. These numbers represent the individuals who actually attend the market — there are many more family members and others who benefit from the food that is provided. Clients received 11,188 bags of groceries over the course of 2023.

MAILING ADDRESS

179-2945 Jacklin Rd., Box 321
Victoria, BC
V9B 6J9

CONTACT

contact@opengatechurch.ca
250-590-6736 (OPEN)
BN: 84119 5357 RR0001

LOCATION

1289 Parkdale Drive
Victoria, BC



www.opengatechurch.ca

It is our expectation that the people who will continue to benefit from this program are low income elderly, disabled, under-employed, single-parent and/or low income families, as well as students, refugees, immigrants or anyone who needs some assistance in the form of free healthy food. People do not need to register to access this market — the door is open to anyone in need. This program operates in cooperation with the Goldstream Food Bank which regularly supplies the Friday Market with their excess food items.

It is our belief that most of this fresh produce and food would otherwise be lost to landfills if not donated to the Fresh Food Market. The Open Gate Church has a policy of zero waste where all materials such as plastics and cardboard are recycled; any left-over food which will keep is put back into cold storage or channeled to other charitable groups. Any food which will not keep is collected for animal feed.

The total estimated cost to provide the Langford Neighborhood Market in 2024 is \$29,570. The rent for the distribution centre used by Living Edge has risen substantially in recent years, while food costs have also risen steadily as we all know. The Open Gate Church will be seeking to raise funds through individual giving, fundraising events, and grants. In 2023 we received \$1,500 from the City of Colwood and we have submitted another grant application to Colwood for consideration for 2024. In the past, the City of Langford has graciously and generously assisted us in this venture and in 2023 provided a \$5,000 grant in aid.

Thank you for taking the time to consider us for this grant in order to continue this vital work. If you have any questions I can be contacted at 250-474-6586.

Yours truly,

Sherri Pankiewich,
Treasurer,
The Open Gate Church

MAILING ADDRESS

179-2945 Jacklin Rd., Box 321
Victoria, BC
V9B 6J9

CONTACT

contact@opengatechurch.ca
250-590-6736 (OPEN)
BN: 84119 5357 RR0001

LOCATION

1289 Parkdale Drive
Victoria, BC

Project Information for the Langford Fresh Food Market – January, 2024

\$29,570/year. Total amount requested of The Open Gate Church from the Living Edge Community. The Living Edge requests this amount from each satellite food distribution centre in order to cover costs related to food transportation, food storage, staffing, and all other administrative costs. There are currently 7 markets in the Greater Victoria area.

\$12,100/year. Expected donations received through The Open Gate Church (based on our church's contribution in 2023).

\$17,470/year. Projected shortfall.

NOTE: All staff at the local Langford Friday Market are volunteers.

2023

THE OPEN GATE CHURCH'S contributions to the WESTSHORE FRESH FOOD MARKET

DATE	INCOME				DISBURSEMENTS			NOTES
	DONATIONS @ MARKET	ENVELOPE DONATIONS	Other open offering	GRANTS	OGC Mission funds	Directed & Market Donations	CHQ #	
3-Jan-23	32.90							
16-Jan-23	29.00	200.00						
23-Jan-23	8.00							
30-Jan-23	20.00	20.00				450.00		sent to LE
6-Feb-23	15.00							
12-Feb-23	10.00	50.00						
19-Feb-23	5.00							
5-Mar-23	4.60							
12-Mar-23	9.85							
19-Mar-23	4.95			1,500.00				City of Colwood
26-Mar-23	20.00							
31-Mar-23					500.00	1,600.00		sent to LE; Includes Colwood grant
3-Apr-23	10.95							
17-Apr-23	4.05							
23-Apr-23	15.00							
30-Apr-23	18.00							
14-May-23	7.35							
21-May-23	16.35							
28-May-23	6.90							
4-Jun-23	5.00	300.00						
11-Jun-23	4.00							
18-Jun-23	55.60							
28-Jun-23	10.00				400.00	100.00	4320	sent to LE
2-Jul-23		100.00						
9-Jul-23	23.30	500.00						
16-Jul-23	5.00							
31-Jul-23	5.00	400.00				1,400.00		sent to LE
6-Aug-23	19.15	50.00						
20-Aug-23	36.45	171.10						
27-Aug-23	10.00							
28-Aug-23						300.00		sent to LE
3-Sep-23	5.00	75.00						
10-Sep-23	18.30							
24-Sep-23	21.00							
30-Sep-23					700.00	150.00	4357	sent to LE
2-Oct-23	20.00	50.00						
8-Oct-23	17.25	400.00						
15-Oct-23	5.00	50.00						
22-Oct-23	8.00							
31-Oct-23				5,000.00		5,000.00	4379	City of Langford grant
5-Nov-23	14.90	50.00						
12-Nov-23	10.00							
19-Nov-23	10.00							
26-Nov-23	21.00							
3-Dec-23	15.30							
10-Dec-23	22.35							
17-Dec-23	10.10	100.00						
24-Dec-23		116.35			700.00	800.00	4403	sent to LE
TOTALS	609.60	2,632.45	0.00	6,500.00	2,300.00	9,800.00		
TOTALS ALL CATEGORIES				9,742.05		12,100.00		

12,100.00 to be sent to Living Edge as of Dec 31, 2023



Peninsula Streams Society
9860 West Saanich Road
North Saanich BC, V8L 4B2

peninsulastreams@gmail.com

January 15th, 2024

Mayor Goodmanson & Council
877 Goldstream Avenue, 2nd Floor
Langford, BC V9B 2X8

Dear Mayor Goodmanson & Council,

Peninsula Streams and Shorelines (PSS) would like to submit a request for core funding through your 2024 Funding Request program, in the amount of \$25,000. This \$25,000 will leverage funding from organizations such as the Pacific Salmon Foundation, World Wildlife Fund, U. of Victoria, Victoria Foundation, Freshwater Fisheries BC and the provincial and federal government, for the benefit of the City of Langford environment and citizens.

Peninsula Streams and Shorelines, incorporated in 2002, currently operates in and receives core funding from 9 Greater Victoria municipalities, including Victoria, Saanich, North Saanich, Central Saanich, Sidney, Oak Bay, View Royal, Colwood and Highlands. Over our 20 years in operation, we have developed mutually beneficial relationships with these municipalities, where we provide exceptional value and bring significant money into the municipalities. As an example, annually the District of Saanich grants us \$20,000, and we consistently leverage that to bring in up to \$150,000 in revenue from outside sources, including the Government of Canada and the Province of BC, to deliver habitat restoration and stewardship initiatives in their municipality. This type of relationship would be similarly beneficial to Langford - as an environmental non-profit and registered charity, PSS can access significant funding streams for which the municipality is not eligible.

We require funding to support our operational costs, which include fundraising from governments, companies and individuals and for the management and supervision of projects which have been partially funded. Many grant organizations will not fund overhead or project development costs (such as applications for funding) and often require matching funds from other sources to execute projects, so core funding from municipalities like Langford is vital for us to undertake our mutually beneficial projects.

Some of our accomplishments in 2023 include:

- We continued to develop the Friends of Millstream Watershed, a community stewardship group that was started in the summer of 2022. We held multiple community meetings and events, where volunteers came out to help restore the Millstream Watershed. Activities

From Headwaters to Deep Waters

www.peninsulastreams.ca

included invasive species removal, planting of native plants, salmon habitat restoration and outreach. We worked within Cedar Vale Park, Goldie Park, and Millstream Creek Park. Members of this stewardship group have also supplemented our volunteer efforts in other areas within Langford including Goldstream and Craigflower Watersheds. Additionally, ongoing training provided by PSS in habitat assessment and water quality monitoring will allow the group to supply data on the health of the stream in the future.

- Cedar Vale Restoration: in August 2023, we restored ~ 100 m of instream habitat in Cedar Vale Park. This project was done in partnership with volunteers from the Friends of Millstream Watershed and supported by Langford Parks. The work included adding much needed spawning gravel for salmon and trout, adding instream habitat through boulders and large woody additions as well as bank protection from erosion. We will be enhancing the riparian zone over the winter and spring.
- Water Quality Monitoring: We have been working with volunteers from the Friends of Millstream Watershed in monitoring 6PPD-Quinone, a chemical compound derived from a preservative used in extending the lifespan of automotive tires that enters streams from roadway run-off and stormwater inputs. It has been shown to be lethal to coho salmon and potentially hazardous to other aquatic organisms. We have been taking samples from Millstream within Cedar Vale, which are being sent to a lab at VIU for analysis.

Thank you for your support and consideration,

Organization and Contact Information

Peninsula Streams Society (PSS)
Kyle Armstrong, Executive Director
PeninsulaStreams@gmail.com
(mobile)

Amount being requested and any previous requests

Amount Requested in 2024 - \$25,000

Previous Requests:

- \$10,000 received for the 2017-18 Millstream Fishway Project Planning,
- \$5,000 received for the 2022 Grant in Aid - Core funding
- \$12,500 received for the 2023 Grant in Aid - Core funding

Organization mandate, project description and purposes, benefit to Langford and budget

Mission Statement - Our goal is to achieve healthy aquatic habitat that supports self-sustaining populations of native species in both freshwater and marine environments. We accomplish this objective through research, restoration, innovative projects, public education and private land stewardship.

The purposes of Peninsula Streams Society are:

1. To develop, organize and participate in environmental projects and programs in Greater Victoria that will:
 - a. monitor, preserve and restore flora and fauna
 - b. monitor, preserve and restore rivers, creeks and watersheds, marine environments and near-shore environments
 - c. conserve, reuse and reduce water and waste
 - d. improve the urban and rural/agricultural environments
2. To educate and increase the understanding of the public, environmental organizations, government and the media about environmental preservation and restoration and their importance, by offering workshops, seminars, training and lectures.
3. To conduct research relating to the environment and disseminate the results of such research.

Peninsula Streams Society coordinates stream restoration and habitat conservation in Greater Victoria. Restoring salmon stocks through stream restoration and habitat conservation is central to our purpose. For large, complex salmon enhancement projects, such as fishways, we plan, fundraise for and implement these in partnership with local stakeholders and stewardship groups.

We provide our associated stewardship groups with technical expertise, training and other resources to help them restore and protect aquatic habitats. Our volunteers are a vital part of our organization, donating thousands of hours each year (3726 hours in 2021) to our projects. We also offer environmental education programs in local schools. Delivered by our staff and volunteers, these programs reach over a thousand students annually. By providing fun and engaging activities, we raise awareness of the many natural habitats around Greater Victoria.

Project Description and Purposes:

Peninsula Streams Society restores and protects aquatic, marine nearshore and riparian ecosystems throughout Greater Victoria. Some of our 2023 work includes:

- continued stream restoration and stewardship development in Millstream Watershed, including training volunteers in Streamkeepers stream assessment and habitat health protocols, coordinating restoration events and salmon enhancement activities, etc.
- rain garden construction at schools to address stormwater volume, pollution and impermeable surfaces
- continue to gradually grow the environmental education program back to pre-Covid levels
- BEACH (Beach Education and Conservation of Habitat) Program, where we undertake beach and backshore clean-ups, monitor beaches for forage fish habitat, and undertake beach restoration and nourishment projects
- Delivery of an extensive citizen science water quality monitoring program, covering 9 watersheds in Greater Victoria, including the following creeks: Millstream, Tseycum, Haliburton, Tetayut, Hagan and Graham, Tod, Colquitz, Swan, Goward, Bowker

Benefit to Langford:

We are proud to have facilitated stewardship and restoration in Langford over the past five years, including our high profile Millstream Creek Fishway Project (at Atkins Road). We have brought our over 60 combined years of expertise in stream restoration, stewardship development and environmental education to Langford, for the betterment of the local environment and community. Our activities result in a healthier environment and provide citizens with valuable volunteer opportunities to contribute to local conservation and restoration efforts, and to remain socially engaged and physically active during a global pandemic.

Budget: see attachment

Best regards,

A handwritten signature in black ink, appearing to read 'Kyle Armstrong', written in a cursive style.

Kyle Armstrong, MSc, CERP
Executive Director

2024 Core Operating Budget

REVENUE	Budgeted
Corporate Sponsor Donations	10,000
Individual Donations	8,500
Donations from Organizations	15,000
Grants	
District of Central Saanich	16,500
District of North Saanich	20,000
District of Saanich	25,000
Town of Sidney	5,000
City of Victoria (additional funding directed to our projects)	1,000
City of Langford	25,000
Town of View Royal	10,000
District of Highlands	1,000
City of Colwood	5,000
District of Oak Bay	5,000
Victoria Foundation and other foundations	10,000
Other	
Fundraiser Auction/Raffle Income	10,000
Membership Dues	4,000
Total Revenue	171,000
EXPENDITURES	Budgeted
Payroll Expenses and Contract Labour	
Executive Director	50,000
Administrative Coordinator	50,000
Senior Biologist	15,000
Water Quality and Freshwater Biologist	10,000
Support Biologist	8,500
Environmental Stewardship Technician	8,500
Organisational Costs	
Software Tools (Zoom, CRM, Bookkeeping)	5,000
Website expenses – hosting, maintenance and security	500
Accountant, filing fees	10,000
Advertising	2,000
Admin: Postage, printing, office supplies, etc	2,500
Insurance	6,500
Travel and Mileage	2,500
Professional Development	2,000
Total Expenditures	171,000
Revenue Total:	171,000
- Expenditure Total:	171,000
Difference:	0

January 14, 2024

City of Langford
Grant-in-Aid Applications 2024
2nd Floor - 877 Goldstream Avenue
Langford, BC V9B 2X8
Via email:

Greetings!

Re: ReImagine West Shore Community Society Grant-in-Aid Application for 2024

ReImagine West Shore is excited to submit our first Grant-in-Aid Application to the City of Langford. We hope you will find the following information provided in response to your published Application Guidelines in order.

GRANT AMOUNT REQUESTED:	\$2900.00 (roughly equivalent to \$0.0625/person)
ORGANIZATION NAME:	ReImagine West Shore Community Society
SOCIETY NUMBER:	S0078968
CRA BUSINESS NUMBER:	#72281 1817
ADDRESS:	3078 Wishart Road, Victoria, BC. V9C 1P7
CONTACT NAME:	Cindy Moyer
CONTACT PERSON TITLE:	President
TELEPHONE:	[REDACTED]
EMAIL:	connect@reimagineus.ca or moyercreativegroup@gmail.com
WEBSITE:	https://reimagineus.ca

ORGANIZATIONAL MANDATE:

ReImagine West Shore is a volunteer-run organization on a mission to produce and promote independent, inter-generational, inter-cultural, and inclusive community dialogue concerning the social and behavioural changes we all must make in response to the rising cost of living and climate change in the municipalities of Langford, Colwood, Highlands, Metchosin, View Royal and neighbouring Capital Regional District communities. We aim to work collaboratively with local governments and other community organisations to encourage, support, and celebrate community climate action in our region.

PURPOSE OF THE GRANT:

ReImagine West shore is seeking Langford's support to help offset the cost of our ongoing program of community conversations (in-person and online), workshops, public events, and the development of original content designed to empower citizens with some of the tools and community connections they can use to support the social and behavioural changes needed in response to the Climate Emergency and the rising cost of living.

BENEFIT OF OUR WORK TO LANGFORD:

Langford does not presently have a Community Association with a mandate to enrich community through social and cultural programming opportunities not otherwise available, such as community potlucks, repair cafes, or conversations about the social challenges we face from the cost of living to the threats posed to our quality of life by climate change. Simple, humble, regular connections between people are vital when a community is facing major challenges, and they don't always happen organically. Sometimes they need some help and regular nurturing to take root. We believe funding provided by the City of Langford will provide another avenue of engagement for citizens, many of whom still feel somewhat disconnected from community since COVID disrupted all our lives.

VOLUNTEER AND CITIZEN PARTICIPATION:

Volunteers form the backbone of most successful ventures in this community. Our non-profit society is led by a volunteer board of West Shore residents. We anticipate working with scores of volunteers throughout the year, from parents in local schools to seniors and everyone in between. Citizens will be encouraged to participate with our program in several ways, with an emphasis on in-person activities of all sorts ...

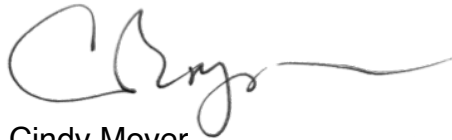
- small workshops, like the **Cozy Soup Workshop** we did in collaboration with Royal Bay Secondary School last December to promote affordable home cooking with local in-season ingredients, or our upcoming **Repair Café**, where we'll be bringing community handy folk together with citizens who have basic household items in need of repair, looking to extend the lifespan of products and reduce waste.
- Events like our **Swap & Shop** collaboration with the Metchosin Arts & Cultural Centre Association, to celebrate Upcycling and keep more textiles out of the landfill, or the **West Shore's 1st Seedy Saturday** event we're proud to be hosting at Belmont Secondary School in Langford on March 9th.
- **Community Conversations and Meet-Ups**, like the one we're hosting on January 27th to connect community members with content specialists who can offer suggestions and answer questions about how we can save money and live more sustainable lives.
- Regional info campaigns supporting local Food Security, Beyond Blue Box recycling, and the development of a Circular Economy.
- Pop-up sharing circles, Net Zero home tours, and more!

Please see the attached 2024 Program Booklet, **Making Shift Happen**, for a breakdown of the events and activities we're working on and the related participation metrics.

Thank you for allowing us to share a little bit about ReImagine West Shore. We hope we will have the opportunity to collaborate with the City of Langford on our program of community conversations, workshops, and public events designed to empower citizens with tools and community connections they can use to support the changes we need to make in response to the Climate Emergency and the rising cost of living.

If you have any questions or require further information/clarification, please reach out to me at 250.857.7821.

Kind regards,



Cindy Moyer
President

connect@reimagineus.ca

ReImagine

West Shore Community



MAKING SHIFT HAPPEN

Conversations | Activities | Events

Building community while we learn how to
save money and live more sustainable lives.

2024 PROGRAM

January 2024



ReImagine West Shore Community Society



**“Alone we can do so little;
together we can do so much.”**

HELEN KELLER



Introduction

Introducing the **2024 ReImagine West Shore Program** of conversations, activities, and events intended to connect community members and help nurture some of the changes we all need to make in response to the Climate Emergency.

Our programming takes place throughout the calendar year and features a variety of local happenings related to the following areas of interest:

- **Food Security**
- **Beyond Blue Box Recycling**
- **Energy Conservation/Zero Carbon Energy**
- **Green Transportation**
- **Nature Stewardship and Conservation**
- **Conscientious Consumption/Developing a Local Circular Economy**

Collaboration is an essential part of building a sustainable community. ReImagine West Shore is teaming up with other community organizations, individuals, and the business sector to support our grassroots efforts to inform, inspire, and celebrate sustainable and more connected living.

Let's ReImagine the West Shore together!



Program Overview

ReImagine West Shore is bringing together a year-long program of community conversations, activities, and events intended to connect people with the simple changes they can make to save money and live more sustainably. Here are some of the highlights of our plan for 2024 around in-person happenings across the four seasons ...



WINTER

January – March

Reimagining Your West Shore

Community Meet-Up and Conversation/
Launch of our 2024 Program Calendar
(January 27 in Colwood)

Stop Getting Wasted (Public Meet-up)
Learning how to Go Beyond the Blue Box
to keep more waste out of the landfill.
(February 9 in Langford)

Repair Café Workshop

Repurpose THIS and Fix/Mend THAT!
(February 25 in Metchosin)

Let's Grow! – West Shore Seedy Saturday

A first for the West Shore! Get set for the
growing season with helpful tips and seeds
to get you started! (March 9 in Langford)

SPRING

April – June

EARTH WEEK:

ReImagine Fashion

Grade 6-12 Students can Put the Boots
to Fast Fashion with a Sustainable Style
Challenge and Showcase.

Earth Day Talking Tables

A collaboration with local eateries and
entertainment spaces intended to get
more people talking about positive change.

**3 ReImagine Community Meet-ups/Pop-
ups** (Connecting with community at Music
in the Park events, Farmers Markets, etc.)

ReImagine Your Summer Vacay

It's all about the experience, right? How
to lighten your footprint and still have an
Instagram-worthy good time.

**How's It Growing? – Novice Gardener
Check-in: Making the Most of Your H₂O**
(How to conserve when things get HOT!)





SUMMER

July – September

ReImagine Power

Plugging into clean energy solutions that fit your lifestyle.

2 Get Cooking Demos/Pop-ups

Easy and in-season ... humble local ingredients are transformed into delectable delights for sampling!

3 ReImagine Community Meet-ups/Pop-ups (Connecting with community at Music in the Park events, Farmers Markets, etc.)

Harvest Supper Potluck Global Flavours & Local Ingredients - an opportunity for community members to gather together and share stories and their tasty traditions.

Get Canned! Learn how to make the most of what you grow or glean ... connect with canning and other terrific ways to preserve the fresh flavours of the season.

FALL

October – December

ReImagine Entertaining

Helpful holiday \$olutions just in time for Thanksgiving!

GO LOCAL West Shore Food Summit

Connecting West Shore farmers and producers with our growing population of urban consumers for shared learning.

Green Friday A Shop LOCAL Tip Sheet connecting holiday shoppers with sustainable shopping options.

2024 ReImagine West Shore Holiday Star Party and Release of the “Nice” List

Festive Meet-up to help spread inspiration and good cheer with stories about local people taking positive action to save money and live more sustainable lives.



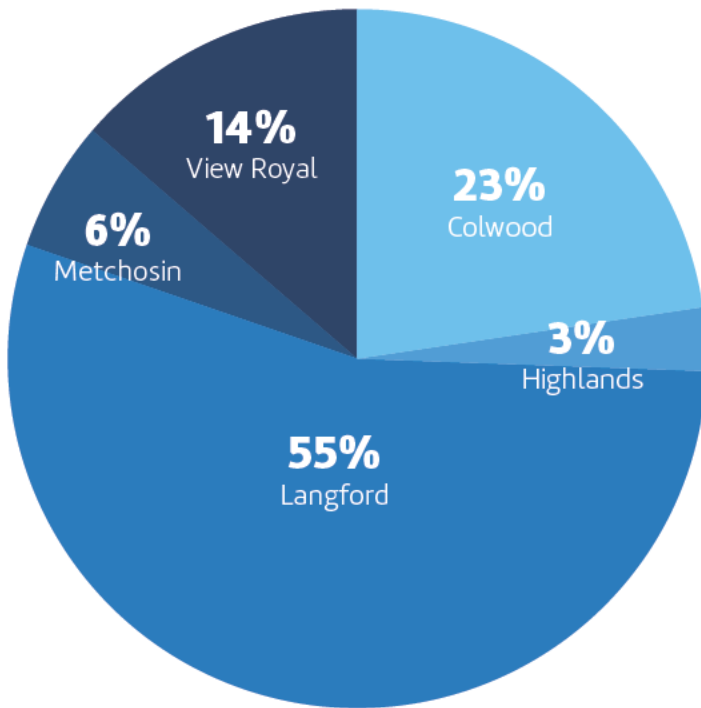
Projected Program Impact

With topics like the cost of living and climate change dominating the news and our conversations, the time is ripe to offer West Shore residents new ways to feel empowered to make a difference both in their own lives, and the planet's.

It can be challenging to accurately project what might happen with our community programming in a post-COVID public space, whether it's weekend workshops, regional awareness campaigns, or original content shared online. Based on previous experiences, ReImagine event planners are optimistic that our first year will find an enthusiastic audience eager to come together to share their concerns about the future, and to embrace change with courage and creativity.

Let's take a look at the logic we'll be applying to where events are on offer, the data points we'll be capturing to help measure our success, and make some educated guesses about the number of people we hope to engage throughout the year.





The West Shore has experienced unprecedented growth over the past 10–15 years. Langford is home to 55% of the West Shore’s population of nearing 85,000 people, and dominates the region’s urban landscape. We’ll be going where the people are, so approximately 50% of ReImagine West Shore’s In-Person programming is planned to take place in the City of Langford, with 25% of our events hosted in Colwood, 15% in View Royal, and the remaining 10% split between Metchosin and Highlands.

Questions?

Please contact us at
connect@reimagineus.ca

In-Person

ReImagine-Hosted Community Conversations, Activities & Events

WINTER (January to March)
 4 Events | 450 Participants Expected

SPRING (April to June)
 5 Events | 475 Participants Expected

SUMMER (July to September)
 5 Events | 345 Participants Expected

FALL (October to December)
 4 Events | 350 Participants Expected

Outreach

Casual Community Meet-ups

WINTER (January to March)
 2 Events | 100 People Contacted/Engaged

SPRING (April to June)
 3 Events | 300 People Contacted/Engaged

SUMMER (July to September)
 3 Events | 450 People Contacted/Engaged

FALL (October to December)
 2 Events | 100 People Contacted/Engaged

Digital Campaigns

Website Activity & Social Media

WINTER (January to March)
 1,200 New Website Visitors
 150 New Facebook Followers

SPRING (April to June)
 1,800 New Website Visitors
 300 New Facebook Followers

SUMMER (July to September)
 1,200 New Website Visitors
 200 New Facebook Followers

FALL (October to December)
 950 New Website Visitors
 350 New Facebook Followers



About Our Leadership Team

Our seasoned leadership team is comprised of positive change-makers who care deeply about the West Shore.

We are proven leaders who understand the value of community collaboration and have the know how to deliver engaging events and special initiatives in support of grassroots climate action.

Join our quest to build community as we adapt to life's changes ...
TOGETHER.



Cindy Moyer
PRESIDENT

Cindy is a communications professional and a dynamic community leader with experience in business, government, education, and the cultural industries, including the development of outreach and engagement strategies, tactics, and tools to help people manage change.

Her local community non-profit work includes the leadership of Climate Action West Shore (CRD EcoStar Award winner) while a director with the WestShore Chamber of Commerce.





Gwen Snyder

TREASURER

Gwen ran the Royal Bay Bakery, a successful and award-winning family food enterprise in Colwood, for over 20 years, and has served as a director on multiple non-profit boards.

A significant edible landscape in Gwen's Garden provides an organic source of ingredients she transforms into healthy products she loves to share. Gwen cultivates authentic connections striving to build an inclusive community culture that leaves no one behind.



Shannon Carman

VICE-PRESIDENT & SECRETARY

Shannon has a background in communications, as well as experience in administration (Metchosin Farm, Ragnarock Studios, Coast Collective) grant writing, bookkeeping, and social media.

She has served on various executives including as PAC President of Hans Helgesen Elementary and as the Chair of the Healthy Communities Advisory Select Committee for Metchosin Council. Shannon grew up on the West Shore and is now raising her two young daughters here.



ReImagine

West Shore Community



connect@reimagineus.ca



Registered BC Society #50078968
CRA Business #72281 1817

ReImagineUs.ca

Revenue	
Municipal Grants-in-Aid 2023	\$ 0.00
Grants	\$ 0.00
Sponsorships	\$ 1,681.20
Donations/Member Contributions	\$ 1,087.37
Membership Dues (9 @ \$25; 2 @ \$50)	\$ 325.00
Other Income & Interest	\$ 0.00
Total income	\$ 3,093.57
Expenditures	
Society Legal/Administrative Expenses	
BC Societies Fees (Bylaw Changes, etc.; Years 1 and 2)	\$ 130.00
Directors & Officers Insurance (2024)	\$ 0.00
Public Liability Insurance	\$ 0.00
Membership Fees/Dues (WestShore Chamber of Commerce in 2023/24)	\$ 330.75
Miscellaneous	\$ 0.00
Community Outreach & Engagement	
Website (Domain Registration/Hosting and related expenses)	\$ 717.15
Promotional Materials (Cards, Flyers, etc.)	\$ 510.47
Workshops/Events/Meet-ups (Venue and Related Event Hosting Expenses - Cozy Soup Workshop w/Royal Bay Secondary School and Swap & Shop w/Metchosin Arts & Cultural Centre)	\$ 119.48
Instructor/Presenter Honoraria	\$ 0.00
Advertising (including Boosted Posts on Facebook)	\$ 94.50
Generic Event Signage	\$ 135.76
Miscellaneous/Other Outreach Expenses (postage stamps)	\$ 9.66
Online Payment Processing/Merchant Service Fees	\$ 12.01
Bank Charges (including \$5 share in Vancity to establish account)	\$ 5.90
Branded Merchandise	\$ 0.00
Contingency	\$ 0.00
Total expenses	\$ 2,065.68
NET REVENUE	\$ 1,027.89

Revenue	
Municipal Grants-in-Aid 2023	\$ 5,300.00
Grants	\$ 3,500.00
Sponsorships	\$ 5,000.00
Donations/Member Contributions	\$ 1,500.00
Event Income (By Suggested Donation)	\$ 500.00
Membership Dues (25 @ \$25; 5 @ \$50)	\$ 875.00
Merchandise Sales	\$ 350.00
Other Income & Interest	\$ 0.00
Total income	\$ 17,025.00
Expenditures	
Society Legal/Administrative Expenses	
BC Societies Fees (Annual Filings)	\$ 100.00
Directors & Officers Insurance (2024)	\$ 450.00
Public Liability Insurance	\$ 350.00
Membership Fees/Dues (WestShore Chamber of Commerce in 2023/24)	\$ 350.00
Miscellaneous	\$ 300.00
Community Outreach & Engagement	
Website (Domain Registration/Hosting and related expenses)	\$ 650.00
Promotional Materials (Cards, Flyers, etc.)	\$ 300.00
Workshops/Events/Meet-ups (Venue and Related Event Hosting Expenses)	\$ 6,000.00
Instructor/Presenter Honoraria	\$ 5,000.00
Advertising (including Boosted Posts on Facebook)	\$ 1,400.00
Generic Event Signage	\$ 500.00
Miscellaneous/Other Outreach Expenses	\$ 100.00
Online Payment Processing/Merchant Service Fees	\$ 100.00
Bank Charges	\$ 50.00
Branded Merchandise	\$ 200.00
Volunteer Appreciation (Branded Merch and Gift Cards)	\$ 300.00
Contingency	\$ 350.00
Total expenses	\$ 16,500.00
NET REVENUE	\$ 525.00

ReWired Recovery Foundation
1219 Neild Rd
V9C 3X5

Society # 0076877

City of Langford Funding Request January 15, 2024

Department: Finance

Organization: Rewired Recovery Foundation

Re: SoberFest 2024

Point of Contact:

Michael Shupinder Manhas

Our Goal

First and foremost, our goal is to provide a safe place for people to come out and enjoy a festival while celebrating recovery and celebrating each other. It is well documented that people who succeed in recovery aim to give back. We cannot keep what we have without giving it away. SoberFest gives many of us a chance to give back and provides a safe space for people to celebrate life. Recovery allows us to become active members of society: we become parents, brothers, sisters, children, employers, productive employees, and productive members of the community! We feel it's important to celebrate that. While we celebrate each other in a safe environment we would love to continue meeting our mandate of helping people seek recovery solutions. To do this our goal is to host our event SoberFest, for a 3rd year in Langford or the greater Victoria area. Last year with the city's support we were able to host the event at Starlight Stadium Plaza. This year we would like to continue to grow and have an impact on our immediate community by raising awareness and funds to help people seek help for their struggles with mental health and addictions. We would like to continue to develop into an important and much needed festival our city can be proud of.

Amount Being Requested:

This year our request has increased to \$15000. Last year we requested \$9000 and were awarded \$6500. The city's support was amazing and directly led to our organization being able to help send 18 people to treatment. However, as our budget increases, we are hoping our partnership with the city will increase too. Our goal is to collaborate with our community to continue to build an event that is quickly becoming a part of our community's fabric. By continuing to produce Soberfest, together, we are taking a leading role in creating safe spaces for families, friends, people in recovery, and for the ever-growing sober community that seems to be emerging. We are making a statement that alcohol and drugs do not need to be the core of community events or festivals. This year we would like to grow the event in new ways. We want to hire a main headline act, we want to create a family fun zone, we want to have a professional stage and professional sound and lighting, and we would like to move into a bigger venue like Starlight Stadium. That is why we are asking for 15k to help us offset some of those costs.

Organization Mandate:

To assist those seeking recovery to rewire their lives through support from families, communities and organizations committed to connecting those in need to recovery-based solutions. Our goal is to help fund and assist those seeking recovery solutions to receive the support and treatment they need to help fight the diseases of mental health and addictions and ultimately improve their quality of life.

Project Description and Purposes:

SoberFest 2023 was a huge success. We were able to put together a recovery-based event to help celebrate all forms of recovery while successfully raising over 600k in treatment donations, counselling options, recovery coaching and cash. This year we would like to match that effort or exceed it!



SoberFest is quickly evolving into a family friendly entertainment festival. The event strives to bring together people from our community to celebrate people in recovery while supporting those still struggling. Last year we had over 50 sponsors, 60 vendors and 900 participants from across the province and as far away as Calgary and Toronto! There is a tremendous need in our community for safe sober events that strive to give back. We would like to work with the city to meet that need! Last year's event allowed us to help support 18 people get into treatment. The purpose this year is to exceed that amount. We want to build stronger relationships with community members, create awareness, build relationships with residential treatment centers, and help those in need get the help they need.

Benefits To Langford:

The city of Langford has an opportunity to take a leading role on the island being an ambassador for recovery. The disease of addiction has affected, afflicted, or impacted every resident in Langford. We can work together to demonstrate and support the notion that every household, here and across our province, deserves to be also impacted by recovery. We want to work together to show recovery is attainable and sustainable. By collaborating and sponsoring our event you would be taking a leading role in demonstrating recovery works! The Canadian Centre on Substance use and Addiction has numerous studies that demonstrate the financial benefits of investing in recovery.

- Become a community leader in recovery advocacy
- Help create awareness
- Media exposure
- Sponsorship
- Can help send people from the community to residential treatment
- Provide alternative treatment solutions
- Attract recovery people to spend and work at local businesses
- Attract a large group of people curious about recovery
- Create a family friendly event for residents to attend
- Provide a safe event that creates community connections without the need of a social lubricant
- Provide local businesses an opportunity to market their businesses and products

Mike Manhas
Executive Director
ReWired Recovery Foundation

SoberFest 2024 Project Budget Estimate

Item	Description - If Applicable	Estimated Cost
Event Venue	TBD - Westshore Location	9,000
Sound		2,000
Stage/Lighting		10,000
Entertainment	2X Headliner	20,000
Promotion	Graphic design, Media Campaign, etc	2,200
Signage		3,500
Tents and Tables	Vendors and shade	5,000
Security		2,000
First Aid Station		800
Merchandise	Clothing and housewares	3,000
Misting Stations		1,000
Sponsor Hospitality	Food, beverages, gratuities, etc...	3,500
Greenroom rental		2,000
Kid Zone	Attendants, insurances, equipment rentals...	10,000
Incidentals		1,000
	Total Estimated Cost	
		75,000

Additional Project Details	Numbers
Projected Attendance	1000
Cash Revenue Estimate	100,000
In-Kind Revenue Estimate	750,000



**Royal Canadian Legion
Prince Edward Branch #091**

761 Station Avenue
Victoria, BC V9B 2S1
Tel: 250 478-1828
Fax: 250 478-1870
e-mail: secretary@rc191.ca
website: www.rc191.ca
A Non-Profit Organization

January 12, 2024

City of Langford
Finance, Governance/Corporate Policy and Planning
2nd Floor, 877 Goldstream Avenue
Victoria, BC V9B 2X8

Dear Mayor and Council:

Re: Remembrance Day 2024 and Community Xmas Dinner 2024

The Royal Canadian Legion, Prince Edward Branch #91's Remembrance Day this year was held at our newly renovated Branch. We had an amazing turn out; we served soup, chili and sandwiches to approximately 2000 people.

We are again submitting our application requesting a donation in the amount of \$3,000 which will go towards the cost of the luncheon we provide as part of our Remembrance Day celebration in the West Shore following the service at the Cenotaph. The funds we are asking for would go towards the supplies for food and refreshments for the youth and the soup, chili and sandwiches we supply for approximately 2000 people on November 11th.

At this time, we are also requesting \$3,000 for the Prince Edward Branch #91 free Community Dinner for the vulnerable of the Western communities for 2024. With the rising cost of living, we know the need is greater each year for this event and is looked forward to by the community. We provide a free dinner and give an age-appropriate gift to each child, sometimes the only gift they receive.

We will work with the Goldstream Food Bank and other agencies to provide us with names of those people who might be in need. We are unaware of any other organization doing an event like this in the West Shore. All the work is done by volunteers of the branch and community.

This is a large undertaking for our Branch to do an event of this magnitude and at this time we are looking to the City of Langford for funds to help provide Christmas dinner for the less fortunate and vulnerable members of our community in December 2024. For some, this is the only Christmas dinner they will have.

Application Submission Requirements:

1. The Branch is run by the many volunteers who work tirelessly throughout the year to raise funds to provide help to needy veterans, widows, widowers and children of veterans, youth organizations, bursaries and to the many charities and community services supported by the Royal Canadian Legion, mainly in the West Shore. Donations for this past year have been severely curtailed due to the Branch being closed for renovations, however we did donate approximately \$16,126 and the West Shore Poppy Fund has donated a total of approximately \$93,168.55.
2. We have attached an organization chart for your information. All positions are filled by volunteers except for the Branch Secretary, Bar Staff and cooks.
3. Funds are raised through the Poppy Campaign, catering by our Ways and Means Committee, hall rentals, meat draws and other entertainment events, but Branch renovations has curtailed those events drastically.
4. Our organization owns its own facility and is the recipient of a Permissive Tax Exemption.
5. As stated above, the funds would go towards the cost of the luncheon and entertainment we provide as part of our Remembrance Day celebration in the West Shore following the service at the Cenotaph; and

Any funds received for the Community Dinner would go towards the 2024 Community Dinner for the less fortunate of the Western Communities.
6. Monies raised and distributed are used in the City of Langford as part of the Western Communities.
7. We anticipate upwards 2,000 + people to attend the Remembrance Day event in 2024.

Expected numbers for the Community Dinner in 2024 are expected to be 300+.
8. All fund raising activities of both the RCL Branch #91 and the Poppy Campaign are done by volunteers.
9. No revenues or fees will be charged for these events.
10. We have submitted a Grant in Aid application to the City of Colwood, District of Metchosin and District of Highlands for our 2024 Remembrance Day event.

We have also submitted a Grant in Aid application to them for the 2024 Community Xmas Dinner.

11. We are attaching a DRAFT current year budget for the Prince Edward Branch and a current year budget for the West Shore Poppy Committee.

Our Remembrance Day and Community Xmas Dinner events are more successful each year and we would appreciate any help you could give us towards making both these events possible.

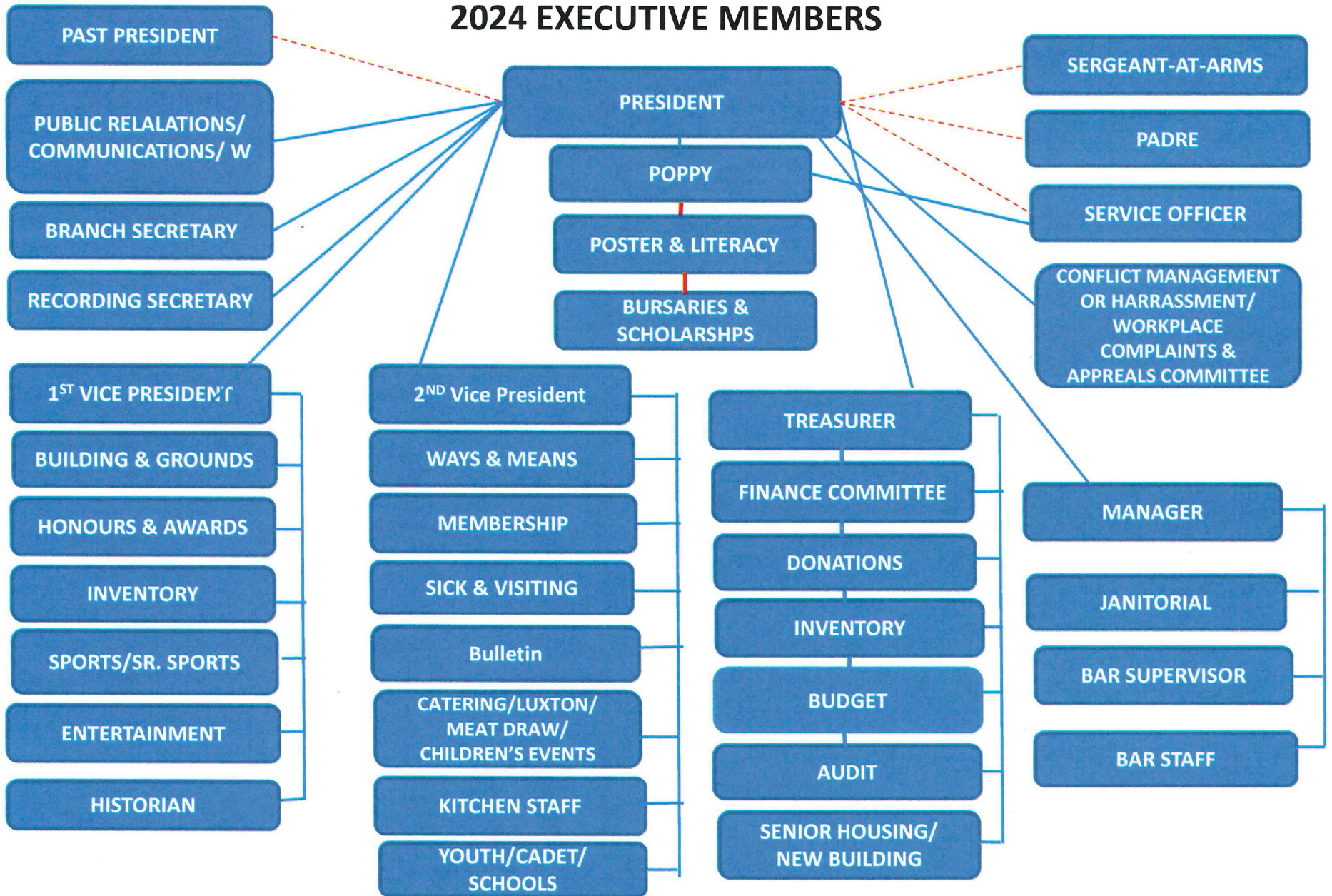
Lest we forget,



Norm Scott
President

Enclosures

2024 EXECUTIVE MEMBERS



WESTSHORE POPPY FUND COMMITTEE SOCIETY

CY 2022/23 BUDGET With Actuals

As of

CY 1 OCT 2022 - 31 DEC 2023

30-Nov-22

DONATIONS/REVENUE

**Proposed
2022/23**

**Actual
2022/23**

Donations	\$ 35,000	\$ 7,179.00
Canvassers/Trays	\$ 90,000	\$ 77,967.12
Lapel Pins	\$ -	\$ -
Poppy Centres	\$ 400	\$ -
In Memory	\$ 300	\$ -
Bracelets	\$ 100	\$ -
Donations	\$ 125,800	\$ 85,146.12

Wreaths	\$ 4,000	\$ 2,855.00
Miscellaneous	\$ -	\$ -

Total **\$ 129,800** **\$ 88,001.12**

EXPENSES

Pending

Wreaths	\$ 5,000	\$ 1,685.22	\$ 3,315
Poppies	\$ 6,000	\$ 3,500.00	\$ 2,500
Promotional Material	\$ 1,500	\$ 1,208.67	\$ 291
Office Supplies	\$ 200	\$ 17.90	\$ 182
Insurance	\$ 600	\$ -	\$ 600
RENT	\$ 3,500	\$ -	\$ 3,500
Canada Post	\$ 300	\$ 92.61	\$ 207
Campaign Miscellaneous <i>Attach #1</i>	\$ 8,000	\$ 4,467.27	\$ 3,533
Advertorials	\$ 3,000	\$ 1,500.00	\$ 1,500
Emergency Assistance	\$ 2,000	\$ 5,000.00	-\$ 3,000
Mobility Equip/Appliances	\$ 3,000	\$ -	\$ 3,000
Special Use Expenditures <i>Attach #2</i>	\$ 64,740	\$ -	\$ 64,740
RCEL	\$ 1,000	\$ -	\$ 1,000
Bursaries	\$ 3,000	\$ -	\$ 3,000
Poster & Literary	\$ 2,500	\$ -	\$ 2,500
BC/Yukon Assess (1 Jan22- 30 Sep22)	\$ 600	\$ 527.69	\$ 72
BC/Yukon Assess (1 Oct22- 31 Dec23)	\$ 5,000	\$ -	\$ 5,000
South Vancouver Island Zone Per Capita	\$ 900	\$ -	\$ 791
Sick & Visiting	\$ 200	\$ -	\$ 200
Utilities	\$ 780	\$ -	\$ 780
Vouchers <i>(Food/Fuel)</i>	\$ 200	\$ -	\$ 200
SO Expense <i>Attach #3</i>	\$ 200	\$ 78.39	\$ 122
Miscellaneous-2	\$ 200	\$ -	\$ 200
Total Expenses	\$ 112,420	\$ 18,077.75	\$ 94,342

Net Surplus (Deficit) **\$ 69,923.37**

Trust Account Balance @ 30 Sep 22 **\$ 135,108.37**

ACCUMMULATED RETAINED DONATIONS **\$ 205,031.74**

Trust Acct Balance @ 30 Nov 22 **\$ 211,504.02**

O/S Cheques \$ 6,472.28

Book Balance @ 30 Nov 22 **\$ 205,031.74**

**ROYAL CANADIAN LEGION
PRINCE EDWARD
(BRITISH COLUMBIA NO. 91) BRANCH**

Financial Statements

For the Year Ended December 31, 2022

Draft

ROYAL CANADIAN LEGION PRINCE EDWARD (BRITISH COLUMBIA NO. 91) BRANCH

Financial Statements

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Sidney:
9764 Fifth St
Unit 7
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INDEPENDENT AUDITORS' REPORT

To the Members of Royal Canadian Legion Prince Edward (British Columbia No.91) Branch

Qualified Opinion

We have audited the financial statements of Royal Canadian Legion Prince Edward (British Columbia No.91) Branch (the "Branch"), which comprise the statement of financial position as at December 31, 2022, and the statements of changes in net assets, operations and cash flows and related schedules for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Branch as at December 31, 2022, and results of its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-For-Profit Organizations.

Basis for Qualified Opinion

In common with many non-profit organizations, the Branch derives revenue from donations and other similar sources, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Branch. Therefore, we were not able to determine whether any adjustments might be necessary to donation revenue and excess of revenues over expenses for the year ended December 31, 2022 and assets and net assets as at December 31, 2022.



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INDEPENDENT AUDITORS' REPORT (continued)

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Branch in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian Accounting Standards for Not-For-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Branch's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Branch or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Branch's financial reporting process.



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INDEPENDENT AUDITORS' REPORT (continued)

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Branch's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



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INDEPENDENT AUDITORS' REPORT (continued)

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Branch's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the branch to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Baker Tilly Victoria Ltd.

CHARTERED PROFESSIONAL ACCOUNTANTS

Victoria, B.C.

To be dated once finalized

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Statement of Financial Position

As at December 31, 2022

	2022	2021
	\$	\$
Assets		
Current Assets -		
Cash (note 3)	339,833	1,090,437
Investments - term deposits (note 4)	52,251	1,103,475
Accounts receivable	100,487	10,624
Inventory (note 5)	23,338	30,666
Prepaid expenses	12,679	21,913
	528,588	2,257,115
Investments - Portfolio Securities (note 4)	561,123	636,049
Capital Assets (note 6)	2,755,999	537,125
	3,845,710	3,430,289
Liabilities		
Current Liabilities -		
Accounts payable and accrued liabilities (note 7)	431,653	83,309
Deferred revenues	41,002	52,154
Government remittances payable	97	-
	472,752	135,463
Deferred Grants (note 8)	19,634	24,542
	492,386	160,005
Net Assets		
Unrestricted	3,321,324	3,238,284
Internally Restricted - Operating Contingency (note 10)	32,000	32,000
	3,353,324	3,270,284
	3,845,710	3,430,289

SIGNED ON BEHALF OF THE BOARD:

Director

Royal Canadian Legion Prince Edward

(British Columbia No. 91) Branch

Statement of Changes in Net Assets

For the Year Ended December 31, 2022

	2022	2021
	\$	\$
Net Assets - Beginning of Year	3,270,284	3,062,109
Net surplus for the year	83,040	208,175
Net Assets - End of Year	3,353,324	3,270,284

Draft

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Statement of Operations

For the Year Ended December 31, 2022

	2022	2021
	\$	\$
Revenue		
Licensed Premises (Schedule 1)	54,933	47,023
Events, Rentals, Catering, Kitchen (Schedule 3)	63,175	62,419
Meat Draw (Schedule 4)	9,946	12,994
Pull Tab and Lottery (Schedule 5)	10,816	23,037
Donations	34,682	29,683
Grants (note 8)	4,908	6,136
Membership dues	51,884	54,389
Regalia sales	3,738	2,069
Other	23,169	30,494
	257,251	268,244
Expenses		
Administration wages and benefits	20,298	10,603
Building repairs and maintenance	58,280	66,271
Development (note 13)	-	32,757
General administration	129,335	104,353
Membership	181	2,850
Per Capita Tax	35,512	36,345
Regalia	3,965	3,034
Utilities	44,481	58,220
	292,052	314,433
Net Deficit From Operations	(34,801)	(46,189)
Other Income (Loss) -		
Mackie Lodge rent	204,000	204,000
Investment interest	10,692	10,054
Investment dividends	8,116	7,431
Investment realized gains (losses) on disposition	(6,080)	5,754
Investment unrealized gains (losses)	(62,242)	68,017
Investment management fees	(6,006)	(5,912)
Amortization of capital assets	(30,639)	(34,980)
	117,841	254,364
Net Surplus for the Year	83,040	208,175

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Statement of Cash Flows

For the Year Ended December 31, 2022

	2022	2021
	\$	\$
Cash Provided from (Used for):		
Operating Activities		
Excess of Revenues Over Expenditures	83,040	208,175
Items not affecting cash:		
Amortization of capital assets	30,639	34,980
Investment (gains) losses on disposition	6,080	(5,754)
Investment unrealized (gains) losses	62,242	(68,017)
Changes in non-cash working capital:		
Accounts receivable	(89,863)	5,431
Inventory	7,328	(6,552)
Prepaid expenses	9,234	(5,831)
Accounts payable and accrued liabilities	348,344	(22,468)
Government remittances payable	97	-
Deferred revenues	(11,152)	6,955
Deferred grants	(4,908)	(6,136)
	441,081	140,783
Investing Activities		
Purchase of capital assets	(2,249,513)	(40,917)
Proceeds from disposition of investments - term deposits	1,051,224	-
Proceeds from disposition of investments - portfolio securities	6,604	-
Purchase of investments - term deposits	-	(6,579)
Purchase of investments - portfolio securities	-	(40,631)
	(1,191,685)	(88,127)
Net Increase (Decrease) in Cash	(750,604)	52,656
Cash - Beginning of Year	1,090,437	1,037,781
Cash - End of Year	339,833	1,090,437

Royal Canadian Legion Prince Edward

Schedule 1

(British Columbia No. 91) Branch

Schedule of Licensed Premises

For the Year Ended December 31, 2022

	2022	2021
	\$	\$
Licensed Premises Revenue		
Draught	51,748	71,090
Beer and Cider	34,937	45,227
Liquor	19,472	20,764
Wine	14,237	18,820
Total Liquor Sales	120,394	155,901
Soft Bar (non alcoholic)	13,514	17,804
Coffee	1,732	3,397
Total Beverage Sales	135,640	177,102
Canteen	1,669	2,387
Bar Tending Services	2,865	2,215
Total Licensed Premises Revenue	140,174	181,704
Licensed Premises Expenses		
Draught	17,329	27,104
Beer and Cider	11,066	15,560
Liquor	3,080	3,902
Wine	3,595	4,534
Total Liquor Expenses	35,070	51,100
Soft Bar	984	2,852
Coffee	987	1,288
Total Beverage Expenses	37,041	55,240
Canteen	872	1,462
Miscellaneous (recovery)	(611)	559
Bar Supplies	1,272	2,865
Entertainment	8,490	9,568
Inventory Audit	2,125	4,749
Bartender Shirts	-	176
Repair and Maintenance	852	2,097
	50,041	76,716
Bar Wages and Benefits	35,200	57,965
Total Licensed Premises Expenses	85,241	134,681
Licensed Premises Surplus for the Year	54,933	47,023

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Schedule 2

Licensed Premises Gross Margin on Sales

For the Year Ended December 31, 2022

	Draught	Beer and Cider	Liquor	Wine	Total
	\$	\$	\$	\$	\$
Sales	51,748	34,937	19,472	14,237	120,394
Cost of Goods Sold					
Opening Inventory, January 1, 2022	(5,586)	(3,643)	(2,212)	(1,208)	(12,649)
Purchases	21,599	13,191	3,346	4,263	42,399
Closing Inventory, December 31, 2022	1,316	1,518	1,946	540	5,320
Cost of Goods Sold	(17,329)	(11,066)	(3,080)	(3,595)	(35,070)
Gross Profit	34,419	23,871	16,392	10,642	85,324
Gross Margin	67%	68%	84%	75%	71%
Sales	71,090	45,227	20,764	18,820	155,901
Cost of Goods Sold					
Opening Inventory, January 1, 2021	(2,285)	(2,148)	(2,235)	(675)	(7,343)
Purchases	23,803	14,065	3,925	4,001	45,794
Closing Inventory, December 31, 2021	5,586	3,643	2,212	1,208	12,649
Cost of Goods Sold	(27,104)	(15,560)	(3,902)	(4,534)	(51,100)
Gross Profit	43,986	29,667	16,862	14,286	104,801
Gross Margin	62%	66%	81%	76%	67%

**Royal Canadian Legion Prince Edward
(British Columbia No. 91) Branch**

Schedule 3

Schedule of Events, Rentals, Catering, Kitchen

For the Year Ended December 31, 2022

	2022	2021
	\$	\$
Events, Rentals, Catering, Kitchen Revenue	155,263	171,072
Events, Rentals, Catering, Kitchen Expenses		
Cost of Sales	(77,122)	(93,382)
Kitchen Wages and Benefits	(14,966)	(15,271)
Total Events, Rentals, Catering, Kitchen Expenses	(92,088)	(108,653)
Events, Rentals, Catering, Kitchen Surplus for the Year	63,175	62,419

Draft

**Royal Canadian Legion Prince Edward
(British Columbia No. 91) Branch**

Schedule 4

Schedule of Meat Draw

For the Year Ended December 31, 2022

	2022	2021
	\$	\$
Meat Draw Revenue		
Meat Draw	28,135	40,368
Raffle	4,917	-
Online 50/50 Raffle	3,902	-
50/50 Raffle	2,160	7,212
Grizzlies Basket	782	-
Total Meat Draw Revenue	39,896	47,580
Meat Draw Expenses		
General and Administrative Expenses		
Meat Draw Prizes	(12,924)	(24,124)
50/50 Raffle Prizes	(3,645)	(3,606)
Tickets and Supplies	(175)	-
Cash Over (Short)	(46)	(97)
Total General and Administrative Expenses	(16,790)	(27,827)
Donations		
Community Parties	(210)	(759)
Other Donations (note 9)	(12,950)	(6,000)
Total Donations	(13,160)	(6,759)
Total Meat Draw Expenses	(29,950)	(34,586)
Meat Draw Surplus for the Year	9,946	12,994

Royal Canadian Legion Prince Edward

Schedule 5

(British Columbia No. 91) Branch

Schedule of Pull Tab and Lottery

For the Year Ended December 31, 2022

	2022	2021
	\$	\$
Pull Tab		
Pull Tab Revenue	36,462	67,050
Pull Tab Expenses		
Pull Tab prizes paid out	(24,842)	(43,910)
Pull tab purchases	(8,473)	(15,786)
Total Pull Tab Expenses	(33,315)	(59,696)
Pull Tab Surplus for the Year	3,147	7,354
	8.6%	11.0%
Lottery		
Lottery Revenue (Keno Sales)	66,332	153,886
Lottery prizes paid out	(58,663)	(138,203)
Lottery Surplus for the Year	7,669	15,683
Total Pull Tab and Lottery Surplus for the Year	10,816	23,037

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Notes to Financial Statements

For the Year Ended December 31, 2022

1 Purpose of the Organization

The Royal Canadian Legion Prince Edward (British Columbia No.91) Branch ("The Branch") is a member of the Royal Canadian Legion whose mission is to serve veterans, which includes serving military, RCMP members and their families. In addition, the Legion's purpose is to promote remembrance and to serve our communities and our country. The Branch is a not-for-profit organization under paragraph 149(1)(l) of the Income Tax Act and as such is exempt from income taxes.

2 Summary of Significant Accounting Policies

The Branch, with the consent of its members, has elected to prepare its financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations. Significant accounting policies are as described below.

Inventory

Inventories are carried at the lower of cost, determined on a first-in, first-out basis, and net realizable value. Inventory of alcohol is based on a count taken on December 31, 2022. All other inventory is based on estimates provided by management.

Investments

The Branch follows the amortized cost method of accounting for its investments in term deposits. Portfolio securities are recorded at fair value in the statement of financial position and changes in fair value are included in net surplus for the year.

Capital Assets

Capital assets are carried at cost less accumulated amortization. Amortization is charged against income using the declining balance method in amounts sufficient to amortize the cost of capital assets over their estimated useful lives as follows using the following annual rates:

Buildings	4%
China and linen	20%
Computer equipment	55 - 65%
Computer software	100%
Office furniture and equipment	20%
Parking areas	8%
Vehicle	30%

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch Notes to Financial Statements

For the Year Ended December 31, 2022

2 Summary of Significant Accounting Policies (continued)

Capital assets under construction are amortized once construction is completed and the assets are put into use.

Internally Restricted Net Assets

The Branch has internally restricted funds for future repairs and maintenance.

Revenue Recognition

The Branch recognizes contributions in accordance with the deferral method of accounting.

All revenues are recorded on the accrual basis to the extent that amounts to be received can be reasonably estimated and collection is reasonably assured.

Revenues from licensed premises, events, rentals, catering, and kitchen are recognized in the period that the revenue is earned.

Donations are recognized in the period that they are received.

Membership dues are recognized as revenue in the year to which they relate. As such, amounts which apply to subsequent years are recorded as a deferred revenue liability and are recognized as revenue in the appropriate year.

Investment revenue is recognized in the period the income is earned.

Pull tab and Keno revenues are recognized in the period that the sales are made.

Financial Instruments

Measurement of financial instruments

Financial instruments are financial assets or liabilities of the Branch where, in general, the Branch has the right to receive cash or another financial asset from another party or the Branch has the obligation to pay another party cash or other financial assets.

The Branch initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions that are measured at the exchange amount.

The Branch subsequently measures all its financial assets and financial liabilities at amortized cost.

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch Notes to Financial Statements

For the Year Ended December 31, 2022

2 Summary of Significant Accounting Policies (continued)

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Financial assets measured at fair value include investments consisting of portfolio securities.

Impairment

Financial assets measured at cost or amortized cost are tested for impairment, at the end of each year, to determine whether there are indicators that the asset may be impaired. The amount of the write-down, if any, is recognized in net surplus. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account. The reversal may be recorded provided it is no greater than the amount that had been previously reported as a reduction in the asset and it does not exceed original cost. The amount of the reversal is recognized in net surplus for the year.

Use of Estimates

The preparation of the financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of and expenditure during the reporting period. Significant areas requiring the use of management estimates related to the determination of the amortization of capital assets, and the valuation of inventories. Actual results could differ from those estimates. Adjustment, if any, will be reflected in the operations in the period of the settlement.

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Notes to Financial Statements

For the Year Ended December 31, 2022

3 Cash

	2022	2021
	\$	\$
Floats	5,300	5,300
Petty cash	300	300
Lottery bank account	69,559	77,475
ATM bank account	-	12,173
ATM machine	53,498	39,914
Meat Draw bank account	54,251	46,216
Housing Trust bank account	33,255	754,530
Odlum Brown cash account	15,792	3,041
Operating cash account	73,774	130,295
Construction cash account	34,104	21,193
	339,833	1,090,437

4 Investments

Term deposits consists of investments in guaranteed investment certificates with varying maturity dates due before next fiscal year end.

Portfolio securities consists of investments in publicly traded fixed income, common share and trust unit securities managed by Odlum Brown Investment Management.

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Notes to Financial Statements

For the Year Ended December 31, 2022

5 Inventory

	2022	2021
	\$	\$
Draught	1,316	5,586
Beer and Cider	1,518	3,643
Liquor	1,946	2,211
Wine	540	1,208
Canteen	62	62
Kitchen	9,258	9,258
Regalia	6,140	6,140
Lottery	2,558	2,558
	23,338	30,666

6 Capital Assets

	Cost	Accumulated amortization	2022 Net	2021 Net
	\$	\$	\$	\$
Land	163,500	-	163,500	163,500
Buildings	2,836,808	378,404	2,458,404	288,649
Computer equipment	21,324	20,400	924	1,628
Computer software	3,540	3,540	-	-
Office furniture and equipment	559,929	436,254	123,675	71,176
China and linen	22,258	18,736	3,522	4,403
Parking areas	42,231	39,989	2,242	2,437
Vehicle	13,000	9,268	3,732	5,332
	3,662,590	906,591	2,755,999	537,125

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Notes to Financial Statements

For the Year Ended December 31, 2022

7 Funds Held

	2022	2021
	\$	\$
Belmont Bursary	875	875
Colour Party	326	326
Drop in Pool	768	1,391
Pool Tables	5,490	5,147
Senior Drop in Shuffleboard	849	876
Sunday Shuffleboard	5,884	5,588
	14,192	14,203

Accounts payable and accrued liabilities includes the above funds held on behalf of external parties for future events to be held at the Branch.

8 Deferred Grants

Deferred grants represents amounts received from the Government of BC in support of capital expenditures. Deferred grants are recognized as revenue consistent with the related amortization of the capital assets acquired with the grants.

	2022	2021
	\$	\$
Balance - Beginning of Year	24,542	30,678
Grant funding recognized as revenue in the year	(4,908)	(6,136)
Balance - End of Year	19,634	24,542

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Notes to Financial Statements

For the Year Ended December 31, 2022

9 Meat Draw Donations

	2022	2021
	\$	\$
Canuck Place Children's Hospice	500	-
Capital Regional District Minor Hockey Association	750	-
Juan de Fuca Minor Hockey Association	1,000	-
Millstream Elementary School	1,000	-
Parkinson Wellness Projects	1,000	-
RCMP Veterans' Association - Victoria Division	2,000	-
Ruth King Elementary School	2,000	1,500
Triangle Athletic Association	1,200	-
Victoria Hospice Society	1,000	-
Victoria Hospitals Foundation	2,500	-
Donations to Individuals	-	3,000
Dunsmuir Middle School PAC	-	1,500
	12,950	6,000

10 Internally Restricted - Operating Contingency

The Branch holds internally restricted net assets of \$32,000 to be used for future repairs and maintenance.

11 Controlled Entities

Westshore Legion Branch 91 Housing Society

The Branch controls Westshore Legion Branch 91 Housing Society ("Housing Society"), a provincially incorporated entity, as the Board of Directors for the Housing Society is composed of directors from the Branch's Board.

The Housing Society's purpose was to operate supportive housing and affordable housing for low to moderate income households on Vancouver Island.

The Housing Society never began operations due to not being able to secure funding for a housing project.

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Notes to Financial Statements

For the Year Ended December 31, 2022

11 Controlled Entities (continued)

West Shore Poppy Fund Committee Society

The Branch controls West Shore Poppy Fund Committee Society ("Poppy Fund"), a federally incorporated entity, as the Branch President appoints the Chair of the Poppy Fund board of directors. A majority of the directors of the Poppy Fund are also directors of the Branch.

The Poppy Fund is committed to offer emergency assistance, financial aid and other aid to veterans, their widows/widowers and families; to provide bursaries and poster and literacy award to children of veterans in the West Shore communities of Victoria, British Columbia.

The Poppy Fund has not been consolidated in the Branch's financial statements. A summary of the financial position results of operations and cash flows of the Poppy Fund as at September 30, 2022 and 2021 are as follows.

	2022	2021
	\$	\$
Financial position		
Total assets	236,136	212,214
Total liabilities	(19,366)	(18,540)
Fund balance	216,770	193,674
Results of operations		
Total revenue	98,163	110,949
Total expenses	(18,389)	(15,631)
Excess of revenue over expenses	79,774	95,318
Cash flows provided by (used in)		
Investing activity	-	-

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch Notes to Financial Statements

For the Year Ended December 31, 2022

12 Financial Instruments

Risks and Concentrations

The Branch's financial instruments consist of cash, accounts receivable, investments, and accounts payable and accrued liabilities. The Branch is exposed to various risks through its financial instruments. The following analysis provides a measure of the Branch's risk exposure and concentrations at the statement of financial position date.

Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The financial instruments that potentially subject the Branch to a significant concentration of credit risk consist primarily of cash, accounts receivable and investments. The Branch mitigates its exposure to credit loss by placing its cash with major financial institutions. The Branch provides limited credit to customers and, as a consequence, believes that its accounts receivable credit risk exposure is limited.

Liquidity Risk

Liquidity risk is the risk the Branch will encounter difficulty in meeting its obligations associated with financial liabilities. The financial liabilities on its statement of financial position consist of accounts payable and accrued liabilities. Management closely monitors cash flow requirements to ensure that it has sufficient cash on hand to meet operational and financial obligations.

Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk, and other price risk.

Currency Risk

Currency risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. Unless otherwise noted, it is management's opinion that, under normal circumstances, the Branch is not exposed to significant currency risk as the Branch's financial assets and liabilities are denominated in Canadian dollars.

Royal Canadian Legion Prince Edward (British Columbia No. 91) Branch

Notes to Financial Statements

For the Year Ended December 31, 2022

12 Financial Instruments (continued)

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Branch is exposed to interest rate risk on its fixed and floating interest rate financial instruments. Fixed-interest instruments subject the Branch to a fair value risk, since fair value fluctuates inversely to changes in market interest rates. Floating rate instruments subject the company to related cash flow risk. Unless otherwise noted, it is management's opinion that, under normal circumstances, the Branch is not exposed to significant interest rate risk as the Branch's financial instruments exposed to interest rate risk are financial assets consisting of term deposits.

Other Price Risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Branch holds financial instruments traded in an active market, but the portfolio investments are professionally managed in accordance with an investment policy which minimizes other price risk.

13 Development Expenses

Development costs are presented net of government assistance received in the amount of \$nil (2021-\$25,851) for the purpose of development or implementation of proposals to help increase the supply of affordable housing and assist existing projects to remain viable and affordable.

14 Comparative Financial Statements

Certain comparative figures have been reclassified to be consistent with the presentation adopted in the current year.



Dec 14, 2023

City of Langford
2nd Floor, 877 Goldstream Avenue
Langford, British Columbia, Canada
V9B 2X8

To whom it may concern,

Please accept this letter as application by Sportassist Youth Activities Society for funding under POL-0147-FIN.

Sportassist is a Langford based non-profit organization, committed to the goal of keeping sport affordable and accessible to youth in our community, enabling anyone wanting to participate in an organized sport with the means and opportunity to do so. Sportassist funds approximately 100 children per year to play sports. More information on Sportassist can be found at www.citycentrepark.ca.

Sportassist holds an annual golf tournament in August where it raises the majority of it's operating funds for the year. The City of Langford has very generously supported this tournament each year and we ask that this support be continued if possible, for \$2000.

Thank you for your consideration and please feel free to contact me directly for more details at kristin37@gmail.com if required.

--

Kristin St. Cyr, CPA, CGA
Director
Sportassist Youth Activities Society





January 10, 2024

Dear Mayor Goodmanson and City of Langford Councillors,

Thank you for your time and consideration of our grant-in-aid request.

Take a Hike Youth Mental Health Foundation is both honoured and privileged to support Langford youth experiencing vulnerabilities through our Sooke-Westshore program, and we are delighted at the possibility of partnering with the City of Langford in this work.

Opened in 2022, this program location has seen immense success in helping young people to build resilience, find community, and foster emotional and academic success. The interdisciplinary staff team, consisting of Take a Hike and School District 62 staff, utilize our evidence-based and trauma informed approach to provide a safe, consistent environment for young people to explore their goals, overcome barriers, and become confident young adults with the tools and skills they need to live fulfilling, healthy lives.

42% OF THE 2023-2024 COHORT LIVE WITHIN THE CITY OF LANGFORD

Your support today provides hope for tomorrow and a strong foundation for the future.

A \$2,500 grant-in-aid from the City of Langford helps to ensure that local youth have opportunities to receive fulsome, continuous clinical counselling at school and in the classroom of the outdoors. As you will read in our application, funds from the City of Langford would be used to support Land-based Learning (LBL) costs, which facilitate youth to experience two multi-day wilderness trips and weekly out days. Layering in clinical counselling with these outdoor experiences enhances the existing therapeutic work while providing opportunities for youth to build self confidence, learn new skills, and connect with themselves, with their peers, and with nature.

Thank you, Mayor Goodmanson and City of Langford Councillors, for your time and consideration of this funding request. We would be happy to answer any questions you may have pertaining to our program and very much look forward to hearing from you.

With gratitude,

Zoe Lauckner | Manager of Philanthropy, Vancouver Island

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JOHN MONTALBANO ADVISOR TO THE ORGANIZATION

Principal, Tower Beach Capital



TAKE A HIKE
FOUNDATION

Take a Hike Foundation - 2024 City of Langford Grant Application

Legal name: Take a Hike Youth Mental Health Foundation

Address: 728 – 736 Granville Street, Vancouver, BC, V6Z 1G3

Canadian Registered Charitable Number: #891394611 RR0001

Contact person: Zoe Lauckner, Manager of Philanthropy, Vancouver Island

zlauckner@takeahikefoundation.org

604-362-5398

Request amount: \$2,500

ORGANIZATIONAL MANDATE

Take a Hike empowers youth who experience vulnerability to change the trajectory of their lives with a full-time mental health and emotional well-being program embedded in an alternate education classroom.

We partner with public school districts because school connectedness is the number one determinant of youth mental health, and school is where youth are more open to receiving mental health supports. Our distinctive approach integrates clinical counselling into a full-time classroom setting, while immersing youth in an outdoor land-based program. This reduces stigma and empowers youth to improve their well-being, academic success, and capacity to choose their own way along the path of life.

Take a Hike's vision is that all youth believe in their potential and are on their path to success. All of our programming is provided free of charge. We also provide each participant with the individualized support they need - from therapeutic needs to outdoor gear required for all activities. This barrier-free approach strengthens our efforts to support BIPOC, marginalized, and other underrepresented youth through our programming.

PROJECT DESCRIPTION AND PURPOSE

There is a youth mental health crisis in our communities. Research by the BC Children's Hospital Research Institute shows what we already know and see in Take a Hike programs every day-- that the pandemic disproportionately impacted vulnerable youth and that they're more likely to experience negative mental health outcomes and chronic mental health challenges.

Mental health is tied to our general social, economic, and physical well-being. Stresses at school, at home, and in our communities can make the difference between mental health challenges that are manageable and those that are difficult to overcome. Without support, too many young people will enter adulthood with unaddressed challenges and unhealthy coping behaviours, disengaged from school and their communities. Many will also end up in emergency rooms, in the justice system, or face homelessness. These are devastating consequences that will impact their lives, relationships, jobs, communities and so much more.

Take a Hike serves youth who often face complexity, trauma, and instability in their lives. Many have experienced a lifetime of stresses that make them more vulnerable to mental health challenges like depression, anxiety, and suicidal ideation. As a result, youth who join Take a Hike have often turned to destructive coping behaviours like skipping school, isolating, or using substances, and most are at risk of leaving school without graduating. These vulnerabilities at such a critical stage of development affect the way young people remember, attend, learn, and make decisions.

We know that early intervention and prevention are key factors in reducing the impacts of long-term unmanaged mental health challenges, and this is where Take a Hike works. Your support ensures that youth in the Sooke-Westshore communities have access to upstream, preventative support, focusing on



TAKE A HIKE FOUNDATION

mental wellness, community connectedness, and academic success, that empowers them to transform their lives and succeed in their own way.

Free of cost for youth and delivered five days a week, 6 hours a day during the school year and weekly throughout the Summer, Take a Hike's distinctive approach integrates clinical therapy supports while immersing them in a nature-based program to learn self-empowerment and build capacity to succeed. Take a Hike Sooke-Westshore, located in the Westshore Centre for Learning, is delivered through four pillars:

- **Clinical Counselling:** A full-time mental health clinician helps youth build social and emotional skills, find healthy ways to cope with life's stressors, and improve mental health and well-being. Clinicians also provide continuity of support through the summer months. For many youth, our program is their first encounter with therapy.
- **Land-based Learning (LBL):** Youth benefit from the healing and connective power of the land, spending one day outside the classroom each week and two multi-day wilderness trips taken in the fall and spring.
- **Community Involvement:** Youth build connections to their local communities and gain work experience through regular volunteering. In parallel, local volunteers mentor and tutor youth in the program and youth learn that they are a valued part of their communities.
- **Academics:** Youth complete all classes required for their high school diploma through individual education plans, and cross-curricular/experiential learning integrated into land-based activities.

The purpose of this grant is to support land-based learning programming costs for the Take a Hike Sooke-Westshore location (this year, 42% of youth in the program are from Langford). This will help ensure that vulnerable youth in Vancouver Island can continue to receive vital mental health supports.

BENEFIT TO LANGFORD

In partnership with School District 62, Take a Hike Sooke-Westshore provides vulnerable youth an environment where they not only have access to continuous, critical clinical counselling but also a safe space to develop positive coping mechanisms and relationships, build new skills, and succeed in their own personal ways. The depth of support youth receive at Take a Hike can lead to long-lasting mental wellbeing and academic benefits, which helps them grow into engaged contributors within the City of Langford and surrounding communities.

Through embracing all that Take a Hike has to offer, youth make positive changes and experience growth in their knowledge, skills, attitudes, and values in the following outcome areas:

1. Improvements in mental and physical well-being, relationships, and coping behaviour
2. Improvements in social skills, decision-making and goal setting
3. Improvements in academic development and success, leading to high school graduation

Take a Hike addresses youth's immediate mental health and well-being needs by creating meaningful and trusting relationships between youth and Take a Hike and school district staff, and providing youth with individualized support plans that empower them to succeed. In the long term, our goal is for youth to become resilient individuals with the skills and mental and physical well-being needed to navigate the challenges of young adulthood. The Langford community benefits from the program as youth improve their academic and community engagement, develop healthy coping mechanisms, build health relationships, and graduate high school.



TAKE A HIKE FOUNDATION

In addition, the Langford community benefits from the program through volunteering and community engagement. At Take a Hike we believe that that community involvement helps break down the barriers between vulnerable youth and their community. We incorporate volunteering and engagement in our program through both youth and community volunteer opportunities. Community members volunteer their time and skills to the program, helping youth become aware of the wider surrounding community that cares about their well-being, and which they can rely on for support. In addition, youth also build connections in the wider community by volunteering with local organizations, participating in mentorship opportunities with local community leaders, and going on organization or corporate tours. These connections help youth learn new skills, develop healthy relationships with leaders in their communities, and form their network of support as they transition into life as young adults.

These successes lead to a reduced risk of problematic substance use, criminal activity, and homelessness, which, in turn, results in a higher likelihood of civil engagement, post-secondary education, employment, and positive quality of life. These long-term social and economic impacts create a healthier, safer, and more engaged community with thriving and empowered citizens.

The deep transformation experienced by each participant is a direct result of the intentional, evidence-based program Take a Hike delivers. This investment in each youth leads to ripple effects that extend to communities and society at large. Graduates rely less on medical support services and problematic substance use. They stay clear of criminal behaviour. They're far less likely to experience homelessness. These ripple effects have even been quantified by the accountancy and professional services company PwC: **for every dollar invested in a Take a Hike youth, they generate \$5.60 to \$13.40 in social return to their communities. Based on this, funding of \$2,500 from the City of Langford could generate at least \$14,000 and up to \$33,500 in social value, highlighting the far-reaching impact of the program.**

PROGRAM/FUNDING IMPACT

Thanks to long-standing support from a community of dedicated donors, Take a Hike has a strong foundation on which to build upon and scale our program, however, with the surging demands for more youth mental health support, the need for programs like Take a Hike remains high. **A grant of \$2,500 from the City of Langford would go toward outdoor land-based learning (LBL) costs in our Sooke-Westshore program.**

These costs include gear and equipment for up to 20 youth, such as boots, tents, backpacks, and jackets, so they can participate in weekly outdays and multi-day wilderness trips. Some examples of activities that funding will facilitate for youth throughout the year include, hiking, camping, kayaking, and paddling. Take a Hike also explores opportunities to partner with local organizations, when appropriate, for these LBL trips. Last year, Vancouver Island youth were able to participate in a joint sailing trip in partnership with SALTS. Outdoor land-based learning support youth in their mental well-being, relationship-building, and academic learning, and for the Sooke-Westshore program, these activities will all be held within local Vancouver Island parks and nature areas.

Being outdoors allows staff and youth to interact through shared experience, which builds healthy and secure attachment and supports mental health and counselling work with youth. Spending time in nature takes youth away from daily stressors and distractions, as well as helps them to self-regulate and engage in self-reflection. Cross-curricular academics covering sciences, math, and other subjects are also incorporated into outdoor LBL activities, allowing youth to learn hands-on and with real-life applications.

At Take a Hike, we believe that being in nature has a restorative power and for many youth in the Take a Hike program, this is their first experience in the outdoors. It is on these outdoor trips, when youth are away from their negative coping mechanisms and habits, that they begin to fully benefit from the take a Hike program and actively choose to make changes in their lives for the better.



Program Budget

REVENUES

Program Revenue	Amount	Status
City of Langford (this request)	\$2,500	Pending
City of Colwood	\$2,000	Pending
TELUS	\$20,000	Confirmed
United Way	\$6,000	Confirmed
Victoria Foundation	\$15,000	Confirmed
First West Foundation	\$3,750	Confirmed
McCall MacBain Foundation	\$25,000	Confirmed
Allan & Gill Gray Philanthropy	\$23,000	Confirmed
McAdams Foundation	\$2,500	Confirmed
Individual Donors	\$43,600	Confirmed
Other corporate, organization, individual donors	\$136,798	Pending
Total	\$280,148	

PROGRAM EXPENSES

Direct Program Expenses		Details
Mental Health Clinician Salary & Benefits	99,875	Salary for full-time program Mental Health Clinician
Transportation Salary & Benefits	6,000	Salaries for program transportation drivers
Equipment and Supplies	4,500	gear and equipment for outdoor trips
Weekly Out Days	5,500	includes trip rentals, fees, park registrations, etc. for weekly outdoor trips
Multi-day Trips	12,000	includes trip rentals, fees, park registrations, etc. for multi-day trips (typically occurs twice a year for 3-10 days)
Vehicle Maintenance and Gas	2,000	costs for maintenance and gas of transportation vehicle
Vehicle Insurance	1,600	costs for insurance of transportation vehicle



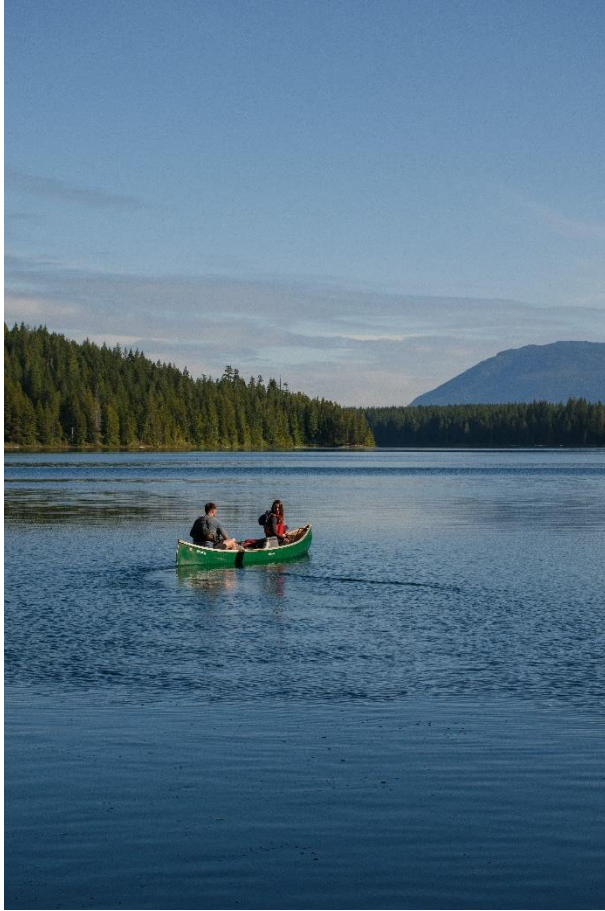
Youth Engagement	1,500	supplies for high-need participants, youth celebrations
Meal Program	3,500	Daily breakfast & lunch for high-need youth participants
Indigenous Education Expenses	2,000	expenses for incorporation of Indigenous Education and Indigenous learning perspectives into TAH programming
Total Direct Program	\$138,475	
Program Support Expenses		
Front line Managers and Support	55,049	Salaries for regional program managers, senior clinical director, program development director
Program Management Staff	39,514	salary costs for operational support – senior program director, people and culture, IT
Expenses (training, travel, conferences, etc.)	47,110	staff travel costs, program support training costs, conferences, etc.
Total Program Support	\$141,673	
Sooke Program Total	\$280,148	

Thank you for considering our application to support Sooke-Westshore youth develop to their fullest potential as contributors to their community. Your support makes great things happen!



**TAKE A HIKE
FOUNDATION**

Take a Hike Foundation – Quotes and Impact



“For the longest time, graduating felt like an unattainable goal but now it’s like within arm’s reach, I can go for it and grab it when I want it. I will be the first person in my family to graduate high school. A big thank you to Take a Hike. I definitely wouldn’t be here if not for Take a Hike. I wouldn’t be able to graduate, I wouldn’t be able to move on with my life.”

-Take a Hike youth alumni

“The wilderness trips were the biggest learning experiences for me. I feel that this is because people tend to be far more honest and vulnerable with themselves and others while out of their comfort zone. This allowed some very important conversations with myself and others.”

-Take a Hike Alumni



"I lost hope in the school system. I thought I was a lost cause. Coming to Take a Hike gave me so much trust in school and gave me hope that people like me are able to get help. Take a Hike gave me purpose." -
Take a Hike youth participant

"I want to thank you all so much for accepting [my son] into the program this last year. Each of you have impacted him and it is so nice to see him grow through the year. This has been the best school environment he has ever been in and it fills my heart to hear him say he finally feels he is in a place he belongs and has developed such good and positive relationships with the group. I hear him say how good it feels to be with people who like when he's there, are excited he's in their group and to feel wanted by peers and he truly enjoys them.

I appreciate your team."

-Youth participant parent

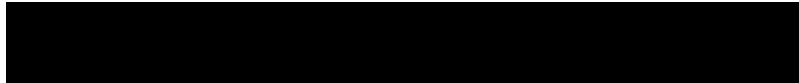
To: **City of Langford**

Contact: Michael Dillabaugh, Director of Finance, mdillabaugh@langford.ca

From: **Urban Food Resilience Initiatives Society (UFRIS)**

Contact: Mary P Brooke, Director, UFRIS

- UFRIS Incorporation Number - **S0079607 (Certificate attached)**
- UFRIS Business Number - **70311 0015 BC0001**



Community gardens



Backyard food gardens

Amount being requested: \$5,000

New organization, based in Langford. No previous requests.

UFRIS Mandate:

- Education about local food growing, development of urban food gardens, improvement of regional soils.
- Community education, public workshops, regional projects.
- Include food resilience as part of emergency preparedness in communities.

Project Description for 2024:

- Startup of a community garden in Langford.
- Setup of UFRIS website.
- Community awareness launch (social media, posters/ads, public info session)
- Find corporate sponsors, build network/partnerships in community.
- Help inform zoning, bylaws and development permits as to food-growing capacity for households, multi-family, and industrial.

Benefits to Langford:



- First community garden in Langford: location, volunteers, organization of in-ground structures, soil preparation. *Important community infrastructure*
- Introduce and foster the idea of neighbourhood resilience around food (including backyard and patio gardens) as part of affordability and emergency preparedness. *Boost sense of well-being in Langford*
- Initiate directory of service providers who contribute to urban food growing, harvesting & nutrition-related education. *Foster business-community support & availability*

Budget:

This is year-one for UFRIS (including startup costs). Total 2024 operating budget \$15,000 (requesting one-third, i.e. \$5,000 from Langford):

- a) Corporate admin, website setup, public document prep, marketing, networking: \$3,150
- b) Public information meeting & any other workshops (location, supplies, marketing): \$1,100
- c) Langford community garden pre-operational organization (no capital expenditures): \$750

Langford is ready for this! Thank you for your consideration.

Mary P Brooke, Founder & Coordinator, Urban Food Resilience Initiatives Society (UFRIS)

UFRIS Board of Directors: Mary P Brooke (Langford), Rob Martin (Colwood), Dean Ross (Victoria)

Related links:

- **Urban food resilience requires municipal leadership** (Mary P Brooke / Oct 29, 2023)
<https://islandsocialtrends.ca/urban-food-resilience-requires-municipal-leadership/>
- **Urban food resilience discussed by Langford committees** (Island Social Trends / July 29, 2023)
<https://islandsocialtrends.ca/urban-food-resilience-discussed-by-langford-committees>
- **Urban food resilience directions in Langford** (Island Social Trends / June 9, 2023)
<https://islandsocialtrends.ca/urban-food-resilience-directions-in-langford/>

Certificate of Incorporation: (see next page)

Digital copy:





Victoria Sexual Assault Centre

healing, education & prevention

City of Langford

Request for Funding: Sexual Assault Response Team (SART) & Access Line

Amount Requested: \$5,000

APPLICANT ORGANIZATIONAL INFORMATION

Organization Name: The Victoria Sexual Assault Centre (VSAC)

Address of Organization: #201-3060 Cedar Hill Rd. Victoria BC, V8T 3J5

Phone: 250-383-5545 ext. 162 **Fax:** 250-383-6112 **Email:** siennas@vsac.ca

Contact Person: Sienna Scott, Resource Development & Communications Coordinator

Program Funding Request: SART and Access Line services

Amount Requested: \$5,000

Total Project Budget: \$362,094

Fiscal Year of Organization: April 1, 2024 - March 31, 2025

Society Incorporation Number: S-18942

Date of Incorporation: April 6, 1983

About the Victoria Sexual Assault Centre (VSAC)

The Victoria Sexual Assault Centre (VSAC) is a non-profit charitable organization that formed in 1982 in response to the demand for support services for women who had been sexually assaulted or were adult survivors of childhood sexual abuse. Today VSAC has expanded our mandate to provide services to women and Trans survivors of sexual violence.

Our Mission/Mandate

The Victoria Sexual Assault Centre is a feminist organization committed to ending sexualized violence through healing, education, and prevention. We are dedicated to supporting women and all Trans survivors of sexual assault and childhood sexual abuse, through advocacy, counselling, and empowerment.

Our primary work is to provide direct services to women and Trans survivors, aged 13 and older, who have been sexually assaulted and their supporters, and to work with community members to end violence. The Sexual Assault Response Team (SART) provides services to all genders aged 13 and older, who have been recently sexually assaulted. VSAC has been serving survivors in Victoria and Southern Island for over 40 years.

Our programs and services

VSAC provides the following services to support survivors of sexual assault:

- Service Access Line: provides survivors with access to healing care and information including emotional care; information about our services; suicide assessments; safety planning; triaging; and referrals to other agencies as needed.
- Sexual Assault Response Team (SART): provides recent survivors with access to medical and/or forensic exams, police interviews and crisis support at the sexual assault clinic, hospital or police.
- Sexual Assault Clinic: provides recent survivors with access to medical and/or forensic exams, police interviews and crisis support at one safe location.

- Counselling Program: Crisis Counselling, Group support, and Youth specific counselling.
- Victim Services (criminal justice system support).
- Community education and outreach.
- Prevention education for youth through our award-winning program called Project Respect.

PROGRAM INFORMATION

Access Line

The Service Access Line is a program intended to provide survivors with emotional support and information about VSAC's services for survivors needing access to healing care. VSAC's Access Line functions as a bridge between services in our agency, and in the community at large. During the day from Monday to Friday our Access Line ensures that information support is available, while our partnership with the Vancouver Island Crisis Line ensures evening and weekend support.

VSAC's Access Line is a response service available by phone for people in our community who have been impacted by sexualized violence. Unique to each survivor's needs, support is tailored to provide emotional support, information about our services, suicide assessments, safety planning, triaging, and referrals to other agencies as needed. During business hours, a highly experienced crisis support worker responds to phone calls, voicemails, and people who walk-in to VSAC for crisis support. After hours, phone support is provided in partnership with the Vancouver Island Crisis Line, with access to mobilize VSAC's collaborative Sexual Assault Response Team to the Victoria Sexual Assault Clinic, or to provide accompaniment for recent survivors to the hospital in the case of injuries requiring emergency care, or the police station if required.

The Access Line is currently the main portal of access to services at the Victoria Sexual Assault Centre's Clinic Program. First of its kind in B.C., this innovative clinic has shifted key services and supports for recent survivors of sexual assault from the hospital and police stations to one centralized location. Developed by VSAC with enthusiastic collaboration from Forensic Nurse Examiners, Island Health, and local police/RCMP, the Clinic allows a survivor to have the option of accessing a multitude of services in one confidential and compassionate location, including: medical exams, forensic exams, crisis support, police interviews, and referrals to counselling services and other community supports. In addition, the Access Line is the first point of contact for survivors of sexualized violence to access the full range of services at VSAC, including virtual and phone one-to-one counselling, victim services support, and virtual support group and informational meetings that provide more in-depth information about the effects of sexualized violence; basic coping skills; programs available at VSAC; and supporting people to access other community services to assist with their healing.

Sexual Assault Response Team (SART)

Our Sexual Assault Response Team (SART) was created in 1992 as a response to the overwhelming absence of support for survivors accessing justice and medical support immediately following a sexual assault. Before the SART protocol was established alongside our collaborative partners (Forensic nurses, police/RCMP, and Crown Council), survivors had to wait in crowded emergency rooms for sometimes up to 6 hours to be seen by physicians with little or no experience in sexual assault examinations. The hospital emergency room environment is chaotic, and while waiting, survivors said they felt like they are

“on display” especially when accompanied by uniformed police officers. Ensuring confidentiality in a hospital emergency department's triage and waiting area can be difficult. Then, if a survivor wished to report the assault to the police, they needed to attend the police station. After having recently experienced a traumatic assault, many survivors attending the police station with uniformed police carrying weapons can be triggering and result in retraumatization. We knew we had to provide a better, more accessible crisis response to recent survivors. After the SART protocol was established, survivors had access to support from SART workers, who would accompany them to hospital and police stations, and refer the survivor to specialized counselling and victim services. Yet, survivors still had to go to numerous locations to get their medical, justice, and support needs met. And many survivors experienced barriers or would not access services at the hospital and police stations.

The Sexual Assault Clinic houses the critical services of VSAC's Sexual Assault Response Team (SART), a 24-hour immediate response service available by phone or in-person for survivors in our community who have experienced a recent sexual assault. During business hours, a highly experienced crisis worker responds to recent survivors of sexual assault providing: crisis support and intervention, information, and options for reporting to police. After hours, our highly trained Sexual Assault Response Team (SART) volunteers provide these services at the Clinic. The experience of sexual assault can be devastating and life-altering. Consequently, the role of the SART support worker in providing emotional support and information can be integral in the aftermath of a sexual assault.

Our SART workers are instrumental in the healing journey for survivors as they are typically one of the first responders after a sexual assault has occurred—a survivor's initial interactions (ie: disclosing their experience of sexualized violence to a SART worker) after being assaulted often facilitates the next steps they take or do not take in their healing journey. Those volunteers that undertake the training (generally 12-16 candidates per training & 2-3 trainings per year) and become SART workers also have a larger, lasting impact in the community that contributes to overall culture shift because they extend their newfound knowledge to friends, family, co-workers, etc. As more awareness about the impacts of sexualized violence continues to spread, more survivors seek support/healing, and further, more people in community have the skills to support survivors in their lives, and share in the preventative education that ultimately contributes to shifting our culture to one that is based on foundations of consent and care.

How the Process Works

VSAC's empathetic and skilled SART Workers are ready to come to the aid of recent survivors, listen and provide effective support 24-hours a day, 7 days a week, 365 days a year. The SART Worker can transport the survivor to the Clinic (and return destination) and be met by the Forensic Nurse Examiner (FNE). The Clinic space has some always-on lights to reduce the impact of walking into a dark space. Once in the space, the SART worker and FNE meet with the survivor in a 'soft-space' room with a variety of comfortable furniture and soft colours. They let survivors know they are not alone, that the sexual assault was not their fault, and that healing from the impacts of sexual assault is possible. These essential conversations allow survivors to find the strength to begin their healing journey.

All of the initial part of the exam occurs in this space. The survivor is offered hot or cold beverages and a variety of food options are available. Clothing and footwear are also available in this space.

The SART worker and FNE provide support and information for the survivor to make the choices that are right for them at that time. This could be information only, a medical exam or a collection of forensic evidence for a police investigation. If the survivor chooses a forensic examination, they have the choice to release the evidence to police or have the evidence securely stored for up to a year while they make their decision to report to police (or not).

In the days after a sexual assault has occurred, it is key to provide non-judgmental support and options. Respecting a survivor's choice, and their right to change their mind at any time, is paramount. Consent is critical, as this may be the first time the survivor is given space to provide consent about what is happening to their body since experiencing sexualized violence.

"The survivor was just in a situation where their choice was taken away from them. It is critical that they can make choices during their time at the Clinic."

- VSAC Sexual Assault Support Worker

After the exam, the survivor has access to an accessible shower attached to the examination room. The SART worker and FNE also provide follow-up options for medical, support or counselling, victim services, or referrals to relevant community agencies. This includes written material for the survivor to take with them that provides information on the services received at the Clinic, medical follow-up and common questions that come up for many survivors. The SART worker can also provide transportation to the survivor.

If the survivor has police involvement, the survivor returns to the same space to provide a recorded interview in our fully-functional police interview room. This could be with the SART worker or with VSAC's Victim Service Worker. VSAC's reception area in the same office also provides a physical link from the SART to subsequent counselling and victim service program access.

Without these services, every year, recent survivors in Langford and Southern Vancouver Island would not be connected to empathic, professional sexual assault support services when they need that support. Directly after a sexual assault, when trust is at its lowest point, the Clinic provides a place where survivors feel supported, cared for, and safe to come through the doorway and receive the support they need to move forward. When a survivor receives immediate, compassionate care, it significantly impacts their healing. A positive first response shortens the time it takes to recover and heal emotionally from the sexual assault.

How Long the Programs have been Delivered:

Our Sexual Assault Response Team (SART) was created in 1992 and the Sexual Assault Clinic opened its doors in February 2016. For the 24 years prior to the clinic opening, SART responded 24/7 to survivors at the Victoria General Hospital. For 8 years, this program has provided innovative solutions to addressing barriers to receiving critical supports for recent survivors of sexual assault and serves as a best practice model in sexual assault crisis response.

In April 2019, we had to make some changes to our Access Line, which has been in operation since 1982, in order to accommodate the high demand (173% increase at the time!) for our in-person, downstream services such as crisis counselling and Victim Services. To more accurately reflect these changes, we re-named and shifted our Crisis and Information Line to our "Service Access Line" where survivors would

call and either be met with an Access Line Service worker 9-5 Monday to Friday or leave a voicemail and our Service Access Line worker would return their call within 1-2 business days.

Number of People Who Benefit from the Program:

Last year our Access Line received over 800 calls. ***Survivors' first point of contact with the Victoria Sexual Assault Centre is through our Access Line. We provided services to 103 survivors of sexual assault from the Westshore community through our programs last year, making up approximately 1% of the survivors we saw in 2023.***

The families and friends of the survivor benefit from the Access Line too as they can learn valuable information regarding how best to support them during the initial stages of healing. In addition, they can even access several Crisis Counselling sessions to learn skills in supporting their survivor loved one and receive support for the secondary trauma they may have experienced.

Clinic Program Personnel

Clinic Coordinator: 25+ years of experience, the Clinic coordinator provides immediate crisis response/emotional support to recent survivors, information about services, and community referrals (Monday-Friday, 9 am-5 pm). Coordinates the delivery of Clinic services, including after-hours volunteer SART workers, provides support to the Volunteer Coordinator.

Day-Time Access Line and SART Worker: Undergoes rigorous and comprehensive training, they provide immediate crisis response/emotional support to recent survivors, information about services, and community referrals (Monday-Friday, 9 am-5 pm). They provide recent survivors with access to medical and/or forensic exams, police interviews and crisis support at the sexual assault clinic, hospital or police.

Auxiliary Access Line and SART Workers: Undergoes rigorous and comprehensive training, they provide the same services as the Day-Time Access Line and SART Worker on an auxiliary basis to add capacity to the team. They work approximately 7 hours per week on average.

Volunteer SART Workers: Undergoes rigorous and comprehensive 3-month training. They provide recent survivors with access to medical and/or forensic exams, police interviews and crisis support at the sexual assault clinic, hospital, and/or with police after office hours (Monday-Friday 5 pm-9 am, weekends and holidays).

Volunteer Program Coordinator: Coordinates, recruitment, training, and retention of SART volunteers. Runs two SART volunteer trainings annually.

Direct Client Services Manager: Oversees Program and provides supervision; works with EVA BC program evaluator; maintains partnerships with Team Victoria.

Victim Service Worker: Provides criminal justice support: police reporting options and court support, liaison between police and survivor, assists with Crime Victims Assistance Program application, police training.

Crisis Support Worker: Provides safety and stabilization support to recent survivors who are having difficulty coping with the immediate impacts of sexualized violence.

Outreach Worker: Outreaches to communities disproportionately targeted for violence including the Trans, Two-Spirit, Gender Diverse & Queer communities, racialized, Indigenous, sex worker, immigrant and refugee communities, and those with disabilities.

Inclusion Coordinator: Builds bridges to the youth communities most targeted for sexualized violence.

Administrative Assistant: Delivers reception duties, welcomes survivors, books police interview rooms, and maintains the reception area.

Executive Director: Oversees project and contributes to the evaluation of the program.

Benefits to Langford Residents:

Our Access Line and SART Services increase the health and well-being of Langford and Westshore residents through responding to sexualized violence when it happens and rebuilding from impacts of violence and trauma in a safe and inclusive space designed specifically for survivors. Increased access to clinic services also reduces wait times and provides cost savings to Langford and its residents. The families and friends of the survivor benefit from the Clinic as there is space for them to remain with the survivor and learn valuable information regarding how best to support them during the initial stages of healing.

The objective of this program is to meet the urgent service demand for our Sexual Assault Clinic which provides immediate crisis support, medical care and access to police reporting for recent survivors of sexual assault. Funding will ensure these services remain accessible to the Langford community and reduce wait times for crisis counselling and criminal justice system support.

Additional Statistics:

2023 Statistics for Langford/Westshore Region

Last year, we served 89 people from the Westshore/Langford region which totaled to 11.4% of the total folks VSAC served. However, it is notable that 126 people who accessed our services had unknown postal code information, and likely some of the 126 people are from or reside in Langford. Based on the percentage of known Westshore/Langford clients, we estimate that 14 of clients with unknown postal codes were Westshore residents.

Region	Total Clients	SART	Crisis Counselling	Victim Services	Intake & Information Meetings	Groups
West Highlands, North Langford, View Royal	69 or 8.85%	9 or 8.57%	39 or 11.7%	16 or 8.16%	3 or 6.9%	6 or 6.9%

Colwood, South Langford, Metchosin	20 or 2.56%	4 or 3.18%	8 or 2.29%	3 or 1.53%	2 or 4.65%	3 or 3.45%
Unknown Postal Codes	126 or 16.15%	24 or 22.86%	52 or 14.9%	45 or 22.96%	2 or 4.65%	3 or 3.45%
ALL REGION TOTAL (Southern Vancouver Island)	780	105	349	196	43	87

Anticipated Outcomes of the Sexual Assault Clinic

Increased Access to Trauma-informed Immediate Crisis Support

The Access Line provides a first point of contact and support, providing response to approximately 800 calls per year. Since opening the Clinic, intervention responses from our Sexual Assault Response Team (SART) has increased by 94%. In 2014, we provided this service to 54 people at the hospital. Last year, we provided the service to 105 survivors. This significant increase in service provision does not mean there is an increase of sexual assault in our communities. It means more people are receiving the support they need to begin their recovery. From SART, survivors are offered immediate crisis and justice support at VSAC. For the survivor, there is also a reduction of trauma-response due to being seen in the emergency room (i.e., sights and sounds of emergency and lack of privacy at the hospital). Providing immediate access to ongoing supports in the calm environment of the Clinic reduces the potential of ongoing trauma for survivors of sexual violence.

Cost Savings and Reduced Wait-Times for Services

In addition to the benefits experienced by the survivor, the Clinic provides potential cost savings to hospital and policing agencies. As the use of hospital emergency rooms increases, removing most sexual assault exams to the Clinic frees up critical space at the hospital. This is increasingly valuable given pandemic pressures on our health care system.

The broader public benefits from the program as the Clinic reduces wait times and congestion at the Victoria General Hospital for residents of the CRD, including Langford residents. As reported by the Forensic Nurse Examiners treatment at the Sexual Assault Clinic takes approximately 1 hour as compared to over 3 hours in a hospital setting. This reduction in time is due to the overall high volume of people waiting for hospital-based emergency services and finding appropriate examination space.

Increased Public Safety

Public safety at large is also improved as police officers are able to return to patrol on average two hours fast when they attend a SART at the Clinic as opposed to the hospital. For police and RCMP, shorter

exam times mean they are able to return to other calls more quickly. In addition to these considerations, some police officers feel the space provides a softer, more accessible environment to talk with survivors about the status of their investigation.

Increased Wellbeing

The program provides the residents of Langford with an accessible and confidential facility to receive critical support, medical and justice services at no cost. The clinic promotes early intervention for survivors to mitigate the long-term mental and physical effects of trauma to improve their quality of life. Healing from sexualized violence is paramount to increase the well-being of survivors currently and for their futures. Without healing from sexualized violence, there are typically long-term effects of trauma, such as poor mental health and economic outcomes, including: depression, suicide, substance use, and unemployment. When survivors are given the opportunity to heal following a sexual assault, they are more likely to feel (and be!) more successful in work, life, parenting, and contributors to their community.

Increased Access to Justice

The overarching goal of SART is to provide medical treatment, emotional support and access to justice services in order to best meet the needs of the sexual assault survivor. This wrap-around support and information increases the survivor's ability to make an informed decision about accessing the criminal justice system. The continuing hope of SART and Team Victoria (of which Vic PD are members) is that this will increase a survivor's access to the criminal justice system and reduce potential secondary trauma from the system itself. Working as a team improves each team member's response to each survivor accessing medical, support and criminal justice system.

The Westshore RCMP benefits from the Sexual Assault Clinic as survivors are generally in a reduced trauma activation state when making a police report due to the comfort and familiarity of the clinic space. Victim Service Workers are on-site to support survivors who may need additional information or care.

Before VSAC opened the Clinic, the total number of police interviews in 2015 supported through the SART program was 11. The number of police reports has grown exponentially since we opened the Clinic. When we opened the Clinic in 2016, police reports jumped from 11 to 25, of which 23 reports took place within the Clinic, an increase of 127%. Last fiscal year, reporting remained steady at 22 police reports. These numbers indicate that the Clinic is a model that increases the likelihood for survivors to feel comfortable accessing police reporting after a sexual assault.

Other positive outcomes of the Clinic so far have been:

- Improved, streamlined service delivery for survivors through the creation of a stand-alone sexual assault clinic
- Increase access to medical, legal, and counselling supports for survivors of sexual assault
- Survivors who accessed the clinic have expressed feeling welcomed and safe
- Reduced wait times for survivors

- Reduced total time of emergency response and service delivery – on average 1 hour, previously it was 3 hours.
- More survivors feel comfortable bringing family and friends with them for support
- Engagement with marginalized communities that underuse sexual assault response services (including but not limited to Indigenous community members, new immigrants, and Trans, Two-Spirit and Gender Diverse people) and for those facing multiple barriers to service delivery.

Additionally, because of the success of our service model, we have experienced numerous consultation requests from other agencies across British Columbia and Canada who are interested in establishing similar clinics and/or Sexual Assault Response Teams (SART) in their communities.

Accessibility and Inclusiveness

The clinic breaks down institutional barriers and increases accessibility to crisis support, medical care, forensic exams, and police reporting for all survivors, especially those from marginalized communities (LGBTQ, racialized, Indigenous, new immigrant and refugee, sex worker, street-involved communities) to receive key crisis support, medical and justice services after experiencing a sexual assault. In 2012, VSAC started the process to become a Trans inclusive agency and has opened up its services to be accessible to all members of the Trans community. Today we serve all women, Trans, Two-Spirit, non-binary, and gender-diverse survivors. We offer services to survivors of all ethnicities, gender identities, sexual orientations, abilities, religions, and socio-economic backgrounds.

The Clinic provides the residents of Langford and Westshore with an accessible and confidential facility to receive critical support, medical and justice services at no cost. The clinic promotes early intervention for survivors to mitigate the long-term mental and physical effects of trauma to improve their quality of life. This project also encompasses specialized training for our multi-sector partners, including police, to ensure that services for survivors of sexualized violence are accessible, inclusive and trauma-informed. The clinic was made possible through our longstanding community partnerships which work to enhance the coordinated community response to sexual assault as well as ease the strain on Langford's and Westshore's resources by integrating services outside the hospital and police station environments.

The innovative service delivery of the Clinic works to enhance the quality of life and sense of safety for survivors as well as transform current systems to increase accessibility, as well as individual and community healing, supporting a safe and healthy Langford/Westshore.

Community Partnerships & Collaboration

The Clinic services are provided in collaboration and partnership with Forensic Nurse Examiners and physicians (as needed) from Island Health, Municipal Police, RCMP (including Westshore), and the Canadian Forces National Investigative Service. Our innovative and collaborative program was recognized by the Health Employers Association of BC with an Award of Merit for Collaborative Solutions in 2017.

The Clinic is approved for providing medical care and the police interview rooms are up to strict policing standards, but none of our services are contracted and we do not receive money for any services provided from any of the other actors or agencies involved. We receive referrals from local agencies serving targeted communities, as well as schools and community members themselves. We continue to

maintain positive relationships with agencies serving marginalized folks so that their clients know they can access the clinic.

Our partnerships with various community organizations, such as Peers Victoria, Victoria Women's Transition House, Victoria Inter-Cultural Association and the Victoria Immigrant and Refugee Centre Society strengthen our ability to provide accessible crisis response to survivors from marginalized communities through cross-training and referrals.

Outreach

Our Outreach worker enhances and strengthens our relationship building with Indigenous, LGBTQ2+, sex worker, racialized, newcomer, and disabled communities, and youth. They directly connect with many of these communities who often are missed in service provision, or who face significant barriers in accessing support at hospitals post-sexual assault. Our Outreach worker assesses effective ways to communicate through technologies and in-person with various marginalized communities.

Community Support: Team Victoria

Team Victoria was established in 2005, is comprised of RCMP (Westshore, Sooke, Sidney), Municipal Police (Victoria, Saanich, Central Saanich, Oak Bay) and the Canadian Forces National Investigative Service, Island Health Forensic Nurse Examiners, Crown Counsel, Victim Service Workers and Clinic Coordinator. This team meets monthly to problem solve, educate and ensure a collaborative response to survivors of sexualized violence in the Greater Victoria Region. They were instrumental in the vision for the clinic, getting the sexual assault clinic operational and in alignment with medical and forensic standards, facilitate training of detachment new police recruits and forensic nurses in the use of the space. These meetings are also an opportunity to hold each other accountable when procedures or practices could be improved to better meet the needs of survivors.

Budget Details: (budget is attached to application email)

Victoria Sexual Assault Centre Society
Victoria Sexual Assault Access and SART Program
Budget for the year April 1, 2024 to March 31, 2025

REVENUES

Gaming		
City of Victoria		
Province of BC	\$	300,000
District of Saanich	\$	5,000
Esquimalt	\$	3,000
Langford	\$	5,000
View Royal	\$	5,000
Oak Bay	\$	4,500
Harbourside Rotary	\$	10,000
VSAC Contribution Fundraising and events	\$	23,794
Zonta	\$	5,800
Total Revenues	\$	362,094

EXPENSES

Salary and Benefits	Hours (FTE)	
Clinic Coordinator	0.4	\$ 31,938
Volunteer Program Coordinator	0.25	\$ 14,851
Victim Services Worker	0.34	\$ 32,958
Crisis Counsellor	0.34	\$ 29,982
Direct Client Services Manager	0.3	\$ 33,063
Administrative Assistant	0.6	\$ 39,857
Day-Time Access/SART Support Worker	0.4	\$ 42,487
Inclusion Coordinator	0.2	\$ 15,330
Auxiliary Access/SART Workers	0.2	\$ 9,235
Executive Director (for evaluation and oversight)	0.1	\$ 11,790
Total Salary		\$ 261,491
Program Expenses		
Consultants - Inclusion Training		
Lease		\$ 35,285
IT Utilities		\$ 1,500
Janitorial Services		\$ 2,600
Repairs and Maintenance		\$ 500
Equipment and tech		\$ 2,000
Office supplies		\$ 1,000
Postage and Courier		\$ 1,000
Medical Materials and Supplies		\$ 5,000
Promotion and Publications		\$ 2,500
Travel		\$ 3,500
Telephone		\$ 2,400
Outreach, Partner Development, Community Engagement		\$ 2,000
Audit		\$ 1,500
Client Supports		\$ 1,000
Volunteer Training, Recognition, Supports		\$ 2,500
Program Supplies		\$ 1,200
Insurance		\$ 2,200
Admin 10%		\$ 32,918
Total Program Expenses		\$ 100,603
Total Expenses		\$ 362,094

City of Langford
Request for Funding 2024
POL-0147-FIN

Organization's legal name:	Wear2Start Society
Name of Program for which funding is requested:	Wear2Start Boutique Program for Self-identified Women
Address:	216-733 Johnson Street, Victoria, BC V8W 3C7
Contact name:	Zoey Wells
Contact tel. no.:	[REDACTED]
Contact email:	zwells@wear2start.com
Date of application:	January 12, 2024
Total grant request	\$2,000 and request was submitted in 2023

Wear2Start (W2S) is a federally registered, non-profit society, incorporated under the Society Act in 2001. We are based in Victoria and serve self-identified women in the Capital Regional District. Wear2Start relies on grants and donations, and our empowering work is done through our dedicated and passionate volunteers, one part-time contracted Program Manager and (subject to available funding) one part-time contracted Volunteer Program Coordinator. In our 20 years of existence, Wear2Start has assisted more than 4,700 women-identified clients. Our Board is an operational board, which includes an accountant, a lawyer, and numerous businesswomen. There is currently no other similar organization serving women in this capacity on Vancouver Island.

- **Wear2Start** provides self-identified women with appropriate and professional clothing, shoes, accessories, and essential personal-care items that will assist them with their next steps. Clients are of all ages, ethnicities, and backgrounds, and are either self-referred or referred by social service agencies and employment programs in our community. The service is free of charge to the client and either subsidized through referral programs or through fundraised dollars.
- In addition to clothing, we pride ourselves on removing barriers to assist women by building self-respect, self-esteem and self-confidence which will empower them to achieve their goals. A great first impression and professional appearance is vital and helps to open doors to a positive future.

Wear2Start's services enhance the education and support that women have received through our referring agencies by improving their professional image, helping them gain confidence, and increasing their standard of living and economic status. In short, we empower women to be the best they can be.

Project Description & Purpose

Since its inception in 2001, Wear2Start has provided clothing, accessories, shoes and outerwear to women-identified clients. Historically, all clients were referred by organizations with some type of training and employability component to their programming in order to facilitate entry or re- entry into the workforce. Referral agencies paid a \$40 referral fee on behalf of each client and there was (and continues to be) no cost to the client.

In response to barriers to accessing our services that were identified during strategic planning in 2018, Wear2Start removed the requirement for clients to be involved in an employment program and now accepts self-referrals or referrals from community organizations for any self-identified woman for whom our services will fill a genuine need. This may include someone fleeing an abusive relationship, needing to meet with a potential landlord, attending a job interview, starting a new job, going to court, starting a practicum, etc. This allows us to help with any one of a myriad of situations and challenges that have meant losing access to appropriate clothing due to circumstances and/or financial distress. In addition, Wear2Start now waives the \$40 referral fee for all services, including all referral agencies. This decision was made in early 2023 in response to the current economic climate.

Wear2Start is pleased to have progressively increased our number of referring organizations ever since and we have also seen a steady increase in the number of self-referrals as well as returning clients. This has been especially important for women who have a high level of need but are not necessarily tied to a specific community support. This year we have seen a significant increase in referrals & self-referrals from the Ukrainian community. We are extremely fortunate to have 2 volunteers who are able to translate for a number of these clients.

This past year, Wear2Start provided services to clients from over 35 community organizations in the Greater Victoria area and this number continues to grow as the reputation and awareness of our organization increases. In addition to longtime referring partners, Bridges for Women and WorkBC, we receive referrals from Cridge Transition House, the Victoria Women's Transition House, PHS Community Services, the Inter-Cultural Association, the Threshold Housing Society, the Victoria Native Friendship Centre, the Victoria Coalition to End Homelessness and many others. We are proud to be working together and extending support for the amazing work that these organizations do in providing support, empowerment and advocacy for self-identified women in our community.

Wear2Start welcomed 195 clients through its doors this year. This is a 28% increase in clients accessing services. A number of these clients were newcomers to Canada, past clients revisiting

our services, and clients accessing services through a wide range of referral agencies. Due to the increased cost of living, which specifically impacts self-identified women in our society, we have seen an increase in past clients returning and a significant increase in clients using our self-referral option.

Wear2Start's Programs and Stats 2022-2023

The Wardrobe Program is a personalized, 1-hour appointment at the Wear2Start boutique, over 195 women-identified clients were provided with a business casual wardrobe and accessories to assist with their next steps.

Returning Clients 32

Self-Referrals 81

Referral Agencies 83

This year Wear2Start reinvisioned and revamped a few of our programs and procedures to speak to the growing and changing needs of our clients and referral partners, listening to their feedback and pivoting appropriately. These changes have seen an increased number of clients through our boutique this year as well as a huge increase in our community engagement and support translating into increased fundraising, community support and volunteer recruitment and engagement.

We continue to be able to access complimentary haircuts through our Cuts4Confidence Program, and hard to fit clients were able to access our Bra Program, which equated to a total of 50 haircuts and 28 bras that were provided in our last fiscal year.

In the 2023 Victoria Foundation Vital Signs Report, 17 Sustainable Development Goals were identified through a United Nations initiative as representing the world's collective vision for a thriving and sustainable planet. Further to that, the report once again identified 12 key issues that contribute to the maintenance of a healthy, sustainable and vibrant community locally. Wear2Start was featured in the Victoria Foundation Vital Signs report this year under the Standard of Living Section.

“Wear2Start is a registered charity in Victoria providing personalized wardrobe experiences to empower self-identified women to dress their best and build their confidence. The society was founded in 2001 to address a challenge facing many returning to the workforce. People needed funds to buy appropriate clothes for a new job but couldn't afford a work wardrobe until they had the job. “We've broadened our mandate to provide clothing for work and daily life,” said Leelah Dawson, President of Wear2Start. “We receive donated clothing suitable for both, and we recognize that women face a wide range of workplace and living environments, so they need a wide variety of clothing.””

Wear2Start will continue to assist with providing solutions to several of those issues by: 1) Achieving gender equality and empowering all women and girls. 2) Improving opportunities for

personal employment and economic growth; 3) Improving mental health and sense of well-being; 4) Increasing access to diverse educational opportunities and; 5) Ending poverty in all of its forms.

Wear2Start relies on a team of dedicated and passionate volunteers to deliver direct services and receive financial and in-kind support from businesses, community partners, donors, and grantors. Donations to our society include financial gifts as well as clothing, shoes, accessories and supplementary services from both private individuals and businesses.

Through grants received last year we were able to continue to secure funding for a part-time Volunteer Program Coordinator (6-month contract) and a part-time Program Manager (1 year contract). Having experienced professionals in these roles allows us to: increase our volunteer base; provide a higher level of volunteer management, training, and support; increase engagement, retention, and level of satisfaction amongst our volunteer base; increase outreach to new community partners and build and expand current relationships; increase and cultivate donor and business relations; and seek new opportunities for growth and sustainability.

We are requesting funding of \$2,000 towards the renewal of the contract for our part-time Volunteer Program Coordinator.

Organization Budget	Program Budget	Grant Request Amount
\$99,790	\$99,790	\$2,000



January 13, 2024

To whom it may concern,

Wild Wise is a volunteer-run, community-based educational program designed to reduce human-wildlife conflict and promote coexistence through awareness and education. We originally started in Sooke with some support from the District of Sooke and our primary focus was reducing human-bear conflicts. We have since branched out to serve several surrounding communities and broadened our educational base to encompass reducing conflict with all local wildlife.

We run a Facebook group for each community with relevant up-to-date information. We regularly post in local papers and media outlets and have a big physical presence in the community by attending fairs, festivals, and markets, and holding educational workshops and information sessions.

We are pleased to work closely with the BC Conservation Service, local RCMP, Sooke bylaw, and Sooke Municipality. We also work with local schools to provide an in-school educational program to spark an interest in and respect for the natural world. We have partnered with local universities (Royal Roads and the University of British Columbia) to further examine the human-bear relationship and provide educational studies to the District of Sooke as to how as a community we can better coexist with our wild neighbours.

We are eager to add the City of Langford to our list of community partners and are requesting a grant of \$2,500.00 to assist with our 2024 budget (attached to this email for review). This amount would assist with our temporary signage costs for communities including Langford, educational flyers, a review of permanent signage, and a council presentation.

As of November 2, 2023, there were 43 reported bear conflicts in Langford for the year, with increasing conflicts taking place between November 3 and December 31. Most of these instances were in the Bear Mountain area, including Florence Lake and Glen Lake neighbourhoods, and were caused by unsecured attractants. Volunteers have been out in the Langford community many times in response to these calls, offering education and sharing signage and other materials.

We thank you very much for your time and we look forward to working with Langford.

Wild Wise Society

- www.wildwisesociety.org
- wildwise123@gmail.com
- Phone: 250-880-8371

Proudly Serving: Sooke, East Sooke, Shirley, Otter Point, Metchosin, Campbell River



Coexisting and Living Wild with Nature

2024 Financial Budget Estimate Prepared By:

Mollie Cameron, Wild Wise President

Educational Materials



and Bear Door Hangers: 200 of each = \$1800 (\$4.50 each)

Trifold flyer: 300 = \$450 (\$1.5 each)

Total = \$2250

Wolf

Signs and Flyers



Yellow Bear in Area + Wildlife Crossing Signs: 400 of each (\$4 each with shipping)

Total = \$3200

Community Projects



Purple Martin Nest Boxes

- Number of Boxes = 30, cost to build per house = \$35, **Total \$1050**

Bat houses

- Number of Bat Houses = 25, cost to build per house = \$40, **Total \$1000**

Seal Haul Out

- Safe haul out ~ 20' X 20' cost to build = **Total ~\$2000**

Total = \$4050

Outreach and Social Media

Typically, we try to attend as many weekly, monthly and holiday events, fairs, festivals, and markets.

Website fee: \$160/year <https://www.wildwisesooke.com/>

Wild Wise phone line (250-880-8371): \$50/month = \$600/year

Contact cards: 500 = \$20.00

ZOOM: \$300/year

Microsoft Subscription: \$120/year

Total = \$1200

Fundraising

Calendars: 200 = \$4000 (cost = \$20 sell for \$25 = \$1000 profit)

Clothing: total \$1800

Hoodie x 25 (cost \$28, sold for \$40)

T-shirt x 25 (cost \$20, sold for \$25)

Long Sleeve x 25 (cost \$25, sold for \$30)

Total = \$5800

In-School/Community Presentations (and Market materials)

Retractable Banner x2 = \$300

Visual board for outdoor presentations (also used for market events) x3 = \$225 (cost \$75 each)

Wild Wise 2021 Financials:

Educational Materials \$2250

Signs and Flyers \$3200

Community Projects \$4050

Outreach and Social Media \$1200

Fundraising \$5800

Miscellaneous \$100

In-school materials \$525

Total Estimated Budget for Wild Wise Society in 2021 = \$17,125

We ask each district to contribute what they can to support Wild Wise in their community.

Wounded Warrior Run BC
1565 Cedarglen Rd
Victoria, BC V8N2B1



January 12, 2024

City of Langford
2nd Floor, 877 Goldstream Ave
Langford, BC V9B 2X8

RE: Wounded Warrior Run BC – February 25 to March 3, 2024

Dear Mayor Goodmanson & Council,

Wounded Warrior Canada (WWC) is a nationally-recognized mental health service provider dedicated to serving ill and injured Trauma Exposed Professionals (TExP) and their families. A TExP is an individual who, through the course of their regular job duties is continually exposed to traumatic events involving actual or threatened: death, serious injury, and/or sexual violence. TExPs include but are not limited to the following professions: Military, Police Officer, Fire Fighter, Paramedic, Corrections Officer, Security Officer, and Health Care.

Our range of clinically facilitated programs have been developed to support the unique needs of Veterans, First Responders and their families. Our programs support individuals, couples, spouses, surviving Family members, and children of those who serve or have served our country and communities. WWC recognizes that only through ongoing partnerships, multi-organizational collaboration, and sustained community involvement can TExP's and their families recover from their injuries and return to a state of well-being in community.

In 2024, we will be embarking on the 11th annual Wounded Warrior Run BC. This event has become the largest fund raiser for Wounded Warriors Canada on Vancouver Island, and our goal is to raise \$250,000 this year. We need your help in reaching this goal. **Please consider a minimum \$2,000 donation.**

In addition to our main run event, we are holding a One-Day Run, starting in Sooke and ending in Sidney on Sunday, February 4, 2024. Our team will be running through Langford, stopping at the Langford Fire Department at 12:00 p.m., departing at 1:00 p.m. We would like to invite Mayor Goodmanson & Council to meet the team during our time at the Fire Department.

The second opportunity to meeting the team is during our main run event. Our team will be completing the 8-day run on Sunday, March 3, 2024. We will arrive at the Langford Legion at 12:10 p.m., departing at 1:15 p.m.

Because we are running through a portion of your city on Sunday, February 4, 2024, and Sunday, March 3, 2024, to assist us in ensuring event is safe and causes the least amount of disruption to residents, we would like to ask if the details can be added to your community calendar, digital signage, and any other communication tools you have available.

Thank you for your incredible support to Wounded Warriors Canada and for continuing to grow our partnership. Please contact the undersigned for any questions.

Much respect,



Jacqueline Zweng

Director

Wounded Warrior Run BC

jacqueline@woundedwarriors.ca

8 days · 8 runners · 800kms

