

Annual General Meeting
Victoria Downtown Residents' Association
January 12th 2013

Held 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 (Board Member), Bryan Alonzo (Board Member), Philippe Lucas (Board Chair of Victoria Downtown Public Market Society and Guest Speaker), Maryanne Carmack (Administrator Victoria Downtown Public Market Society), Lisa Helps (Councillor Liaison for Downtown and Harris Green). Members attending: Robert and Janice Florida, Erika Luebbe.

Regrets: Hugh Kruzel (Secretary)

The meeting was called to order at 11:05 am.

Wendy welcomed everyone and introduced the guest speaker Philippe Lucas.

Philippe introduced Maryanne Carmack, and gave a power point presentation.

Philippe, now Chair of Victoria Downtown Public Market Society, was a Victoria City Councillor from 2008 – 2011. Philippe spoke about his background; he was born in Montreal and moved to Victoria in 1995. He has been involved in many local food initiatives, such as Small Steps at Centennial Square, Local Food Harvest Festival, Taste and the ongoing Winter Farm Market at Market Square.

The Winter Farm Market is held every 1st and 3rd Saturday from Nov to March. The first Victoria Public Market, at Broad St & Cormorant St was open from the late 1800's till the 1960's. A new Public Market will open May 2013 in the old Hudson building.

The Hudson building is 100 years old this year, and this market will bring back the old usage to the same area of the city. The market will be in the style of the ever popular Granville Street Market in Vancouver. Permanent vendors, such as Wild Fire Bakery, Silk Road Tea, a butcher, a fishmonger, a green grocer, and cafes. Small kiosks will be open 6 days a week with a variety of products. The Farmers Market will move here also and open Wed and Sat through the winter months. Many more options for the rest of the year to buy locally produced fruit and vegetables direct from our farms. Plans are to have evening and weekend events, such as talks by local chefs, cooking classes, tasting events, etc.

Parking will be available and plans are to have a bicycle delivery system. Expectations are that this new venture will be a great addition to the area, for our downtown workers, tourists and all of CRD residents. It will be a place to connect with friends, local vendors and participate in downtown events.

Maryanne, administrator welcomes any queries; Email marycarmack@victoriapublicmarket.com

A question and answer period followed, and the audience indicated much interest and overwhelming

support for the new proposal.

Wendy thanked Philippe and Maryanne for their presentation and a refreshment break was called at 11:45am.

Wendy reconvened the meeting at 12:05 pm.

1. Agenda; Motion to accept by Janice Florida, seconded by Bryan Alonzo. Approved.

2. Minutes of the AGM of Jan 7th 2012; Approved by acclamation.

3. Chair's Report; Presented by Wendy Bowkett. Approved by acclamation. Appended.

4. Treasurer's Report; Presented by Wendy Bowkett. Approved by acclamation. Appended.

5. Land Use Committee Report; Presented by Ian Sutherland, Chair of LUC (Land Use Committee) Approved by acclamation. Appended.

6. Election of Directors; All board members are current in their terms of office. Ian Sutherland's term will expire in 2014, and the other board member's terms will expire in 2015.

7. Election of Directors; Robert Florida (previous board member) offered to be elected to the board. Nominated by Bryan Alonzo, seconded by Cathy Brankston. Approved by acclamation. Robert will join the Land Use Committee.

8. Election of Officers; Bryan Alonzo stated he would be resigning from his position due to other commitments. Wendy thanked Bryan for his valuable contributions to the DRA. Bryan has been most instrumental in revamping our website complete with a new logo, adding Facebook, Twitter, updating our Roving Refinery event sign-up through Eventbrite and updating our newsletter process. Bryan has contributed many valuable ideas and recommendations and will be sorely missed. Bryan will continue to be a DRA member and he and Anna will try to be as involved as possible.

9. Other Business; Janice asked if the local business establishments felt the Roving Refinery events were successful. Wendy and Lisa both stated that the feedback was very positive and we should continue to hold these popular events as this was an excellent opportunity for businesses to connect with local residents. Lisa suggested that the DRA create a Facebook page for each event, which would get the word out more.

Adjournment: The meeting was adjourned at 12:20.

Wendy thanked everyone for attending, and also Cathy for facilitating the refreshments. Thank you to the Cool Aid Society for the use of their meeting room and kitchen facilities. Next board meeting will be held Wed Jan 30th 7 pm at Silver Threads. All are welcome to attend.

Chair's Report

Downtown Residents' Association Annual General Meeting

12th January 2013

Downtown Community Centre

The DRA continued its work of representing the interests of the people that call Downtown home. Our membership remains at just over 160 members, with 13 new members in 2012. In 2012, the Community Development Committee continued the ever-popular Roving Refinery. 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. The Roving Refinery will continue with our first event in 2013 on the 16th Jan. You can register online on our website.

The Urban Ecology Committee held two Container Gardening Workshops in 2012. These workshops were tailored to inform and educate our residents in an urban context. Master Gardener, Amy Crook, led participants through the workshops; teaching fundamentals, sharing creative ideas for layout and design, and answering specific questions. By the end of each workshop, each participant left with a bit of dirt under their nails and a container planted and ready to grow. As Amy has moved to Prince George, the Urban Ecology Committee will explore other activities for residents in 2013.

The new DRA website and logo were launched in 2012. Board member, Bryan Alonzo, was the driver of this project and instrumental in seeing it to fruition. The new website has improved communication between residents, members, and the community at large. It also serves as a tool for recruiting so that the Association may continue to grow membership base so that we can develop and build new and existing projects. Additionally, Bryan built and improved communication channels for the DRA by incorporating online tools such as Facebook, Twitter, Paypal, EventBrite and Mail Chimp. Bryan took the lead on these projects from the start and we thank him for all his time and energy.

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 and the Downtown Service Providers committee, while building networks with executive members of other community associations in Victoria.

We look forward to serving you in 2013 and we thank you for your support.

Wendy Bowkett

Chair

Downtown Residents' Association

**Victoria Downtown Residents' Association
Treasurer's Report
1st January to 31st December 2012**

**Prepared and Presented by
Wendy Bowkett, Treasurer
Presented at AGM
12th January 2013**

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 eighth reporting year for the DRA since the Society became a financial entity on 1st Nov 2004 and the Constitutional Year End is 31st 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. While there was a census completed in 2011, the City did not use the new census numbers when calculating the funding amount for the DRA in 2012. In 2012, revenues were supplemented by contributions to Membership fees, Committee activities and Bank interest. Revenue from voluntary Membership fees decreased by 37% (from \$210 to \$133) over 2012 while revenue from Committee activities grew by 15% (from \$100 to \$115).

In 2012, expenses increased substantially with 93% of those costs associated with the development our new website in addition to a new logo. These are, of course, one-time expenses. We also saw an increase in the costs related to Committee activities and events as a result of the increased number of events planned and hosted by the DRA compared to 2011. General & Administration expenses increased by 74% over 2011. Most of this increase is directly related to the costs of hosting the AGM: where we once requested and received donations from local business, we now pay the cost of items needed.

A review of the budget for 2012 shows that while our revenues were slightly lower than anticipated (7%), we also experienced lower expenses (27%). The reduced expenses are a direct result of lower costs for website and logo design and that the DRA hosted fewer activities and events than was hoped. Shortfalls in annual cash flow were supplemented by funds that the DRA had reserved and banked in anticipation of the website & logo design project.

The 2013 Budget includes revenue and expenses more consistent with an operational year of regular income and expenses, with no substantial projects anticipated. Revenue consists of Base funding from the City of Victoria, plus a modest increase in the amount for voluntary Membership Fees, in addition to

an increase of income from Committee events. Expenses include regular A&G costs, Communications for ongoing costs for webhosting, while External Events have been set at \$200 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 improved communication through our new website, newsletter and social media, there will be an increase in spending on community events and activities for members and residents, from approximately \$300 in 2012 to \$1000 in 2013.

Victoria Downtown Residents' Association

Statement of Income

January 1st to December 31st, 2012

| | 2012 | 2011 |
|----------------------------------|-----------------------------|----------------------------|
| Revenues | (\$) | (\$) |
| Annual base funding | 2,310.00 | 2,310.00 |
| Membership fees | 133.01 | 210.00 |
| Interest | 4.64 | 7.33 |
| Committees (Activities & Events) | 115.12 | 100.00 |
| Total Revenues | <u>2,562.77</u> | <u>2,627.33</u> |
| Operating Expenses | | |
| General and Administration | 84.16 | 48.29 |
| Communications | | |
| Website | 5,179.88 | 87.46 |
| External Events | 0.00 | 40.00 |
| Committees (Activities & Events) | 313.00 | 304.46 |
| Total Operating Expenses | <u>5,577.04</u> | <u>480.21</u> |
| Net Income | <u><u>-3,014.27</u></u> | <u><u>2,147.12</u></u> |

Victoria Downtown Residents' Association

Budget for Fiscal Year 2013

January 1 to December 31, 2013

| | Actual | Budget |
|----------------------------------|-------------------------|------------------------|
| | 2012 | 2013 |
| Revenues | (\$) | (\$) |
| Annual base funding | 2,310.00 | 2,310.00 |
| Membership fees | 133.01 | 150.00 |
| Interest | 4.64 | 4.00 |
| Committees (Activities & Events) | 115.12 | 150.00 |
| Total Revenues | <u>2,562.77</u> | <u>2,614.00</u> |
| Operating Expenses | | |
| General and Administration | 84.16 | 150.00 |
| Communications | | |
| Website | 5,179.88 | 174.00 |
| External Events | 0.00 | 200.00 |
| Committees (Activities & Events) | 313.00 | 1,000.00 |
| Total Operating Expenses | <u>5,577.04</u> | <u>1,524.00</u> |
| Net Income | <u>-3,014.27</u> | <u>1,090.00</u> |

**Downtown Residents' Association
Land Use Committee Report
January 12, 2013
Ian Sutherland, Chair LUC**

The DRA Land Use Committee continued to meet throughout 2012 and offer input into various rezoning and variance applications in the Downtown core. The pace of Downtown development subsided significantly in 2012. In all, 4 major projects were reviewed by the committee from public meetings hosted by the DRA. The DRA incorporated the comments and concerns of residents in our reports to City Hall. In some cases, the proponents took immediate steps to incorporate neighbours' concerns into their development plans.

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

- Condo Conversion of 1312-1314 Government Street
- 615 Fort St Office and Retail project
- 1075 Pandora Rental Apartment
- The Plaza Hotel Condo project at 603 Pandora

In addition to the review of proposed development projects 2012 saw the adoption of a new OCP for the City of Victoria. The DRA Land Use Committee and members participated in a series of public forums with City staff to represent the views of downtown residents both for the OCP and the upcoming Downtown Local Area Plan. The DRA also participated in the public forums for the planning of the Johnson Street Bridge approaches in conjunction with 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.