

Date: April 28, 2015

Time: 7:00pm

Location: Vic West Community Centre (521 Craigflower Road)

Members in Attendance: B. Gaudet President, J. Casler Secretary, M. Medland, Treasurer, J. Meredith Vice President, D. Carr Past President, N. Judd, A. Whittall, D. Purwell, D. Musgrove

Regrets: R. Rombs

Others in Attendance: Six community members and Councillor Jeremy Loveday.

BG called to order at 7:03pm.

1. APPROVAL OF AGENDA

- Agenda for the board meeting of April 28, 2015

MOTION

That the agenda for the Board meeting of April 28, 2015 be approved with the addition of Announcements and Adjournment sections, plus the addition of the We Are Cities grant under New Business.

**Moved and seconded
Carried Unanimously**

2. ADOPTION OF MINUTES

- Minutes from the board meeting of March 31, 2015

MOTION

That the minutes for the Board meeting of March 31, 2015 be approved with the amendment of the spelling of Ava Christl's last name.

**Moved and seconded
Carried Unanimously**

3. BUSINESS ARISING

- City Harbour Plan - Transition to Land Use Committee
It was agreed that no transfer will occur until new development comes forward. It was discussed briefly how the Harbour Plan deals with the 3 city properties and that the reason for transferring responsibility to the Land Use Committee is that it will be important for the CALUC to consider how development on these three sites may impact Vic West.
- Off Leash Area in Banfield Park - clarification letter to city
The origins of this question were briefly discussed. It was agreed that the original request was isolated and that no subsequent requests/needs have emerged.

ACTION

JL committed to inquiring about the location of the off leash area in Banfield park, as well as city processes for signing/communicating off leash areas.

- Horner Foundation Funding Application Process Update
DC indicated that the recommendation from the Community Centre Committee will be that this grant application be shelved.
- Community Garden Coordinator Funding - Application process update
JL indicated that \$6,000 in funding will be available for each neighbourhood association with a community garden, but that he does not yet know the terms for how this money will be distributed or how it will need to be used. MM raised a concern about how this garden coordination grant is actually more than the grant for the VWCA, and this was seconded by DC. There was general agreement that the VWCA will need to discuss amongst themselves an official position on this new grant and what might be an appropriate response to the City.

ACTION

JL will report on funding means and how to access this funding for community garden coordinators.

- Risk Management Framework reports - Still outstanding from Committee chairs
BG thanked DM for submitting his and PP indicated that her group will be meeting Thursday for discussion for the food security collective. AW said she submitted to BG, DC says she is still waiting for files from KO. BG indicated that all risk management frameworks must be submitted within the next 1.5 weeks.

ACTION

That Committee Chairs complete and submit their Risk Management Frameworks to BG.

- Letter to City re: Strategic Plan
JL provided an update on the 3 letters that had been submitted:
 - Bay Street Bridge - With new leadership in the engineering department and a new strategic plan, there may be future opportunities to support multi-modality on the bridge.
 - Local Area Plans - JL was not sure about the priority of Vic West, but committed to following up. He indicated that funds have been put aside for expediting local areas plans by focusing on large urban villages.
 - Vic West Speed Limits - He indicated that this letter had been forwarded to the engineering department for consultation, and that he will inquire with staff about next steps for the community. It was suggested that community consultation may be needed.

ACTION

That JL report back to the VWCA on process for requesting speed limit changes.

- Staff job profiles as they relate to finances
This issue was briefly discussed and it was agreed that the Finance Committee needs to be established before any amendments to staff job profiles can be acted upon. In general the need to ensure that Community Centre staff job description reflect specific job responsibilities was agreed upon.
- Feedback from Councillor Alto on how new Harbour DP would be received.
A brief discussion ensued on the need for community consultation regarding any future plans for the proposed Marina in the Songhees harbour. JC suggested

that the VWCA submit a request to the City that a specific community consultation requirement (instead of just requirement for comment) be added to any DP on the new marina that is received as this would be similar to the consultation aspect that had been added for DPs related to 520 Niagara st in James Bay. It was agreed that more community communication is needed.

ACTION

JL will inquire about current status of plans for the marina.

ACTION

DM will write letter requesting that the city consult with the VWCA regarding any and all changes to the DP that is currently on file for the marina. This letter will also include a request to remove the fencing from the West Song walkway that had been set up on the perimeter of the proposed marina.

- Community engagement on Vic West approach to Johnson street bridge:
BG spoke briefly of how VWCA had been excluded from task force on design on bridge and agreement was expressed that the VWCA needs to be involved in planning for this bridge approach because it will mark the gateway to Vic West.

ACTION

JL will inquire about JSB next steps and Vic West approach with an eye towards receiving clarity on engagement opportunities for the VWCA.

4. Report from City Hall

- City Hall Report from Councillor Jeremy Loveday

JL spoke of how it has been an exciting time and that a bold strategic plan and budget have been passed by Council. Both items are also balanced in that they make commitments to multi modal transportation with major investments in cycling infrastructure (with aim at completing cycling network for all ages) as well as a commitment to affordable housing with a lot of this coming out of the city discussion about camping in parks. JL indicated that the Affordable Housing task force (of developers, policy experts, and social advocates) met for the first time earlier that day and that they are focused on market rental solutions for those making between living wage and minimum wage.

Specific to Vic West, JL said that he has been meeting with Dockside Green to discuss the next steps of their development which include the affordable housing component and temporary shipping container retail and arts villa as well as urban farming options for the next 3-5 years as a way of bringing vibrancy to the site. From this a discussion ensued on Vic West community consultation and possible development concerns from the VWCA with Dockside Green. In particular, DC expressed concern with possible changes to MDA and associated worry about the loss of institutional memory from all stakeholders about original Dockside promises and commitments. BG spoke favourably of significant community consultation but also expressed community concern with proximity of affordable housing to existing built structures as well as concern about neighbourhood vs. building specific Leed certification.

ACTION

JL will ask questions regarding developments plan as well as specifically inquire about the future of the Sustainability Centre at the site.

ACTION

BG will send letter to JL for triggering him to the 3 concerns (e.g., parking, building vs. community Leed certification, and affordable housing).

A subsequent discussion ensued on the comparative state of construction sites at Dockside Green vs. the Roundhouse development. BG spoke about how there have been efforts to revisit the development process for construction to ensure community respect. PP also raised a concern about community amenities at Dockside Green, BG indicated that this was not an issue raised during the community consultation process, and JC advised checking out the City PLUC agenda for April 30 for documents related to the 2014 Dockside Green Annual report where current status on amenities is reported.

JL also reported that there is now an established Neighbourhood Team with the City of Victoria (made of three people most involved with neighbourhood groups) which will be focused on ensuring the neighbourhoods feel listened to. In response to question on when will neighbourhoods be notified of this new team, JL indicated that a consultation opportunity will be forthcoming. DC stated that she wants to see more communication between community association, developers and the city staff.

ACTION

JL will provide more information on the nature of Community consultation opportunities related to this new neighbourhood plan going forward.

MM expressed a concern that he had hear a rumour that community centres are now being required to pay for hydro. MM also spoke to how no information has been communicated to community centres about the new \$10,000 in annual funding that is supposedly available. Specifically MM wanted to know how it would be funded because there are currently 3 funding streams for centres, including:

- Coordinator grant
- Youth coordinator grants
- Janitorial grant

ACTION

JL will find out what the mechanisms of funding for the \$10k for community centres and he will also ask about the new process for invoicing of reimbursement of janitorial funds. In particular, the specific Vic West concern is that the payment received from the City that was not equal to amount invoiced. Kimberly Stratford is the City staffer involved.

ACTION

JM also requested that JL seek clarification on any proposed requirement to require community centres to pay for hydro.

JC asked for clarification from JL regarding possible new performance reporting requirements for community centres/community associations and JL indicated that it is more so a movement towards requiring standardized performance reporting from community centres. MM indicated that it is not uncommon for the City to communicate performance reporting requirements after the performance reports were apparently due.

JM asked about new City grant process and PP inquired about any changes to the matching grant process because the Food Security Collective has an application they want to submit.

ACTION

JL will report back to provide an update on changes to the granting process and will also seek clarification regarding performance reporting requirements for community association/community centres.

JL concluded by speaking of how Council and City staff have been hard at work identifying a number of sites for Victoria only sewage treatment and that each site has been assessed across a number of criteria. JL indicated that this work is separate from the CRD EastSide Select committee. In response to question from BG of public involvement in the sewage treatment process, JL said that public engagement staff are busy working on the very complex release.

BG concluded by thanking JL and requesting a general commitment for updates on issues, especially those important to Vic West and also asked that JL follow up on general themes and specific issues where required as noted in VWCA minutes.

5. REPORTS

A. President - Bernie Gaudet

BG provided a brief report on the recent Executive meeting and indicated that the committee terms of reference have been updated and will be sent out to all members for approval. Regarding grant applications and possible shared applications, BG indicated that these should come through the board so that a preliminary conversation can be had as soon as possible. In order for this happen BG requested that committee members communicate to the board when there is interest in any given grant.

B. Vice President - Jack Meredith

Nothing to report.

C. Treasurer - Mike Medland

- March VWCA Financial Statements

MM spoke briefly of how financial statements have been distributed and that March program revenue was up compared to last year, but that revenue from rentals is bit low. MM also spoke of how revenues are well ahead of budget and that expenditures are slightly high but good which means that we are generally

on track and continue to move forward. Regarding recruitment efforts for a finance committee, NJ said that she will communicate with AW about some possible members.

MOTION

That the March VWCA Financial Statements be received.

**Moved and seconded
Carried Unanimously**

- D. Secretary - Jaclyn Casler**
- New Members for approval

MOTION

That Daniella Bumbacco of Pine Street be approved as a member of the Victoria West Community Association.

**Moved and seconded
Carried Unanimously**

JC spoke briefly to remind board members that all requests for Special Bulletins have to go through the Communications Committee and that the secretary does not send out bulletins in response to direct requests.

6. COMMITTEE REPORTS

E. Communications - Dar Purwell

- Updated VWCA membership form
DP spoke briefly on how his committee has drafted a new membership application form to accommodate prior board direction to include a newsletter sign up option on the form. Discussion ensued on proposed and necessary amendments to the form as outlined in email provided by NJ who spoke of the need to distinguish between emails received as notice for the AGM and emails received as newsletters and special bulletins.

ACTION

That DP to make the discussed changes in VWCA Membership Application form

F. Community Centre - Diane Carr

- Update on community centre activities
DC distributed her report to members. She said that there was a small accident with the dishwasher the other day, and that she will bring a recommendation forward for risk management related to dishwasher.

Speaking to the Horner Foundation grant application process, DC indicated that the Food Security Collective has withdrawn their support and stated that the community gardens could not be used if the grant was successful because its scope is too large and would result in too many feet going through the gardens. It was later clarified that the FSC does not have authority to prohibit garden entry or use and that the community centre manager (JT) will contact the grant foundation to withdraw application.

DC spoke briefly of how she is still going to recommend that if funding from the Rotary is successful, that the grant funded program should go forward because of support from Vic West elementary students who are super keen. Related to this, temporary garden boxes can apparently be set up within the community centre to accommodate such a grant if received.

PP suggested that DC also consider contacting the Lifecycles program for access to their Growing Schools funding to support such a program if the Rotary funding is successful.

G. Events - Jack Meredith

- Recognition of Project and Events Committee Members
JM spoke briefly of how Vic West fest is coming up on May 9th, that everything pretty much put in place and that there is a diverse program planned with 23 confirmed exhibitors and a record number of tables for plant sales. JM said he's gotten a very positive response from the special bulletin requesting volunteers. DC made a comment about a Vic West Display that is stored downstairs.

H. Governance - Nan Judd

- Recognition of Governance Committee Members
NJ indicated that the committee will be meeting mid month.

MOTION

That the addition of Marne Jensen to the Governance Committee membership be endorsed by the Board.

**Moved and seconded
Carried Unanimously**

I. Food Security Collective

- Patti Parkhouse filled in for RR to update on the FSC

PP provided the board with an update on the status of a community garden at Rail Yards development, and spoke of how despite prior community effort, developer support, and Council direction to require a community garden in the Master Development Agreement for the Rail Yards, it will not be happening because the developer has said that the gardens are not feasible because the language in the MDA is for "investigating the possibility of a garden" was weak.

PP indicated that she would like to see a strong letter sent to the developer and JM seconded this need to write such a letter and emphasize the mistake. A general discussion ensued on what happens when weak motions and soft language get pursued by council in development agreements.

PP also spoke of additional efforts to pursue community gardens in the Bay View development as well as recommend future commitment to fruit trees instead of ornamental trees.

It was agreed that disappointment relating to this loss of a community garden at the Rail Yards should be communicated to the City's new Neighbourhood team, and that at the same time emphasis should also be made for the larger needs of community gardens for all developments in the future. However no particular decisions or requests were made for communicating this issue.

J. Harbour - Audrey Whittall

AW indicated that she had chatted with Councillor Loveday prior to the meeting about plans for the new harbour marina, was told that nothing yet has been received by the city. A member of the public raised a concern about the green fencing that is still up along the West Song Walkway and whether it can be removed. On the issue of the derelict boats in the Gorge, AW indicated that the application with the province has been entered into, and that now waiting on associated First Nations consultation.

K. Land Use & Transportation - Doran Musgrove

- Recognition of Land Use Committee Members

DM spoke briefly of a successful first VWCA planning meeting. There were a lot of issues discussed, including transportation, sustainability, food sustainability, lack of services in our community, Johnson Bridge approaches, and housing types (laneway type, granny suites) to accommodate aging in place. The issue of Vic West neighbourhood plan being so far out of date was said to have initiated discussion about how to update the plan, through perhaps a visioning exercise to reestablish our communities planning principles, in a proactive stance. Everyone is focusing on reading the Victoria West Neighbourhood plan before the next meeting (date not set yet).

MOTION

That the Land Use/Transportation Committee membership (Jack Meredith, Grant Keddie, Tracy Keenan-Whyte, Nick May, Wayne Vantassel, Patti Parkhouse, Diane Carr, Jaclyn Casler & Jason Ross be endorsed by the Board.

**Moved seconded
Carried Unanimously**

L. Resilient Neighbourhood Resource Table (RNRT)

JM spoke briefly of how they are still in the planning stages for the proposed street festival (Vic West Street Fest) on Harbour road for June 7. The event's purpose is to build on the Open Houses at the Point Hope Shipyard's and Dockside Green's and to provide an opportunity for organizations in Victoria West to highlight their products and services."

7. **New Business**

- Community innovation grant from We are Cities
JM spoke briefly to this item for which there are apparently grants of \$2-\$5k available with a fairly simple application.

ACTION

To discuss applications options for the We are Cities Grant at the May COTW

8. **Announcements**

- CRD Sewage treatment public consultation opportunities
It was announced that the Eastside sewage treatment will be occurring Wednesday (April 29) night and that the Westside discussion will also be happening that same day at Royal Roads from noon -4pm and that a live stream will be available.

9. **Adjournment**

- The meeting was adjourned at 9:43pm.