

# 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 neighborhoods. 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	2,870.00	2,310.00
Membership fees	139.75	133.01
Interest	1.53	4.64
Committees (Activities & Events)	0.00	115.12
Total Revenues	<u>3,011.28</u>	<u>2,562.77</u>
<b>Operating Expenses</b>		
General and Administration	256.73	84.16
Communications		
Website	159.58	5,179.88
External Events	0.00	0.00
Committees (Activities & Events)	671.54	313.00
Total Operating Expenses	<u>1,087.85</u>	<u>5,577.04</u>
<b>Net Income</b>	<u><u>1,923.43</u></u>	<u><u>-3,014.27</u></u>

**Victoria Downtown Residents' Association**

**Budget for Fiscal Year 2014**

**January 1 to December 31, 2014**

	<b>Actual</b>	<b>Budget</b>
	<b>2013</b>	<b>2014</b>
<b>Revenues</b>		
Annual base funding	2,870.00	2,870.00
Membership fees	139.75	150.00
Interest	1.53	1.00
Committees (Activities & Events)	0.00	0.00
Total Revenues	<u>3,011.28</u>	<u>3,021.00</u>
<b>Operating Expenses</b>		
General and Administration	256.73	250.00
Communications		
Website	159.58	160.00
External Events	0.00	500.00
Committees (Activities & Events)	671.54	1,500.00
Total Operating Expenses	<u>1,087.85</u>	<u>2,410.00</u>
<b>Net Income</b>	<b>1,923.43</b>	<b>611.00</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**

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#### **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.