



## **AGENDA**

### **A. CALL TO ORDER**

### **B. APPROVAL OF AGENDA**

1. **Motion:** That the Board approve the March 16, 2021 Agenda as circulated.

### **C. APPROVAL OF MINUTES**

1. **Motion:** That the Board approve the February 16, 2020 Minutes as circulated. 1

### **D. DELEGATIONS**

1. Jeehye Kim – Unleashed Dog Issue

### **E. EXTERNAL REPORTS & PRESENTATIONS**

1. Electoral Area A Report – Electoral Area A Director, Jen McCutcheon 4  
(Read: [Electoral Area Newsletter](#))
2. Campus and Community Planning Report – Senior Policy Planner,  
Celene Fung – Provided on Table
3. UBC RCMP Detachment Update – Chuck Lan
4. Outdoor Basketball Court Presentation – Grant Miller, Director of Planning,  
Development Services, Campus and Community Planning 15

### **F. REPORTS**

1. Management Report – Chief Administrative Officer – For Information 17
2. Finance Committee Update
  - a. Community Amenity Charges Report – Chief Administrative Officer – For  
Information 28
  - b. Neighbours Fund Investment Report – Finance Manager 49

#### **Recommendation:**

THAT the Board inform UBC that the UNA would like the term deposit that matured on Feb 14, 2021 to be rolled over to another 3-year term deposit.

3. Commissionaires Contract Renewal – Operations Manager 52

#### **Recommendation:**

THAT the Board approve the attached 2021 – 2022 Commissioners BC Services Agreement and authorize the Chair to execute the agreement.



**G. UNFINISHED BUSINESS**

None

**H. NEW BUSINESS**

1. Revisions to Neighbours' Agreement 2020 – Director Holmes 62

**Recommendation:**

That the Board

- (a) change the name of the UNA Negotiating Committee to the Neighbours' Agreement Committee;
- (b) approve the attached proposed Terms of Reference for the Neighbours' Agreement Committee to replace the current Terms of Reference;
- (c) confirm that Directors Mullen, McCutcheon, and Holmes, and resident Mike Feeley are to continue as the committee members; and
- (d) appoint Director Holmes as the Chair of the Neighbours' Agreement Committee

**I. ADJOURNMENT**

**Recommendation:**

That the Board adjourn into a Closed Session to discuss dealings with other entities or persons where disclosure of the information being discussed may compromise the relationship of the Association with them or its relationship with its stakeholders; personal information of an individual; and human resource issues.



## MINUTES

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### PRESENT:

Richard Watson – Chair  
Bill Holmes  
Carole Jolly  
Terry Mullen

Murray McCutcheon  
Jane Kang  
James Heth

### STAFF:

Sundance Topham – Chief Administrative Officer  
Andrew Clements – Recreation Manager  
Wegland Sit – Operations Manager  
Glenda Ollero – Communications Manager  
Athena Koon – Finance Manager  
Marta Mikolajczyk – Administrative Assistant

### REGRETS:

Kalith Nanayakkara

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### A. CALL TO ORDER

The University Neighbourhoods Association (UNA) Board meeting was called to order at 5:30 p.m.

The Board Chair acknowledged that the meeting was held online, but regularly meets on the unceded traditional territory of the Musqueam people.

### B. APPROVAL OF AGENDA

**Motion:** That the Board approve the February 16, 2021 Meeting Agenda as circulated.

**Carried.**

### C. APPROVAL OF MINUTES

**Motion:** That the Board approve the January 19, 2021 Minutes, as circulated.

**Carried.**

### D. DELEGATIONS

1. David Eby, MLA for Vancouver-Point Grey

David Eby provided an update to the board highlighting provincial focus on Covid-19 recovery, refined criteria for provincial government grants for businesses, immunization plans, and TransLink expansion initiatives.

2. Nobel Park Update – UBC Athletics

James Tait, Senior Manager and Kavie Toor Managing Director of Athletics & Recreation summarized a presentation to the board reiterating the reasons behind the Nobel Park project and outlining key design concepts and considerations.



The Chair moved the following:

**Motion:**

THAT the board endorse the approval of the pending Development Permit application subject to no significant deviation from the concept design and Location present today.

**Carried.**

**E. EXTERNAL REPORTS AND PRESENTATIONS**

1. Electoral Area A Report

Electoral Area A Director, Jen McCutcheon, provided a brief verbal update highlighting the TransLink expansion of Battery-Electric bus fleet, as well as the upcoming February 22, 2021 Engagement Session addressing coping with mental health consequences of Covid-19.

2. Campus and Community Planning Report

Celene Fung provided a brief verbal update highlighting the completion of the UBC climate emergency engagement process by the Climate Emergency Task Force (CETF).

**F. REPORTS**

1. Management Report

The management team offered a summary of departmental initiatives highlighting budgetary and policy work, enhanced UNA Parking and UNA Membership Application page launch, and Racial Bias/Intercultural Awareness training for the Board, Management and Staff proposed to take place in March.

2. Finance Committee Update

a. 2021-22 Budget – Final

The Finance Manager presented the final 2021-22 UNA Budget to the Board, stating that no feedback has been received from public consultation.

Director Holmes moved the following:

**Motion:**

THAT the Board approve the attached draft 2021-22 UNA Budget and direct staff to submit the budget to the UBC Board of Governors for information.

**Carried.**

b. 3rd Quarter Financial Report

The Finance Manager provided an overview of the 3<sup>rd</sup> Quarter Financial Report highlighting the finalization of the Neighbours Levy adjustment and underlining that overall expenditures will reflect fully in the Q4 report.

c. Neighbours' Fund Audited Statement

The Finance Manager presented the audited statement included in the agenda. The board held a brief discussion re UBC presentation of the statements at the Annual General Meeting and the role of the UNA vis-à-vis the Neighbours' Fund.



3. Governance and Human Resources Update

a. Delegation Policy Report

The CAO introduced the revised Delegation Policy underlining authority with respect to spending of UNA funds, contracting, plus legal and insurance matters. Director Holmes reiterated the need for a formal Chief Administrative Office Policy and reinforced that the Delegation Policy is a document that can be amended at board's consideration.

The Chair moved the following:

**Motion:**

THAT the Board revoke Director's and Executive Director's Spending Policy #05-5 and approve the proposed Delegation of Authority Policy.

**Carried.**

The Chair proceeded to move the following:

**Motion:**

THAT the Board direct the Chief Administrative Officer to work with Director Holmes and the Governance and Human Resources Committee to develop a Chief Administrative Officer Policy for Board consideration.

**Carried.**

4. Bean Around The World – Dedicated Washroom

The Operations Manager provided a verbal update noting that the Fire Prevention Office and UBC Chief Building Official conditionally approved a security barrier on a trial basis during the pandemic, with a potential of continuation if there are no reported issues.

**G. UNFINISHED BUSINESS**

None

**H. NEW BUSINESS**

None

**I. ADJOURNMENT**

The Chair moved the following:

**Motion:**

That the Board adjourn into a Closed Session to discuss dealings with other entities or persons where disclosure of the information being discussed may compromise the relationship of the Association with them or its relationship with its stakeholders; personal information of an individual; and human resource issues.

**Carried.**

The meeting adjourned at 7:04 p.m.

*The Board moved to a Closed Session.*



## Director's Report

Hi UNA/UBC/UEL neighbours,

Happy spring! I know that we don't officially enter the spring season until later this month, but after our dark and wet winters, the early signs of spring in Vancouver bring me joy. There is something quite magical about watching the bulbs poke their way out of the ground and the blossoms pop open on the trees. This time of year always fills me with a sense of hope, and this year more than ever, hope is a welcome feeling.



A rufous hummingbird enjoying a salmonberry flower. Photo credit: Defenders of Wildlife

In addition to the new leaves and flowers emerging, there are a few other favourite things that I look out for this time of year. First is the return of our rufous hummingbirds. While the green Anna's hummingbirds stay with us throughout the year, the feisty little rufous hummingbirds head south for the winter and return just as the salmonberry flowers come out this month. As you walk through Pacific Spirit Regional Park, or other natural habitats, keep an eye out for the salmonberry flowers. If you listen closely, you can often hear the buzz of the rufous hummingbird's wings nearby. As I was looking for a photo of a rufous hummingbird, I found this interesting blog post about the rufous hummingbirds in Stanley Park.

Another favourite sight around the UBC peninsula this time of year is the soaring flight of a pair of mating eagles. Our majestic neighbours mate for life. This time of year brings both *more* eagles and more concentrated use (and twig upgrading) of the various nests across the peninsula. How many eagle nests have you spotted? Have you noticed how they grow from year to year? Which nests have you seen eagle pairs at this year? Our family enjoys keeping an eye on the nests and the action around them – no matter how many eagles we see, I don't think we will ever get tired of watching them.

Somehow these annual events give me a sense of hope and even reassurance as our earth's rotation is still on track to bring back the warmth and sunshine of spring and summer. This year, I feel like I – and all of us – could really use an extra-large dose of hope. As you explore our beautiful corner of the world this month, take some time to look and listen and feel for signs of spring and of hope. In recent weeks, this sense of hope has also been strengthened by the news of our vaccine roll-out plan. I've included details on the latest plan for BC residents on page 9 below.



Uplifting signs of spring emerging in my little garden





## ELECTORAL AREA A Director's Update

From Jen McCutcheon, Director, Electoral Area A

March  
2021

While spring, vaccines, and more sunshine are all well on their way, the pandemic continues to exact a hefty mental, physical, financial and perhaps most evidently, social toll on our community. In follow up to my recent engagement session, I have included links to various mental health resources and ways to connect below (on this page). If you are struggling, please do reach out.

I hope to see you out enjoying spring this month. Please stop by and introduce yourself or say hello when our paths cross - I'd love to connect.

All the best,

*Jen McCutcheon*

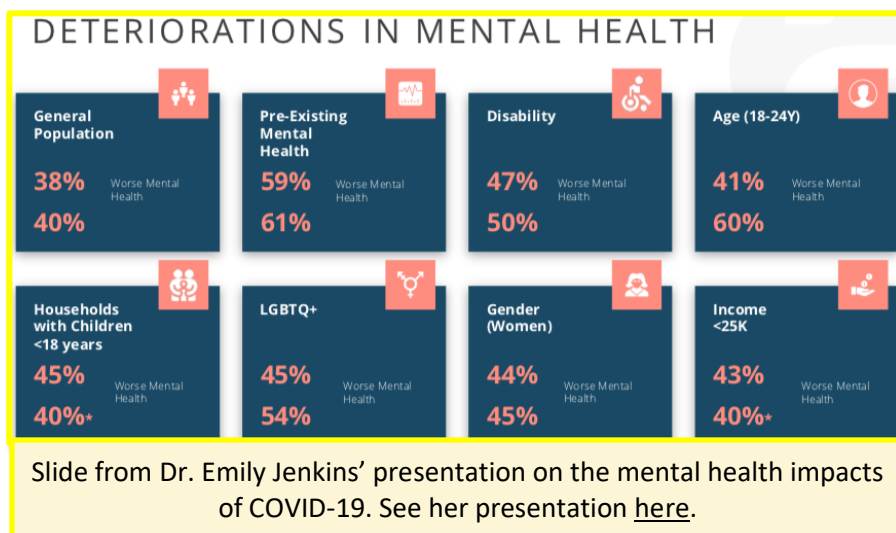
Jen McCutcheon, Metro Vancouver Director for Electoral Area A  
Email: [areaajen@gmail.com](mailto:areaajen@gmail.com) Website: [www.areaajen.ca](http://www.areaajen.ca)

### Follow up from my February Engagement Session on COVID Coping, Connecting and Community

In late February, I hosted my sixth Community Engagement Session. This one focused on then mental health impacts of COVID-19, and strategies that we can use to better cope and connect during this time. With input from a number of groups, I have developed a resource list of programs and websites that may be useful to residents. This list includes a wide variety of things from federal and provincial programs to lists of hiking trails that you may want to check out. You can find the list [here](#).

We were joined by two experts, both from UBC's Faculty of Medicine. Dr. Emily Jenkins is a Assistant Professor in the School of Nursing and a researcher in mental health and substance abuse. She presented to us on the mental health impacts of COVID-19, highlighting the specific groups that have been disproportionately impacted by the pandemic. You can download her presentation [here](#).

We then heard from Dr. Shel Nathanson, a Clinical Associate Professor in the School of Medicine





Dr Shel Nathanson provides practical ways to cope and connect during COVID. Watch his presentation [here](#)

and a retired family physician about practical ways that we can cope and connect. We had some audio problems during the live presentation, but Dr Nathanson and I rerecorded the presentation, and you can listen to Shel's talk [here](#).

You can find all these resources on my [website](#):  
<https://jenmccutcheon.wordpress.com/resources/>

Please stay tuned for more information on my next Community Engagement Session which will be on exploring our unconscious biases and the impact that these biases have on racism and other forms of discrimination.

If you have suggestions for future sessions, please let me know (email me at [areaajen@gmail.com](mailto:areaajen@gmail.com))

## UEL Governance Study

As you may be aware, the Ministry of Municipal Affairs has hired a consulting firm, Urban Systems, to conduct a study of the University Endowment Lands (UEL) to better understand the current and future needs of the community with respect to local services, structures, and governance. The study began with initial research and analysis into the community ("Community Profile") as well as the existing services being provided to UEL residents from various service providers ("Service Highlights"). This background information can be found in both English and simplified Chinese on the website established for this project, at [www.uelgovernance.ca](http://www.uelgovernance.ca)

On the website or [HERE](#), you will also find a **Community Survey**, which will help the study team to better understand the services that UEL residents utilize and value. The survey runs from now until March 31, 2021 so if you live in the UEL, please spread the word to your UEL neighbours about taking part in the survey.

The UEL Governance Study team will also be hosting a **Virtual Open House** on Thursday, March 11, 2021 at 7:00pm, which will provide an opportunity for you to learn more about the project and to ask questions that may not be provided on the website or background documents. Click [here](#) to join the Zoom meeting on March 11 at 7pm.







## What exactly is Electoral Area A?

I'm sure many of you have had to explain to surprised friends and family that actually, UBC, UNA, and the UEL are not part of the City of Vancouver. And while you're trying your best to explain how these communities work, you may also throw in that they are part of Electoral Area A, which is part of Metro Vancouver – you know, the regional district that provides drinking water and takes care of Pacific Spirit Regional Park? Don't feel bad if you have trouble wrapping your head around it all – our local governance structure is unique in all of BC. As a resident, it's important for you to know how and where local decisions are made, so I hope this information will help clarify how Electoral Area A works.

As the Electoral Area A Director for Metro Vancouver and Chair of the Electoral Area Committee, I recently had the opportunity our unique communities and my role in an episode of the new video series, [Chat with the Chair](http://www.metrovancouver.org/chatwiththechair). (Watch all episodes of Chat with the Chair: <http://www.metrovancouver.org/chatwiththechair>).



Chat with the Chair interview with Jaeny Baik

In addition to the video and the map below, here are a few key points about Electoral Area A:

1. Electoral Area A is made up of all of the areas that were never incorporated into a municipality (e.g., city, township, village, etc.) within the borders of the Metro Vancouver Regional District. That's why there is no intuitive reason behind Electoral Area A's geography, as shown in green in the map below. Residents of Electoral Area A elect one Director to represent them on the Metro Vancouver Regional District Board.
2. The vast majority of the Electoral Area's 818 square kilometres comprises rural and remote areas on the north shore of the region, with some sparsely populated waterfront communities along its shores, and a farming community (Barnston Island) in the Fraser River. The vast majority (98%) of Electoral Area A's more than 16,000 residents live in the Point Grey peninsula (i.e., UBC, UNA and the UEL).
3. Metro Vancouver provides various services to the region. In the rural and remote portions of Electoral Area A, Metro Vancouver acts as the sole local government and provides typical local planning services like building inspection and zoning. For the Point Grey peninsula, Metro Vancouver provides regional-scale services like drinking water, liquid waste treatment, air quality monitoring and regional parks, while UBC, UNA and UEL provide the rest of the typical 'city services' for their communities. Metro Vancouver works closely with UBC, UNA and UEL on areas where we have shared responsibilities, such as emergency planning.



Metro Vancouver region showing the various parts of Electoral Area A in light green







## Community Connections

*This section aims highlight awesome community initiatives. Please send me your ideas about people who are going out of their way to make our neighbourhoods even better. I know there are lots of examples and I'd love to hear from you about some of them (email me at [areaajen@gmail.com](mailto:areaajen@gmail.com)).*

I'm sure you'll agree that this month's Community Connections story is very sweet. It is about two teenaged girls in our community who teamed up with a neighbour to write a story to help young kids overcome their fears from the pandemic.

Our names are Amy and June Zhang. We live in the Hawthorn neighbourhood of the UNA. During the COVID19 pandemic restrictions, we decided to write a children's book, with the editorial help of Lee Weinstein, a neighbour in our building. We were inspired to write a story to help alleviate the fears and worries that children may feel because of the pandemic.



A page from the book about Martha overcoming her fear of the forest with her dog, Rainy



Authors Amy and June Zhang with their mentor and editor Lee Weinstein... and Rainy, Lee's dog and one of the stars of the story

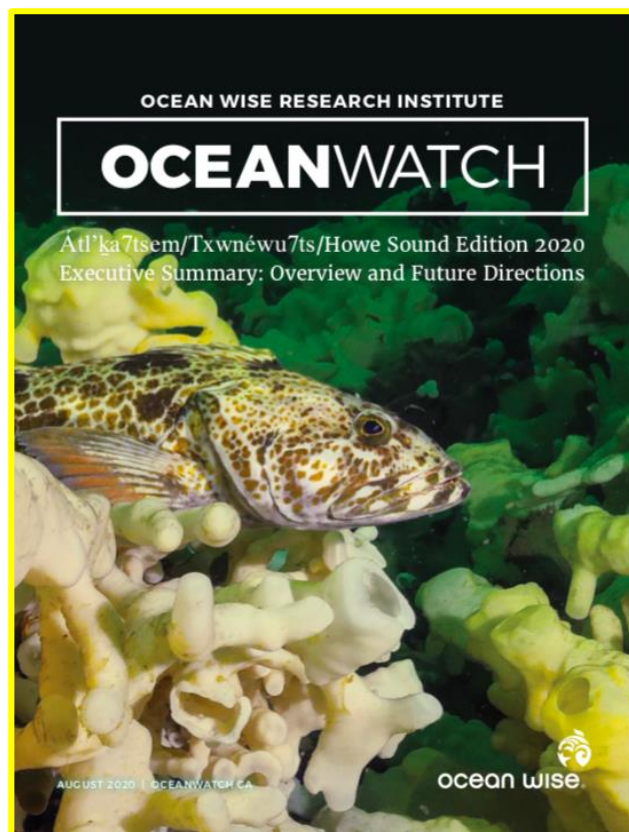
The book tells the story of a little girl, Martha, who overcomes her fear of walking through the forest with the help of her magic dog, Rainy. It just so happens that in real life, Rainy is Lee's dog. She is a sweet dog and has an adorable personality. The story is also a gift to her. As this is the first time we have written a book, we encountered many uncertainties along the way. Luckily, Lee guided the project forward and helped show us that we could create something beautiful and meaningful using our own words and ideas. The book would not have its wonderful visual effect without the exquisite art of James Svahn-Jaccoma, the illustrator of our book. The four of us hope this story can lighten all children's struggles during the pandemic!



## Howe Sound Biosphere Region Initiative and Ocean Watch Action Committee

Some residents may be aware that there is an initiative underway to designate Howe Sound as a biosphere region under the UNESCO (United Nations Education, Scientific and Cultural Organization) *Man and the Biosphere* program. If successful, it would be the first UNESCO biosphere region on B.C.'s mainland (two exist on Vancouver Island). More information on the initiative and nomination process is found [here](#). A portion of Electoral Area A lies within Howe Sound, and in my capacity as the Electoral Area A Director, I strongly support this initiative and the goals it aims to achieve.

There are several environmentally-focused activities under the biosphere initiative umbrella. One recent one is the formation of an Ocean Watch Action Committee, to which I was appointed as the representative for Metro Vancouver Board. The Ocean Watch Action Committee brings together elected officials, government staff, and advisors to advance government actions identified by the Ocean Wise Report: [Ocean Watch Átl'ka7tsem/Txwnéwu7ts/Howe Sound Edition 2020](#). The Ocean Watch Action Committee seeks to advance those actions and keep track of progress. I'm looking forward to helping ensure we sustain the health of Howe Sound's unique environment and will keep residents informed on milestones in designating the region a UNESCO biosphere.



## TransLink Updates

### Federal Government's permanent public transit funding announcement

On Feb. 10, the Government of Canada announced \$5.9 billion of transit funding available this year, and \$3 billion annually from 2026/7. This permanent transit fund will support capital projects across the country, and recognizes the important of transit in supporting Canada's economy and environment. Over the coming months, TransLink will participate in federal-led discussions about how the funding program should be allocated and delivered. [Find out more in the Government of Canada's backgrounder](#)





### Supporting active transportation

Active transportation is on the rise as people explore locally during the pandemic. As a reminder, TransLink supports active transportation through funding for municipal bike routes and cycling amenities, and making it easier to combine bike/transit trips. [Take a look at TransLink's cycling maps](#)

<https://www.translink.ca/rider-guide/cycling-in-metro-vancouver>

### Delivering 'One Million Masks'

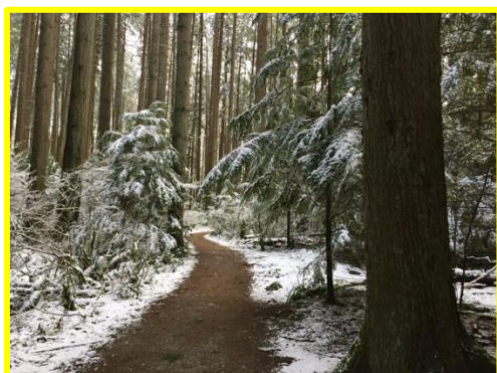
TransLink has collaborated with BC transportation, business and community partners to purchase 1,000,000 masks to British Columbia's most vulnerable communities. These masks, distributed by the United Way, will help those who don't have the means or ability to obtain the clean face coverings to make essential trips safely. [Read more in the News 1130 coverage](#)



## Quantifying the Value of our Regional Parks

Metro Vancouver recently completed the *2021 Regional Parks State of the Assets Report* which provides an inventory, condition and value assessment of built assets, plus an overview and preliminary condition assessment of natural assets.

"Why is this important?", you may ask. The answer is that careful monitoring and diligent ascribing of value to nature, is important to ensure it is prioritized in regional planning efforts. The COVID-19 pandemic has resulted in a massive increase in the use of Metro Vancouver regional parks. For example, in January 2021, a record 1.2 million visitations were recorded at our regional parks, more than double the number of visits in January of 2020! Our increased use of the parks during this state of emergency highlights the often overlooked role that natural spaces play in supporting our mental and physical health; not to mention the critical role the parks play in maintaining the biodiversity of ecosystems and sequestering carbon to decrease greenhouse gases in our atmosphere. Like other assets within Metro Vancouver, such as our water reservoirs and waste treatment centres, we need to accurately quantify the value of our parks, and this State of the Assets is a good start.



Parks: an important asset for health, biodiversity, and our climate

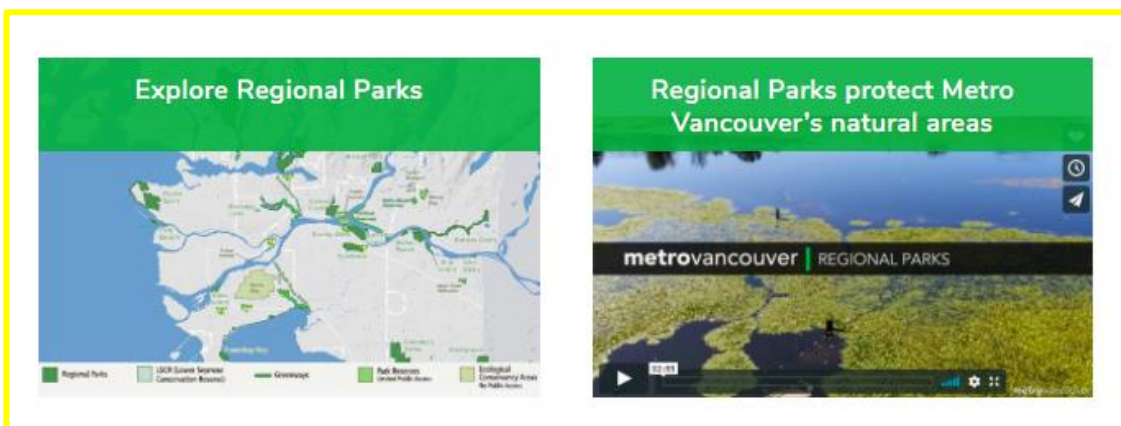
The regional parks system comprises two types of assets: natural assets, which are the ecosystems protected within the regional parks system, and built assets, which are the trails, bridges, buildings and other amenities that provide public access and support land management. The report shows



that Regional Parks' built assets are in fair or good condition and have a total replacement value of about \$292 million. In 2020, these built assets supported park visitation of over 16 million.

The Regional Parks system protects a range of natural assets including bogs, floodplains, salt marshes and old growth forests, which provide critical services to the region such as clean air and water, habitat, biodiversity and climate resilience. Work is currently underway to develop methodology that will allow for a complete condition assessment of natural assets, as well as calculation of their replacement value and projected maintenance costs. This information will be used to plan stewardship, restoration and land management initiatives over the long term, and will be included in future *State of the Assets* reports.

You can read the 2021 *State of the Assets* report in the February 26, 2021 Board Agenda, starting on page 60. Also, if you would like to read more about our Regional Parks, you can do so here.



<http://www.metrovancover.org/services/parks/Pages/default.aspx>  
[http://www.metrovancover.org/boards/GVRD/RD\\_2021-Feb-26\\_AGE.pdf](http://www.metrovancover.org/boards/GVRD/RD_2021-Feb-26_AGE.pdf)

## BC's Vaccine Roll-out Plan

BC's COVID-19 Immunization Plan, illustrated below, focuses on saving lives and protecting the highest-risk people in our community. We are now moving into Phase 2 of our plan focused on protecting more seniors. The image above provides an overview of the province's plan for all of us to be vaccinated. To protect more people, faster, the Provincial Health Office has extended the time between doses 1 and 2 from 6 to 16 weeks.

COVID-19 vaccination clinics will open to eligible seniors within Vancouver Coastal Health (VCH) Authority on Monday, March 15, 2021. People 80 years of age and older, and Indigenous (First Nations, Métis and Inuit) people 65 years of age and older, will be eligible to be vaccinated as part of Phase 2 of the B.C. COVID-19 Immunization Plan. Most vaccination clinics will be open seven days a week, between 9 a.m. and 5 p.m. with evening appointments also available. Dedicated sites have also been established for Indigenous (First Nations, Métis and Inuit) people, which will offer services that are culturally safe, with ceremonial plans in place.





# ELECTORAL AREA A Director's Update

From Jen McCutcheon, Director, Electoral Area A

March  
2021

Phase 1 Dec 2020-Feb 2021	Phase 2 Feb-April 2021	Phase 3 April-June 2021	Phase 4 July-Sept 2021
High-risk population		General population	
<ul style="list-style-type: none"><li>Residents, staff, and essential visitors to long-term care and assisted living</li><li>Individuals assessed for/awaiting long-term care</li><li>Hospital health care workers who may provide care for COVID-19 patients</li><li>Remote and isolated Indigenous communities</li></ul>	<ul style="list-style-type: none"><li>Seniors aged 80+ who are not yet immunized</li><li>Indigenous peoples aged 65+, Elders, and additional communities not yet immunized</li><li>Hospital staff, community GPs and medical specialists not yet immunized</li><li>Vulnerable populations in select congregated settings</li><li>Staff in community home support and nurses caring for seniors</li></ul>	<p>People aged 79 to 60, in five-year increments:</p> <ul style="list-style-type: none"><li>79 to 75</li><li>74 to 70</li><li>69 to 65</li><li>64 to 60</li></ul> <p>Indigenous peoples aged 64 to 45</p> <p>People aged 69 to 16 who are clinically extremely vulnerable</p>	<p>People aged 59 to 18, in five-year increments:</p> <ul style="list-style-type: none"><li>59 to 55</li><li>54 to 50</li><li>49 to 45</li><li>44 to 40</li><li>39 to 35</li><li>34 to 30</li><li>29 to 25</li><li>24 to 18</li></ul> <p>Indigenous peoples aged 44 to 18</p>
Once more vaccines are approved/available, people 64 to 18 yrs who are front-line essential workers or work in specific workplaces or industries may be included later in Phase 3.			
 Complete*	 Almost complete	 In-progress	 Begins in March
<p><small>*First dose administered.</small></p> <p><small>Vaccines are being used throughout the Immunization Plan to manage outbreaks.</small></p> <p><small>The timeline for BC's COVID-19 Immunization Plan may change based on vaccine availability.</small></p>			

## BC's COVID-19 Immunization Plan

An appointment booking toll-free phone line will begin operating on Monday, March 8 from 7 a.m. to 7 p.m., seven days a week. People 80 years of age and older, and Indigenous (First Nations, Métis and Inuit) people 65 years of age and older, can book their appointment by age group by calling **1-877-587-5767**.

A few considerations to remember:

- Once you are eligible to receive a vaccine, you are always eligible —you won't miss your chance to be vaccinated.
- If it's not your turn, please don't call— let's allow the system to work.
- Reach out to someone in your life who is eligible and help them get vaccinated. Learn more [here](#).

To facilitate access to as many eligible seniors and Indigenous (First Nations, Métis and Inuit) people as possible, VCH invites people in the following age groups to call the appointment booking phone line from the dates indicated below (in writing and the image that follows the text):

### Call Starting March 8: (Vaccinations starting March 15)

Year of birth **in or before 1931** (seniors 90 years of age and older);

Year of birth **in or before 1956** for Indigenous people (65 years of age and older)

### Call Starting March 15: (Vaccinations starting March 22)

Year of birth **in or before 1936** (seniors 85 years of age and older);

Year of birth **in or before 1956** for Indigenous people (65 years of age and older)

### Call Starting March 22: (Vaccinations starting March 29)

Year of birth **in or before 1941** (seniors 80 years of age and older);

Year of birth **in or before 1956** for Indigenous people (65 years of age and older)



# ELECTORAL AREA A Director's Update

From Jen McCutcheon, Director, Electoral Area A

March  
2021

## Booking Your Vaccine: March 2021

	March 1-15	Booking Begins on March 8 Onwards	Booking Begins on March 15 Onwards	Booking Begins on March 22 Onwards	Registration Begins Late March
POPULATION	Seniors and high-risk people living in independent living homes (staff included) Seniors supportive housing Home-care support clients and staff Other priority populations	Seniors 90+ (born 1931 or earlier)  Indigenous peoples 65+ (born 1956 or earlier)	Seniors 85+ (born 1936 or earlier)	Seniors 80+ (born 1941 or earlier)	Seniors 75+ (born 1946 or earlier)  Indigenous peoples 60+ (born 1961 or earlier)
APPOINTMENT PROCESS	Health authorities will arrange scheduling	Individual or family member/friend must call regional health authority call centre to book appointment for vaccination starting March 15	Individual or family member/friend must call regional health authority call centre to book appointment for vaccination starting March 22	Individual or family member/friend must call regional health authority call centre to book appointment for vaccination starting March 29	Individual or family member/friend must register using online Provincial registration tool or call Provincial contact centre for vaccination starting mid-April

COVID-19 IN BC

For more information, visit: <https://www2.gov.bc.ca/gov/content/covid-19/vaccine/plan>

### Jen's Board and Committee Appointments for 2021

Below are the boards and committees that I serve on. Feel free to reach out to me if you would like to learn more.

- Metro Vancouver Regional District (MVRD) Board of Directors
- Mayors' Council for Regional Transportation at TransLink
- Climate Action Committee, MVRD
- Finance and Intergovernmental Committee, MVRD
- Chair of the Electoral Area A Committee, MVRD
- Mayors' Committee, MVRD
- E-Comm Board of Directors
- Human Resources Committee, E-Comm
- Fraser Valley Regional Library Board of Directors
- Joint Regional Planning Committee for TransLink
- Ocean Watch Action Committee

### Links & Connections

[Jen McCutcheon's Website](http://www.areaajen.ca)

[www.areaajen.ca](http://www.areaajen.ca)

[Jen McCutcheon's Facebook](https://www.facebook.com/AreaAJen)

[www.facebook.com/AreaAJen](https://www.facebook.com/AreaAJen)

[Metro Vancouver](http://www.metrovancouver.org)

[www.metrovancouver.org](http://www.metrovancouver.org)

[Mayors' Council on Regional Transportation](http://www.translink.ca)

[www.translink.ca](http://www.translink.ca)

[Union of BC Municipalities](http://www.ubcm.ca)

[www.ubcm.ca](http://www.ubcm.ca)

[University Neighbourhoods Association](http://www.myuna.ca)

[www.myuna.ca](http://www.myuna.ca)

[University Endowment Lands Administration](http://www.universityendowmentlands.gov.bc.ca)

[www.universityendowmentlands.gov.bc.ca](http://www.universityendowmentlands.gov.bc.ca)

[UEL Community Advisory Council](http://www.uelcommunity.com)

[www.uelcommunity.com](http://www.uelcommunity.com)





# memorandum

**From:** Grant Miller, Director, Development Services, Campus and Community Planning

**To:** UNA Board of Directors

**Date:** March 10, 2021

**Subject:** Development Process Update - Outdoor Basketball Court Relocation (Hydrogen Fueling Station)

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## Introduction:

Campus and Community Planning is reviewing an application to develop a Clean Energy Research Facility which includes a Hydrogen Fueling Station to be built on the site of the outdoor basketball court on Thunderbird Boulevard west of the Thunderbird Parkade. Support for the use of the site for this important academic project, has been provided with a condition that a new site be found for the existing basketball court, and that the project replace the amenity like for like. While UBC staff have been reviewing and testing potential basketball court relocation sites for technical viability, community feedback through participation in our virtual open house (February 25, 2021) and submission of online comments will help to inform the process. UNA input will help inform site selection, and the UNA will be invited to participate in the site selection process. The development approval of the replacement basketball court will include a permit process with opportunity for community feedback.

The Hydrogen fueling station is a component of a project that must be accessible to large vehicles for refueling, and must be located beside an existing parkade in order to accommodate the placement of advanced EV chargers and a solar array on its roof. Preliminary work is currently underway for an expansion of electrical infrastructure to support electrical vehicle charging within the Thunderbird Parkade, a future solar array on the roof of the Parkade, Battery Storage, and a connection for the future Hydrogen Station. This work was approved under a separate permit for infrastructure upgrades. There will be no disruption to basketball court access through this process.

## Open House and Feedback:

A virtual public open house was held on February 25, 2021. The open house was attended by 18 community members representing residents, students and faculty. The presentation and questions helped attendees to better understand the project and its location. However, comments focused on the value of the basketball court and concerns that it would not be replaced. Assurance was provided by staff that the project was required to provide a replacement court of equal quality.

During the comment period (February 12 to March 4) 118 responses were collected via the online feedback form. The majority of commenters were concerned with the displacement of the existing basketball court. Some oppose the project outright, while some expressed an acceptance with the condition that a replacement facility in close proximity be provided as soon as possible. A relatively small number expressed unqualified support for the project.

The commenters represented a diversity of community members as follows (note that multiple affiliations can be selected):

Alumnus:	8
Staff:	13
Faculty:	18
Student:	67
Resident:	5
UNA:	6
No response:	1
TOTAL:	118

Many comments included the appreciated aspects of the basketball court, which will be helpful to consider in the replacement process.

**Next Steps:**

- While completing the Hydrogen Fueling Station Development Permit application review process, the project team is providing technical support in testing viability of suitable replacement site options for the basketball court (ongoing)
- UBC Site Selection Committee will include UNA input and participation in identifying the replacement site (TBD)
- Project team will submit a design for the replacement court (TBD)
- Development Permit review for the replacement court which will include opportunity for community feedback (TBD)
- Construction of replacement basketball court (TBD)
- Construction of Hydrogen Fueling Station (TBD)



**Report Date:** March 5, 2021  
**Meeting Date:** March 16, 2021  
**From:** Sundance Topham, Chief Administrative Officer  
**Subject:** March Management Update

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## **Background**

The March 2021 Management Update is presented for information.

## **Decision Requested**

For information

## **Discussion**

### **CHIEF ADMINISTRATIVE OFFICER**

In February and early March, a considerable amount of time was spent on internal human resources projects, preparing information for the Joint Financial Task Force (JFTF), as well as working on governance and policy related items.

Some of the key areas that I worked on over the past month include the following:

#### ***Board Relations***

- Attended Board and Committee meetings and supported Board initiatives, including ongoing work for the Joint Financial Task Force and the February Quarterly meeting between the Board and Campus and Community Planning.
- Preliminary conversations with the Chair in relation to UNA Strategic Planning processes.

#### ***COVID-19 Support***

- Provided support on COVID-related policies and procedures – including examining and providing input on the operational changes required as a result of the ongoing Provincial Health Order for the Vancouver region.

#### ***Operations***

- Provided support on agreements – including finalizing a new Campus Resident Newspaper agreement along with renewal of the Annual Vancouver Public Library agreement. Preparations underway for the renewal of our UNA administrative office lease.

- Met with UBC representatives to discuss the impact of the proposed Hydrogen Fueling Station on the Outdoor Basketball Court.
- Started work on the 2021-22 UNA Staff Workplan – to come to the Board in April.

### ***Finance***

- Participation in the Joint Financial Task Force with UBC – including preliminary work on the Athletics Access Fee.

### ***Risk Management***

- Preparations for the transfer of insurance responsibilities to the UNA – including providing support for the Neighbours Agreement Negotiating Committee and discussions with UBC risk management and policy representatives.

### ***Programs and Services***

- Records Management work. We've received a preliminary draft of our Records Management Assessment and Strategic Plan.
- Work on the UNA Delegation of Authority Policy and CAO Policy.

### ***Human Resources***

- Compensation Strategy and Salary Band Review.
- UNA Performance Template finalization.
- Took part in the Racial Bias/Intercultural Awareness training for the Board, and Management.

### ***Community Relations***

- Responded to resident questions and concerns about high frequency noise in the UNA as well as concerns in relation to off leash dogs and UNA animal control regulations.

## **COMMUNICATIONS**

### ***Community Newsletter***

The weekly UNA Community Newsletter is a popular electronic publication that has grown in reach and content in the last couple of years. The newsletter contains information about community centre programming, discounts from UBC and partner organizations, events for all ages, road works, community consultations, neighbourhood issues, UNA governance, snow removal and more.

Currently, our community newsletter has a 41% open rate which is higher than the average open rate of comparable newsletters (29%).



### ***Staff Newsletter***

The staff newsletter was launched two years ago in an effort to bridge those gaps and keep all staff members updated with inter-departmental activities. Since then, the newsletter has become a trusted source for information vital to staff's work. Staff members contribute content on a weekly basis and the Communications teams works hard to accommodate requests for writing and editing support and to be flexible with deadlines.

Currently, our staff newsletter has a 73% open rate which is significantly higher than the average open rate of comparable newsletters (42%).

### ***Ongoing Website Improvements***

There are currently two projects lined up and ready to begin with our web design partner, KIMBO Design. First is the API Optimization project to improve API calling precision and reduce load times. The second project is an implementation of element customization on pages, which will allow for more site customization to be performed internally by communications. KIMBO would like to complete the API project first, as it will affect the other.

We have also identified additional features that have been highly requested by Recreation staff and believe they will go a long way in realising our goals for the site.

#### **API Project Deliverables:**

- Server side caching
- Lazy load images

#### **API Project Additional Requests:**

- Search function implemented into the Programs page (to allow for searching of programs)
- URL parameter function implemented for the Programs page (to allow for the sharing of the page with pre-established filter selections)

### ***Spring/Summer 2021 Programs Support***

The Spring/Summer season was launched on March 5 and registration opened on March 15. Here are some projects we completed to support the Recreation Department with the launch of the season:

- **Spring/Summer Camps 2021 Program Guide**  
Communications worked with the Recreation team to create the Spring/Summer 2021 *Program Guide*. We are implementing a phased release of program information this season to support the Recreation team as they navigate the changing pandemic landscape. The *Program Guide*, which was launched online

on March 5 and printed and mailed to UBC-area residents the following week, contains the full list of Spring programs and information about Summer camps – information about Summer programs will come out later in the season so that we can change and adapt as the pandemic situation changes.

- **Website**

Following the phased approach above, Communications coordinated with the Recreation team to launch of the Spring/Summer Camps 2021 Programs on our website.

## Other Work

- **Onboarding Manual for Staff** – Work continues on creating content for the manual.
- **UNA Guidebook (UNA Welcome Package)** – The *UNA Guidebook* is in the final stages of proofing.
- **Community Engagement Advisory Committee (CEAC) member selection** – We continue to provide support to the Board as they select members for the Committee.
- **Support for Recreation Team** – We worked with the Recreation team to create website landing pages for initiatives such as Weaving Wellness and program proposals, and to roll communicate the extended hours of the Westbrook Fitness Centre. We are also working with the Front Desk leads to help identify knowledge gaps in their broader team so that we can support them by creating new communications tools.
- **Support for Community Messaging on Proposed Hydrogen Fuelling Station** – We worked with the CAO to create messaging for the community regarding the impact of the proposed hydrogen fuelling station on the outdoor basketball court.

## OPERATIONS

### ***Sustainability - Green Depot Update***

Since reopening on October 26, 2020 with a staffed position, the Green Depot has assisted a total of 389 community members in diverting 2278 kg (5022 lbs) of post consumer waste from landfill. There have been 39 four-hour windows of operation since reopening which equals 156 hours.

### ***Sustainability - Community Garden Update***

The UNA is working with both the UBC and UBCPT to finalize the final handover and license agreement for Lot 10 Community Garden (Greenway South) and Lot 11 Community Garden (Greenway North).

### **Greenway South Community Garden (Lot 10)**

This garden has 30 (10" x 5") raised garden plots located near the UBC Farm entrance.

### **Greenway North Community Garden (Lot 11)**

This garden has 29 raised garden plots, 8 (7" x 3") and 21 (7" x 7") raised garden plots located behind the Oakwood Townhouse complex.

Greenway North Garden is surrounded by urban forest, due to its unique location, this garden is expected to receive less sun exposure. It is more suitable for shade resistant growing and working as a transitional garden.

### **Estimated Timeline**

- 3<sup>rd</sup> - 4<sup>th</sup> week of March – Plot Transfers and Plot Allotment process will begin for the Greenway South and Greenway North community gardens.
- Early to Mid April – UNA will finalize license agreement and complete garden handover process with UBC for the Lot 10 garden and UBCPT / UBC for Lot 11
- Mid April – Official opening for both Greenway South and Greenway North Community Gardens

### ***Sustainability - Welcome Julia Gellmen Sustainability Specialist***

I would like to introduce you to our newest employee. Julia Gellman will join us as Sustainability Specialist. Julia's first day of work is March 10, 2021.

Julia has extensive background as a Program Manager and Community Educator. Julia's work has focused on environmental and sustainability engagement for diverse audiences and stakeholders in non-profits, neighbourhoods, and schools. Julia is a candidate for Masters of Education for Sustainability at UBC, and is looking forward to working with the residents and staff of the UNA to create a sustainable and resilient community.

### ***New Level 2 EV Charging Station in Wesbrook Place***

This project was developed in partnership with UBC C+CP, UBC Properties Trust, and the UNA.

Campus and Community Planning was successful in securing funding from the Federal Zero Emission Vehicle Infrastructure Program to establish a Level 2 EV charging station in Wesbrook Place. The station will have room to support an electric Modo car share vehicle as well as room for charging privately owned vehicles.

### ***Old Barn Tree Lights Installation***

Installation of new LED tree lights on the tree adjacent to Old Barn Community Centre and Jim Taylor Park. The tree lights will help illuminate the area after dark and the operation hours expect to from the time of sunset to 10 pm in the evening (operation hour varies seasonally).

### ***Old Barn Security Gate Installation Project***

As per the direction from the Board, staff looked at potential options for ensuring an exclusive washroom for BATW. The most logical option to pursue is the installation of a security gate to block off access to the Common Area when BATW is open and the OBCC is closed – as this will provide exclusive access, while at the same time not requiring massive renovations. The project expected to be completed before the end of March 2021.

### ***Wesbrook Community Programmer Office - Tenant Improvements Project***

The objectives of this project:

1. Improve overall efficiency and use of office space.
2. Enhance privacy when needed in an open office setting.
3. Maintain ability to collaborate between desks.
4. Promote health working environment.

A two-week staff consultation with active staff participation has been completed and office updates expected to be completed before the end of March.

### ***Hampton Place Pruning Project***

The UNA has arranged a tree pruning project in the month of Marth after consulting with an arborist back in January 2021. Recommendations from the arborist report suggest a multi-year approach. Pruning project in March 2021 will focus on highest-risk trees in the Hampton Area.

### ***Bike Theft***

There have been reported bike thefts in the UNA neighbourhoods. If you see any suspicious activity please contact the RCMP.

### ***High-Pitched Noise Investigation***

The UNA has received reports from residents from Hampton Place and Wesbrook Place of an irregular high-pitched noise that have been disruptive during daytime and nighttime hours.



The UNA has taken several actions into investigating the source of the noise and have worked closely with UBC compliance office. The most recent update on this investigation is as follows:

- Wesbrook building had submitted a request and expect to perform preventative maintenance in March to address the underground intake noise issue.
- Sage building has repaired the boiler, and Sage mechanical technician will be onsite to preform preventative maintenance in March.
- The high-pitched noise was reported to be subsided significantly in the past week (From Feb 28 onward).
- In March 2021, UNA staff will follow up and review the most up to date Wesbrook, Academy and Sage HVAC quarterly maintenance record.
- In October 2021, UNA staff will follow up and review Wesbrook, Academy and Sage HVAC quarterly maintenance record prior to winter season as preventative measures.
- The UNA will continue to monitor the high pitch noise situation later in Winter 2021.

If you receive any information regarding this matter or questions from residents in the area please direct them to [Wegland](#).

## **FINANCE**

### **Highlights of major activities:**

- Budget Submission to UBC for review
- Planning for fiscal year end
- Continue working with JFTF

### **Details:**

#### ***Budget Submission to UBC for review:***

The draft 2021-22 UNA budget was approved by the Board at the February Board meeting and the final draft had been submitted to the UBC BOG for review on February 18<sup>th</sup>, 2021.

#### ***Planning for Fiscal Year End:***

Planning work has already been started for our fiscal year end closing on March 31<sup>st</sup> 2021. We start working with all the departments and following up with all the outstanding items, reviewing status of all the existing projects and try to wrap up and prepare for the year end.

***Continue Working with Joint Financial Task Force (JFTF):***

We had a meeting with UBC staff to go over some of the options we have regarding the athletics fees. It's narrowed down to two preferred options and UBC will have to address it internally first before we can have further conversation with the feasible choices we have. Should have more info in March and will have a formal report to the Board at our next meeting.

**RECREATION**

***Provincial Health Order***

There has been no change to the PHO extension as of February 5, 2021. Staff are beginning to consider the potential of the PHO loosening restrictions as the vaccination schedule is on track to have the majority of British Columbians vaccinated by the fall. It is important for staff to be thinking ahead as there will be a lag time from when restrictions are lifted to resuming higher levels of service delivery.

***Fitness Centre Weekend Hours Extension***

Two 90-minute time slots were added to our Wesbrook Fitness Centre weekend hours as of Saturday March 6<sup>th</sup>. The fitness centre will now be offering six, 90-minute training sessions total beginning at 8:30am until 5:30pm on Saturday's and Sunday's. There is a maximum capacity of 8 people per training session. Statutory holidays will have reduced hours of 9am – 3pm.

***Spring and Summer Programs***

The Spring and Summer Program Guide was sent to print on March 5 and is now available online. 90 different programs are offered for the spring with a combination of in-person and virtual options, together with six community events, 12 workshops, and 18 summer camps over nine weeks. 12 new programs are introduced with a focus on improving mental health through the Weaving Wellness initiative. There is a slight expansion of program offerings from the Fall and winter seasons including programs on weekend. The registration for spring programs and summer camps will begin on March 15. Summer programs will be further developed in the coming months following any new public health guidelines.

***Spring Break Camps***

Spring Break camps are well registered. The seven camps offer activities in sport, art, filming, and science, with a total capacity of 75 campers. The camps are over 80% full and we are forecasting close to maximum registration.

***Grant Funding***

The UNA Recreation Department was the recipient of two grant awards in March 2021. After a successful pilot project of *Get Active! Physical Literacy for Women*, which wraps

up at the end of March, we have received additional funding to continue the initiative from The Canadian Women & Sport for enhancing women's participation in sports. We were among 45 applicants across the country who have received a grant of \$2500. The full project will commence later in the year.

The second successful grant received was from the New Horizons Seniors Program, under Employment and Social Development Canada. The UNA created program, *Bridging Digital Literacy and Healthy Ageing Project*, which provides several services to our Senior population including one-on-one computer help, was awarded a total grant amount of \$18,032. This is our third successful application since 2018 which topped up our funding received from NHSP to \$47,750.

### **UTown@UBC Community Grants**

UTown@UBC Community Grants award up to \$1000 for projects that foster community building and connectedness on campus, including UNA Neighbourhoods and the Musqueam community. This program is connected to the [Neighbourhood Small Grants \(NSG\)](#) network, a grassroots granting program created by the Vancouver Foundation.

The application process is open to students, faculty and staff at UBC Vancouver. Residents of Musqueam, University Neighbourhood Association and Acadia Park are also welcome to apply. Applications are reviewed by the Grant Selection Committee, composed of past grant recipients and community members.

### Statistics for the last three cycles: Fall 2019, Spring 2020 and Community of Caring 2020

Combined totals:

- 79 grants applications received.
- 52 grants approved.
- Total amount of \$ of approved applications = \$36,678.

Examples of past projects

- <https://utown.ubc.ca/whats-happening/community-grants>

How to apply

- <https://utown.ubc.ca/communitygrants2020>

The launch of the next grant cycle will be in April 2021. Applications will be kept open continuously for the remainder of the year until December 2021. Applications will be reviewed by the Grant Committee on a rolling basis. Given current provincial health orders only projects that have no components of in-person gathering will be considered for funding. This follows the current direction outlined by the *Neighbourhood Small Grants*.



### ***UBC Athletics and Recreation Updates***

#### **Outdoor Tennis Courts**

The outdoor tennis court located adjacent to the UBC Tennis Centre off of East Mall, is set to open for public use as of April 1<sup>st</sup>, 2021. The court is bookable 24 hr's in advance and is free for UNA residents and surrounding community members to use. Bookings can be made using the following link <https://recreation.ubc.ca/tennis/court-booking/>. UNA residents need to have created a UBC Recreation profile prior to booking the court. If your UNA status has not been previously verified by UBC Athletics and Recreation than this will involve sending a photo of your UNA card to UBC Tennis Centre so that the client profiles can be linked.

Additionally, if the outdoor court at the UBC Tennis Centre is occupied or unavailable to book, there are newly surfaced outdoor courts located at the Totem Park Residence just West of the UBC Tennis Centre and Old Barn Community Centre. They are also free of charge and open for play.

#### **Rashpal Dhillon Track and Field Oval**

The UBC Athletics and Recreation would like to remind community members that the UBC Track and Field Team has exclusive access of the track and field facility during the following times.

- Mondays & Thursdays: 1:30pm – 3:30pm
- Tuesdays & Fridays: 2:00pm – 4:00pm
- Saturdays: 10:00am – 12:00pm

Signage will be updated to include the hours above and remind all users about the necessary precautions needed to facilitate track and field activities safely.

### **Financial Implications**

None

### **Operational Implications**

None

### **Strategic Objective**

None



**Attachments**

None

**Concurrence**

1. Andrew Clements, Recreation Manager
2. Athena Koon, Finance Manager
3. Glenda Ollero, Communications Manager
4. Wegland Sit, Operations Manager

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Sundance Topham', written over a horizontal line.

Sundance Topham  
Chief Administrative Officer





**Report Date:** March 5, 2021  
**Meeting Date:** March 16, 2021  
**From:** Sundance Topham, Chief Administrative Officer  
**Subject:** UBC Community Amenity Charges Report

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## Background

The 2015 Neighbours Agreement (NA2015) requires that UBC provide an annual report to the UNA on its use of Community Amenity Charges (CACs). The 2021-22 report submitted by UBC is provided for information.

## Decision Requested

For information

## Discussion

The 2015 Neighbours' Agreement (NA2015) contains a number of sections that pertain to the CACs. These sections have been pulled out of NA2015 and assembled below to assist in the review of the attached *2021-2022 Infrastructure Impact Charges (IICs) & Community Amenity Charges (CACs) Plan* provided by UBC.

Article 1.1 (i) (Interpretation - Definitions)

**Community Amenity Charges** or **CACs** mean the fees UBC charges to developers of market housing located within Neighbourhood Housing Areas, and which are used to pay for all or part of the cost of acquisition or construction of Facilities and Amenities. The Community Amenity Charges are calculated by multiplying the then current rate by each square foot of buildable area as defined in the UBC Development Handbook.

Article 3.1 (g) (Purposes of the UNA)

For so long as this Agreement is in effect and unless the parties otherwise agree, the purposes of the UNA will include and not be inconsistent with the following:

- (g) the representation of the interests of the Residents generally and as regards to the collection, management and spending of the Neighbourhood Levy and Community Amenity Charges;

Article 8.1 (UNA Funding)

- (a) report annually to the UNA the amount of Community Amenity Charges collected by UBC together with such information as may be reasonably required by the UNA in order for the UNA to fulfill its purposes as set out in Article 1, on how UBC spends such funds; and
- (b) use the Community Amenity Charges to fund the cost or portion thereof of the acquisition or construction of Facilities and Amenities that are within the Neighbourhood Housing Areas or otherwise contemplated by Article 10.0.

Article 10.0 (Construction of New Facilities and Amenities)

10.1 The Parties acknowledge that UBC, as the owner and landlord of the Neighbourhood Housing Areas, has an established regime of collecting Community Amenity Charges from developers of market housing and using the funds from the Community Amenity Charges to pay for the cost or a portion thereof of the acquisition or construction of Facilities and Amenities. The parties also acknowledge the enhanced access to UBC Facilities for Residents, as described further in Article 14.0.

10.2 UBC will consult with the UNA, and receive the UNA's input with respect to the planning, including design, location, and use of any Facility or Amenity to be constructed within the Neighbourhood Housing Areas with Community Amenity Charge funds.

10.3 Prior to the commencement of the construction of a new Facility or Amenity within the Neighbourhood Housing Areas that is to be funded from Community Amenity Charges, UBC will provide the following information to the UNA with respect to such Facility or Amenity:

- (a) proposed site;
- (b) proposed design;
- (c) proposed schedule for construction; and
- (d) budget to complete construction.

10.4 In addition to the obligations set out in Article 10.33, UBC will form a building committee for the purpose of providing consultation and advice in connection with the uses and construction of a new Facility or Amenity within the Neighbourhood Housing Areas that is to be funded from Community Amenity Charges. This building committee will be comprised of representatives from the UNA and other parties potentially affected by the construction of such Facility or Amenity. UBC will consider and weigh the advice of the building committee. However UBC will have the authority to make all final decisions



with respect to the site, design, construction schedule, and budget for such Facilities or Amenities within the Neighbourhood Housing Areas.

10.5 All new Facilities or Amenities to be constructed within the Neighbourhood Housing Areas must comply with the Land Use Plan and the relevant Neighbourhood Plan.

10.6 During the term of this Agreement, UBC may use the Community Amenity Charges solely to pay for the costs of construction, acquisition, or renovation of:

- (a) Facilities or Amenities within the Neighbourhood Housing Areas; and
- (b) Facilities or Amenities for which UBC and the UNA agree that Community Amenity Charges should be used.

10.7 In the event that UBC wishes to use Community Amenity Charges to cover the costs of Facilities or Amenities that are outside the Neighbourhood Housing Areas, UBC shall advise the UNA of its desire and the parties shall discuss in good faith the amount of the contribution, if any, to be made from such funds and no contribution will be made in the absence of an agreement between UBC and the UNA on this issue.

10.8 In the event the actual aggregate cost to construct, acquire or renovate Facilities and Amenities is less than the aggregate amount of Community Amenity Charges collected by UBC at the end of five years after the full build-out of the Neighbourhood Housing Areas, UBC will pay the balance into the Capital Replacement Fund, provided however, that if UBC and the UNA were unable to come to an agreement on any matter contemplated by Article 10.7, the monies that UBC had proposed to spend under Article 10.7 shall not be deposited into the Capital Replacement Fund but shall instead be disposed of as agreed to between UBC and the UNA. If the parties are unable to reach agreement as to the disposition of such monies, the matter will be determined in accordance with the dispute resolution process set out in Article 18.4.

10.9 In the event the cost of the acquisition and construction of Facilities and Amenities in the Neighbourhood Housing Areas is more than the Community Amenity Charges UBC collects for such purposes, UBC will be responsible for and pay for such excess costs without contribution from the Neighbours' Fund nor will UBC demand such amounts be paid by the UNA, Residents or Members. However, the decision as to whether or not to acquire or construct Facilities or Amenities shall be UBC's to make and UBC shall not be under any obligation to incur any such costs.

10.10 UBC will annually provide an accounting to the UNA as to:

- (a) the amount of the Community Amenity Charges collected by UBC;

- (b) the total cost funded by Community Amenity Charges for the acquisition and construction of Facilities and Amenities within the Neighbourhood Housing Areas; and
- (c) the total cost funded by Community Amenity Charges for the acquisition and construction of Facilities and Amenities located outside the Neighbourhood Housing Areas in accordance with Article **Error! Reference source not found.**7.

As the report provided by UBC was tailored for the UBC BOG presentation – I requested additional information to meet the NA2015 reporting requirements.

I asked for some clarification from C+CP staff as to how consultation (as noted in Article 10.2) takes place, and also enquired whether there were any plans for future projects with the CACs. Here is the response I received:

*“For your consultation question, there are two parts.*

- 1) CACs are used for capital expenses for amenities required in the Land Use Plan, primarily community centres and childcare. We consulted when those requirements were put into the Land Use Plan, and through related policies like the Childcare Expansion Plan. Now we’ve built our community centres and there’s only funding left for childcare.*
- 2) We consult when we actually spend the money by partnering with the UNA on project charters, as we did for the Wesbrook Child Care Centre.*

*We don’t have any CAC expenditures planned until we get to Stadium Neighbourhood. But that could always evolve if we have opportunities, as happened with the provincial funding for the Wesbrook Child Care Centre.”*

I also asked for updated budget numbers to show 2020-21 CACs collected as well as total amount of CACs collected to date and forecast through to buildout.

The total CACs collected for 2020-21 total \$575,899, and CAC revenue for 2021-22 is projected to be \$606,276. According to C+CP the total amount of CACs collected to date is \$15.9M – and projected future CAC contributions are \$13M. This would seem to leave a budget shortfall of approximately \$4M – based on the 2021-22 CAC forecast. Discussions with C+CP staff note that the difference between the collected/anticipated funds (approximately \$29M) and budgeted costs (approximately \$33M) will be covered through CAC rate increases with inflation (costs are not inflated) as well as IIC funds, if necessary.

As noted earlier, the only future planned projects budgeted using CACs are for childcare. There is currently \$9.9M budgeted for future childcare in the CAC budget - with \$4.96M budgeted to be spent over the next 10 years (Page 6 of the UBC report) – with proposed expenditures forecast for 2024/25 and 2028/29.



A request has also been made to C+CP staff for UBC to provide a stand-alone UNA CAC report that meets the reporting requirements as per the Neighbours Agreement for future annual reports, as opposed to providing the report that goes to the UBC BOG.

**Financial Implications**

None

**Operational Implications**

None

**Strategic Objective**

None

**Attachments**

1. Schedule A – 2021-2022 Infrastructure Impact Charges (IICs) & Community Amenity Charges (CACs) Plan.

**Concurrence**

Athena Koon, Finance Manager

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Sundance Topham', is written over a horizontal line.

Sundance Topham  
Chief Administrative Officer



<b>SUBJECT</b>	2021-2022 Infrastructure Impact Charges (IICs) & Community Amenity Charges (CACs) Plan
<b>SUBMITTED TO</b>	Property Committee
<b>MEETING DATE</b>	February 3, 2021
<b>SESSION</b>	OPEN
<b>REQUEST</b>	<b>REQUESTED – APPROVAL</b> IT IS HEREBY RESOLVED that, in accordance with authority delegated by the Board of Governors, the Property Committee approves the 2021-2022 approval be granted for the 2021-2022 Infrastructure Impact Charges (IICs) & Community Amenity Charges (CACs) Plan for UBC Vancouver as part of UBC's 2021-2022 Operating Budget approval.
<b>LEAD EXECUTIVE</b>	Robin Ciceri, Vice-President External Relations
<b>SUPPORTED BY</b>	Peter Smailes, Vice-President Finance & Operations Andrew Szeri, Provost and Vice-President Academic, UBC Vancouver Michael White, Associate Vice-President Campus & Community Planning Pam Ratner, Vice-Provost and Associate Vice-President Enrolment & Academic Facilities John Metras, Associate Vice-President Facilities

## PRIOR SUBMISSIONS

The subject matter of this submission is received annually by the Board of Governors, most recently on:

[February 14, 2020](#) – (OPEN SESSION) Annual IIC and CAC Plan Approval 2020-2021

The following Executive Summary assumes familiarity with the prior submissions and provides a status update from the date of the most recent submission.

## EXECUTIVE SUMMARY

This report seeks the annual Board of Governors' approval for UBC Vancouver's Infrastructure Impact Charges (IIC) and Community Amenity Charges (CAC) Plan. Under provincial legislation and policy, UBC has established a municipal-like approval and cost-recovery structure for Vancouver campus growth. IICs and CACs are collected from development projects and fund campus infrastructure based on projected growth, infrastructure need and widely-accepted engineering standards.

IIC and CAC revenue and project expenses are included in a detailed 10-Year Plan and a Summary Plan from 1997 to 2041. Revenue comes primarily from UBC's residential development. Expenses reflect planned infrastructure projects to support growth. Given COVID-19 impacts, there is some degree of uncertainty over revenue projections related to the pace of development. This risk is managed by deferring some expenses to future years, and by carefully monitoring housing market trends. Under Board of Governors' policy, IIC-CAC rates are adjusted annually to Statistics Canada's Non-Residential Building Construction Price Index (Vancouver Census Metropolitan Area, Quarter III data). Rates for 2021 remain comparable or lower than other municipalities such as the City of Vancouver. Appendix 1 includes the 2021 IIC and CAC rates.



## Recent IIC-CAC Projects

Over the last two years, significant IIC-CAC expenses have included:

- Wesbrook Mall rebuild: \$6.7M to leverage \$3M+ from partner agencies
- Bioenergy Research and Demonstration Facility expansion: \$5M
- Water Pump Station relocation: \$10.3M
- Student Union Boulevard/Gage utilities: \$8M;
- MacInnes Field \$6M; and
- Wesbrook Community Centre Child Care: \$4.3M to leverage \$0.5M from the Province.

IIC funding also delivered more than two dozen public realm improvement projects as part of the Board's 2010 Public Realm Plan. These projects provide significant campus accessibility improvements, including removing barriers such as curbs, eliminating vehicle/pedestrian conflict, and improving walking surfaces with level and consistent material. In addition to IIC funding, accessibility improvements are also an important component of UBC capital project designs and budgets. Recent IIC-funded projects enhancing accessibility include: MacInnes Field; Wesbrook Mall; the UBC Bus Exchange; Student Union Boulevard; and the University Centre landscape.

## 2021-2022 IIC and CAC Plan

IIC and CAC projects enable campus growth. As a result, expenses typically come before revenue and the fund operates in a deficit financed by a UBC Treasury line of credit. Under Board of Governors' policy, the deficit is limited to three years of projected IIC-CAC revenue. The 2021-2022 Plan has been adjusted to ensure continued compliance with this policy. The plan holds a contingency to manage risk and the deficit is fully eliminated with projected neighbourhood completion in 2041. This deficit financing approach is typical for similar investments in municipalities because infrastructure is built to accommodate growth in advance of revenues.

A senior administration planning committee develops the annual IIC/CAC Plan for Board of Governors' approval. Attachment Two shows the 2021-2022 10-Year Plan, including projected revenues and expenditures, and the Summary Plan listing all projects to 2041. The 2021-22 IIC-CAC Plan projects \$10.3M in revenue and \$8.8M in expenses, leaving a rolling \$34.9M deficit at year's end. The deficit is lower than expected in part by several notable 2020-2021 projects that finished under budget, including: the Water Pump Station (\$0.6M under budget), Wesbrook Mall Phase 2 renewal (\$1.1M under budget) and Wesbrook Community Centre Child Care (\$0.2M under budget).

## IIC/CAC Funding Priorities

Over the next ten years, IIC priorities include district energy, water, roadways, accessibility improvements, electrical, and sewer works. These IIC projects are aligned with and enable UBC's 5-year capital project priorities. CAC funds provide neighbourhood amenities required by UBC's provincially-approved Land Use Plan. The priority for these funds are neighbourhood childcare spaces.

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## APPENDICES

1. 2021 IIC and CAC Rates
2. 2021-2022 IIC and CAC Plan

**Appendix 1: 2021 IIC and CAC Rates**

<b>IIC/CAC Classification</b>	<b>2020 Rates \$/ft<sup>2</sup></b>	<b>% increase in NRBCPI</b>	<b>2021 Rates \$/ft<sup>2</sup></b>
Market Housing	\$40.61	0.5%	<b>\$40.83</b>
Institutional (ancillaries, campus housing, non-market housing)	\$6.90	0.5%	<b>\$6.94</b>
Academic Buildings (provincial funding)	\$0	n/a	<b>\$0</b>
Industry Research	\$5.42	0.5%	<b>\$5.44</b>
Commercial	\$40.71	0.5%	<b>\$40.93</b>
Separate Parking Structures	\$5.45	0.5%	<b>\$5.48</b>
CAC Rates (market housing projects)	\$3.35	0.5%	<b>\$3.37</b>

In addition to the IIC and CAC charges, UBC collects:

- TransLink's Regional Transportation Development Cost Charge. This rate increased on January 1, 2021 for residential development by \$570 for townhouses and by \$345 for apartments. The rate for institutional development remains unchanged at \$0.50/sq ft
- Metro Vancouver's Sewerage and Drainage District Development Cost Charge. UBC collects an equivalent fee for Metro Vancouver's DCC on all market housing projects at \$1072/unit. Starting January 1, 2020, UBC also began collecting an equivalent fee for all non-market housing projects (\$1,072/unit) and non-residential projects including institutional buildings (\$0.93/sq ft); UBC will remit this latter fee to Metro Vancouver on the basis of a future agreement still under negotiation.

Appendix 2: 2021-2022 IIC and CAC Plan

		Legend:				
			New projects			
			Planned Projects			
			Completed projects			
			Projects no longer required			
IIC & CAC SUMMARY PLAN (2021-22)		Approved Budget from 2020-21	IIC & CAC To Date Actual as at 30-Nov-20	Estimate to Completion	Forecast 2021-22	Change in Budget From Previous Yr. [Over/(Under)]
Project ID	Description	(a)	(b)	(c ) = (d) - (b)	(d)	(e) = (d) - (a)
Revenues						
	Market Housing and Commercial	\$253,142,782	\$120,946,036	\$173,535,514	\$294,481,550	\$41,338,768
	Campus Housing and Ancillaries	\$23,638,227	\$16,870,779	\$18,197,561	\$35,068,340	\$11,430,113
	Non-Market Housing	\$10,537,187	\$1,175,653	\$15,208,003	\$16,383,656	\$5,846,469
	Total IIC & CAC Program Revenues	\$287,318,196	\$138,992,468	\$206,941,078	\$345,933,546	\$58,615,350
	Transfers-In: LOC from Treasury (2.5% interest) (Paid in Jan-19)	\$2,500,000	\$0	\$2,500,000	\$2,500,000	\$0
	Other Contributions		\$5,533,039	\$669,973	\$6,203,012	
	Total IIC & CAC Program Revenues & Transfers-In	\$289,818,196	\$144,525,507	\$210,111,051	\$354,636,558	\$58,615,350
Expenditures						
Water						
W32	Totem Park at Marine Drive	\$424,000	\$254,125	\$169,875	\$424,000	\$0
W37	Main Mall (U Blvd to Stores Rd)	\$247,500	\$0	\$247,500	\$247,500	\$0
W39	Agronomy Road (Main Mall to West Mall)	\$171,000	\$0	\$171,000	\$171,000	\$0
W41	Crescent Road north of Belkin Art Gallery	\$88,000	\$0	\$88,000	\$88,000	\$0
W43	Armoury Commons Water Capacity	\$34,000	\$0	\$750,000	\$750,000	\$716,000
W44	Triumf (between ISAC1 and ISAC2)	\$160,000	\$0	\$160,000	\$160,000	\$0
W45	North of Research Ponds in South Campus	\$513,000	\$0	\$513,000	\$513,000	\$0
W46	Hospital Lane - Hospital Parking Lot	\$145,000	\$0	\$145,000	\$145,000	\$0
W29-NMSP	Material Recycling Looping	\$477,800	\$193,858	\$283,942	\$477,800	\$0
W47	Future Water Projects (to be confirmed with Master Servicing Plan updates)	\$1,000,000	\$0	\$500,000	\$500,000	(\$500,000)
W48	Water Pump Relocation	\$0	\$6,350,000	\$3,975,800	\$10,325,800	\$10,325,800
W49	Upgrade 2 Mains at Wesbrook/UBlvd (aligned with T26)	\$0	\$0	\$570,000	\$570,000	\$570,000
W50	Brock Commons 2 Looping	\$0	\$0	\$130,000	\$130,000	\$130,000
W38	Stores Rd (Main Mall to West Mall)	\$300,534	\$300,534	\$0	\$300,534	\$0
W35	West Mall (U Blvd to Bio Sci Rd)	\$165,000	\$50,000	\$0	\$50,000	\$0
W34	East Mall (Agr Road and U Blvd)	\$175,000	\$182,637	\$0	\$182,637	\$0
W31	Hospital Lane - Hospital Parking Lot	\$100,000	\$88,941	\$0	\$88,941	\$0
W33	U Blvd (Main Mall to East Mall)	\$162,000	\$167,391	\$0	\$167,391	\$0
W36	Main Mall (Stores Rd to Agronomy Rd)	\$171,000	\$175,914	\$0	\$175,914	\$0
W42	Memorial Road (small section north of OAB)	\$63,000	\$65,096	\$0	\$65,096	\$0
W9-OMSP	Wesbrook Mall to Western Pkwy	\$35,804	\$35,804	\$0	\$35,804	\$0
W12-OMSP	Thunderbird Stadium - included upgrade for ice sports facility	\$471,522	\$471,522	\$0	\$471,522	\$0
W15-OMSP	Thunderbird road relocation	\$1,211,217	\$1,211,217	\$0	\$1,211,217	\$0
W17-OMSP	Agronomy replacement Health Sc to Wesbrook	\$373,083	\$373,083	\$0	\$373,083	\$0
W19-OMSP	Marine Dr., East Mall & Wesbrook Mall (not required)	\$281,335	\$281,335	\$0	\$281,335	\$0
W20-OMSP	Marine Res. Ph. 1 relocation	\$105,496	\$105,496	\$0	\$105,496	\$0
W21-OMSP	Strangway Bldg relocation	\$119,582	\$119,582	\$0	\$119,582	\$0
W22-OMSP	AERL	\$87,908	\$87,908	\$0	\$87,908	\$0
W23-OMSP	Swing Space	\$32,349	\$32,349	\$0	\$32,349	\$0
W24-OMSP	Food Nutrition & Health	\$119,060	\$119,060	\$0	\$119,060	\$0
W25-OMSP	Sauder, Marine Phase II	\$131,589	\$131,589	\$0	\$131,589	\$0
W27-OMSP	MOA relocation	\$195,759	\$195,759	\$0	\$195,759	\$0
Total		\$7,561,538	\$10,993,199	\$7,704,118	\$18,697,316	\$11,241,800
Sanitary						
S33	East Mall (north of Stores Road)	\$102,000	\$0	\$102,000	\$102,000	\$0
S35	West Mall (Stadium to Thunderbird)	\$891,000	\$0	\$891,000	\$891,000	\$0
S36	Wesbrook Mall (Pavilion Rd to16th Avenue intersection)	\$494,000	\$0	\$494,000	\$494,000	\$0
S37	SW Marine Drive Phase 2 and 3 (extension of S11)	\$1,455,000	\$0	\$2,000,000	\$2,000,000	\$545,000
S39	Triumf outlet pipe for South Campus	\$1,063,000	\$0	\$1,063,000	\$1,063,000	\$0
S40A	Wesbrook Crescent Chancellor to NW Marine Phase 1	\$1,048,000	\$0	\$3,200,000	\$3,200,000	\$2,152,000
S40B	Wesbrook Crescent Chancellor to NW Marine Phase 2	\$0	\$0	\$3,000,000	\$3,000,000	\$3,000,000
S11	SW Marine Drive Phase II & III	\$2,865,000	\$48,556	\$2,816,444	\$2,865,000	\$0
S31	West Mall Upgrade - future growth, and low grades	\$2,085,000	\$437,243	\$1,647,757	\$2,085,000	\$0
S32	Nurseries Road - construction at up and down stream pipes	\$726,000	\$483,565	\$242,435	\$726,000	\$0
S41	Future Sanitary Projects (to be confirmed with updated Master Servicing Plan)	\$5,000,000	\$0	\$4,800,000	\$4,800,000	(\$200,000)
S42	TEF site East Mall sanitary extension	\$0	\$0	\$200,000	\$200,000	\$200,000
S38	West Mall Upgrade (extension of S31)	\$500,000	\$371,163	\$0	\$371,163	\$0
S2	Wesbrook - N of University (N007-N012) with Theological Neighbourhood	\$448,258	\$448,258	\$0	\$448,258	\$0
S4	Wesbrook - S of University (N014-N021) Regrade	\$456,506	\$456,506	\$0	\$456,506	\$0
S5	Agronomy (N027-N022) Service to new research	\$272,333	\$272,333	\$0	\$272,333	\$0
S7	SW Marine Phase I (S002-S048) - Includes flow meter, incinerator/GVRD sani. connection	\$727,340	\$727,340	\$0	\$727,340	\$0
S9	Wesbrook near Chancellor (N004-N002) (required) - Part of S1	\$82,582	\$82,582	\$0	\$82,582	\$0
S21	Sewer, storm and watermain extensions along Engineering Rd.	\$239,715	\$239,715	\$0	\$239,715	\$0
S22	Marine Dr., East Mall & Wesbrook Mall	\$638,523	\$638,523	\$0	\$638,523	\$0
S23	MOA relocation (Incomplete - hold back)	\$218,353	\$218,353	\$0	\$218,353	\$0
S24	Marine Res. Ph. 1 relocation	\$14,487	\$14,487	\$0	\$14,487	\$0
S25	Thunderbird re-alignment	\$344,643	\$344,643	\$0	\$344,643	\$0
S25-2	TEF 3 Sanitary Sewer Project (Max \$93,176)	\$56,444	\$56,444	\$0	\$56,444	\$0
S26	AERL	\$29,986	\$29,986	\$0	\$29,986	\$0
S27	Food Nutrition & Health	\$49,862	\$49,862	\$0	\$49,862	\$0
S29	Marine Drive Sanitary (to Vanier Pumphouse)	\$148,082	\$148,082	\$0	\$148,082	\$0
Total		\$19,956,115	\$5,067,642	\$20,456,636	\$25,524,278	\$5,697,000

Stormwater						
ST22-1	North Campus Retention Facility	\$5,000,000	\$0	\$5,000,000	\$5,000,000	\$0
ST22-2	Mid Campus Retention Facility	\$5,000,000	\$2,799,245	\$2,200,755	\$5,000,000	\$0
ST22-3	South Campus Retention Facility	\$5,000,000	\$0	\$5,000,000	\$5,000,000	\$0
ST22-4	Perimeter Interaquifer Drainage	\$6,843,925	\$0	\$6,843,925	\$6,843,925	\$0
ST23	16th Avenue Storm - restriction of 30m of 300mm dia., replacement for 600mm dia.	\$100,000	\$0	\$100,000	\$100,000	\$0
ST25	TRUIMF - constriction both up and down stream pipes	\$162,000	\$0	\$162,000	\$162,000	\$0
ST26	Chancellor - constriction caused by sedimentation due to inverts and pipe sizes (400 -- > 600)	\$153,000	\$0	\$153,000	\$153,000	\$0
ST28	Cliff Erosion Mitigation NW Marine Drive	\$1,000,000	\$0	\$2,500,000	\$2,500,000	\$1,500,000
ST29	Arts Student Centre Utlity Relocation	\$0	\$0	\$500,000	\$500,000	\$500,000
ST27	Wesbrook Mall and Marine Drive Stormwater	\$116,010	\$116,010	\$0	\$116,010	\$0
ST1	N. Catchment - Chancellor N100-N11 (Growth 20%) (one third complete)	\$194,843	\$194,843	\$0	\$194,843	\$0
ST2	N. Catchment - NW Marine Trunk (Growth 43%)	\$980,655	\$980,655	\$0	\$980,655	\$0
ST4	S. Catchment - Wesbrook Mall (Growth 10%)	\$34,666	\$34,666	\$0	\$34,666	\$0
ST5	S. Catchment - 16th Avenue (Growth 15%)	\$562,063	\$562,063	\$0	\$562,063	\$0
ST8	S. Catchment - Wesbrook Mall D44-D67 (Growth 40%) (In progress) - UBCPT Servicing Cost	\$86,335	\$86,335	\$0	\$86,335	\$0
ST11	S. Catchment - South of Marine Drive Outfall; S. Catchment - Marine Drive Biofiltration (Growth 60%)	\$97,042	\$97,042	\$0	\$97,042	\$0
ST13	Chancellor (Wesbrook Military) turning circle east of East Mall	\$453,480	\$453,480	\$0	\$453,480	\$0
ST14	MOA relocation	\$1,074,898	\$1,074,898	\$0	\$1,074,898	\$0
ST15	Marine Res. Ph. 1 relocation	\$43,535	\$43,535	\$0	\$43,535	\$0
ST16	Thunderbird re-alignment	\$352,345	\$352,345	\$0	\$352,345	\$0
ST17	Life Sciences	\$127,562	\$127,562	\$0	\$127,562	\$0
ST19	AERL	\$27,027	\$27,027	\$0	\$27,027	\$0
ST20	Food Nutrition & Health	\$122,215	\$122,215	\$0	\$122,215	\$0
ST21-1	Sauder, Marine Phase II	\$70,084	\$70,084	\$0	\$70,084	\$0
ST21-2	Beaty Biodiversity	\$243,635	\$243,635	\$0	\$243,635	\$0
Total		\$27,845,319	\$7,385,639	\$22,459,680	\$29,845,319	\$2,000,000
Surface Works (Street Restoration, Public Realm, Lighting, etc.)						
P60	Wayfinding	\$3,700,000	\$281,034	\$3,418,966	\$3,700,000	\$0
P22	Pathway - McMillan/Totem Residence	\$200,000	\$0	\$200,000	\$200,000	\$0
P30	MacMillan Courtyard - Social	\$0	\$0	\$500,000	\$500,000	\$500,000
P33	Large Commons -Library Gardens Terrace	\$2,000,000	\$1,929,116	\$70,884	\$2,000,000	\$0
P36	Campus Entryways -Gateways North & South Approaches	\$1,950,000	\$339,637	\$1,610,363	\$1,950,000	\$0
P37	Campus Entryways -Gateways Eastern Approaches (3)	\$1,950,000	\$0	\$1,950,000	\$1,950,000	\$0
P47	Pathway - Eastmall Pedestrian Laneway South	\$360,000	\$0	\$360,000	\$360,000	\$0
P49	Volkoff Pathway	\$0	\$480,000	\$0	\$480,000	\$480,000
P50	Pathway - Walter Gage Pathway	\$940,000	\$0	\$940,000	\$940,000	\$0
P55	Education Road Pathway	\$0	\$0	\$250,000	\$250,000	\$250,000
P56	Pathway - CIRS pathway	\$330,000	\$0	\$330,000	\$330,000	\$0
P58	Commons public realm (4 Commons)	\$5,000,000	\$2,000,000	\$4,000,000	\$6,000,000	\$1,000,000
P59	Public Art	\$2,500,000	\$1,452,263	\$1,047,737	\$2,500,000	\$0
P63	Future Surface Works (to be confirmed with updated Master Servicing Plan)	\$5,000,000	\$0	\$2,150,000	\$2,150,000	(\$2,850,000)
P64	Public Art Installation Support	\$0	\$45,105	\$150,000	\$150,000	\$150,000
P65	Outdoor Social/Learning - Undergrad Labs Courtyard Completion	\$0	\$0	\$430,000	\$430,000	\$430,000
P66	New Student Recreation Centre	\$0	\$0	\$2,850,000	\$2,850,000	\$2,850,000
P62	MacInnes Field	\$6,043,047	\$6,043,047	\$0	\$6,043,047	\$0
P61	Thunderbird Plaza	\$550,000	\$487,096	\$0	\$487,096	\$0
P51	Pathway - St. Andrews Walk	\$480,000	\$487,920	\$0	\$487,920	\$0
P31	Outdoor Social/Learning - Biological Sciences Learning Courtyard Accessibility	\$400,000	\$400,000	\$0	\$400,000	\$0
P26	Outdoor Social/Learning Engineering Quad Social (Cheese Factory)	\$530,000	\$265,000	\$0	\$265,000	\$0
P25	Outdoor Social/Learning -Engineering Quad Learning (WWW)	\$260,000	\$288,981	\$0	\$288,981	\$0
P13	Pathway -Sustainability Street	\$500,000	\$499,790	\$0	\$499,790	\$0
P41	U Blvd: E Mall to Main Mall	\$3,000,000	\$3,009,386	\$0	\$3,009,386	\$0
P42	U Blvd: M Mall to West Mall	\$1,120,000	\$1,052,861	\$0	\$1,052,861	\$0
P35	Large Commons -Fairview Square -The Grove	\$1,750,000	\$1,750,000	\$0	\$1,750,000	\$0
P38	Main Mall: U Blvd to Crescent	\$5,530,000	\$5,530,000	\$0	\$5,530,000	\$0
P38-1	Main Mall and University Blvd Intersection	\$2,400,000	\$2,400,000	\$0	\$2,400,000	\$0
P39	Main Mall: U Blvd to Fairview	\$2,580,000	\$2,580,000	\$0	\$2,580,000	\$0
P40	Main Mall: Fairview to Agronomy	\$1,810,000	\$1,810,000	\$0	\$1,810,000	\$0
P6	Construct greenways (5 km)	\$485,948	\$485,948	\$0	\$485,948	\$0
P8	Other - e.g., library landscaping	\$955,751	\$955,751	\$0	\$955,751	\$0
P9	Ropes course	\$22,617	\$22,617	\$0	\$22,617	\$0
P10	AERL	\$159,996	\$159,996	\$0	\$159,996	\$0
P11	Swing Space	\$7,874	\$7,874	\$0	\$7,874	\$0
P24	Outdoor Social/Learning -Buchanan Courtyard Social (West)	\$750,000	\$750,000	\$0	\$750,000	\$0
P32	Large Commons -Library Gardens Walkway - Learner's Walk	\$1,086,783	\$1,086,783	\$0	\$1,086,783	\$0
Total		\$54,352,018	\$36,600,206	\$20,257,951	\$56,813,051	\$2,810,000
Transportation						
T29	Wesbrook Mall / diesel bus terminal intersection and road improvements	\$2,000,000	\$1,082,676	\$917,324	\$2,000,000	\$0
T3	Wesbrook Mall & University Blvd - Intersection improvements and traffic signals	\$750,000	\$44,865	\$705,135	\$750,000	\$0
T23	Wesbrook / Chancellor intersection improvement	\$500,000	\$0	\$500,000	\$500,000	\$0
T26	Wesbrook Mall Rebuild - from University Blvd to Agronomy	\$4,000,000	\$7,748,717	(\$1,278,717)	\$6,470,000	\$2,470,000
T26-Cons	Wesbrook Mall	\$7,250,000	\$8,876,258	\$843,742	\$9,720,000	\$2,470,000
T26-2	Wesbrook Mall Phase 2	\$0	\$2,009,721	\$990,279	\$3,000,000	\$3,000,000
T26-3	Wesbrook Mall Phase 3	\$0	\$0	\$2,100,000	\$2,100,000	\$2,100,000
T26-4	Wesbrook Mall Phase 4 (placeholder for future budget)	\$0	\$0	\$0	\$0	\$0
T28	Gage South Infrastructure and public realm (incl new McInnis Field and Aquatic	\$8,000,000	\$7,990,342	\$0	\$7,990,342	(\$9,658)
T6&P57-Cons	East Mall/University Commons/North Gage	\$14,050,000	\$12,399,181	\$1,650,819	\$14,050,000	\$0
T22	East Mall / Chancellor Roundabout and gateway feature	\$2,000,000	\$0	\$2,000,000	\$2,000,000	\$0
T31	Future Transportation Projects (to be confirmed with updated transportation studies)	\$10,000,000	\$0	\$6,900,000	\$6,900,000	(\$3,100,000)
T33	Gage Road Realignment	\$0	\$0	\$425,000	\$425,000	\$425,000
T32	UBld/MacInnes Parkade	\$0	\$1,252,328	\$0	\$1,252,328	\$0
T20	16th Avenue Pedestrian Crossings	\$600,000	\$580,857	\$0	\$580,857	\$0
T30	Cycling infrastructure improvements (East Mall and Stadium Road)	\$0	\$24,663	\$0	\$24,663	\$0
T1	Wesbrook Mall 16th Ave to SW Marine Drive	\$1,500,000	\$1,551,005	\$0	\$1,551,005	\$0
T25	Wesbrook / Agronomy intersection improvements	\$250,000	\$160,269	\$0	\$160,269	\$0
T4	Thunderbird - East Mall to Wesbrook	\$1,250,000	\$1,250,000	\$0	\$1,250,000	\$0
T5	Thunderbird - Wesbrook Mall to Osoyoos Crescent	\$500,000	\$500,000	\$0	\$500,000	\$0
T11	Marine Dr., Mid-Campus & Chancellor	\$1,453,749	\$1,453,749	\$0	\$1,453,749	\$0
T12-2	University Boulevard - Phase 1 (include \$500K deferred planning costs and \$1M public	\$9,500,548	\$9,207,436	\$0	\$9,207,436	\$0
T14	Marine Res. Ph. 1 relocation	\$27,093	\$27,093	\$0	\$27,093	\$0
T15	AERL	\$25,172	\$25,172	\$0	\$25,172	\$0
T16	Food Nutrition & Health	\$27,837	\$27,837	\$0	\$27,837	\$0
T18	Roundabout on 16th Avenue	\$1,509,503	\$1,472,003	\$0	\$1,472,003	\$0
T19-1	Sauder, Marine Phase II	\$41,129	\$41,129	\$0	\$41,129	\$0
T19-2	Beaty Biodiversity	\$188,490	\$188,490	\$0	\$188,490	\$0
T8-Cons	Roadwork-diesel bus loop, East Mall, Wesbrook Mall, and Core Road Rehabilitation	\$1,906,919	\$890,588	\$0	\$890,588	\$0
Total		\$60,080,440	\$49,928,121	\$14,909,840	\$64,837,961	\$4,885,342



Electrical						
E25	Additional works to be confirmed in Campus Electrical Supply Study	\$10,250,000	\$0	\$8,750,000	\$8,750,000	(\$1,500,000)
E25-1	UNY-Substation Switchgear Replacement	\$6,750,000	(\$157,138)	\$8,407,138	\$8,250,000	\$1,500,000
E25-2	New Feeder Lines	\$4,500,000	\$0	\$4,500,000	\$4,500,000	\$0
E26	Study - Upgrade Campus Electrical Supply from 44 - 62 MVA	\$900,000	\$1,115,482	\$0	\$900,000	\$0
E28	UNY-Substation Third Transformer	\$5,500,000	\$0	\$5,500,000	\$5,500,000	\$0
E25-3	Pre-Ducting for New Lines (Agronomy, West Mall)	\$1,900,000	\$673,424	\$0	\$673,424	\$0
E27	Gage South Hydro SRW Relocation	\$450,000	\$435,643	\$0	\$435,643	\$0
E1	New University Boulevard - New Feeder	\$679,506	\$679,506	\$0	\$679,506	\$0
E9	Vanier/Food Services	\$613,492	\$613,492	\$0	\$613,492	\$0
E3-1	West Campus - New Feeder & Relocation	\$1,333,612	\$1,333,612	\$0	\$1,333,612	\$0
E3-2	West Mall - Relocation (move E8 to E3)	\$492,327	\$492,327	\$0	\$492,327	\$0
E4	UNY - Substation Upgrades	\$622,194	\$622,194	\$0	\$622,194	\$0
E5	East Campus - 69 KV Line Relocation	\$177,454	\$177,454	\$0	\$177,454	\$0
E6	South Campus - New Substation	\$151,480	\$151,480	\$0	\$151,480	\$0
E10-1	4KV Conversions (FIMP)	\$289,969	\$289,969	\$0	\$289,969	\$0
E10-2	Medical Blocks A, B & C	\$835,088	\$835,088	\$0	\$835,088	\$0
E10-3	Chemistry & South Campus 4KV (incl. Fisheries)	\$1,300,216	\$1,300,216	\$0	\$1,300,216	\$0
E10-4	Federal Agriculture/Food Sc.	\$198,129	\$198,129	\$0	\$198,129	\$0
E11	Underground 69KV to 16th Ave; Underground OH Service	\$2,255	\$2,255	\$0	\$2,255	\$0
E13	East Campus - Fraternity Village	\$347,768	\$347,768	\$0	\$347,768	\$0
E14	69kV Pole Relocation	\$16,982	\$16,982	\$0	\$16,982	\$0
E15	Strangway Bldg relocation	\$635,189	\$635,189	\$0	\$635,189	\$0
E16	Thunderbird re-alignment	\$998,339	\$998,339	\$0	\$998,339	\$0
E17	Life Sciences	\$762,276	\$762,276	\$0	\$762,276	\$0
E18	Life Sciences - 4 kV substation	\$605,253	\$605,253	\$0	\$605,253	\$0
E19	Swing Space	\$32,349	\$32,349	\$0	\$32,349	\$0
E20	Food Nutrition & Health	\$28,983	\$28,983	\$0	\$28,983	\$0
E21	Replace/upgrade cables at UNY (Main substation)	\$207,185	\$207,185	\$0	\$207,185	\$0
E22	Mid-Campus Electrical Duct Relocation	\$880,902	\$880,902	\$0	\$880,902	\$0
E23	MOA relocation	\$23,426	\$23,426	\$0	\$23,426	\$0
E24	Beaty Biodiversity	\$147,298	\$147,298	\$0	\$147,298	\$0
Total		\$41,631,673	\$13,449,083	\$27,157,138	\$40,390,739	\$0
Natural Gas						
N2	North Campus - Pressure Upgrade - Phase I	\$115,000	\$59,517	\$0	\$59,517	\$0
N4	North Campus - Pressure Conversion - Phase II	\$175,000	\$125,000	\$0	\$125,000	\$0
N14-2	Beaty Biodiversity	\$42,557	\$42,557	\$0	\$42,557	\$0
N1	North Campus - upgrade and takeover, VST upgrade	\$53,516	\$53,516	\$0	\$53,516	\$0
N3	North Campus - Piping Upgrades - Wesbrook Loop/Press Zone	\$314,969	\$314,969	\$0	\$314,969	\$0
N8	Marine Dr., West Mall, Korea House	\$69,389	\$69,389	\$0	\$69,389	\$0
N9	Marine Res. Ph. 1 relocation	\$41,293	\$41,293	\$0	\$41,293	\$0
N10	Life Sciences	\$48,347	\$48,347	\$0	\$48,347	\$0
N11	AERL	\$95,667	\$95,667	\$0	\$95,667	\$0
N12	Swing Space	\$32,349	\$32,349	\$0	\$32,349	\$0
N14-1	Sauder, Marine Phase II	\$1,359	\$1,359	\$0	\$1,359	\$0
N15	Terasen Gas Relocation in Chancellor	\$187,596	\$187,596	\$0	\$187,596	\$0
N19	West Mall at Hawthorne Lane and Commons Block	\$0	\$0	\$0	\$0	\$0
Total		\$1,177,042	\$1,071,558	\$0	\$1,071,558	\$0
District Energy						
DE 13	Future ADES connections (to be confirmed with future capital projects)	\$10,000,000	\$0	\$9,000,000	\$9,000,000	(\$1,000,000)
DE 17	Tbird Blvd/West Mall Expansion (Phase 1/2); placeholder subject to technical analysis	\$0	\$0	\$0	\$0	\$0
DE 18	Tbird Blvd/West Mall Expansion (Phase 3); placeholder subject to technical analysis	\$0	\$0	\$0	\$0	\$0
DE 19	Arts Student Centre DE and servicing	\$0	\$0	\$1,850,000	\$1,850,000	\$1,850,000
DE 20	SBME DE	\$0	\$0	\$800,000	\$800,000	\$800,000
DE 21	Pacific Residence DE and electrical bank demo	\$0	\$0	\$285,000	\$285,000	\$285,000
DE 14	BRDF Expansion	\$5,000,000	\$5,000,000	\$0	\$5,000,000	\$0
DE 15	Aquatic Centre/Exchange Housing loop	\$360,366	\$360,366	\$0	\$360,366	\$0
DE 16	Gage Road Loop	\$575,015	\$575,015	\$0	\$575,015	\$0
DE 9	Steam to Hot Water Conversion	\$10,000,000	\$10,000,000	\$0	\$10,000,000	\$0
DE 12	Gage South ADES connections	\$243,960	\$243,960	\$0	\$243,960	\$0
Steam 1	Power House (part of a \$6.2M generator/cogenerator and partially funding of boiler,	\$1,700,158	\$1,700,158	\$0	\$1,700,158	\$0
Steam 2	Agronomy and Health Sciences - extensions to Life Sci & Chem-Bio	\$896,267	\$896,267	\$0	\$896,267	\$0
Steam 3	Agronomy and Health Sciences - Trunk System for Life Sci & Chem-Bio	\$518,986	\$518,986	\$0	\$518,986	\$0
Steam 4	University Boulevard (Main Mall/West Mall) - Extensions to Academic Building	\$1,297,596	\$1,297,596	\$0	\$1,297,596	\$0
Steam 6	MOA relocation	\$779,526	\$779,526	\$0	\$779,526	\$0
Steam 7	Strangway Bldg relocation	\$325,277	\$325,277	\$0	\$325,277	\$0
Steam 10-1	Sauder, Marine Phase II	\$359,581	\$359,581	\$0	\$359,581	\$0
Steam 10-2	Beaty Biodiversity	\$28,658	\$28,658	\$0	\$28,658	\$0
DE 11	UBldv ADES connections	\$0	\$0	\$0	\$0	\$0
Total		\$32,085,391	\$22,085,391	\$11,935,000	\$34,020,391	\$1,935,000
Solid Waste						
SW1	Relocation of Materials Recovery Facility	\$1,144,440	\$0	\$1,144,440	\$1,144,440	\$0
SW2	Expansion of MRF	\$468,180	\$0	\$468,180	\$468,180	\$0
SW3	Equipment - bins, containers, etc.	\$2,000,000	\$74,800	\$1,925,200	\$2,000,000	\$0
SW5	Waste Compactors	\$250,000	\$0	\$250,000	\$250,000	\$0
SW6	Upgrade compactor at Material Recovery Facility	\$150,000	\$0	\$150,000	\$150,000	\$0
SW7	Waste/Recycling enclosures	\$2,400,000	\$50,000	\$2,350,000	\$2,400,000	\$0
SW8	Expansion of In Vessel composting facility	\$1,600,000	\$0	\$1,600,000	\$1,600,000	\$0
SW4	In Vessel Composting (Total cost \$1.2M)	\$250,000	\$250,000	\$0	\$250,000	\$0
Total		\$8,262,620	\$374,800	\$7,887,820	\$8,262,620	\$0
Planning, Services and Financing Costs						
PS5	Electrical model upgrade	\$150,000	\$0	\$150,000	\$150,000	\$0
PS7	Future master servicing planning model updates	\$3,000,000	\$0	\$3,000,000	\$3,000,000	\$0
PS6	Electrical campus supply study	\$150,000	\$150,000	\$0	\$150,000	\$0
PS1	Consultant exp. (Urban Systems / Holland Barrs)	\$47,756	\$47,756	\$0	\$47,756	\$0
PS2	Couriers/Operational supplies & expense/Professional exp	\$350	\$350	\$0	\$350	\$0
PS3	Thunderbird Re-alignment (Water, Sanitary, Storm, Roadways, Landscaping)	\$157,534	\$157,534	\$0	\$157,534	\$0
PS4	MOA relocation	\$21,695	\$21,695	\$0	\$21,695	\$0
Total		\$3,527,335	\$377,335	\$3,150,000	\$3,527,335	\$0
CAC						
CAC4	Wesbrook Place Community Centre - Childcare	\$4,790,000	\$4,328,236	\$121,764	\$4,450,000	(\$340,000)
CAC6	Childcare	\$9,900,000	\$0	\$9,900,000	\$9,900,000	\$0
CAC7	Acadia Community Centre	\$3,000,000	\$0	\$0	\$0	(\$3,000,000)
CAC5	EC4 Childcare (Vista Point Daycare)	\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$0
CAC2-1	Wesbrook Place Community Centre	\$13,400,000	\$13,574,637	\$0	\$13,574,637	\$174,637
C1	Hawthorne Place Community Centre Costs	\$3,008,766	\$2,939,224	\$0	\$2,939,224	(\$69,542)
C4	Shared Community Facility - Basketball Court	\$30,794	\$30,794	\$0	\$30,794	\$0
CAC1	Vancouver Child Care Expansion	\$1,100,000	\$1,100,000	\$0	\$1,100,000	\$0
CAC3	UNA Skateboard Park	\$300,000	\$300,000	\$0	\$300,000	\$0
Total		\$36,529,560	\$23,272,891	\$10,021,764	\$33,294,655	(\$3,234,905)

Pre-2003 Costs						
Pre-2003-1	Treasury Expenses	\$9,736	\$9,736	\$0	\$9,736	\$0
Pre-2003-2	Project 8986 - Update of IICs (Max reached)	\$50,000	\$50,000	\$0	\$50,000	\$0
Pre-2003-3	Project 8984 - Technical Guidelines	\$248,814	\$248,814	\$0	\$248,814	\$0
Pre-2003-4	Municipal - Disney Clean Project	\$45,828	\$45,828	\$0	\$45,828	\$0
Pre-2003-5	Utilities Watermain Project (Max - old rates reached)	\$310,465	\$310,465	\$0	\$310,465	\$0
Pre-2003-6	Custodial Equipment	\$250,000	\$250,000	\$0	\$250,000	\$0
Pre-2003-7	Custodial - Floor mats & paper towel dispensers	\$100,000	\$100,000	\$0	\$100,000	\$0
Pre-2003-8	Gardeners - Benches	\$50,000	\$50,000	\$0	\$50,000	\$0
Pre-2003-9	Cliff Remediation Project	\$400,000	\$400,000	\$0	\$400,000	\$0
Total		\$1,464,844	\$1,464,844	\$0	\$1,464,844	\$0
Transfer to Maintenance						
	Transfer to Deferred Maintenance (2001-2012)	\$5,619,684	\$5,619,684	\$0	\$5,619,684	\$0
	Transfer back to IIC Program (include interest income) (2012)	(\$6,205,281)	(\$6,205,281)	\$0	(\$6,205,281)	\$0
	Interest Income from Deferred Maintenance	(\$585,597)	(\$585,597)	\$0	(\$585,597)	\$0
	Total IIC & CAC Program Expenditures (before Interest)	\$293,888,297	\$171,485,112	\$145,939,946	\$317,164,472	\$25,334,237
Interest (Income)/Expense						
	Interest (Income)/Expense	\$626,962	6,354,666.62	4,700,967.06	\$11,055,634	\$10,428,672
	Total Interest (Income)/Expense	\$626,962	\$6,354,667	\$4,700,967	\$11,055,634	\$10,428,672
	Total IIC & CAC Program Expenditures (net of interest)	\$294,515,259	\$177,839,779	\$150,640,914	\$328,220,105	\$35,762,909
		Approved Budget from 2020-21	YTD Actual	Estimate to Completion	Forecast 2021-22	Over/(Under) Budget
SUMMARY						
	IIC & CAC Revenue	\$287,318,196	\$138,992,468	\$206,941,078	\$345,933,546	\$58,615,350
	Other Contributions	\$0	\$5,533,039	\$669,973	\$6,203,012	\$0
	Transfers-In	\$2,500,000	\$0	\$2,500,000	\$2,500,000	\$0
	IIC & CAC Expenditures	(\$293,888,297)	(\$171,485,112)	(\$145,939,946)	(\$317,164,472)	(\$23,276,174)
	Interest Income/(Expense)	(\$626,962)	(\$6,354,667)	(\$4,700,967)	(\$11,055,634)	(\$10,428,672)
	Contingency for Potential Reduced Floorspace	(\$26,200,000)	\$0	(\$25,000,000)	(\$25,000,000)	\$1,200,000
	IIC & CAC Balance	(\$30,897,063)	(\$33,314,272)	\$34,470,138	\$1,416,453	\$26,110,504

IIC/CAC Consolidated 10-year Summary Plan *(in millions)*

As of:		0	1	2	3	4	5	6	7	8	9	10	
November 30, 2020													
	Prior Years Actuals	2020/21 Actuals	2020/21 Forecast	2021/22 Plan	2022/23 Plan	2023/24 Plan	2024/25 Plan	2025/26 Plan	2026/27 Plan	2027/28 Plan	2028/29 Plan	2029/30 Plan	2030/31 Plan
Revenue:													
Market Housing Revenue (UBCPT) - Prepaid Lease	112.35	-	7.56	8.00	7.44	11.83	9.00	6.91	20.60	-	9.59	7.96	7.96
Market Housing Revenue (UBCPT) - Rental	2.55	-	-	-	6.59	-	4.94	2.22	-	-	-	-	-
Non-Market Housing & Commercial (UBCPT)	6.51	0.71	0.57	0.92	0.79	0.81	0.35	2.22	0.76	0.90	1.04	0.90	0.99
Campus Housing (Totem Infill, Housing Hubs) and Ancillaries	14.84	2.03	-	1.33	1.60	0.70	-	2.91	-	2.91	1.46	1.46	1.46
Other Contributions	7.98	0.06	0.27			0.40							
Total Revenue	144.23	2.79	8.40	10.25	16.41	13.74	14.28	14.26	21.37	3.82	12.09	10.31	10.41
Rolling 3-year forecasted revenue (Current year + 2 years forward)			37.85	40.40	44.44	42.29	49.91	39.44	37.27	26.22	32.81	30.58	30.13
Expenditures:													
Water													
W29, W32, W44, W45, W48 (Water Pump), W49	(2.15)	(5.00)	(4.88)	-		(0.80)							
W50 (Brock 2), W43, W41 (Armouries)	(0.27)	-			(0.13)			(0.84)					
Sanitary													
S32 (Triumf), S40A/B (N Campus), S34 (S Campus) S11/S37/S35 (We	(0.53)	-				(6.20)	(5.95)						
S31 (West Mall to Chancellor Blvd), S42 (TEF East Mall)	(0.37)	-			(0.20)			(1.65)					
Stormwater													
ST22-2 (Mid Campus Retention); ST29 (ASC)	(2.80)	-		(0.50)			(2.20)						
ST22-1 (North Campus Retention), ST22-3 (South Campus Retention)	-						(5.00)		(5.00)				
ST23 (16th Ave)	(0.12)	-					(0.10)						
ST28 (Cliff Mitigation)	-					(2.50)							
Surface Works													
P62 (MacInnes Field)	(5.84)	(0.21)											
P49, P55, P61, P31, P30 (Volkoff/Education/T-Bird Plaza/BioSci/MacMillan Courtyard)	(4.66)	-			(0.25)	(0.50)							
P59 (Public Art)	(1.40)	(0.05)	(0.17)	(0.17)	(0.17)	(0.17)	(0.17)	(0.17)					
P64 (Installation Support)	(0.05)	-											
P60 (Wayfinding)	(0.28)	-	(0.10)	(0.24)	(0.24)	(0.24)	(0.24)	(0.24)	(0.24)	(0.24)	(0.24)	(0.24)	(0.24)
P58 (Commons Public Realm)	(2.00)	-			(2.00)			(2.00)					
P36, P37 (Gateways)	(0.34)	-			(1.61)		(1.95)						
P65 (Undergrad Labs Courtyard), P66 (New Student Rec Centre)	-			(0.43)			(2.85)						
Transportation													
T22 (East Mall/Chancellor)	-				(2.00)								
T26-Cons (Wesbrook Mall Ph 1, 2 and 3)	(9.00)	(1.88)	(0.40)		(2.10)								
T6-Cons (North Gage)	(6.99)	1.19	(2.19)										
T33 (Gage Rd Realignment)					(0.43)								
Electrical													
E25-1 , E25-2, E28 (UNY Substation and Feeder Lines)	0.17	(0.01)	(2.74)	(5.50)			(0.50)	(3.50)	(6.00)				
District Energy													
DE19 (Arts Student Centre)				(1.85)									
DE20 (SBME), DE 21 (Pacific)					(0.29)	(0.80)							
Solid Waste													
SW3, SW5, SW7	(0.05)	-		(0.06)		(2.34)							
Planning													
PS7 (Master Servicing Plan Updates)	-						(3.00)						
Prior Years IIC Expenses	(36.55)												
CAC													
Wesbrook Place Community Centre - Childcare	(1.42)	(2.91)	(0.12)										
Future Childcare	-	-					(2.48)			(2.48)			
Total Expenses	(138.61)	(13.86)	(10.65)	(8.75)	(9.41)	(13.55)	(24.44)	(8.40)	(11.24)	(0.24)	(2.71)	(4.71)	(4.71)
Surplus/(Deficit)	5.62	(11.07)	(2.25)	1.50	7.00	0.20	(10.15)	5.86	10.13	3.58	9.38	5.60	5.69
Interest Income/(Expense)	(5.66)	(0.70)	(0.01)	(0.87)	(0.79)	(0.72)	(0.93)	(1.10)	(0.90)	(0.72)	(0.55)	(0.35)	(0.19)
Net Surplus/(Deficit)	(0.03)	(11.77)	(2.26)	0.63	6.21	(0.52)	(11.08)	4.76	9.23	2.85	8.82	5.25	5.50
IIC & CAC Balance, Beginning (Cash basis)	(21.52)	(21.55)	(33.31)	(35.57)	(34.94)	(28.73)	(29.25)	(40.33)	(35.57)	(26.34)	(23.49)	(14.67)	(9.42)
Surplus/(Deficit)	(0.03)	(11.77)	(2.26)	0.63	6.21	(0.52)	(11.08)	4.76	9.23	2.85	8.82	5.25	5.50
Contingency (\$26.2m for potential reduced floorspace)													
IIC & CAC Balance, Ending (Cash basis)	(21.55)	(33.31)	(35.57)	(34.94)	(28.73)	(29.25)	(40.33)	(35.57)	(26.34)	(23.49)	(14.67)	(9.42)	(3.92)
Rolling 3-year forecasted revenue (Current year + 2 years forward)			37.85	40.40	44.44	42.29	49.91	39.44	37.27	26.22	32.81	30.58	30.13
Amount under defined cumulative revenue limit (< \$10m flagged)			2.28	5.46	15.70	13.04	9.58	3.87	10.93	2.73	18.14	21.17	26.21





# **Infrastructure Impact Charges and Community Amenity Charges Annual Plan**

February 3, 2021

**Michael White, Associate Vice-President  
Campus and Community Planning**





# Introduction and summary



Recommendation: approve annual IIC and CAC Plans

- Enable UBC to deliver infrastructure to support campus growth
- Functions similar to municipal development charge arrangements
- Aligns with Board policy of deficits staying within 3 years of revenue to enable infrastructure in advance of new capital projects

# Key Investments Made through 2019-2021



- Wesbrook Mall redesign
- Bioenergy Research and Demo Facility
- Water Pump relocation
- Student Union Blvd/Gage utilities
- MacInnes Field
- Wesbrook Community Centre childcare

# 2021-22 Priorities

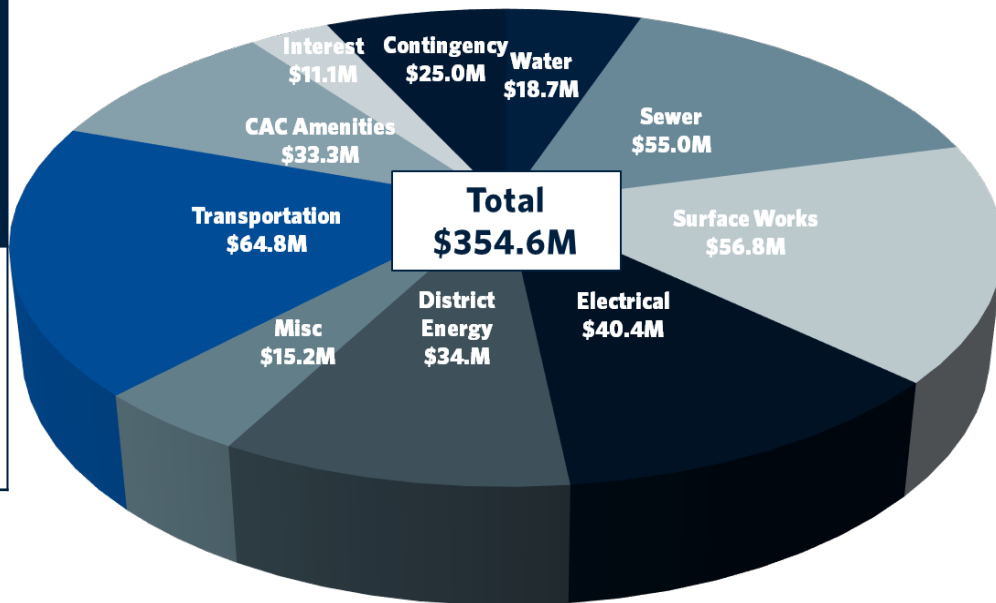


- Electrical substation replacement
- Arts Student Centre and future Brock Commons infrastructure
- Surface works, including accessible wayfinding and Undergrad Life Labs courtyard completion

# 2021/22 IIC-CAC Plan



Revenue	Expenses	End of Year Rolling Deficit
\$10.3m	<b>\$8.8m</b> <i>Electrical substation, sewer, water, district energy</i>	<b>(\$34.9m)</b> <i>within 3 years of projected revenue</i>



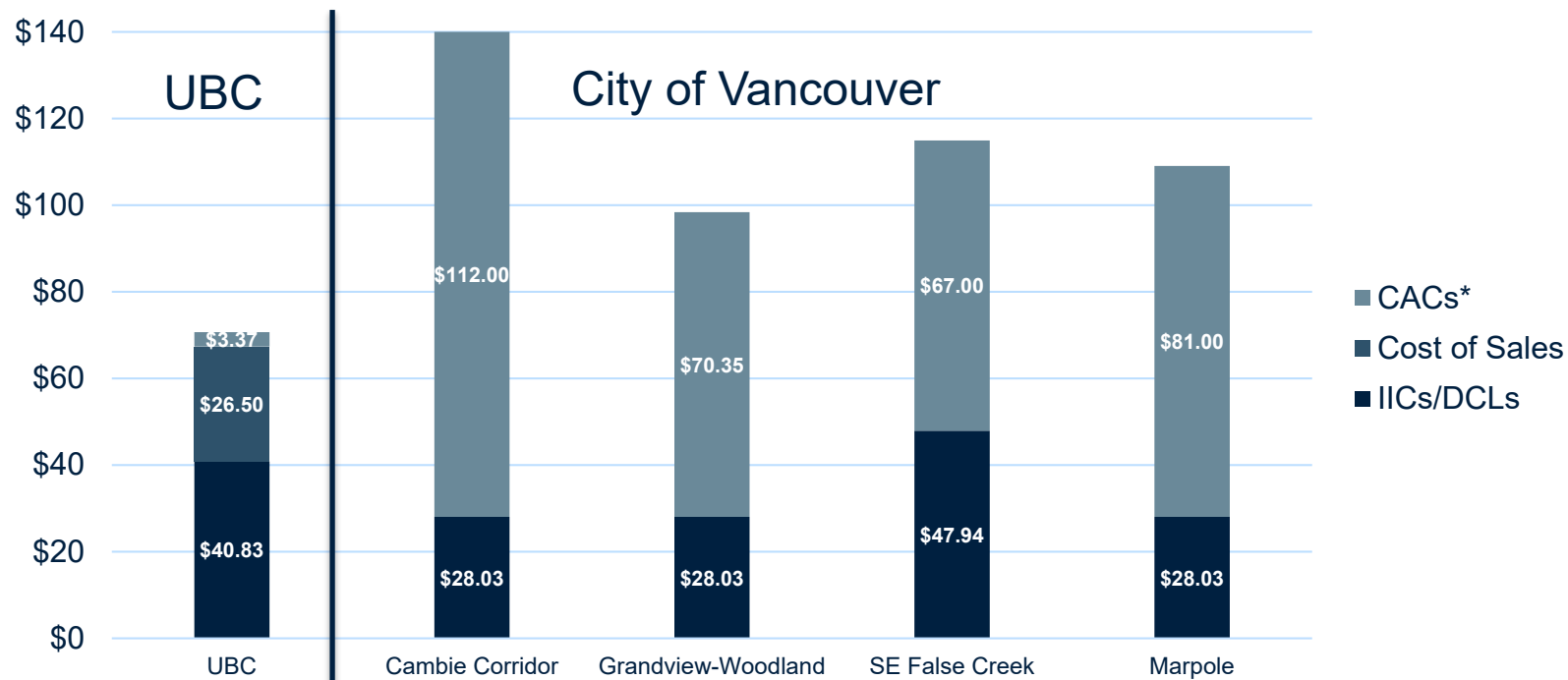
**IIC-CAC Plan 1997-2041**



# IIC-CAC Rate Comparison



## 2020/21 UBC and Vancouver Development Charges



# 2021 Rate Updates



- Board of Governors policy: index rates to inflation so UBC can deliver future projects
- 0.5% increase for 2021
- Other Development Charges
  - TransLink: \$0.50/sq ft institutional
  - Metro Vancouver: \$0.93/sq ft institutional

# Discussion and decision points



- Recommendation: approve 21-22 IIC-CAC Plan
- Plans aligned with capital priorities, neighbourhood planning
- Incorporated into UBC's 21-22 budget



**Report Date:** March 5<sup>th</sup>, 2021  
**Meeting Date:** March 16<sup>th</sup>, 2021  
**From:** Athena Koon, Finance Manager  
**Subject:** Neighbours' Fund Investment

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### Background

The UNA Neighbours' Fund (NF) currently has three fixed term deposit investment accounts with UBC. One investment account (a \$2M, 5-year investment term account) reached maturity on February 14<sup>th</sup>, 2021.

UBC is seeking an opinion from the UNA on whether or not to continue this investment.

### Decision Requested

THAT the Board inform UBC that the UNA would like the term deposit that matured on Feb 14, 2021 to be rolled over to another 3-year term deposit.

### Discussion

UBC collects and deposits service levies into the Neighbours' Fund, and then distributes it to the annual operational fund to the UNA. During the year, the interest income earned on the amounts held in the university's bank account was at an average annual rate of 1.95% in 2020 and 1.64% for 2019. However, given the current benchmark reference rate, UBC's current deposit rate has been reduced to 0% at the moment.

Below, you will find the current NF term deposits held at UBC; these are funds held in reserves and not the day-to-day operating funds.

Terms	Started on	Amount Invested	Interest Rate	Maturity Date
5 years	Feb 14 2016	\$ 2,000,000	1.55%	14-Feb-21
3 years	Feb 14 2019	\$ 3,250,000	2.21%	14-Feb-22
3 years	Feb 14 2020	\$ 2,000,000	1.70%	14-Feb-23



UBC has inquired our opinion as to whether or not the UNA is interested in rolling the funds (or a portion of it) of the investment that has matured forward into another fixed term deposit. The interest rates offered by UBC at this time are significantly lower than last year's due to the current financing market. The term deposit rates offered to the UNA are as follow:

**Term Deposit Rates Offered to UNA, 2021**

<b>Term (Years)</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Term Rates %</b>	<b>0.471%</b>	<b>0.633%</b>	<b>0.795%</b>

Based on our budget, the UNA does not anticipate needing to use the \$2M in the fund this upcoming fiscal year, so rolling these funds into another term deposit will have no impact with our operations and cashflow forecast.

Please also note that UBC does not offer any short-term interest-bearing deposits. The shortest-term rate UBC can offer is three years, anything shorter would be based on money market rates, which for other deposits at UBC would be bank rate -0.5%. The rates UBC offers are based on the province of BC term rates, and UBC cannot offer higher bank rates simply because they don't structure their working capital as a bank would. In UBC's term, the provincial rates are a fair compromise, especially given that in an emergency these funds are held by UBC and there could be a conversation at least about accessing them which would be an option with non-redeemable GICs.

**Financial Implications**

Annual interest for the \$2M not invested equals approximately. \$9,420.

**Operational Implications**

None

**Strategic Objective**

None

**Attachments**

None





UNIVERSITY  
NEIGHBOURHOODS  
ASSOCIATION

**BOARD MEETING  
OPEN SESSION**

**Concurrence**

None

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Athena Koon', written over a horizontal line.

Athena Koon  
Finance Manager

A handwritten signature in blue ink, appearing to read 'Sundance Topham', written over a horizontal line.

Sundance Topham  
Chief Administrative Officer



**Report Date:** March 5, 2021  
**Meeting Date:** March 16, 2021  
**From:** Wegland Sit, Operations Manager  
**Subject:** Commissionaires BC Services Agreement Renewal 2021

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## Background

In 2014 the Ministry of Transportation and Infrastructure (MoTI) transferred the maintenance and operations of the interim parking regulations to the UNA. As per the authorization in the transfer agreement the UNA contracts with the BC Commissionaires to provide parking enforcement within the UNA, under the authority of the MOTI. The UNA office continues to be responsible for issuing and the administration of parking permits. The BC Commissionaires contract is up for renewal.

## Decision Requested

THAT the Board approve the attached 2021 – 2022 Commissioners BC Services Agreement and authorize the Chair to execute the agreement.

## Discussion

Commissionaires BC has provided parking invigilation services for the residential neighbourhoods in the UNA since 2012. Commissionaires BC invigilators provide seven day a week invigilation services in Chancellor, Hawthorn, Wesbrook and East Campus, to ensure adequate and consistent parking enforcement level across all UNA areas.

Commissionaires BC provides the following parking invigilation services:

1. Foot and vehicle patrols in UNA all areas.
2. Parking enforcement and issue of towing notices to vehicles.
3. Supporting documentation of parking offences and collect evidence related to parking offences.
4. Submits and coordinates towing service requests.

Commissionaires BC submitted a contract renewal in February 2021. This new 2021-2022 services agreement represents an estimate 2.9% increases in overall cost. The increase reflects the overall increases in hiring costs.

The newly approved UNA Delegation of Authority corporate policy identifies contracts that exceed \$100,000 will be subjected to the UNA Board's approval.



### **Financial Implications**

Based on the current invigilation service level, at seven days a week (excluding any statutory holidays). The estimate costs for this renewal agreement is \$110,500 for the period of April 1, 2021 to March 30, 2022.

The renewal is an ongoing budgeted item that is fully budgeted under the Operations department.

### **Operational Implications**

The UNA Operations department manages the maintenance and operations of the UNA interim parking regulations. The UNA Parking Service Desk at Wesbrook Community Centre provides administration and issues parking permits and visitor passes to UNA residents.

The Commissionaires BC provides a key invigilation function for UNA's day to day parking operations.

### **Strategic Objective**

None

### **Attachments**

1. UNA Contract for Commissionaires BC Services – 2021
2. Letter of Authorization – UNA – May 30, 2014

### **Concurrence**

1. Athena Koon, Finance Manager

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Wegland Sit', is written over a horizontal line.

Wegland Sit  
Operations Manager



UNIVERSITY  
NEIGHBOURHOODS  
ASSOCIATION

**UNA BOARD MEETING  
OPEN SESSION**

A handwritten signature in blue ink, appearing to read 'Sundance Topham', written over a horizontal line.

Sundance Topham  
Chief Administrative Officer

## Contractual Agreement

IN CONSIDERATION of the following

UNIVERSITY NEIGHBOURHOODS ASSOCIATION (herein called the “Client” at the following address):

202-5923 Berton Ave  
Vancouver, B.C. V6S 0B3

AND

THE BRITISH COLUMBIA CORPS OF COMMISSIONAIRES (herein called “Commissionaires BC” at the following address):

Box 22, 600 – 595 Howe Street  
Vancouver, B.C. V6C 2T5

AGREE AS FOLLOWS

### COMMISSIONAIRES BC

1. Commissionaires BC shall:

- A. Provide the services described in Annex A to this Agreement, commencing on **April 01, 2021** and ending **March 31, 2022**, notwithstanding the date of execution of this Agreement. The term of the Agreement will be subject to renewal or earlier termination in accordance with the terms agreed to.
- B. Keep the Client fully informed on the work done by Commissionaires BC on their behalf and permit the Client at all reasonable times to inspect, review and copy all accounting records, reports and documents that have been received or prepared by the Contractor as a result of this Agreement.
- C. Comply with all applicable municipal, provincial and federal legislation and regulations.
- D. Comply and agree to all procedures, and terms and conditions as set by the Client and the Ministry of Transportation in association with the Services as described in Annex A.
- E. Promptly pay all persons employed by Commissionaires BC on this contract.
- F. Not assign this Agreement, nor subcontract any of its obligations under this Agreement, to any person, firm or corporation.
- G. At all times exercise the standard of competence, reliability and integrity normally exercised and observed by all persons engaged in the performance of services similar to those outlined in this Agreement.
- H. At all times treat as confidential any information or material obtained by Commissionaires BC as a result of this Agreement and not, without prior consent of the Client, permit the publication, release or disclosure of such information.
- I. Not perform any services for any other person, firm or corporation which, in the reasonable opinion of the Client, may give rise to conflict of interest.



- J. Ensure that all personnel hired by Commissionaires BC to perform the services outlined will be employees of Commissionaires BC and not of the Client, with Commissionaires BC being solely responsible for the arrangement of reliefs, substitutions and all other matters arising out of the relationship of employer and employee.
- K. Not in any manner whatsoever commit or purport to commit the Client to the payment of money.
- L. Establish and maintain time records and books of account, invoices, receipts and vouchers of all expenses incurred.
- M. Indemnify and save harmless the Client from and against all losses, claims, damages, actions, causes of action, costs and expenses that the Client may sustain by any negligent act or omission of Commissionaires BC or of any employee, officer or Governor of Commissionaires BC.
- N. During the terms of the Agreement, provide, maintain and pay for Comprehensive General Liability Insurance up to an amount not less than FIVE MILLION DOLLARS (\$5,000,000.00) inclusive of any one occurrence, in such form and amounts as may be acceptable to the Client.
- O. Commissionaires BC will supply professional uniforms to all personnel assigned to perform Services for the Client.
- P. Commissionaires BC will be responsible for all costs associated with providing the necessary patrol vehicles to perform the Services, including lease costs, fuel and insurance.
- Q. Commissionaires BC will attend quarterly meetings with the Client scheduled at a mutually agreeable time and date.
- R. Commissionaires BC will maintain a ticketing rate consistent with current levels of ticketing. Tickets issued in any given month should be consistent with the prior three month rolling average with a 5% variance on the bottom end. The above mentioned formula will be reviewed quarterly to reflect the most current parking violations and adjusted accordingly if mutually agreeable between both parties.

#### THE CLIENT

- 2. The Client shall:
  - A. Take such action as is necessary to provide members of Commissionaires BC with the right to invigilate parking regulations under Motor Vehicle Act Section 209-1.
  - B. Comply and agree to all terms and conditions as set by the Ministry of Transportation in regards to invigilation of parking regulations on roads under their jurisdiction.
  - C. Pay to Commissionaires BC in full payment and reimbursement for providing the services and for expenses connected herewith the amounts, in the manner and at the times set out by Annex B of this Agreement.
  - D. Make available to Commissionaires BC, all available information considered by the Client to be pertinent to the services to be provided.
  - E. Give Commissionaires BC reasonable notice of anything the Client considers likely to materially affect the provision of the services, including a minimum of 30 days notice in writing of any intention not to renew this contract.
  - F. Examine all studies, reports or recommendations provided by Commissionaires BC under this Agreement, and shall render decisions pertaining thereto within a reasonable time.

- G. Provide all necessary enforcement equipment and supplies necessary to perform all services required under this contract, including ticketing devices, paper tickets and software database.
- H. The Client has the right to request the removal of any personnel whom they deem unfit.
- I. The Client will attend quarterly meetings with Commissionaires BC scheduled at a mutually agreeable time and date.

#### TERMINATION

- 3. In the event of substantial failure to perform in accordance with the terms and conditions of this Agreement, it may be terminated by either party on 15 days written notice of the other.
- 4. Either party may, at its sole discretion, terminate this Agreement on 30 days written notice and the payment of all funds owing in accordance with this Agreement up to the time of termination.

#### GENERAL

- 5. This Agreement will be governed by and construed in accordance with the laws of the Province of British Columbia.
- 6. Any notice required to be given hereunder shall be delivered or mailed by prepaid registered mail to the addresses above, and any such notice shall be deemed to be received 72 hours after mailing.
- 7. A waiver of any provision or breach of this Agreement shall be effective only if it is in writing and signed by the Client.
- 8. The Client may, at its option, renew this Agreement by notice in writing to Commissionaires BC, for a further period and on such terms and conditions as agreed to by both parties.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the

\_\_\_\_\_ Day of \_\_\_\_\_ 2021.

Signed on behalf of **UNIVERSITY NEIGHBOURHOODS ASSOCIATION**

\_\_\_\_\_  
Authorized Representative

Signed on behalf of **THE BRITISH COLUMBIA CORPS OF COMMISSIONAIRES**  
In the presence of

\_\_\_\_\_  
Authorized Representative

### Description of Services

1. Commissionaires BC will provide the Client with parking invigilation services at UBC. Invigilation will be limited to those areas of identified designated public roads in the various neighbourhoods of UBC campus including Hawthorn, Wesbrook, Hampton, East Campus and Chancellor. Post Orders will be referenced, updated and followed accordingly based on site requirements; Post Orders are subject to change based on agreement between the Client and Commissionaires BC and will be reviewed annually with the Client.
2. Commissionaires BC will provide the Client parking invigilation services for a minimum of 62 hours per week, with the days and shifts being mutually agreed to by both parties. One commissionaire and one vehicle will be designated per shift. Service includes a designated Site Supervisor working 46 hours per week, with 6 of those hours being billed at Overtime Level 1.
3. Commissionaires BC will supply a vehicle necessarily for the patrolling of the applicable neighbourhoods, and will bear all costs associated with the vehicle including lease costs, fuel, and insurance. Commissionaires BC will also supply a cell phone for communication requirements.
4. It is mutually agreed that any increase or decrease to service levels over the current service levels will be discussed by all parties to ensure that there are adequate resources to meet the increased demand for service.
5. The selected commissionaires shall have a valid BC Driver's license.
6. Commissionaires BC will provide documentation of Parking Violation Warnings and Tickets, and photos supporting the validity of tows.
7. New staff on site will undergo on-site training, job shadowing as well as a portion of their training will be supervised by operations management to ensure that operations and protocols specific to the Client are maintained.
8. Unsubstantiated tows will not be tolerated. In the event of a dispute, a towing appeals committee consisting of the UNA, Commissionaires BC, and Drake Towing will review the validity of dispute applications, and approve or deny the applications. If disputes are valid, the committee will determine which party will be responsible for the valid tow.

**BILLING RATES**  
**April 01, 2021 – March 31, 2022**

Position	Regular Hourly Rate	Overtime Level 1 (x1.5) Hourly Rate	Overtime Level 2 (x2) Hourly Rate	Statutory Holiday Hourly Rate
Bylaw Officer	\$32.69	\$49.04	\$65.38	\$49.04

\*Above rates are based on one commissionaire and one vehicle per shift

**NOTES:**

- A. The amount due will be invoiced biweekly each month. Applicable taxes will be added to the invoice total. Payment will be made by the Client to Commissionaires BC on a Net 30 day basis from date invoiced. Interest on overdue accounts will be payable at the rate of 2% compounded monthly.
- B. Commissionaires BC reserves the right to adjust the rate in consultation with the Client in the event of changes in Federal or Provincial legislation affecting wages and/or employee contributions.
- C. Commissionaires BC reserves the right to negotiate an adjustment in the billing rate if there are substantive changes to this Agreement or with respect to the services/duties that are being provided under the terms of this Agreement.
- D. Overtime is paid at 1.5 times the regular billing rate for the first 4 hours and double time thereafter.

Overtime shall not be payable by the Client unless the prior verbal approval of a person designated by the Client to approve overtime is first obtained as well as written documentation with confirmation from the Client; email is sufficient. Should the Client's designate be unavailable by phone, Commissionaires BC may proceed with the overtime but shall notify the Client as soon as is practical as to the attempts made to contact the Client's designate.

In the case of an emergency Commissionaires BC may proceed with the overtime but shall notify the Client as soon as is practical as to the nature of the emergency.

- E. Minimum callout is 6 hours, overtime rates may be applicable if call out is in addition to regular hours.
- F. Statutory Holidays are charged at 1.5 times the regular billing rate.
- G. Commissionaires BC reserves the right to negotiate an adjustment in the billing rate if fuel costs rise above \$1.55 per litre for longer than 60 days.
- H. Short notice requests, less than 48 hours' notice, are billed at Overtime Level 1 per guard. Overtime and statutory holiday rates apply to this short notice rate.



May 30, 2014

Jan Fialkowski  
University Neighbourhoods Association  
202-5923 Berton Avenue  
Vancouver, BC V6S 0B3

**RE: Letter of Authorization for invigilation of the UBC Parking Program**

Please accept this letter as formal authorization from the Ministry to the University Neighbourhoods Association (through its subcontract with Commissionaires) to enforce parking invigilation at UBC. Invigilation will be limited to those areas of identified designated public roads in the various neighbourhoods of UBC campus including: Hawthorn, Wesbrook, Hampton, East Campus, and Chancellor.

The Ministry authorizes the the University Neighbourhoods Association (through its subcontract with Commissionaires) to invigilate parking under the Motor Vehicle Act Section 209-1. This is to be quoted on all observed contraventions to regulatory signage installed within the UBC campus neighbourhoods.

The Ministry further asks that invigilation be structured as follows:

- From time of complete install of signs by neighbourhood, a 2 week warning period commence whereby warning notices are displayed on dashes of unauthorized vehicles advising of a enforcement date for towing.
- A ledger (by neighbourhood) be kept of all vehicles (including make, model, and license plate) who receive a warning during the 2 week warning period.
- the University Neighbourhoods Association through (its subcontract with Commissionaires) commence towing vehicles that have received warnings and continue to park in contravention of the signage in the various neighbourhoods at the commentment of the enforcement period.
  - Exception being that vehicles who have not received a warning during the 2 week warning period be extended an one additional warning but then tracked on the same ledger (by neighbourhood) to ensure future enforcement.

The Ministry further reserves the right to cancel this authorization with reasonable notice to the University Neighbourhoods Association in consideration of any contract with their subcontract.

Should you have any further questions on this matter, please do not hesitate to contact me directly at (604) 527-2242.



Sincerely,

A handwritten signature in blue ink, appearing to read 'Thomas Chhun', with a long horizontal flourish extending to the right.

Thomas Chhun  
Operations Manager- Service Area 6  
Ministry of Transportation and Infrastructure



**Date:** March 8, 2021  
**From:** Bill Holmes  
**Re:** Revisions to Neighbours' Agreement 2020

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**Decision Requested**

That the Board

- (a) change the name of the UNA Negotiating Committee to the Neighbours' Agreement Committee;
- (b) approve the attached proposed Terms of Reference for the Neighbours' Agreement Committee to replace the current Terms of Reference;
- (c) confirm that Directors Mullen, McCutcheon, and Holmes, and resident Mike Feeley are to continue as the committee members; and
- (d) appoint Director Holmes as the Chair of the Neighbours' Agreement Committee.

**Background**

The UNA Negotiating Committee was established in April 2019 as a consequence of the (then) proposed changes to the UNA Bylaws. The committee was given the following limited mandate:

- to negotiate with UBC changes to the Neighbours' Agreement 2015 to bring the agreement into conformity with the proposed amendments to the UNA bylaws, and
- to address any concerns of UBC arising out of the removal of UBC-appointed directors from the UNA Board.

Neighbours' Agreement 2020 (**NA 2020**) that resulted from the negotiations with UBC was approved by the Board at its August 4, 2020, meeting, conditional on the approval by UNA members of the revised UNA Bylaws. Members approved the bylaws at the September 30, 2020 Special General Meeting.

The committee has not been dissolved, one reason being that NA 2020 has not yet been signed by the parties. The current members of the committee are Directors Mullen, McCutcheon, and Holmes, and resident Mike Feeley. Director Mullen is the committee chair.

**NA 2020 Revisions**

As noted above, the UNA Negotiating Committee had a limited mandate in recommending amendments to Neighbour's Agreement 2015 (**NA 2015**) to produce NA 2020. Numerous provisions of NA 2015 that required attention were outside this mandate and so were carried over to NA 2020 unchanged. The following is a description of some of the revisions that should be made.



Schedules to NA 2020 require updating, including:

- **Schedule B: Municipal-Like Services To Be Provided By UNA.** This schedule has not been updated since NA 2008. It lists few of the services actually provided by the UNA. For example, it does not show any services for Wesbrook Place.
- **Schedule C: Facilities and Amenities Within Neighbourhood Housing Areas For Which the UNA Assumes Responsibility.** This schedule has also not been updated since NA 2008.
- **Schedule F: Principles Applicable to Access By Residents To UBC Facilities.** This schedule contains detailed pool and rink schedules, which are almost certainly out-of-date. It also contains admission fees to facilities as of December 2006. The schedule provides that the UNA will have a nominee on both the Aquatic Centre Management Committee and the University Athletics Council, a right that appears to have been ignored. In addition, the basis for determining the residents' contributions towards the operating cost of facilities will probably change as a result of the work of the Joint Financial Task Force (**JFTF**). Other aspects of this schedule likely also need to be reconsidered.

The UNA's role vis-à-vis the Neighbours' Fund is unclear, namely whether it is intended that all withdrawals from the Fund (which belongs to UBC) require the UNA's consent. This is a point for discussion between the UNA and UBC, after which a clear statement should be added to the agreement.

NA 2020 also needs to be amended to revise references to amounts to be paid by the UNA where UBC receives the amounts directly from the Neighbours' Fund. The UNA has no liability to pay these amounts and, in fact, does not pay them. NA 2020's incorrect references give rise to a GST risk. The main provision in issue is section 10.3. Also, Schedule F-3 refers, in the title, to the "UNA's Annual Operating Cost Contribution" and, near the end, to "the calculation of the UNA contribution to UBC Athletics".

The provisions in NA 2020 regarding the Neighbours' Fund reserves may also require attention, particularly if any changes to the reserves are to be made as a result of the JFTF review.

Lastly, the insurance provisions in section 17 may have to be amended in order to be consistent with the insurance the UNA is able to obtain in the commercial market. If such amendments are necessary, UBC may want them to be implemented before other amendments to NA 2020.

A thorough review of NA 2020 should be undertaken to determine whether revisions in addition to those described above are necessary or desirable.

## Committee

Given the UNA Negotiating Committee's role with respect to the amendments to NA 2015, it is proposed that the committee take on the responsibility for developing amendments to NA 2020 and, subject to Board agreement to substantive amendments, negotiating these amendments with UBC. Since the committee's mandate would be broader than just negotiating with UBC, the



committee's name should be changed to the Neighbours' Agreement Committee. Proposed terms of reference for the Neighbours' Agreement Committee are attached.

The current members of the committee are willing to continue to serve as members of the Neighbours' Agreement Committee. However, Director Mullen has indicated a desire to cease being Chair, so it is proposed that Director Holmes be appointed Chair of the Neighbour's Agreement Committee.



## **TERMS OF REFERENCE**

### **Neighbours' Agreement Committee**

#### **1. Purposes**

To prepare amendments to Neighbours' Agreement 2020 (**NA 2020**) for recommendation to the Board.

To meet with UBC representatives to discuss amendments to NA 2020 proposed by the Committee or by UBC.

#### **2. No Authority to Agree to Amendments**

The Committee does not have the authority to agree with UBC to amendments to NA 2020.

#### **3. Mandate**

- 3.1 The Committee is to review NA 2020, including the Schedules, and to recommend amendments that the Committee determines should be made to update the agreement, to clarify provisions, to correct issues with the agreement, or to specify the UNA's role with respect to the Neighbours' Fund, or for any other reason whatsoever.
- 3.2 The Committee is to provide the Board with its proposed version of revised NA 2020.
- 3.3 The Committee may meet with UBC representatives to discuss proposed amendments to NA 2020, including proposed amendments that have not been approved by the Board.

#### **4. Reporting and Board Approval**

- 4.1 The Committee is to report orally or in writing to the Board at each regular Board meeting.
- 4.2 The Committee may seek Board approval of specific proposed amendments to NA 2020 before completing its work.

#### **5. Committee Composition**

- 5.1 The Committee members are:

- Mike Feeley
- Bill Holmes
- Murray McCutcheon
- Terry Mullen

- 5.2 The Committee Chair is Bill Holmes.





- 5.3 A Committee member who is a UNA Director does not cease to be a member on ceasing to be a Director.

## **6. Meetings**

- 6.1 Meetings will take place at the times and locations determined by the Chair, and may take place by telephone or video conferencing.
- 6.2 Meetings will not be open to the public.
- 6.3 Meetings will be conducted informally, under the direction of the Chair.
- 6.4 Minutes of meetings are not required.

## **7. Staff Support**

The Chief Administrative Officer is to support the Committee's work.

## **8. Engagement of Professionals and Consultants**

The Committee may, with the Board's approval, engage the services of professionals and consultants.

## **9. Community Consultation**

The Committee may, with the Board's approval, engage in community consultation.