

UVIC COMMUNITY CONSULTATION PROCESS

DRAFT MANDATE & TERMS OF REFERENCE

October 27, 2011

Mandate

The purpose of the UVic and Community Consultation Process is to support and facilitate an open dialogue and collaborative exchange of information between the Cadboro Bay Residents Association (CBRA) and UVic to inform all campus planning and site development initiatives that require variances, subdivisions and/or rezoning. It is intended feedback from the community will be reflected in the final proposal/project.

Terms of Reference

1. Establish clear line of communication between UVic and interested stakeholder groups including but not limited to the Cadboro Bay Residents Association.
2. Develop a model of collaboration and community engagement that requires early input to any planning or development initiative that has the potential to impact Cadboro Bay.
3. Ensure a comprehensive planning perspective such that the impacts of all ongoing projects and future projects as described in the mandate as well as all relevant aspects of those projects, are considered during the consultation process.
4. Include relevant municipal and provincial authorities in the consultation process when appropriate, eg. traffic, hydrological studies.
5. Ensure the consultation process provides feedback to UVic that accurately reflects the majority opinions of the community and where consensus cannot be achieved, ensures a representative summary of all interests if communicated.

6. As recommended by Saanich council, appoint a facilitator when requested by one or more of the community associations to ensure an inclusive, equitable process and that all interests are considered. The requesting community association(s) shall participate in the selection of the facilitator and in defining the role and responsibilities of that facilitator.

Facilitators certified in mediation and facilitation suggested by CBRA are:

Craig Darling – <http://www.accordcanada.com>

Gordon Sloan – <http://www.adreducation.ca/index2.htm>

Sally Campbell – <http://www.island.net/~scampbel/>

7. Take detailed minutes of all meetings that include member(s) of CBRA and any other community association. Minutes to be circulated for approval by the meeting attendees.

8. Provide CBRA with the opportunity to give input to the Terms of Reference for all studies conducted for new development by UVic. For example, in the case of the proposed Queenswood development, this would include the traffic, heritage and archaeological studies referred to in the letter from Chuck Bell to Neil Connelly dated August 25, 2011. All draft Terms of Reference related to the studies above to be made available to CBRA before final approval.

9. Ideally the university, the residents association and the greater community should reach consensus on a proposal prior to submission to Council.