



December 12, 2017

To: **City of Vancouver**
Tenant & Programming Relocation Plans

(A) Afterschool Child Care

UGM’s Out of School Program, Eastsiders, will be temporarily relocated to Strathcona Church from 616 E. Cordova St. in January 2019, while a new facility is constructed. There will be no stoppage in programming, and no reduction in staffing. Below are the details of the daily schedule, as well as the dimension of the temporary program space, which are in compliance with Part 2.14(1) – Part 2.17(4) of Vancouver Coastal Health’s *Child Care Licensing Regulation*, with regard to the physical requirements of the temporary facility. **The program is a fun and educational program for children from Strathcona Elementary School conducted in a safe and healthy environment.**

Number of Staff: **3 fulltime staff**

Number of children to be served by age groupings (licensed capacity): **20**

Number of session, if preschool: **Not Applicable**

Ages of the children: **Grades 3-7 (Ages 8-12)**

Location: **Strathcona Church** 431 Princess Ave, Vancouver, BC V6A 1V3

Strathcona Space Breakdown (Minimum Indoor Space Required: 3.6m²/ child)			
Space	Proposed Use	Dimensions	Dimensions (Metric)
4th Floor Loft	Office Space	680 sqft (34x18)	63m ² (10.3x5.5)
Cafeteria (Lower Room)	Program Space	2000 sqft (50x40)	186m ² (15.2x12)
Kitchen	Kitchen	300 sqft (20x15)	28m ² (6.1x5)
Utility Room	Custodial/Utilities	225 sqft (15x15)	21m ² (4.6x4.6)
Princess Room		500 sqft (25x25)	46m ² (6.8x6.8)
Outdoor Space	Strathcona Elem. Playground		
Note on Usable Space: any space occupied by a fridge or other equipment or appliances which is not generally moved out of the way must be subtracted from the metres squared calculations. From the numbers below it looks that the Indoor Program space is plenty big enough for 20 children, which is how many I have applied for in our license.			



Hours and days of operation:

Time	Monday	Tuesday	Wednesday	Thursday	Friday
	Grades 3-7	Grades 3-7	Grades 3-7	Grades 3-7	Grades 3-7
2:45/2:50 pm	meet kids @ Strath Elem.	meet kids @ Strath Elem.	meet kids @ Strath Elem.	meet kids @ Strath Elem.	meet kids @ Strath Elem.
3:00 PM	play/walk to Strath Church	play/walk to Strath Church	play/walk to Strath Church	play/walk to Strath Church	play/walk to Strath Church
3:30 PM	Eastiders	Eastiders	Eastiders	Eastiders	Eastiders
4:00 PM					
4:30 PM					
5:00 PM	Clean up	Clean up	Jr. LEAD* Free-time	Jr. LEAD* Free-time	Clean up
5:30 PM			Clean up	Clean up	
6:00pm					

- Professional Development Days: 10:00am to 2:00pm
- Jr LEAD (Leadership, Experience & Development) is a program for older Eastiders (Grade 6 & 7) that encourages the development of leadership skills.

Parking, pickup and drop off information:

- Parking: Not Applicable
- Pick Up (by staff): Registered children will be picked up from Strathcona Elementary School at 3:00pm by UGM Staff who will walk with the children to Strathcona Church. There is a designated meeting spot on the elementary school grounds where the expected children are signed in by staff.
- Pick Up (by parent/guardian/emergency contact): The authorized adult/s will pick up the registered child/ren from UGM facility at 5pm each day and will sign the child/ren out.
- Drop off: Not applicable except for Pro D days when the authorized adult will ring the buzzer on a locked external door to sign in their child/ren.



(B) Residential Program

Summary Paragraph: In January 2019, all tenants and programming for residents of 2nd floor of 616 Cordova East will be moved to 2nd floor of UGM's Maurice McElrea Place (361 Heatley Ave.), and programming will continue with no substantial changes. We are working with all current residents of 2nd floor 361 Heatley to ensure that all 2nd floor units are vacant by January 2019 with no displacement. The 361 Heatley tenants will be provided assistance to move to other floors of the same building, other UGM housing, More Than a Roof or New Chelsea Society Housing, or housing through other partners.

Goal: To relocate, in January 2019, all tenants and programming space for residents of 2nd floor of 616 Cordova East to safe, suitable housing during demo and construction of a new building on the current 616 Cordova East site. To do so with ***no displacement*** of any tenants elsewhere.

Dates: Move-out of remaining 2nd floor tenants at 361 Heatley is early January 2019. There is a two-week period for maintenance, painting, and minor repairs, and move-in of 616 Cordova East residents is planned for late January 2019. Flexibility is possible given the methods described below.

Methods for Moving 616 Cordova 2nd Floor Clients: Clients occupying the 18 units on the 2nd floor of 616 Cordova East will be relocated to UGM's Maurice McElrea Place (361 Heatley Ave.), where they will exclusively use the 2nd floor for living space and programming space (25 SRO units plus patio).

Moving 361 Heatley 2nd Floor Tenants: UGM will ensure each resident of 2nd floor 361 Heatley has suitable housing before January 1, 2019, so as to ensure no displacement. As of September 2017 any residents who have moved in to 2nd floor of 361 Heatley have signed a new transitional tenancy agreement which includes clear expectation that they will move out on or before January 1, 2019. The UGM Manager, Housing Facilities and other UGM staff will work with each of those residents who are moving out by January 2019 to find suitable accommodations on other floors of the same building (361 Heatley's attrition rate due to move outs, deaths, and evictions is between 6-15 per year), with More Than a Roof Society or New Chelsea Society (both of which have agreed to take tenants during this transition), or to one of UGM's 112 units of housing at Hastings House or the Orchard. If none of these options are available, UGM has an extensive network of housing providers (UGM assisted 196 people to find housing in 2016 who were from our shelters or moving on from our programs). UGM will not move someone on from 2nd floor 361 Heatley unless they have a suitable place to live and we have the legal right to do so.

Method for Programming Transition: All programming for 616 Cordova East 2nd Floor is expected to stay in place and remain consistent with current programming.



Progress: There are 25 suites on the 2nd floor of 361 Heatley, of which 10 are either vacant and/or under renovations, or are occupied by tenants with the new transitional tenancy agreement. This leaves 15 more suites on the 2nd floor of 361 Heatley to transition over the next 13.5 months. We believe all 15 will move to other floors or otherwise transition before January 2019 based on natural attrition in these and other suites in the building, and on agreements with More Than a Roof and New Chelsea.