



City of Terrace COUNCIL REPORT Regular Council

MEETING: Regular Council - 12 Jun 2023
TO: Maggie Hall, City Manager for Mayor and Council
FROM: David Block, Director of Development Services

SUBJECT: **UBCM Grant Application - Complete Communities Program**

ATTACHED: [UBCM Complete Communities Program Guide](#)

RECOMMENDATION(S):

That Council support the grant application to UBCM's Complete Communities Program, for the amount of \$100,000, for a complete communities assessment, with a commitment to apply for, receive and manage grant funding for the project.

PURPOSE:

The purpose of this report is to seek a resolution of support from Council as a requirement of the grant application process.

BACKGROUND INFORMATION:

On behalf of the provincial Ministry of Housing, the Union of BC Municipalities (UBCM) is administering a \$10 million grant program called 'Complete Communities'. This program is in alignment with the province's CleanBC Roadmap to 2030 and is designed to support local governments and modern treaty First Nations in advancing identified community goals through the creation of more complete communities. The program supports the undertaking of assessments to inform land use decision-making, with a focus on:

- housing need, supply, and location;
- transportation options including increased walkability; and
- infrastructure investment and servicing.

The stated intent of the program is to "support local governments and modern Treaty First Nations to enhance their ability to make evidence-based land use planning decisions". The program offers 100% funding for eligible projects, up to a maximum of \$150,000 for individual applicants. The deadline for applications for the current intake is June 16, 2023 and a resolution of support clearly stating that the City will apply for, receive and manage grant funding is required from Council as part of the submission. Further detail about the program is included in the attached 2023/2024 Program Guide.

DISCUSSION AND ANALYSIS:

The UBCM Complete Communities grant opportunity is timely as the Planning Department is preparing to commence a review and update of the City's Official Community Plan (OCP) in 2024. The UBCM grant will fund a complete communities assessment as a precursor to the OCP update. The assessment will analyze the community through the 'lenses' of housing, transportation, daily needs, and infrastructure, looking at strengths, opportunities, challenges and potential actions for implementation.

OCPs are typically reviewed and updated every 5-10 years depending on the amount of development and other factors occurring within a community. The City's current OCP was last updated in 2017-2018 and in 2009-2011. With the amount of growth and change in Terrace since 2018, the City is due for its next OCP update and this project has been included and budgeted for in the five year financial plan.

If the City is successful with the grant application, the assessment work to be completed in 2023 will provide much of the background research and analysis for the first stage of the OCP update, allowing for focused community engagement and policy drafting in 2024. This work will include engagement with indigenous communities including Kitselas and Kitsumkalum. At the time of this writing, the Planning Department has reached out to staff contacts at both governments to provide information about the upcoming project and to request expressions of support to strengthen the grant application.

FINANCIAL IMPLICATIONS:

There are no financial implications anticipated as grant funding will fully cover annual expenses to undertake a complete communities assessment; no contribution from the City other than in-kind staff time, meeting room use and printing to manage and support the project will be required. Staff intend to apply for \$100,000 from the UBCM Complete Communities Program which will cover 100% of the cost of hiring a consultant to undertake the assessment in 2023. Budgeted funds for the OCP update in 2024 will be utilized for undertaking the update, including items such as policy drafting, population projections, graphic design and public and stakeholder engagement on the draft plan.

COUNCIL STRATEGIC FOCUS AREA(S):

- Livable Community
- Community Wellness
- Organizational Strength and Cultural Awareness
- Responsible Asset Management
- Grow Revenues and Economic Development
- Not Applicable

COMMUNICATIONS:

No communication action is required.

SUMMARY AND CONCLUSION:

This report outlines a grant funding opportunity through UBCM to support an update of the City's Official Community Plan in 2024, through the completion of a complete communities assessment in 2023. Staff are recommending that Council approve the application to UBCM for funding to undertake a complete communities assessment, with a commitment to apply for, receive and manage grant funding for the project.

Prepared by:

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Approved by

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