

# DRA Board Meeting Minutes

## February 20, 2018

### Songhees Nation Room, Victoria City Hall

#### In Attendance

*Board Members:* Nicholas Harrington, Breanna Merrigan, Paul Gandall, Diane Flood

*DRA Members:* Janet Strauss

*City Liaisons:* Mike Hill

*Councillor Liaison:* Charlayne Thornton-Joe

#### Regrets

Megan Clark, Wendy Bowkett, Ruth Annis, Ian Sutherland, Douglas Boyd, Robert Florida

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Meeting called to order at 5:44 pm

#### 1. Approval of Agenda

- Moved by Nicholas; seconded by Paul; approved

#### 2. Approval of Minutes of January 16, 2018 Board Meeting

- Moved by Diane; seconded by Paul; approved

#### 3. Councillor's Report

- See January 2018 Downtown Update
- Revised Zoning Bylaw 2017
  - Council received a staff report providing information and recommendations on the proposed Zoning Bylaw 2017 intended to address issues identified during the public consultation period. The matter was referred to staff to consider issues raised in correspondence from the Downtown Residents Association, Land Use Procedures Bylaws, and development permits.
- Emergency Preparedness
  - The recent tsunami warning was a reminder that emergencies can happen at any time. Members are encouraged to sign up for Vic-Alert, the City of Victoria's free emergency notification service at [www.VictoriaReady.ca](http://www.VictoriaReady.ca).
- Heritage Advisory Board
  - Two applications referred to the Heritage Advisory Board (Chatham & Pandora). Heritage Advisory Board will make recommendations to Council.
- Overnighting in Parks
  - Mayor Helps and Councillor Lucas bringing motion forward to prohibit overnighting in Reeson and Quadra parks. Issues surrounding motion include definition of overnighting (e.g. requirement for structure) and legality of motion given BC court rulings in Victoria and Abbotsford.
- Point-in-Time Count

- The 2nd annual point-in-time count of is happening in Victoria the evening of Thursday, March 15. The point-in-time count provides a snapshot of the state of homelessness in Victoria.
- Multi-Agency Task Force
  - Multi-agency team (e.g. firefighters, police) working on bylaw enforcement in Victoria (e.g. ensuring doors are not chained shut).
- Johnson Street Housing Facility
  - With the closing of Tent City, a number of occupants moved into a low-income housing facility on Johnson Street. While many residents have seen their lives improve from being housed, BC Housing has been receiving complaints regarding the facility.
  - Council is exploring ways to accommodate higher-needs residents while ensuring liveability for downtown residents.
- My Place Shelter
  - My Place Shelter in Fernwood is open. While there are outstanding issues (e.g. bright light shining on a resident's house), the shelter is supported by the community.

#### 4. Yates Street Community Garden

- Urban Alive Pop-Up Native Bee Apiary
  - Selected as part of the participatory budget process, the project is a partnership between Border Free Bees, Emily Carr University and Pollinator Partnerships Canada. The project will involve collaboratively designing and building an apiary to house docile native bees and educate the public on the crucial role they play in natural ecosystems.
  - One of the requirements is that the garden must remain open to the public and the project Steering Committee will require that volunteers are present during opening times. The DRA is supportive of the project but would like to confirm the specifics of the liability.
    - **Motion:** DRA supports the installation of the Urban Alive Pop-Up Native Bee Apiary in the Yates Street Community Garden, subject to fulsome review of the requirements and responsibilities. Mover: Diane. Secunder: Nicholas; approved.
- 20 new boxes and a seating area are under development for the garden.
  - **Action:** Mike will follow up regarding the status of the coordinator grant for the garden.

6:27 pm: Charlayne leaves

#### 5. New Business

- Dates of Monthly Board Meeting
  - In recent years, the DRA has held its monthly board meetings on the third Tuesday of the month. Attendees agreed that the third Tuesday of the month is acceptable.
- Special Membership Meeting
  - Proposal to call a Special Membership Meeting prior to our next scheduled Board Meeting (e.g. one hour before the board meeting March 20, 2018) in order to pass our new Constitution and Bylaws. It requires a special resolution and and 14-day notification to the members of the special resolution.
    - **Action:** Paul will locate the wording about the notification.
- DRA Board Officer Positions for 2018

- Tabled until the next meeting for when more board members are in attendance. There was support for a membership secretary role.
  - **Action:** Nicholas will connect with Wendy about the Membership Secretary role
- Growing the DRA Membership
  - There was support for initiatives to grow the DRA membership. Ideas included applying for a My Great Neighbourhood grant for a membership drive, requesting the City to include information about the DRA in their communication material, developing a communications strategy (including social media).
- Updating the DRA Website
  - Tabled until the next meeting.

**6:49 pm: Janet and Dianne leave**

## **6. Land Use Committee Updates**

- Tabled until the next meeting.

## **7. 900 Block Pandora Meeting**

- Paul provided an update on the 900 Block Pandora meeting. Topics of discussion included Coldest Night Walk, ID Project, Chinese New Year celebrations, staggered closing of additional shelter facilities as the weather improves, supervised consumption site.

## **8. Late Night Advisory Committee**

- Paul provided an update on the late night advisory committee. Topics of discussion included liquor licenses, ride shares and taxis, development of a late night bus service.

## **9. VCAN**

- Meeting is tomorrow and material was circulated for background.
- Upstairs Cabaret increased their seating from 300 to 500. Staff expressed reservations about the increase.

## **10. City Liaison Report**

- See January 2018 Downtown Update
- Accessibility
  - Council endorsed a commitment adopted by the Victoria Accessibility Working Group on March 6, 2017.
- Johnson Street
  - Underpass has been designed.
- Crystal Pool and Wellness Centre Replacement Project
  - Now entering the second phase of design. Project architects will be leading engagement sessions.
- Short Term Vacation Rentals
  - Recommendations are being put forward about.
- My Great Neighbourhood Grant
  - The next application intake is opening March 1, 2018.
  - DRA could consider applying for the grant for a neighbourhood block party or for a neighbourhood clean-up initiative.

- Window Wanderland 2018
  - In James Bay on February 24-25 weekend
- Rainwater Rewards Extended
  - Council has extended the Rainwater Rewards rebate program through 2018.
- Digital Archives
  - Council received a report on the new Archives Online Search database that launched this week which provides online, searchable access to the City's archival collections.

**Meeting adjourned at 7:44 pm**



## In Your Neighbourhood

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### Revised Zoning Bylaw 2017

On February 1, Council received a [staff report](#) providing information and recommendations on the proposed Zoning Bylaw 2017 intended to address issues identified during the public consultation period. Based on the report, Council resolved:

- That the matter be referred to staff, to consider and respond to issues raised in correspondence from the Downtown Residents Association, including possible amendments to the draft Zoning Bylaw, and report back to Council.
- That staff consider amending the Land Use Procedures Bylaw to add transparency by providing notice of any Development Permit applications to adjoining property owners (and CALUCs) at the beginning of the process.
- That Council request staff examine and report back on notification opportunities for the public to address Council on applications such as Development Permits, Development Permits with Variances and Development Variance Permits.

### Upstairs Cabaret Seating Increase

Council approved issuing the requested liquor licence after considering a [staff report](#) regarding an application for a structural change to increase the occupant load from 300 to 500 persons.

Council considered that:

- Noise related to the Upstairs Cabaret recognized is partly due to the sound system as a constant which is not substantially impacted by occupant load.
- Impacts of the increased occupant load were also considered and are consistent with uses contemplated for the area and therefore supportable.
- The net impact on the community is expected to be positive economically as the approval supports the request of the business and presumably their long term viability as a local entertainment destination and as a local employer.
- The City received 39 letters in support of the application and 5 letters opposed to the application. The letters of opposition describe issues resulting from patrons leaving the establishment which include, noise, loud use of profanities, vomiting and the overall impact this has on the occupants and business of the Victoria Regent Hotel.
- Letters of support commonly noted the proposed capacity is needed to support local talent with adequately sized venues. Respondents also supported the application for the impact it would have on reducing queue times and improved atmosphere, both to the benefit of patrons.

### Accessibility

Council endorsed the following commitment adopted by the Victoria Accessibility Working Group on March 6, 2017. The City of Victoria:

- Values the contributions made by all its citizens and believes that diversity strengthens the community.
- Recognizes the wealth of knowledge and lived experience of people with disabilities and their essential role in creating a barrier-free Victoria and thus, will include the viewpoint and needs of persons with disabilities in its decisions.
- Is committed to building an inclusive society and providing an accessible environment in which all individuals have access to the City's services and programs in a way that respects the dignity and independence of people with disabilities.
- Policies, practices and procedures will ensure barrier free access for persons with disabilities to City facilities and participation in programs and processes including accessible customer service, information and communication, employment, the built environment and transportation.
- Will ensure that all city employees are aware of their role in facilitating accessibility for persons with disabilities.
- Will continue to prevent barriers by supporting positive attitudes that address "ableism" - attitudes which devalue and limit the potential of persons with disabilities.
- In working towards its goals under this Statement, is committed to creating a barrier-free city by meeting the requirements of existing and future legislation and by its own policies and goals related to the identification, removal and prevention of barriers to people with disabilities. To this end, all elected City officials and City employees have a role to play in meeting these goals.

### Johnson Street Bridge Underpass

At their February 22 meeting, Council will receive a report providing information and recommendations on the proposed design and construction of a proposed Harbour Pathway pedestrian underpass beneath the new Johnson Street Bridge.

### Crystal Pool Project

The [Crystal Pool and Wellness Centre Replacement Project](#) is now entering the second phase of design. Project architects will be leading engagement sessions where attendees will be:

- Provided a project update including a presentation on considerations for programming and design, as well as [key outcomes](#) of the project.
- Asked to provide input on preferred activities and priorities that will inform the future building's design.

If you would like to attend, please [RSVP here](#) to indicate which of the two engagement sessions you prefer. Identical sessions are offered from on Tuesday February 27, 2018 from 3-5 pm and from 6-8 pm to enable as many to attend as possible.

### Short Term Vacation Rental Licensing

On February 22, Council will review a staff [report](#) on proposed short term rental business regulations. Recommendations include:

- To set a short term rental annual business licence fee of \$150 for principal residence and \$1,500 for all other short-term rentals;

- Direct staff to bring forward the Short Term Rental Regulation Bylaw at the February 22, 2018 Council meeting for introductory readings; and,
- Direct staff to report back to Council in Quarter 4 of 2018 with an update on the short term rental program, including budget implications.

### Great Neighbourhood Grant Spring 2018

The next application intake for the [My Great Neighbourhood Grant](#) program is opening March 1, 2018. Start thinking about ways to bring people together for a fun community-building activity or activate a location in your neighbourhood. Talk to your Neighbourhood Liaison about your thoughts and ideas, and let us help you make a plan.

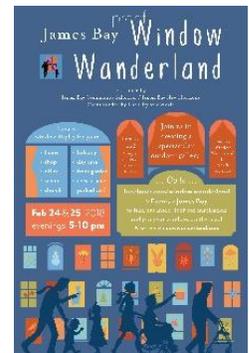


### Neighbourhoods Ideas Block Party

To help kick off the next round of the Great Neighbourhoods Grant program, the Neighbourhood Team is hosting a Great Neighbourhood Block Party at the Da Vinci Centre from 1-5pm on March 14. Please plan to attend and hear [Paul Born](#), published author and champion for community development, talk about how to deepen community. There will also be a showcase of past projects and some ideas for the future. Residents will participate in a short workshop to begin mapping your neighbourhood cultural assets. All of this will be accompanied by treats, live music and fun activities. Mark your calendar and plan to attend this free event.

### Window Wanderland 2018

Speaking of great ideas for a neighbourhood project, come to James Bay on the weekend of February 24-25, and view the first [Window Wanderland](#) event in North America. James Bay residents are creating illuminated displays in their windows at their homes, shops, offices, schools and even their cars. Join residents in this family-friendly evening event to wander the streets and see the amazing outdoor gallery they are creating.



### Rainwater Rewards Update

Council has extended the [Rainwater Rewards](#) rebate program through 2018. Property owners can save 10-50% on their stormwater bill by installing rainfall detention features such as rain barrels and permeable paving. Staff are also to report to Council in June regarding the implications of removing the street cleaning fee from stormwater utility billing, removing the inequity for owners and occupiers on corner lots and directions for the rainwater rewards program in the future.

### Participatory Budgeting Winners Announced

Winners from the first [Participatory Budgeting](#) process were announced on January 31. The top three projects include an employment preparedness training program for Victoria's most vulnerable citizens, a "pop-up native bee apiary", and an educational learning garden. \$52,500 in funding will be distributed to these community-based projects that all have the common goal of improving life in Victoria.

### Sign Up for Vic-Alert

The recent tsunami warning was a reminder that emergencies can happen at any time. Sign up for Vic-Alert, the City of Victoria's free emergency notification service at [www.VictoriaReady.ca](http://www.VictoriaReady.ca).

### Cleaning Up the Neighbourhood

Have you ever thought your neighbourhood would benefit from a little more TLC? This year, we would like to encourage residents who are interested in helping keep their neighbourhood attractive by offering a rolling cart to support a clean team.

The carts will be outfitted with basic equipment for picking up litter, painting out graffiti and disposing of syringes. This could be a great way to engage retired residents, involve youth from schools or mobilize other residents. This could be started through a Great Neighbourhood Grant project this spring. Funds may cover additional supplies and support for a neighbourhood clean-up event. Please let us know if you would like to explore this idea!



### Archives Digitization Project

Council received a report on the new [Archives Online Search](#) database that launched this week which provides online, searchable access to the City's archival collections. More than 10,000 digitized archival photos and records are now accessible online.

### Training Opportunities

Volunteer Victoria is offering the following [courses](#) that may be of interest to neighbourhood organizations. Costs vary depending on whether you are a member of Volunteer Victoria.

- [Social Media 101](#)  
This four part series will help you conquer social media overwhelm by breaking your social media marketing into manageable bite size pieces. You will walk away with a marketing plan and content calendar for the year. 4 weeks beginning February 22nd 2018.
- [BC Societies Act Basics](#)  
This workshop focuses on supporting you to not only meet the November 28th transition deadline but to also address aspects related to compliance with the Act. February 28th 2018 | 9:00 am - 12:00 pm
- [Foundations in Volunteer Management](#)  
This course will ground you in recognized best practices, expose you to trends in the field and offer you effective management approaches. This is a 6 week online course that you do at your own pace, beginning with a mandatory 1 day session on March 7th, from 10:00 am - 3:00 pm.  
February 24th | 9:00 am -10:00 am - Live Webinar for questions

### Council Meetings

Committee of the Whole meets February [1](#), [8](#), [15](#) and [22](#) at 9am. Council meets February [8](#) and [22](#), beginning at 6:30pm. Residents can attend both meetings or watch them [here](#).