



**REGULAR MEETING OF COUNCIL
Tuesday, March 14, 2023 @ 4:00 PM
Ucluelet Community Centre,
500 Matterson Drive, Ucluelet**

LATE AGENDA

	Page
1. LATE ITEMS	
1.1. 2023 Grants in Aid and In-Kind Contributions <i>Donna Monteith, Chief Financial Officer</i> RTC - Grants in Aid 2023 Appendix A - Grants in Aid & In-Kind Contribution Policy - 5-1805-2 Appendix B - Schedule of 2023 Grants in Aid and In-Kind Contribution Requests Appendix C - Grant in Aid and In-Kind Contributions Applications	3 - 50
1.2. CMHC Rapid Housing Initiative Grant - 1300 Peninsula Road [Updated] <i>Bruce Greig, Director of Community Planning</i> RTC - CMHC Rapid Housing grant [updated] Appendix A - Excerpt from CNHC Grant Application Appendix B - Draft MoU with Westcoast Community Resources Society Appendix C - M'Akola Development Services Letter Re: Updated Budget March 10, 2023	51 - 63
1.3. 449 Marine Drive Temporary Use Permit <i>Paulette Bellavance, Resident</i> 2023-03-13 - RE 449 Marine Drive Temporary Use Permit	65 - 68



STAFF REPORT TO COUNCIL

Council Meeting: March 14, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: DONNA MONTEITH, CHIEF FINANCIAL OFFICER

FILE NO: 1880-20

SUBJECT: 2023 GRANTS IN AID AND IN-KIND CONTRIBUTIONS

REPORT NO: 23-39

ATTACHMENT(S): APPENDIX A – GRANTS IN AID & IN-KIND CONTRIBUTIONS POLICY 5-1805-2
 APPENDIX B – SCHEDULE OF 2023 GRANTS IN AID AND COUNCIL CONTRIBUTION REQUESTS
 APPENDIX C - Grant in Aid and In-Kind Contributions Applications

RECOMMENDATION(S):

THAT Council authorize the Grants in Aid and In-Kind contributions for 2023 as presented in Appendix B, Schedule of 2023 Grants in Aid and Council Contribution Requests attached to staff report No. 23-39.

BACKGROUND:

The District of Ucluelet provides grants in aid to financially assist community groups, not-for-profit societies, and organizations specific projects. Council also provides in-kind contributions towards rentals and leases of facilities owned/operated by the District. Grants and In-Kind Contributions are considered on a year-to-year basis.

Applicants must meet the following eligibility requirements for grants in aid and in-kind contributions:

- a) Not-for-profit community organizations operating within the District of Ucluelet or which provide a social service to Ucluelet residents. Preference will be given to organizations based in Ucluelet or those that provide a social service to Ucluelet residents and where there is no overlapping service already existing;
- b) The signature on the application must be an authorized signatory and representative of the organization;
- c) Project must be completed within 12 months of receipt of the grant;
- d) It should be a goal of each organization to reduce the amount of financial support requested from the District of Ucluelet in each subsequent fiscal year.

The following types of proposals are ineligible and will not be considered by Council:

- a) Proposals requesting funding for sports organizations for competition/travel expense;
- b) Monies to subsidize a commercial organization;
- c) Projects that duplicate projects, programs, services or events already provided within the District of Ucluelet;
- d) Assistance for the payment of property taxes or various programs or services legislated by other levels of government;
- e) Proposals for support of research activities, staff training or professional activities;
- f) Proposals from individuals;

- g) Proposals from groups that did not submit the required final report from grants received in previous years.

The requests for funds from grants in aid and council in-kind contributions is attached as Appendix B. Applicants were invited to speak about their requests at a Committee of the Whole meeting January 31, 2023. At the meeting the Food Bank on the Edge withdrew the \$2,000 request from their application, but still ask for the In-Kind hall rental.

ANALYSIS OF OPTIONS

Staff recommend that Council approve Grants in Aid to a maximum combined total of \$21,224 and In-Kind Contributions to a maximum combined total of \$47,490 based on the evaluation criteria in the policy, and the amount approved by Council in the 5 year financial plan.

The combined value of 2023 grant in aid requests totaled \$31,330; however, the current annual budget is only \$21,224, which is a difference of \$10,106.

The combined value of 2023 in-kind contribution requests totaled \$43,090, which is below the current annual budget of \$47,490.

A	Approval of Grants in Aid and In-Kind contributions to the maximum budgeted amount.	<u>Pros</u>	<ul style="list-style-type: none"> No new taxes required if approvals remain within the budgeted amount. Provides supports to local non-profit organizations. Increases the number of services and events hosted in Ucluelet by non-profit organizations
		<u>Cons</u>	<ul style="list-style-type: none"> Some societies may not receive the funding hoped for. Some organizations may be required to seek additional funding from alternate sources. In-kind contributions of District spaces reduce rentable space availability and increases the reliance on subsidization.
		<u>Implications</u>	<ul style="list-style-type: none"> Rental revenues are reduced by the value of the in-kind contributions.
B	Approval of Grants in Aid and In-Kind contributions in an amount determined by Council.	<u>Pros</u>	<ul style="list-style-type: none"> Council funds all the programs they wish. Organizations would not be required to seek additional funding to support their initiatives.
		<u>Cons</u>	<ul style="list-style-type: none"> Increased taxes or alternative funds would need to be added to the 2023 financial plan.
		<u>Implications</u>	<ul style="list-style-type: none"> The five-year financial plan will need to be updated prior to first reading of the bylaw. Rental revenues are reduced by the value of the in-kind contributions.
		<u>Suggested Motion</u>	<p>THAT Council authorize the Grants in Aid and In-Kind contributions for 2023 as presented in the approved Schedule of 2023 Grants in Aid and Council Contribution Requests; and,</p> <p>THAT Council direct staff to amend the draft Five Year Financial Plan by increasing the property tax requisition by an amount equal to the increase in grant in aid contributions as approved in the Schedule of 2023 Grants in Aid and Council Contribution Requests.</p>

NEXT STEPS:

- Grant in aid payments will be made by March 31 each year.
- In-kind contributions will be communicated to the appropriate department.

Respectfully submitted:

DONNA MONTEITH, CHIEF FINANCIAL OFFICER

DUANE LAWRENCE, CAO



The Corporation of the District of Ucluelet
MUNICIPAL POLICY MANUAL

POLICY NUMBER: 5-1850-2

REFERENCE:

Grants In Aid & In-Kind Contributions

ADOPTED BY:

Council
 November 12, 2019

AMENDED DATE:

N/A

SUPERSEDES:

5-1850-1

DEPARTMENT:

Finance

EFFECTIVE DATE:

November 12, 2019

Policy Statement:

Page 1 of 3

The District of Ucluelet provides grants in aid to financially assist community groups, not-for-profit societies and organizations for a specific project. Council also provides in kind contributions towards rentals and leases of facilities owned/operated by the District. It is recognized these organizations are valuable in helping the District provide a community focus. Funding decisions will be made on a year to year basis and continuing support should not be anticipated.

1. Criteria:

Criteria for evaluating proposals for grants in aid and in-kind contributions will be as follows:

- a) Not-for-profit community organizations operating within the District of Ucluelet or which provide a social service to Ucluelet residents.
- b) It should be a goal of each organization to reduce the amount of financial support requested from the District of Ucluelet in each subsequent fiscal year.
- c) The signature on the application must be an authorized signatory and representative of the organization.
- d) Project must be completed within 12 months of receipt of the grant.
- e) Preference will be given to organizations based in Ucluelet or those that provide a social service to Ucluelet residents and where there is no overlapping service already existing.

2. Ineligible Proposals:

The following types of proposals are ineligible to receive grants in aid or in-kind contributions and will not be considered by Council:

- a) Proposals requesting funding for sports organizations for competition/travel expense.
- b) Monies to subsidize a commercial organization.



- c) Projects that duplicate projects, programs, services or events already provided within the District of Ucluelet.
- d) Assistance for the payment of property taxes or various programs or services legislated by other levels of government.
- e) Proposals for support of research activities, staff training or professional activities.
- f) Proposals from individuals.
- g) Proposals from groups that did not submit the required final report from grants received in previous years.

3. Application Procedure:

- a) Application forms are available online at www.ucluelet.ca or by emailing a request to finance@ucluelet.ca. Completed forms and all supporting documentation may be delivered to 200 Main Street, mailed to Box 999 Ucluelet BC, V0R 3A0 or submitted by email to finance@ucluelet.ca.
- b) All applications must be received by December 15 each year.
- c) Each application should include the following details:
 - the nature, goals and objectives;
 - the names of those involved and if applicable a list of the Board of Directors;
 - projected statement of revenue and expenses;
 - additional support the organization currently receives from the District of Ucluelet: permissive tax exemption; in-kind donations; waiving of rental fees; and
 - any additional funding sources;
 - amount of funding requested.

4. Grant & In-Kind Contribution Review Process:

- a) Applications will first be reviewed by the Finance Department to ensure each application is eligible and complete; no application will be considered if it is incomplete or if a previous grant was provided and the conditions of funding specified in this policy or by resolution of Council were not fully satisfied.
- b) Council will meet to review the applications prior to February 28 each year.
- c) At that meeting, applicants will be permitted 5 minutes to make a presentation to Council supporting their application.
- d) At a subsequent meeting, Council will make the final decision on the applications.
- e) The financial plan will be updated to reflect the total amount of grants and in-kind support to be provided by Grants in Aid and Council Contributions.
- f) Grant financial payments will be made prior to March 31 each year.
- g) Any in-kind support contribution will be communicated to the appropriate departments.



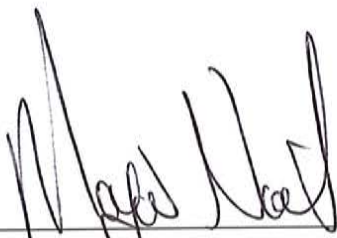
The Corporation of the District of Ucluelet

MUNICIPAL POLICY MANUAL

- h) Communication will be sent to all applicants by the Finance department advising them of Council's decision.
- i) A list of grant recipients will be posted in the annual statement of financial position (SOFI).

5. Conditions of Support:

- a) Funding must be used for the purpose requested. Any funds not used for the requested purpose must be returned to the District of Ucluelet.
- b) District of Ucluelet financial support must be acknowledged at the event or in all printed publicity material relating to the funded activity.
- c) A final report must be submitted to Council by February 28 of the following year including a financial summary of the project.



Mayor Mayco Noël
District of Ucluelet

**District of Ucluelet
Council Grants-in-Aid Requests
2023**

	2023 Requests	2023 Recommended Allocation	2022 Requests	2022 Actual
BC Association of Surf Instructors			1,000	250
CARE Network			7,000	5,000
Clayoquot Biosphere Trust				
Central Westcoast Forest Society			3,500	-
Food Bank on the Edge			2,000	2,000
Pacific Rim Arts Society	2,500	2,125		
Pacific Rim Hospice Society	4,000	3,625	4,000	4,000
Pacific Rim Whale festival	1,000	750	1,500	750
Raincoast Education Society	10,000	3,800	9,000	4,500
Seaview Seniors' Housing Society	3,500	3,375	250	250
Strawberry Isle Marine Research Society	2,500	2,056		
Surf Rider - Pacific Rim	1,000	681	3,910	250
Ucluelet Aquarium Society	6,330	4,313	250	250
Ucluelet Junior Canadian Rangers				
Ukee Public Market Society				
USS \$500 scholarship	500	500	500	500
West Coast Community Resources Society				
West Coast Mutliplex Society			5,000	-
Wild Pacific Trail Society			3,500	-
TOTAL GRANTS REQUESTED/APPROVED	31,330	21,224	41,410	17,750
Maximum Approved Grant Budget	21,224	21,224	20,808	20,808
Over/(Under) Budget	10,106	-	20,602	(3,058)

**District of Ucluelet
In Kind Contributions
2023**

	2023 Requests	2023 Recommended Allocation	2022 Requests	2022 Actual
<u>Facility Fees Waived or (in-kind)</u>				
Parking at Chamber office				
Ucluelet Chamber of Commerce			1,325	
1st Ucluelet Scouts				
Girl Guides of Canada			975	975
Food Bank on the Edge	130	130	270	270
Central Westcoast Forest Society				
Pacific Rim Arts Society				
Pacific Rim Whale Festival Society	625	625	1,500	1,500
Pacific Toastmasters			850	850
Paula Ross Dance Society				
Raincoast Education Society				
Pacific Rim Rotary Club (Ucluelet Rotary Club)	450	450	250	250
Ucluelet & Area Childcare Society	34,000	34,000	43,466	43,466
Ucluelet & Area Historical Society	735	735	385	385
Ucluelet Junior Canadian Rangers	1,400	1,400	975	975
Ucluelet Sunday Market Society			150	50
Westcoast Community Resources Society	5,750	5,750	5,000	5,000
TOTALS	43,090	43,090	55,146	53,721
Maximum Approved Contributions Budget	47,490	47,490	46,000	53,721
Over/(Under) Budget	(4,400)	(4,400)	9,146	-

Appendix C



DISTRICT OF
UCLUELET

GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Ucluelet Junior Canadian Rangers		
Society Registration #:	Contact Person: Bernadette Herbert	Contact Person Position: Adult committee chair
Phone: [REDACTED]	Fax:	E-mail: [REDACTED]
Mailing Address: [REDACTED] Ucluelet BC v0r 3a0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input checked="" type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:

Purpose of Organization:
To help guide youth to be healthy active community citizens.

Organization's Objectives (attach additional information if available):
Depending on the needs and interests of local young people, the specialties of the adult staff, and the resources available. In general, however, the Junior Canadian Ranger (JCR) program has three basic "circles" of training: ranger skills, life skills, and traditional skills.

Nature of Services Provided by Organization:
Our little group have offered assistance to the local foodbank for christmas hamper loading, we take part in remembrance day/ and canada day observations. We assist any other way we can. In the mean time we practice and hone our ranger skills to make sure when our services are needed/ requested we are ready to help in event of community crisis.

How many people do you expect to serve by this Application?

our direct group is 10 - 15 including adult support. But we are able to assist more groups and concentrate on citizenship skills too.

Who are the people to benefit from your activity or functions?
our youth and community that we are able to assist

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

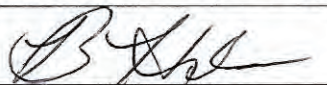
We are requesting continued use of the UAC hall for our weekly meetings (which have moved to monday evenings) and use of the storage room we use there.

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?

With out this support from the district for the in kind use of the space requested our group would no longer be able to exist in Ucluelet.

Grant-In-aid Amount Requested: | \$
(not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	
Position\Title:	Adult commitee
Date of Application:	Dec 1 2022.

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

GRANT-IN-AID APPLICATION FORMOrganization:

Name of Organization: Westcoast Community Resources Society		
Society Registration #: S0028514	Contact Person: Carrie Ho	Contact Person Position: Interim Executive Director
Phone: 250-726-2343	Fax: 250-726-2353	E-mail: exec.director@wccrs.ca
Mailing Address: PO Box 868, Ucluelet, BC V0R3A0		

Organization Type:	
<input checked="" type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: WCRS is a non-profit organization that is committed to ensuring the basic needs of the community are met.	
Organization's Objectives (attach additional information if available): Our mission is to provide responsive, safe and supportive services to individuals and families while supporting their right to explore options and make choices in all areas of their lives. We are committed to ending all forms of abuse including system power imbalances and family violence. In partnership with other services and resources we promote the equity, diversity and well being of all people in the west coast communities.	
Nature of Services Provided by Organization: Our programs include transition house, second stage supportive housing, women's counselling, women's outreach, community outreach, community support for children and adults with special needs, and a number of child and youth counselling for those who are impacted by violence, substance use, or otherwise at risk.	
How many people do you expect to serve by this Grant Application? 1000	Who are the people to benefit from your activity or functions? As our organization serves all community members on the west coast, everyone who visits our Hub office and attends our holiday luncheon, most of whom are affected by violence, disadvantaged or marginalized.

Grant:

Grant-in-aid Amount Requested:	\$ 5,750.00
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Activity or Functions to be Supported by this Grant Application:

WCRS would respectfully request an in-kind donation of \$5000 to reduce our monthly rent in the UCC Hub area. This allows us the flexibility to respond to changing needs quickly and adapt our service delivery accordingly.

WCRS looks forward to continuing to host annual Holiday Luncheon in mid December in accordance with Public Health Orders. We are requesting an in kind donation for use of main hall on the day of the event and use of kitchen for 4 days leading up to and including the day of the event. The estimated cost for this rental fee waiver is approximately \$750.

Implications for the Organization if this Grant is not approved:

Implications would be reduced accessibility to serve our clients at the Hub. Using our Hub space and attending our events are important gateway for community members to access our other programs and services. With increased awareness our holiday luncheon has grown year after year. The increased cost of food and increased number of participants has placed significant financial strain on our budget. We would have to limit our service delivery with no or partial funding.

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	<i>Carrie Ho</i>
Position\Title:	Carrie Ho, Interim Executive Director
Date of Application:	December 02, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Ucluelet & Area Historical Society		
Society Registration #: S-23893	Contact Person: Barb Gudbranson	Contact Person Position: President
Phone: [REDACTED]	Fax:	E-mail: info@ucluelethistory.ca
Mailing Address: [REDACTED], Ucluelet, B.C. V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type: <input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input checked="" type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To gather & preserve information, records & objects of the community.	
Organization's Objectives (attach additional information if available): To preserve information, records and objects of educational and cultural value of the area. To establish and maintain an archives and museum for the purpose of preserving, recording and exhibiting for public enjoyment.	
Nature of Services Provided by Organization: Collection and preservation of historical information, records and objects. Creation of historical exhibits/signage for public enjoyment and knowledge.	
How many people do you expect to serve by this Application? Between 300- 1300 people	Who are the people to benefit from your activity or functions? Community members, students, visitors.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

We would like to request inkind use of the UCC one a month for two hours, twelve months of the year. Use of the UAC Hall for the Annual Mothers Day Plant Sale, full day rental. And the new request of using the UAC Hall during the summer months for the Mobile Museum to be negotiated around any summer rentals, user groups.

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

No funds are being request, use of District facilities to allow the UAHS to share local history with the community and visitors.

Grant-In-aid Amount Requested: | \$
(not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	Barb Gudbranson
Position\Title:	President
Date of Application:	January 4, 2023

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Food Bank on the Edge		
Society Registration #: BN884556911	Contact Person: Cris Martin	Contact Person Position: President
Phone: [REDACTED]	Fax:	E-mail: foodbankedge@gmail.com
Mailing Address: [REDACTED], Ucluelet, BC V0R3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input checked="" type="checkbox"/> Other:	
Purpose of Organization: Food security on the West Coast	
Organization's Objectives (attach additional information if available): To provide access to nutritious food for registered clients; support other food-focused initiatives on the West Coast.	
Nature of Services Provided by Organization: Weekly hamper distribution on Tuesdays; registered clients can receive one hamper per month and one "top-up" as needed. We share surplus foodstuffs and food donations as available with other community organizations.	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions? Our clientele is 50% single adults with the other 50% made of of couples and families with children. Per the previous question, we serve approximately 120 people per month. In addition, our annual Christmas Hamper reaches over 200 people.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):
We rely on the GIA to assist in food purchasing throughout the coming months.

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?
We do and will continue to serve the West Coast to the best of our abilities given the funds we have available.

Grant-In-aid Amount Requested: | \$ **2,000**
(not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	Cris Martin
Position\Title:	President
Date of Application:	November 23, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



December 12, 2022

ADDITIONAL INFORMATION FOR GRANT CRITERIA

List of Board of Directors

Cris Martin, President

Tierney Schievink, Vice-President

Laurie Bird, Treasurer

Lyvi Rivera, Secretary

Annie Goertzen, Director

Bri Walker, Director

Mayco Noel, Director

Other Grants and Donations:

District of Ucluelet – Permissive Tax Exemption

In-Kind Contribution:

We respectfully request the use of a District of Ucluelet facility (UCC Hall or Seaplane Base Recreation Hall) for two days during December of 2023 for assembly of the annual Christmas hamper.

Food Bank on The Edge BUDGET PROJECTION 2022-2023

REVENUE

Donations

Donation Government	7,000.00
Other gifts and Miscellaneous	15,000.00
Grants Received	1,000.00
Tax Receipted gifts	35,000.00
Total Donations	<u>58,000.00</u>

Other Revenue

Interest & Dividends Revenue	22.41
Patronage Refund	548.00
Total Other Revenue	<u>570.41</u>

TOTAL REVENUE	<u>58,570.41</u>
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EXPENSE

General & Administrative Expenses

Advertising & Promotions	200.00
Amortizaaton	6,500.00
Memberships and Licences	100.00
Consulting	1,000.00
Groceries	45,000.00
Insurance	4,500.00
Service Contract	2,000.00
Volunteer Appreciation	300.00
Insurance	3,950.00
Interest & Bank Charges	100.00
Office Supplies	1,500.00
Repair & Maintenance	1,500.00
Service Contract	2,000.00
Telephone and Utilities	2,800.00
Travel & Workshops	300.00
Utilities	3,500.00
Total General & Admin. Expenses	<u>75,250.00</u>

TOTAL EXPENSE	<u>75,250.00</u>
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NET INCOME	<u><u>-16,679.59</u></u>
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DISTRICT OF
UCLUELET

DEC 13 2022

**GRANT-IN-AID/IN-KIND CONTRIBUTION
APPLICATION FORM**

Name of Organization:

Sea View Seniors Housing Society Forest Glen

Society Registration #:

S0042895

Contact Person:

Cathy Whitcomb

Contact Person Position:

Admin

Phone:

250-726-2789

Fax:

250-726-2780

E-mail:

admin@forestglen.ca

Mailing Address:

1783 St Jacques Blvd

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:

Health/Social Services Tourism/Economic Development Youth Services

Arts & Culture Sports & Recreation Other:

Purpose of Organization:

Seniors Housing/Seniors Advocacy/Active Participation/Keep in Communit

Organization's Objectives (attach additional information if available):

'Seniors Volunteering with Seniors' to support healthy living and socialization on the coast, post- pandemic. To provide a dependable hub for seniors who wish to be a part of Forest Glen activities, events and luncheons.

Nature of Services Provided by Organization:

Forest Glen will provide the venue, plan the events, coordinate volunteers, invite guest speakers, guest chefs, entertainment and advertising through monthly calendar/newsletter. Gradual start - full swing in the spring.

How many people do you expect to serve by this Application?

20/30 initially. 60 in time, when back to normalcy!

Who are the people to benefit from your activity or functions?

Seniors of our communities, as we've proven in our past programs and events. It also presents opportunities for for youth to participate as both volunteers, activities and as presenters.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

We would be happy to share our facility as 'In Kind' with the DOU should a need come up in the future. With both a board room and a common area dining room we can help. Pre pandemic we were hosting seniors yoga, sunshine club & cribbage. We recently re-started Sunshine Club. Another opportunity for seniors to gather.

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

It would be difficult to continue our monthly luncheons without the assistance of funding as we hope to move forward quickly to 're-boot' the previous formats that we built up for programming. We appreciate consideration for maximum opportunity.

Grant-In-aid Amount Requested: | \$ **3500.**
(not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	Cathy Whitcomb
Position\Title:	Administrative
Date of Application:	December 13, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Strawberry Isle Marine Research Society		
Society Registration #: 890584543R0001	Contact Person: Karyssa Arnett	Contact Person Position: Executive Director
Phone: 250-266-9090	Fax:	E-mail: info@simrstofino.org
Mailing Address: POB 793		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input checked="" type="checkbox"/> Other:	
Purpose of Organization: Dedicated to marine research, monitoring, and education.	
Organization's Objectives (attach additional information if available): The purposes of the Strawberry Isle Marine Research Society (SIMRS) are to: <ol style="list-style-type: none"> Conduct primary research in local marine ecosystems; Establish long-term monitoring of the unique marine life in Clayoquot Sound; Increase regional capacity for marine mammal emergency response; Promote citizen science and stewardship of marine ecosystems; Support other researchers and organizations dedicated to ocean conservation. 	
Nature of Services Provided by Organization: For 30 years, SIMRS has responded to an ongoing need for daily marine research and monitoring, acting as a hub for receiving and distributing information. We work with the Department of Fisheries and Oceans to help stranded, entangled and distressed marine mammals. Our inclusive, hands-on education leads to a higher level of stewardship and creates ambassadors for the marine environments of the West coast of Vancouver Island.	
How many people do you expect to serve by this Application? 500 - 1000	Who are the people to benefit from your activity or functions? This project benefits locals and visitors alike. Children and youth are particularly benefited, as this is an accessible, hands-on learning program fit for all ages. Build-A-Whale sees upwards of 1,000 people in a year, with mostly tourists in summer months and mostly locals residents in shoulder and winter months.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

Build-A-Whale (BAW) is a one-of-a-kind educational program that has been used for 25 years in our local and surrounding communities to connect people to this iconic species and create ambassadors for ocean conservation. It is a unique hands-on program, allowing participants to help re-build a real offshore Killer whale skeleton, while learning about the conservation of killer whales and other marine mammals in BC. With help from Grant-in-aid funding, we hope to expand upon our in-person BAW programs to youth and children in our local remote communities for 2023. We aim for BAW to participate in 5-10 community events, including partnering with the Wild Pacific Trail to deliver monthly Build-A-Whale outreach events on the trail throughout the summer. We would also use these funds to add new educational props and resources for the program.

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

The project might still continue at a decreased capacity if only partial funds are awarded. If not granted funds through grant-in-aid, we may not have the funding capacity to make the BAW events completely free and accessible to the public, as it is a costly program for our staff to run and maintain.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 2,500
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	<i>K. Arnett</i>
Position\Title:	Executive Director
Date of Application:	December 14, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

Grant-in-Aid Project Additional Info

SIMRS 2022/23 Board of Directors

Jen Dart – President
Jared Dick – Vice President
Rebecca Broten – Secretary/Treasurer
Lisa Fletcher
Tiffany Olsen
Sydney Dixon

Anticipated Project Budget

Project Expenses	Total Cost	Requested from Grant-in-aid
Staff wages and mandatory benefits for events	\$ 3,000.00	\$ 2,000.00
Travel to events between Tofino & Ucluelet - Mileage	\$ 250.00	\$ 250.00
Educational materials and event supplies	\$ 250.00	\$ 250.00
Skeleton maintenance and repairs	\$ 500.00	\$ -
Frame maintenance and repairs	\$ 500.00	\$ -
TOTAL	\$ 4,500	\$ 2,500.00
OTHER POTENTIAL FUNDING SOURCES		
Name of Funder	Amount	
District of Ucluelet Grant-in-aid (pending)	\$2,500	
Wild Pacific Trail Society (pending)	\$1,000	
Albert Shepard - In-kind (bone articulation & repair services)	\$500	
SIMRS- In Kind (assist in maintenance & repairs; program materials)	\$500	
Total	\$ 4,500	

Project Timeline

April 2023 – Summer outreach events planning and scheduling; purchase additional educational resources and event supplies

May – August – Deliver free public community events, aiming for 1-2 per month

September – November – annual maintenance and repair of display

December – Project wrap up and report completion



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Ucluelet Aquarium Society		
Society Registration #: 844430074	Contact Person: Britt Buirs	Contact Person Position: Curator
Phone: 250-726-2782	Fax:	E-mail: britt@uclueletaquarium.or
Mailing Address: 180 Main Street Ucluelet BC V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input checked="" type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To promote respect and education for local marine environments	
Organization's Objectives (attach additional information if available): As a collect-and-release operation, the Ucluelet Aquarium Society provides an up-close view of local marine life surrounding the traditional territories of the Yuułuʔiłʔatḥ First Nation and the Tla-o-qui-aht First Nation for residents and visitors from across the world. The aquarium assist in teaching about the importance of healthy ecosystems, the abundance of local species, and the role the ocean plays in local culture, economy, food security.	
Nature of Services Provided by Organization: Education, local marine biodiversity knowledge and monitoring, local ecosystem health knowledge and monitoring, citizen science, youth work experience, youth skills development.	
How many people do you expect to serve by this Application? 40,000	Who are the people to benefit from your activity or functions? Locals and visitors to Ucluelet. The Ucluelet Aquarium sees 35,000 visitors per year, and additionally has become a hub for visitor information. The education we provide expands outside the walls of our facility to outreach events and to collaborate with others in our local communities.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

This grant would support the expansion of our education capabilities to include the skeletons of two marine mammals, a Dall's porpoise and a White-sided dolphin. A skeleton articulation of these marine mammals would hang as a permanent display at the Ucluelet Aquarium. This grant would support multiple hands-on workshops with local bone expert, Albert Shepard, to learn about collecting, cleaning, articulating, assembling and displaying bones. Integrating a permanent display about marine mammals will help to broaden our interest base with the public by connecting the marine life of the open ocean to the marine life of the coastline. This project would offer a unique experience for locals and visitors to the west coast to learn about marine mammals through a permanent skeletal display. There is no other facility on the west coast that offers this opportunity.

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

If partial funding was awarded, we could begin working on this project. The completion of the project would be delayed until other sources of funding were available.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 6,330
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	Britt Buirs
Position\Title:	Curator
Date of Application:	December 15th, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

OUTLINE OF PROJECTED COSTS FOR THE CETACEAN SKELETON PROJECT -

Team:

This project will be completed with Albert Shepard's direction and expertise as well as the Ucluelet Aquarium staff, a select number of volunteers, and other local community groups. We will work together to clean, organize, articulate and assemble a White-sided dolphin skeleton for a permanent display from the aquarium ceiling. Additionally, Albert will complete the same process on a Dall's porpoise for the same display and educational purposes.

See below for the projected statement of expenses:

1. *Estimated time and costs associated with workshops with staff and volunteers for assembling the White-sided dolphin*

No. of workshop days	Hours	Activity	Gas mileage costs	Materials	Wage (\$45/hr)
1	4	Introduction presentation & cleaning bones	\$30	\$100 (propane, hydrogen peroxide)	\$180
2	3	Assembling bones	\$30		\$135
3	3	Articulating	\$30		\$135
4	3	Assembling	\$30	\$500 (building structural supports)	\$135
TOTAL	13	Complete skeleton ready to be mounted	\$120	\$600	\$585
TOTAL					\$1,305

2. *Cost of Albert Shepard preparing and assembling the Dall's Porpoise independently*

No. of days	Hours	Activity	Wage
14 - 21 days	80-100 hrs	Cleaning, visualizing, articulating, assembling	\$45/hr
TOTAL			\$4,500

3. Cost of a two-hour public unveiling event

	Staff Time	Albert's Time	Event Costs
Hours & Hourly Rate	3 hrs @ \$80/hr	3 hrs @ \$45/hr	Refreshments & Door prizes
	\$240	\$135	\$150
TOTAL			\$525



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Pacific Rim Hospice Society		
Society Registration #: 89192 4771 RR 0001	Contact Person: Tarni Jacobsen	Contact Person Position: Executive Director
Phone: 250.266.1531	Fax:	E-mail: ed@pacificrimhospice.ca
Mailing Address: PO Box 7 240 Neill Street Tofino BC V0R 2Z0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input checked="" type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input checked="" type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To enhance the quality of life for individuals and families.	
Organization's Objectives (attach additional information if available): To provide social, emotional, spiritual and educational support for individuals across the lifespan in all west coast communities.. All services for clients are provided at no cost.	
Nature of Services Provided by Organization: Grief and Loss counselling and support to children, youth and adults. Grief support groups to youth and adults. Support to individuals who are dying and their families. Friendly Visiting/Better at Home Program to older adult.	
How many people do you expect to serve by this Application? 60-100	Who are the people to benefit from your activity or functions? Children (5 yr +) and youth up to 30 years of age, in District of Ucluelet, Area C, Hitacu, Tofino -clients in Uclulelet Elementary School and Ucluelet Secondary School, incl. family, friends, school staff

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

Registered Counsellor providing one to one grief counselling to children/youth ages 5-30.

Est.clients: 60-100

Registered Clinical Counsellor facilitating two Youth Peer Mentorship Programs each year - 20 participants. Seven week program focuses on giving youth the tools to help themselves and their peers through challenges.

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?

PRHS would still provide much needed services and seek alternate funding sources.

Grant-In-aid Amount Requested: | \$ **4000.00**
(not applicable to In-Kind requests)

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	Tarni Jacobsen
Position\Title:	Executive Director
Date of Application:	December 15, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



DISTRICT #17
UCLUELET

GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Pacific Rim Rotary Club (formerly Ucluelet Rotary Club)		
Society Registration #:	Contact Person: Mary Brunet	Contact Person Position: Club Secretary
Phone: [REDACTED]	Fax:	E-mail: pacificrimrotary@gmail.co
Mailing Address: PO Box 1354, Ucluelet, BC V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input checked="" type="checkbox"/> Other:	
Purpose of Organization: Pacific Rim Rotary is a service organization, part of Rotary Internati	
Organization's Objectives (attach additional information if available): To serve the community in developing projects and events that benefit the residents and promote the ideals of Rotary in giving humanitarian services, promoting goodwill and upholding high standards in ethics.	
Nature of Services Provided by Organization: Local Service projects include: hosting Pumpkins in the Mist, developing a Frisbee Golf course, both in partnership with Recreation Dept; volunteering at Soapbox Derby & Ukee Days; Earth Week Community Clean-up; Beach cleans	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions?
We have a membership of 24 and are looking to increase.	The residents and visitors to Ucluelet benefit from our activities in the community as well as other non-profits ie. the Food Bank.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

We are requesting an In-kind contribution by providing meeting space for our club at the UCC on the 2nd Wed evening of each month for about 1-1/2 hours.

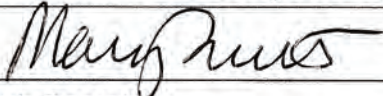
Our current Board of Directors are: Laurie Gehrke, Pres; Damien Kenyon; Cameron Dennison; Kelly Deakin; Christine Skucas; Ryan Wackett; and Mary Brunet.

Implications for the Organization if this application is not approved.
 Would the project occur if partial funds were awarded?

A regular meeting space would add stability to the club and not tax our funds to pay for a meeting space. Our goal is to utilize 100% of our fundraising efforts to go toward service projects. As a non-profit this in-kind contribution would be of great assistance.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ n/a
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	
Position\Title:	Club Secretary
Date of Application:	December 15, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



DISTRICT OF UCLUELET

Request to Appear as a Delegation

All delegations requesting permission to appear before Council are required to submit a written request or complete this form and submit all information or documentation by 12:00 p.m. five clear days before a Council Meeting. Applicants should include the topic of discussion and outline the action they wish Council to undertake.

All correspondence submitted to the District of Ucluelet in response to this notice will form part of the public record and will be published in a meeting agenda. Delegations shall limit their presentation to ten minutes, except by prior arrangement or resolution of Council.

Please arrive 10 minutes early and be prepared for the Council meeting. The Mayor (or Acting Mayor) is the chairperson and all comments are to be directed to the chairperson. It is important to address the chairperson as Your Worship or Mayor Noël.

The District Office will advise you of which Council meeting you will be scheduled for if you cannot be accommodated on your requested date. For more information contact the District Office at 250-726-7744 or email info@ucluelet.ca.

Requested Council Meeting Date: Jan 31, 2022

Organization Name: Raincoast Education Society

Name of person(s) to make presentation: Sarah Timberlake

Topic: Presentation in support of grant in aid funding

Purpose of Presentation:

Information only

Requesting a letter of support

Other (provide details below)

Please describe:

This presentation will summarize our program and explain how we would spend any money we would be granted

Contact person (if different from above): Mark Maftei

Telephone Number and Email: 250 213 5666

Will you be providing supporting documentation? Yes No

If yes, what are you providing? Handout(s)

PowerPoint Presentation

Note: Any presentations requiring a computer and projector/screen must be provided prior to your appearance date. The District cannot accommodate personal laptops.

The personal information you provide on this form is collected under s. 26(c) of the FOIPPA and will be used for the purpose of processing your application to appear as a delegation before the District of Ucluelet Council. The application will form part of the meeting's agenda and will be published on the website. Your personal telephone number and e-mail address will not be released except in accordance with the Freedom of Information and Protection of Privacy Act. Questions about the collection of your personal information may be referred to the Manager of Corporate Services 200 Main Street, PO Box 999, Ucluelet BC, V0R 3A0 or by telephone at 250-726-7744.



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Raincoast Education Society - mark@raincoasteducation.org		
Society Registration #: 89319 8614 RR 0001	Contact Person: Mark Maffei	Contact Person Position: Executive Director
Phone: 250 213 5666	Fax:	E-mail: (wouldn't fit here)
Mailing Address: 1084 Pacific Rim Highway, Tofino BC, Box 815 VOR 2Z0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input checked="" type="checkbox"/> Health/Social Services <input checked="" type="checkbox"/> Tourism/Economic Development <input checked="" type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input checked="" type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To provide science-based programming that promotes stewardship	
Organization's Objectives (attach additional information if available): The RES, established in 2000, operates under a mandate "To shape an environmentally sustainable future for the Clayoquot and Barkley Sound region through education and community stewardship."	
Nature of Services Provided by Organization: The RES has three main areas of activity: 1) Youth education (Field School, spring camps, summer camps) 2) Adult education (Speaker Series, West Coast Ambassador Programming) 3) Research and monitoring	
How many people do you expect to serve by this Application? 1,000+ residents	Who are the people to benefit from your activity or functions? Our programs target everybody who lives here. Our Field School program reaches every student K-7 within our region, our adult education programs reach about 600+ local residents per year. We also engage with 2,000+ visitors/y

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

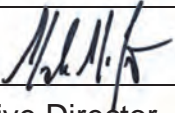
We are requesting \$10,000 to offset the costs of offering the Ucluelet Field School program. This program is offered at no cost to students or SD70 and consists of up to 100 field trips per year (on average each student goes on one trip per month).

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?

We are constantly struggling to support this program. The primary expense (90% of the annual budget of approx \$60,000/year) is wages. If we can't raise the funds to support this program we can't offer it. Partial support would still be helpful.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 10,000
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	
Position\Title:	Executive Director
Date of Application:	Dec 15, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Ucluelet and Area Child Care Society		
Society Registration #: S0045400	Contact Person: Kathy de Vries	Contact Person Position: Daycare Manager
Phone: 250-726-2339	Fax:	E-mail: uclueletcare@gmail.com
Mailing Address: PO Box 536, Ucluelet, BC, V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input checked="" type="checkbox"/> Youth Services <input type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To provide quality, affordable, and accessible childcare in Ucluelet	
Organization's Objectives (attach additional information if available): Provide quality, consistent programs, physical and nurturing care. We promote imagination, curiosity, respectful relationships, and independence in a play based environment. We provide childcare up to Age 12.	
Nature of Services Provided by Organization: Group Day Care - Ages 3 to 5, maximum 24 children Multi-Age Program - Ages 1 to 12, maximum 8 children Afterschool Program - Kindergarten to Age 12, full days during school closures and summer and spring breaks.	
How many people do you expect to serve by this Application? 80 plus children 60 families approx.	Who are the people to benefit from your activity or functions? Community members with young families requiring childcare and afterschool care, access to speech, occupational, and supportive child development resources, etc.. We service all families on the west coast.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

The In-Kind contribution ensures that the Centre can keep providing childcare services at a rate that allows families to access childcare as well as providing stable employment for 8 to 14 community members.

Implications for the Organization if this application is not approved.

Would the project occur if partial funds were awarded?

As a non-profit society and part of the Provincial CCOF and Affordable Child Care Benefit - we are only able to raise our rates once per year, and only the approved percentage for our area can be applied (i.e. 5%). If the grant is not approved it would result in substantial rate increases, decreased staff, and less childcare spots.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 34000.00
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	
Position\Title:	Daycare Manager
Date of Application:	Dec 14, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

Surfrider Pacific Rim DOU Grant in Aid 2023 Application

Name of Organization: Surfrider Foundation Pacific Rim Chapter
 Society Registration #: 8059794240001
 Contact Person: Sophie Peters
 Contact Person Position: Beach Clean-Up Coordinator
 Phone: [REDACTED]
 Email: speters@pacifictim.surfrider.org
 Mailing Address: PO Box 1459, Tofino, BC, V0R2Z0

Organization Type: Environmental Advocacy and Education

Purpose of Organization:

Surfrider Foundation Canada, Pacific Rim Chapter, is a nonprofit organization dedicated to the protection and enjoyment of the ocean, beaches, and waves for all people. We operate primarily in Tofino, Ucluelet and the surrounding communities of the Tla-o-qui-aht, Toquaht, Yuulu?il?ath, Hesquiaht and Ahousaht First Nations.

Organization's objectives:

Across the Surfrider network, we work on clean water, beach access, plastic pollution, coastal preservation and ocean protection. Direct action campaigns drive our efforts across these five focus areas. Campaigns have the goal of attaining a victory, which is a decision by a governing body or person to positively benefit the coast and/or ocean. Our programs provide ongoing data that informs our campaigns and educates the public. Through these initiatives that are grassroots and volunteer led, we affect systemic change by addressing the roots of complex issues. To support the success of campaigns and programs, we run educational events that inform, inspire and provoke the public to take action for the oceans and coastline.

Nature of Service Provided by Organization:

In 2022 Surfrider provide staff and volunteer to supervision the Re-Purpose Program initiated by the District of Ucluelet for two days from 10:00am to 2:00pm where residents could pick-up or drop-off gently used items. The idea was that one's person's trash is another person treasure. This was very successful. Surfrider provided one staff and three volunteers at all times to direct residents of which of the Ozzard Environmental bins to dispose of items that were not able to be pick-up by residents and also organized the Re-Purpose Program tent area in front of Seaplane Base Recreation Hall. In 2023 we would like to incorporate more of an end of life program if the District of Ucluelet plans to do this piece of the Earth Day Clean-up in 2023.

How many people do you expect to serve by this Application?

Based on last year's Earth Day MUP Clean-Up community participation we evaluate that this application will directly serve approximately 2000 people, the population of Ucluelet.

Who are the people to benefit from your activity or functions?

As this event is to celebrate Earth Day and raise environmental awareness, this application is intended to benefit the community as a whole. The Earth Day MUP Clean-Up is open to the public to participate with Surfrider equipment readily available to use and a waste education booth. This event also serves the community, as roadside debris along the frequently trafficked Multi-Use Path in the District of Ucluelet will be collected and properly disposed of. Additionally, Surfrider volunteers will collect the data from this clean-up as a form of citizen science that will be directly utilized to determine harmful single-use items and other debris within the community.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

The Earth Day MUP clean-up has been a collaborative effort with the District of Ucluelet in the preceding year and we hope to continue this relationship. As this event along with the Re-Purpose Program was a great success last year, we hope to use these funds to better support Surfrider Pacific Rim's efforts and address some of the key areas of improvement identified in the events **Earth Day DOU De-Brief 2022**. These funds will provide Surfrider with the opportunity to better support the District of Ucluelet in developing a waste management plan for the day's event, providing and organizing volunteers, as well as strong communication and amplification of the event with all involved parties and through our social medias. We will also provide the District of Ucluelet with a thorough report of the data collected from the event and provide education to citizens around sustainable community practices to reduce waste.

Additionally, Surfrider Pacific Rim requests in-kind usage of community spaces for the day of the event, April 22nd, 2023. Last year the Seaplane Base parking lot and Village Green were used as a drop location where citizens could drop-off collected debris to Surfrider. It was identified by the District of Ucluelet that it would be of greater benefit to pick an alternative location from the Village Green location for the recurrence of this event in 2023.

Implications for the Organization if this application is not approved. Would the project occur if partial funds were awarded?

This project would still occur if only partial funds were awarded. As this event remains a collaborative effort, Surfrider Pacific Rim's financial support from the District of Ucluelet will likely determine the scale of which the organization's involvement and resources allocated to this year's Earth Day event.

Grant-In-aid Amount Requested: \$1000



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Pacific Rim Arts Society		
Society Registration #: S0009107	Contact Person: Kelly Deakin	Contact Person Position: Executive Director
Phone: 2507262443	Fax: n/a	E-mail: pacificrimarts@gmail.com
Mailing Address: PO Box 468 Ucluelet BC V0R 3A0		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input checked="" type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: To engage and encourage arts and culture within the west coast communities	
Organization's Objectives (attach additional information if available): To increase awareness and appreciation of, and participation in arts and culture in Ucluelet, Tofino, Long Beach, and all outlying areas of the west coast of Vancouver Island. By engaging the community in staging events and programs for all ages, supporting local artists, partnering with other organizations, enhancing the locals arts and culture economy and advocating for arts and culture in all areas.	
Nature of Services Provided by Organization: Arts and Culture activities including but not limited to, Missoula Children's Theatre, ArtSplash annual art show, annual Pacific Rim Summer Festival, Annual Cultural Heritage Festival, Youth programs, Tofino Poet Laureate, Glee Club, outreach programs to the remote indigenous communities and partnering with other arts and non profits to provide year round arts programming.	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions?
Approx. 3000 community members and visitors	PRAS provides affordable arts and culture experiences through our festivals and events. Local artists have opportunities to pair with other artists from outside our regions sharing their experiences and knowledge and engaging locals and visitors alike.

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

This application is a request for funding for the Summer Festival. This is one of our longest standing festivals and engages local and regional artists in many genres from visual arts, to music, dance and workshops. The majority of events are family friendly with a few night performances which are adult only. We spread the activities/events out within Ucluelet, Tofino and surrounding communities. We aim to make pricing affordable so they become attractive to individuals as well as families. One of the goals this year is to create a Children's component within the Summer Festival created and designed by children.

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?

If this application is not approved we will continue searching for funding and grants from other areas as well as doing some fundraising.

If partial funding were awarded for this program, we would be most grateful and would still continue looking for other sources of funding as well as continue with fundraisers to keep the summer Festival growing into the spectacular event that people have come to anticipate.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 2500
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Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	Kelly Deakin
Position\Title:	Executive Director
Date of Application:	September 20, 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

PACIFIC RIM ARTS SOCIETY		2022/2023	
Program title:		PACIFIC RIM SUMMER FESTIVAL	
Fiscal Year beginnings Sep 01			
REVENUES			
Deferred from BC Gaming			
Deferred General Acct			7,047.00
Total			7,047.00
GOVERNMENT GRANTS			
Grants: BC Gaming			8,300.00
Grants: BC Arts Council			
Grants: Heritage Canada			12,000.00
Total Government Grants			20,300.00
MUNICIPAL GRANTS			
Grants: Municipal, Tofino			
Municipal, Ucluelet			2,500.00
Total Municipal Grants			2,500.00
FUNDRAISING:			
Raffles			815.00
Local Business & Individual Sponsors			3,000.00
Total Fundraising			3,815.00
EARNED REVENUE			
Concert door			3,500.00
Workshops			1,200.00
Total earned revenue			4,700.00
REVENUE SUB-TOTAL			38,362.00
IN-KIND INCOME			
Accommodation/meals			2,000.00
Labour			2,500.00
Venue			2,100.00
In-kind total			6,600.00
TOTAL REVENUE			44,962.00
EXPENSES			
Accommodations			3,000.00
Artistic director			2,200.00
Artist fees			10,000.00
Artist hospitality			300.00
BC Contact Conference			2,000.00
Event Coordinator			7,500.00

Concession	200.00
License and memberships	300.00
Fundraising cost	200.00
Meals and reception	1,000.00
Piano Tuning	300.00
Promotion & Marketing	1,000.00
Office Expense / Rent	1,400.00
Equipment Rental	1,700.00
Supplies	500.00
Technical Support	1,500.00
Travel (coordinator)	100.00
Transport (equipment)	100.00
Venue	1,000.00
Workshops/Instructor fees	1,000.00
Wages and Benefits	3,062.00
Sub-total expenses	38,362.00
IN-KIND EXPENSES	
Accomodation/meals	2,000.00
Labour	2,500.00
Venue	2,100.00
In-kind total	6,600.00
TOTAL EXPENSES	44,962.00
Surplus/deficit	0.00



GRANT-IN-AID/IN-KIND CONTRIBUTION APPLICATION FORM

Name of Organization: Pacific Rim Whale Festival Society		
Society Registration #: S-0048474	Contact Person: Sarah Watt	Contact Person Position: Festival Coordinator
Phone: [REDACTED]	Fax:	E-mail: whalefest.coordinator@gma
Mailing Address: PO Box 955, Ucluelet, BC V0R 3A0 @gmail.com		

NOTE: Field space is limited. If you need more space, please attach in a separate document.

Organization Type:	
<input type="checkbox"/> Health/Social Services <input type="checkbox"/> Tourism/Economic Development <input type="checkbox"/> Youth Services <input checked="" type="checkbox"/> Arts & Culture <input type="checkbox"/> Sports & Recreation <input type="checkbox"/> Other:	
Purpose of Organization: Inspire, Educate & Entertain	
Organization's Objectives (attach additional information if available): We strive to educate and entertain locals and visitors as we celebrate the return of the Gray Whales passing our shores during spring break each March. The society is committed to sharing our West Coast traditions & way of life with visitors to the area and with each other. We do this with many educational and cultural presentations, culinary events, interactive activities, musical events and so much more.	
Nature of Services Provided by Organization: Each year, we invite speakers from all over the Island to educate visitors & locals about our passing Gray whales as well as other wildlife in the area, and to heighten awareness of our specific coastal issues. We offer Maritime Kids Days, culinary events, First Nations cultural events, interactive displays & whale building, a parade, and many fund-raising events with local partners. We look forward to a return to a more normal festival in 2023	
How many people do you expect to serve by this Application? We expect over 2000 for 2023	Who are the people to benefit from your activity or functions? Businesses benefit from using PRWF as a platform for visitor traffic. Visitors & locals benefit from the educational nature of the events to gain awareness of the area and our environment. Islanders benefit with an exciting festival during spring break that is relatively free (\$5 button for most events).

Activity or Functions to be Supported by this application (if applying for an In-Kind contribution such as providing meeting space please provide preferred details. ie how many times/hrs per month/location etc):

Our grant request is in two parts. First, we ask for an in-kind grant-in-aid to provide the festival rooms at the UCC at no charge for occasional meetings of the board of directors October through March, as well as rooms at no charge for events during the 2023 festival.

We would like to secure the main hall for Maritime Kids Day, scheduled for Wednesday March 23rd 2023, 10am - 4pm. Waivered or reduced fees will allow us to allocate money towards exhibitor fees.

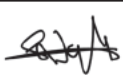
Second, we request \$1000 to assist us in covering expenses for our Ucluelet closing weekend with events such as the Chowder Chow Down and music concert.

Implications for the Organization if this application is not approved.
Would the project occur if partial funds were awarded?

The society strives to keep as much of the proceeds from events in the bank as possible as seed money for the following year's festival. Costs are forecast to increase as we recognize the need to allocate more of this seed money, for a year round coordinator position, to ensure timely and efficient planning of the festival. An influx of funds at the start of our event this year will go a long way to ensuring a quality festival and a good base to proceed from for next year.

Grant-In-aid Amount Requested: <i>(not applicable to In-Kind requests)</i>	\$ 1000
---	---------

Declaration: On behalf of the organization, I hereby declare that the information included in this application is true and correct to the best of my knowledge.

Signature:	
Position\Title:	Festival Coordinator
Date of Application:	Nov 11 2022

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	



REPORT TO COUNCIL

Council Meeting: March 14, 2023

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: BRUCE GREIG, DIRECTOR OF PLANNING

FILE NO: 6630-24 CMHC

SUBJECT: CMHC RAPID HOUSING INITIATIVE GRANT –
1300 PENINSULA ROAD [UPDATED]

REPORT NO: 23- 38

ATTACHMENT(S): APPENDIX A – EXCERPT FROM CMHC GRANT APPLICATION
APPENDIX B – DRAFT MOU WITH WESTCOAST COMMUNITY RESOURCES SOCIETY
APPENDIX C – M'AKOLA DEVELOPMENT SERVICES RE: UPDATED BUDGET MARCH 10, 2023

RECOMMENDATIONS:

1. **THAT** Council authorize staff to submit a grant application for the 2023 Canada Mortgage and Housing Corporation Rapid Housing Initiative grant in an amount of \$3,534,610 for the 5-Unit Supportive Housing Project located at 1300 Peninsula Road.
2. **THAT** Council authorize the Mayor and Corporate Officer to execute a non-binding Memorandum of Understanding with the Westcoast Community Resource Society for the ongoing operation of the Five-Unit Supportive Housing Development proposed to be built at 1300 Peninsula Road, should the District succeed in obtaining project funding from the 2023 CMHC RHI grant.
3. **THAT** Council authorize the Mayor and Corporate Officer to execute a contract between Saltwater Building Co LTD and the District of Ucluelet for the Pre-Construction/Design Phase of the Five-Unit Supportive Housing Development proposed to be built at 1300 Peninsula Road for an amount not to exceed \$106,375 excluding taxes, funded from the Affordable Housing Reserve.

BACKGROUND:

In the [February 9, 2023, Council Meeting](#), Council made the following resolutions:

1. *THAT Council direct staff to issue a Request for Proposals (RFP) for a design/build contractor to construct five supportive affordable housing units on the District-owned property at 1300 Peninsula Road;*
2. *THAT Council direct staff to prepare a draft submission to the Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative grant intake, for Council authorization at its March 14, 2023, regular meeting;*

3. *THAT Council authorize spending up to \$25,000 from the affordable housing reserve fund on preliminary survey, engineering, design and project management in preparation of the grant application, RFP and anticipated construction contract;*
4. *THAT Council indicate support to earmark up to \$200,000 from the municipal affordable housing reserve as a municipal cash contribution to the project, for consideration during the ongoing budget discussions and confirmation at the March 14, 2023, Regular Council meeting;*
5. *THAT Council direct staff to continue discussions with community social support service providers with the aim of developing a partnering agreement for the ongoing operation of the housing should the District succeed in obtaining project funding from the current Canada Mortgage and Housing Corporation (CMHC) grant or other sources; and,*
6. *THAT Council direct staff to prepare a zoning amendment bylaw to change the designation of the property at 1300 Peninsula Road from R-1 Single-family Residential to an appropriate multi-family residential zoning designation.*

Discussion:

Request for Proposals (RFP):

The RFP was released in early February 2023 and closed on March 1, 2023. The District received three complete proposals - with two of the proposals being clear top runners. Staff evaluated the proposals according to the following criteria:

1.	References	10%
2.	Quality of submission	10%
3.	Experience with similar Projects	20%
4.	Suitability of proposed building and landscaping	30%
5.	Value per square foot of proposed Project	30%
Total		100%

The result of this evaluation is that Saltwater Building Co LTD, teamed with Doug Cole Architect and Herold Engineering, was chosen as the preferred vendor. The two top proposals were extremely close in overall cost, and the non-selected vendor did have past experience with other CMHC funded RHI funding projects; however, the Saltwater team scored higher on references, quality of submission, and suitability of proposed building and landscaping.

The project is to be split into two separate phases:

Phase 1: Pre-Construction / Design Contract

Between March 15, 2023, and July 1, 2023, the District and its partners will work with the design team to resolve the design program to a point where the buildings are 100% designed: full architectural, civil, landscape and structural drawings are completed, full specifications are completed, and a new hard quote from the proponent can be made to reflect any changes and refinements from the design process. At this point the District could choose to enter into a Build Contract with the proponent (the intent is the District

would sign a CCDC5B for pre-construction services, but the District is open to alternatives), or the District could choose to take those drawings and specifications and re-bid the project.

Phase 2: Construction / Build Contract

From July 1, 2023, if the District so chooses, the District may enter into a build contract to build out the project. Note: The July 1, 2023, date is subject to the CMHC RHI award date and not in the control of the District and therefore may change.

At this time, Council is only committing to the first phase of the project. The design contract is structured so that the District will only be charged for expenses as time is spent on the project deliverables - up to the maximum authorized cost. A number of engineering items were conservative estimates in the proposal, so the design contract keeps the fees aligned with the actual required scope determined as the design progresses. The design phase may not require the full authorized funds, in which case those funds (out of the \$225,000 total earmarked for the project previously by Council) would still be available for the construction phase of the project.

Operating costs:

BC Housing has financial guidelines for non-profit operators to provide a framework for asset replacement reserves. Under this framework, the Westcoast Community Resources Society has developed an operating budget including \$4,500 annual contribution to the building replacement reserves. This equals the maximum asset management contribution allowable under the BC Housing guidelines.

As the building design is developed over the next few months, and the specifics of the building systems are known, staff will develop a long-term asset replacement budget for these District-owned buildings. If the long-term asset management will exceed the \$4,500 annual contribution from the operating budget, staff will present Council with funding options – prior to a decision on the build phase of the project.

Updated Capital Budget:

The proposed (updated) grant request of \$3,534,610 includes additional soft costs and contingency (16%). M'Akola Development Services has been assisting the District in preparing the grant submission, and is now recommending these projected costs to align with current pricing seen on similar projects in rural and remote areas (see **Appendix "C"**). M'Akola is suggesting that the District's capital budget was initially too lean and is recommending a more conservative contingency - plus accounting for soft costs including project insurance and construction management. The higher amount for the grant request - increased from \$2,678,454 when this report was first published – would not increase the municipal contribution.

Factoring in soft costs would enable the project to pay its normal share of permit fees, Development Cost Charges, etc. These types of fees are sometimes waived for municipal projects, with the effect of shifting costs to a later point in time (for example, costs of expanded

infrastructure that would be captured by DCC's). The proposed approach would allow the project to pay its fair share, proportionate to other (e.g., private) developments.

Memorandum of Understanding with Westcoast Community Resources Society:

A draft Memorandum of Understanding is attached in **Appendix "B"**, describing how the Westcoast Community Resources Society (WCRS) and the District will work together to further the project. The details of both parties' responsibilities would be contained in a lease agreement between the District and the Society, once the units are built.

ANALYSIS OF OPTIONS:

A	That Council support pursuing the supportive affordable housing project at 1300 Peninsula Road as outlined in the staff report.	<u>Pros</u>	<ul style="list-style-type: none"> • Aligns with an identified community housing need – one which will not otherwise be met without commitment of public resources from the District and/or other agencies. • Takes advantage of the current CMHC grant opportunity to leverage federal funds to construct the project. • Aligns with past initial work to identify where District resources are best spent to address community housing needs. • Utilizes the site at 1300 Peninsula Road and its proximity to schools and other community facilities – making it particularly well suited for housing or families. • Supports an existing local non-profit community service provider in delivering programs to support vulnerable persons and families in the community.
		<u>Cons</u>	<ul style="list-style-type: none"> • Committing to this project may supplant other opportunities to undertake other affordable housing projects. • Buildings would be a District asset that would need to be insured and included in the District's long-term asset management plan.
		<u>Implications</u>	<ul style="list-style-type: none"> • Would commit the use of the District-owned property at 1300 Peninsula Road to use for affordable housing for the foreseeable future. • Commits a portion of the current Affordable Housing Reserve funds. • Operating agreement and budget will need to cover insurance and maintenance costs of operating the buildings.
B	THAT Council not support pursuing the grant application and/or development of affordable housing at 1300 Peninsula Road at this time.	<u>Pros</u>	<ul style="list-style-type: none"> • Would retain Affordable Housing Reserve funding to be used for other affordable housing initiatives.
		<u>Cons</u>	<ul style="list-style-type: none"> • Would not address a known community housing need. • Would not take advantage of the current grant and/or partnership opportunity.
		<u>Implications</u>	<ul style="list-style-type: none"> • Staff time could be prioritized for other work. • Affordable Housing Reserve funds would be available for other projects.
		<u>Suggested Motion</u>	No motion required.

FUTURE STEPS:

If supported by Council, staff will finalize the CMHC grant application for the March 15th deadline. The application has been developed with support from M'Akola Development Services with substantial input from the WCRS. Letters of support have been provided by MP Gord Johns and MLA Josie Osborne. An excerpt from the grant submission describing the project is found in **Appendix "A"**.

The first phase of the project will deliver a shovel-ready design package for the 5 housing units at 1300 Peninsula Road. If the District is successful in obtaining an RHI grant, Council would see a future report seeking authorization for the construction contract phase of the project. If the District is unsuccessful in this grant competition, staff would explore other funding options and bring those for Council to consider.

POLICY OR LEGISLATIVE IMPACTS:

The property is currently designated in the OCP Long-range Land Use Plan as "Multi-Family Residential" but is zoned as R-1 Single-Family Residential. One step for this project would be to rezone the property to an appropriate multi-family zoning designation. That step will be addressed through the public hearing and bylaw readings considered as separate items on the March 14, 2023, agenda.

Respectfully submitted: Bruce Greig, Director of Community Planning
 John Towgood, Municipal Planner
 Duane Lawrence, Chief Administrative Officer
 Donna Monteith, Director of Finance



Appendix A

Project Description Continued

The District of Ucluelet (**District**) is located on the traditional territory (ḥaaḥuuli) of the Yuuḥuḥiḥath (Ucluelet First Nation). Ucluelet is one of several neighbouring communities sharing interests in the Ucluth Peninsula and the broader West Coast region (including the municipalities of Ucluelet and Tofino, residents of Alberni-Clayoquot Regional District (ACRD) unincorporated electoral areas, and eight Nuu-Chah-Nulth communities). This CMHC Rapid Housing Initiative grant application is seeking funding for the creation of five supportive housing units on a District of Ucluelet owned property (the **Project**). The Project is aimed at supporting our West Coast region’s most vulnerable community members experiencing or at risk of homelessness in accessing safe, secure, and affordable housing.

Background and Supporting Reports:

Ucluelet is experiencing an acute housing need crisis, with significant and rising concerns around affordability and housing security. In 2021, the District (in partnership with Tofino, the ACRD and three Nuu-Chah-Nulth communities) commissioned the West Coast Housing Needs Assessment (Appendix B) including the Ucluelet Housing Need and Demand Study to survey the state of housing in our District and the region. One of the key findings indicated that the greatest impacts of rising housing costs and the deepening crisis of housing security and availability in Ucluelet is being borne disproportionately by the most vulnerable populations. A key recommendation that emerged from this report was that the District of Ucluelet “work with partners to expand non-market and supportive housing options”.

The report further recognized that in the communities of Tofino and Ucluelet, emergency housing for people experiencing homelessness or fleeing violence is overwhelmed and under supported. The report identified 26% of Ucluelet households living in core housing need (meaning their accommodation is unsuitable, inadequate and/ or unaffordable) and that 75 Ucluelet households (11%) live in Extreme Core Housing Needs (meaning they are paying more than 50% of their pre-tax household income towards shelter). Consistent with other regional data, the greatest number of households living in core housing need are lone parent households, with the report noting that one out of four lone parents in the community face financial, spatial or quality hardship as they relate to housing. These conclusions are based on Statistics Canada’s 2016 census data; skyrocketing housing prices and demand over the past few years have likely exacerbated these issues.

The District of Ucluelet’s Official Community Plan (**OCP**) identifies housing as a key need and includes policy supporting housing projects such as this one by encouraging the creation of private, non-profit, and co-operatively run housing units. One of the seven guiding principles of the District’s OCP (Appendix C) is to “Broaden the spectrum of housing options to improve the availability of appropriate, affordable housing for all”.

Recognizing the widespread need within Ucluelet and the greater region, and following the direction of these key documents, the District has been actively supporting development of affordable and supportive housing strategies and eagerly anticipating funding opportunities to create such housing for the community. The District was made aware of the CMHC RHI funding stream late in December 2022 and identified the program as a tremendous opportunity to develop housing to fill a core community need. The District has prioritized this proposal, utilizing a valuable quarter-acre District owned property (Appendix G), allocating funds reserved for creating affordable housing, and developing a partnership understanding with the Westcoast Community Resources Society (**WCRS**) to rapidly put together this timely and shovel-ready project proposal.

District contribution:

An important component which the District brings to this project is the land at 1300 Peninsula Road. The District obtained this .23 acre property for its own purposes as part of a 2006 rezoning and subdivision and has held it for the purpose of developing the property for pressing community needs. This property is located next door to the Ucluelet Elementary School and within a 6-minute walk from the community's main grocery store and the Ucluelet Community Center, as well as multiple parks and beaches (see Appendix F). The current land value of the property is appraised by BC Assessment at \$682,000 and the property is free and clear of any encumbrances.

As a small and remote municipality with a limited tax base, the District's main capacity to contribute to this highly beneficial project is by contributing land. We hope and anticipate the funder will consider the \$682,000 of land value as a direct and valued contribution by the District towards the feasibility and success of the project.

At the January 24, 2023, Regular meeting of Council the District committed \$225,000 from the municipal affordable housing reserve as a municipal cash contribution to the project. For our small community, a cash contribution of \$225,000 and a land contribution valued at \$682,000, totalling \$907,000, is very significant and hopefully signals the District's sincere commitment to this project.

Zoning and Project Design:

The property's current zoning is R-1 Single Family Residential. A zoning amendment bylaw to allow the proposed multi-family project has received first and second reading through unanimous Council vote, and is anticipated to be adopted on March 14, 2023.

The architectural design, landscape plan, accessibility, and integration into the immediate neighbourhood are central elements for this project to ensure high quality of life and livability for the future residents. The neighbourhood context is predominantly single-family dwellings to the south and across the road, with institutional uses in the form of the elementary and high school to the north. The property is for the most part vacant with some mature trees to the rear of the property.

To ensure the proposed project's multi-family density will fit into the neighbourhood context, the five proposed units have been split into two ground-oriented (Appendix H), street facing buildings or what

are commonly referred to as “walk-up’s”. The building exterior materials will reflect the natural environment around the project, utilizing cedar, metal, and natural tone cement board and built to BC Housing standards.

The five dwelling units will be designed in two compact and livable configurations to respond to different needs as identified in the Ucluelet Housing Needs Report. Three of the units will be designed as two storey, three bedroom units with a fully accessible ground floor to include an accessible bedroom according to ADA Standards. It is anticipated that these units could be rented to a range of occupants from a larger family to a single parent and children. Rentals which are suitable for families are particularly difficult to find in Ucluelet, especially for lower-income family groups. These units would address this critical need within our community. The two other units would be two-storey one bedroom homes that could be rented to a range of occupants such as a young adult who has aged out of youth care.

The property will be fully landscaped with a focus on bringing the property back into a naturally vegetated state with the planting of predominately native species plants such as cedar, spruce, larch, and salal. All units would have a small front garden entry facing the street to create a neighbourly presence and inviting streetscape facing the public road, and a small private patio area to the rear of each unit. Each unit would have a paved pedestrian route connecting to the Peninsula Road sidewalk, and a parking space.

Operation and Management – Community Partner:

The District anticipates maintaining ownership of the buildings of this project and partnering with the Westcoast Community Resources Society (Appendix I), a highly respected local non-profit to operate and manage the housing units. This partnership will allow the project to effectively target the acute needs of the west coast region (see Appendix E), directly benefitting community members experiencing personal, family and housing stress; particularly women and their children. This partnership agreement anticipates that the District would construct and own the building assets, and the WCRS would ensure that community members most deserving of the housing are able to access these rental units for themselves and their families.

The District posted a request for proposals to BC Bid on February 3, 2023, for the Design / Build of the project. The opportunity closed on March 1st, 2023, and the District received three complete responses. We structured the contract so that the successful vendor would be authorized to develop the architectural and structural design, complete construction drawings and a Class A cost estimate from March 15 to July 1, 2023. The completion of these works within this time frame will allow the District to immediately move the project forward if we are successful in attaining the RHI funding for the project. The successful proponent was a team lead by Saltwater Building Co., who is locally based and has completed many projects in BC - including several in Ucluelet and one currently being constructed on behalf of the District. The Saltwater Building Co will team up with Doug Cole, Architect AIBC, who has worked in and for the District. The District has full confidence in this team to complete the project on time and on budget.

Conclusion:

The Ucluelet Housing Needs Assessment confirmed what community members in Ucluelet have long known: affordable, accessible and secure housing is a massive barrier to residents and a growing issue. This trend has been exacerbated significantly as pressures from tourism and the impacts of the COVID-19 pandemic have driven a surge in housing costs. Adjusted for inflation, median dwelling prices in Ucluelet have more than doubled over the past decade, with the cost of housing dramatically exceeding the growth of incomes. The impact on renters, particularly those who face marginalization or social vulnerabilities, is evident. Many respondents to the Ucluelet housing needs survey were resigned to leaving Ucluelet in order to find stable housing. As a small, tight-knit community with larger-city sized pressures, Ucluelet needs the support of other levels of government to provide appropriate housing to care for our most vulnerable citizens at-risk of homelessness - and ensure they can remain in the community they call home.

The need for this project has been identified, the District of Ucluelet is a qualified proponent to build and maintain the project, the Westcoast Community Resources Society is a professional and proven supportive housing provider, and the value of this project to the community of Ucluelet and the region cannot be overstated. While the scale of the project is small and our funding request modest compared to many larger communities, the positive impact to vulnerable coastal families will be significant. The District's application highlights the best aspects of our resilient community: broad Council support and creative use of limited resources, a partnership and shared responsibility with a critical local resource group, effective use of time and funding to create quality, lasting and dignified housing with a focus on liveability; all part of a commitment to take care of those members of our community who need it most. In this light we hope that the CMHC RHI grant evaluation team will view the District of Ucluelet's proposed project as worthy to receive the appropriate funding - to successfully create this needed supportive housing.

Key Documents/Staff Reports

As part of this project description the following documents are uploaded for funder review:

- Appendix B - West Coast Housing Needs Assessment.
- Appendix C - District of Ucluelet Official Community Plan.
- Appendix D - February 9, 2023, Report to Council.
- Appendix E – West Coast context map.
- Appendix F - Amenities within walking distance of proposed units.
- Appendix G - Site Plan.
- Appendix H - Preliminary Building Design Drawings.
- Appendix I – MoU with Westcoast Community Resources Society
- Appendix J – Letter of support, Gord Johns MP

MEMORANDUM OF UNDERSTANDING

between

The District of Ucluelet (“the District”)

And

Westcoast Community Resource Society (“WCRS”)

This Memorandum of Understanding (MOU) sets the understanding between the District and WCRS with respect to the District’s intent to apply to a 2023 CMHC Rapid Housing Initiative Proposal at 1300 Peninsula Road, Ucluelet, BC.

PURPOSE

- 1.1. This MOU outlines the purpose of this Memorandum of Understanding (MOU) is to describe a partnership between the District and WCRS subject to application and award of a CMHC Rapid Housing Initiative Project at 1300 Peninsula Road, Ucluelet, BC.

ISSUES OF MUTUAL UNDERSTANDING

- 1.2. This understanding outlines a commitment to form a development partnership which will continue to build a cooperative, long-lasting and mutually beneficial relationship, where principles of respect, communication, trust and understanding will lead to positive and meaningful collaborations related to the development of a CMHC Rapid Housing Initiative Project at 1300 Peninsula Road, Ucluelet, BC.
- 1.3. Coordinators:

For the District:

Duane Lawrence, Chief Administrative Officer
200 Main Street, Ucluelet, BC
PO Box 999 V0R 3A0

For WCRS:

Laurie Hannah, Executive Director
500 Matterson Drive, Ucluelet, BC
PO Box 868 V0R 3A0

OBLIGATIONS OF THE PARTIES

To continue to build a cooperative, long-lasting and mutually beneficial relationship, where principles of respect, communication, trust and understanding will lead to positive and meaningful collaborations and partnerships.

To ensure that appropriate, affordable housing is developed and provided within the District of Ucluelet.

To ensure that WCRS has the capacity and experience to be the operator of any approved project under the 2023 CMHC Rapid Housing Initiative Proposal for 1300 Peninsula Road, Ucluelet, BC.

To ensure that the operator will be responsible for the development of any operating budget and have final approval of such operating budget prior to submission to CMHC or BC Housing.

To ensure that WCRS is involved in the design and development of the proposed project to be submitted to the 2023 CMHC Rapid Housing Initiative and through the design and development stages as the project proceeds to Construction and Operations.

MODIFICATIONS

Modifications within the scope of the Agreement shall be made by mutual consent of the parties, by issuance of written modification, signed and dated by all parties, prior to any changes being performed.

ENTIRE AGREEMENT

This Agreement shall constitute the entire Agreement between the parties with respect to the subject matter of this Agreement.

No amendment or modification to this Agreement will be effective unless it is in writing and duly executed by the parties.

EFFECTIVE DATE AND SIGNATURES

The MOU shall be effective upon the signatures of both parties.

Signed in _____, British Columbia on _____ by the following Authorized Representatives:

District of Ucluelet

Name: _____ Title: _____

Signature

Date

Westcoast Community Resource Society

Name: _____ Title: _____

Signature

Date



March 10, 2023

District of Ucluelet

Box 999, 200 Main Street
Ucluelet, BC
V0R 3A0

Re: Updated Capital Budget and Funding Request – 1300 Peninsula Road

M’akola Development Services (MDS) has asked the District of Ucluelet to update the amount of grant it will be requesting from the Canada Mortgage and Housing Corporation’s Rapid Housing Initiative fund. The amount in the initial council motion was based on a construction quote provided by Saltwater Building Co. Since that time, MDS has been able to layer in additional costs that are outside the scope of the builder, including insurance, pre-construction costs, municipal fees, and a healthy owner’s contingency to account for volatile markets, escalation, or unforeseen site conditions.

The updated funding request from CMHC is \$3,534,610.

Type of Cost	Cost per Square Foot (SqFt)
Soft Costs (including contingency, consulting fees, development cost charges, approvals and permitting, insurance, interest accrued during construction, etc.)	\$237
Hard Costs (Costs of physically constructing the building including materials, labour, consulting, construction management, etc.)	\$553
Total Costs	\$790

MDS feels that these costs are reasonable as both hard and soft costs are in line with other smaller scale, rural projects across the Province. The project design capitalizes on as many efficiencies as possible and MDS feels this continues to be a competitive proposal. The high cost/SqFt illustrates the realities of contemporary construction budgets.

Sincerely,

Sandy Mackay

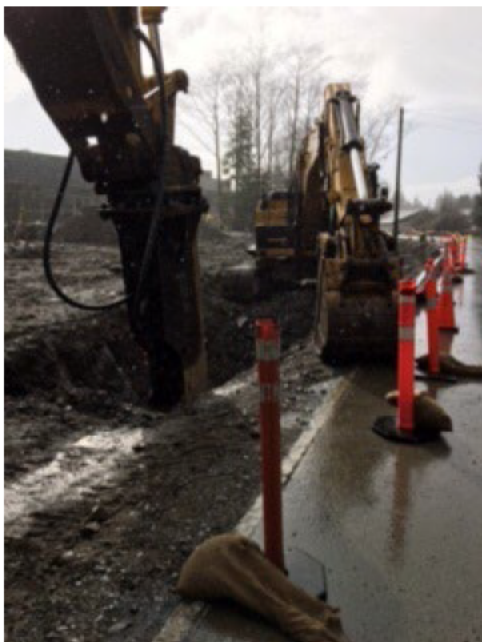
Housing Research and Policy Lead
M’akola Development Services

From: [Community Input Mailbox](#)
To: [Community Input Mailbox](#)
Subject: RE: 449 Marine Drive Temporary Use Permit
Date: March 13, 2023 12:37:08 PM

From: Paulette Bellavance [REDACTED]
Sent: March 13, 2023 11:59 AM
To: Info Ucluelet <info@ucluelet.ca>; Marilyn McEwen (Ucluelet Mayor) <mmcewen@ucluelet.ca>; Mark Maftai (Ucluelet Council) <mmaftai@ucluelet.ca>; Jennifer Hoar (Ucluelet Council) <jhoar@ucluelet.ca>; Shawn Anderson (Ucluelet Council) <sanderson@ucluelet.ca>; Ian Kennington (Ucluelet Council) <kennington@ucluelet.ca>
Subject: 449 Marine Drive Temporary Use Permit

[External]

This email is in regards to the Temporary Use Permit Application for 449 Marine Drive. As a community member and a resident of Victoria Road, I do not feel that this permit should be granted.







I have spoken with Monica from the district's planning department. I understand that there is a plan in place to install a power pole so the use of generators will no longer be required. While she stated that she believed the applicant had spoken with a local contractor regarding sewage and water, she was unable to verify beyond that. While I am aware that having sewage pumped is an option or that we have accessible Sani stations in the community, I am not familiar with anyone locally that is able to provide potable water. What are the plans for garbage collection, site cleanliness and wildlife management? Monica has told me that the District intends to monitor and enforce local bylaws etc to ensure compliance.

The Milner Group is currently working on Matterson and Victoria Road and it is the same group that intends to use this temporary RV park at 449 Marine Drive. On March 8, 2023 this group left an idling excavator unattended on Victoria Road. On March 9, 2023, on Matterson Road, a young woman pushing a stroller walked along side and within less than 2 meters from an excavator actively rock breaking. No safety measures or traffic control was in place to protect her or the child. As one can see from the attached photos, the work site is not following safety regulations. Safety fencing and an established work zone has not been present nor enforced since this project has started. This work zone is in the area of a sidewalk, crosswalk and school.

The District does not seem capable of enforcing these regulations and the Milner Group seems to have complete disregard for the safety not only of the residents, visiting public, but their own staff as well. They have taken the attitude that 'the District (of Ucluelet) doesn't care so we aren't going to bother'.

Precedence has been set and this temporary use permit should be denied. We have no assurance of compliance and enforcement from the District of Ucluelet nor the Milner Group on their current work sites. Why will it be any different on this temporary site?

Regards,
Paulette Bellavance

Sent from my iPhone