

DRA Board Meeting Minutes

18 July 2017

Location: Songhees Room, Victoria City Hall

In attendance: *Board members*: Ruth Annis, Nicholas Harrington, Wendy Bowkett, Douglas Boyd, Sally Reid, Paul Gandall, Robert Florida *plus city liaisons*: Mike Hill, Councillor Liaison Charlayne Thornton-Joe

Regrets: Cory Shankman, Megan Clark, Eric Ney

Meeting called to order at 5:39 pm

1. Approval of Agenda

- Amendment: add under point #5: Project Connect Victoria
- Approved by consensus

2. Approval of Minutes of June 20, 2017 board meeting

- Amendment: 9 new members signed up at Car Free Day
- Approval of minutes moved by Nicholas, seconded by Doug, motion passed

3. Councillor's Report: Councillor Charlayne Thornton-Joe

- Cannabis:
 - Harold St. dispensary turned down by council
 - Two more were approved last week (1010 Cook Street in Fairfield; 778 Fort)
 - Increase in space buffer was increased to 400m at last council meeting
 - Four total have now been approved (one additional one did not require approval)
- Update on Apex site will be coming to Committee of the Whole next Thursday
- Casino: Consultation will happen when later, when closer to making decisions about where it would be located; this way consultation will be focused on neighbourhood that would actually host it
- Camping etc.: Topaz Park has become a popular spot
- Our Place: concerns about people hanging out on boulevard; Johnson St. Community
- Johnson St. Bridge design—Charlayne plans to raise concerns with city manager re: stakeholder ideas not being incorporated, concerns not addressed
 - Mike: with new public engagement roadmap, one aim is to clarify how the city can be accountable to citizens who have engaged

4. City Liaison Report: Mike Hill

- How much does it cost to plan a tree? About \$6,000.
- Fence/garden/mural: Artwork will go elsewhere
- Connect Victoria App: Working on how to alert appropriate person at the appropriate time; so far it is overwhelming for staff to follow up; all complaints are registered and followed up on
- Parklets: Parklet guidelines will be coming fairly soon
- 10am Friday, July 21st: Installation of playpod sculpture will go into Centennial Square
- Reeson Park: Tender for construction for (part of) of Harbor Pathway going out; plans for park itself is being deferred
- Brochure about syringe disposal being updated
- Late Night program: bollards installed outside Strathcona, glassed patio area will be eliminated to create more sidewalk space, other changes underway to reduce late night noise
 - Once archived, we can circulate a webinar about late night noise reduction and other topics (1 hour each)
 - Portable urinals have been up for over a month
- Question for Mike: what is the minimum size for housing units since recent change for tiny homes?

5. Community Development Committee update

- Eats and Beats
 - We now have enough volunteers to cover the shifts
 - Media release is done; will be sent out shortly
 - Facebook event page is going up; please share and pass along
 - Posters: we can distribute in our stratas; put them where you have put past ones; plus elsewhere if you like
- VicMatters: Town Hall
 - Should Urban Livability take over/partner?
 - Should survey be an annual tool for engagement?

- Summer Party
 - Ideas include silent disco
- Project Connect
 - With downtown service providers
 - Robert Linqvist from CoolAid
 -
- **Next Meeting:** Tuesday Aug 1, 2017

6. New Business

- Consideration of next steps in concluding our obligations to Shawn Shepherd with respect to the Sen Sushi mural project:
 - Anti-graffiti coating was part of contract
 - Acrylic clearcoat was applied by artist
 - Two options:
 - Request Shawn to have it applied professionally before paying out remainder of grant monies/have it applied by a professional and deduct this amount OR
 - owner of the building on which the mural was painted had apparently agreed with Shawn to maintain the mural over its lifespan. This would need to be verified, and some sort of written agreement entered into such as to transfer that responsibility onto the building owner such that it takes precedence over the agreement that the DRA entered into with the City which currently places that responsibility on the DRA. Michael has offered to facilitate such a discussion with the building owner if we approve.
 - Option 2 would result in artist being paid for anti-graffiti coating that was never applied; however he did spend on hiring help because site was inappropriate for materials; Mike points out budget is the same and this is not unheard of for city projects;
 - Conversation between owner, Mike, Shawn; aim would be commitment from Shawn/owner for 10 years maintenance so DRA is not responsible for maintenance; payment would come after; shouldn't anti-graffiti coating go regardless?
 - Mike will discuss with owner; goal should be to get something in writing about maintenance
- Wendy and Nicholas met with Ian Hoar of the Lower Johnson Parklet Committee. Excerpted from the letter that we received dated July 13, 2017, from Ian Hoar of the Lower Johnson Parklet Committee, *"We do not require a monetary commitment from the DRA, nor do we require any donation of time or resources. We are simply seeking the ability to use the DRA's name and contact information when seeking funding, interacting with the City of Victoria or interacting with the Downtown Victoria Business Association."* (See letter and drawings attached)
 - Parklet would be sponsored by Hey Happy coffee
 - Other businesses want confirmation that it's not just for Hey Happy customers
 - Sponsor will compensate city for meter fees for the duration it exists
 - Motion could be that we support the project in principle and will wait for further details on project
 - Mike: currently no guidelines for parklets (but they are upcoming); difference between a parklet and sidewalk cafe is that a parklet is open to everyone, there is no branding; businesses will be able to do either

- DRA board members not sure what they are seeking/what we would be signing up for; we need more details to ensure we understand how our name would be used
- Nicholas to respond:
- Motion: DRA supports parklets downtown in principle; we require further details before considering proceeding on the basis outlined in the letter
 - Nicholas moves, Wendy seconds, motion passed
- Graham Fisher, the City's Risk Management & Insurance Specialist has authorized the payment of **\$606.00** to the DRA in order to reimburse us for the cost of obtaining a directors and Officer's liability policy with a \$2,000,000 limit for the DRA Board of Directors. This year, we purchased a policy with a \$5,000,000 limit at a cost of **\$1,093** (+ \$125 membership with Volunteer Canada), but the City will only cover the cost of a \$2,000,000 policy limit, thus the **\$487** difference in reimbursement. Consideration: Would the DRA wish to consider choosing a lower level of coverage for next year?

Approx. 6:45: Councillor Thornton-Joe departs

7. Land Use Committee: Ian

LUC Notes

- Cannabis Dispensaries - Policy Change, upcoming Public Hearings
 - Two hearings coming up (950 Yates and 850 Johnson)—appear to be within 200m/400m of each other
- Dispensary Letter sent to Mayor & Council
- Iron Works

Ongoing

- UVic & Dave Chard - Duck Building on Broad St - ongoing
 - Tenant planning action against UVic for bad faith
 - The relevant application has not yet been made to the city yet
 - City says unless there is a substantial change, no re-do of CALUC meeting can be required (city says required info was at meeting)
 - Several surrounding businesses got their notices late and so were not able to attend the CALUC meeting
- Alpha Project Developments w/ dHK Architecture at Quadra & Johnson - rental
- Fraser McCall/Dan Robbins at 800 block Fort (east of Lunds) - condo

7:13: Robert departs

8. Urban Livability Committee: Nicholas

- **Yates Street Community Garden:**
 - Update on Delegated Development Permit (DDP) for the Yates Street Community Garden's security fence to be installed at the front of the lot. Plan revisions have been requested and should be done by next week. Due to shortfall of about \$1000, the Garden will likely choose the lower cost fence panel material (black epoxy coated welded wire mesh). The debate over whether to place the fence against the existing sidewalk or set it back into the garden site resulted in a decision to set the fence back two feet from the sidewalk.
- Nicholas to update DRA board on fence/planters etc.

9. Governance Committee

1. Policy Binder

- a. Eric - recruiting, selecting, orienting & training board members
- b. Megan - Process of policy making—deferred
- Both deferred
- Once different sections complete, governance committee can review it all as a body, will then bring it back to board as a whole

2. Constitution and Bylaws - Our Board Review is scheduled for August 15th, in lieu of our August board meeting. Nicholas has released the reservation on the Songhees Room for that date, and will arrange for another suitable meeting room (to be advised).

10. Business Arising from Minutes

- Board members who would like sign up to receive The City's e-newsletter, should type of information from the City, should subscribe themselves to it by visiting [this page](#) on the City's website.
- Nicholas purchased 100 cheques and a custom deposit slip and 3-ring binder for the DRA's new sub account at Coast Capital opened to hold funds in trust for the Yates Street Community Garden. The cost of the cheques, deposit slip and binder was \$84 and will be reimbursed out of the Garden's funds.
 - ☐ Update on replacing trees in downtown: Michael Hill reports that the average cost to plant a downtown tree is about \$6,000 plus the costs of watering for the first few years until they are established.
 - ☐ Update on question raised at our June meeting about how the City responds to requests sent via the 'Connect Victoria' app. Michael Hill replied that requests are confirmed once you enter all of the information ("success"). Requests from the app, phone and through email are all recorded as "calls for service". Some departments respond to persons submitting requests to confirm that action has been taken, while others simply take the action (the important point of the request). Improvements to closing the loop on calls for service is being discussed at the City and some improvements will be made in coming months.
- Regarding the final options for the Johnson Street Bridge approaches, do we need a meeting with City Manager regarding our concerns about the apparent lack of import given to our input in the consultation process?
- Apex lot issue—there will be an announcement on Friday, statement will come out with council meeting agenda re: current status

Meeting adjourned at: 7:32

Date of next Meeting: Tuesday August 15, 2017 (Exclusively to discuss updated Constitution)—
location TBA

Date of next formal Board Meeting: Tuesday September 19, 2017

In Your Neighbourhood

Downtown Public Realm Plan

The draft [Downtown Public Realm Plan](#) is now complete and was presented to Council on July 13, 2017. Council had a number of comments on the plan and requested that staff consider their various suggestions and return with an amended plan in the near future.

Marijuana Dispensaries

On July 13, Council approved a [resolution](#) proposed by Councillors Thornton-Joe and Lucas in response to communication received from North Park and Downtown residents associations. The resolution increases the buffer between cannabis dispensaries from 200 to 400 metres, while retaining Council discretion to vary distances on an application by application basis.

Council will also receive a report at their [July 20 COTW meeting](#), which provides an update on enforcement measures for cannabis-related businesses that are not complying with regulations.

The report states that "... to date, six (6) of thirty-five (35) operating dispensaries have not applied for rezoning and three (3) of thirty-five (35) operating dispensaries have not applied for a Business License. In addition, two businesses are in operation that are known to be permitting the consumption of cannabis on premises contrary to the City's regulations. All violations of these businesses are being addressed by increasing levels of enforcement."

Late Night

Improvements have been made to the Douglas Street frontage of the Strathcona Hotel in order to reduce patrons walking out into the street. In coming weeks, railings will be installed to eliminate seating on low walls where people tend to loiter. The sidewalk café enclosure on the hotel will also be removed to improve pedestrian movement.

There are three supervised late night taxi stands in the downtown which continue to help patrons secure a taxi ride home. The location at Yates and Douglas receives the lowest use and is being moved to the southwest corner of View and Douglas. It is hoped it will receive higher use and better complement the Strathcona stand location at the new site.

Ship Point

A design direction for the Ship Point site will be presented for public consideration. There will be two drop in opportunities on site to view and discuss the plan on Saturday, July 24 from 11:30 to 2 pm and on Monday, July 24 from 4:30 to 7 pm. Once a final concept is selected and refined, detailed plans will be developed for presentation to Council in December. More information can be found on the [City's website](#).

BCLC Victoria Casino

Council approved a staff recommendation to jointly conduct public hearings to review applications for rezoning and permission to proceed with a casino in Victoria. The BC Lottery Corporation will first complete the process of selecting a service provider for the **casino** this fall, after which a site will be selected and a public engagement process will be conducted by the two parties.

Royal and McPherson Theatres

On July 13, Council endorsed a report from Councillors Madoff and Alto and provided support for them to continue their work on an inter-municipal discussion to consider future directions and support for the Royal and McPherson Theatres. The process for consultation and development of options is to conclude in November, 2017

Victoria's Arts and Culture Plan

Based on extensive public input, the City has developed the draft Create Victoria Arts and Culture Master Plan, which aligns ideas, people, and resources around a shared vision and a set of goals, strategies and actions to

realize Victoria's creative potential and guide investment over the next five years. Folks, this is truly an exciting and important plan for our city. View the draft plan and let us know if we're on the right track in an online survey or by email at culture@victoria.ca by September 30, 2017. Learn more at www.victoria.ca/create.

Orcas in Centennial Square

The Orca play structures that were recently commissioned following a design competition are ready for installation. On Friday, July 21 at 10 a.m. the Orcas designed by WildVision Edutainment and Envision Designs and Development, will be officially launched in Centennial Square.

Tiny Homes

Minimum housing unit sizes have been reduced in five zones, creating a standard minimum unit size in multi-unit zones across the City. This change stemmed from an action in the Victoria Housing Strategy that originally aimed to remove minimum unit sizes in order to increase housing supply and diversity.

Keeping Rental Buildings Up

To prevent the loss of existing affordable rental housing, Council has placed a six-month moratorium on rental housing demolition permits while staff complete a Market Rental Retention Study. The study will explore potential policies, regulations, and incentives to upgrade existing rental stock while protecting tenants from displacement.

Neighbourhoods and City Budget Planning

At the June 22 Committee of the Whole meeting, Council directed staff to work with neighbourhoods to help shape the capital budget for 2018. This summer, staff will focus on providing information on the budget from a neighbourhood perspective. Later this year, we will look at the budget with you and get your input into the projects being put forward.

City Switching to LED

The City is replacing the current high-pressure sodium streetlights with new energy efficient and cost-saving LED lights. Our streetlights currently account for 30% of our municipal electrical use and conversion to LED will result in a 45-55% energy savings. Existing need replacing every 4 years - LEDs will last 20 years without replacement and provide a bright and clear light, which can help improve visibility and help create safe, well-lit streets. The work is complete in downtown areas with steel lamp standards. The remainder of the downtown and neighbourhoods are scheduled for completion by the end of November. For more information visit our [website](#).

Help Reduce Graffiti

If you have lots of graffiti on your block, chances are a "tagger" lives nearby. Graffiti reduces the appeal of a neighbourhood and contributes to less respect for public space. The City has a volunteer program for residents who would like to help reduce graffiti. We can provide you with a paint-out kit that includes a carrying kit, paint, gloves, a brush, stir stick and can opener. Kits can be picked up at your local Community Centre or via the City Graffiti Coordinator at 250.361.0548. Contact VTAG (Victoria Together Against Graffiti) at vtag.paintover@gmail.com to get started.

If you observe someone engaged in tagging, please dial 911, or if you have information about taggers contact VicPD through their non-emergency number 250.995.7654. Check out the City's [graffiti page](#) for more information.

Council Meetings

Committee of the Whole (COTW) meets July [6](#), [13](#), [20](#) and 27 at 9 a.m. and Council will meet July [13](#) and 27 at 6:30 p.m. An additional Council meeting will be held on [July 6](#), immediately following the COTW meeting. You can watch the live broadcast and find agendas [here](#).