

Presentation to the UNA Board of Directors
Questions

30 minutes
15 minutes

Representing:

UBC

Ashley Castellan, Manager, UBC 2010 Olympic and Paralympic Secretariat
Grant Smith, Area Manager

VANOC

Kristen Harvey, Specialist, Operations Communications (Metro Vancouver)

Vancouver 2010

Integrated Security Unit

Derek McClusky, Activist Liaison, Community Relations Group

UBC RCMP

Kevin Kenna, Detachment Commander

Ministry of Transportation

Amy Choh, Traffic Operations Engineer

-
- Olympic and Paralympic Games Overview
 - Magnitude of the Games
 - Key Dates and Timelines
 - Venue Operations
 - Transportation Plan
 - Security and Public Safety
 - Academic and Community Programs
 - Communication Strategy

Regrets from Mike Feeley; the meeting will be chaired by Sharon Wu, Vice-Chair

Presentation: 2010 Olympic and Paralympic Games 45 minutes

A. Agenda and Minutes 5 minutes

1. Approval of Agenda (*in package*)
2. Approval of Minutes (*in package*)
3. Items Arising from the Minutes

B. Reports 20 minutes

1. Standing Committees
 - a. Governance , Prod Laquian
 - i. Noise Bylaw Development Committee Update (*in package*)
 - b. Operations & Sustainability Report, Erica Frank
 - i. Update on issues with Minor Hockey and UBC Winter Sports Centre, Nancy Knight & Ian Burgess
 - ii. Update on Chancellor Place Joint Strata Chair meeting (*in package*)
2. Executive Director Report, Jan Fialkowski (*in package*)
3. Campus & Community Planning Report, Sharon McCarthy
4. Alma Mater Society Report, Johannes Rebane

C. New Business 10 minutes

1. The Use of UNA Contact Information, Nancy Knight (*in package*)
2. Approval of Purchase of Office Furniture, Jan Fialkowski (*in package*)

D. Old Business 5 minutes

1. Status Report of Order in Council, Nancy Knight

E. Financials 15 minutes

1. UNA 2009 June Financial Statements (*in package*)
2. UNA Second Draft of Year End Statements (*in package*)
3. Recommendation for 08/09 Operating Surplus (*in package*)
4. Proposed Payment Schedule to Athletics for UNA Access (*in package*)

F. For Information 5 minutes

1. Campus Planning Response Letter to Strata Chairs re Parking
2. UNA Statistics – Membership Status Report
3. 2009 Service Levy insert
4. Letter from RCMP to Fraternity re Alcohol & Noise Complaints

6:30 pm Delegations 10 minutes

Next Meeting: Tuesday, September 8, 2009
The Old Barn Community Centre

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

Regrets: Prod Laquian (PL), Johannes Rebane (JR)

In Attendance: Jan Fialkowski (JF), *UNA Executive Director*
Katherine Xu (KX), *UNA Administrative Manager*
Angela Wheelock, *Editor of UNA Newsletter*
Sharon McCarthy, *Manager, Strategic and Community Initiatives, UBC*
Jim Taylor, *Sustainability Committee*
Pierre Tanguay, *UBC ESS Director*
Patricia Parker, *UBC ESS Reception Centre Manager*
Pat Moore, *Plant Stewardship Subcommittee Chair*
Mel Hurtig, *resident of East Campus*

Presentation: Save on Food Partnership – Jim Taylor

A presentation was given by Sustainability Committee member Jim Taylor proposing a partnership with Save-On-Foods. As the community's only grocery store, the new Save-on-Foods, to be opened Aug 09 in Wesbrook Place, provides a number of sustainability initiatives through its regular programs, but it is also willing to support the UNA's sustainability goals with additional programs such as encouraging the residents to donate their loyalty points to a UNA Sustainability Fund, offering a campus-wide bicycle grocery delivery service program (if run entirely by UNA), and selling to communal shopping carts to achieve a "vehicle-less" shopping experience.

EF asked for a non-exclusivity clause in any agreement that the UNA signs with Save-on-Foods. NK asked if the UNA was being asked to make any financial commitment. If so, any financial commitment would be reviewed by the UNA Board before it would be implemented.

The Chair thanked Jim and the Sustainability Committee for their initiative to involve Save-on-Foods with the community. The Board discussed this proposal under the Operation and Sustainability Standing Committee report.

Presentation: UBC Emergency Social Services – Pierre Tanguay

Emergency Social Services (ESS) provides short-term assistance to those who are forced to leave homes because of fire, floods, earthquakes or other emergencies. This assistance includes food, lodging, clothing, emotional support and family reunification. This service is provided at a designated reception centre which at UBC is the Student Recreation Centre with the Thunderbird Arena as backup. The ESS usually responds within 72 hours depending on the type of incidents and is a critical first step following an emergency. ESS is here to establish a linkage with UNA and will meet with the Emergency Preparedness Subcommittee for further discussion.

A. AGENDA AND MINUTES

1. **Approval of Agenda**
Moved by MF, seconded by SW, carried.
2. **Approval of Minutes**
Moved by MF, seconded by SW, carried.
3. **Items Arising from the Minutes**
None.

B. Reports

1. **Standing Committees**

a. **Governance**

- i. **Noise Bylaw Development Committee Update** – *tabled until July meeting.*
- ii. **Recommendation** – representation on the Parking Rule Development Committee
Moved by MF, seconded by SW, that the Board accepts the residents who have volunteered, as reported, to make up the UNA Parking Rules Development Committee.
Carried.

b. **Operations & Sustainability** – Mike Feeley

i. **Save-on-Foods Partnership**

The directors reviewed the Sustainability Committee's proposal re partnership with Save-on-Food. The Board supports this partnership, but at the moment the Board will make no financial commitment; any financial commitment will be further discussed at the next Operations and Sustainability Standing Committee meeting.

Moved by MF, seconded by SW, that the Board partner with Save-on-Foods on the understanding that Save-on-Foods will add a variety of additional benefits to their regular sustainability program to benefit the residents and the UNA, and as its part of the "partnership" the UNA will:

1. Use its best efforts to acknowledge and circulate information about the Save-on-Foods / UNA's sustainability program; and
2. Support Save-on-Foods loyalty program by promoting the distribution of Save-On loyalty cards.

Carried.

ii. Update on issues with Vancouver Thunderbird Minor Hockey Association (VTMHA) and UBC Thunderbird Winter Sports Centre (TWSC)

The Chair had been authorized by the Board to negotiate with UBC Athletics for a reduction in TWSC charges for the VTMHA ,or, alternatively, pursue a reduction in the Access Fee charged by the University to the UNA pursuant to Schedule F of the Neighbours' Agreement. UBC Athletics replied on June 5 that they felt they had no obligation to reduce their ice rental rate for the VTMHA. UNA residents face a deadline on June 15 to decide either to withdraw their children from the program or pay double what Vancouver residents will pay to have their children in the minor hockey league. In the 2008-09 season, 17 UNA families participated in the VTMHA.

The UNA believes the university is obligated to offer a similarly reduced rate at the TWSC, and that it is the university's responsibility overall in the future to do so. The Board was reminded that Athletics does not represent the university, but that it is an ancillary department of the university which is mandated to generate revenues. The University appointees IB and NK will investigate more internally in the university.

MF expressed his concern that if he and SW did not vote on this item, there would be only 1 elected director to represent residents on this issue.

Moved by MF, seconded by EF, that the Board authorizes MF and IB to meet with the VTMHA to determine what the total surcharge would be, and, assuming that it would be less \$15,000, and, assuming that the university did not cover the surcharge, the UNA would pay this amount to Vancouver Thunderbird Minor Hockey Association to cover the rate surcharge for UNA children involved in the hockey league in the 2009/10 season. The UNA would further withhold an equal amount from any funds transferred to UBC Athletics under the Neighbours' Agreement, Schedule F, for 2009/10 until this issue was resolved. Carried.

iii. Update on UNA Meeting with UBC Security – *deferred until September UNA Board meeting.*

iv. Plant Stewardship Program

The Plant Stewardship Subcommittee has presented to the Board the committee's Terms of Reference. The UNA, in coordination with the Plant Stewards Subcommittee, will provide resources to the committee including such things as growing areas, tools, soil amendments, plants, seeds, and water, as they deem appropriate in balance with their overall objectives. A slide show of children planting in the garden was presented to the Board.

Moved by MF, seconded by NK, that the Board approve the final budget of \$2430 of

the Plant Stewardship Project as a pilot project for one year to be reviewed in the next season. Carried.

v. **Botanical Garden Proposal Recommendation**

Moved by NK, seconded by MF, that the UNA Board accepts the proposal from the UBC Botanical Garden for a 5 year contract retroactive to January 2009 for free access for UNA residents to the Botanical Gardens, discounts at the shop in the garden and the canopy walk, access to the UNA for an annual dedicated event in the gardens and public recognition for the UNA's financial contribution of \$69,999. Carried.

Botanical Garden is currently collecting UNA visitor data for the UNA. EF suggested holding back one-fifth of the contribution until such data report is presented to the Board. NK suggested JF work with Botanical garden staff to report back to the Board in the fall.

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

• **Sustainability Coordinator.**

The hiring panel will be convened shortly with the objective of creating a shortlist of applicants for interview.

• **Youth Delegation from April Board Meeting.**

UNA staff have investigated the requests of a delegation on the April Board meeting: indoor floor hockey is scheduled this summer, a youth community centre club can be organized easily and quickly, a specific program aimed for youth 12 to 16 will be offered in the fall at the community centre under the supervision of a qualified professional personal trainer.

Accepted.

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

a. **Community Garden #2**

Efforts are being made to begin planning the design of the second UNA community garden in Nobel Park.

b. **UHill School Bus Program**

The UHill School Bus Program is almost complete for 2008/09. One final invoice is needed for the month of June. This program will be phased out when the new school is built. Communication will be made to the residents next year through the UNA newsletter. The Board requested the Operation and Sustainability Committee to work with the School Development Subcommittee to make sure people are not driving to school.

c. East Mall Traffic Calming

Plans for further traffic calming along East Mall include the installation of two solar powered speed notification devices, and more effective narrowing of the road that will involve moving the parking lanes one meter closer to the median.

d. Track and Field Access for UNA

The first meeting between Athletics and UNA to discuss programming and capital planning of athletic facilities is scheduled for June 5. The agenda will address track and field access for UNA community, fees for Vancouver Thunderbird Minor Hockey Association, and a family change room at the Aquatic Centre.

e. Family Change Room at the Aquatic Centre

Three options for family change at the Aquatic Centre has been developed by Facilities and Capital Planning and reviewed with Managers of the Aquatic Centre. A request was made to Athletics for start-up feasibility study/design fees of \$5100+gst. This request for fees will be discussed at the first meeting for UBC-UNA Programming and Capital Planning scheduled for June 5.

Accepted.

4. Alma Mater Society Report – Johannes Rebane

No report.

C. NEW BUSINESS

1. UNA AGM proposed date – September 30 – Jan Fialkowski

As the last UNA AGM was held on Wed, September 17, 2008, the UNA must hold its AGM no later than December 2009. It is recommended that the UNA hold its AGM on Wed, Sept 30, 2009.

Moved by MF, seconded by NK, that the UNA holds its AGM on Wednesday September 30, 2009. Carried.

2. The Use of UNA Contact Information - *deferred*

3. Recommendation – representation to the Wesbrook Place Community Centre User Group

Moved by MF, seconded by SW, that the Board appoints Charles Menzies (Hawthorn Place), Sheldon Nathanson (Wesbrook Place), Frank Danielson (Hawthorn Place) as resident representatives to the Wesbrook Community Centre User Group Committee and also appoints a representative of UBCPT, UBC Athletics and the Osborne Centre on the Wesbrook Place Community Centre User Group Committee. Carried.

It is recommended that this committee also include residents with child care experience and a youth representative.

4. School Bus Program Financial Contribution 2008/2009 school year

Moved by MF, seconded by IB, that the Board continues to support the University Town in-catchment School Bus Program and authorizes the payment of \$13,400 for the 2008/09 school year. The UNA will continue to support the in-catchment school bus program until the new schools open on the UBC campus at which time, the program will no longer be needed.

Carried.

D. Old Business

1. Status Report on Order in Council – Nancy Knight

No further update.

E. Financials

1. UNA 2009 April/ May Financial Statements

The UNA 2009 April/May Financial Statements were presented to the Board. To date, the UNA has not received the first quarter 2009/10 services levy contribution. JF will request the first quarter of the \$2.4 million allocated in the 2009/10 UNA Operating Budget.

Accepted.

2. UNA Second Draft of Year End Statements

The YTD revenue is \$2,337,208, including the final tenant's rent revenue from Salt Spring of \$34,415. The anticipated rent revenue was \$46,000, but UBC Properties withheld \$10,000 as a draw on the 2009/10 operating budget. The YTD UNA expenses are \$2,049,564, resulting in a surplus of \$287,643. As agreed in the Neighbours' Agreement, any operating surplus will be returned to the Neighbours' Fund. The Standing Committee on Finance and Audit will discuss and report to the next Board meeting in July.

Accepted.

3. UNA RFP for Audit firms

A Request for Proposal for a firm to perform the UNA financial audits for a term of 3 years was released on May 4 and three recommended firms responded. The Standing Committee on Finance and Audit have chosen the firm of Johnson and Archer LLP Chartered Accountants who are a mid-sized firm with related experience and who can perform the audit for the three-year contract term at a significantly better competitive price.

Accepted.

4. **Proposed Payments Schedule to Athletics for UNA Access -*deferred***

F. For Information

1. **UNA 2009 Priority Status Update.**
2. **Schedule of UNA Board and Committee Meetings.**
3. **UNA Response to application for changes to liquor license at Thunderbird Winter Sports Complex**
4. **The Old Barn Summer Program Guide**
5. **The release of the new UNA website (www.myuna.ca)**

G. Delegations

1. **Presentation re: Thunderbird Winter Sports Centre liquor license application** - Mel Hurtig
East Campus resident

Mel Hurtig spoke to the Board regarding the loud noise and generally unruly behavior from the fraternities in East Campus that are negatively affecting the East Campus residents, and the future impact on the East Campus residents of the application from the Thunderbird Winter Sports Complex for an amendment to its liquor license. The application for the liquor license will allow the consumption of liquor at various locations at the Thunderbird Arena, including an outside patio, until 2 am throughout the year. An open house was held last week with a strong support from the athletics and students. Mr. Hurtig was seriously concerned and indicated that he will consider moving out of the neighbourhood he loves very much because of the disruptions he and his neighbours experience.

The Chair thanked Mr. Hurtig for addressing the Board. The UNA has submitted a response to the liquor license application to Metro Vancouver. While describing the UNA's general support for the activities at the arena, the UNA objected to a number of items including extending operating hours and the consumption of liquor on the patio. The UNA has heard back from the Thunderbird Arena administration that they intend to amend their liquor license application as a result of the UNA's response.

The chair indicated that excessive student drinking has been a tremendous challenge to the local community and that the university has indicated that it intends to better manage this issue by

restricting the liquor consumption hours and number of large events on campus in order to control the noise affecting the close neighbours. The fraternities are a much more concerning issue; although the UNA would not want to stop students from being students, the chair indicated that what the residents in East Campus have described has gone way beyond the what the university should accept. It was suggested to check with other university on similar issues.

H. In Camera.

Meeting adjourned at 7:15 pm.

Next Meeting: Thursday June 16, 2009 from 5:00 pm to 7:00 pm at
The Old Barn Community Centre

Date: June 1, 2009

From: Prod Laquian

Last 25 May 2009, the Chair of the Standing Committee on Governance and the UNA Executive Director met with the Committee on the Noise Bylaw to discuss the draft of the bylaw. George Reilly and other committee members raised a number of issues on the bylaw draft as follows:

1. The specific area covered by the provisions of the bylaw needs to be clarified. Will the bylaw be enforced only within the areas specifically designated as neighbourhoods in the Official Campus Development Plan? What happens if noise originates in areas outside the designated areas but it adversely affects residents in those areas?
2. What will be the processes and mechanisms for enforcing the provisions of the bylaw? Will the UNA have adequate authority and power to enforce the provisions? What are the pros and cons of asking UBC Security to enforce the bylaw? Should UBC have exclusive rights to hold activities outside the designated areas (parades, bicycle races) that create noise and disturbance that adversely affect the designated neighbourhoods? What can the UNA as representative of the neighbourhood residents do about these?
3. Is it necessary to refer definition of terms not defined in the bylaw to the 2008 Neighbours' Agreement? Shouldn't the bylaw be sufficient unto itself and stand on its own?
4. The proposed bylaw is too complex. It can be simplified so that residents will be able to readily understand it.

The Governance Standing Committee agreed to inform the Board about the issues mentioned above and suggested that the comments be considered if any revisions are made.

The Committee noted that a good Noise bylaw is most important because it will be the first such measure enacted by UNA and UBC and it can serve as a model for other bylaws on parking and other neighbourhood issues.

As Chair of the Governance Standing Committee, I referred the comments noted above to Jim Taylor, who was mainly responsible for drafting the Noise bylaw. Jim's reactions are as follows:

1. The Noise Bylaw will be passed by the UNA but its authority is derived from the approval of the UBC Board of Directors under the terms of the 2008 Neighbours' Agreement that grants the UNA "municipal-like powers." As such, the noise bylaw cannot be enforced outside the formal jurisdiction of the UNA – the designated areas. Jim believes that UBC will never agree to give the

UNA jurisdiction over areas within the University's exclusive jurisdiction. The UNA can arrive at some agreement with UBC on how to collaboratively deal with noise coming from outside the designated areas (as it has been doing) but for the UNA to extend its authority and power over "outside" areas would not be acceptable to UBC authorities.

2. The same reasoning can be applied to the matter of using definitions in the Neighbours' Agreement for terms not specifically mentioned in the bylaw. According to Jim, the Neighbours' Agreement is the sole basis for the authority exercised by the UNA. As such, the Agreement officially authorizes any act of the UNA and terms defined in the Agreement legally bind the actions of the UNA.

Date: July 10, 2009

From: Jan Fialkowski, Executive Director

On June 15, 2009, the Chair of the UNA Board of Directors, hosted the Chancellor Place Joint Strata Chair Council meeting at the Iona Building in Chancellor Place. Also attending the meeting was Prod Laquian, UNA director and chair of the UNA Standing Committee on Governance; the UNA Executive Director; Joe Stott and Carole Jolly from Campus & Community Planning; Paul Young, Rob Wood and Nancy Mann from UBCPT; representatives from the Theological colleges, strata presidents and several residents from Chancellor Place. The meeting is scheduled quarterly; however this meeting focused on issues surrounding the completion of the neighbourhood.

The group heard from Joe Stott about strategies from C&CP to complete the Chancellor Place neighbourhood including repair to damaged installed infrastructure, neighbourhood deficiencies, children's play space and managing neighbourhood parking. The residents of Chancellor Place have been frustrated by the following issues (responses to concerns are in *italics*):

- Ongoing construction that is damaging sidewalks and strata property, and potential damage to mature trees and vegetation on Chancellor Blvd. *The strata presidents were assured that the construction-caused damages would be repaired and vegetation replaced if needed.*
- The lack of children's playspace. *C&CP indicated that there is playspace designated in the neighbourhood plan and will be addressed in two ways – the first near the Iona Green which can be established very quickly; the second behind St. Andrew's which will be installed once the college completes the last of its institutional construction (which could be within 5 to 10 years).*
- The installation of hard landscaping on UNOS behind the Iona Building. *The VST had offered to move one of the designated UNOS to an alternative location behind the Iona Building; however with the plan to install playspace in yet another location, the college is considering proposing to the UNA that the UNOS 'swap' be located at the playspace. The UNOS between the Corus and the Westpoint, which is designated as a fire lane, remains a concern. C&CP indicated that the UNOS is not a surveyed parcel of land but a percentage of land in the neighbourhood required by the OCP as useable neighbourhood open space, used for a variety of activities including passive use. The neighbourhood plan envisaged seamless open spaces made up of UNOS and Residential Open Space (RO) that could be used by everyone in the university community without concern for boundaries.*
- Deficiencies in the landscaping on St. Andrew's Walk. *A plan is in place for UBCPT to complete the landscaping in St. Andrew's Walk.*

- Insufficient visitor parking. *Carole Jolly of the TREK Office has been tasked by C&CP to meet with the residents and colleges to come up with a plan to manage visitor parking including church parking on Sundays. Ms. Jolly will also sit on the UNA Parking Rule Development Committee.*
- The lack of progress on the greenway linkages to the rest of campus. *Joe Stott indicated that the UBC Board of Governors has recently approved a \$10 million, 10-year plan for the improvement of the campus public realm that will include the greenway linkages to Chancellor Place.*
- The perceived lack of a plan to address these issues despite repeated communications by some strata presidents with the theological colleges, the university and the UNA administration. *At the request of the President's Office, Nancy Knight and C&CP have been asked to coordinate the outstanding issues in Chancellor Place and work towards completing the Chancellor Place Neighbourhood as quickly as possible.*

Date: July 9, 2009
From: Jan Fialkowski, Executive Director

1. Hiring of the UNA Sustainability Coordinator

From 60 applicants, the hiring panel shortlisted 3 excellent candidates who were interviewed in late June. There will be an announcement shortly.

2. Youth Delegation from the April UNA Board Meeting

As previously conveyed to the Board, Indoor Floor Hockey was offered this summer as part of the UNA programs hosted at the Osborn Centre. Regrettably no one registered for the program and the program was cancelled. Floor Hockey might be considered again for the Fall Programming Session.

3. Old Barn Community Centre and Hawthorn Place Park licenses

Two licenses were received from the UBC Legal Council Office for signature by the UNA Board for the use of The Old Barn Community Centre and the Hawthorn Place Parks as described in the Neighbours' Agreement. The licenses were signed by UNA directors Mike Feeley and Sharon Wu, and returned to Hubert Lai, UBC Council, with the required \$1 basic license fee.

4. WARPED Tour – August 14, 2009

On July 7 a meeting was held at the RCMP detachment at UBC to discuss the WARPED Tour that will be held at the Thunderbird Stadium on Friday, August 14 from noon to 10 pm. This concert has been held at UBC six times previously, the last time in 2007. The capacity at the Thunderbird Stadium for this event is 12,000 people. Most attendees are expected to arrive by public transit. There will be 8 stages with the last act starting at 9:00 pm. There is no alcohol sold at this event.

UBC Athletics will provide the UNA with a *notice to residents* that will be sent to residents via the weekly email blast on July 30, August 6 and 13.

Set up at the Stadium will start on Tuesday, August 11. On August 14, East Mall will be closed to through traffic for 24 hours starting at 12:00 am, although the east side of East Mall will be used for

performer parking. The first performer vans and RVs are being permitted to park on the east side only of East Mall starting at 12:00 am on August 14. The UNA has been assured that there will be no electrical generators operating on East Mall or on Stadium Road overnight. UNA residents who require access to their homes from East Mall will be permitted to drive on East Mall; however other UNA traffic is encouraged to use alternative routes within Hawthorn Place.

On concert day, there will be signage on Thunderbird Blvd/ Main Mall and Main Mall/Eagles Drive directing concert-goers to East Mall for the only access to the Stadium. Most attendees will be purchasing their tickets on line and the promoters have assured the university they will be indicating to attendees that there is limited parking; therefore to take public transit. There will be a heavy UBC security, private security (ICM) and RCMP presence throughout the concert day. At the end of the concert, all attendees will be directed to exit at East Mall to access transit or the parkades. The last concert vehicle to leave the Stadium will be no later than 11:30 pm.

If you would like more information, see

<http://www.warpedtour.com/warpedtour/concerts.asp?id=37841>

<http://www.clubzone.com/events/Vancouver/130743/T3-Vans-Warped-Tour-2009-8-14>

5. Nexterra-UBC Bioenergy Research and Demonstration Project

The UNA has been contacted by Dr. James Tansey, Director of the Centre for Sustainability and Social Innovation, Sauder School of Business, regarding a proposed bioenergy research and demonstration project on campus. Dr. Tansey has requested to make a presentation to the Directors about this project proposed to be located at West Mall and Agronomy Road on the Land and Building Services site. The first public Open House is being held on July 16 from 4:00 to 6:00 pm in the Atrium of the Fred Kaiser Building, 2332 Main Mall. Notice of the Open House was sent to UNA residents in the UNA e-newsletter on Thursday, July 9.

Date: May 6, 2009

From: Jan Fialkowski, Executive Director

The UNA staff gathers and maintains lists of residents' contact information: name, address, email address, and phone numbers for a variety of communication reasons. Generally these are not shared nor made public, and residents are assured that their private information is held for UNA purposes only. The UNA Membership list, the Community Services Card list and the Email Distribution list are held in the strictest confidence. However there are other contact lists that have a lesser level of protection: UNA Sub-Committee lists, Joint Strata Chair Council lists are examples. These are shared with the membership of the committees but are not made public otherwise.

Requests to use UNA distribution lists often are received from vendors, sports/cultural groups and university departments, and are typically requested for the advertisement of the groups' services or programs to UNA residents. If UNA staff deem the service being offered 'of value' to residents, staff consult with the Executive Director to determine whether the service or program can be included in the weekly UNA e-newsletter. Examples would include Museum of Anthropology or Botanical Garden events. Alternatively, the group may be offered a mailing to UNA residents whereby the materials are brought to the UNA offices for addressing; the mailing is done through the UNA and the group is charged a fee. An example of this could be the distribution of the *Blue Book* or the *UBC Recreation Guide*.

The UNA should not provide anyone or any group with UNA distribution lists without careful consideration. It is rare that that any of the UNA lists are shared. The only time the UNA Membership/Community Services Card lists have been shared is with UBC Campus Security as part of the university's mass emergency notification system project. The UNA Board of Directors at the time authorized this use of UNA lists for this purpose. At the same time, the UNA Board of Directors adopted a privacy policy on the use of private information held by the UNA.

Attached:

1. the UNA Policy 2007.06: the UNA Policy to Protect the Privacy of UNA Members
2. an accounting of all UNA lists that contain personal contact information

UNIVERSITY NEIGHBOURHOODS ASSOCIATION

POLICY

December 11, 2007

Policy 2007.06

UNA Board Policy to protect the privacy of UNA members

The UNA is committed to respecting the privacy of membership information which the UNA obtains. Accordingly, the information that members provide to the UNA will be used sparingly. The UNA will use it for general communication to UNA members through mailings (such as Annual General Meeting and balloting information), email contacts (such as our periodic email blasts to keep people abreast of opportunities for their involvement in the community including University cultural and athletic events) and other like purposes. The UNA will not give access to our membership list or to our email distribution list to *anyone* for any commercial purpose.

There may be cases when the Board, having considered all of the issues, may agree to share the information with some other party. Undoubtedly like instances will arise over time although we anticipate that they will be rare. The first and guiding principle is that the Board is committed to respecting the privacy of our members at least as rigourously as we would our own.

Motion to accept UNA Board Policy 2007.06

Moved by:	Mike Feeley
Seconded by:	Sharon Wu
Carried	

UNA Distribution Lists May 2009					
UNA List	approx. # of names	compiled by	Privacy protection	maintained for	shared with
Membership	2671	UNA	HIGH	BC Society regulations components of list used for Emergency communications: name, email address, phone numbers notification of association/society business, ie AGM, elections	UBC Campus Security
Community Services Cards	3155	UNA	HIGH	identification of UNA residents for access to UNA-sponsored programs, events, etc components of list used for Emergency communications: name, email address, phone numbers	UBC Campus Security
E-Newsletter	1556	UNA	HIGH	weekly communications to residents of alerts, events, programs of interest to the community	no one
UNA Building Addresses and Units	0 (contains 2400 addresses)	UNA	HIGH	mailings to residents; names of residents are unknown	UBC C&CP
UNA Board of Directors	11	UNA	MED	communications with directors	UNA Directors/assistants to directors/UNA staff
Standing Committees of the Board	under 8/varies	UNA	MED	communications with standing committee members about UNA Board or committee business	UNA Directors/assistants to directors/UNA staff/occasionally with invited guests
UNA Sub-Committees:					
Sustainability	under 20/ varies	UNA/Co. chair	LOW	Communications with committee members about committee work	committee members
Gardens	under 20/ varies	UNA/Co. chair	LOW	Communications with committee members about committee work	committee members
Multi-cultural	under 20/ varies	UNA/Co. chair	LOW	Communications with committee members about committee work	committee members
Schools	under 20/ varies	UNA/Co. chair	LOW	Communications with committee members about committee work	committee members
Joint Strata Councils	11 to 50	UNA	LOW	Communications with specific Joint Strata Councils or all Joint Strata Councils	directors/joint council members/UBCPT
Strata Presidents and Property Managers	90	UNA	MED	Communications with specific Strata Presidents and Property Managers about neighbourhood issues	UNA staff/strata presidents/property managers
Old Barn Community Centre programs	varies	UNA/UBC Rec	MED	communications with program participants	UNA Staff/UBCRec staff

Date: July 10, 2009
From: Jan Fialkowski, Executive Director

Summary

With the addition of the Sustainability Coordinator to the UNA staff, the UNA office must be reconfigured and expanded to accommodate additional work stations. The UNA purchased its original office furnishings from Heritage Office Furniture in Vancouver. A quote for \$7600 has been received to purchase and install the additional required furnishings.

It is recommended that the UNA Board of Directors authorize the purchase of the required office furnishings at the quoted cost of approximately \$7600.

Background

With the addition of another staff person in the UNA office, the main UNA office will require re-configuration to allow sufficient space between work stations and traffic flow. Currently the office also maintains a shared work station set up on a folding table that is used by the UNA bookkeeper and other part time staff who are working on projects.

Heritage Office Furniture, Vancouver, that supplied the original furnishings for the UNA Office has provided a quote to supply and install the additional identical furnishings required to accommodate the new hire, to replace a makeshift work station and to provide some additional storage space for two existing work stations. *See relevant pages from the quote attached.*

The cost of reconfiguring the UNA Office and the purchase of additional furnishings was anticipated in the 2009/2010 UNA Operating Budget; \$10,000 was allocated to the furnishings budget. A computer will also have to be purchased at a later date.

Recommendation

It is recommended that the UNA Board of Directors authorize the purchase of the required office furnishings at the quoted cost of approximately \$7600.



HEAD OFFICE VANCOUVER LANGLEY
 1588 Rand Avenue 130 - 807 Powell St #3 - 6350 - 204th St
 Vancouver, BC V6P 3G2 Vancouver, BC V6A 1H7 Langley, BC V2Y 2V1
 Phone: (604) 688-2381 Phone: (604) 688-2357 Phone: (604) 532-5888
 Fax: (604) 689-5388 Fax: (604) 688-2340 Fax: (604) 532-5880

Quotation

www.heritageoffice.com Email: info@heritageoffice.com

Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project Number
129496	6/30/2009		UNI041	DUNCAN MACPHERSON	

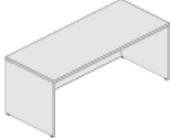
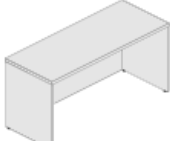
QUOTE TO: UBC OLD BARN COMMUNITY CTR
 6308 THUNDERBIRD BLVD
 VANCOUVER BC V6T 1Z4
 Canada

SHIP TO: UBC OLD BARN COMMUNITY CTR
 6308 THUNDERBIRD BLVD
 VANCOUVER BC V6T 1Z4
 Canada

P: 604.827.5158

P: 604.827.5158

Terms: PAYABLE UPON RECEIPT

Line	Quantity	Catalog No. / Description	Unit Price	Extended Amount
1	2	TS5TLDS3072T STEELCASE Shell-Desk, 30x72, 1-3/8 BASIC :262L MARBLED MAPLE LPL EDGE :6676 MARBLED MAPLE TOP-SURF:262L MARBLED MAPLE LPL OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL 	775.00	1,550.00
2	1	TS5TLDS2460T STEELCASE Shell-Desk, 24x60, 1-3/8 BASIC :262L MARBLED MAPLE LPL EDGE :6676 MARBLED MAPLE TOP-SURF:262L MARBLED MAPLE LPL OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS QTR MOD QUARTER HEIGHT MODESTY PANEL 	415.00	415.00
3	1	TS5TLUL2442T STEELCASE	325.00	325.00

Acceptance subject to Terms and Conditions. Quoted prices are based on free and clear access to site on the agreed upon dates. In the event of delays or reduced access additional charges may apply.

Accepted By _____ Title _____ Date: _____

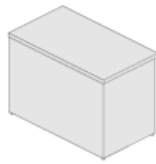




HEAD OFFICE VANCOUVER LANGLEY
 1588 Rand Avenue 130 - 807 Powell St #3 - 6350 - 204th St
 Vancouver, BC V6P 3G2 Vancouver, BC V6A 1H7 Langley, BC V2Y 2V1
 Phone: (604) 688-2381 Phone: (604) 688-2357 Phone: (604) 532-5888
 Fax: (604) 689-5388 Fax: (604) 688-2340 Fax: (604) 532-5880

Quotation

www.heritageoffice.com Email: info@heritageoffice.com

Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project Number
129496	6/30/2009		UNI041	DUNCAN MACPHERSON	

Line	Quantity	Catalog No. / Description	Unit Price	Extended Amount
		Shell-Return, Left Hand, 24x42, 1-3/8 BASIC :262L MARBLED MAPLE LPL EDGE :6676 MARBLED MAPLE TOP-SURF:262L MARBLED MAPLE LPL OPTIONS * * OPTIONS * * MOD PNL *OPT:MODESTY PANEL OPTIONS FULL MOD STD:FULL HEIGHT MODESTY PANEL 		
4	3	TS5TLBBF22M STEELCASE Pedestal-Mobile, Box/Box/File, 22dx27h BASIC :262L MARBLED MAPLE LPL EDGE :6676 MARBLED MAPLE FRONT :262L MARBLED MAPLE LPL LOCK :9201 POLISHED CHROME TOP-SURF:262L MARBLED MAPLE LPL OPTIONS * * OPTIONS * * PULLS *OPT:PULL OPTIONS HDL PULL HANDLE PULL PULL PULL NICKEL *PULL:NICKEL 9211 NICKEL 	450.00	1,350.00
5	2	LEAPV2 STEELCASE Chair-Leap, Adjustable Seat, Upholstered, Hwpd Arm, Lmbr UPHLSTRY:5F15 STONE 	875.00	1,750.00
6	1	TS218364 STEELCASE Lateral File-4 Drawer, 18x36x52 BASIC :7225 SAND LOCK :9201 POLISHED CHROME	825.00	825.00

Acceptance subject to Terms and Conditions. Quoted prices are based on free and clear access to site on the agreed upon dates. In the event of delays or reduced access additional charges may apply.

Accepted By _____ Title _____ Date: _____




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Quotation

www.heritageoffice.com Email: info@heritageoffice.com

Quote Number	Quote Date	Customer Order Number	Customer Number	Account Representative	Project Number
129496	6/30/2009		UNI041	DUNCAN MACPHERSON	

Line	Quantity	Catalog No. / Description	Unit Price	Extended Amount
7	1	KEYS :SK PLUG OPTIONS * * OPTIONS * * WGHT PKG *OPT:COUNTERWEIGHT PKG NO WGHT NO COUNTERWT PKG  WDI LABOUR TO RECONFIGURE EXSITING FURNITURE	504.00	504.00
Sub Total				6,719.00
PROVINCIAL SALES TAX - 7%				470.33
R102334497 - GOODS & SERVICES TAX 5%				335.95
Grand Total				7,525.28
<p><i>Images are provided as a preliminary color and type representation and should not be used for final color and product selection. Due to individual computer/monitor/printer settings: color, texture, pattern, size and feature rendering may vary from the actual sample. For accuracy, order and view an actual sample.</i></p> <p>*****End of Quotation*****</p>				

Acceptance subject to Terms and Conditions. Quoted prices are based on free and clear access to site on the agreed upon dates. In the event of delays or reduced access additional charges may apply.

Accepted By _____ Title _____ Date: _____

**University Neighbourhood Association
Budget 2009/10**

April 1, 2009 to March 31, 2010

	<u>Budget 2009-2010</u>	<u>Actual Apr 2009</u>	<u>Actual May 2009</u>	<u>Actual June 2009</u>	<u>YTD Total</u>	<u>% of Budget Spend</u>	<u>Remaining Budget</u>	<u>% of Remaining Budget</u>
Revenue								
Services Levies	\$ 2,419,511				0	0.00%	2,419,511	100.00%
UBC Funding Sustainability		0			0	NA	0	
Community Liaison Officer	25,000	0	0		0	0.00%	25,000	100.00%
Solicitor General of BC (Victim Services Program)	31,500	0	0		0	0.00%	34,000	107.94%
Tenant's Rent - Salt Spring	46,000	0	0	0	0	0.00%	46,000	100.00%
Community Centre	60,000	8,963	5,531	8,717	23,211	38.68%	36,789	61.32%
Interest Revenue	0		5,100		5,100	NA	(5,100)	NA
Parking Revenue	10,000	100	25		125	1.25%	(125)	-1.25%
Community Garden Revenue	0	1,267			1,267	NA	(1,267)	NA
Reimb - Barn party		0	0	0	0			
other - Incl Botanical Garden	0				225	NA	(225)	NA
Total Revenues	2,592,011	10,330	10,656	8,717	29,928	1.15%	2,554,583	98.56%
Expense								
Salaries & Benefits	409,000	20,064	17,919	16,977	54,960	13.44%	354,040	86.56%
Community Centre	369,500	36,974	24,505	24,559	86,038	23.28%	283,462	76.72%
Community Service Cards (Community Access)	413,783	4,385	4,865	520	9,770	2.36%	404,013	97.64%
Communications	45,000	5,327	660	1,196	7,183	15.96%	37,818	84.04%
Community Support	45,000	3,050	1,425	15,560	20,034	44.52%	24,966	55.48%
General Meetings and Board	100,000	4,054	626	0	4,680	4.68%	95,320	95.32%
Landscaping	395,000	0	0	0	0	0.00%	395,000	100.00%
Office	165,000	6,332	4,597	4,059	14,988	9.08%	150,012	90.92%
Parking & Security	87,000	6,866	7,026	1,961	15,853	18.22%	71,147	81.78%
Road, Gutter & Sidewalk Maintenance	25,000	0	0	0	0	0.00%	25,000	100.00%
Sewer & Drainage	160,000	0	0	0	0	0.00%	160,000	100.00%
Streetlights	20,000	0	0	0	0	0.00%	20,000	100.00%
Sustainability Committee - Waste Disposal Project	49,000	0	0	1,094	1,094	2.23%	47,906	97.77%
Tenant Expense - Coffee Shop	0	0	0	0	0		0	
Project Manager	50,000	0	0	0	0	0.00%	50,000	100.00%
Property Management	70,000	0	0	0	0	0.00%	70,000	100.00%
Contingencies @5.46%								
Sub-Total Expenses	\$ 2,403,283	\$ 87,052	\$ 61,623	\$ 65,925	\$ 214,601	8.93%	\$ 2,188,682	91.07%
Reserves	141,229	0	0	0	0		141,229	
Total Expenses	2,544,512	87,052	61,623	65,925	214,601		2,329,911	
Surplus (Deficit)	\$ 47,499	\$ (76,722)	\$ (50,967)	\$ (57,209)	\$ (184,673)	-388.79%	\$ 224,672	473.00%

University Neighbourhood Association								
Budget 2008/09								
April 1, 2008 to March 31, 2009								
	Budget	Actual	Adjustment	YTD	% of Budget	Remaining	Anticipated	
	2008-2009	Mar 2009	Apr May 2009	Total	Spend	Budget	Revenue / Expense	
Revenue								
Neighbours' Fund - Services Levies	\$ 2,231,217	509,730		2,183,133	98%	48,084		
UBC Funding Sustainability		0		0	NA	0		
Community Liaison Officer	25,000	0		25,000	100%	0		
Solicitor General of BC (Victim Services Program)	31,500	7,864		42,000	133%	(10,500)		
Tenant's Rent - Salt Spring	46,000	0	39,415	0	0%	46,000		
Community Centre	60,000	6,764		75,291	125%	(15,291)		
Interest Revenue	0	0		2,346	NA	(2,346)		
Parking Revenue	10,000	(4,557)		(7,738)	-77%	17,738		
Community Garden Revenue	0	0		1,476	NA	(1,476)		
Reimb - Barn party		0		6,666				
other - Incl Botanical Garden	0			9,034	NA	(9,034)		
Total Revenues	2,403,717	519,801	39,415	2,337,208	97%	73,176		0
Expenses								
Salaries & Benefits	383,500	18,895		258,320	67%	125,180		
Community Centre	324,800	29,907	44,480	374,884	115%	(50,084)		
Community Service Cards (Community Access)	317,750	313,935		338,370	106%	(20,620)		
Communications	27,800	2,156		33,572	121%	(5,772)		
Community Support	45,000	2,255		34,270	76%	10,730		
General Meetings and Board	96,500	585		69,594	72%	26,906		
Landscaping	350,000	0	37,368	307,612	88%	42,388		
Office	178,000	5,732		113,563	64%	64,437		
Parking & Security	103,000	6,889	5,174	88,458	86%	14,542		
Road, Gutter & Sidewalk Maintenance	45,000	0	27,912	32,401	72%	12,599		
Sewer & Drainage	125,000	84,019		164,508	132%	(39,508)		
Streetlights	40,000	0	6,760	38,646	97%	1,354		
Sustainability Committee - Waste Disposal Project	95,000	0		0	0%	95,000		
Tenant Expense - Coffee Shop	24,000	0		0	0%	24,000		
Project Manager	50,000	0		0	0%	50,000		
Property Management	63,000	0	15,000	60,000	95%	3,000		
Contingencies @5.46%								
Sub-Total Expenses	\$ 2,268,350	\$ 464,374	\$ 92,214	\$ 1,914,197	84%	\$ 354,153		\$ -
Reserves	135,367			48,084		87,283		87,283
Total Expenses	2,403,717	464,374	140,298	1,962,281				
Surplus (Deficit)	\$ 0	\$ 55,427	\$ (100,883)	\$ 374,926				
		estimated						
		Revenue	2,337,208	YTD Total Revenue + anticipated revenue				
		Expenses	\$ 2,049,564	YTD Total Expense + anticipated expense				
		Surplus	\$ 287,643					

Date: July 10, 2009

From: The UNA Standing Committee on Finance and Audit

The Neighbours' Agreement commits the UNA to return any operating surpluses to the Neighbours' Fund. Currently there is \$ 6.5 M held in 6 reserves in the Neighbours' Fund.

The 2008/2009 UNA Operating Budget shows a surplus of \$ 287,643; a GIC held by the UNA has matured for a total of \$ 205,100 for a total surplus in 2008/2009 of \$ 492,743.

As the first installment of the Services Levies for 2009/10 has not yet been received, the committee suggests returning \$370,000 to the Neighbours' Fund to be allocated to the Contingency Reserve. The remaining to be retained for cash flow (\$122,743) purposes.

However as the total requirement of the Contingency Reserve is capped at \$ 1.0 M, the remainder of the surplus can be allocated to the Unrestricted Reserves until the committee has finalized its Reserves Withdrawal Policy.

Recommended Reserves Allocations				
Reserve Type	Total Requirement	Current Balance	Recommended Allocation 08/09	Total
Infrastructure	\$ 23.75 M	\$ 3.3 M		
Capital	\$ 10.0 M	\$ 1.2 M		
Rate Stabilization	\$ 2.0 M	\$ 0.3 M		
Contingency	\$ 1.0 M	\$ 0.7 M	\$ 0.3 M	\$ 1.0 M
Unrestricted		\$ 0.2 M	\$ 0.07 M	\$ 0.27 M
Community Access	\$ 0.8 M	\$ 0.8 M		
Total		\$ 6.5 M	\$ 0.37 M	\$ 6.87 M

Recommendation:

The Standing Committee on Finance and Audit recommends that the UNA Board of Directors return \$370,000 of the 2008/09 UNA operating surplus of \$ 492,743 to the Neighbours Fund to be allocated as followed:

- \$300,000 (\$ 0.3 M) to be allocated to the Contingency Reserve
- \$ 70,000 (\$ 0.07M) to be allocated to the Unrestricted Reserve

The remaining \$ 122,743 will be retained for cash flow purposes.

Date: May 6, 2009
From: Jan Fialkowski, Executive Director

Under the Neighbours' Agreement 2008, Schedule F, UNA residents have access to specific UBC athletic facilities because the UNA will contribute financially to the operating or capital costs of the facility based on formula developed by Campus & Community Planning (C&CP) – *Calculating the UNA's Annual Operating Cost Contribution*.

The UNA Standing Committee on Finance and Audit was asked by C&CP to recommend a schedule payment to the UNA Board of Directors for approval. The Standing Committee reviewed the advantages and disadvantages of four payment schedules:

1. One annual payment made at the beginning of the fiscal year;
2. One annual payment made at the end of the fiscal year;
3. Semi-annual payments made in September and March of the fiscal year;
4. Quarterly payments made in June, September, December and March of the fiscal year.

The UNA Standing Committee on Finance and Audit based its review on fairness and equity to both the UNA and to UBC Athletics, and wished to recommend a model that would be reasonable and practical for both parties.

To that end, the UNA Standing Committee on Finance and Audit recommends to the UNA Board of Directors that the UNA authorize quarterly payments (June, September, December and March) of equal amounts to UBC Athletics for access to UBC athletic facilities pursuant to the Neighbours' Agreement 2008, Schedule F.

Proposed Motion:

Moved and seconded by _____, that the UNA Board of Directors will authorize annually, four equal payments, based on a total annual amount for the fiscal year that is determined through the *UNA's Annual Operating Cost Calculations* formula, that will be made in June, September, December and March of the fiscal year, payable to UBC Athletics for access by UNA residents to UBC athletic facilities.



THE UNIVERSITY OF BRITISH COLUMBIA

Office of the Associate Vice President, Planning Campus and Community Planning

2210 West Mall
Vancouver, BC V6T 1Z4

Phone: (604) 827-3171

Fax: (604) 822-6119

E-mail: nancy.knight@ubc.ca

June 23, 2009

University Neighbourhoods' Association
Strata Council Representatives
6308 Thunderbird Boulevard
Vancouver, B.C. V6T 1Z4

Re: Parking on Residential Streets

Dear Residents:

President Toope has asked me to respond to your letter of May 22, 2009 outlining your concerns about parking in the family housing neighbourhoods.

As you are aware, the legality of some of the instruments UBC has used to enforce its parking regulations has been challenged in the courts. UBC is working with other universities and the Province to clarify these regulatory matters.

Parking in family housing neighbourhoods on campus is a related but separate matter. Please be assured that the University is actively working to secure the Order in Council you refer to in the letter. Hubert Lai, the University Counsel, recently briefed the University Neighbourhoods Association (UNA) Board on the status of this work.

While the University's work related to these matters proceeds, the Neighbours' Agreement provides the UNA with the ability and mechanisms to develop rules to manage parking in family housing neighbourhoods on campus. This has been in place since early 2008. It is our understanding that the UNA has been developing a rule, but that it is not yet complete. We would encourage the UNA to continue its work on these matters. As soon as this rule is ready for the UBC Board of Governors' consideration, prepared according to the protocol in the Neighbours' Agreement, it can be sent to the Board.

Thank you very much for taking the time to express your concerns. We all share the goal of making UBC one of the most sustainable and liveable communities in the region.

Yours sincerely,

Nancy Knight
Associate Vice President, Planning

cc Professor Stephen Toope

Strata Chair	Building	Address	Postal Code
Alan King	The Stratford	405-5657 Hampton Place	V6T 2H4
Brian Collins	The Chatham	1202-5775 Hampton Place	V6T 2G8
Jim Haggart	Wyndham Hall	413-5688 Hampton Place	V6T 2H3
Charles Heinrich	West Hampstead	37-5760 Hampton Place	V6T 2G1
Coletta Gerber	Nine on the Park	6296 Eagles Dr	V6T 0A3
Sandy + Susan Sandulak	Hawthorn A,B,C,D,E	3-6388 Hawthorn Lane	V6T 1Z4
Dave Stephens	Journey	10-6328 Larkin Dr	V6T 2K2
Janet Campbell	Journey	113-6328 Larkin Dr.	V6T 2K2
Paul Turner	Reflections	207-6279 Eagles Dr	V6T 2K7
Kris Holm	Reflections	113-6279 Eagles. Dr.	V6T 2K7
Ian Young	Reflections	411-6279 Eagles Dr	V6T 2K7
Mike Moon	Legacy	510-6333 Larkin Dr.	V6T 0A7
Michelle Lamberson	Logan Lane Co-Dev	2565 East Mall	V6T 2K8
William Piper	Chancellor Row	6028 Chancellor Blvd.	V6T 1E7
Allan Tupper	Chancellor House	401-6015 Iona Dr	V6T 2L4
Joan Hebb	Stirling House	506-6080 Iona Dr.	V6T 0A4
Karen Okada	Argyll East	503-5958 Iona Dr	V6T 2L2
Richard Alexander	Keenleyside	104-5788 Birney Ave	V6S 0A2

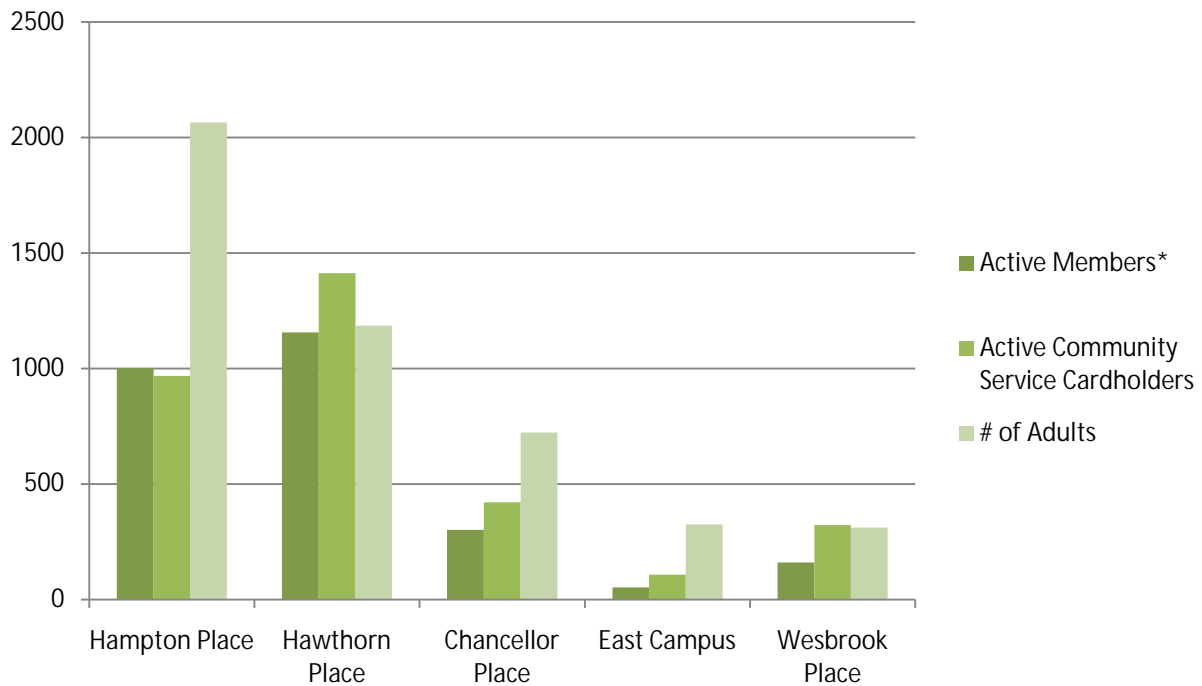
Date: July 7, 2009

From: Katherine Xu, *Administrative Manager*

Membership Status as of July 7, 2009

Neighbourhoods	Active Members*	Active Community Service Cardholders	# of Adults
Hampton Place	1002	968	2065
Hawthorn Place	1156	1413	1185
Chancellor Place	302	421	723
East Campus	53	108	325
Wesbrook Place	160	323	311
Total	2673	3233	4609

*Membership is restricted to residents over 18 years of age.



Neighbourhoods Portfolio from McAllister Community Survey Findings July 2008

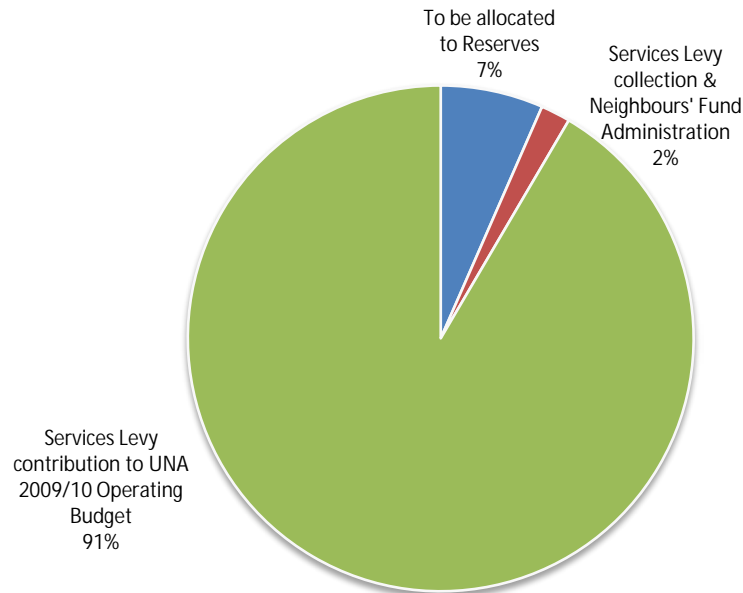
Neighbourhoods	# of HHs	# of ppl*	# of Adults	# of Children	Average children per home with children
Hampton Place	957	2393	2065	328	1.4
Hawthorn Place	744	1860	1185	675	1.7
Chancellor Place	345	863	723	140	1.4
East Campus	150	375	325	50	1.0
Wesbrook Place	181	453	311	142	1.5
Total	2377	5943	4609	1335	Avg. 1.4

**# of people is estimated as an average 2.5 persons per household.*

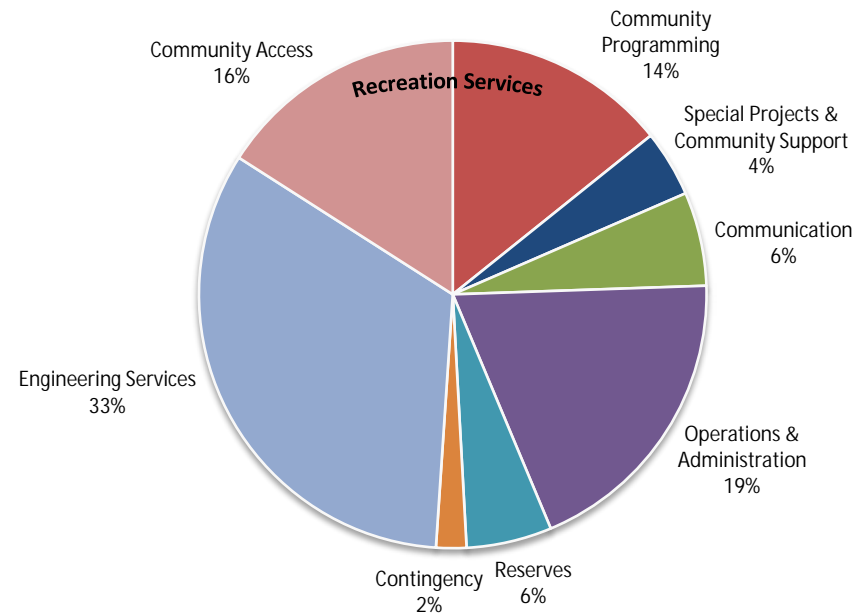
The Services Levy and the UNA Operating Budget 2009/10

The Services Levy you pay to UBC is administered by the University Neighbourhoods Association (UNA) to provide municipal-like services and to maintain municipal-like reserves on your behalf. The UNA Board of Directors prepares its annual operating budget before the Services Levy is calculated. The Services Levy to be collected in 2009 is estimated at \$2.64 million. The UNA has allocated \$2.42 million of this amount in its 2009/10 Operating Budget. The remaining Services Levy will be allocated to Reserves and \$50,000 of this amount will be used to cover the cost of collecting the Services Levy and administering the Neighbours' Fund. The UNA will generate an additional \$175,000 from its programs and services.

Services Levy Collected in 2009 = \$2.64 Million



UNA Operating Budget 2009/10 = \$2.59 Million



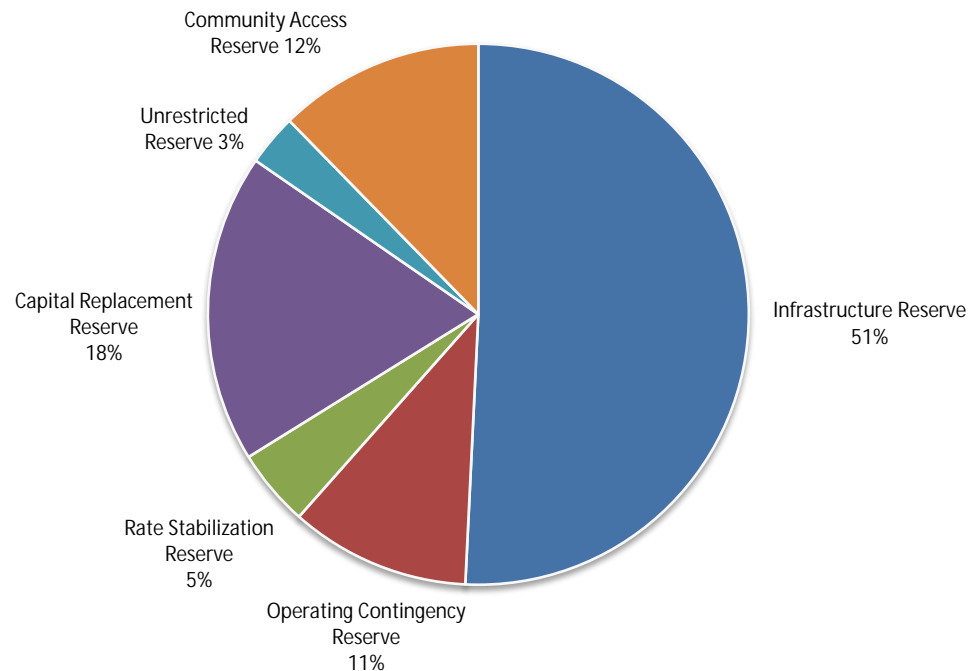
UNA Expenditures:

- **Engineering Services** - for the maintenance of public open space, parks, roads and sidewalks, street lights, utilities and contracts.
- **Community Access** – for UNA residents to UBC athletic, educational / cultural facilities and the Vancouver Public Library.
- **Community Programming** – UNA recreational programming and the operation of the Old Barn Community Centre.
- **Communication** – the production of publications and newsletters, marketing, data management and meetings of the society.
- **Operations & Administrative**– the cost of administering the UNA, office, insurance and staffing.
- **Special Projects and Community Support** – one-time projects undertaken by the UNA Board; support for local community initiatives.
- **Reserves** – annual contributions towards the five reserves held in the Neighbours' Fund.

Neighbours' Fund Reserves as of June 2009

The annual Services Levy collected by UBC is deposited into the Neighbours' Fund (held as a separate fund by UBC from academic funds) to be used for the provision of municipal-like services and programs by the UNA. The Neighbours' Fund also holds Reserves that are being accumulated to meet the needs of the community in the future.

Neighbours' Fund Reserves as of June 2009 = \$6.5 Million



Neighbours' Fund Reserves

- **Infrastructure Reserve** - to cover the anticipated replacement of roads, lighting, utilities, parks, green space, boulevards. Contribution of 2.4% of annual Services Levy. Total required over 100 years: \$23.75 million.
- **Capital Replacement Reserve** – to cover the anticipated replacement of community centres and play equipment. Contribution of 1.2% of annual Services Levy. Total required over 100 years: \$10 million.
- **Rate Stabilization Reserve** - to guard against unforeseen changes in the City of Vancouver rates. Contribution of 1% of the UNA operating expenditures budget annually to a maximum value of \$2 million.
- **Operating Contingency** – to guard against unforeseen annual needs. Contribution 1% of the UNA operating expenditures budget annually to a maximum value of \$1 million.
- **Community Access Reserve** – to cover unforeseen increases for access to UBC athletic and educational / cultural facilities.



Royal Gendarmerie
Canadian royale
Mounted du
Police Canada

Security Classification/Designation
Classification/désignation sécuritaire

Protected A

S/Sgt. Kevin Kenna
Detachment Commander
RCMP University Detachment
2990 Wesbrook Mall
Vancouver, BC V6T 2B7

Your File Votre référence

Mr. Hubert Lai
University Counsel
Office of the University Counsel
240 - 6328 Memorial Road
Vancouver, BC V6T 1Z2

Our File Notre référence

2009-06-29

Dear ^{Hubert} Sir:

RE: GREEK FRATERNITY VILLAGE & BETA HOUSE - ALCOHOL & NOISE COMPLAINTS

This is in reference to ongoing neighbourhood concerns about social disorder along Wesbrook Mall and in particular alcohol/noise complaints involving the Greek Fraternity Village, 2880 Wesbrook Mall and Beta House, 2140 Wesbrook Mall.

The following is a synopsis of complaints received at RCMP University Detachment from 2009-04-01 to 2009-06-25.

Greek Fraternity Village - 2880 Wesbrook Mall

2009-1502

May 26, 2009 at 00:40 hours: Two (2) callers reporting a loud party occurring at 4-2880 Wesbrook Mall (Fiji Fraternity House). Members attended and observed approximately fifteen (15) people talking loudly on the West patio. Members located House President Matthews and requested that he get everyone inside and to keep the music down, and to shut any windows/doors. Matthews was very cooperative and the noise ended immediately. No further problems.

2009-1631

2009-06-04: Attended for noise complaint at 2-2880 Wesbrook Mall. Spoke to President, agreed to keep noise down. No further problems. Called in by neighbour who could not sleep.

2009-1664

2009-06-06: Noise complaint. Approximately twenty (20) people outside partying. The night before was the same problem and complainant getting frustrated. When police left the night before they started up again and were louder.

2009-1777

2009-06-13 at 22:25 hrs: Complainant called in reporting a noisy party at the UBC Fraternities, 2880 Wesbrook Mall. Cst. Savard attended and observed multiple people outside talking with music playing from most units. Cst. Savard talked to all the Fraternities and all agreed to turn down the music.

2009-1781

2009-06-14: Loud party at 2880 Wesbrook Mall. Members attended and shut party down. No further problems.

2009-1831

June 18, 2009, 02:05 hours: Complainant reported loud music and shouting coming from the units at 2880 Wesbrook Mall. Cst. Owens and Cst Simpson attended and observed open liquor, loud music and people shouting. Music was turned off. Patrons returned to their residences. No further problems.

2009-1844

2009-06-18: Ongoing party at 2880 Wesbrook Mall. Drumming and yelling. Complainant and baby cannot sleep. Members attended and shut down party. No further problems.

Beta House - 2140 Wesbrook Mall**2009-983**

2009-04-01: Complaint of a group of TWENTY (20) or so males out on the lawn and in the street yelling and partying. Patrols made. Nobody located.

2009-988

2009-04-02 @ 0151 hrs: Report of possible weapons involved in an altercation outside the Beta House at 2140 Wesbrook Mall. University members arrived, contained the situation and arrested two (2) males who were throwing bottles at the Beta House. Males arrested for Causing a Disturbance and Intoxicated in a Public Place. Males transported to Richmond cells.

2009-1055

2009-04-08: Complainant reported loud music coming from the Beta House located at 2140 Wesbrook Mall. UBC members attended and talked to Cody Beck who identified himself as the President of the House. Members advised Beck to keep the music down or they would be shut down. Beck stated he would keep it under control. No further action required.

2009-1656

2009-06-05: 2140 Wesbrook Mall. Loud party has been going on for two days and has kept the complainant up until 0200 hours. Members attended. No party found.

2009-1782

2009-06-14: 2140 Wesbrook Mall. Complaint of loud party ongoing for last 8-10 hours. Members attended and shut down party. No further problems.

2009-1861

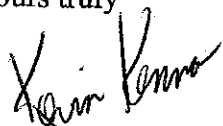
On 2009-06-19 at 2205 hours: Cst. Bowsher and Cst. Owens attended the Beta Fraternity house for a report of a noise complaint for a loud party. The members could hear loud music and yelling from the road as the front doors to the building were propped open. Cst. Owens spoke with House President Cody Beck about the noise level. Beck apologized and agreed to keep the front doors closed and keep the party inside. File concluded.

The majority of complaints dealing with alcohol or noise emanate from the Greek Fraternal Brothers, visitors, guests or other tenants, i.e., Irish persons who rent from May to September each year. Neighbourhood residents find themselves being continuously bombarded and are getting much more vocal about having their peace and quiet disturbed by persons who do not seem to care about those residing around them.

It is respectfully requested that your office begin to utilize the "Conduct Agreement" between the University of British Columbia and the Strata Corporation (signed 2003-10-24) which is responsible for the Greek Village. In particular I would ask that the Unreasonable Noise and Nuisance (Section 3) and Misconducts, Fines and Probation (Section 4) be invoked. I am unaware if a like document exists for Beta House.

Should you have any further questions please feel free to contact the undersigned at 604-224-7565.

Yours truly



(J.G.K. Kenna)S/Sgt.
RCMP University Detachment Commander

c.c.

Brian Sullivan, UBC Vice President Students
Anne Dewolfe, Executive Coordinator Office of the Vice President Students
Jan Fialkowski, Executive Director, University Neighbourhoods Association