



## MINUTES

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### **PRESENT:**

Richard Watson - Chair  
Murray McCutcheon  
Fei Liu

Bill Holmes  
Eagle Glassheim

### **UBC OBSERVERS:**

Carole Jolly  
Silvia Magnano

### **STAFF:**

Sundance Topham – Chief Administrative Officer  
Wegland Sit – Operations Manager  
Athena Koon – Finance Manager  
Glenda Ollero – Communications Manager  
Robyn Chan - Sustainability Specialist  
Emmanuel Samoglou - Newspaper Editor & Social Media Specialist  
Marta Mikolajczyk – Administrative Assistant

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

The University Neighbourhoods Association (UNA) Board meeting was called to order at 5:31 p.m.

The Chair acknowledged that the meeting was held on the unceded traditional territory of the Musqueam people.

The Chair introduced Emmanuel Samoglou, UNA's new Newspaper Editor and Social Media Specialist to the Board.

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

**Motion** by Chair:

THAT the Board approve the April 18, 2023 Meeting Agenda.

**Seconded** by Director Glassheim.

**Carried.**

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

**Motion** by Director Glassheim:

THAT the Board approve the March 21, 2022 Open Session Minutes.

**Seconded** by Director Holmes.



Director Holmes requested that the list of attendees be amended to reflect his name once.

Director Holmes request that the motion under item F.5.a. be amended to reflect:

THAT the Board:

- a. "Approve the proposed agreement between the UNA and The British Columbia Corps of Commissionaires for the period April 1, 2023 to March 31, 2024, that was provided to the Board on March 21, 2023."

The Minutes were **approved** as amended.

#### **D. DELEGATIONS**

None

#### **E. EXTERNAL REPORTS AND PRESENTATIONS**

##### **1. Campus and Community Planning Report**

Carole Jolly, Director of Community Development and Engagement at Campus and Community Planning, presented the January 2023 report contained in the agenda package, followed by questions from the Board.

##### **2. Electoral Area A Report**

The Chair informed the Board that Electoral Area A Director, Jen McCutcheon offered her regrets for the meeting.

#### **F. REPORTS**

##### **1. Management Report**

The Management team summarized their respective written reports contained in the agenda package, followed by questions from the Board.

##### **2. 2022-23 UNA Staff Work Plan – 4<sup>th</sup> Quarter Update**

The Chief Administrative Officer presented the report contained in the agenda package. No questions followed.

##### **3. 2023-24 Staff Work Plan**

The Chief Administrative Officer presented the report contained in the agenda package.

**Motion** by Chair:

THAT the Board approve the 2023-24 UNA Staff Work Plan.

**Seconded** by Director Holmes.

**Carried.**



*Director McCutcheon joined the meeting at 6:04 p.m.*

4. The *Campus Resident* Print Design and General Update

The Communications Manger presented the report contained in the agenda package, followed by discussion.

5. Newspaper Editorial Committee Director Appointments

The Communications Manager presented the report contained in the agenda package.

**Motion** by Chair:

THAT the Board appoint Eagle Glassheim and Fei Liu to the Newspaper Editorial Committee.

**Seconded** by Director Holmes.

**Carried.**

6. Infrastructure Replacement Reserve Withdrawal – Roads + Sidewalks/Pathways Condition Assessment

The Chief Administrative Officer presented the report contained in the agenda package, followed by questions.

**Motion** by Director Holmes:

THAT the Board request that UBC:

- a. Withdraw from the Infrastructure Replacement Reserve and pay to the UNA an amount equal to the expenditures (other than GST) that the UNA incurs for the Roadway Condition Assessment, which amount is estimated to be approximately \$49,000, and
- b. Provide the UNA with written confirmation that the Neighbours Fund may be used to make the payment to the UNA.

**Seconded** by Director McCutcheon

**Carried.**

**Motion** by Director Holmes:

THAT the Board approve the withdrawal by UBC of a further amount from the Infrastructure Replacement Reserve equal to 33-1/3% of the amount of GST payable by UBC in respect of the requested payment to the UNA.

**Seconded** by Director Glassheim.



**Carried.**

7. Neighbourhood Climate Action Plan (NCAP) – UNA Process

The Chief Administrative Officer presented the report contained in the agenda package followed by discussion.

8. Governance and Human Resources Committee Update

a. Electronic Voting Consultation Results and Next Steps

The Chief Administrative Officer

**Motion** by Chair:

THAT the Board request that Director Holmes prepare, for consideration by the Board, amendments to the UNA Bylaws to implement online voting to replace voting by paper ballot.

**Seconded** by Director McCutcheon.

**Motion** by Chair:

THAT the Board request that Director Holmes prepare, for consideration by the Board, additional amendments to the UNA Bylaws that he considers desirable.

**Seconded** by Director Glassheim.

**Carried.**

9. Finance & Audit Committee Update

a. Fiscal 2022/23 – Year End Audit Plan

The Finance Manager presented the report contained in the agenda package. No questions followed.

b. Appointing and Auditor to the next Annual General Meeting (AGM)

The Finance Manager presented the report contained in the agenda package.

**Motion** by Director Holmes:

THAT a motion approving Johnsen Archer LLP as the UNA's Auditor be placed on the agenda for the 2023 Annual General Meeting.

**Seconded** by Director Liu.

**Carried.**

c. Insurance Update – Impact of Municipal Services Takeover

The Chief Administrative Officer presented the report contained in the agenda package, followed by discussion.



*The Board took a recess at 7:12 p.m.*

*The Board reconvened at 7:32 p.m.*

d. UBC BOG Budget Report

The Finance Manager presented the report contained in the agenda package. No questions followed.

10. Land Use Advisory Committee Update

a. Eagle Coning and UBC Development Process

Director Glassheim distributed a revised copy of the *Coning of Eagles Nest and Development Concerns* letter to the Board.

**Motion** by Director Glassheim:

THAT the UNA Board send the revised letter, now circulated, concerning the impact of development on the eagle's nest located adjacent to Lot 6, to Michael White, Associate Vice-President, Campus + Community Planning, with copies to MLA David Eby, UBC Properties Trust and the UBC Board of Governors and authorize the Board Chair to sign the letter.

**Seconded** by Director McCutcheon.

**Carried.**

11. Community Engagement Advisory Committee Update

a. January 19, 2023 Approved Minutes

There was no discussion of the minutes.

12. Neighbours' Agreement Committee

Director Holmes provided an oral update to the Board, followed by questions.

**G. UNFINISHED BUSINESS**

None

**H. NEW BUSINESS**

1. Dog Park

**Motion** by Director Glassheim

THAT UNA staff prepare a report for the Board on the possibility of creating a dog park in the vicinity of the NW terminus of the South Campus Greenway, a possible process for community consultation in advance of any required UBC planning processes, and collaboration opportunities with UBCPT on any proposed project.



**Seconded** by Director Liu.

**Carried.**

2. Leash Rules

The Board held a brief discussion.

**Motion** by Director Glassheim.

THAT UNA staff prepare a report for the Board on the process and requirements for the creation of dog leash regulatory rules (with no licensing requirement) for the UNA neighbourhoods, including public consultation considerations.

**Seconded** by Director Liu.

**Carried.**

I. ADJOURNMENT

**Motion** by Chair:

THAT the Board adjourn into a Closed Session to discuss dealings with other entities or individuals where disclosure of the information being discussed could be harmful to the UNA's interests, and approval of minutes for a closed session or restricted closed session of a Board meeting, and the appointment of individuals other than Directors to, or removal from, a committee, working group, or other body.

**Seconded by** Director McCutcheon.

**Carried.**

The meeting adjourned at 7:55 p.m.