

## **Annual General Meeting of the Victoria Downtown Residents' Association**

8 January 2015

Downtown Community Centre

755 Pandora Ave

**Present:** (Chair) Wendy Bowkett, (Board members) Ian Sutherland, Eric Ney, Nicholas Harrington, Erika Luebbe, Kaela Schramm, Robert Florida, Doug Boyd, Cathy Brankston. (Guests) Mayor Lisa Helps, Charlayne Thornton-Joe (City Councillor), Michael Hill (Victoria Downtown Coordinator), Kathy Stinson (Exec Director Cool Aid Society). (Current members) Ruth Annis, Margaret Ballantyne, AS Ballantyne, Y Miranda Jones, Peter Bonyun, Donald Elliott, Rolf Hopkinson, Janice Florida, Laurence Mackett, Ellen Henry, Lorna Rennie, David Rittenhouse, JC Scott, Wayne Sheeran, Janice Strauss, Mario Strauss, Doug Tewnton, Pat Vickers, Andy Wachtel, Mathew Yee.

Meeting called to order at 5:30pm

Wendy thanked all for attending and gave a brief talk to introduce our guest speaker Mayor Lisa Helps.

Lisa, as a newly elected councillor in 2011, was assigned to be the City Liaison for the Downtown/Harris Green and Victoria West neighbourhood associations. For the past 3 years, Lisa has worked tirelessly on DRA's behalf to keep DRA up-to-date on proposed and pending changes that would affect our area. As a councillor, Lisa has taken our voice and concerns to many city meetings, and public events, attended DRA's monthly meetings, and helped to guide DRA through the city processes.

### **Guest Speaker: Mayor Lisa Helps**

Lisa introduced Charlayne Thornton-Joe and Michael Hill as long-time supporters of the Downtown/Harris Green neighbourhood. Lisa's vision for downtown, similar to DRA members, is to foster a diverse, vibrant and safe downtown. Her campaign for Mayor was based on fulfilling promises with defined plans and time lines for changes to enhance and improve our city. Lisa shared her vision of downtown in 4 years time. As a vibrant area that promotes equal opportunities, diverse thoughts and ideas. Streets where there are few commercial vacancies on ground-level and 2<sup>nd</sup> or 3<sup>rd</sup> floors. A place where high tech firms, marine industries, education sites, etc. co-exist in harmony. A centre for public transportation. More housing and support for the disadvantaged, and fewer people on the streets. More festivals and green space. Many new

buildings are being planned for our area; a significant development will be the Jawls' proposed building for the property across from City Hall. A public hearing will be held in the spring.

The Harbour Pathway will be almost complete. Charlayne and Lisa said the process to engage the public in discussions and planning for Ship's Point was an indication of how residents are able to be heard and help improve developments.

The larger question is "How to Do". A book by author Donella Meadows entitled "Leveraging Changes In A Complex System" discusses the fact that a small shift in one thing can produce large changes. Our local governments, by the nature of their structure, are very bad at systems as they just fiddle with the details and not on leveraging opportunities for change. For example, issuing a bylaw does not necessarily get to the root of the problem. Three most important leverage points are Paradigm or mindset, Goals, and Structure. Small changes in any one of these areas can make a large impact. Staff & council do not have all the answers. Council is currently working on a process to implement a strategic plan that will measure success over the next 4-year term. A draft plan will be brought to the public for input in February. This will outline concrete goals and methods to achieve same.

A question and answer period followed.

**Q1:** Neighbourhood liaison is usually appointed at the first council meeting.

**A:** A shift from normal procedure is that all neighbourhood groups were asked to list skills and experiences they wished to see in their liaison. Mayor and council will assign liaisons based on that information. Also Lisa has changed the Mayor drop-in procedure. Meetings will still be held every second Friday from 11-1 pm starting Jan 9<sup>th</sup>. The format will be structured as more of a community conversation with 2 to 10 people sharing ideas and plans.

**Q2:** Lisa only mentioned business, not residents in her opening remarks, and we already have had a 3-year and a 5-year plan.

**A:** Residents are a main focus, just goes without saying. We have had many plans drafted. Our focus must be concrete, not lofty goals. What will be accomplished and how that can be done.

**Q3:** The new Economic Development Committee, who will be appointed?

**A:** Most important to have a truly diversified task force. To think outside the box. Have some of the same organizations represented, however add new people and ideas. Such as tech workers, young students, and local residents.

**Q4** Transparency from council, what can we expect?

**A:** Lisa stated the council is very transparent. The city has continually improved the web site to add relevant content. Most information is available with the exception of legal matters; land transactions, and personnel issues. City is committed to the process of continual improvement; which will mean a few failures. Lisa will pilot small changes/failures to build on; “Fail Fast” is a good motto.

**Q5:** DRA had little success on requests to have our input on the JSB (Johnson St Bridge) approaches seen and regarded as viable. Is it too late for improvements to add green space and save costs?

**A:** Council has seen reports from DRA and architect Paul Merrick. Lisa believes there should be time for improvements to the plans, and will work towards that goal. A large frustration is that people do not see their ideas being heard. City needs to show why some changes make the cut.

**Q6:** Frustration in getting to the right staff who actually have answers.

**A:** The Communication Department has been redeployed as Strategic Planning and Civic Engagement that will provide timely two-way communication. Lisa stated that changes are already being witnessed. Some difficulty to overcome is that the neighbourhood associations conduct business in different manners.

The question period was concluded at 6:10pm. Wendy thanked Mayor Helps for an insightful talk and said DRA members are looking forward a meaningful 4 years of inclusiveness and collaboration. Wendy stated that her recent involvement with Mayor and Council, neighbourhood associations, with City Directors present at a meeting Dec 18<sup>th</sup> to formalize procedures was very worthwhile. The goal is to facilitate processes and roles in dealing with pertinent matters concerning citizens.

A brief refreshment break was held, and meeting continued at 6:20pm.

1. **Approval of Agenda:** Approved by acclamation.
2. **Approval of Minutes of the AGM of 23 January 2014.** Approved by acclamation. Appended.
3. **Chair's Report:** Presented by Wendy Bowkett. Approved by acclamation. Appended.
4. **Treasurer's Report:** Presented by Doug Boyd. Approved by acclamation. Appended.
5. **Land Use Committee Report:** Presented by Ian Sutherland. Approved by acclamation. Appended.
6. **Community Development Committee Report:** Presented by Kaela Schramm. Approved by acclamation. Appended.
7. **Healthy Living Committee Report:** Presented by Eric Ney. Approved by acclamation. Appended.
8. **Consideration of Special Resolution:** Presented by Nicholas Harrington. Appended. Approved by acclamation.
9. **Election of Directors:** Wendy

DRA can have 13 members elected to the board; currently we have 9. Two of the current directors' second terms have expired; Wendy Bowkett and Cathy Brankston. Wendy will step down from the board. She will remain a member and be available to share her vast experience. Eric Ney's first term has expired but will stand for nomination for a second term. Six directors' terms that have at least 1 year to run are: Robert Florida, Ian Sutherland, Doug Boyd, Nicholas Harrington, Erika Luebbe, and Kaela Schramm. Two candidates requesting nomination to the board were sent in a request by email: Kelly Chirhart and Karen Gallagher. Present were Ruth Annis and Don Elliott who also wished to be nominated. Wendy circulated bios for all 4 nominees. Nominations were taken from the board and floor, and all 4 new candidates were elected. Cathy Brankston was also re-elected. With our new bylaw, Cathy can be a board member. Having more board members will enable the DRA to be involved in more activities by sharing the workload and becoming more diversified. If a board member has to drop out during their term, they can be replaced before the next AGM. The 2015 board will be a maximum of 12 members. Wendy thanked the board members for the work they had done over the past year and welcomed new members to the board. And thanked all for attending.

The meeting was adjourned at 7:15pm.

## **Chair's Report**

### **Downtown Residents' Association Annual General Meeting**

**8 January 2015**

#### **Downtown Community Centre**

The DRA continues its work representing the interests of the people that call Downtown and Harris Green home. As our residential community grows, our membership continues to build and we now have over 200 members, with 20 new members in 2014. In 2014, we saw the organizational structure of the DRA continue to fill with an expanded Board of nine individuals (in comparison to 5 in 2013) and new members who expressed an interest and got involved with our committees and groups. To date, three Committees plus our Communications team are now fully active and operational.

The Land Use Committee is our longest-running committee and has the most members involved. Ian Sutherland is the Chair of the LUC and will give an overview of the projects reviewed in 2014.

The Community Development Committee continues to operate as a key point of contact, recruitment and growth with the community at large, neighbours, residents and members. With an increase in the number of active members, there has been a corresponding increase in the activities and events the committee. As Chair of the CDC, Kaela Schramm will review the activities of 2014 and plans for 2015.

The Healthy Living Committee is our newest active committee, having been launched in 2013. Eric Ney, the Chair of the HLC will update us on the activities of the committee activities in 2014 and plans for 2015.

Our Communications team includes Erika Luebbe, Nicholas Harrington and myself, with regular contributions from our former editor, Robert Florida. Our website and monthly newsletters are timely and up to date and improve communication between residents, members, and the broader community. If anyone wants an update on any of our events and activities, as well as minutes to our board meetings, they are all posted to our website. The website and newsletters also serve as a tool for recruiting, growing our membership base so that we can develop and build new and existing projects. Additionally, communication channels for the DRA include Facebook and Twitter. Our Facebook 'Likes' grew by over 47% in 2014 and our posts frequently reach over 400 people. Our Twitter following grew by over 280% to 509 and our posts often reach 2,000 people. Additionally, we continue to use online tools such as PayPal, Eventbrite and Mail Chimp.

The DRA represents members in a variety of civic matters and collaborates with a variety of partners in the community, including Our Place, the Downtown Victoria Business Association, The Greater Victoria Public Library, the Pandora Green Good Neighbour Association, the Victoria Downtown Public Market Society, the Downtown Service Providers committee and the Victoria Police Board, while building networks with executive members of other community associations in Victoria on a one-on-one basis and through the newly formed Victoria Community Association Network

I have been involved with the DRA off and on for the past 10 years and it has been a real pleasure and privilege to work with such a great group of residents who are motivated, compassionate and concerned about their community. I will be stepping down from the Board this year but I will always be available to work with the new Board to facilitate the transition with a new executive and I plan to be an active member. I know the Board looks forward to serving you in 2015 and we thank you, our members, for bringing your energy, ideas and time to the community. I would also like to thank my fellow board members and Lisa Helps, our Council Liaison for the past three years, now Mayor, for all the time, effort and enthusiasm they dedicate to the community throughout the year.

Wendy Bowkett  
Chair  
Victoria Downtown Residents' Association

**Victoria Downtown Residents' Association Treasurer's Report**  
**1<sup>st</sup> January to 31<sup>st</sup> December 2014**  
**Prepared and Presented by**  
**Doug Boyd, Treasurer**  
**Presented at AGM**  
**08 January 2015**

In accordance with the Victoria Downtown Residents' Association (DRA) Constitution, the following Report, Financial Statement and Budget have been prepared for the Annual General Meeting for the review of the DRA Board and Membership. The charts are attached following the report. Note that the DRA is not required to have an audit completed.

This is the 10th reporting year for the DRA since the Society became a financial entity on 1<sup>st</sup> Nov 2004. Our fiscal year end is 31<sup>st</sup> December.

Each year, the primary source of revenue for the DRA is the base funding provided by the City of Victoria. The funding amount is derived through a calculation based on an amount (\$0.623) per capita. In 2014, the City applied the funding amount per capita, using the 2011 census results. This resulted in a base grant of \$2870. However, in April, Council voted to provide a supplemental grant to neighbourhood associations. This resulted in a 17% increase in our grant to \$3464. Revenues were supplemented by contributions to Membership Fees and Bank Interest. Revenue from voluntary Membership Fees increased by 60% (from \$140 to \$234) compared to 2013. The DRA did not earn any revenues through Committee Activities & Events in 2014 as the Board continued its practice of supporting and encouraging membership involvement without charging fees. Instead of charging for participation, the DRA covered the expenses and for some activities asked members to bring donations in lieu of paying admission.

In 2014, expenses increased substantially (120%) over the previous year, largely due to the increase in Committee events and activities, such as the Victoria Matters events and Livability Forum. In 2014, Committee events and activities accounted for the largest portion of expenses (73%). Our second largest expense (16%) is associated with General & Administration expenses, primarily our Dropbox account, printing of business cards, and AGM expenses. The remainder of our expenses are associated with Communications; primarily the cost of webhosting and External – the cost of Board members attending external events.

A review of the budget for 2014 shows that while our revenues were higher (18%) than anticipated, our expenses were slightly lower (1%). We had budgeted for a substantial increase in Committee expenses. Additionally, External expenses were minimal.

The 2015 Budget includes revenue and expenses consistent with a regular operational year, with no substantial new projects anticipated. Revenue consists of Base Funding from the City of Victoria, and voluntary Membership Fees, with no income anticipated from Committee Events & Activities. Base Funding is budgeted to be the same as the initial 2014 base, as we have no assurance of any additional supplemental grant. We expect an additional increase in membership fees as we are doing more to encourage memberships in the DRA. Expenses include regular General and Admin costs and Communications (ongoing costs for webhosting). External Events expenses have been budgeted for set at \$250 to cover the costs associated with DRA Board Member attendance at relevant community events held by other associations and societies. We have increased the Committee expenses budget to \$2000

(from a budget of \$1500 in 2014), since it is proposed that with the continuing strong work of our communications team through our website, newsletter and social media, we will continue to see an increase in spending on community events and activities for members and residents.

The balance in our bank account as of January 1, 2015 was \$8527.01. As of January 1, 2014, it was \$7195.14.

**Victoria Downtown Residents' Association  
Statement of Income  
January 1 to December 31, 2014**

	<b>2014</b>	<b>2013</b>
	<b>(\$)</b>	<b>(\$)</b>
<b>Revenues</b>		
Annual base funding	3464	2870
Membership fees	223.9	139.75
Interest	1.8	1.53
Committees (Activities & Events)	0	0
<b>Total Revenues</b>	<b>3689.7</b>	<b>3011.28</b>
<b>Operating Expenses</b>		
General and Administration	389.11	256.73
Communications - Website & Newsletter	174.09	159.58
External Events	77	0
Committees (Activities & Events)		
Victoria Matters	932.69	
Roving Refinery	535	
Livability Forum	230.1	
Other	40	
Total Committees	1737.79	671.54
<b>Total Operating Expenses</b>	<b>2377.99</b>	<b>1087.85</b>
<b>Net Income</b>	<b>1311.71</b>	<b>1923.43</b>

**Victoria Downtown Residents' Association  
Budget for Fiscal Year 2015**

	<b>Actual 2014 (\$)</b>	<b>Budget 2015 (\$)</b>
<b>Revenues</b>		
Annual base funding	3464	2870
Membership fees	223.9	250
Interest	1.8	1.9
Committees (Activities & Events)	<u>0</u>	<u>0</u>
<b>Total Revenues</b>	3689.7	3121.9
 <b>Operating Expenses</b>		
General and Administration	389.11	400
Communications	174.09	200
External Events	77	250
Committees (Activities & Events)	<u>1737.79</u>	<u>2000</u>
<b>Total Operating Expenses</b>	2377.99	2850
 <b>Net Income</b>		
	<u><b>1311.71</b></u>	<u><b>271.9</b></u>

**Downtown Residents' Association  
Land Use Committee Report  
January 8, 2015**

The DRA Land Use Committee continued to meet throughout 2014 and offer input into various rezoning and variance applications in the Downtown core. The pace of Downtown development increased in 2014 over 2013.

In all, 15 projects were either presented to the public at meetings hosted by the DRA or (those not requiring public meetings) were reviewed by the Land Use Committee. The DRA incorporated the comments and concerns of residents regarding these projects in our reports to City Hall. In some cases, the proponents took immediate steps to incorporate the public's concerns into their development plans.

The development projects we've been asked to participate in in 2014 include:

- **1515 Douglas St:** Jawl Properties and D'ambrosio Architecture-Two office towers in two phases
- **1823 Douglas St:** Yu Man Ng & Rafael Antonio Ng and Praxis Architects-
- **777 Fort St:** Deans Block: Tectoria de Hoog and Kierulf-development permit for alterations.
- **595 Pandora:** Service Canada Office Building residential/retail conversion: Cielo Properties
- **816 Government St:** Custom House Federal Building: Cielo Properties and Studio One Architecture-Conversion to Retail/Residential
- **920 Yates:** Alpha Project Developments and de Hoog & Kierulf Architects-Residential Condominium Tower with ground floor retail.
- **2-1010 Yates St:** Former Cantu site: Eric Barker Architect-Development Permit for alterations.
- **613 Herald St:** Kunju: Developer Conrad Nygren and Hillel Architecture-Low rise residential and retail building.
- **819 Yates:** Chard Development-Residential rental towers
- **759 Yates** – GMC Properties and CEI Architecture-Development Permit Hotel conversion to residential.
- **1075 Pandora Ave:** CGS Property Group and CEI Architecture-Residential tower with ground floor retail.
- **755 Caledonia Ave:** Hudson Walk: Townline Group of Companies-Residential Rental Tower with ground floor retail.
- **840 Fort St:** The Sawyer Residences: Three Point Properties and No 10 Architecture-Residential rental micro unit low rise.
- **769 Pandora:** Ken Cronin & Nikolai Galadza-Development Permit for alterations.

In addition to the review of proposed development projects, there were additional issues relevant to land use in which the LUC was involved, including:

- **Crystal Garden** – Macaloney Brewers & Distillers – project proposal
- **1312 Government St:** Old England Hotel – cell phone towers
- **1001 Blanshard:** Former Van City location: Fort St Realty (Fairfield)
- **836 Broughton St:** Escher: Chard Development and Musson Cattell Mackey (Fairfield)

The DRA Land Use Committee and members participated in the review of a few Liquor Licensing changes and one change to hours of service in 2014.

- Peacock Billiards
- Executive House Hotel/Bartholomew's
- Hermann's Jazz Inc
- West Coast Waffles

The DRA LUC also followed up on ongoing two specific planning issues.

**JSB Bridge Approaches:** A primary concern is the continued lack of collaboration and communication with City Staff on the interaction of the public realm elements of the proposed JSB bridge approaches and the neighbouring Northern Junk and Janion developments. The DRA strongly holds that there is an outstanding opportunity to add much needed and desired functional green space in the downtown core. Adding new green space areas was one of the themes to emerge from the public consultation process completed by the City of Victoria in the summer of 2012.

**DCAP: Downtown Core Area Plan:** Members of the DRA LUC participated in the Open House held on Jan 15<sup>th</sup> 2014 to review the zoning Bylaw for the Central Business District that covers a 15-block area of downtown proposed by the City of Victoria.

The Land Use Committee appreciates the involvement of members and residents in the process during the past year, and we encourage all residents to attend the public consultations and relay their concerns or support as the feedback obtained really does find its way into the built form.

Residents with an interest in urban planning are encouraged to learn more about the DRA's Land Use Committee.

**Ian Sutherland**

**Chair, Land Use Committee**

**Community Development Committee  
Victoria Downtown Residents Association  
2014 Committee Report  
Kaela Schramm, Chair**

Greetings! This year the Community Development Committee had a GREAT year. We have a small but committed membership of four, but together we have continued to build on the expanded scope and activity started by the group in 2013. Our committee consists of Wendy Bowkett, Doug Boyd, Graham Briggs, and myself – Kaela Schramm (Chair). We look forward to recruiting more members to our fun and diverse committee in 2015.

Roving Refinery

In 2014, we continued on the great tradition of the Roving Refinery. The Roving Refinery is the DRA's longest running Community Development Committee initiative. It is a recurring series of fun social events. Each Roving Refinery event is an opportunity for all of us to get to know each other better, and partake in the hospitality of the local business hosting the event. Roving Refinery events are free for DRA members, and for non-members who register for DRA membership at the event.

In 2014 we attended events at:

- The Guild
- Interactive Board Game Café
- Peacock Billiards
- Catalano
- Lacey-Lou Tapas Lounge
- Chocolaterie Bernard Callebaut
- Lido Waterfront Bistro
- Varsha Sips + Nosh
- The Drake

The entry “fee” for each event is a donation (cash or items) for Our Place. In 2014, we collectively raised a total of \$480 along with several cans of food, socks, toques, mittens and other items.

VicMatters

In 2013, we piloted the first of a series of public forums around topics and themes that matter to residents living in downtown Victoria. The event on regional amalgamation was so successful; we put on two additional events in 2014. These topics included housing affordability and regionalized sewage treatment.

In February, we hosted a debate on Housing Affordability in Victoria. Guests Linda Allen (City Spaces Consulting), Marika Albert (Community Social Planning Council), Dr. Bernie Pauly (University of Victoria School of Nursing), and Kaye Melliship (Greater Victoria Housing Society) provided a dazzling presentation of housing issues distilled from their years of expert involvement. A question and answer period provided the audience of about 60 attendees an opportunity to comment and insight some debate on the topic.

In April, the CDC hosted a debate on Sewage Treatment in the CRD. Guests Albert Sweetnam, Program Director, Seaterra Program; Geoff Young, Victoria Councillor, Chair, Core Area Liquid Waste Management Committee, CRD Board of Directors; Richard Atwell, Director, Sewage Treatment Action

Group; and Vic Derman, Saanich Councillor, CRD Board of Directors provided a very lively set of presentations and distinct viewpoints. Viewpoints included the following:

*Mr. Sweetnam and Director Young made a case for why the CRD's secondary treatment plan must proceed without delay and why a distributed tertiary system (a.k.a. the RITE Plan) isn't viable. Mr. Atwell advocated for the tertiary option and pointed out the shortcomings of the CRD's proposal. Director Derman maintained that due diligence had not been done in determining the best approach for sewage treatment.*

-John Farquharson

While much of the information presented provided conflicting viewpoints, much of which was claimed to be misleading or misrepresentations of the facts by the other side, the event was well attended and provided another opportunity for the public to learn more about the differing approaches in a debate that still rages on in our community at the moment.

### 2014 City of Victoria Elections Events

In the fall, the DRA, through the CDC, joined forces with the Downtown Victoria Business Association and the Greater Victoria Public Library to co-sponsor two events geared at providing residents a chance to learn more about the candidates running to represent Victoria citizens in the Municipal Government. The events were geared towards issues impacting downtown, specifically, although not exclusively.

#### Event #1: Meet the Candidates – Downtown

Seven discussion topic zones allowed all attendees to circulate and have time with each candidate. All candidates were invited to attend (for council and mayor), and a majority of the candidates standing attended. Attendees were also given sticky notes to write their thoughts, identify their issues and priorities, and place on the discussion zone panels.

Zone Topics included:

1. LIVABILITY: cost, affordable housing, licensed premises, public washrooms, etc.
2. ECONOMY: red tape, property taxes, vacancies, economic drivers: now and in the future, development incentives
3. SAFETY: perceptions, street issues, sidewalk use, panhandling, crime, etc.
4. CULTURE: festivals & events, public gathering places, downtown library, Car Free Day, etc.
5. BEAUTIFICATION: downtown trees – getting too big?, green spaces – enough?, pocket parks/ parklets, etc.
6. TRANSPORTATION: bike paths, bike parking, commercial parking zones, (automobile) parking, etc.
7. OTHER: something else on your mind?!

#### Event #2: Downtown Mayor Debate

For our second event, we limited the attendees to the four “major” mayoral candidates: current mayor Dean Fortin, current councillor Lisa Helps, Stephen Andrew, and Ida Chong in order to keep the speakers on track with time, and have more questions debated.

Debate questions were gathered by the organizers and chosen with regards to relevance and general diversity. Jo-Ann Roberts, from CBC Radio All Points West, acted as moderator. Jo-Ann explained the evening’s format. The debate was in two phases. Phase 1 had opening statements with the candidates introducing themselves and their goals if elected. Each candidate then answered questions submitted by the organizers. They had three minutes to speak to each question, one minute to respond, and three minutes for discussion. The order of place at the table and answering was done by a draw. Each question was answered by all four, in a rotating order. Phase 2 allowed each candidate to ask one other candidate a question, followed by a rebuttal. The event ended with a two-minute statement from each candidate. Wendy and Lindsay were the official timekeepers.

Approximately 150 people attended this event, which we believed to be a smashing success.

That wraps up 2014, we are looking forward to a great 2015!!

Thank you!

**Downtown Residents' Association Annual General Meeting**  
**Healthy Living Committee Report**  
**Downtown Community Centre**  
**January 8, 2015**

The Healthy Living Committee continued to meet throughout 2014 discussing a number of quality of life issues. The largest public event the HLC held was the Downtown Victoria Livability Solutions workshop at City Hall on 1 Oct with a panel that included Mayor Dean Fortin, Chief Constable Frank Elsner, Ken Kelly; General Manager DVBA, Don Evans; Executive Director, Our Place and Doug Scott; ADM, Liquor Control and Licensing Branch. The event attracted nearly 80 residents, and focused on documenting those livability issues that were of the greatest concerns for residents under four broad categories including; Public Realm, Urban Transport, Public Order and Other. Once participants identified specific issues, we moved on to generating solutions for several of the items as a group. The collective issues are to be used to drive the future agendas of the HLC. All input and ideas provided at the event have been transcribed and posted on our website.

As discussed at last year's AGM, one topic of interest was what can be done about the proliferation of excessive noise from motorcycles. The HLC was able to meet with the MLA for Vancouver West End, Spencer Chandra-Herbert who is actively pursuing solutions for his constituents from a provincial legislation perspective. We also spoke with Sgt. Glen Shiels of the VicPD Traffic section to get a firsthand perspective regarding enforcement of this issue.

The HLC provided a letter of support to the Passenger Transportation Board in support of a new proposed taxi operation that would exclusively operate a van service for the region. To the benefit of downtown, the new service will focus on moving large groups of individuals out of the downtown core after pub and bar closings.

Following the success of the Livability Solutions workshop, and the considerable amount of information gathered, the HLC review and then prioritize the outcomes to develop the 2015 agendas.

Eric Ney  
Chair  
Healthy Living Committee

Victoria Downtown Residents' Association, January 8, 2015

Resolution to amend Bylaw 5(c) of the Bylaws of the  
Victoria Downtown Residents' Association

WHEREAS, The Board of Directors (hereafter referred to as the "Board") of the Victoria Downtown Residents' Association (hereafter referred to as the "Association") has reviewed Association Bylaw 5(c), and in particular the declaration within said bylaw that states, "Membership to the Board cannot be renewed for a third term" (hereafter referred to as the "Declaration"); and

WHEREAS, The Board considers that the original intent of the Declaration was to, (i) limit the tenure of a Board member to allow other Voting Members to serve on the Board and, (ii) to limit the tenure of an Officer of the Association to allow other Board Members to serve as Officers; and

WHEREAS, The Board considers the Declaration to be unnecessarily restrictive with respect to years where positions on the Board remain vacant after all nominations from the Voting Members have been considered, yet recognizes a need to set limits on the tenure of Officers of the Association; and

WHEREAS, The Board of Directors recommends that Bylaw 5(c) be amended to update its wording, which pursuant to Article 12(c) of the Bylaws of the Victoria Downtown Residents' Association, requires approval by no less than 75% of the Voting Members at a general meeting.

THEREFORE BE IT RESOLVED that Association Bylaw 5(c) be amended to read:

"Members of the Board elected at the AGM shall be elected for a three (3) year term. Board members may serve a maximum tenure of two (2) consecutive three-year terms. After serving the maximum tenure, Members are eligible for re-election to the Board for additional three (3) year terms, only in the case where vacancies on the Board remain after all nominations from Voting Members have been considered. No Board member shall hold the same position as Officer of the Association for longer than two (2) consecutive three-year terms."

**Ruth Annis** has lived in downtown Victoria for the past 5 years. She is currently the President of the ARIA Strata Council, and chairs the Humboldt Valley Committee, an ad hoc collaborative network of Humboldt Valley condominiums.

Ruth is committed to sustainable community development and social justice issues. Prior to retirement, Ruth was Executive Director of a large multi-service agency serving the Vancouver to Chilliwack area. She has served on many boards in senior positions including First Call - BC Child and Youth Advocacy Coalition (co-founder); BC Alliance for Mental Health and Addictions (co-founder); Child Welfare League of Canada; BC Public Sector Employers Council; etc. She is the recipient of a number of recognition awards both provincially and nationally.



**Ms. Kelly Chirhart**, a Minnesota native, moved to Victoria, BC in 2013. She lives downtown with her husband, dog and cat. Kelly also works downtown for the Ministry of Health. She has a master's degree in social work and her health and human services experience spans the last 15 years. Kelly's career has focused on serving individuals with disabilities on a direct and public policy level. She worked as a social worker case manager in Minnesota at a government agency and in British Columbia at a health authority. Kelly also worked as a disability public policy specialist for the University of Texas at Austin. She has experience in the areas of collaborative and strategic leadership, conflict resolution, mental health, homelessness, diversity, restorative justice, and person-centered practices. Kelly has served on boards of directors, advisory boards, and committees.



**Don Elliott** grew up Shawinigan Lake and has resided in Victoria permanently since 2012 following living in Vancouver, British Columbia, Bangkok, Thailand, Wellington, New Zealand, and Montreal, Quebec. Career opportunities and family has brought Don back to Victoria where he hopes to meaningfully contribute to the continued vibrancy of the City of Victoria through participation with the Downtown Residents' Association.

Don has a Master of Urban Planning degree from McGill University and currently works for a non-profit society focused on the development of regional initiatives to address issues of homelessness and housing affordability. This work has significantly informed Don's perspective when it comes to an understanding of urban issues, the importance of development processes and the role of appropriate and meaningful resident participation.

It is Don's belief that through his urban planning background, awareness of urban issues and intervention strategies, his local and global experience and through participation in the Downtown Residents' Association, he can do his small part to ensure that the City of Vitoria remains an inclusive, vibrant, and resilient community for all residents and one that continues to encourage appropriate growth while fostering community engagement and creativity.



**Karen Gallagher** retired from the provincial government in 2013. She has lived downtown for over 4 <sup>1/2</sup> years in the Astoria in the Humboldt Valley and in Victoria for 20 years. Karen has significant experience working in the social service sector, both as a front line worker and as a senior manager, in not for profit organizations and the provincial government. She has been on many boards of directors, in Victoria and Vancouver, for most of her adult life. Karen is very committed to working to ensure that the downtown of Victoria is a viable and safe neighbourhood in which to live and work. She is interested in bringing together the various downtown 'communities' within the downtown. Karen is on the Astoria strata council, the Humboldt Valley Committee, and is an active volunteer at the Royal BC Museum.

## Requests for Nomination to DRA Board

### From Those Unable to Attend

**From:** Karen Gallagher <[REDACTED]>

**Subject:** Re: My Bio (Re: DRA Board elections)

**Date:** 1 January, 2015 5:55:39 PM PST

**To:** Wendy Bowkett <[REDACTED]>

Hi, Wendy,

I have joined the DRA online and am requesting that I be nominated for the Board at the AGM. I understand that given that I am unable to attend the AGM due to a previous commitment, the Constitution states that "a person not present at the AGM shall not be nominated unless such person's written consent to the nomination has been filed with the Association." I further understand that you include my request in the documentation for the AGM. If you have any questions or need further clarification, please let me know.

Best regards,

Karen Gallagher

**From:** Kelly Chirhart <[REDACTED]>

**Subject:** Nomination for the DRA Board

**Date:** 3 January, 2015 12:28:42 PM PST

**To:** Wendy Bowkett <[REDACTED]>

Dear Wendy Bowkett,

I would like to request that I be nominated for the Board at the AGM.

Sincerely,

Kelly Chirhart

**Annual General Meeting**  
**Victoria Downtown Residents' Association**  
**January 23<sup>rd</sup> 2014**

At: Downtown Community Centre 755 Pandora Ave

**Present:** Wendy Bowkett (Chair and Treasurer), Ian Sutherland (Chair of Land Use Committee and Board Member), Cathy Brankston (Secretary and Board Member), Robert Florida (Board Member), Eric Ney (Board Member), Lisa Helps (Councillor Liaison for Downtown/Harris Green Community), Chris Coleman and Shellie Gudgeon (Victoria City Councillors), Ruth Annis, Pat Vickers, Andy Wachtel, Nicholas Harrington, Doug Boyd, Janice Florida, Kaela Schramm, Erika Luebbe, Hugh Kruzel, Don Elliot (Resident Members).

The meeting was called to order at 5:35 pm.

Wendy Bowkett welcomed everyone and introduced the guest speaker, Victoria City Police Chief, Frank Elsner. Chief Elsner was newly appointed to office Dec 13<sup>th</sup> 2013. Wendy thanked the Chief for making the time to address our meeting.

**Guest Speaker:** Chief Elsner spoke about his background and work experience in law enforcement. Frank is originally from Germany and grew up in the Vancouver area. His career path started with 2 ½ years in the RCMP in BC, and then joined the Ontario Provincial Police. Worked in various locations in northern Ontario, Sudbury, and the Toronto area. He worked as an undercover officer, and travelled North America as a Community Policing Advocate. Frank completed his Masters degree in Public Administration during his time in Ontario. He had previously applied to join the Victoria Police a number of times, and is very pleased to be chosen as the new Chief in our city. Frank brings with him many years of experience. Ideas to improve relationships and build community engagement. Health and wellness to include housing, employment and health care. Increased crime analytics to focus attention on crime prevention in the targeted neighbourhoods. Working closely with school councillors, health practitioners to deliver an effective drug prevention program to schools and youth. More reserve officers will also aid in allowing more emphasis on larger issues such as cyber bullying. Frank answered questions from the audience and thanked everyone for the opportunity to speak to our group.

Wendy thanked Frank for his informative talk. A refreshment break was called at 6:15pm.

1. **Approval of Agenda:** Motion to accept by Janice Florida, second by Ruth Annis. Approved by acclamation.
2. **Approval of the minutes of the AGM of January 12<sup>th</sup> 2013.** Motion to accept by Robert Florida, second by Andy Wachtel. Approved by acclamation.
3. **Chair's Report.** Presented by Wendy Bowkett. Approved by acclamation.
4. **Treasurer's Report.** Presented by Wendy Bowkett. Approved by acclamation.

5.Land Use Committee Report. Presented by Ian Sutherland. Approved by acclamation.

6.Community Development Committee Report. Presented by Wendy Bowkett. Approved by acclamation.

7.Healthy Living Committee Report. Presented by Eric Ney. Approved by acclamation.

8. Election of Directors. Status of Board.

The current board consists of 5 Directors.

Wendy Bowkett, Ian Sutherland, Robert Florida, Cathy Brankston, and Eric Ney. Hugh Kruzel had stepped down mid-term and was replaced by Eric Ney. All current directors have a minimum of 1 year left on their terms.

9.Election of Directors.

Nominations were accepted from the floor. The terms served will be a maximum of two 3-year terms.

Those nominated and elected were:

Doug Boyd, Nicholas Harrington, Erika Luebbe, Kaela Schramm

10.Election of Officers:

Doug Boyd was nominated as treasurer. Wendy had a dual role of chair and treasurer.

Doug accepted the nomination and was approved by acclamation.

**Adjournment.** Wendy thanked everyone for attending and invited all to stay afterwards to enjoy the refreshments. The meeting adjourned at 7:10 pm

Next monthly board meeting will be held Wed Feb 26<sup>th</sup> 5:30 pm at Silver Threads.

## **Chair's Report**

### **Downtown Residents' Association Annual General Meeting**

**23 January 2014**

#### **Downtown Community Centre**

The DRA continued its work of representing the interests of the people that call Downtown and Harris Green home. Our membership continues to grow each year and we are at just over 190 members, with 17 new members in 2013. In 2013, we saw the organizational structure of the DRA continue to fill with new members who expressed an interest and got involved with our committees and groups. Three committees plus our communications team are now fully active and operational.

The Land Use Committee is our longest-running committee and has the most members involved. Ian Sutherland is the Chair of the LUC and will give an overview of the projects reviewed in 2013. The Community Development Committee continues to operate as a key point of contact, recruitment and growth with the community at large, neighbours, residents and members. With an increase in the number of active members, there has been a corresponding increase in the activities and events the committee. As Chair of the CDC, I will review the activities of 2013 and plans for 2014. The Healthy Living Committee is our newest active committee. Eric Ney, our newest board member, is also chair of the committee and will update us on the activities of the HLC for the short time it operated in 2013 and plans for 2014.

In 2012, (former) board member Bryan Alonzo was instrumental in building the foundation and structure for what is now our Communications team. There are now two board members and two resident members who manage the ongoing communications for the DRA. Our website and monthly newsletters are timely and up to date and improve communication between residents, members, and the community at large. They also serve as a tool for recruiting, growing our membership base so that we can develop and build new and existing projects. Additionally, communication channels for the DRA include online tools such as Facebook, Twitter, PayPal, Eventbrite and Mail Chimp.

The DRA continued representing members with various partners in the community, including Our Place, The Pandora Green Good Neighbour Association, the Victoria Downtown Public Market Society, the Downtown Service Providers committee and the Victoria Police Board, while building networks with executive members of other community associations in Victoria.

We look forward to serving you in 2014 and we thank you, our members, for bringing your energy, ideas and time to the community. I would also like to thank my fellow board members and Lisa Helps, our Council Liaison, for all the time, effort and enthusiasm they dedicate to the community throughout the year.

Wendy Bowkett

Chair

Victoria Downtown Residents' Association

**Victoria Downtown Residents' Association  
Treasurer's Report  
1st January to 31st December 2013**

**Prepared and Presented by: Wendy Bowkett, Treasurer  
Presented at AGM 23 January 2014**

In accordance with the Victoria Downtown Residents' Association (DRA) Constitution, the following Report, Financial Statement and Budget have been prepared for the Annual General Meeting for the review of the DRA Board and Membership. The charts are attached following the report. Note that the DRA is not required to have an audit completed.

This is the ninth reporting year for the DRA since the Society became a financial entity on 1<sup>st</sup> Nov 2004 and the Constitutional Year End is 31<sup>st</sup> Dec.

Each year, the primary source of revenue for the DRA is the base funding provided by the City of Victoria. The funding amount is derived through a calculation based on an amount (\$0.623) per capita. In 2013, the City applied the funding amount per capita, using the 2011 census results. This resulted in an increase of \$560 (+24%) to our base amount. In 2013, revenues were supplemented by contributions to Membership Fees and Bank Interest. Revenue from voluntary Membership Fees increased by 5% (from \$133 to \$140) over 2012. The DRA did not earn any revenues through Committee Activities & Events in 2013 as the board decided to support membership involvement without charging fees. Instead of charging for participation, the DRA covered the expenses of events and activities or asked members to bring donations in lieu of paying admission or entry fees.

In 2013, expenses decreased substantially (80%) over the previous, as in 2012 there were one-time expenses associated with the development our new website and rebranding. In 2013, the largest portion of expenses (62%) is associated with the (increased) costs associated with Committee Activities & Events as we hosted more events and did not charge our membership for participation. Our second largest expense (24%) is associated with General & Administration expenses. In 2013, we registered for a Dropbox account, giving us access to online cloud service so that all of our association files will be properly saved and archived. The additional charge of \$105 will be an annual fee. The remainder of our expenses is associated with Communications; the cost of webhosting.

A review of the budget for 2013 shows that while our revenues were slightly higher (13%) than anticipated, we also experienced lower expenses (20%). The reduced expenses are related to fact that the DRA hosted fewer activities and events than was anticipated. Additionally, there were no expenses associated with board members attending external events.

The 2014 Budget includes revenue and expenses consistent with a regular operational year, with no substantial projects anticipated. Revenue consists of Base Funding from the City of Victoria, plus a similar amount for voluntary Membership Fees as 2013, with no income anticipated from Committee Events & Activities. Expenses include regular A&G costs, Communications for ongoing costs for webhosting, while External Events have been set at \$500 to cover the costs associated with DRA Board Member attendance at relevant community events held by other associations and societies. It is proposed that with the strong work of our communications team through our website, newsletter and social media,

we will continue to see an increase in spending on community events and activities for members and residents, from approximately \$700 in 2013 to \$1500 in 2014.

**Victoria Downtown Residents' Association  
Statement of Income  
January 1 to December 31, 2013**

	<b>2013</b>	<b>2012</b>
<b>Revenues</b>		
Annual base funding	2870	2310
Membership fees	139.75	133.01
Interest	1.53	4.64
Committees (Activities & Events)	0	115.12
Total Revenues	<u>3011.28</u>	<u>2562.77</u>
<b>Operating Expenses</b>		
General and Administration	256.73	84.16
Communications		
Website	159.58	5179.88
External Events	0	0
Committees (Activities & Events)	671.54	313
Total Operating Expenses	<u>1087.85</u>	<u>5577.04</u>
<b>Net Income</b>	<b><u>1923.43</u></b>	<b><u>-3014.27</u></b>

**Victoria Downtown Residents' Association  
 Budget for Fiscal Year 2014  
 January 1 to December 31, 2014**

	<b>Actual 2013</b>	<b>Budget 2014</b>
<b>Revenues</b>		
Annual base funding	2870	2870
Membership fees	139.75	150
Interest	1.53	1
Committees (Activities & Events)	<u>0</u>	<u>0</u>
Total Revenues	3011.28	3021
<b>Operating Expenses</b>		
General and Administration	256.73	250
Communications		
Website	159.58	160
External Events	0	500
Committees (Activities & Events)	<u>671.54</u>	<u>1500</u>
Total Operating Expenses	1087.85	2410
<b>Net Income</b>	<b>1923.43</b>	<b>611</b>

**Downtown Residents' Association  
Land Use Committee Report  
January 23, 2014, Ian Sutherland, Chair LUC**

The DRA Land Use Committee continued to meet throughout 2013 and offer input into various rezoning and variance applications in the Downtown core. The pace of Downtown development subsided significantly in 2013. In all, 2 projects were presented to the public at meetings hosted by the DRA and two other projects not requiring public meetings were reviewed by the Land Use Committee. The DRA incorporated the comments and concerns of residents regarding these projects in our reports to City Hall. In some cases, the proponents took immediate steps to incorporate the public's concerns into their development plans.

The development projects we've been asked to participate in include:

- 1515 Douglas Street across from City Hall-Jawl Properties (Rezoning)
- 1124 Vancouver Street (Rezoning)
- 613 Herald Street (DP redesign of original project)
- 1612 Store Street-The Janion (DP)

In addition to the review of proposed development projects 2013 DRA Land Use Committee and members participated in the review of several Liquor Licensing changes and a review of downtown public parking policy. The DRA also followed up on ongoing specific planning issues outstanding from the Johnson Street Bridge approaches discussions with City of Victoria planners.

The Land Use Committee appreciates the involvement of members and residents in the process during the past year, and we encourage all residents to attend the public consultations and relay their concerns or support as the feedback obtained really does find its way into the built form.

Residents with an interest in urban planning are encouraged to learn more about the DRA's Land Use Committee.

## **Community Development Committee**

### **Chair's Report**

#### **Downtown Residents' Association Annual General Meeting**

**23 January 2014**

#### **Downtown Community Centre**

The Community Development Committee continued the ever-popular Roving Refinery in 2013. These events are a great opportunity for downtown residents to meet and socialize, while exploring businesses in the community that are locally owned and operated. Additionally, it's an opportunity for business owners to promote their businesses, educate others about their business and build their client base. In addition, we ask participants to bring a donation for charity as the price of admission to each event. It is our intention to hold the Roving Refinery on a monthly basis. Our event this month was at The Guild and our next event is on Mon 17 Feb at The Interactivity Board Game Cafe. You will be able to register online on our website in early Feb.

With new members come new ideas and so the Victoria Matters series was created. Victoria Matters was conceived as a series of public forums open to all community members. Our first event was 2 Oct 2013 on the topic of Amalgamation and was a great success. Our second event, on the topic of Housing Affordability: Challenges & Opportunities is on Thurs 30 Jan 2014 at the Victoria Event Centre. The events are free and everyone from the community is welcome to join for a panel presentation followed by a Q&A session and audience comments. Following this event, the CDC has a handful of new ideas of other Victoria Matters events, and we hope to organise a few more events in 2014.

I'd like to thank the members of the CDC, as they have been instrumental in developing and implementing this new initiative as well as supporting the Roving Refinery. I look forward to working with you in bringing new events to the community.

Wendy Bowkett

Chair

Community Development Committee

## **Healthy Living Committee**

### **Chair's Report**

#### **Downtown Residents' Association Annual General Meeting**

**23 January 2014**

#### **Downtown Community Centre**

##### Overview

The Healthy Living Committee was formed in 2013 to promote healthy living and tackle quality of life issues for our downtown residents. Our aim is to provide support to residents, building community partnerships, participating in constructive dialogues with relevant stakeholders and promoting and acting on initiatives that support healthy living in downtown Victoria.

##### Key Areas

The City of Victoria has stated as a strategic direction within its Official Community Plan that the "[Downtown and Harris Green shall] accommodate a significant share of the 50% of forecast new population and housing growth earmarked for the Urban Core over the next 30 years." By doing so, the City would like to attract an additional 10,000 residents to the downtown neighbourhood.

To meet the demand of a greater number of residents, the Healthy Living Committee targets 4 areas we believe are will be of benefit to all downtown residents to improve their day today life, these are:

- Quality of Life;
- Safety and Security;
- Social Issues; and,
- Community and Culture.

##### Goals/Objectives for 2014

Building on the success of our inaugural year, the HLC will be focusing on a number of initiatives that we began working on last year.

**Active Transportation:** The DRA was invited to attend the City of Victoria's first Active Transportation workshop in October. The workshops provide the neighbourhood associations in Victoria to discuss transportation needs in the City.

**Noisy Pipes:** Cities across Canada are taking up the cause against open exhaust and excessively loud vehicles, specifically motorcycles. To ensure adoption of new regulations, these cities have turned to the Society of Automotive Engineers (SAE) standards and methods for determining what is excessive or loud. The DRA supports the introductions of these regulations, to help provide a better quality of life for downtown residents.

Neighbourhood Watch: Neighbourhood Watch programs are popular in the suburban and rural areas, however, few city's have established Neighbourhood Watches in their urban or downtown cores. The DRA will be working with VicPd and local business to establish a Neighbourhood and Business Watch in the downtown.

Tri-monthly surveys focused on each of our target areas: Surveys are an excellent way to gather information and opinions, targeting specific groups and demographics. It's the hope of the HLC to develop and publish a new survey, covering our 4 focus areas. Results of the surveys will be published to the DRA website.