



COMMITTEE OF THE WHOLE MEETING OF COUNCIL
George Fraser Community Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet, and
Electronically via Zoom ([Ucluelet.ca/CouncilMeetings](https://ucluelet.ca/CouncilMeetings))
Tuesday, November 5, 2024 @ 4:00 PM

AGENDA

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1. CALL TO ORDER	
1.1. ACKNOWLEDGEMENT OF THE YUULU?I?ATH	
Council would like to acknowledge the Yuulu?i?ath, on whose traditional territories the District of Ucluelet operates.	
1.2. NOTICE OF VIDEO RECORDING	
Audience members and delegates are advised that this proceeding is being video recorded and broadcast on YouTube and Zoom, which may store data on foreign servers.	
2. LATE ITEMS	
3. APPROVAL OF THE AGENDA	
4. REPORTS	
4.1. Grant In Aid and In-Kind Contributions (Verbal Report)	3 - 8
<i>Abby Fortune, Director of Community Services</i>	
Grants In Aid and In-Kind Contributions Policy	
Grants In Aid and In-Kind Contributions Application Form	
5. PUBLIC INPUT AND DELEGATIONS	
5.1. Delegations	
5.1.1. Alberni-Clayoquot Regional District	9 - 12
<i>Jodie Frank, Solid Waste Project Coordinator</i>	
ACRD Solid Waste Management Plan Backgrounder	
5.1.2. Alberni Clayoquot Health Network	
<i>Marcie DeWitt, Coordinator</i>	
5.1.3. Westcoast Inland Search and Rescue	
<i>Marcie DeWitt</i>	
5.1.4. Clayoquot Biosphere Trust	
<i>Rebecca Hurwitz, Executive Director</i>	
5.1.5. Ucluelet Chamber of Commerce	
<i>Josh Jenkins, Executive Director</i>	

- 5.1.6. Ucluelet Aquarium Society
Laura Griffith-Cochrane, Curator
- 5.1.7. Redd Fish Restoration Society
Jen Dart, Operations and Development Manager
- 5.1.8. Pacific Rim Arts Society
Kelly Deakin, Executive Director
- 5.1.9. West Coast Community Resources Society
Laurie Hannah, Executive Director
- 5.1.10. Ucluelet & Area Childcare Society
Mary Ruff
- 5.1.11. West Coast Multiplex Society
Carrie Ho, Treasurer
- 5.1.12. Thornton Creek Enhancement Society
Dave Hurwitz
- 5.1.13. Food Bank on the Edge
Cris Martin, President
- 5.1.14. Pacific Rim Whale Festival
Sarah Watt, Festival Coordinator
- 5.1.15. Sea View Seniors Housing Society
Patricia Sieber
- 5.1.16. Pacific Rim Rotary
Jeff Anderson, Incoming President
- 5.1.17. Ucluelet & Area Historical Society
Claudia Cole
- 5.1.18. Royal Canadian Marine Search & Rescue – Station 38
David Payne, Station Leader
- 5.1.19. Call for other Representatives from local community groups

- 6. NOTICE OF MOTION
- 7. QUESTION PERIOD
- 8. ADJOURNMENT



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:

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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.



- 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



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

Name of Organization:		
Society Registration #:	Contact Person:	Contact Person Position:
Phone:	Fax:	E-mail:
Mailing Address:		

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 type="checkbox"/> Other:	
Purpose of Organization:	
Organization's Objectives (attach additional information if available):	
Nature of Services Provided by Organization:	
How many people do you expect to serve by this Application?	Who are the people to benefit from your activity or functions?

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):

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

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:	
Date of Application:	

OFFICE USE ONLY

Date Application Received:	
Amount Awarded:	

ACRD Solid Waste Management Plan BACKGROUND

Fall 2024

The Alberni Clayoquot Regional District is working to update their Solid Waste Management Plan – a long-term plan that will outline how waste is reduced and materials are properly managed throughout the region. This plan includes in municipalities, electoral areas and First Nations communities.



PROCESS TO DATE

The SWMP Plan Update kicked off in Spring 2023 and has achieved key milestones.



GUIDING PRINCIPLES: The advisory committee created meaningful principles to guide decisions and planning.



GOALS AND TARGETS: The advisory committee set goals and targets to support the guiding principles.



ENGAGEMENT: The public has engaged and provided feedback that has helped guide the process.



STRATEGIES: Eight draft strategies have been developed to guide solid waste management planning ahead.

This backgrounder gives an overview of these key pieces, and the timeline to come.

Learn more at:
letsconnectacrd.ca/swmp

TIMELINE

SPRING/SUMMER 2023

SWMP Initiated Meeting

SEPTEMBER 2023

Project Kick Off and PAC Introduction Meeting

OCTOBER 2023

PAC Meeting #2: System Overview & Guiding Principles
Public Survey #1: Managing Your Waste

NOVEMBER 2023

PAC Meeting #3: Survey Results, Options
Brainstorm, Guiding Principles

FEBRUARY 2024

PAC Meeting #4: Guiding Principles
PAC Meeting #5: Options, Best Practices

SPRING/SUMMER 2024

PAC Meeting #6: Options and Evaluation
PAC Meeting #7: Target and Goal Setting by Strategy

FALL 2024

PAC Meeting #8 - Target and Goal Setting
Finalization and Engagement Planning
Public Engagement on Draft Strategies and Actions

WINTER 2024/2025

Draft Plan Developed

WINTER 2024/2025

Public Engagement - Draft Plan Review

SPRING 2025

Draft Plan submitted to Province



GUIDING PRINCIPLES

The ACRD guiding principles use the Nuuchahnulth Sacred Principles as a framework for addressing respect, taking care, and recognizing everything is one for people and the land.

1. ?iisaak (iisaak) / Utmost Respect

Personal and collective respect for the community and its people, traditional knowledge, the natural world, the metaphysical world, and other peoples and communities.

- a. We are responsible and accountable for how we make, consume, dispose of things in a fiscally responsible way.
- b. We are leaders in how we provide solutions to address waste reduction, diversion and solid waste management strategies.
- c. We protect and regenerate the natural environment lands and natural systems.

2. ?u?aaluk (u-aa-lhuk) / Taking Care of

In this context, this is about taking care of present and future generations, as well as taking care of self and the resources provided by the land and the natural world.

- a. We are creating a community that prioritizes using the waste prevention hierarchy to manage materials and products – through system and behaviour changes that set norms and habits and add convenience.
- b. We support circular economy and low carbon footprint approaches for rethinking and redesigning products for durability, reuse and recycling.
- c. We ensure the costs and benefits of change are distributed equitably among communities and across generations.

3. hišuk ?iš cawaak (Hish-uk ish ts'a-waak) / Everything is One

A notion of the interconnected, interdependent, and reciprocal relationship between the people, the land, and the wider world(s) in a physical, spiritual, and social sense.

- a. We think across systems, places and generations to deliver accessible, equitable and inclusive outcomes.
- b. We recognize the connections between wasting valuable resources disposed of as garbage and other environmental, social and economic issues, including climate change and biodiversity.
- c. We use a collaborative approach for education, advocacy to work across generations and build trust.
- d. We recognize the wide range of social situations, geography and other factors that influence perspective and should inform how education offering and programs may need to be adapted.

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GOALS AND TARGETS

The ACRD goals and targets for the plan support the guiding principles and measure plan success.

Goals

1. **Social Equity and Local Economy:** Provide inclusive (equitable and accessible) opportunities across all solid waste systems and programs in ways that provide local economic benefits through social procurement.
2. **Environmental:** Avoid impacts from solid waste collection and disposal facilities that negatively impact local ecosystems.
3. **Education:** Create effective and accessible education to all audience types to promote waste reduction and diversion services and programs.
4. **Economic:** Make financially responsible decisions using waste reduction and diversion initiatives to offset more costly disposal systems over time.

Target



The ACRD aims to take care of people and the land by using resources wisely. The ACRD encourages community members to reduce, reuse and recycle to get the most out of their products and reduce their carbon footprint.



To measure progress towards goals, the ACRD disposal target is 350kg per person per year to landfill by 2035, which aligns with the provincial disposal rate target.



PUBLIC ENGAGEMENT

The public has been invited to participate throughout the process and has been responsive. From active members of the Public Advisory Committee to strong participation in surveys, their feedback has helped to guide the process.

In Fall 2023, we asked people across the region to share details about how they manage their waste, what services they use and how satisfied they are. We also asked them to rank the considerations that should be top priority for planning. These rankings have helped to guide the Advisory Committee throughout the planning process.



**Effectiveness at
Waste Reduction**



**Cost to
Residents**



**Degree of
Waste Diversion**



The next round of engagement - presenting strategies and collecting feedback - will be held in Fall 2024.

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WASTE MANAGEMENT STRATEGIES

With the foundations of guiding principles and public priorities to guide them, the Advisory Committee has identified eight strategies, with suggested actions.

1. Foundational Strategy – Plan and Implement Education and Behaviour Change Programs Across Strategies 2-8

Develop Education and Behaviour Change Strategy and Implementation Plan

Implement Waste Reduction and Diversion Education and Behaviour Change Program

2. Establish/Expand Resource Recovery Centres and Eco-Depots

Establish West Coast Infrastructure and Services

Expand Alberni Valley Infrastructure and Services

Expand Bamfield and Salmon Beach Infrastructure and Services (Remote)

Support Indigenous Eco-Depots

3. Develop Business and Organization Zero Waste Program

Develop and Implement Policy Tools to Minimize and Divert Waste

Create Education Materials, Business Recognition and Engagement Events (core)

Initiate Training and Mentoring Support for Businesses and Organizations

Provide Zero Waste Innovation Grants and Incentives

Expand Initiatives to Minimize and Divert Civic Waste

4. Establish Organics Management Infrastructure and Operations in Remote and Indigenous Communities

Establish Bamfield and Salmon Beach Transfer Station Organics Management

Expand Indigenous Organics Management

5. Establish Multi-Stream Diversion Programs

Expand Rural Single Family Diversion Opportunities

Develop Multi-Family Recycling and Food Scraps Program

Establish Public Space Multi-Stream Recycling

Support Zero Waste Events

6. Reduce, Reuse and Divert Construction and Demolition (C&D) Material (Built Environment)

Promote 'Resource Smart' Building Design, Deconstruction and Home Relocation

Support Policy for C&D Materials Management – Onsite Construction

Expand Infrastructure and Services C&D Materials Management – ACRD Solid Waste Management Facilities

7. Expand Other Material and Product End of Life Management

Expand Hazardous Materials Collection (non-Extended Producer Responsibility [EPR])

Incentivize Large Item Management

Enhance EPR Program Access and Usage

Develop Disaster Debris Management Plan

Mitigate Illegal Dumping and Support Oceans Plastic Management

8. Ensure Proper Residual Management

Develop Long Term Disposal Options (Alberni Valley)

Complete Landfill Capital Projects

Complete Landfill Capital Projects AV

Complete Landfill Capital Projects WC

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