

Election of Chair, Vice-chair, Treasurer/Secretary, Jan Fialkowski

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| <b>A. Agenda and Minutes</b>   | <b>5 minutes</b>  |
| 1. Approval of Agenda ( <i>in package</i> )  |                   |
| 2. Approval of Minutes ( <i>in package</i> )   |                   |
| 3. Items Arising from the Minutes  |                   |
| a. Correction to draft Noise Rules ( <i>in package</i> )   |                   |
| <b>B. Reports</b>  | <b>25 minutes</b> |
| 1. <b>Standing Committees</b>  |                   |
| a. Governance , Prod Laquian( <i>in package</i> )  |                   |
| i. UNA Master Committee List ( <i>in package</i> )   |                   |
| b. Operations & Sustainability, Mike Feeley  |                   |
| i. Recommendation to appoint the Emergency Committee Chair and<br>the Sustainability Committee Chair ( <i>in package</i> ) |                   |
| 2. Executive Director Report, Jan Fialkowski ( <i>in package</i> )   |                   |
| 3. Campus & Community Planning Report, Sharon McCarthy ( <i>in package</i> )   |                   |
| 4. Alma Mater Society Report, Johannes Rebane  |                   |
| 5. Electoral Area A, Maria Harris  |                   |
| <b>C. New Business</b>   | <b>10 minutes</b> |
| 1. UNA Response to South Campus Academic Plan, Mike Feeley ( <i>in package</i> )   |                   |
| <b>D. Old Business</b>   | <b>10 minutes</b> |
| 1. Status Report of the <i>Order in Council</i> , Nancy Knight   |                   |
| 2. Security Update, Mike Feeley  |                   |
| <b>E. Financials</b>   | <b>15 minutes</b> |
| 1. UNA 2009 September Financial Statements ( <i>in package</i> )   |                   |
| 2. UNA 2010/2011 Operating Budget - discussion   |                   |
| <b>F. For Information</b>  | <b>10 minutes</b> |
| 1. Distribution criteria for Olympic tickets   |                   |
| 2. Thank you letter from Jim Taylor ( <i>in package</i> )  |                   |
| <b>G. In Camera</b>  |                   |

6:30 pm Delegations 10 minutes

*Residents wishing to address the Board of Directors are asked  
to state their name and address for the minutes.*

Next Meeting: Tuesday, November 10, 2009  
The Old Barn Community Centre

**Present:** Mike Feeley (MF) *Chair*, Sharon Wu (SW), Erica Frank (EF), Nancy Knight (NK), Ian Burgess (IB), Prod Laquian (PL)

**Regrets:** Johannes Rebane (JR)

**In Attendance:** Jan Fialkowski (JF), *UNA Executive Director*  
Katherine Xu (KX), *UNA Administrative Manager*  
Ralph Wells, *UNA Sustainability Manger*  
Sharon McCarthy, *Manager, Strategic and Community Initiatives, UBC C&CP*  
Maria Harris, *Electoral Area 'A' Director, Metro Vancouver*

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## **A. AGENDA AND MINUTES**

### **1. Approval of Agenda**

Moved by SW, seconded by PL, carried.

### **2. Approval of Minutes**

Moved by SW, seconded by EF, carried.

### **3. Items Arising from the Minutes**

None.

## **B. REPORTS**

### **1. Standing Committees**

- **Governance - Prod Laquian**

#### **i. Noise Bylaw Development Committee Recommendation**

The Committee reviewed the draft of the Noise Bylaw and submitted this to the Board for consideration and approval. If approved, there will be a public consultation and the committee will review the public comments and report back to the Board for final approval.

**Moved by PL, seconded by MF, that the Board accepts the recommendation of the Standing Committee on Governance and the submitted Noise Rule. Carried.**

#### **ii. Committee Naming**

PL proposed reviewing the naming of the Sub-committees related to each Standing Committee. MF suggested having the discussion in the Governance Standing Committee and to bring recommendation to the Board for approval.

- **Operations & Sustainability – Mike Feeley**

No report.

2. **Executive Director's Report** – Jan Fialkowski

- **Sustainability Manager**

The UNA was pleased to offer Ralph Wells the position of Sustainability Manager who started the new position on September 1.

- **UBC Rapid Transit Expansion Study**

Plan to have another stakeholder meeting coming this fall.

- **Filming in the Chancellor Place**

It has been confirmed that UBC will no longer assume authority for granting permission to commercial filming in Chancellor Place. However, the UBC Film Liaison Manager has offered to help UNA develop rules around filming in the neighbourhood based on UBC experience. It will be brought to Chancellor Joint Strata Chair Meeting and then to the Board for final approval.

- **3<sup>rd</sup> Barn Raising – Saturday, September 12.**

Accepted.

3. **Campus & Community Planning Report** – Sharon McCarthy

- **UNA Community Access to the UBC Track and to Fields**

The UNA has access to the UBC Track for community use, and is designated as an open facility for community use with the exception of scheduled UBC varsity practices. Spencer Field is designated for UNA and community use with limited access between Sept – Dec 2009 due to the Olympics and some UBC Programming. UNA will be provided access to artificial turf fields in four different areas.

MF requested to know the number of athletic use of the facility.

- **Building Social Capital**

The Summer Theater Program ran. LEAP will begin in October with minor change. No gathering on Main Mall Commons was organized in August. Saturday September 26 has been confirmed for the GPS activity developed for students, staff and residents living on campus.

- **Second UNA Community Garden**

A working group comprised primarily of gardeners on the waiting list is developing two design options for presentation to the community.

*EF requested more discussion about the locations being considered for the expansion. MF*

*stated the tremendous demand for community gardens and it was the responsibility of the planners to provide for community gardens within the neighbourhoods. UBC and UBCPT have been working very hard with the UNA for the last two years, but residents still want more community gardens. EF suggested using the children's garden concept as a model to build more small gardens. PL suggested using the UBC Farm for community gardens. MF responded that it will depend if it fits into the university's vision.*

Accepted.

**4. Alma Mater Society Report – Johannes Rebane**

No report.

**5. Metro Vancouver Report – Maria Harris, Electoral Area 'A' Director**

The Pacific Spirit Park Office has moved – services provided in the park remain. Its new office is in the airport square. EF suggested having the UNA Sustainability Committee involved.

There will be a Joint Vancouver and UBC Committee meeting next Wednesday September 15. MH will meet with EF and PL. Agenda available soon.

Board of Metro Vancouver has directed staff to begin an official community plan review for UBC to create a zoning bylaw. This is still at the early stage; may see something coming up in the fall. There isn't a zoning bylaw currently.

**C. NEW BUSINESS**

**1. The Use of UNA Contact Information – Nancy Knight**

The UNA gathers personal contact information about residents for various communications and services-related uses. Under special circumstances, the UNA might share this contact information with other agencies or groups on campus.

Action: that staff prepare a comprehensive policy for the use of contact information that incorporates the earlier UNA Policy on the Protection of Privacy for the review of the Standing Committee on Governance with the intention of bringing forward a recommendation to the Board in the late fall.

**2. AGM Volunteer Recognition – Jan Fialkowski**

The UNA and the Old Barn Community Centre staff recommend to the Board that the UNA recognize some outstanding community volunteers at the September 30 AGM. MF suggested adding children who are involved in the Children's Garden who raised over \$800 this summer. Volunteers will be presented a certificate of recognition. EF suggested giving a gift certificate.

Moved by KN, seconded by MF, that the Board accept the recommendation from staff to recognize specially named volunteers presented to the Board with addition of the children who took part in the Children's Garden. Carried.

**D. Old Business**

1. **Status Report on Order in Council – Nancy Knight**

The documents are now with the Attorney General's Office.

2. **Thunderbird Minor Hockey League update – Mike Feeley**

There will be an official proposal in the next meeting.

**E. Financials – Jan Fialkowski**

1. **UNA 2009 July /August Financial Statements**

Accepted.

2. **Athletics Access Advance for 2009/2010**

UNA has received a request from UBC Athletics for the first installment of the UNA Annual Operation Cost Contribution for fiscal year 2009 / 2010. JF is meeting with SM on September 10 to review the cost calculations based on the 2008 / 2009 UBC Athletics expenses. The actual contribution cost will come to the Board for approval in October.

The UNA intends to work with UBC Athletics to ensure that it pays fairly and reasonably for resident use of athletic facilities. EF requested data on resident usage. NK suggested that the UNA ask for very specific data, and noted there may be a cost associated with collecting that data. SW stated that the funding for recreational facility is an obligation for the UNA regardless of usage. The Board requested staff to recommend what data might be required and an approximate cost associated with collecting it.

Moved by PL, seconded by MF, that since the UNA has allocated \$290,000 in its 2009/2010 Operating Budget for the Annual UNA Access Fee to UBC Athletic facilities, and since the UNA and UBC athletics are beginning their third calendar quarter without having an approved agreed-upon operating cost contribution, in the spirit of the Access Agreement the UNA Board of Directors approves a payment equal to 25% of the allocated annual budget of \$290,000 (\$75,000) to UBC Athletics to fulfill its commitment to the Access Agreement. Carried.

**F. For Information**

1. **Thunderbird Winter Sports Complex Liquor License Application Update**

2. **Overwaitea Food Group (Save-On-Foods) / UNA Points Donation Agreement**

3. **UNA Meeting Schedule**
4. **The Old Barn Community Centre Fall Recreation Program Guide**

#### **G. Delegations**

##### **Joy Butler, Keenleyside, Wesbrook Place**

The two playgrounds in Wesbrook Place are designed for small children, but recently there have been many skateboarding around the playground equipment intimidating the children. There is no signage indicating they are not permitted to skateboard in the area. Also, residents have complained about the volume of unsupervised children in the park who often make a lot of noise. It is suggested that signage indicating park 'rules' might help.

MF responded that there is no skateboard park planned in any of the UNA parks. The UNA has been working with UBC and UBCPT to look at places on campus to build a skateboard park, using a partnership model similar to the one used in the creation of the Basketball court on Thunderbird Blvd. The Board is aware of the noise in the Wesbrook Place but is uncertain of the effectiveness of signage. MF suggested the residents bring their concerns to the next Joint Strata Chair meeting. The Board might consider putting up acceptable park behavior rules of the park. JF to follow up.

#### **H. In Camera**

Meeting adjourned at 7:35 pm.

Next Meeting: Tuesday October 13, 2009 from 5:00 pm to 7:00 pm at  
The Old Barn Community Centre

**Date:** October 8, 2009  
**From:** Jan Fialkowski, Executive Director

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In the September UNA Board of Directors meeting package, a draft of the UNA Noise Rule was included. Regrettably the version included was not the draft approved by the Governance Standing Committee for circulation.

Please find attached the final approved version for your records.

## **A.3 Attachment**

### **University Neighbourhoods Association (“UNA”) Noise Control Bylaw (“Bylaw”)**

1. Adopted by the Board of Governors of the University of British Columbia (“University”) on the date set out below.
2. Defined terms not expressly defined in this Bylaw have the meaning assigned to them in the Neighbours’ Agreement 2008 between the University and the UNA.
3. This Bylaw is designed to regulate noise within and affecting the Designated Local Areas.

#### **Abbreviations and Definitions**

4. In this Bylaw any abbreviation or technical standard which is not defined specifically or defined by context, shall be interpreted by reference to the definitions and technical standards last published by the Canadian Standards Association (“CSA”), the American Standards Institute (“ANSI”), the International Organization for Standardization (“ISO”), or the International Electro-Technical Commission (“IEC”), as applicable and, unless the context otherwise requires:

“Approved Sound Meter” means any instrument that is in fact used by the University Neighbourhoods Association (“UNA”), or person appointed by the UNA, to measure levels of sound pressure;

“Board” means the Board of the UNA;

“Cause” means to make, cause or allow, or to permit to make, cause or allow. A person who rents to a person, or issues a license or permit to a person, is responsible for that person’s conduct;

“Commercial Premises” means Premises used to sell or offer to sell goods or services, but does not include Thunderbird Stadium;

“Construction” includes the erection, alteration, repair, relocation, dismantling, demolition and removal of a building, and all processes ancillary or related thereto, structural maintenance, painting, land clearing, earth moving, trucking to and from (including before and after operating hours), grading, excavating, the laying of pipe and conduit (whether above or below ground level), street building, concreting and the installation, alteration or removal of construction equipment, components and materials in any form or for any purpose, and includes any work being done in connection therewith;

“Continuous Sound” means any Noise occurring for a duration of more than three minutes, or occurring continually, sporadically or erratically but totaling more than three minutes in any 15 minute period of time;

“Daytime” means from 0700 hours to 2200 hours on any week day, and from 1000 hours to 2200 hours on any Saturday, Sunday or statutory holiday;

“dBC” means the sound pressure level in decibels measured using the “C” weighting network setting of an Approved Sound Meter and with slow response;

“Enforcement Officer” means any person so appointed by the Board as advised on the UNA website;

“Leaf Blower” means a portable machine, including backpack units or handheld units, used for blowing or sucking up leaves, grass, or debris including leaf blowers that accept vacuum attachments but excluding vehicle-mounted units;

“Nighttime” means any time not included within the definition of Daytime;

“Noise” means noise or sound;

“Non-Continuous Sound” means any Noise other than Continuous Sound;

“Operating Hours” means the hours established by section 21;

“Organization” means an indigenous local organization such as an association of tenants, a strata council, a landlord, etc.;

“Point of Reception” means:

- (a) a point in a lane or a street, adjacent to but outside of the property occupied by the recipient of the Noise, that represents the shortest distance between that property and the source of the Noise; or
- (b) where no lane, street, or other public property exists between the recipient and the source, any point outside the property line of the real property from which the Noise emanates; and
- (c) in either case at least 1.2 metres above the surface of the ground;

“Power Equipment” means any equipment or machinery used in lawn or garden care, or both, or in building or property maintenance, or both, and includes but is not

limited to leaf blowers, edge trimmers, line trimmers, rototillers, lawnmowers, pressure washers, carpet cleaning equipment, and hand-operated power tools;

“Premises” means the area contained within the apparent boundaries of any legal parcel of land and any building situated within such boundaries, provided however that where a building contains more than one unit of commercial, industrial or residential occupancy each unit, the common areas of the building, and the land within the apparent boundaries of the lot, shall each be deemed to be separate premises;

“Quiet” means quiet, peace, rest, enjoyment, comfort or convenience;

“Residential Premises” means any parcel of real property utilized primarily for residential accommodation;

“Slow Response” means the pre-determined setting of a sound level meter, which setting meets the minimum specifications set out in ANSI SI.4 or IEC 123;

“Sound Level” means the sound pressure level in decibels measured using the “A” weighting network setting of an Approved Sound Meter and with Slow Response.

**“University Policy” means a current policy of the University.**

### **General**

5. No person shall Cause any Noise in a street, park or similar public place which disturbs or tends to disturb unreasonably the Quiet of any person.

6. No person being the owner or occupant of any premises shall Cause the Noise of a barking dog or the cry of an animal or bird which can easily be heard by a person not on the same premises and which disturbs or tends to disturb unreasonably the Quiet of that person.

7. The ordinary and usual sounds and noises incidental to the occupation and use of Premises, when conducted in accordance with usual standards or practices and in a manner that will not unreasonably disturb the peace and comfort of adjacent residences or which will not detrimentally affect the operators of adjacent places of business, are not intended to be subject to the provisions of this Bylaw.

8. In addition to the provisions set out in this Bylaw, no person shall Cause a Noise that is contrary to any University Policy or to the Neighbours’ Agreement 2008.

**Specific**

9. Notwithstanding any other provision of this Bylaw the following are declared to be Noises which are objectionable or liable to disturb the Quiet of any person and are hereby prohibited and no person being the owner or occupant of any premises shall Cause:

- (a) the Noise resulting from any person or persons at any time, where one or more human voice is raised beyond the level of ordinary conversation, or
- (b) the Noise of a radio, television, record, CD, DVD or other player or other sound playback device, public address system, or any other music or voice amplification equipment, musical instrument whether recorded or live, whether amplified or not, provided that the Noise does not emanate from a Commercial Premises which can easily be heard by an individual or member of the public who is not on the same premises, notwithstanding that such a Noise might not constitute a breach of any other provision of this Bylaw; or
- (c) Noise from vehicle-mounted carpet cleaning equipment made before 0800 hours and after 1800 hours on any weekday, before 1200 hours and after 1700 hours on a Saturday, or at any time on a Sunday or holiday;
- (d) the operation of a Leaf Blower at any time unless the Leaf Blower has attached to it a manufacturer's decal certifying that the Leaf Blower meets the Category 1 - db(a) # A65 equipment standard set out in ANSI B175.2 - 2000, published by the Portable Power Equipment Manufacturers Association;
- (e) the operation of Power Equipment within 50 metres of the boundaries of any Residential Premises, except between 0800 hours to 1800 hours on any week day or between the hours of 0900 hours to 1700 hours on any Saturday or at any time on any Sunday or holiday.

10. No person shall Cause Continuous Sound the sound level of which:

- (a) during the Daytime exceeds a rating of 55 on an Approved Sound Meter when received at a Point of Reception; or
- (b) during the Nighttime exceeds a rating of 45 on an Approved Sound Meter when received at a Point of Reception.

11. No person shall Cause Non-continuous Sound which disturbs or tend to disturb unreasonably the Quiet of any person.
12. Sections 5, 9(e), 10 and 11 of this Bylaw shall not apply to Noise created.
  - (a) as a consequence of the emergency Construction, cleaning, or other maintenance of any building, street, sewer, water main, electrical duct, or other public utility; or
  - (b) by the sound of chimes or carillons, whether amplified or not; or
  - (c) as a consequence of the lawful testing of an emergency generator provided that it is not operated more than once a week during the Daytime, and for a maximum of 5 minutes and its Continuous Sound level does not exceed a rating of 80 on an Approved Sound Meter when measured at the Point of Reception or at least 6.1 metres from its source whichever is the greater.
13. Noise emanating from a source on a street shall, for the purposes of sections 10-11, be measured at the Point of Reception or at least 6.1 metres from the source of the Noise, whichever is the greater.
14. Where Noise emanating from a source on a Residential Premises is received on a street the Noise shall, for the purposes of sections 9-10, be measured at the Point of Reception or at least 6.1 metres from the source of the Noise, whichever is the greater.
15. No person shall in any Commercial Premises Cause Continuous or Non-continuous Sound or sound of a radio, television, player or other sound playback device, public address system, or any other music or voice amplification equipment, musical instrument, whether recorded or live, whether amplified or not, the level of which during the Daytime exceeds a rating of 70 dBC on an Approved Sound Meter, or during the Nighttime exceeds a rating of 65 dBC on an Approved Sound Meter when measured at the Point of Reception.
16. (1) No person shall in a Commercial Premises Cause Continuous or Non-continuous Sound of music, whether recorded or live, whether amplified or not, the sound level of which exceeds a rating of 90 on an Approved Sound Meter when measured within the Commercial Premises at a distance of not less than 6.1 metres from the source unless a notice in the form prescribed in subsection (2) is posted in a prominent location at the entry to the premises.
  - (2) The notice referred to in subsection (1) shall contain the word “CAUTION” in bold face, followed by the words “THE SOUND LEVEL WITHIN THESE PREMISES MAY BE HAZARDOUS TO YOUR HEARING” in capital letters and the notice shall be constructed and placed so that it is easily and prominently readable.

17. Notwithstanding any other provision of this Bylaw, a person may Cause a Noise which exceeds the sound levels set out in this Bylaw, when performing works of an emergency nature for the preservation or protection of property, life or health.

18. Notwithstanding any provision of this Bylaw, but subject to sections 9(c) and 20-23, a person may Cause a Noise which exceeds the sound levels set out in this Bylaw, provided the sound level does not exceed a rating of 77 on an Approved Sound Meter when received at the greater of 50 feet (15.2 metres) or at the Point of Reception and the Noise is caused by the use or operation of Power Equipment during the Daytime.

19. Notwithstanding any provision of this Bylaw, a person may Cause a Noise which exceeds the sound levels set out in this Bylaw where such Noise is made by a participant in and as a consequence of a nuisance abatement program, festival, race parade or other special event provided:

- i. such program, festival, race, parade or event has been authorized by either the Board or the Board of Governors of the University;
- ii. the Noise originates from the specific area authorized by either the Board or the Board of Governors of the University; and
- iii. the authorized program, festival, race, parade or event concludes no later than 2100 hours.

### **Construction**

20. No person shall, in or adjacent to Residential Premises, but not including a street, Cause Noise resulting from Construction the Continuous Sound level of which exceeds a rating of 85 on an Approved Sound Meter when measured at the Point of Reception or 15.2 metres from its source, whichever is the greater.

21. No person shall carry on any Construction to the disturbance of the Quiet of the public (including Residents), except:

- (a) between the hours 0730 hours to 1900 hours on any week day that is not a statutory holiday and between 0900 hours to 1700 hours on any Saturday that is not a holiday (“operating hours”); and
- (b) no such activity shall be conducted on a Sunday or a statutory holiday

22. (1) In any case where it is impossible or impractical to comply with sections 20 or 21(a) or where, as the result of a special event, sections 5 or 9-11 cannot be complied with, an application, in the form prescribed in subsection (2) below may be made to the Chief Executive Officer of UBC Properties Trust (“Properties”) for an exception, and

Properties may, in its absolute discretion, give consent in writing to carry on any such works or events outside the prescribed limits and upon such terms as Properties determines. In all such cases, Properties shall forthwith provide advice of the application for consent and any consent eventually given to the Executive Director of the UNA.

- (2) The application shall be in writing and submitted to Properties at least five working days prior to the date of the proposed activity, and shall contain:
  - (a) the name, address and telephone number of the applicant;
  - (b) the address of the site of the works or events;
  - (c) the building permit number, if applicable;
  - (d) the reason(s) the exception is sought;
  - (e) a description of the source(s) of Noise in respect of which the exception is sought;
  - (f) the exact period of time for which the exception is desired;
  - (g) the reason(s) why the exception is desired;
  - (h) a statement of the measures planned or presently being taken to minimize the Noise;
  - (i) a non-refundable application fee of \$100.00; and
  - (j) a description of the communication strategy the applicant proposes to alert those who may be affected if the application is granted, and any consent will be conditioned on the applicant fulfilling its proposal.
- (3) In any case where, because of an emergency or other unforeseen circumstance, an application for an exception cannot be submitted within the time limit prescribed in subsection (2), Properties may waive that limitation.
- (4) For Construction activities which shall not Cause a disturbance to occupiers of other lands in the immediate vicinity, a person may apply in writing to Properties for a permit upon 24 hours prior notice to extend the operating hours for a period which is specified in the notice. If Properties, in its sole and absolute discretion, agrees that the Construction activity specified in the notice shall not cause a disturbance then Properties may issue a permit specifying the periods of time in which the operating

hours have been extended. If Properties decides to issue a permit, the applicant shall pay a permit fee, in the amount established by Properties in its absolute discretion, as required by Properties from time to time. Any permit fee received by Properties shall be paid forthwith to the UNA.

23. All developers shall install a sign on any Construction site. The sign shall legibly bear reference to this Bylaw, the name and current address of both the developer and the Construction manager or general contractor, and the name and telephone number of a person from both the developer and either the Construction manager or the general contractor who may be contacted from 0700 hours to 2200 hours each day (including weekends and holidays) during the time that the project is undertaken.

### **Construction Noise Penalties**

24. Notwithstanding section 31, if a party violates any of the provisions in sections 20-23, and specifically does not comply with the operating hours or any permits issued by Properties to extend the operating hours, the party shall be liable to pay additional rent, or a fine, to the UNA, as follows:

- (a) not more than \$2,000.00 for a first offence,
- (b) not more than \$4,000.00 for a second offence,
- (c) not more than \$6,000.00 for a third offence,
- (d) not more than \$15,000.00 for a fourth offence or any offence past a fourth offence,

25. Failure to comply with the established operating hours on any day, counts as an offence. For each full 60 days between offences, the offence level that the applicant may be at, shall be reduced by one offence.

### **Refuse Collection**

- 26. (1) No person involved in the collection of refuse shall Cause any noise which can be avoided to emanate from the collection process itself including a motor vehicle while the vehicle is being used to collect refuse by any means including by means of a mechanical or hydraulic lift from a bulk refuse container in or adjacent to a Residential Premises.
- (2) No person involved in the collection of refuse shall do so except from 0800 hours to 1800 hours Monday to Friday.

**Penalties and Enforcement**

27. Where a Resident of the Community has a noise complaint against another Resident of the Community, the complaining Resident shall follow the process set out below:

(a) Stage 1: Wherever reasonably possible, the complaining Resident, unless the complaining Resident bona fide concludes it is unsafe to do so, must speak directly to the malefactor in an attempt to resolve any problem and, if necessary, proceed to stage 2;

(b) Stage 2: Next, wherever reasonably possible, the complaining Resident and the Executive Director of the UNA (or a person nominated by the Executive Director (“Executive Director”)), unless the Executive Director concludes it is unsafe to do so, must speak to the malefactor in an attempt to resolve any problem and, if necessary, proceed to stage 3;

(c) Stage 3: Next, wherever reasonably possible, the Executive Director must meet with the parties, together or separately, adjudicate and obtain consensual enforcement of the established rules. The UNA shall provide a mediator at this stage. Following this the complaining Resident shall, if necessary, proceed to stage 4;

(d) Stage 4: In the absence of satisfactory resolution at any of the prior stages, the UNA Board or its designate shall, follow those procedures set out in the University Neighbourhoods Association’s Enforcement and Appeals By-law.

28. Subject only to section 26 above, a person may report any offense to the Executive Director and may use the contact procedure in the UNA website [www.myuna.ca](http://www.myuna.ca).

29. Where, during week day operating hours, a Resident of the Community has a noise complaint against a non-Resident, the complaining Resident, unless the complaining Resident bona fide concludes it is unsafe to do so, must speak directly to the malefactor in an attempt to resolve any problem. If the noise persists after the complaining Resident has spoken directly to the non-Resident, the complaining Resident may contact the UNA at the following address to resolve the complaint, as necessary in the circumstances:

Attention: UNA Executive Director,  
University Neighbourhoods Association  
Old Barn Community Centre  
6308 Thunderbird Blvd.  
Vancouver, British Columbia V6T 1Z4  
Tel: 604.827.5158  
Fax: 604.827.5375  
E-mail: [reception@myuna.ca](mailto:reception@myuna.ca)

30. Where a Resident of the Community has a noise complaint after week day operating hours or the complaining Resident bona fide concludes it is unsafe to speak directly to the malefactor, the complaining Resident may contact the RCMP detachment at UBC at the following address to resolve the complaint, as necessary in the circumstances:

Attention: Staff Sergeant in Charge,  
UBC RCMP Detachment  
2990 Wesbrook Mall  
Vancouver, British Columbia V6T 2B7  
Tel: 604.224.1322  
Fax: 604.224.4759  
Emergency: 911

**Applicable Penalties under the Noise Bylaw**

31. (1) Every person who violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw (and such specifically includes any strata corporation or other owner who has any commercial relationship with such person), or who neglects to do or refrains from doing anything required to be done by any of the provisions of this Bylaw, is guilty of an offence against this Bylaw and liable to the penalties hereby imposed. Each day that a violation of a continuing nature is permitted to exist shall constitute a separate offence.
- (2) Every person who commits an offence against this Bylaw is liable to a fine and penalty of not more than \$2,000.00 and not less than \$100.00 for each offence.
- (3) Every person who commits an offence of a continuing nature is liable to a fine not exceeding \$50.00 for each day such offence is continued.
- (4) Notwithstanding subsections (1) through (3), if a person, including any strata corporation or other owner who has any commercial relationship with such person, does not comply with operating hours or any permits issued by Properties to extend the operating hours, the person shall be liable to pay additional rent, or a fine, issued by the UNA, in its sole and absolute discretion, as follows:
- (a) not more than \$1,000.00 nor less than \$100.00 for a first offence,
  - (b) not more than \$3,000.00 nor less than \$1,000.00 for a second offence,
  - (c) not more than \$5,000.00 nor less than \$3,000.00 for a third offence,
  - (d) not more than \$10,000.00 nor less than \$5,000.00 for a fourth offence or for any offence past a fourth offence.

32. Failure to comply with the operating hours on any day counts as an offence. The applicable penalty is reduced by one day for each full 60 days between offences.

**Severance**

33. Each separate provision of this Bylaw shall be deemed independent of all other provisions herein and if any provisions of this Bylaw are declared to be invalid, all other provisions thereof shall remain valid and enforceable.

This Bylaw comes into force and take effect on the date of its passing.

DONE AND PASSED by the University Board of Governors on \_\_\_\_\_  
\_\_\_\_\_, 2008

\_\_\_\_\_  
Chair of the University Board of Governors

**Date:** October 7, 2009

**From:** Prod Laquian, Chair, Standing Committee on Governance

- 
1. At the last meeting of the Standing Committee on Governance on September 17, 2009, the members reiterated the fact that a unique aspect of governance in University Town is the active involvement of volunteers of residents organized in various community committees. The Standing Committee recommended to the UNA Board that such committees be named "committees" rather than "sub-committees" reporting to the Standing Committees. It was clarified that the Standing Committees are parts of the structure of the UNA Board while the community committees are the primary vehicles for resident involvement in UNA affairs. The Standing Committee also requested the UNA Executive Director to prepare a roster of community committees indicating their field of activities, leadership, contact persons, and whether they are active or not.. It was also recommended that the UNA 2009 Annual Report and other UNA information bulletins should highlight the activities of the community committees.
  2. The Standing Committee on Governance has endorsed a draft of the Noise Rules to the UNA Board of Directors. The draft will be subjected to Community Consultation before being submitted to the University Counsel for eventual consideration of the UBC Board of Governors in accordance with the process laid out in the 2008 Neighbours Agreement.
  3. A Committee on Parking Rules held a meeting on October 6, 2009. The committee discussed issues that may be covered by the rules. Since the parking situation in University Town varies from neighbourhood to neighbourhood, it was decided that another meeting may be held to consider issues in Hampton Place and Wesbrook Place (Hawthorn Place and Chancellor Place committees have met previously). After all the meetings, the UNA will ask a lawyer to formulate a draft of the rules.
  4. The Vancouver School Board has conducted community consultations for the University Hill Elementary School (September 16, 2009) and the University Hill Secondary School (September 22, 2009). There are three sites covered in the VSB project for the UBC/UEL catchment area that include:
    - (a) Reconfiguring the existing UHill Elementary School to accommodate 60 full-time Kindergarten and 350 Grade 1-5 slots;
    - (b) Replacing the existing UHill Secondary School site on Acadia Road to accommodate 60 full-time Kindergarten, 350 Grade 1-5 and 450 Grade 6-8 slots.
    - (c) Redeveloping the existing NRC Building to accommodate a new UHill Secondary School to accommodate 800 Grade 9-12 slots.

Community reactions to the proposed plans seemed favorable. The VSB hopes that the high school at the renovated NRC building may be opened by December 2011.

5. UBC Campus and Community Planning is holding another series of consultations on the fifth phase of the UBC Campus Plan. UNA neighbourhoods are considered "special stakeholders" in the consultations (first meeting on October 10, 2009). While the Campus Plan is primarily concerned

with the academic mission of the University, it has important implications for the development of neighbourhoods within UNA. University Town residents, therefore, should be strongly encouraged by UNA to participate fully in these plan consultations.

Master List of UNA Committees  
As of October 1, 2009

B.1.a.i

Status	Committee Name	Frequency	Chair	UNA Board Member as Ex Officio	Cmte. Administered By/ Associated with	Committee Members	objective of committee		
I = Inactive , A = Active									
<b>UNA Board of Directors - advisory to the UBC Board of Governors</b>									
A	Cont'ing	UNA Board	Policy	monthly except Aug	Mike Feeley	UNA Board	Mike Feeley, Erica Frank, Prod Laquian, Sharon Wu, Nancy Knight, Ian Burgess, Johannes Rebane	Financial management of Neighbours Fund and operating and capital budgets; providing municipal services to UNA community	
<b>UNA Special Committee to the UNA Board</b>									
A	New	Wesbrook Community Centre User Group	Advisory	tba	Mike Feeley, Al Poettcker	UNA Board	Jan Fialkowski , Stephanie Nesbitt, Ralph Wells, Charles Menzies, Frank Danielson, Sheldon Nathanson, Kavia Toor, Paul Young, Darcelle Cottons, rep from Osborne Centre	To develop building program for new community centre	
<b>UNA Standing Committees</b>									
A	Cont'ing	UNA Standing Committee on Finance	Policy	monthly	Ian Burgess	Sharon Wu, Ian Burgess	UNA Board	Jan Fialkowski (non-voting)	advise UNA Board on financial matters related to Neighbours Fund and municipal services; develop policies related to management of Neighbours Fund, operating/capital budgets
A	New	UNA Standing Committee on Governance	Policy	quarterly	Prod Laquian	Johannes Rebane, Mike Feeley, Sharon Wu	UNA Board	Jan Fialkowski (non-voting)	advise UNA Board on issues of Board, internal and external governance; responsible for specific UNA Standing Committees
A	Cont'ing	UNA Standing Committee on Human Resources	Policy	as needed	Mike Feeley	Nancy Knight	UNA Board	Jan Fialkowski (non-voting)	advise UNA Board on HR matters related to UNA staffing
A	New	UNA Standing Committee on Operations and Sustainability	Policy	monthly	Mike Feeley, Erica Frank	Nancy Knight, Sharon Wu, Prod Laquian	UNA Board	Jan Fialkowski (non-voting)	advise UNA Board on matters related to the delivery of municipal services and the sustainability of services; responsible for specific UNA Standing Committees
<b>UNA Committees</b>									
I		Arts Council			tba	Sharon Wu	Standing Committee on Operations and Sustainability		advises UNA Board on matters related to partnerships with arts organizations on campus; may organize events
I	New	Communications Sub-committee			tba		Standing Committee on Governance		will advise UNA Board on matters of communications within and external to the UNA community
A	Cont'ing	Community Gardens	Working		Heather Friesen		Standing Committee on Operations and Sustainability	Frans Anema, Patrick Moore, Sandra Rojic, Gary Gibson, Ilana Okerlund	advocates for community gardens ; advises UNA Board on the creation and operations of community gardens; develops policies for approval by UNA Board; operates community gardens
A	Cont'ing	Daycare	Policy		tba		Standing Committee on Governance		advocates on behalf of residents for child care; advises UNA Board on matters related to the provision of child care for UNA community;
I	Cont'ing	Emergency Preparedness	Working		Patricia Parker		Standing Committee on Operations and Sustainability	Pat Powell, Art Alexander, Clyde Brown, Joe and Pat Doucet, Kathy Griffiths, Yi He, Lisa Johnson, Linda Kingsbury, Yumiko Kobayashi, Heather La Croix, Linda Redmond, Al Sherwin, Sonja Simonsen, Margaret Wright, Dave Yadar; Dorothy Riddle	holds workshops and seminars on emergency preparedness for residents; advises UNA Board on emergency preparedness policies
A	Cont'ing	Multicultural	Working	as needed	Sharon Wu	Sharon Wu	Standing Committee on Operations and Sustainability	Don Cho, Eileen Lin, Lilian Wang, Jing Ping Zhang, Jade Zhang, Patrick Moore; Paris Chen, Min Liu, Florence, Mingzhu, Ada Dong, Crystal Quan, Sharon Shan, Yao Xu, Cathleen Zhao	advocates on behalf of multiculturalism within the community; advises the UBA Board; organizes and holds event that celebrate multiculturalism; provides translation services to staff
A	Cont'ing	Plant Stewardship	Working	as needed	Patrick Moore	Mike Feeley	Standing Committee on Operations and Sustainability		advocates for communal gardening ; advises UNA Board on the creation and operations of communal gardens; develops policies for approval by UNA Board; operates the children's garden and other communal gardens for the benefit of all residents

Master List of UNA Committees  
As of October 1, 2009

B.1.a.i

Status	Committee Name	Frequency	Chair	UNA Board Member as Ex Officio	Cmte. Administered By/ Associated with	Committee Members	objective of committee		
I = Inactive , A = Active									
I	New	Recreation	advisory	tbd	tba	tba	Standing Committee on Operations and Sustainability	will advise UNABoard on matters related to the provision of recreation and leisure services to the community	
A	New	Rule Development : Noise	advisory	as needed	Jan Fialkowski	Prod Laquian, Mike Feeley	Standing Committee on Governance	George Riley, Chris Mahony, Barbara Dancygier, Margaret Murphy	Constituted under the Neighborbours Agreement to advise UNA Board on the development of a noise control rule
A	New	Rule Development : Parking	advisory	as needed	Jan Fialkowski	Prod Laquian, Mike Feeley	Standing Committee on Governance	Bill Gibson, John Morgan, Monika Fisher, Bill Shin, Paul Becker, Petter Dutton, Magaret Borosny Durity, Gary Rupert, Joyce Lee, Chin Sun, Gerald Vanderwoude, Joan Coyne, Denise Lauritano, Charles Menzies, Ricahrd Alexander	Constituted under the Neighborbours Agreement to advise UNA Board on the development of a parking enforcement rule
I	New	Rule Development : Animal Control	advisory	as needed	tba	tba	Standing Committee on Governance	call for volunteers in October 2009	Constituted under the Neighborbours Agreement to advise UNA Board on the development of an animal control rule
A	Cont'ing	Schools	Working		Charles Menzies	Prod Laquian, Mike Feeley	STO Governance	Nancy Mahony, Fred Pritchard, Catalin Ristea, Julie Sedger, Jim Taylor	Advocates on behalf of residents for school on campus; advises UNA Board on strategies related to the creation of schools on campus
A	Cont'ing	Sustainability	Working	monthly	Linda Moore	Mike Feeley	Standing Committee on Operations and Sustainability	Heather Friesen, Jim Taylor, Linda Moore, Erica Frank, Nancy Mahony	Develops and recommends programs for implementation; partners with campus and external stakeholders on sustainability programs
<b>Joint Strata Councils</b>									
A	Cont'ing	Hampton Place Joint Council of Strata Chairs	Information	quarterly, except summer	Al Poettcker	Prod Laquian	UBCPT	Jan Fialkowski, strata chairs, UBCPT	desseminate information related to neighbourhood: development, construction, issues and concerns
A	Cont'ing	Hawthorn Place and East Campus Joint Council of Strata Chairs	Information	quarterly, except summer	Mike Feeley	Mike Feeley, Prod Laquian, Sharon Wu	UNA	Jan Fialkowski, strata chairs, UBCPT	desseminate information related to neighbourhood: development, construction, issues and concerns
A	Cont'ing	Chancellor Place Joint Council of Strata Chairs	Information	quarterly, except summer	Mike Feeley	Mike Feeley, Prod Laquian, Sharon Wu	UNA	Jan Fialkowski, strata chairs, UBCPT	desseminate information related to neighbourhood: development, construction, issues and concerns
A	Cont'ing	Wesbrook Place Joint Council of Strata Chairs	Information	quarterly, except summer	Mike Feeley	Mike Feeley, Prod Laquian, Sharon Wu	UNA	Jan Fialkowski, strata chairs, UBCPT	desseminate information related to neighbourhood: development, construction, issues and concerns
<b>Others</b>									
A	New	Aquatic Management Committee	Advisory	quarterly		Mike Feeley	UBC Athletics	Jan Fialkowski (non-voting)	advise on operations of UBC pools
A	New	Community Consultative Committee	Advisory	bi-monthly			RCMP	Prod Laquian (Alternative: Jan Fialkowski)	advise on policing, safety and security issues with other stakeholders: UBC, UEL, AMS, Pacific Spirit Park
A	Cont'ing	Community Liaison Committee	Information	monthly		empty	UBC C&CP	Jan Fialkowski	share information with other stakeholders: UBC, UEL, Emergency Services, Pacific Spirit Park
A	New	Childcare Expansion Planning Steering Committee	advisory			Mike Feeley	UBC Daycare	Jan Fialkowski	advise UBC on childcare expansion
A	Cont'ing	Development Permit Board					C&CP	Jim Taylor at request of UBC	
A	Cont'ing	Emergency Planning Steering Committee	working				UBC Health, Safety and Environment	Jan Fialkowski	advise UBC on emergency planning
called	Cont'ing	Emergency Operations Centre	working				UBC	Jan Fialkowski, Rob Wood (alternative)	operate the emergency command centre when activated by UBC Executive Committee

Master List of UNA Committees  
As of October 1, 2009

B.1.a.i

Status	Committee Name	Frequency	Chair	UNA Board Member as <i>Ex Officio</i>	Cmte. Administered By/ Associated with	Committee Members	objective of committee
I = Inactive , A = Active							
A	Cont'ing	Events on Campus	Information			UBC C&CP Jan Fialkowski	share information with other stakeholders related to large events on campus or impacting campus
A	Cont'ing	President's Committee on Sustainability			Erica Frank	UBC	
A	Cont'ing	Social Planning Workshop Group	working			C&CP Jan Fialkowski	
A	Cont'ing	Stormwater Management Committee				C&CP Jan Fialkowski	
A	New	Student Housing Steering Committee	advisory	monthly		UBC C&CP Jan Fialkowski	advise UBC on the expansion of student housing on campus
A	Cont'ing	Transportation Planning Advisory Committee	Information	yearly	Mike Feeley	C&CP Jan Fialkowski, Paul Moritz, Angela Wheelock, Richard Alexander, Heather Friesen	dessiminate information related to transportation and traffic issues with area stakeholders
A	Cont'ing	University Athletics Council	advisory	monthly	Mike Feeley	UBC Athletics Jan Fialkowski (non-voting)	advise on operations of UBC athletic facilities
A	Cont'ing	University Town Committee	Information	monthly		UBC C&CP Jan Fialkowski	dessiminate information related to university town
A	Cont'ing	Vancouver Campus Plan - Steering Committee	advisory	bi-monthly		UBC C&CP Prod Laquian, (Alternative: Jan Fialkowski)	advise UBC on Vanncouver Campus Plan
A	Cont'ing	Vancouver Campus Plan - Technical Advisory	advisory	bi-monthly		UBC C&CP Jan Fialkowski	advise UBC on technical matters related to Vancouver Campus Plan
A	Cont'ing	Waste Free UBC	working	monthly		UBC Ralph Wells	develop and market programs to lessen/eliminate waste on campus

**Date:** October 8, 2009

**From:** Jan Fialkowski, Executive Director

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### 1. UNA Sustainability Committee

With the departure of Ralph Wells from the UNA Sustainability Committee, the members of the committee met and recommended to the UNA Standing Committee on Operations and Sustainability that Linda Moore, long serving member of the committee, be appointed chair of the UNA Sustainability Committee.

Proposed Motion:

**Moved and seconded by \_\_\_\_\_, that the UNA Board of Directors support the recommendation of the UNA Standing Committee on Operations and Sustainability to appoint Linda Moore as chair of the UNA Sustainability Committee effective October 1, 2009.**

### 2. UNA Emergency Preparedness Committee

The UNA Emergency Preparedness Committee has been somewhat inactive since 2007. Although the committee has been chaired by several excellent volunteers, the position of chair is currently empty. Upon review it is recommended that Patricia Parker, a Hawthorn resident and director of UBC's Emergency Reception Centre, be appointed as chair of the UNA's Emergency Preparedness Committee.

Proposed Motion:

**Moved and seconded by \_\_\_\_\_, that the UNA Board of Directors support the recommendation of the UNA Executive Director to appoint Patricia Parker as chair of the UNA Emergency Preparedness Committee effective October 1, 2009.**

**Date:** October 9, 2009  
**From:** Jan Fialkowski, Executive Director

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**1. UNA Annual General Meeting – September 30**

The annual general meeting of the UNA was attended by 52 people excluding UNA directors and staff. Mike Feeley chaired the meeting and presented the annual report to those in attendance. Ian Burgess, UNA Treasurer, presented the audited UNA 2009 Financial Statements as well as the audited 2008 Neighbours Fund Financial Statements. As two directors were acclaimed for another 2 year term, there was no election; however both Erica Frank and Sharon Wu made brief presentations. Questions from the floor were related to the unfinished Chancellor Place neighbourhood and surroundings, concerns surrounding the upcoming Olympics, the liquor license application from Thunderbird Winter Sports Complex, traffic circulation, and pedestrian and cyclist crossing at the 16<sup>th</sup> Avenue Roundabout, and local governance issues. A number of outstanding community volunteers were recognized for their contributions to the community.

**2. UNA 2009 Annual Report**

The UNA 2009 Annual Report was presented and distributed to the attendees of the AGM on September 30. The Annual Report is available online at [www.myuna.ca](http://www.myuna.ca) and at the UNA Offices at the Old Barn Community Centre. Special thanks goes to Angela Wheelock for her continued contributions to the UNA as editor of major UNA publications and to Laura Tennant, bookings coordinator for the Old Barn Community Centre, who designs all UNA graphic needs.

**3. Meeting with UEL – Oct 7**

Mike Feeley and I attended the UEL Community Advisory Council (CAC) meeting to meet the CAC directors and to discuss potential partnerships with the UNA. Items discussed were participation in the UHill school bus program, athletic and recreational projects including facilities for community programs, and waste reduction.

**4. Joint Strata Chair Meetings**

Three joint strata chair councils were held since the start of September: Hawthorn Place including

representatives from East Campus, Hampton Place and Wesbrook Place. Common items discussed related to rules development, the new community centre for Wesbrook Place, safety concerns at the 16<sup>th</sup> Avenue roundabout and the Olympics. Construction issues are top of mind for residents of Wesbrook Place.

#### 5. Olympic Open House – September 15

The UBC Olympic Secretariat and members of VANOC and the Integrated Security Team held a special meeting for the residents of the UNA to present plans for transportation, circulation and security during the Olympic and Paralympic Games. Approximately 30 people attended. Materials presented can be found on the UNA website: [www.myuna.ca](http://www.myuna.ca)

#### 6. The Barn Raising – September 12

The 3<sup>rd</sup> Annual Barn Raising Celebration was attended by approximately 1500 children and adults. New this year was an artisan market and the performances of the Langley Ukulele Ensemble. Over the past three years there has been overwhelming community and corporate support for this event and we would like to especially thank UBC Properties Trust, Save-on-Foods and their suppliers, Mahony's and Sons, TRIUMF and the National Research Council, the Vancouver Port Authority, the RCMP and the Vancouver Fire Department, and all the high school students who regularly volunteer for UNA events. The Barn Raising is an event that requires all staff to work a very long day but some very special thanks you must go to Stephanie Nesbitt, Jessica McLachlan and Laura Tenant who put in some very long *months* in preparation for this event! Total cost for the Barn Raising this year was just over \$14,000.

#### 7. Short term Staffing Strategy

The UNA has undertaken a number of extra projects this year that will require some additional staffing assistance. Two contract position job descriptions are being prepared: a part time secretarial/ clerical position to assist with the work of the various committees of the Board and a project-based research assistant that could assist with the development of policies and rules related to municipal services.

#### 8. Long Term Staffing Strategy

In the next few months I will review the needs of the UNA to determine additional staff requirements

to complete work undertaken by the directors and the organization. One important consideration is the current inability to expand the UNA offices in the community centre. With the addition of the Sustainability Manager, the current offices are at capacity. As the Wesbrook Community Centre will not be completed for several years, rental accommodations should be considered in the Wesbrook Village. To that end, I am meeting with UBCPT to look at possible office space in the building next to the grocery store.

### 9. Parking in Neighbourhoods

During the first two weeks of the academic year, a parking invigilator was hired through UBCPT to patrol the neighbourhoods, especially Hawthorn Place, to discourage drivers who should not be parking in the UNA neighbourhoods. Friendly notices were placed on cars that did not display a Visitors Parking Permit. The UNA office received a number of complaints from residents who received the notices, but in general the anticipated parking chaos did not materialize. There appears to be no unusual parking issue in any of the neighbourhoods currently, but the parking invigilator will be asked to return if there is need.

We await the Order in Council from the province that will allow UBC to designate its parking enforcement authority to the UNA. Concurrently, the UNA Parking Rule is in development.



**MEMORANDUM**

TO: UNA Board of Directors

FROM: Sharon McCarthy, Manager, Community and Strategic Initiatives

DATE: October 13, 2009

RE: Monthly update from Campus and Community Planning

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**Athletics and Recreation**

- Access to the track and Spencer Field has been finalized. A memo developed by Athletics reflecting the changes requested by the UNA is attached.
- Additional hours for family hockey were confirmed at the Winter Sports Centre. C+CP working with UNA to promote this to the minor hockey association and broader community as a UNA/UBC Athletics achievement.

**Building Social Capital**

- The Leadership in Experiences and Adventure Program (LEAP) has started at both schools with a couple of new instructors.
- The GPS activity scheduled for Sept 26<sup>th</sup> was cancelled although there was interest from about 20 participants. The activity needed a minimum of 40 participants to achieve its objective of introducing residents on campus to one another.

**Second UNA Community Garden**

- The UNA Community Garden Committee continues to work on two design options for Nobel Community Garden.
- Two other sites are being investigated including an expansion of the existing pilot community garden.

**School Bus Program**

- The school bus program has started. UEL students represent a small percentage of total students for each of the five schools.
- The split between Acadia (staff and students) is approaching 50/50 for all schools.
- Parent teacher reps are working with the UBC TREK to verify the bus routes for the Olympic road closures.

## B.3. Attachment

### THE UNIVERSITY OF BRITISH COLUMBIA



Department of Athletics and Recreation

**Kavie Toor**  
**Athletics and**  
**Recreation**  
6066 Thunderbird  
Boulevard  
Vancouver, BC V6T  
1Z1  
Tel: (604) 822-1688

#### MEMORANDUM

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**TO:** Nancy Knight, Sharon McCarthy and Ian Burgess

**DATE:** September 22, 2009,  
2009

**RE:** UBC Athletics response to UNA facility requests

**FROM:** Kavie Toor

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**Listed below is a brief summary response to the facility and access related items put forth by the UNA.**

**Track:** The primary function of the track facility is for UNA and community use. It will be designated as an open facility for community use for all hours with the exception of varsity track practices. scheduled for 5:00 – 7:00pm M-F and 9:30 – 11:30am Sat and Sun for the fall., We are working with the track team to revise these practice times to enable more community use. There will also be non-exclusive (lane closures) times available for area schools, UNA groups and community track clubs from 3:00 – 5:00. There will occasionally be events and track meets at the facility. These will not exceed 15 events or meets in total per year. Most events or meets will be one day. If an event or meet requires two days, it will count as two events or two meets. Athletics will provide advanced notice of these events to the community.

When the track is open to community use, the internal field will be available, unless it has been booked for student, youth or community use. These booked programs will be communicated to the UNA.

**Grass Field:** Spencer field is the dedicated UNA and community use field. From September 1, 2009 – April 30, 2010 the field will have some UBC / VANOC use and will not be available as an exclusive dedicated field at all times. However Athletics will make efforts to make this field available as much as possible and is working on finding alternatives for when this field is not available. After April 30, 2010 the field will be once again dedicated to UNA and community use. This field is currently open and available for UNA use and has been opened/un-programmed for the last 6 months. UNA will have priority booking on this field for programs, but only programs that do not compete with UBC offerings will be permitted (unless capacity in UBC programs is exceeded).

**Minor Hockey:** UBC Athletics will pay for 50% of Thunderbird Minor Hockey Fees. The UNA will cover the other 50% for family housing neighbourhoods excluding Acadia. This fee will not be applied to any Thunderbird Minor Hockey rental fees but will be credited back to the UNA via

## **B.3. Attachment**

a \$6500 payment reduction. The UNA will be responsible for working either with the VTMHA directly to credit families, or to directly credit families in the VTMHA program.

**Artificial Turf:** UNA will be provided access in four different areas. First, UNA will be provided 2 hours of priority booking per week at student rates. Second, UBC will make drop-in use available during day times at no-charge. Third, UBC will continue to provide over 36 weekly hours of priority access for local youth soccer programs. Fourth, UNA will be provided with two - 2 hour sessions of priority booking on the baseball facility per week at student rates.

Kavie Toor  
Associate Director, Facilities and Business Development  
UBC Athletics and Recreation




Andrew Riseman (Co-chair)  
 Mark Bomford (Co-chair)  
 South Campus Academic Planning Committee  
 University of British Columbia  
 Vancouver, B.C.

September 21, 2009

Re: Input to South Campus Academic Plan (SCAP 31/07/09 draft)

Dear Dr. Riseman and Mr. Bomford,

The University Neighbourhoods Association is pleased to have the opportunity to provide input to the South Campus Academic Plan. In general, the draft Plan appears to be a comprehensive document, with strong linkages to community engagement embedded throughout the draft, which is great to see. However, the nature of engagement is unclear (and could be interpreted as educational only, without community access to the Farm). The Terms of Reference of the SCAP limit consideration of surrounding development on South Campus and ensure a primarily academic focus. We recognize and support this academic mandate for the farm area covered by the TOR and appreciate that the governance model supports cross-campus integration of academic disciplines. We also appreciate that the proposed governance model provides for an advisory role for community organizations including the UNA though we are concerned we may find our voice limited to one among a large group of stakeholders.

Based on our review we offer the following suggestions and requests for clarification from the 31/07/2009 draft SCAP. We would like to see SCAP:

- add more explicit reference to Farm access by the UBC community members that includes opportunities for residents to engage in farming activities;
- provide an acknowledgement that community engagement could include access that is not directly linked to a specific academic program (but nonetheless could provide significant academic opportunities);
- include a more explicit reference to Farm development and programming in the context of surrounding development and associated planning processes;
- related to the previous point, consideration of changing the name of the South Campus Academic Plan to avoid confusion with other South Campus planning documents and processes;
- provide clarification on our role in an advisory stakeholder governance model.

We appreciate the effort that has gone into the development of the Plan to date, and we look forward to continuing to participate in the planning process. More importantly, we look forward to participating in the implementation of the Plan and seeing our residents engage in opportunities to get their hands in the dirt.

Sincerely,



Erica Frank, Co-Chair  
 UNA Standing Committee on Operation & Sustainability



Ralph Wells  
 UNA Sustainability Manager



**University Neighbourhood Association  
Financial Statement 2009/10**

April 1, 2009 to March 31, 2010

	<b>Budget 2009-2010</b>	<b>Actual Aug 2009</b>	<b>Actual Sept 2009</b>	<b>YTD Total</b>	<b>% of Budget Spend</b>	<b>Remaining Budget</b>
<b>Revenue</b>						
Services Levies	\$ 2,419,511			604,878	25.00%	1,814,633
UBC Funding Sustainability			0	0	NA	0
Community Liaison Officer	25,000	0	25,000	25,000	100.00%	0
Solicitor General of BC (Victim Services Program)	34,000		0	0	0.00%	34,000
Tenant's Rent - Salt Spring	46,000	0	0	0	0.00%	46,000
Community Centre	60,000	6,268	12,623	49,740	82.90%	10,260
Interest Revenue	0			5,126	NA	(5,126)
Parking Revenue	0		121	296	NA	(296)
Community Garden Revenue	0	39	0	1,306	NA	(1,306)
Sustainability	0	874	227			
Reimb - Barn party	8,500	0	7,500	7,500		
other - Incl Botanical Garden	0	30	402	810	NA	(810)
<b>Total Revenues</b>	<b>2,593,011</b>	<b>7,212</b>	<b>45,874</b>	<b>694,656</b>	<b>26.79%</b>	<b>1,897,355</b>
<b>Expense</b>						
Salaries & Benefits	409,000	17,025	20,323	108,786	26.60%	300,214
Community Centre	369,500	30,760	21,288	178,894	48.42%	190,606
Community Service Cards (Community Access)	413,783	4,345	320	23,765	5.74%	390,018
Communications	45,000	240	480	13,310	29.58%	31,690
Community Support	45,000	1,060	10,685	34,370	76.38%	10,630
General Meetings and Board	100,000	0	4,296	9,670	9.67%	90,330
Landscaping	395,000	0	0	120,982	30.63%	274,018
Office	165,000	4,177	4,685	19,818	12.01%	145,182
Parking & Security	87,000	7,026	1,961	36,654	42.13%	50,346
Road, Gutter & Sidewalk Maintenance	25,000	0	0	115	0.46%	24,885
Sewer & Drainage	160,000	0	127,506	127,506	79.69%	32,494
Streetlights	20,000	0	0	7,195	35.97%	12,805
Sustainability Committee - Waste Disposal Project	49,000	632	0	1,726	3.52%	47,274
Tenant Expense - Coffee Shop	0	0	0	0		0
Project Manager	50,000	0	0	0	0.00%	50,000
Property Management	70,000	0	0	17,500	25.00%	52,500
Contingencies @5.46%	50,000			0		
<b>Sub-Total Expenses</b>	<b>\$ 2,453,283</b>	<b>\$ 65,266</b>	<b>\$ 191,544</b>	<b>\$ 700,292</b>	<b>28.55%</b>	<b>\$ 1,702,991</b>
<b>Reserves</b>	<b>141,229</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>141,229</b>
<b>Total Expenses</b>	<b>2,594,512</b>	<b>65,266</b>	<b>191,544</b>	<b>700,292</b>		<b>1,844,220</b>
<b>Surplus (Deficit)</b>	<b>\$ (1,501)</b>	<b>\$ (58,054)</b>	<b>\$ (145,670)</b>	<b>\$ (5,636)</b>	<b>375.53%</b>	<b>\$ 53,135</b>

**Date:** October 9, 2009  
**From:** Jan Fialkowski, Executive Director

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The UBC Olympic Secretariat has made 34 tickets to various Olympic events at the Thunderbird winter Sports Complex available to the UNA for distribution. Staff of the UNA and the Old Barn Community Centre have developed a program for the allocation of tickets to residents based on the objectives of:

- increasing membership to the UNA,
- rewarding participation in volunteer opportunities and,
- incenting residents to participate in community events.

Individual winners in the program will be awarded a maximum of 2 tickets and no UNA household will be awarded more than 2 tickets to ensure that as many households as possible have an opportunity to participate in a live Olympic event. Tickets will be awarded as drawn.

The tickets will be distributed as follows:

- 1) Connecting our Community Contests (in Fall Program Guide) – 16 tickets
  - a. Drawing Contest (Nov. 15 deadline) – 4 tickets (1<sup>st</sup> & 2<sup>nd</sup> place)
  - b. Essay Contest (Nov. 15 deadline) – 4 tickets (1<sup>st</sup> & 2<sup>nd</sup> place)
  - c. Photo Contest (Nov. 15 deadline) – 4 tickets (1<sup>st</sup> & 2<sup>nd</sup> place)
  - d. Nominate a Community Leader (Dec. 1 deadline) - 4 tickets (1<sup>st</sup> & 2<sup>nd</sup> place)
- 2) Random draw from all registered UNA members in UNA database (Dec. 15 deadline) – 4 tickets
- 3) Sustainability Tips Winner (details to follow in October newsletter) – 2 tickets
- 4) Draw from all Fall 2009 & Winter 2010 registered Community Centre program participants (Jan. 18 deadline) – 4 tickets
- 5) Canada Contest (in Winter Program Guide, deadline tbd) – 4 tickets (1<sup>st</sup> & 2<sup>nd</sup> place)
- 6) Torch Relay raffle started on Feb 8 and drawn on Feb 11 at Torch Relay (must be present to win) – 2 tickets
- 7) UNA/The Old Barn Staff Reward Draw (Dec. 18 deadline) – 2 tickets

**JUDY AND JIM TAYLOR**

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October 6, 2009

**BY MAIL**

Mike Feeley  
Chair, UNA  
University Neighbourhood Association  
6308 Thunderbird Boulevard  
University of British Columbia  
Vancouver, B.C. V6T 1Z4

Dear Mike:

I wanted to write to thank the Board for the entirely unnecessary recognition of my volunteer work at the Annual General Meeting. As you know I believe that the health of a community is dependent upon the active involvement of its citizenry in volunteer activity and I find it easy to participate in this way – indeed I am sure that I get far more out of it than anyone else. In any event, thank you very much. It was unnecessary but a very gracious gesture.

Incidentally, congratulations to the Board for deciding to do this at AGMs. I think that it is a way of making real something that I often said (but did not make real) which is the importance of the development of our community and volunteer activity. There was certainly an impressive group of people (putting myself aside from this analysis) helping to make our little village a better place to live.

Yours very truly,

  
Jim Taylor