

DRA Board Meeting Minutes
September 19, 2023
Location: ZOOM
Time: 5:30 p.m.

Present:

Board members: Sandra Severs (President), Dianne Flood, Dawn Moorhead, Jeremy Zhao, Sherry Lee

DRA Neighbourhood Engagement Coordinator: James Davis

City Staff: Mike Hill

Guests: Amelia Potvin, Brendon Neilson, Jason Youmans

5:30 p.m. Welcome, Introductions, Land Acknowledgement and Approval of Agenda

5:35 p.m. Guest presentations

Presentation 1- Amelia Potvin, City of Victoria (slide deck attached)



Street Upgrades
Presentation.pdf

City of Victoria is seeking feedback on proposed changes on 6 key corridors, including Caledonia Avenue, as a part of 2024/25 projects. DRA members provided the following feedback:

- Current lack of trees on Government to Douglas block on Caledonia Ave. Inner city foliage supports better downtown climate resilience.
 - Amelia confirmed project will include working with Parks concerning greening in street renewals
- Implementing advanced Green traffic light on street corner at Caledonia and Blanshard.
 - Amelia confirmed street signal improvements will follow planned street paving in Spring 2024(Caledonia – Fort) on Blanshard Street.

ACTION: VDRA to support participation in engagement.

Presentation 2- Brendon Neilson, Anglican Diocese of British Columbia; Jason Youmans, Wiser Projects (information attached)

Speakers presented on development project objectives and reviewed landscape plan for proposed changes at Christ Church Cathedral precinct.

Community consultations are planned.

6:15 p.m. Downtown Update: Mike Hill (report attached)

Additional updates/discussions:

- Public washroom on Pandora: no plans for build at this time.
- Water intrusion around Yates Street Garden: City is investigating.
- Late night program: program including liquor license development work is discontinued.

- Busking Strategy: city is developing new strategy which aims to promote young talent.
- Gate of Harmonious Interest: to undergo roof tiles installation and sound upgrade. Contractor is selected, negotiation on contract work is in progress.
- Ship Point redevelopment: DRA provided input on initial plan in 2017/18 (input related to concerns about the amount of paving). DRA is advocating to add more green space to revised plan.
- Songhees' Walkway lighting issue: Board member reported visibility and safety concerns at nighttime.
- **ACTION:** Mike will report issue to committee responsible.
- One-time Neighbourhood Association Grant to DRA and NPNA - City is reviewing and will provide information on changes in approach or direction of the funding stream.

6:30 p.m. Executive Report: Sandra (report attached)

6:35 p.m. Standing Committee Reports – Q and A

- **Urban Livability Committee (ULC) and Urban Ecology and Agriculture Committee (UEC):** Michael/Colby (no report)
 - James is working with Strata adjacent to Yates Street Garden to commission a mural, via application for My Great Neighbourhood Grant and matching fund by DVBA. Estimated cost is \$6-8K.

Decision: Board approved support for this project.
- **Communications and Membership Committee (CMC):** Doug (no report)
- **Governance Committee:** Dianne (no report)
- **Land Use Committee (LUC):** Ian/Jordan (no report)
- **Community Engagement Committee (CEC):** James (report attached)

6:40 p.m. External Meeting Reports – Q and A

- **Victoria Community Association Network (VCAN):** Sandra/Ian (no summer meetings)
- **900 Pandora Good Neighbour Group:** Sandra (report attached)
- **Late Night Advisory Committee (LNAC):** Sandra (no report)
- **Greater Victoria Harbour Authority Community Liaison Committee:** Doug (no report)
- **DVBA Clean and Safe Committee:** Colby/Sandra (no report)

6:45 p.m. Other Business

- Board discussed options for staffing contracted or part-time paid roles, including bookkeeping, Executive Director and Neighbourhood Engagement Coordinator in line with goals in the strategic plan.

Decision: Board approved contracting bookkeeping services at rate quoted in Executive Committee Report.

Decision: Board approved James be hired under 3 months fixed-term employment contract to commence October 1, 2023 and conclude December 31, 2023.

Action: Sandra to draft position description

Action: Sandra to lead drafting of Executive Director job description.

7:30 p.m. Meeting concludes

Next Meeting: Tuesday, October 17, 2023, at 5:30pm

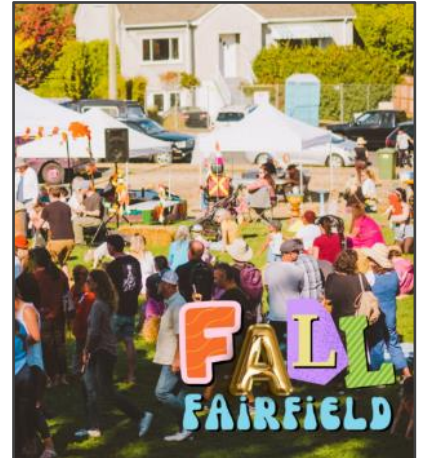
MY GREAT Neighbourhood

DOWNTOWN

Upcoming Neighborhood Celebrations

There are a few neighbourhood festivals coming up that you may want to check out for fun... as well as ideas for your neighbourhood.

On September 24 from 12-5 p.m. the **Fall Fairfield** event will take place in Robert J. Porter Park and Fairfield Community Place Fall Fairfield. The arts and crafts event is presented by the Fairfield Gonzales Community Association. The festival is a free, all-ages, community event celebrating local businesses and non-profits, artists, performers in recognition of Fairfield’s dynamic culture and the harvest season.



Come to the **Vic West Corn Roast** at Raynor Street and Craigflower Road on September 17 from 12-4 p.m. with local music, food and fun! Munch delicious roasted corn, sip fresh apple juice made from Vic West apples, visit with friends and neighbours while local musicians perform. Build a wacky zucchini car to race down the track, a kids favourite! Bring the pooch to show off their best behaviour and tricks at the dog show starting at 1 p.m. Bring a home-baked apple pie for a chance to win the blue ribbon - judging is at 2 p.m. and the pies will be served after judging.



Broughton Loo

The downtown has a new public washroom open 24/7 at Douglas and Broughton Streets. The unit is fully accessible and is the same design as the Langley Loo near Bastion Square. The washroom will be cleaned twice per day, seven days per week. The City's contracted security team will conduct security checks during hours of operation. For more information about public washrooms, including locations and operating hours, visit victoria.ca/publicwashrooms.



Councillor Neighbourhood Liaison Policy

Council has revised its policy for Councillor’s role as liaisons to neighbourhoods. The [policy](#) clarifies that Councillors are not required to be advocates for an association’s position on a particular topic, rather they should have a good understanding of the “...neighbourhoods values, history, and concerns and act as a link between neighbourhood residents and Council.” Councillors may



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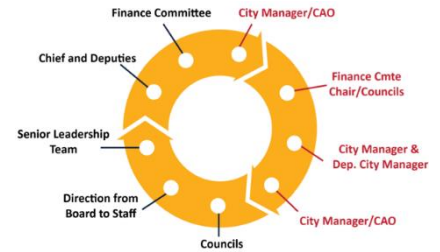
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choose to introduce a Council Member Motion should they consider a neighbourhood issue warrants Council attention.

Police Budget 2024 Planning

VicPD delivered a [presentation](#) to Council on September 14 to obtain input on councils’ priorities for public safety. “Doing more with less” was a pervasive theme in the discussion. This is the first step of VicPD’s budget planning cycle.

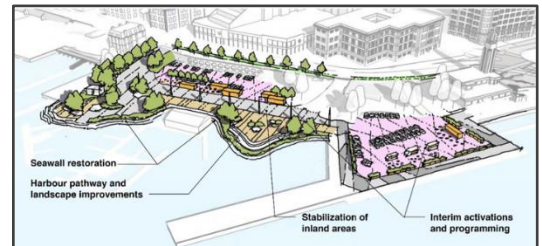


Council Code of Conduct

Council has introduced parameters for a new [code of conduct](#). New provisions in the Community Charter legislation require that municipal Councils consider whether to establish a code. Some of the directions for the new code include that it initially apply to Council and its committees only, that complaints not be accepted within 90 days of an election and that potential sanctions be identified for any breach of the code. The code will be reviewed two years following its introduction. Council also supported exploration of a regional municipal government ethics commissioner.

Ship Point

Council approved a [staff report](#) presented on September 14 requesting support to develop a “...revised design concept for seawall and site remediation and landscape improvements prior to proceeding with detailed design and costing.” The work is considered a necessary step before proceeding with the Ship Point Master Plan to redevelop the site based on a plan developed five years ago.



IDEAS FROM AROUND THE CITY

Thinking about Mural Designs...

Murals can be an effective and colourful way to improve a public space. The design of a proposed mural should be considered in the context of other important values in the streetscape. The downtown business association recently collaborated with an artist and a property owner to create a lively mural on the east side of Market Square. Given the proximity of heritage-registered buildings, a special permit was required to ensure that the design did not detract from heritage values in the area.



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The City of Victoria is located on the homelands of the Songhees and Esquimalt people.



The artist considered this when creating her design and the result is a vibrant new mural that complements our historic and beautiful downtown!

Redfern Park – Jubilee’s Hidden Garden

Many people may not be aware of Redfern Park as it’s sequestered away from City streets. The South Jubilee Neighbourhood Association recently added a community garden to the park, where residents can sit under a pergola and play board games or enjoy a casual lunch. The new garden



complements the playground features and large grass areas for running the dogs, throwing a frisbee or laying in the sunshine. Check out this park in the heart of the Jubilee community as inspiration for placemaking in your neighbourhood.

IDEAS FROM FURTHER ABROAD

New Approach for Seattle Police

The Seattle Police Department has started a new program that it hopes will get officers off on the right foot as they begin their careers as officers. The “[Before the Badge](#)” training program focuses on building interpersonal relationships in the community and officer wellness before law enforcement tactics. The program provides a chance for business owners, community members, and leaders to engage with the recruits before they complete their training at the Police Academy. According to the SPD, through the program “... SPD recruits will gain a more comprehensive understanding of the people they will eventually swear to serve and protect.”



MAKING IT HAPPEN

Connecting in Residential Towers

“Resident champions” or “social animators” can do a lot to help foster more vibrant, connected communities in multi-unit housing. The results are often a greater sense of belonging for everyone and more acts of spontaneous mutual aid. [This guide](#) discusses fun activities that residents can initiate, from lobby puzzles and doggy play-dates to emergency preparedness workshops. The guide also explores relatively easy things that housing operators, community organizations, and governments can do to support residents in making these



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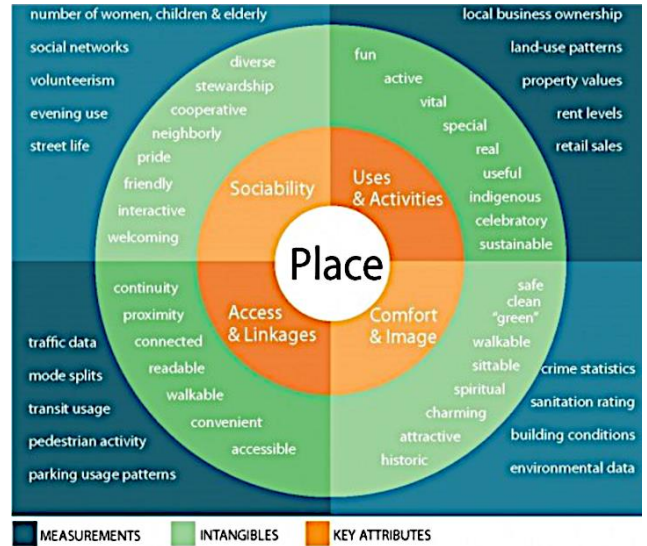


kinds of activities happen. Share this guide to not only enhance neighbour-to-neighbour relationships but also to extend your community association’s reach into multi-unit housing.

What Makes a Successful Place?

Great public places are recognized by the Project for Public Spaces, one of the most influential leaders in placemaking, as being comprised of four key qualities. They are accessible, active, comfortable and social. PPS has been helping communities think about how to transform spaces in their neighbourhoods over several decades.

On this [webpage](#), PPS provides a framework for assessing your placemaking ideas or a site that you are considering. You may find this helpful in making your next placemaking project a success.



Looking for more ways to stay in touch? Sign up for our [City e-newsletter](#) for monthly updates on City programs and initiatives. Register with our [Have Your Say Engagement Portal](#) for a monthly notice to participate in surveys and other online engagement opportunities.



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Executive Committee Report – September 2023

OCP Review – In August Ian Sutherland and Sandra Severs met with Rebecca Mersereau of Wiser Projects to discuss the DRA’s intention to hire a consultant to help with a review of the OCP. A decision was made to engage Wiser as the DRA consultant and work will begin in mid-October. A contract has been drawn up and signed by Doug and Sandra on behalf of the DRA.

Bookkeeper- We have been in discussion with Dwight Aranha of Small Change Bookkeeping who is available to set up a financial accounting system for us. Estimated time to set up a system would be 4-6 hours and 2-4 additional hours to update and reconcile our bank account for 2023. Once the system is set up, regular entries can be done by either James or Doug. Dwight will provide oversight and review the books every quarter.

Estimated Costs: \$500 for initial set up and \$300/annually for the review.

Recommendation: That we engage Small Change Bookkeeping to provide bookkeeping services for the DRA.

CRM- We have done some preliminary research in this area through conversation with Kim Peterson of Cedar Fundraising. The costs for launching this are significant and require some further thinking and consulting. We will bring this back to the Board for further conversation at a later time.

Staffing Model Conversation- Recommendations to move this forward will take place during the second half of the Board meeting.

COMMUNITY ENGAGEMENT COMMITTEE REPORT – SEPTEMBER 2023

1. Recent activities:

Music by the Shore: The second concert in our summer series took place on July 20th in Reeson Park and was attended by approximately 80 people. The concert opened with a Lekwungen welcome from TEALIYE/Brianna Bear. The lineup for the event included The Leftovers (made up of members of SOLID Outreach's music support group), harmonica player Daniel Morel (accompanied on guitar and vocals by Lonnie Glass), and City of Victoria Poet Laureate Marie Metaphor. There was also a short poetry reading by Susan Martin from Neighbourhood Solidarity with Unhoused Neighbours.

Music on the Green: The final concert of the summer took place on August 22nd on Pandora Green, near the Save-On-Food grocery store, and had approximately 150 people in attendance. TEALIYE/Brianna Bear again welcomed folks to her territory to start the event, which featured performances by singer-songwriter Hoélune Rosé, slam poetry Jezreel, and cellist Brian Yoon. The event had the highest attendance of any of our summer concerts to date and we received a lot of positive feedback, including rave reviews of Brian Yoon's performance.

2. Upcoming activities:

Queer Open Stage: After taking a break over the summer, the Queer Open Stage returns on Thursday, September 21st from 6:30 to 8:30 pm at theDock. This month's featured performer will be Zuber. The event will continue on the third Thursday of each month and will be hosted by singer-songwriter Sara Rose (who has accepted a temporary contract to coordinate the event) until the end of May.

3. Welcome events for residents of new buildings:

We have scheduled a welcome event for residents of Hudson House for the evening of September 26th, which will take place on the rooftop patio of the building and will be hosted by James and Dianne. We continue to reach out to our contact at Pacifica Housing about hosting a welcome event for residents of the Dalmation (the residential portion of the new firehall building), but we are still waiting to hear back from them.

Submitted by: James Davis, Neighbourhood Engagement Coordinator

Report on 900 Block of Pandora Good Neighbour Group – September 2023

Washrooms

Work continues on advocacy for a washroom on the 900 block. Members of NSUN have been writing to provincial ministries requesting that access to 24/7 washrooms as detailed in “Belonging in BC” which outlines best practices for the care of those living in encampments. A request that the City consider the 900 block of Pandora as the next site of a downtown washroom will continue to be on the agenda when it makes its budget decisions this Fall.

Overnight Sheltering this Winter

The question of where those on Pandora and in the parks will shelter continues to be a topic of conversation both at the City and among those concerned about the plight of those without housing. There is conversation happening about whether the EWR (Emergency Weather Response) system needs to be retired in favour of additional beds in the seasonal shelter strategy. The question of where those who are unable/unwilling to access the shelter system will go needs to be determined. There are valid reasons why people are unable/unwilling to access the shelter system, among them no space for partners, pets or personal belongings or because people are banned from specific locations or have histories of trauma. There continues to be a need to have a targeted strategy to meet the needs of this group of people.

Christ Church Cathedral Precinct project

Since 2021 the Anglican Diocese, Christ Church Cathedral, and Christ Church Cathedral Memorial School have been creating a long-term vision for the Christ Church Cathedral Precinct. The Cathedral Precinct encompasses an entire city block bound by Quadra and Vancouver Streets and Burdett and Rockland Avenues, within the boundaries of the Fairfield neighbourhood and adjacent to the downtown core.

“[Building For The Future](#)”, as this project is called, includes the enhancement and preservation of the heritage buildings in the precinct, the addition of more publicly-accessible green space, and the construction of housing – all of which will be realized over the next several decades.

In December of this year, the project team will submit a rezoning application to the City of Victoria. In preparation of this submission, we invite you to attend the upcoming information sessions and Community Association Land Use Committee (CALUC) meetings listed below. The purpose of these information sessions is to provide the community with opportunities to learn about the Christ Church Cathedral Master Plan. We are excited to share the plans with you and hear your feedback. All of the following information sessions and Community Association Land Use Committee Meetings are open to the public. If you require additional information or assistance attending these events, please contact info@wiserprojects.com or visit the project page at <https://www.christchurchcathedral.bc.ca/pages/building-for-the-future>.

Fall 2023 Information Sessions

- **Sunday, September 24: 12:00-2:00pm – Christ Church Cathedral (Nave, 930 Burdett Avenue)**
 - Presentation from design team followed by open house with display boards. Presentation will be recorded and posted to Building For The Future [website](#).
- **Wednesday, October 4: 6:00-8:00pm – Zoom**
 - Presentation followed from design team by Q+A. Presentation will be recorded and posted to Building For The Future website.
 - Zoom link: <https://us02web.zoom.us/j/6436749720>
 - Meeting ID: 643 674 9720
 - Call in by phone: +17789072071,,6436749720# Canada
- **Friday, October 13: 12:00-2:00pm – Christ Church Cathedral (Nave, 930 Burdett Avenue)**
 - Open house format with display boards
- **Saturday, October 14: 6:00-8:00pm – Zoom**
 - Presentation by design team followed by Q+A
 - Zoom link: <https://us02web.zoom.us/j/6436749720>
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Community Association Land Use Committee Meetings

Community Association Land Use Committee (CALUC) Community Meetings are a requirement of the rezoning submission. The CALUC meeting is hosted in the neighbourhood in which the proposed development is located – in this case, Fairfield. The role of the CALUC is to hold a community meeting, facilitate conversation among attendees,

and prepare a letter for the City of Victoria that summarizes the application, and any questions/comments made by the community. To learn more about the Fairfield CALUC visit their website here: <https://fairfieldcommunity.ca/caluc/>

- **Monday, September 25: 7:00-9:00pm – Fairfield Gonzales Community Centre (Arbutus Room, 1330 Fairfield Road)**
 - Pre-application Meeting. Presentation by design team followed by Q+A

- **Monday, October 23: 7:00-9:00pm – Fairfield Gonzales Community Centre (Arbutus Room, 1330 Fairfield Road)**
 - Community Meeting. Presentation by design team followed by Q+A
 - *Note: this meeting will be confirmed following the September 25 pre-application meeting. Please check the Fairfield Gonzales Community Association website for confirmation or email info@wiserprojects.com*