



YMCA Elphinstone Event and Retreat Centre Group Information Guide 2024



Celebrate • Explore • Recharge • Connect

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Welcome to YMCA Elphinstone

From corporate events and family reunions to specialized team-building experiences and health-and-wellness retreats, let our 144 acres of oceanfront property provide your group with a unique opportunity to come together and experience wonderful moments, regardless of your event.

Private functions and event rentals are available from September to June and offer comfortable accommodation, on-site catering and an environment that encourages reflection and active team building. Ditch the traffic and noise of the city and dive into the lush nature of YMCA Elphinstone for your next event or retreat.



Highlights

- An all-inclusive camp and retreat centre located in Gibsons, BC, at the shores of Howe Sound on the beautiful Sunshine Coast.
- YMCA Elphinstone offers day and overnight experiences.
- Facilities available for group bookings from September through June (unavailable in July or August.)
- Located 2 km from the Langdale Ferry Terminal and a 40-minute ferry ride from West Vancouver, YMCA Elphinstone makes you feel like you're miles away without being far from home.
- 144 acres of oceanfront property and lush temperate rainforest.
- On-site catering serving a variety of food and menus to choose from.
- Accommodations for up to 472 guests, including 5 lodges with indoor fireplaces and heated bathroom floors, as well as 26 classic camp cabins.
- 5 halls with capacities from 50 to 300 people.
- 2 large outdoor seating areas for up to 300 people.
- Outdoor and adventure-based programming to add value and fun to your retreat, function, conference or special event.



Accommodations

Our facilities accommodate up to 472 guests, often with multiple groups on-site. All accommodations have bunk beds with comfortable foam mattresses, heat, lights and electricity. Guests provide their own sleeping bag/bedding and towels. To ensure a bed bug-free facility, all bedding and luggage (with some exceptions) must be processed through our heat room.



Lodges boast a cozy seating area with fireplace, 8 bedrooms with lockers, 4 private washrooms with showers, including accessible washrooms and showers, with a total capacity of 32 guests per lodge.



Hemlock cabins have a high ceiling with a classic cabin feel, housing 12 guests, 10 in the main room and 2 in an alcove, with a central washroom facility nearby.



Forest cabins are our most rustic accommodation, nestled in our lush rainforest, housing 12 guests with a central washroom facility nearby.

Group Bookings & Meetings

- YMCA Elphinstone's facilities can be rented by groups for day or overnight experiences.
- Exclusive site use available, which ensures your group is the only one on site.
- 5 halls with 7 rooms in total, including Exploration Hall with catering facilities, HD ceiling-mounted projector and sound system.
- Wi-Fi available in the Dining Hall, Exploration Hall, Mackenzie Hall and the Lodges.
- Phones are accessible 24 hours per day.
- YMCA Elphinstone is proud to offer an electronics-free experience upon the group's request.
- Flip charts and whiteboards available on request. Projector and screen available for rent.

Exploration Hall



A state-of-the-art building, featuring a stage, fireplace, attached catering facilities, 110" HD projection screen, and audio system with two wireless microphones. Includes a covered patio for outdoor dining, reception, or barbecue. Capacity of 120 standing or 80 seated guests.

Upper Mackenzie Hall



Large room with lots of natural light and accessible washrooms. Capacity of 80 guests.

Lower Mackenzie Hall



Ground-floor space with washrooms, located near the lodges for added convenience. Capacity of 50 guests.

Mark Hume Waterfront and Leadership Centre



Gorgeous oceanfront building with intimate meeting space on upper floor and an accessible washroom. Enjoy views of Howe Sound from the covered porch. Capacity of 50 guests.

Dining Hall



Uniquely shaped hall with amazing ocean view. Kitchen facilities connected. Capacity of 250 seated guests.

Rec Hall



Our largest building includes a wood-burning fireplace, wrap-around deck, and is full of rustic charm. Third-party rental required for tables and chairs. Capacity of 300 guests.

Chapel and All Camp



Bring over 300 people together among the warm trees of Chapel Grove or our oceanfront campfire setting.





Aqua-Bound

Aqua-Bound



Our Staff

Led by the Outdoor Education Director, the YMCA Elphinstone staff team is made up of dedicated individuals, all of whom are passionate about outdoor recreation. Our staff members are selected for their qualifications, their enthusiasm and experience in all camp-related programs and commitment to the values of the YMCA.

All YMCA program staff maintain minimum qualifications of Standard First Aid with CPR-C and Bronze Cross, and are trained on topics such as wildlife safety and healthy child development. Waterfront staff are certified National Lifeguards and our climbing instructors are trained to meet ACCT standards.

YMCA staff are on duty from breakfast to evening snack and coordinate daily meal procedures. Each group is assigned a YMCA staff host who is dedicated to ensuring your group's needs are met.



Activities

- Enjoy water and land-based activities, evening games and cozy campfires.
- Explore Howe Sound with kayaking, canoeing, voyageur canoeing, paddle boarding and swimming.
- Build your team and test your limits with high and low ropes, rock climbing, archery, team building initiatives and ice breakers.
- Test your survival skills and build your environmental awareness with fire and shelter building, orienteering, nature hikes, forest studies or marine beach studies.
- Games to make you feel like a kid again including capture the flag, cardio Pictionary, gaga ball, court and field games or end the day with a shoreline campfire.

***Must be instructed by YMCA staff at a ratio of 1 YMCA staff to every 15 participants.**

TEAM BUILDING	Ages	Season
Canoeing:* Learn basic canoe skills through practice and games in Howe Sound	All Ages	Spring & Fall
Voyageur Canoeing:* Learn basic skills in a 10- to 16-person canoe and apply learning through practice and games in Howe Sound	All Ages	Spring & Fall
Team Building: Participants focus on conflict resolution, communication, decision-making and problem solving through cooperative activities that build confidence, teamwork and trust.	All Ages	All Seasons
Low Ropes:* Focusing on cooperation, communication, leadership and trust, participants must problem-solve a number of group challenges to reach a common goal.	All Ages	All Seasons
Rock Climbing:* Our multi-side climbing tower provides participants with the opportunity to step outside their comfort zones with the support of their group on the ground.	9 & up	Spring & Fall
Dangle-A-Maze:* A multi-person high ropes element that requires teamwork, strategy and trust to climb.	9 & up	Spring & Fall

ENVIRONMENT	Ages	Season
Marine Beach Study:* Focused on marine wildlife of the Sunshine Coast, explore living creatures on camp's shoreline through sensory and interactive games.	All Ages	All Seasons
Nature Hike: Enjoy an active and interpretive hike to "Big Tree," the largest tree on the Sunshine Coast.	All Ages	All Seasons
Forest Study:* Focusing on sensory awareness and exploration, participants experience forest ecology through active nature connection games and challenges.	All Ages	All Seasons
Hutchinson Creek Study:* Focused on life and water cycles, examine the salmon-spawning creek with sensory and hands-on activities.	All Ages	All Seasons

INDEPENDENCE	Ages	Season
<p>Kayaking:* In beginner ocean kayaks, participants learn the skills necessary to safely enter, exit and manoeuvre their boat and apply learning through practice and games in Howe Sound.</p>	9 & up	May, June & September
<p>Archery:* Focusing on skill development and personal accomplishment, participants learn proper technique and handling of equipment through instruction, practice and games.</p>	All Ages	All Seasons
<p>Vertical Playground:* A new addition to the challenge course, the vertical playground is a unique climbing element that requires the climber to navigate through a series of vertical obstacles.</p>	9 & up	Spring & Fall
<p>Traversing High Ropes:* Reach personal goals and support teammates in traversing an obstacle 45 feet in the air.</p>	9 & up	Spring & Fall
<p>Aerial Trust Dive:* Participants can take on the personal challenge of climbing up to a small platform 45 feet in the air and, with a belay team on the ground, jump out to hit a dangling buoy before being slowly lowered to the ground.</p>	13 & up	Spring & Fall
<p>Paddle Boarding:* Develop balance, control and strength while learning the fundamentals of this fast-growing sport.</p>	13 & up	May, June & September

SURVIVAL SKILLS	Ages	Season
<p>Fire Building:* After basic instruction on the elements of fire, participants build and light a small campfire designed for different survival situations using “No Trace” practices.</p>	All Ages	All Seasons
<p>Shelter Building:* Participants learn to create a rain- and wind-proof shelter.</p>	All Ages	All Seasons
<p>Orienteering:* After learning the features of a compass and how to properly use one, participants test their skills by setting and following a bearing to navigate an orienteering course.</p>	All Ages	All Seasons
<p>Knot Tying:* After learning a series of useful knots, participants play a survival game to test their new skills.</p>	All Ages	All Seasons

Group Games, Free Time Activities & Evening Programs

GROUP GAMES

Capture the Flag: Two or more groups compete in an attempt to capture the other team's flag.

Cardio Pictionary: Teams compete in a series of picture puzzles while racing to find the next round.

Gold Rush: Groups rush to steal the opposition's gold and work to finish with the largest pile.

Icebreakers: Active and exciting games to help participants become comfortable with one another.

Pack Rats: Bring the host a requested object to earn a point. Bonus points for creativity and sportsmanship.

Predator vs. Prey: Participants experience the interdependence of animals through role play.

Super Scavination: A scavenger hunt that combines touring camp, meeting YMCA staff and learning camp trivia.

FREE TIME

Courts: Beach volleyball court, four tetherball courts, basketball courts with all equipment provided.

Field: With a huge grass field and a shed full of sports equipment, field games get participants active and moving

Swimming:* Participants can play in the "crib," a swimming area created by four docks. (Lifejackets required and supplied, only offered in June and September).

Gaga Ball: Kids of all ages learn strategy and hand-eye coordination in this fast-paced, competitive camp favourite.

EVENING PROGRAMS

Campfire: Sing songs, learn some skits and come together at the end of the day. A must-have for any trip!

Apples to Apples: A group game based on the classic card game, teams score points for creativity and humour.

Initiative Challenge: Activities like an egg drop provide opportunity for teamwork, creativity and fun.

Skit in a Bag: Participants are divided into groups and challenged to create a skit using all of the items in their bag.

Stop the Bus: Like Scattergories with a twist. While competing in teams, provide the best answer for each category

How Well Do You Know Me?: After a short question-and-answer period, groups gain points for correctly answering questions about a member of their group or YMCA staff member.

Make a visit to YMCA Elphinstone your own!

Elphinstone can be booked for any style of retreat. You can enjoy a YMCA tailored program or follow your own full retreat schedule. We welcome all to enjoy our food services, facilities and oceanfront setting without any requirement to participate in YMCA programming. We'll work with your gathering's needs to make it your own!

Group Guidelines & Expectations

- Groups are responsible for their guests' safety, behaviour, and well-being while visiting YMCA Elphinstone.
- If your group includes children, parents or adult chaperones must provide 24-hour supervision of children.
- Guests are not permitted on the waterfront without a YMCA lifeguard present. The waterfront is closed from dusk to dawn.
- Pets are not permitted on site, with the exception of service animals.
- YMCA Elphinstone is a non-smoking facility. For certain events, a designated outdoor smoking area can be set up. Any cigarette butt found outside of the designated smoking area will result in a minimum \$500 damage fee.
- To serve alcohol, the rental group must have site exclusivity and a posted special occasion permit and certified bartender are required. The rental group and bartender assume responsibility for supervising and limiting excessive consumption, obnoxious behaviour, impaired driving, or other activities that may result in accident or injury.
- Any damage to the facility or equipment will be charged to the rental group.

For complete details, please refer to Form C: Guidelines & Expectations in your rental agreement.

Meals

YMCA Elphinstone serves nutritious family- or buffet-style meals. Breakfast includes a cereal and fruit bar, while lunch and dinner include an endless salad bar. An evening snack is served daily. We proudly prepare food for most dietary needs, restrictions, and allergies. There is no additional charge for these meals provided they are the exception and the requested forms have been submitted.

For special events, groups may upgrade to our banquet menu. Contact us for more information about our menus, barbecue and appetizer options, and meal upgrades. Coffee, tea, water, and fruit are always available in our dining hall. Alcohol service may be permitted with site exclusivity and is the responsibility of the rental group. All meals are served in the Dining Hall or can be served at alternate locations by request for a fee.

Transportation

BC Ferries is the primary connector to the Sunshine Coast. The Langdale Ferry Terminal is less than 2 km away from camp. YMCA Elphinstone offers a shuttle service or a complimentary guided walk to and from the Langdale Ferry Terminal for guests walking on the ferry. BC Ferries offers a complimentary luggage service for groups to reserve a private dolly for their luggage while on the ferry.

Overnight parking is available on site in our two upper parking lots.

Heat Room & Packing

To ensure a bed bug-free facility, all bags and belongings must pass through a heat treatment process upon arrival to eliminate the concern of bed bugs spreading to our facilities or to your homes. Do not bring food or drinks (except water), valuables, money, electronics, knives/pocket tools or other weapons. For more information, see our "Heat Room Preparation" and "What to Pack" letters that are provided to you upon booking.

Health Care & First Aid

Groups are responsible for overseeing any first aid given to their participants and must have a designated emergency vehicle on site in case of an emergency. YMCA staff are trained in Standard First Aid with CPR-C as a minimum and are available to provide assistance if required in the event of an emergency. The Sunshine Coast ambulance service has an average 10-minute response time. Medical care is available at the Gibsons Medical Clinic (10-minute drive) or Sechelt Hospital (25-minute drive).

Fees

Accommodation fees are per guest and include site use, snacks and YMCA hosts. Pending availability, YMCA Elphinstone can be booked exclusively (free for groups of 250 guests or more). This includes the use of the site and halls, but not accommodation fees, day guest fees, or programming. Contact us to discuss what you're looking for in your event, and we are happy to provide you with a rental estimate.

Health and Safety Plan

The health and safety of our campers, guests, and staff is our top priority. YMCA Camp Elphinstone will continue to follow all public health orders and British Columbia Camping Association guidelines. For complete health and safety details, please visit our website at ymcaelphinstone.ca.



Rates & Fees:

Overnight Accommodations			
Accommodation Type	Availability & Capacity	Nightly cost per person (2024)	Nightly cost per person (2025)
Lodges	5 Lodges (Max. 32 people each)	\$130.00	\$143.00
Hemlock Cabins	18 Cabins (Max. 12 people each)	\$115.00	\$126.50
Forest Cabins	8 Cabins (Max. 12 people each)	\$90.00	\$99.00

Food Service			
Menu Type	Meal Type	Cost per meal, per person (2024)	Cost per meal, per person (2025)
Standard	Breakfast	\$11.00	\$12.10
	Lunch	\$13.00	\$14.30
	Dinner	\$15.00	\$16.50
	Custom Menu (Upgrade)	\$1.00	\$1.00
Banquet	Banquet Menu	\$18.00	\$19.80
	Banquet Menu (Upgrade)	Check Menu	Check Menu
BBQ	BBQ	\$14.00	\$15.40
Appetizers	Appetizers	Check Menu	Check Menu

Programming Rates			
Programming Package	Details	Fees (2024)	Fees (2025)
Basic	2 Hours, 2 Program Areas	\$1,000	\$1,100
Intermediate	4 Hours, 4 Program Areas	\$1,650	\$1,815
Ultimate	6 Hours, 5 Program Areas	\$2,600	\$2,860
Additional Instructors	Per Instructor (As needed to meet safety ratios)	\$160	\$176

Additional Charges			
Service	Fee Details	Cost (2024)	Cost (2025)
Site Exclusivity (Weekend)	Friday 6 p.m. to Sunday 2 p.m.	\$7,500	\$7,500
Site Exclusivity (Full Day)	Until Midnight	\$3,500	\$3,500
Luggage Service	Per Service	\$150	\$150
Shuttle Service (Per Round Trip)	24 people per trip	\$150	\$150
Campfire	Per Service	\$75	\$75
Transported Meal	Per Meal	\$250	\$250

Hall Rentals				
Facility	Capacity	Length	Daily Fee (2024)	Daily Fee (2025)
Exploration Hall	120	Half Day (4 Hours)	\$330	\$363
		Full Day (8 Hours)	\$600	\$660
Rec Hall	300	Half Day (4 Hours)	\$250	\$275
		Full Day (8 Hours)	\$440	\$484
Lower Mackenzie Hall	50	Half Day (4 Hours)	\$200	\$220
		Full Day (8 Hours)	\$325	\$358
Upper Mackenzie Hall	80	Half Day (4 Hours)	\$200	\$220
		Full Day (8 Hours)	\$325	\$358
Upper Hume Hall	50	Half Day (4 Hours)	\$170	\$187
		Full Day (8 Hours)	\$310	\$341
Dining Hall	250	Half Day (4 Hours)	\$305	\$336
		Full Day (8 Hours)	\$550	\$605

Day Group Site Usage		
Usage Type	Daily cost per person (2024)	Daily cost per person (2025)
Site Use Only	\$30.00	\$31.00
Site Use & Lunch	\$40.00	\$41.00
Site Use & YMCA Programming	\$40.00	\$41.00
Site Use, Lunch & YMCA Programming	\$50.00	\$52.00

Site Exclusivity and Hall Buy-Out

To best serve our groups' needs, we offer two different types of site reservations for large groups: hall buy-outs and site exclusivity. A hall buy-out provides you with access to all halls and indoor spaces for the duration of the weekend, and is more cost-effective than renting out each individual space. Site exclusivity provides you with access to all halls and indoor spaces, and books out the full site, guaranteeing there will not be any other rental groups on site and alcohol can be served. Site exclusivity or hall buy-out fees are waived for groups of 250 or more.

Wedding Ceremonies and Receptions



Jennifer Picard Wedding Photography

YMCA Elphinstone offers a memorable setting for both wedding ceremonies and receptions. When booking your special day with us, you'll have exclusive use of the facilities for the length of your event.

Our venue boasts a dedicated team of professionals that aims to create an experience that is as stress-free as possible. We know that getting married is an important occasion, and we work carefully with couples to craft celebrations that accurately reflect their one-of-a-kind love.

Please contact us for more information.

Booking Procedure

1. Please contact our staff to inquire about your dates of interest and complete a Booking Request Form (Form A).
2. You will receive a Rental Agreement Package with a Rental Estimate (Form B). Sign and return copies of Form B, our Guidelines and Expectations (Form C) and pay First Deposit Invoice (Form D) within 30 days to secure your dates.
3. Payment of Second Deposit Invoice (Form E) is due 90 days prior to arrival.
4. Final confirmation of your group size is required 30 days prior to arrival. Your final invoice will be based upon this number, or adjusted if the number of guests increases.
5. Submission of your group's Dietary Requirements (Form F) is due 14 days prior to arrival. Final Payment Invoice (Form G) will be issued on your departure day.

Cancellation Policy

Cancellations must be received in writing. Should you cancel less than ninety (90) days prior to the first date of your booking, you shall pay ninety per cent (90%) of your estimated total invoice within fourteen (14) days of cancellation. If you cancel and we are able to secure another group for your intended dates, you shall be refunded the amount paid, less deposits. Please note that both deposits are non-refundable.

Payment

The first deposit is due thirty (30) days after you have sent your booking request and we have responded with an estimated rental agreement. The first deposit is \$1,000 and confirms your booking and guarantees your spot in the calendar. The second deposit is due ninety (90) days prior to your arrival and is calculated as 25% of your final estimate (or \$1,000, whichever is greater). Invoices for both deposits are included in the rental agreement. If you book within 90 days of your arrival, the first deposit and second deposit will need to be paid in full at the time of booking. Final payment of the remaining balance is due fourteen (14) days after departure.

Any damage to the facilities and/or equipment at YMCA Camp Elphinstone will result in a minimum fee of \$500. Fees will be charged directly to your group and must be paid within 14 days of departure. Damages include, but are not limited to, broken windows, graffiti, or unnecessarily discharged fire extinguishers. A full site inspection is completed before and after your visit.

Accessibility at Camp:

The YMCA welcomes people of all abilities to our facilities and programs. YMCA Elphinstone has accessible equipment and offers program adaptations for any guests with physical and developmental disabilities to ensure each guest is included and integrated into the YMCA Elphinstone experience. If any of your guests require the use of accessible equipment, program adaptations or will be bringing any mobility devices, please contact the YMCA Elphinstone team to discuss and plan any accommodations that are needed.

Inclusion at Camp:

Recognizing that prejudice, discrimination, and stereotyping are prevalent through society, we are dedicated to the creation of a safe, secure space for those seeking services with us. It is the policy of YMCA Elphinstone to maintain and promote a facility and community that provides the highest quality of services to our guests regardless of their actual or perceived gender identity or sexual orientation. Please don't hesitate to contact the Outdoor Education & Events Director to discuss the commitments to inclusion made by YMCA Elphinstone and how we can best welcome and support your guests.

Location:

YMCA Elphinstone Event and Retreat Centre
1760 YMCA Road
Gibsons, BC
V0N 1V6

Contact:

Email: outdoor.centre@bc.ymca.ca
Website: ymcaelphinstone.ca
Phone: 604.886.2025
Fax: 604.886.2363

