

DRA Board Meeting Agenda

17 January 2016

Location: Songhees Room, Victoria City Hall

In attendance: Board members: Kaela Schramm, Nicholas Harrington, Wendy Bowkett, Ian Sutherland, Eric Ney, Douglas Boyd, Robert Florida, Don Elliot, Paul Gandall, Sally Reid, Megan Clark plus city liaisons: Mike Hill and Charlayne Thornton-Joe

Regrets: Ruth Annis

Meeting called to order at 5:34pm

1. Additions to agenda:

- Volunteer Victoria/board governance
- Regional Housing First Strategy and outcomes planned
- Introduction of board members

2. Approval of November minutes: moved by Ian, seconded by Robert, motion passed

3. Introduction of New Board Members

Sally Reid, Paul Gandall, Megan Clark

4. City Liaison/Councillor's Report: Mike Hill/Charlayne Thornton-Joe

Charlayne Thornton-Joe's update:

- **Land use**—Empress porte-cochère has been approved; there were many comments re: the consideration of the historical aspects; design well-received
- **Meeting updates:**
 - **Pandora/Our Place meeting:** Charlayne attended; there are continued concerns re: loitering and use of drugs, litter, Our Place has new staff who are working on upkeep of boulevard and area; funding from Island Health will provide more security (in partnership with surrounding establishments); security will be extended (hours and coverage); safe consumption site located in courtyard is becoming better-used but some continue to use elsewhere; nevertheless results are positive;
 - **Central Care Home advisory committee meeting** (Charlayne is a member): Concerns are getting addressed e.g., fire alarms, security issues

- **Fencing:** When these buildings were built, “security through design” standards were not yet developed; fencing wasn’t actually in response to any online video (it was on the workplan before that); potential media may ask DRA for our response
- **Safe injection sites:** will be at least 3-6 months
- **Liquor policy/City of Victoria Strategic Plan Planned:** outcome for 2017 is a review of city liquor policy and its relation to livability; Charlayne has asked to have this review included in the City’s strategic plan
- **Thursday:** Short-term rental report will be workshopped by the Committee of the Whole; there won’t be a chance for the public to participate
 - Report is/will be available online
 - If you have questions or comments you are welcomed to email them
 - Possibility for other types of input?
- **Parking:** continues to be an issue
- **Budget issues that affect downtown (both are split votes)**
 - **Budgeting for Centennial Square improvements**
 - Structural problems with improving washrooms; budget has tripled; porta-potties are a temporary solution to this
 - Meanwhile, idea for a playground on the former tent city is panned by some in favour of one downtown
 - Scope got wider and now ppl talking about re-naming the square, adding temporary features; getting a report on the history of the square; adding housing etc.
 - Charlayne still pushing for proper washroom for \$350,000; this continues to be issue (as does play feature idea)
 - If we have input on this, we can let her know
 - **Increase to police budget**
 - One piece is wage increase; it is negotiated provincially
 - Second piece is ACT Teams (Assertive Community Treatment) Teams (multi-disciplinary teams run by Island Health)
 - These teams often deal with mental health issues
 - There are now four teams; but we still only have one officer related to this; she has requested 2 more officers for these teams

- Criticism is that police shouldn't be doing mental health work; potentially a misunderstanding of what these teams are
- Many downtown service providers have provided letters of support
- Decision being made a week Thursday—should we send a letter of support?
 - Report is useful for understanding the issue
 - There are many questions/pros/cons about whether adding police to this team is a good idea; this is why council is divided
- Upcoming Chinese New Year celebrations

Mike Hill's update

- Courthouse lawn: remediation has begun
 - Playground is due to open in the Spring
- Parking:
 - DRA will be involved in discussions about parking
- Pandora Bike Lane:
 - Due to open in spring
- Emergency preparedness workshop:
 - Interest in doing another workshop (esp. if tailored to urban residents)
- Centennial Square play feature
 - Competition will be open for 2 months starting Feb
 - March: jurying
 - DRA member will be nominated to the committee
 - Installation will likely be in the summer
- Participatory budgeting:
 - Many people came to the event at the Atrium (initial meeting was last week)
 - Next step: to put together working group to decide process
- Public engagement:

- City will be engaging on engagement
- What types of issues should the city engage on?
- Trying to prioritizing issues, developing tools and methods
- Create Victoria (Arts and Culture Master Plan)
 - Mid-Feb to end of March: public can make input on it
 - Most public ones will be towards end of process
- Artist in Residence:
 - has been working with students on Canada 150/Reconciliation projects
- Indigenous Artist in Residence program:
 - Application period now open
 - Remuneration for this one-year position
- Late night/Great night:
 - Safety, Transportation, Liquor and Health, and maintenance of late-night economy are the four goals of the initiative
 - Committee is meeting quarterly; they are currently identifying objectives
 - Late night taxi stands and extra officers are the key parts of the initiative
 - Cards distributed with late-night bus info
 - Approach will be more “ambassadorial” and less security-oriented
- Great Neighbourhood Grant
 - City will be asking for feedback on grant process

5. Executive and other appointments and DRA board meeting schedule:

- DRA board meetings will continue to be third Tuesday of the month at 5:30pm

Executive appointments:

- Chair(s):
 - Nicholas and Kaela
 - Moved by Robert, seconded by Wendy, motion passed
- Secretary:
 - Sally Reid
 - Moved by Wendy, seconded by Paul, motion passed
- Treasurer:
 - Doug
 - Moved by Kaela, seconded by Paul, motion passed

Appointments to committee chair roles:

- Land Use Committee Chair: Ian
 - Moved by Wendy, seconded by Kaela, motion passed
 - Send Ian email to get on land use committee mailing list
- Community Development Committee Chair: Wendy
 - Moved by Kaela, seconded by Don, motion passed
- Urban Liveability Chair: Nicholas and Eric (status quo)
 - This is an ad-hoc committee; depends on interest; broad range of items can fall under this committee; previously a town-hall meeting identified priorities
 - Perhaps notifying all members in order to drum up some new membership for this committee
- Governance committee: Wendy (Status quo)
- Communications committee:
 - Erika continues to update website but we need to send info to her
 - **Action: Nicholas** to plan follow-up meeting and invite whole membership
 - Please attend if you are interested in contributing to social media

Other appointments:

- VCAN Representative: Undecided

- Can be more than one representative
- Meetings every 2 months
- **Action: Doug:** to circulate VCAN meeting notes from tomorrow
- Representative to Downtown Service Providers (group of service providers plus representatives from police, health, etc.): undecided
 - Fourth Tuesday of every month 8:30 am to 10:00am at City Hall Antechamber
 - Wide range of topics addressed
 - Next meeting is next week (Jan. 24th)
 - Don will continue to attend but someone else could join

Other discussion related to committees:

- **Action (Nicholas):** invite general membership to join all committees
- Committee meeting space:
 - Meagan: has potential meeting space near the Art Gallery for committee use
 - Charlayne has suggested to City Studio people that the DRA could use for committee work etc.
 - Follow up with city staff to set up meeting space
 - Meeting space is responsibility of committee chairs

6. Community Development Committee Updates: Tabled

7. Urban Livability Committee Updates

- Late Night, Great Night:
 - Survey was completed downtown two years ago
 - Results have been published alongside a report
 - Could we do our own survey intended for downtown residents in particular to compare to the results from non-downtown-residents and to establish a baseline
 - Mike to provide Eric with survey used by the city

- Eric to prepare the survey
- Yates Street Garden update:
 - Development of rules or bylaws has been undertaken by garden Steering Committee
 - Our input on these is partly dependent on the question of what is our role in the garden? Are we a partner or the contract manager? How does the garden's governance relate to the DRA, given DRA is funding it? What are our responsibilities/liabilities in relation to the garden?
 - Wendy suggests garden steering committee shouldn't be full autonomous of DRA
 - **Action: Governance committee** to address this issue; possibly arrange a follow-up meeting to collaborate with the garden's steering committee

8. Land Use Committee Update

- Empress Port Cochiere: Land Use Committee met with architecture right at the beginning of design process
 - Input was very influential!
- Bus depot site:
 - Many attendees at meeting
 - Views were primary concern
- Informal CALUC meeting in mid-December re: parking lot on Yates/Johnson
 - 214-unit two towers proposed for this lot
 - Proximity of nightclub is issue
 - Mid-block crosswalk will be retained but land use committee made suggestion for mid-block walkway to be gated and locked to prevent noise and safety of residents
 - Hudson Walk II: CALUC meeting last night re: brew-pub use
 - Land use change to allow brewing and distilling on-site; plans are to create a 200-seat pub under a food-primary license
 - Letter was sent to council re: Cannabis Retail Policy

- Sale still illegal; only City of Victoria has them (other CRD munis do not except Sooke)
- Rezoning would reward behaviour
- Parks plan:
 - Would like to attend Mayor's open house to discuss need for additional park(s)/greenspace downtown
 - **Action: Ian**—to put together some info for our website about the opportunities here
- Sidewalk cafes:
 - City Council refused to consider limiting operating hours to 11 pm as no one on Council seconded.

9. Governance Committee Update

- Governance review:
 - Given late time: Don and Nicholas' bits: delayed until Feb meeting
 - Subsequent ones also bumped to following meeting
 - Three open topics to be assigned:
 - Role of secretary: Sally
 - Process of policy-making: Meagan
 - Roles, responsibilities, and functions of the board: Paul
 - **Action-Wendy:** to re-draft table showing who is responsible for what
- Recruiting:
 - Paying for Volunteer Victoria membership has several benefits including
 - opportunities to recruit
 - Access to online grant database
 - Consultation services
 - Discounted courses
 - Etc.
- Decision: to join Volunteer Victoria. Moved by Don, seconded by Eric, motion passed

- Opportunity to take course on board member orientation may be of interest
- **Action-Wendy:** to email opportunity about training opportunities from Volunteer Victoria

10. New Business/Other items:

Director's Liability Insurance

- Decision: To become a member of Volunteer Canada for \$125 (annual membership fee) and buy director's liability insurance from Under Our Wing Insurance.
- Moved by Nicholas, seconded by Ian, motion passed

Regional Housing First Strategy

- Request for DRA representation at our table
- Four half-day meetings during the day; first meeting is in two weeks, lasts 2 months
- If anyone interested, Don will share formal invitation
- Best if it is one person doing all four meetings
- Project will create regional strategy based on housing first principles

Meeting adjourned at 7:52pm

In Your Neighbourhood

Playground at Courthouse

The Province will begin remediation of the courthouse property on January 13, including removal of several trees. In consultation with neighbours, it was determined that a playground will be installed on the site and this will be completed by this spring. For more information, see the province's [news release](#).

Parking Downtown

At their January 12 meeting, Council approved a motion directing City staff to work with the Downtown Victoria Business Association, the Greater Victoria Chamber of Commerce and the Downtown Residents Association to bring forward recommendations for all City parking rates to ensure availability of parking meets the needs of short-term visitors to the downtown, including the best use of available spaces.

Pandora Bike Lane

Work continues on the Pandora bike lane. This week there will be traffic disruptions at the Pandora and Blanshard intersection, as underground utilities are installed to support the bike lane. More information on the project is available on the [City's website](#).

Centennial Square Play Feature

A design competition for a temporary play feature ("Pop Up @ the Square") with an Asian or First Nations theme will be initiated in late January. The competition is expected to be open for approximately two months and the Downtown Residents Association will be asked to nominate a representative to participate in the jurying committee. Installation of the play feature is expected in early July.

Late Night Program

The late night program was initiated in 2010 to improve downtown late night conditions. The program focused on transportation, safety/order, liquor service/consumption and developing the late night economy. Dedicated police officers and three supervised taxi stands were established and form the core of the current program. A Late Night Committee has recently been established with DRA participation. The committee will meet quarterly to review downtown late night conditions and suggest actions to support the goals of the program.

Emergency Preparedness Workshop

It's not if, it's when.... The City is offering a free emergency preparedness workshop at City Hall on Wednesday, January 25 from 7–9 p.m. Learn about how to protect yourself and your property during a catastrophe. More information can be found on the [City's website](#).

Great Neighbourhoods Grant

The next [Great Neighbourhood Grant](#) intake will commence this spring. In coming weeks, City staff will be inviting grant recipients and neighbourhood groups to discuss any suggestions they may have to improve the program.

Short Term Vacation Rentals

There will be a workshop on short term vacation rentals for Mayor and Council at their [January 19 Committee of the Whole](#) meeting. They will also be considering a request from the Hotel Association of Greater Victoria for Council's support for their request that the province repeal the exemption from hotel sales tax for individuals offering vacation rental properties offering under four units.

2017 Dog Licence

All dogs over the age of four months must be licensed in the City of Victoria. Collar licences are the fastest way to reunite you with your lost dog. They also help to offset the cost of providing dog waste bags in City parks and support the animal control and pound service that shelters, feeds and provides care for lost and injured animals.

If you purchase your licence before February 28, you will save \$20. You will also automatically be entered into a prize draw for the “#1” dog licence tag for 2017 and gift certificates to local businesses. Licence fee rates are:

- Neutered or Spayed Dog – \$30 (\$50 after February 28)
- Unaltered Dog – \$40 (\$60 after February 28)

More info can be found on the [City's website](#).

Call to Musicians

If you are a talented musician with an interest in playing at the City's outdoor venues, you may want to submit an application for the 2017 musician roster. Further information and applications can be found on the [City website](#). Applications must be submitted to culture@victoria.ca before midnight Tuesday, January 31.

Participatory Budgeting

On Thursday, January 12, over 50 Victorians participated in the City's participatory budgeting kick-off event. Through participatory budgeting, the community will design a process through which the community will select and vote on how to spend \$60k in the City of Victoria. The next step will be bringing together a community steering committee to lead the process. More [information](#) will be available later this month.

Public Engagement Roadmap

On February 18, the City will be hosting a workshop with the community on our upcoming engagement initiatives. We will be describing how we approach engagement at the City and seeking your feedback on how you would like to be involved in City decision-making. More information will be available on the City's website next week.

Create Victoria

In consultation with the community, the City of Victoria is developing a Cultural Policy and an Arts and Culture Master Plan branded *Create Victoria* to guide the City's investment in arts and culture over the next five years. From mid-February to the end of March, the City will be inviting stakeholder groups and the public to provide input on their vision for arts, culture and heritage in Victoria, which will help inform the Cultural Policy. More information will be available soon at www.victoria.ca/create

Indigenous Artist in Residence

The City is looking for individuals in Greater Victoria with an interest in serving as the City's first indigenous artist in residence. The selected artist will serve for one year and will develop artistic works and engage the community in dialogue, workshops, events, and activities. A remuneration of \$42,000 will be awarded. Applications must be received by 4 p.m. on January 23. For more information, visit the [City website](#).

Council Meetings

Committee of the Whole met [January 5](#), and [12](#), and will meet on the [19](#) and 26 at 9 a.m. and Council met December [12](#) and will meet on the 26 at 6:30 p.m. There was an additional Committee of the Whole meeting held on January 9 to discuss [Proposed Adjustments to the Draft 2017-2021 Financial Plan](#).