

DRA Board Meeting Minutes

16 Jan 2018

Location: Esquimalt Nation Room, Victoria City Hall

In attendance--*Board members*: Nicholas Harrington, Ruth Annis, Sally Reid, Douglas Boyd, Paul Gandall, Robert Florida, Wendy Bowkett, Ian Sutherland; *DRA members*: Diane Flood, *plus city liaisons*: Mike Hill,

Regrets: Eric Ney, Megan Clark, Councillor Liaison Charlayne Thornton-Joe

Meeting called to order at 5:34 pm

1. Approval of Agenda

- Add: review of budget/treasurer's report (add under "AGM")
- Moved by Wendy; seconded by Nicholas; approved

2. Approval of Minutes of November 21st, 2017 board meeting

- Moved by Wendy; seconded by Paul; approved

3. Councillor's Report:

- Tabled due to absence of Councillor Charlayne Thornton-Joe

4. New Business

- AGM:
 - Date for AGM: Wednesday, January 31st, 2018, 5:30-7:00pm
 - Location: Downtown Community Centre
- Board officer positions for 2018:
 - "Chair" position will become "President" and "Vice-President"
 - Board members may stay on board for more than 6 years if there is a vacancy available
 - New president will take over as of February meeting
- New "Membership Secretary" would keep track of new members—Wendy is willing to take that on that role, if it is created
- Treasurer's Report:
 - Draft has been sent to all board members
 - Grant for neighbourhood associations based on 2011 census data. Question for city staff—when does the grant shift to 2016 census numbers?
 - Higher costs for communication category—possible double-billing even though only one invoice received—Nicholas will look into
 - Costs in Committees, Activities, and Events, under "other" category—what is in this category? Answer: Christmas social (ticket revenues and event expenses were both recorded this year, instead of net reimbursement)
 - This category could be renamed "Christmas Social"
 - Revenue evens out over two years because of grant for TRC

5:57: Meagan arrives

5. Business Arising from Minutes:

- Concerns about Community Association input being disregarded:
 - Productive meeting was held; DRA attendees feel confident their concerns were made clear
 - Engagement Framework (adopted last year)—describes different levels of engagement; requires land use decisions to “involve” citizens, disconnect described between this level of engagement and what has happened on some projects in the past
 - DRA attendees requested that engagement processes are genuine so citizens do not have to look to other (additional) ways of making input, since this takes extra time and effort for everyone involved
 - Acting City Manager suggested there is an opportunity to do an audit after an engagement process is complete

6. Land Use Committee Updates

- During last meeting, Andrea Hudson reviewed framework for amendments to Old Town Design Guidelines
- Iron Works: developer seeking a meeting with CALUC
- Zoning Bylaw 2017: CALUC will be making further input
- UVic/Chard: CALUC hasn't heard from the developers; proposed density is much higher than provided for in the OCP
- Northern Junk: CALUC meeting presented a high-level plan for this site
- No news on other developments

7. Community Development Committee Updates

- Christmas party:
 - 19 attendees
- Get Downtown:
 - Jan 24, 5:30-7:30pm at Mexican restaurant at View/Blanchard
 - \$5 tickets
 - 30 tickets available
- Downtown livability solutions
 - Planned survey would feed into mayoral debate and all-candidates meeting
 - Board approval will be sought for final survey questions
- T-shirts and buttons:
 - \$200-\$300 for T-shirts for those who volunteer at DRA events (occasional volunteers to borrow, regular volunteers to keep)
 - Approval for T-shirt budget:
 - Moved by Wendy, seconded by Nicholas, approved

- \$75 for DRA buttons; Nicholas to mock up; to be used as swag
 - Table this decision
- Stickers and hats as well are an idea
 - Meagan will look into T-shirts and hat costs at Passion Sports
 - Doug will look into other options
- Silent Disco:
 - July
 - Meagan planning; will let us/committee know when help required
- Truth & Reconciliation
 - No updates
- Amanda to chair two upcoming committee meetings while Wendy away
 - If anyone wants to plan the following Get Downtown, let Wendy know so she can tell Amanda

8. Governance Committee

- Committee met to review policies; will bring for approval; will then move onto next section
- Constitution and bylaws ready for AGM

9. VCAN

- No meeting last month
- Ian will attend tomorrow's meeting

10. 900 Block Pandora meeting update

- Meagan attended one meeting, will not be able to attend future meetings due to work
- Paul will begin attending with Nicholas as back-up

11. Urban Livability Committee

- Fence almost complete; possible that city fund for accessibility will fund lock system that will make the garden more accessible
- Draft report underway for My Great Neighbourhood Grant; delays in permitting etc. pushed back project so report is late
- Draft of grant application for community garden grant underway

12. City Liaison Report

- Refer to report
- Emergency shelter program:
 - Additional beds available for winter and weather events
- 2018 Budget: council has approved; some surplus has been designated; Mike will bring full list of 2018 projects probably at the next meeting
- Mayor has proposed updates to Strategic Plan
 - Accessibility framework
 - Housing inclusion policy
 - Sustainable mobility strategy
 - Local gov procurement plan
 - Climate leadership plan
 - Amalgamation discussion
 - City Studio strategy

- Apex site plans
- McPherson funders
- Ship Point public realm plans
- Johnson Street Bridge and Centennial Square public engagement plans
- Two dispensaries not approved (on Herald)
- Training for not-for-profits: one-day training being proposed for organizational development; DRA suggestion is to break up to make more accessible
- Chinatown notice-board—car dealership on Government has agreed to install it; opportunity for DRA to install and maintain for some period of time (would not be held responsible for it indefinitely)
 - This item will be raised during next meeting

Shelley Erkhart (downtown resident) arrives at 6:54

- Display cabinets along waterfront will be decommissioned as Wayfinding Strategy being implemented; will be offered to neighbourhoods (other than downtown)
- Cleaning carts offered to neighbourhoods for graffiti clean-up; could be used in conjunction with Great Neighbourhood Grants
- North Park Neighbourhood Association plans to do survey of entire neighbourhood; to be partly used as a recruitment tool, partly to see what residents' concerns are; Great Neighbourhood Grant may be used—may be an idea we want to adopt (obstacle for downtown might be condo buildings; our online survey will likely get more responses than door-to-door)
- Pandora Green meeting: concern over recent syringe injuries; VIHA also considering how to manage
- Bastion Square revitalization: New market will be launched in April with new manager

Meeting adjourned at: 7:10pm

In Your Neighbourhood

Vote to Fund a Project

The [participatory budgeting](#) process is at the stage where 29 project ideas have been submitted by the community and now is the time to vote for your choice(s). Residents in the CRD can vote until January 20. The project winners will be selected shortly after that. You can find all the details on the City [website](#).

Johnson Bridge Public Realm

On December 14, Council supported a [staff report](#) to approve the revised concept designs for the triangle island and Northern Junk plaza in accordance with the Johnson Street Bridge Public Realm - Revised Design Concept dated December 1, 2017. Council also asked staff to investigate the use of future Development Cost Charges to fund the development of a park (\$3 million) in the “S Curve lands” at the west end of the bridge.

Arts and Culture Master Plan

At their [December 14 meeting](#), Council approved the proposed Arts and Culture Master Plan and Implementation Framework and extended the Create Victoria Advisory Group term from March 2018 to December 2018 in order to advise staff and Council on the first year of implementation.

Bicycle Master Plan

On December 7, Council approved recommendations in a [staff report](#) that the draft 2018 financial plan include a \$3 million increase for the budget to complete the Wharf, Humboldt, and Cook Street Phase 1 corridors of the project.

New Liquor Licence at Soap Store

Council provided support for the [application of Atomic Soap Lounge](#), located at 530 Pandora Avenue, to obtain a new Liquor Primary License permitting service from 10:00 am until 10:00 pm daily with an interior occupant load of 59 persons (no outdoor service area is included in the application). This recommendation followed a review of the location of the establishment, the person capacity and hours of liquor service.

My Place Transitional Home Reopens

My Place Transitional Home at 1240 Yates Street reopened at the former Boys and Girls Club facility. Guests will be vetted and referred to My Place from the First Met shelter and will take on responsibilities for assisting with operation of the shelter. Central Middle School has supported the program, which will run until the end of April, 2018.

Storage Facility for Homeless

Our Place is working to establish a storage facility for homeless persons' belongings in the former site of AVI's needle exchange at 714 Cormorant Street. The City established funding to assist with a trial period of operation for such a facility in 2015, but no suitable site was found at that time.

Strategic Plan Grants

The [Strategic Plan Grant](#) program opened for applications on November 15, 2017. The program provides funding for projects that support the City's [Strategic Plan Objectives](#), which include “engaging and empowering the community” and “facilitating social inclusion and community wellness”. The deadline for [applications](#) is January 31, 2018. In 2017, awards ranged from \$1,000 to \$50,000 and \$540,000 is currently budgeted for the program in 2018.

How Do We Snow?

The City of Victoria closely monitors weather forecasts and pavement monitoring equipment to prepare responding to winter storms. City crews first brine roads to prevent icing conditions. When snow starts to accumulate, City trucks begin ploughing roads and crews start to clear “first priority” sidewalks, which include downtown transit stops and wheelchair ramps. Priority first roads include emergency routes, hills, and bridge decks. Learn more about our [snow clearing priorities](#).

Emergency Planning

Now is also the time to refresh your emergency kit with a working flashlight, radio and new batteries. Make sure you have plenty of food, essential medicine and extra blankets on hand. [Learn more](#) about the supplies residents and businesses need to cope for a minimum of three days in the event of a heavy snowfall or power outage.



Help Keep Sidewalks Clear

There are over 450 kilometres of sidewalks in Victoria, so it takes a community effort to make sidewalks safe around our City. Residents and businesses are reminded that they are required to clear snow and ice from sidewalks in front of their property by 10 a.m. each day. Be sure to use environmentally sensitive snow melt products as rock salt is harmful to pets and the environment.

Please lend a hand to those who in need. Many persons in our community may have difficulty clearing snow and ice and need their neighbours help. Check out these helpful information sheets on the roles and responsibilities of [residents](#) and [businesses](#) in Victoria when it snows.

Great Neighbourhoods

A [report](#) recommending Council support applications for Great Neighbourhoods grants was approved by Council at their December 7 meeting. This included one project in the Downtown Harris Green neighbourhood - \$5,000 for the Lower Johnson Street Parklet. Council also approved allocation of balance of 2017 funding for grants not allocated to be used for a neighbourhood grant “show and tell” event in the spring.

Calling All Musicians, Community Programmers and Food Truck Operators

Each summer, the City of Victoria offers free outdoor concerts and activities at Centennial Square and Beacon Hill Park for the community to enjoy. The City is updating its rosters of pre-qualified, local musicians and community programmers to activate these venues from June to September, as well as other City-programmed events throughout the year. New for 2018 will be the food truck roster, from which vendors will be invited to participate in City-programmed concerts and events in Centennial Square.

To be considered for these rosters, apply online and provide links to samples of work or menus by 4:30 p.m. on Wednesday, January 31, 2018. Preference will be given to those based in the Capital Region. For more information visit: victoria.ca/artsandculture

Try it Free!

Start off your 2018 with fun and free fitness! Join us Tuesday, January 2 – Sunday, January 14, 2018 for Try it Free: two weeks of free sample classes offered around the City. Activities include yoga, swimming and hand drumming. Participating community centres include the

- Crystal Pool and Fitness Centre,
- Save-On-Foods Memorial Centre,
- Fairfield Community Place,
- James Bay Community School Centre,
- James Bay New Horizons, and
- Oaklands Community Centre.
- Burnside Gorge Community Centre,
- Cook Street Village Activity Centre,

Registration starts December 11, 2017 online at www.victoria.ca/recreation or call 250.361.0732.



Council Meetings

Committee of the Whole met on December [7](#) and [14](#) at 9 am. Council met December [14](#), beginning at 6:30 pm. There are no further meetings until the new year. Residents can attend meetings or view live and recorded videos [here](#).



In Your Neighbourhood

Emergency Shelter Program

Many residents have heard about emergency shelters, but are not clear how it works. The shelter system began in response to a weather event in 2004. There are now a total of 435 beds provided. Some are available all year (215), some are available during winter months (110) and the remaining beds (110) are activated when there is significant wind, rain/snow and/or where temperatures drop below -1 degrees. You can find a [chart](#) showing how this works on the Emergency Weather Protocol [website](#).

2018 Budget

At their January [4](#) and [8](#) Committee of the Whole meetings, Council received staff reports regarding: community feedback on the 2018 Financial Plan; responses to Council motions for funding additional expenditures; and recommendations for refinements to the budget that reflect public feedback. The draft 2018 budget was approved on January 11.

The budget provides for numerous street improvements including bicycle lanes and overall improvements for Wharf Street, sidewalk improvements (e.g. 700 block of Fort Street) and numerous crosswalks. A complete list of projects will be provided in next month's update.

Strategic Plan Amendments

Council will consider proposed amendments to the actions and outcomes of the Strategic Plan. These include:

- Accessibility Framework implemented
- Citizen-led Heritage Conservation Areas introduced
- Housing Strategy amended
- Inclusionary policy developed
- Sustainable mobility strategy developed with BC Transit
- Local government procurement plan developed and hub established
- Climate Leadership Plan implemented
- Discussion of amalgamation advanced

For the Downtown, it includes:

- Strategy for CityStudio developed
- McPherson Theatre funding partners recruited
- Apex site plans completed
- Ship Point and Government Street public realm plans advanced
- Johnson Street bridge and Centennial Square public space plans implementation begun

Cleaner Sidewalks

In order to address identified downtown cleanliness issues during summer months, Council has approved \$99,500 for two additional staff and equipment to achieve a higher standard of cleanliness

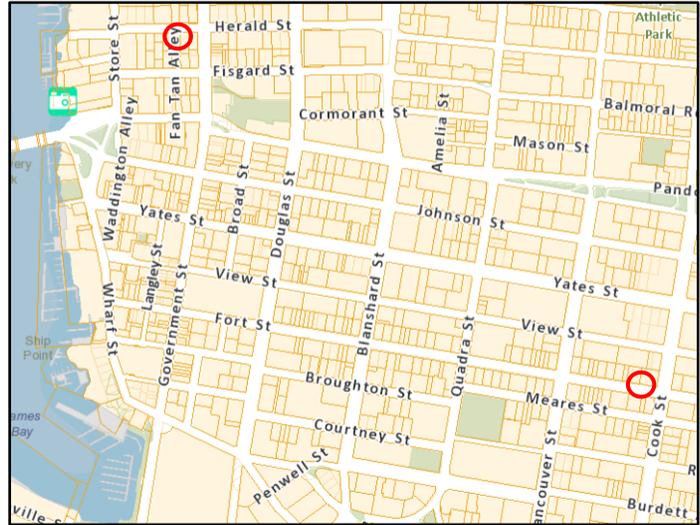
and respond to spot cleaning issues.

Declined Rezoning

1038-1040 Fort Street and 543-549 Herald Street (Temporary Use Permit) were declined rezoning for marijuana sales at Council's January 11 meeting. Council also directed staff to send letters to apprise landlords who are leasing to cannabis dispensaries when they do not meet the city's zoning regulations.

Doing Something about Climate Change!

Did you know that residential buildings account for 17% of Victoria's Greenhouse Gas Emissions?! The City of Victoria has just released its draft [Climate Leadership Plan](#). The plan includes a series of targets, goals, strategies and actions for each of us to help create a 100% renewable energy city. Please send any comments you have on the document to engage@victoria.ca. There are many easy upgrades that you can do that will improve energy efficiency and save you money (e.g. insulation). You can visit [BC Home Energy Coach](#), for energy saving ideas and programs offering incentives.



Training for Not-for-Profits

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 VV.

- [Building Blocks of Budgets](#)
Learn to use budget templates, manage multiple projects, integrate staff board roles & explore best practices
January 18, 5-7:30pm (\$69-89)
- [Foundations of Financial Management](#)
A five week course where you will cover budgets, risk management, tax responsibilities, payroll, board roles, and creating a policy and procedures framework for your organization
Starts January 27, 9:30-12-30pm (\$119-139)
- [BC Societies Act Compliance](#)
By November 28 2018, your organization must comply with new provincial regulations. Get an understanding of the requirements and consider your strategy for compliance.
January 30, 1-4pm (\$69-89)
- [Developing Your Not-for-Profit Leadership](#)
An intensive course to gain understanding and develop your leadership skills.
February 5 to March 19 (\$299-399)

Council Meetings

Committee of the Whole meets January [4](#), [8](#) (Budget), [11](#), [18](#) and 25 at 9am. Council meets January 11 and 25 at 6:30pm. Residents can attend meetings or watch them [here](#).