

MINUTES

UVIC Community Associations Liaison Committee Meeting

Thursday, December 8, 2011
Continuing Studies Building 3rd Floor Boardroom
3:30 p.m. Meet and Greet (Light Refreshments)
4:00 p.m. – 5:30 p.m. Regular Meeting

University of Victoria:

Grant Hughes, Co-Chair & Director, Community Relations
Neil Connelly, Dir., Campus Planning & Sustainability
Sandra Crowe, Admin. Coordinator, Community Relations
Bruce Kilpatrick, Director UVic Communications
Tom Smith, Exec. Director, Facilities Management

Regrets:

North Henderson Residents' Association:
Mike Wilmut

Cadboro Bay Residents' Association

Elizabeth Borek

Camosun Community Association

Yves Bajard; Caleb Horn

Community Association of Oak Bay

Claire Erout

Gordon Head Residents' Association

Don Gunn

Mt. Tolmie Community Association

Gayla Baranieski

Quadra Cedar Hill Community Association

John Schmuck

Saanich Community Association Liaison:

Mona Goode

1) **Call to order** (Chair, Grant Hughes)

2) **Introductions**

3) **Approval of Agenda**
Approved as presented.

4) **Approval of Minutes of the Meeting of September 15, 2011**
Approved as presented.

5) **Business Arising:**

- Election of Co-chair from Community Associations (Community Members)

Through discussion the nomination of Tom Croft to be Co-chair of the Committee was received and it was reported that he had agreed to let his name stand. The floor was opened to further nominations and no additional nominations were received. Tom has been elected by acclamation. Congratulations and thanks for your willingness to serve in this role. Co-chair Grant Hughes will follow up on the shared committee role.

6) **New Business:**

- Update on Consultation Process Planning (Neil Connelly)

Neil provided an update on the process of community consultation planning through the consultant firm of HB Lanarc. A one page handout is appended to these minutes. There are 24 proposed interviewees to consult between December 9 to 16 with questions designed to gather feedback on what would successful consultation looks like, who to engage and how to engage them in the next round of CARSA consultation and future planning efforts for new capital projects. This will result in recommendations to move the process forward in the new year.

There were questions about the names of who would be on the list of 24 and if all Saanich councillors will be interviewed. There will be the Mayor and 4 councillors interviewed as part of the planning for future consultation. The questions are open ended and allow for interviewee recommendations on who should be included in future consultations on projects. Results will be aggregated without attribution to individuals and releasing the names of those interviewed will require their individual permission.

It was noted that the project had been referred back to UVic from Saanich council and also criticized by SCAN so the question asked was “has UVic changed the project?” based upon the comments that have been made. Neil indicated that we are using the consultant to develop a public consultation process and discussions on CARSA itself and issues, adjustments, etc will then unfold as part of the implementation of the new process and the feedback and input generated.

- **Other related topics/questions**

There was a question about UVic’s connection to BC Transit with respect to transit planning. Neil reported that UVic is in regular contact with James Wadsworth from BC Transit and that they are aware of the pass by issue. UVic is involved in transit planning for the campus with BC Transit. Elizabeth Borek has requested a copy of information that may be available.

Action: Neil Connelly to circulate information on BC Transit future planning with UVic when it becomes available, likely in the new year.

An update on the Housing Master Plan was requested and Tom Smith reported that this is at a very preliminary stage with the Housing Office looking at possible requirements. There will be updates to the committee as information becomes available.

Action: Provide update to the committee on the Housing Master Plan as it becomes available.

Mona Goode asked if UVic has a Capital Improvement Plan. Tom Smith reported that there is a Five Year Capital Improvement Plan that is available.

Action: Tom Smith to provide copy of Five Year Capital Improvement Plan to the committee for information purposes. (Note: Completed. See the document at: [http://web.uvic.ca/vpfin/financialplanning/capitalplanning/NEW%20Capital%20Plan%20rev.FI.NAL.%202010%202011%20\(3\).pdf](http://web.uvic.ca/vpfin/financialplanning/capitalplanning/NEW%20Capital%20Plan%20rev.FI.NAL.%202010%202011%20(3).pdf)).

7) **Reports (in order of presentation around the room)**

▪ **Facilities Management (Tom Smith)**

- The UVic Wayfinding Project has completed phase 1 with new directional signage implemented. Phase 2 tenders have closed. The plan includes a phase 3 that is intended to be completed before the UVic 50th Anniversary events begin in September 2012.
- The Campus Services Building bookstore addition for the computer sales area is at the structural steel stage.
- The reduced watering/irrigation/mowing process was a success this summer in reducing the environmental footprint. Reduced water use was offset by an increase in the unit cost of water so the financial savings were minimal.
- Mystic Vale improvements have included installing steps, stream rehabilitation and some fencing to keep dogs out of the stream and prevent erosion of the stream bank. UVic received a TD Friends of the Environment Grant that supported improvements in Mystic Vale. Approximately \$40,000 was invested this year.

▪ **Cadboro Bay Residents Association (Elizabeth Borek)**

- There will be caroling in the village this Sunday at 6:30 p.m. and everyone is invited.
- CBRA is involved in the consultation process and has drafted Terms of Reference of what they would like to see. This has been forwarded to HB Lanarc. Elizabeth will also make the TOR available to committee members if you wish to contact her for your copy.

▪ **SCAN (Mona Goode)**

- The SCAN meeting was on December 7th and a new President (Fred Haines), Vice-President (Harald Wolf) and Secretary (Katherine Whitworth) are in place.
- Saanich Councillor Dean Murdock is liaising with SCAN.

▪ **Bruce Kilpatrick (Director of UVic Communications)**

- Bruce reported on and made available five recent publications: 1) Locally Relevant Internationally Significant insert from the Times Colonist; 2) Green Guide; 3) UVic's Green Ship (first hybrid plug in ship in the world); 4) Rankings Guide showing UVic's position in the elite 200 universities in the world; and 5) the Annual Review. Additional copies are available from him as may be required.

▪ **Quadra Cedar Hill Community Association (John Schmuck)**

- John reported that due to the somewhat greater distance from UVic to Quadra Cedar Hill that the main interest at the committee is likely to be "traffic" as there is traffic

to/from UVic through his community on the major arteries. John is interested in being part of the consultation process.

- **Community Association of Oak Bay (Claire Eraut)**
 - Oak Bay's new mayor and council have interests in a cycling/walking corridor and the community association will work with them on this topic, especially since the new Oak Bay High School project has been approved.

- **Gordon Head Residents Association (Don Gunn)**
 - The major new development at 4000 Shelbourne is going through and this will see new townhouses and condominium units.
 - There is a UVic scholarship sponsored by the Gordon Head Residents Association and The Home Depot that is awarded every year but GHRA is not informed by UVic who the recipient is.
 - **Action: Grant to determine how GHRA can be informed of the scholarship winner and let Don know.**

- **Neil Connelly (Director of Campus Planning and Sustainability)**
 - A Two-Year Report on the progress of the 2009 - 2014 Sustainability Action Plan for Campus Operations has been prepared. A summary is being prepared for public distribution in the new year.
 - UVic has applied for Heritage Designation for the Hamsterley Farm water tower/jam factory to the Saanich Heritage Foundation. There are also ongoing discussions with the Foundation about the other huts on campus that are on the heritage registry but are not formally designated.

- **Mount Tolmie Community Association (Gayla Baranieski)**
 - An observation from the neighbourhood is that there are some houses in the area that are usually rented out (to students) that have been unoccupied since July so perhaps the rental market is softer this year than previously.
 - MTCA members like the new UVic wayfinding system. Some campus area paths are poorly lit at night and people need to take different routes at night than in the day for safety reasons.

- **Grant Hughes (Director, Community Relations)**
 - UVic 50 Anniversary
 - Planning continues for UVic 50th
 - There are two ways for the community associations to become involved: 1) send in your stories of Great Moments by January 20th; 2) consider if you want to be a part of the 50th Anniversary Festival next September 28, 29 and 30th.
 - Sponsorships planned or underway since previous meeting include:

- Remembrance Day wreath laying by Board of Governors Vice-Chair, Tony Gage
- African Eloquent Celebration- occurred on November 19th. Excellent program and attendance. UVic welcome by Grace Wong Sneddon.
- Bear Wear- fundraiser for Queen Alexandra Foundation for Children. Come and see the UVic 50th Anniversary Great Moments Bear from November 24, 2011 - January 3, 2012 at the Hotel Grand Pacific (463 Belleville Street). Special thanks to Sandra Crowe for organizing this and to all departments that donated to this cause.
- Support for Greater Victoria Chamber of Commerce dinner/fundraiser.
- Canadian Club to host Order of Canada recipients in January 2012
- UVic Retirees Association conference 2012
- Victoria Autism Society (2012 event)

7) **Adjourned at 4:55 p.m.**

8) **Next Meeting:**

Thursday, March 22, 2012:

3:30 p.m. – 5:30 p.m. (*Continuing Studies Building 3rd Floor Boardroom*)

See appended handout (next page).

Start
Dec 8/11

Community Consultation

Key Informant Interviews & Questions

Proposed Timing of KI interviews – December 9 to 16th

Proposed Key Informant interviewees – 24 total:

- **Institutional** – 7 - District of Saanich planning staff (2), Mayor and Councillors (5).
- **Community** – 14- Resident Associations (5), student societies (2), alumni, neighbours, community related (7).
- **Clients** – 3- Athletic teams (1), recreational sporting associations (1), community groups using sports fields (1).

Proposed Questions:

- i. Do you know about the Centre for Athletics, Recreation and Special Abilities (CARSA) project generally?
- ii. Were you aware of the previous efforts at consultation on the CARSA project? Did you think they were sufficient? If yes, why? If no, why?
- iii. What issues does the next round of CARSA consultation need to address?
- iv. What would successful consultation in future look like from your point of view?
- v. What would failed consultation in the future look like?
- vi. Successes to build on in other planning efforts or relationships?
- vii. Who to engage in future planning efforts? Have we missed anyone whose opinions need to be considered?
- viii. How to engage in future planning efforts – formats and tools?
- ix. Do you have any other comments about UVic's past consultation processes?