

Tuesday, March 18, 2025 | 5:30 p.m. Wesbrook Community Centre, Social Room

44

AGENDA

Α.	CA	ALL TO ORDER	
В.	AF	PPROVAL OF AGENDA	
	1.	Motion : THAT the Board approve the March 18, 2025 open session agenda, as circulated.	1
C.	AF	PPROVAL OF MINUTES	
	1.	Motion: THAT the Board approve the February 18, 2025 open session meeting minutes, as circulated.	4
D.	DE	ELEGATIONS	
	No	one.	
E.	EX	TERNAL REPORTS & PRESENTATIONS	
	1.	Quarterly RCMP Police Report – Chuck Lan, RCMP University Detachment Commander	8
	2.	UBC Wesbrook Place Neighbourhood Plan Update Phase 2 Presentation – Joanne Proft, Associate Director, UBC Campus & Community Planning; Lia Guda Senior Planner, UBC Campus & Community Planning; Emma Luker, Planner, UBC Campus & Community Planning	
	3.	UBC Campus and Community Planning Report – Carole Jolly, Director of Community Development and Transportation, UBC Campus & Community Planning	28 ng
	4.	Electoral Area A Director Monthly Report – Jen McCutcheon, Electoral Area A Director	
F.	RE	EPORTS	
	1.	March 2025 Management Report	30
		Report Sections:	
		Chief Administrative Officer Report	30
		Communications Report	31
		Recreation Report	32
		Operations & Sustainability Report	43

Finance Report



Tuesday, March 18, 2025 | 5:30 p.m. Wesbrook Community Centre, Social Room

2.	UNA Dog Park Revised Design Report – Wegland Sit, Operations Manager	46
	Relevant Attachments:	
	Revised Dog Park Design and Project Budget Estimate	53
	UNA Proposed Dog Park Public Engagement Report	56
	Recommendation:	
	THAT the Board approve the revised dog park design and project budget, as circulated.	
	AND THAT the Board direct staff to apply for supplemental funding for the construction of the dog park from the Community Works Fund.	
3.	Governance & Human Resources Committee Report	
	 a. UNA 2025-2028 Strategic Plan Report – Paul Thorkelsson, Chief Administrative Officer 	74
	Relevant Attachments:	
	UNA 2023-2025 Strategic Plan	78
	Neilson Strategies Inc. Strategic Plan Proposal	82
	FY2024/25 UNA Staff Work Plan	84

Recommendation:

THAT the Board approve the development of the UNA 2025-2028 Strategic Plan, as recommended in the report and accompanying proposal.

- 4. Land Use Advisory Committee Report
 - a. UNA Community-Led Urban Planning and Design Charrette Director Kerns

Recommendation:

THAT the Board send a letter of encouragement to UBC and UBC Properties Trust for a community-led design charette at an urban planning scale for the UNA neighbourhoods.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

1. Board Remuneration and Expenses Discussion – Director Bourgeois



Tuesday, March 18, 2025 | 5:30 p.m. Wesbrook Community Centre, Social Room

- 2. Procurement of Consumables by the UNA Discussion Director Bourgeois
- 3. Community Engagement Discussion Director Bourgeois
- 4. *The Campus Resident* Article on Pedestrian-Friendly Public Square Discussion 91 Director Bourgeois

I. ADJOURNMENT

Recommendation:

THAT the Board adjourn into a closed session to discuss the appointment of individuals other than Directors to, or removal from, a committee, working group, or other body; and the approval of minutes for a closed session or restricted closed session of a Board meeting.



Tuesday, February 18, 2025 Wesbrook Community Centre

MINUTES

PRESENT:

Eagle Glassheim – Chair
Evan Luo – Secretary
Jake Wiebe
Michael Kerns
Ronald Bourgeois
Sandy Song (via videoconference)
Yanbo (Paul) Li (via videoconference)

UBC MEMBERS:

Carole Jolly Holly Shepherd

STAFF:

Paul Thorkelsson – Chief Administrative Officer Athena Koon – Finance Manager (via videoconference) Chris Hakim – Corporate Services Specialist Dave Gillis – Recreation Manager Emmanuel Samoglou – Social Media Specialist Glenda Ollero – Communications Manager Wegland Sit – Operations Manager

GUESTS:

Drew Ferrari – Senior Advisor, Stakeholder Relations, TransLink (via videoconference) Iona Bonamis – Lead Planner, Area Transport Planning, TransLink (via videoconference)

A. CALL TO ORDER

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

The Chair acknowledged that the UNA is situated on and that the meeting was being held on the traditional and unceded territories of the Musqueam people.

B. APPROVAL OF AGENDA

MOVED by Director Bourgeois

SECONDED by Director Wiebe

THAT the Board approve the February 18, 2025 open session agenda, as circulated.

CARRIED



Tuesday, February 18, 2025 Wesbrook Community Centre

C. APPROVAL OF MINUTES

MOVED by Director Wiebe

SECONDED by Director Luo

THAT the Board approve the January 21, 2025 open session meeting minutes, as circulated.

CARRIED

D. DELEGATIONS

None.

E. EXTERNAL REPORTS & PRESENTATIONS

- TransLink Burrard Peninsula Area Transport Plan Phase 2 Consultation Presentation
 Drew Ferrari, Senior Advisor, Stakeholder Relations, for TransLink and Iona
 Bonamis, Lead Planner, Area Transport Planning, for TransLink provided a
 presentation, followed by questions from the Board.
- 2. UBC Campus and Community Planning Report

Carole Jolly, the UBC Director of Community Development and Transportation, presented the report contained in the meeting package, followed by a question from the Board.

3. Electoral Area A Monthly Report

The report contained in the meeting package was presented, followed by comments from the Board.

F. REPORTS

1. February 2025 Management Report

The Management team presented their respective reports contained in the meeting package, followed by questions and comments from the Board.

It was noted that the UNA has worked with UBC to provide additional spaces dedicated to pickleball programs in UBC's facilities.

2. FY2024/25 Staff Work Plan Q3 Report

The Chief Administrative Officer presented the report contained in the meeting package, followed by comments from the Board.

- 3. Finance & Audit Committee Update
 - a. Final Draft FY2025/26 UNA Annual Budget Report

The Finance Manager presented the report contained in the meeting package, followed by questions from and discussion amongst the Board.



Tuesday, February 18, 2025 Wesbrook Community Centre

MOVED by Director Wiebe

SECONDED by Director Bourgeois

THAT the Board approve the FY2025/26 operating and capital budgets, and, pursuant to section 13.5 of the Neighbours Agreement 2024, direct staff to deliver the budget summaries to UBC for approval.

CARRIED

b. FY2024/25 UNA Q3 Financial Results Report

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

* * * *

Director Li joined the meeting at 6:48 p.m.

* * * *

- 4. Governance & Human Resources Committee Update
 - a. UNA Board Rules of Procedure Revisions Report

The Corporate Services Specialist presented the report contained in the meeting package, followed by a question from the Board.

MOVED by the Chair

SECONDED by Director Wiebe

THAT the Board approve the proposed revisions to the Board Rules of Procedure, as circulated.

CARRIED

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

1. UNA US-Canada Products and Services Procurement Discussion

Director Luo provided background on the item, followed by a discussion amongst the Board.

I. ADJOURNMENT

MOVED by the Chair

SECONDED by Director Bourgeois

THAT the Board adjourn into a closed session to discuss matters that are, or are related to, discussions and dealings with other entities or individuals where disclosure of the information being discussed could be harmful to the UNA's



Tuesday, February 18, 2025 Wesbrook Community Centre

interests; employee relations and other human resources matters; the appointment of individuals other than Directors to, or removal from, a committee, working group, or other body; and the approval of minutes for a closed session or restricted closed session of a Board meeting.

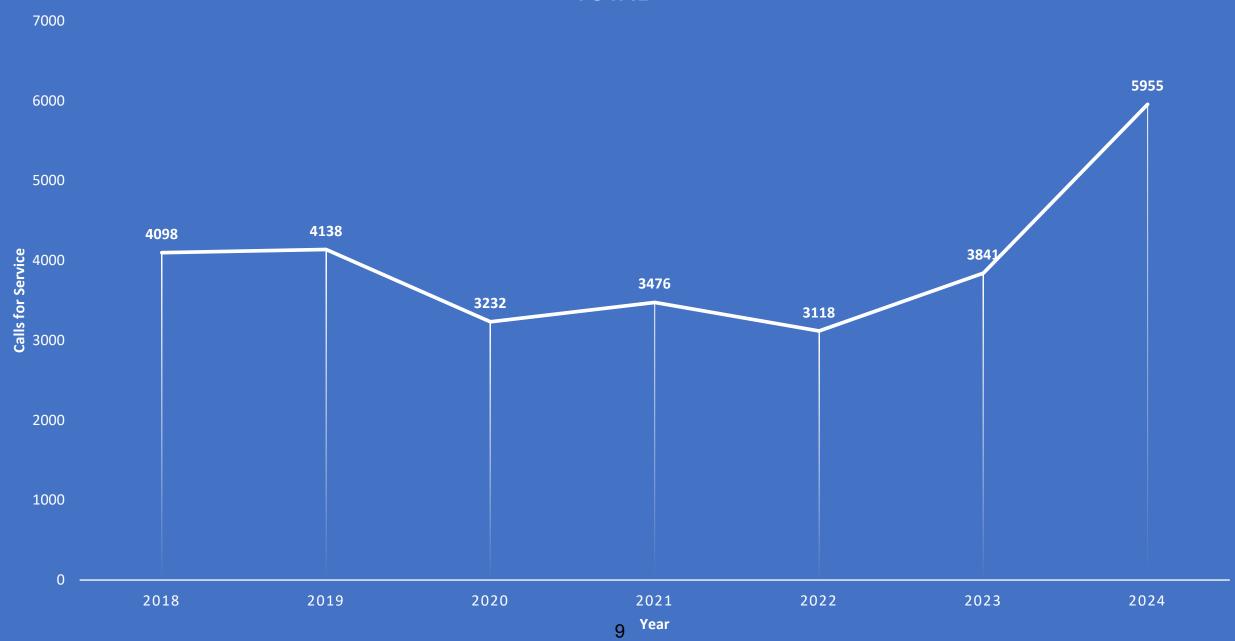
CARRIED

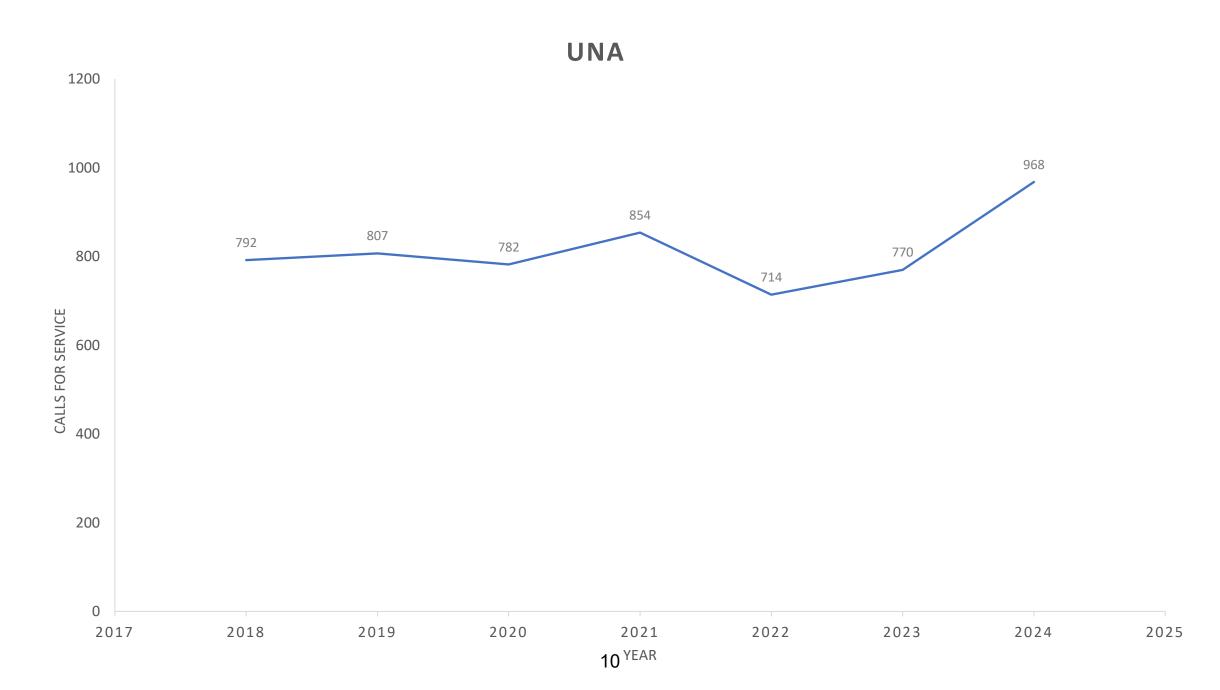
The meeting adjourned into a closed session at 7:02 p.m.

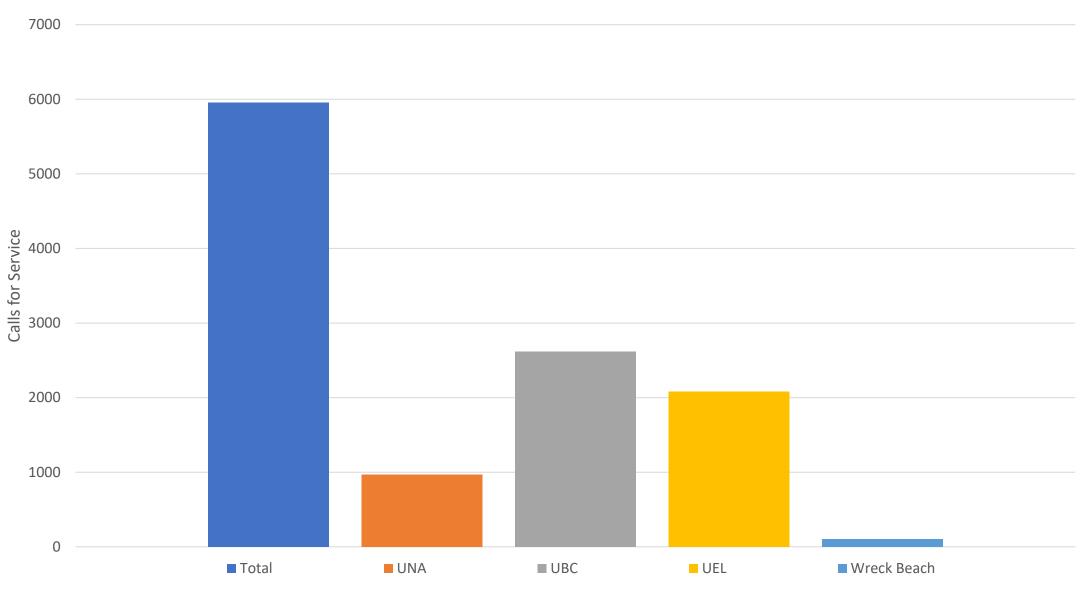
* * * *

			All			UNA		
				2023/2024 %				2023/2024
Crime Type	2022	2023	2024	Change	2022	2023	2024	% Change
Total Violent	199	274	244	-12%	60	45	62	27%
Murder (1,2, Manslaughter)	0	1	1	0%	0	0	0	#DIV/0!
Robbery	2	4	5	20%	1	0	0	#DIV/0!
Sexual Assault	14	13	13	0%	2	3	4	25%
Domestic Violence (Intimate Partner)	38	40	31	-29%	15	12	16	25%
Assault W Weapon CBH	14	27	32	16%	4	2	5	60%
Assault Total	72	95	87	-9%	28	18	20	10%
Total Property Crime	729	855	946	10%	204	213	231	8%
COM BNE	45	23	13	-77%	17	4	5	20%
RES BNE	20	24	18	-33%	10	7	7	0%
Auto Theft	6	1	11	91%	1	0	2	100%
TFA	62	37	35	-6%	16	6	10	40%
Theft Over	3	8	6	-33%	0	0	2	100%
Theft Under	145	228	249	8%	34	41	38	-8%
Frauds	83	125	175	29%	37	45	58	22%
Mischief Loss of Enjoyment	111	93	82	-13%	37	32	27	-19%
Mischief Under	69	89	121	26%	9	19	20	5%
Bike Theft	135	140	159	12%	19	18	24	25%
Stolen Property	16	18	10	-80%	6	4	1	-300%
Abandon 911	83	92	61	-51%	13	23	20	-15%
Cause Disturbance	208	268	272	1%	35	44	37	-19%
Suspicious Person	62	40	139	71%	18	5	20	75%
Missing Persons	64	47	50	6%	10	11	11	0%
Possession Fentanyl	1	0	0	#DIV/0!	0	0	0	#DIV/0!
Total Collsions	60	85	104	18%	10	11	14	21%
Fatal Collisions	0	0	1	100%	0	0	0	#DIV/0!
Motor Vehicle - Injuries	21	26	27	4%	2	4	4	0%
Mental Health	338	409	450	9%	117	108	95	-14%
Charges Laid	122	209	163	-28%	27	37	34	-9%
Calls for Service	3067	3787	5955	36%	714	770	968	20%











Wesbrook Place Neighbourhood Plan Update

Key Elements of the Draft Plan Engagement Summary + Next Steps

UNA Board Meeting - March 18, 2025

Land Acknowledgement

The UBC Vancouver campus is situated on the traditional, ancestral and unceded territory of the xwmə0kwəyəm (Musqueam) people.

For millennia, x^wməθk^wəÿəm have been stewards and caretakers of the lands upon which UBC is now located. UBC strives toward building meaningful, reciprocal and mutually beneficial partnerships with x^wməθk^wəÿəm.



Image: s?i:†qəý qeqən (double-headed serpent post) by Musqueam artist Brent Sparrow. **Photo credit**: Paul H. Joseph, UBC Brand and Marketing

Agenda

- Timeline
- Key Elements of the Draft Plan | Engagement Summary
- Full Draft Plan Engagement
- Next Steps



Fall 2024 Preliminary Directions

Winter 2025

Draft

Plan

Spring 2025
Finalize
Plan we are here

Sept

Oct/Nov

Feb

Mar/Apr

June

Site Assessment **Preliminary Directions**

Community Engagement

Draft Plan Update Key Elements **Community Engagement**

Full Draft Plan Update for Public Review

Final Plan Update

Key Elements of the Draft Plan **Engagement Summary UBC** Campus + Community Planning

Wesbrook Place South - plan layout

Including building parcels, open spaces, streets, paths, rainwater management infrastructure, housing,

commercial and community space





Wesbrook Place South - key elements



Housing and built form: the types, heights, locations and orientations of buildings in Wesbrook Place South



Amenities and services: the location and arrangement of new commercial and community space



Parks, ecology and tree retention: the location and concept designs for new parks and open spaces, and the retention and enhancement of trees and ecology



Rainwater
management and
climate: measures
to help adapt to a
changing climate,
including rainwater
management features,
building performance
and climate resilient
plant selection and
placement



Mobility, streets and parking: proposed transportation improvements, street character, curbside management and parking principles

Draft Plan Key Elements | Engagement Touchpoints

Event Type	Total Participants
Online Survey	352
Pop-ups	115
Walking Tour	41
Open House	121
Roadshow	66
Community Conversations	58
Targeted Meetings	24
Total	777



(Top) Community Conversation, (Right) Open House



Draft Plan Key Elements | What We Heard (1 of 2)

Expanded Park Space

- Strong support for the new ecological park and retaining high value ecological trees. Specific support for the nature-play area designed for children and families.
- Support for the new sports court as outdoor recreation space for a variety of sports (e.g., pick-up basketball and pickleball) and as a place for teenagers to socialize.

Mobility and Streets

- Safety was a shared concern between pedestrians, cyclists and drivers. Each group cited safety concerns related to car vehicle traffic and limited curb-side space (e.g., not enough parking for big trucks).
- Support for active transportation users, prioritization of AAA bike lanes, and enhanced transit services.
- Interest in how neighbourhood network connects into campus network.

Draft Plan Key Elements | What We Heard (2 of 2)

Amenities and Services

- Concern about amenities and services keeping pace with the growth of the neighbourhood (e.g., childcare, flex space, community centre space, sustainability space, post office, emergency services, elementary school).
- Desire for the new grocery store to provide direct competition to Save On, increase affordability of groceries and provide greater diversity (e.g., Asian grocery store like TNT). Some concern that the proposed grocery store will not be big enough.

Building Placement and Towers

• Concern about impacts of towers (e.g., loss of open space), and tower placement generally in relation to sun access, shading and views. Some support for towers along the forest edge.

Full Draft Plan Engagement **UBC** Campus + Community Planning

Engagement Plan* | March 24 - April 6 | Full Draft Plan



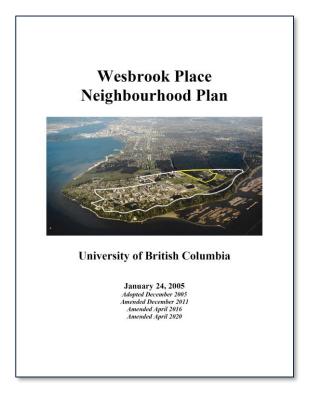
Comments received on full draft plan

March 24 – April 6: https://planning.ubc.ca/wesbrook-update



Targeted Meetings

Meetings with stakeholders to answer questions and provide in-depth feedback on the full Draft Plan Amendment (e.g. UNA, Planning Advisory Committee, External Advisory Committee)



*Musqueam Engagement: Tailored

Next Steps UBC Campus + Community Planning

Next Steps

Spring 2025

Draft Plan Amendment

- March 11: UBC Board of Governors Property Committee for information
- March 18: UNA Board Meeting
- March 24 April 6: Draft plan document on C+CP website for review and comment
- Early April: UNA Board engagement on Full Draft Plan (TBD)

June 2025 onwards

Final Plan Amendment and Plan Implementation

- June: UBC Board of Governors Property Committee Approval
- July onwards: Explore deeper engagement opportunities with the UNA (e.g. community walkshops to explore transportation improvements)

Campus Plan Update

- Includes Transportation Framework and Transportation Plan update
- June / July: UNA Board engagement (TBD)

Thank you!

Full Draft Plan Review + Comment Period from March 24 - April 6

https://planning.ubc.ca/wesbrook-update



Memorandum

To: UNA Board

From: Simmi Puri, Communications Manager, Campus + Community Planning

Date: March 18, 2025

Subject: Monthly Update from Campus and Community Planning

Film & Events Notification

March

- Sunday, March 23rd to Wednesday, March 26th from 7am to 6pm each day. UBC Storm the Wall at University Commons and various roads on and around campus. See https://planning.ubc.ca/event/storm-wall-3
- Saturday, March 29th from 11am to 4pm. UTSAV Holi at B4 Lot. Annual festival celebration with DJs and coloured powder. Agronomy Road will be closed from West Mall to East Mall. See https://planning.ubc.ca/event/utsav-holi-2025

<u>April</u>

- Tuesday, April 8th. Last day of classes
- Tuesday, April 8th from 6pm to 10pm. AMS Block Party at University Commons. Annual last day of class celebration for students with concert and alcohol. See https://planning.ubc.ca/event/ams-block-party-0
- Saturday, April 12th to Sunday, April 27th. **Exams**
- Friday, April 18th. **Good Friday**. University closed
- Monday, April 21st. Easter Sunday. University closed

Wesbrook Place South Planning Process

The planning and community engagement process to update the Wesbrook Place Neighbourhood Plan, with a focus on a new area of the neighbourhood, Wesbrook Place South, is continuing. The new area of the neighbourhood will become a hub of housing, amenities, open space and community activity.

From February 4 to 26, UBC engaged the community to gather feedback on key elements of the draft update to the neighbourhood plan, including:

28 Page 1 of 2

- 1. Housing and built form: the types, heights, locations and orientations of buildings
- 2. Amenities and services: the location and arrangement of new commercial and community space
- 3. Parks, ecology and tree retention: the location and concept designs for new parks and open spaces, including the retention and enhancement of trees and ecology
- 4. Rainwater management and climate: measures to help adapt to a changing climate, including rainwater management features, building performance and climate-resilient plant selection and placement
- 5. Mobility, streets and parking: proposed transportation improvements to manage future traffic volumes, curbside management and parking principles

During the February public engagement period, there were 777 engagement touchpoints. Opportunities for community input on the key elements of the draft update included a survey, two open houses, pop-ups in the neighbourhood, two walking tours, and targeted engagement with the UNA Board and others.

Next steps

Feedback on the key elements, together with further technical analysis, will be incorporated into a full draft of the amended Wesbrook Place Neighbourhood Plan, which will be shared with the UNA Board and made available for public comment from March 24 to April 6. The final draft Plan is expected to be presented to the Property Committee of the UBC Board of Governors for approval in early June 2025.

Once approved, UBC will engage the community, UNA and others on detailed implementation plans and the development permit process for individual project proposals.

Learn more about the Wesbrook Place South planning process: https://planning.ubc.ca/wesbrook-update

Development Update

- DP17028 -7 an amendment application from Eagle Glassheim to permit a Little Free Library structure at Oakwood Georgia Point, 3383 Ross Drive was issued on February 10.
- DP10033-3T Ext 4 an amendment application for a two-year extension to the validity period of the Loafe Café Patio adjacent to the Alumni Building at 6163 University Boulevard was issued to Timothy Yu on February 19.
- DP22010-5 an amendment application was received on February 24 from UBC Properties Trust for the design of the outdoor play area associated with the day care at this project.
- SLP25008 an application was received on February 10 from Corix for a District Energy connection to Lot 6 (Wordsworth).

29 Page 2 of 2



Report Date: February 27, 2025

Meeting Date: March 18, 2025

From: Paul Thorkelsson, Chief Administrative Officer

Subject: March 2025 Management Report

Background

The March 2025 Management Report is presented for information.

Decision Requested

For information.

Discussion

CHIEF ADMINISTRATIVE OFFICER

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

Board Relations

- Attended the February 2025 Land Use Advisory Committee meeting, and the March 2025 Finance & Audit Committee and Governance & Human Resources meetings.
- Continued the weekly meeting schedule with the UNA Chair.
- Continued individual one-on-one meetings with Board members.

Operations

- Supported UNA Parking Permit refund process and continuing work on implementation of provincial parking regulation.
- Supported finalization of UNA Dog Park proposal incorporating information gathered through the public engagement.

Finance

- Finalized the development of the FY2025/26 UNA budget. Responses to individual resident feedback on the budget have been delivered.
- Supported updates to UNA website (Finance pages FAQ) to include material from FY2025/26 Budget engagement.

Programs and Services



- Met with senior UBC Recreation staff regarding on going collaboration with UBC on recreation programs, services and facilities.
- Participated in University Sport and Recreation Committee (USRC) meeting receiving updates on UBC recreation facilities, providing UNA perspectives.

Human Resources

Continued preparations for HR management (HRm) system implementation.

Community Relations

 Introductory meeting with Musqueam First Nation representative with UBC Campus and Community Planning AVP.

COMMUNICATIONS

UNA Website

• Final Testing for the Drop-in Calendar

The Communications Department is continuing its work with Recreation Team and our website developers to create an automated drop-in calendar that draws content directly from our program management system, Xplor. The calendar design is finished, and our team is currently in the final testing phase before soft launching the calendar on the website. The calendar launch is still on track for launching this month pending any additional technical issues.

Expanded Top Section of the UNA Website Front Page

The Communications Team continues its work improving the website's front page "latest news" section to include more items as well as introducing a new "highlights" section that will feature ongoing initiatives and important Association business in a prominent and easy-to-access area.

The Campus Resident

The Campus Resident starts publishing monthly in April. It published its latest issue on March 6, 2025. The next issue will be a print and online issue released on April 3. The April paper will include ads from the UNA featuring the upcoming UNA survey, Spring/Summer recreation programs, and Summer Adventure Camps. To read the March issue, please visit thecampusresident.ca.

UNA Budget Consultation Responses and FAQs

The Communications Team worked with the Finance Team to launch the 2025/26 Draft UNA Budget Consultation. The consultation ran from January 22 until February 5, 2025. Following the conclusion of the consultation, the Communications Team assisted in drafting responses to the feedback that was received from the consultation. The responses were reviewed by the Board and once approved, were sent to the individuals



directly by email. The Communications Team also took the approved responses and created a Frequently Asked Questions section on the consultation page that is available for the public. Please visit myuna.ca/budget2025 for the FAQs.

CEAC Support

Communications Manager will be serving as staff support for the Community Engagement Advisory Committee. As we await further additions to this committee, staff has started working on an orientation for the new members so that the committee can hit the ground running once new members are appointed. Initial projects have been earmarked as well, including a survey that might help inform the Board's strategic planning.

Summer Camps Promotion

The Communications Team is working with our camp leads to boost promotions for UNA Summer Adventures Camps. We'll be running an enhanced promotional campaign for the camps starting in May with particular focus on social media and local promotions.

Others:

- Working with the Operations Team in creating a preliminary plan for community engagement on the Main Mall Greenway project.
- Planning a workshop with the Youth Coordinator to deliver to members of the Youth Leadership Group to help them with graphic design principles and provide information on how to create effective promotional materials for their youth leadership programs.
- Updating the UNA Guidebook for 2025, including the message from the new Chair of the Board of Directors.
- Continuing promotions for the UNA Card.
- Coordinating with UBC on events, roadworks, traffic updates and facility closures that affect resident of UNA areas.
- Promotional support for Spring Art Fair 2025.
- Continuation of roll out of promotional materials for Spring/Summer recreation programs.
- Liaising with reporters on media inquiries. (Sample of a recent query: A reporter for The Campus Resident inquired about the Canada geese population in Wesbrook and how the UNA approaches management of the birds and their waste.)

RECREATION

The community centres are as busy as ever and, during peak times, we operate at full capacity. The Front Desk and Fitness Desk teams are working tirelessly to ensure everyone's experience is a positive one when visiting the WCC and OBCC.

Workplace Violence Prevention and De-escalation Training session has been scheduled for the front-line staff on April 1, 2025, at WCC. The training is designed to enhance

employees' skills in effectively responding to conflicts and escalating situations, learning strategies to de-escalate and defuse angry clients, and reducing personal stress levels and incidents. Management is providing this training as a part of UNA's continuous efforts to build a safe and healthy work environment for all employees.

Moving into the 2025/2026 fiscal year, we expect to complete a Rental & Booking Cost Comparison between the UNA and the GVRD. This report is expected to be shared with the Board and will guide decision-making around priority space, and cost, to start the fall of 2025.

FRONT DESK SERVICE AND FACILITIES REPORT

Wesbrook and Old Barn Community Centre General Services (February 1-28)

	FEB 2023	FEB 2024	FEB 2025
New Clients – Enrolled in the UNA registration system for the first time	413	415	427
Parking Permit Issued (Resident and Visitor parking)	14	19	63
Programs and Events Registration at Front Desk	373	757	921
Sports Drop in	73	607	867
Open Gym	261	285	282

UNA Card & Registration (February 1-28)

	FEB 2023	FEB 2024	FEB 2025
New Clients	413	415	427
UNA Discount Enrollment/Renewal	205	277	279
UBC/UTown Discount Enrollment	74	64	74

Parking Services

Issued UNA Parking Permits (February 1- 28)

	Resident Parking Permit	Visitor Parking Permit	Day Pass	Total / Neighborhood
Wesbrook	17	18	10	45
Hampton	4	2	1	7
Hawthorn	12	10	12	34



Total 33 30 23 86

Customer Service – (February 1-28)

Method	Received	Resolved	Average Resolution time	Unresolved
Verbal	2	Initial Feedback provided (FD)	Varies	Follow-up required at other levels.
Feedback Form	No	No	No	No
Online (Zoho)	100 tickets (Recreation Department)	80 closed	1 day	Ongoing conversation and follow up required.
External (UBC)	0	0	0	0

PROGRAMMING REPORT

Registration Updates – (February 1-28)

	Winter 2024	Winter 2025 as of Dec 9, 2025	Winter 2025 as of Jan 2, 2025	Winter 2025 as of Feb2, 2025	Winter 2025 as of Feb 28, 2025
Programs offered	264	315	292	284	280
Registered participants	2042	754	1309	1892	1975
Waitlist	255	72	152	227	251
Withdrawals	160	8	27	146	154

Category	Winter 2024	Winter 2025 as of Dec 9, 2025 – first hr	Winter 2025 as of Jan 2, 2025	Winter 2025 as of Feb2, 2025	Winter 2025 as of Feb 28, 2025
Physical Activity	\$94,695.83	\$45,119.25	\$91,629.80	\$114,967.00	\$115,759.40

TOTAL	\$201,660.38	\$102,608.04	\$185,394.25	\$231,328.10	\$238,469.40
Events	\$0	\$0	\$0	\$545.00	\$825.00
Camps	\$18,184.60	\$2,394.00	\$4,126.00	\$13,499.00	\$19,229.00
Education	\$28,874.93	\$10,545.96	\$21,447.18	\$27,653.52	\$27,206.32
Music	\$19,605.00	\$25,165.00	\$29,875.50	\$30,454.50	\$30,185.50
Arts	\$40,300.02	\$18,543.83	\$38,315.77	\$44,209.08	\$43,094.18

- New programs starting Spring 2025
 - Cantonese for Kids an interactive and engaging program taught by Familogue Education. They aim to increase cultural knowledge and family connection through language instruction.
 - Chinese Traditional Painting (Adult class) will be offered by Li Yuan who is passionate volunteer, UBC student and neighborhoods member.
 - o An additional level of watercolor class for adults will be offered in Spring 2025 which became very popular in the last two seasons.
 - Seniors Hour a weekly drop-in opportunity allowing seniors to meet and socialize with each other, hosted by Seniors Coordinator Martha.
 - o Dementia Support Circle for seniors will return in the spring after taking a break in the winter due to the volunteer instructor's health. Run by a passionate volunteer with a background in psychology and aging, the program invites people experiencing dementia, caregivers, family members, and anyone interested in learning more about the many facets of dementia. The volunteer leader will plan topics and activities/games for each session based on the needs and interests of the participants.
- Successful Winter programs:
 - Watercolor Painting was offered from Fall 2024 was full at 10 registrations and same numbers registered for Winter 2025 with 3 in waitlist
- In Demand:
 - Pickleball, volleyball, badminton, soccer, basketball, floor hockey all sport programs across ages for both drop-in, registration-based and instructional are in high demand, limited by gym capacity.

COMMUNITY ENGAGEMENT REPORT

Newcomers Programming & Events

- Newcomers Series: 10-11:30 am on Saturdays
 - o On Feb 1st, we had a session on <u>Taxation</u> in Mandarin. This was very popular and tailored to the needs of newcomers. Full Registration (35) with



- >5 on the waiting list. The session sparked lively discussions and highly interacted Q&A, with attendees actively engaging with the speaker and sharing their perspectives.
- o On Feb 8th, we had a session on <u>Engagement on the Wesbrook Place</u>

 <u>Neighbourhood Plan Update (Phase 2)</u> 14 people attended. UBC Planning

 2050 team led a good vibe discussion about the plan for Wesbrook Village.
- o On Feb 22nd, Active Kids Open House. 13 people attended. UBC Active Kids host the discussion about what kinds of sports you and your family member would like to have as a new immigrant family. Recreation Sports Vs skill set competition sports. Any cultural, customs or language barriers etc.
- We offer 6 English Conversation classes with different levels. In new season Spring 2025, we are hiring three new English instructors and substitutes. In new season we will have new Spanish & English Conversation Exchange.
- Newcomers Support Program February 2025

Youth Engagement – UBC Inspired

- Pre-teen Leadership
 - o Pre-teen Leaders took a field trip to UBC Active Kids to enjoy a day team building through gymnastics.
- Youth Leadership Highlights
 - As part of their mission to promote mental health awareness, the Youth Leaders have put together an open call to high school students to contribute to a youth mental health zine. A zine is a self-published, smaller alternative to a magazine, offering a creative and personal way to express ideas. This zine is designed to be a safe, positive, and inclusive space for youth to explore and discuss mental health. Contributions are accepted until April 4.
 - o Emmanuel Samoglou, Newspaper Editor & Social Media Specialist, gave a fascinating introduction to journalism workshop to our youth leaders on February 28. Youth explored how to get into the field, what it is like producing a newspaper like The Campus Resident, how technology is changing journalism, and more.
 - A Youth Leader volunteered to paint a large photo backdrop for Family Day filled with a family of rabbits in front of a background of cherry blossoms blooming.
- Entertainment System
 - A new TV, speaker, and cart was purchased through a capital budget request. This will be used to enhance various programs, such as Youth Nights and drop-ins, in the Youth & Senior Room.

FITNESS REPORT

UNA Fitness Centre Attendance

Wesbrook Monthly Totals	4072	Old Barn Monthly Totals	753
Sunday Total	582	Sunday Total	86
Monday total	752	Monday total	107
Tuesday total	796	Tuesday total	94
Wednesday Total	724	Wednesday Total	74
Thursday total	352	Thursday total	105
Friday Total	425	Friday Total	860
Saturday total	441	Saturday total	66

Vesbrook Community Centre - Membership Revenue – January 1-31 st 2025											
Pass		Youth Revenue	Resident			Non-Resident Revenue	Total #	Total \$			
10 Punch Pass	10	\$381.00	75	\$2,723.76	24	\$1,371.36	109	\$ 4,476.1 2			
1 Month Pass	13	\$495.30	96	\$1,904.75	12	\$685.68	121	\$ 3,085.7 3			
3 Month Pass	4	\$419.04	40	\$17,000.26	3	\$428.58		\$ 17,847.8 8			
6 Month Pass	1	\$190.48	13	\$0.00	1	\$238.10	15	\$ 428.5 8			



Year Pass	0	\$0.00	5	\$0.00	0	\$0.00	5	-
Total	28	\$ 1,485.8 2	229	\$ 21,628.77	40	\$ 2,723.72	297 \$	25,838.3

Old Barn Community Centre - Membership Revenue – January 1-31st 2025

Pass		Youth Revenue		Resident Revenue		ı-Resident enue	Total #	Total \$
10 Punch Pass		\$ 95.2 4	31			\$ 38.10	36	
1 Month Pass	1	\$ 23.8 1	9	\$257.13	2	\$ 76.20	12	\$ 357.1 4
3 Month Pass	0	\$ -	6	\$457.14	1	\$ 142.86	7	\$ 600.0 0
6 Month Pass	0	\$ -	2	\$352.38	0	\$ -	2	\$ 352.3 8
Year Pass	0	\$ -	3	\$714.30	0	\$ -		\$ 714.3 0
Total		\$ 119.0 5	51	\$ 2,666.62	4	\$ 257.16	60	\$ 3,042.8 3

February_2023 & February 2024 Membership & Revenue Comparisons

Month & Year	10 Punch Pass	1 month Pass	3 month pass	6 month pass	1 year pass	TOTALS	DIFFERENCE IN YEARS
February 2024 Purchases	127	104	57	6	7	301	+ 48
February 2025 Purchases	145	133	54	17	8	357	
February 2024 Revenue	\$ 3,557.11	\$ 3,266. 68	\$ 15,171. 68	\$ 238 .10	\$ 666 .67	\$ 22,900 .24	+\$5980.9
February 2025 Revenue	\$ 5,495.13	\$ 3,442. 87	\$ 18,447. 88	\$ 780 .96	\$ 714 .30	\$ 28,881 .14	

EVENTS REPORT

Event Review

- Don't Tell Comedy
 - Feb 8 from 7-9:15pm at OBCC
 - Over 64 people (Sold Out) in attendance largest crowd yet! This recurring event and partnership with Don't Tell Comedy is picking up momentum.
- Family Movie Night
 - o Feb 22 from 6-8:30 pm at OBCC
 - The Garfield Movie
 - 87 people in attendance
- Kids Take Over UBC
 - Feb 16 at Lee Square, UBC. ~600 visited UNA tents.
 - Kids Take Over UBC was a registered event for families to take part in a day of arts, culture, music and more, all across campus. Youth Leaders and four staff members spent the day on the UBC campus under 3 tents at Lee Square to take part in the large-scale event coordinated by UBC's Campus and Community Planning.
 - The youth have been working closely together for the past couple months to prepare for this event, from creating the activity to putting together a budget.
 They decided to offer complimentary popcorn for participants, have a



beading station, and a wearable art station. The youth engaged with the participants and ensured everyone had a good time despite the extremely rainy weather. In addition, two Youth Leaders volunteered to help emcee the main stage to kick-off and wrap-up the days activities and to introduce various acts throughout.

Family Day

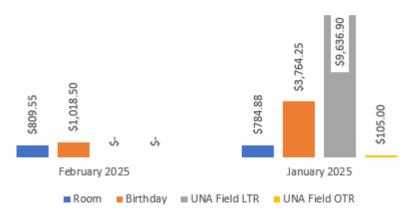
- Feb 17 at Wesbrook Community Centre
- o 215+ attendance
- Variety of activities that facilitated family engagement including: a community art project (led by youth), family Zumba, family photo station, family sports, arts and crafts, and board games.
- Survey was sent to attendees:
 - 100% of participants polled said that the experience they had at Family Day would encourage them to return to a future UNA event.
 - Family Zumba was the most popular activity.
 - Many parents noted that the free nature of the event was very appreciated.

BOOKINGS REPORT

Submission of Rental Analysis

- Field was closed from February 2nd to February 16th due to snow accumulation on the field. Operations resumed on February 18th. No booking on Monday, February 17 – BC Family Day.
- We saw a decrease of 3% in room rentals during February 2025 in comparison to the previous month January 2025.

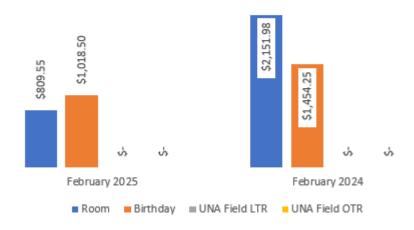
Comparative February 2025 - January 2025



LTR (Long Time Renters) - OTR (One Time Renter)

- We saw a decrease of 62% in room rentals in February in comparison with February 2024. Some factors include less room availability due to increased programs offering.
- Field rentals for the Spring/Summer will start mid-end of March.

Comparative February 2025 - February 2024



LTR (Long Time Renters) - OTR (One Time Renter)

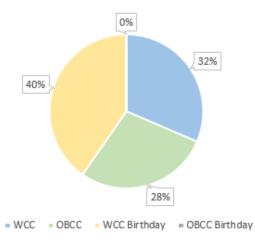
 In February 2025, we received 35 email requests for rooms, birthday parties, and room rentals.

- In February 2025, we completed a total of 8 bookings. Five room bookings for WCC, two birthday party packages for WCC, one birthday party package for OBCC.
- Birthday parties were fully booked during February 2025 at both locations. Three at Wesbrook community centre and three at Old Barn community centre. Apart from February 2 at Wesbrook due to Luna New Year Celebration, and February 22 at Old Barn for a karate belt test.
- We have received amazing feedback from families about the opportunity to book rooms to celebrate special occasions like birthday parties and business meetings.
- Wesbrook continues to be the preferred location for room bookings. February 2025 bookings by location were Wesbrook with 44% room booking, Wesbrook birthday party with 40%, Old Barn Birthday Party with 16%.

wcc	\$1,134.00
OBCC	\$1,017.98
WCC Birthday	\$1,454.25
OBCC Birthday	\$ -

wcc	\$809.55
OBCC	\$ -
WCC Birthday	\$729.75
OBCC Birthday	\$ 288.75

Booking by Location February 2024



Booking by Location February 2025



- We could not complete 27 requests due to room, event availability, or direct competition based on the UNA Booking Policy.
- Booking requests continue to be a mix of residents and non-residents.

BOOKINGS REPORT FEBRUARY 2025

Room	Room Number	▼ Booked	■ Number of Time: ▼ Total	Hr/Qty	e 🔻	Вос	oking 🔻	Tax i	ncluded 🔻
Art Room	107	Yes	1	1 \$	60.00	\$	60.00	\$	63.00
Art Room UNA/UBC	107	Yes	1	4 \$	54.00	\$	216.00	\$	226.80
Social Room	114	Yes	1	3 \$	80.00	\$	240.00	\$	252.00
Social Room Birthday Package Public (13-24)	114	Yes	1	1 \$	345.00	\$	345.00	\$	362.25
Social Room UNA/UBC	114	Yes	1	2.5 \$	72.00	\$	180.00	\$	189.00
Social Room Birthday Package UNA (13-24)		Yes	1	1 \$	325.00	\$	325.00	\$	341.25
Board Room	206	Yes	1	1.25 \$	60.00	\$	75.00	\$	78.75
Meeting Room 1 Birthday Package UNA (1-12)		Yes	1	1 \$	275.00	\$	275.00	\$	288.75
FacePainting WCC		Yes	1	1 \$	25.00	\$	25.00	\$	26.25
Total			9	15.75			1741	Ś	1.828.05

OPERATIONS + SUSTAINABILITY

Sustainability

UBC Sustainability Scholars: Development of a Strata Retrofit Communication and Engagement Plan for UBC Neighbourhoods

The UBC Sustainability Scholars project on a strata retrofit communication and engagement plan for the neighbourhoods is expected to begin in early-May 2025. The project is expected to be completed by September 2025.

Community Garden Plot Assignments

All forfeited community garden plots have now been assigned to folks on the community gardens waitlist. Summary of garden activity:

- 39 existing gardeners transferred to a different plot or community garden
- 85 people were offered community garden plots from the garden waitlists
 - o 34 people were assigned plots for the 2025-2026 gardening season

SEEDS Project: Share, Reuse, Repair: Assessing the desire for small-scale circularity initiatives in the University of British Columbia Neighborhoods

The UNA is working with the UBC SEEDS (Social Ecological Economic Development Studies) program on a project to assess the desire for Share, Reuse, Repair (SRR) initiatives in the UNA. Having conducted a jurisdictional scan of university neighborhoods and BC municipalities which have successfully launched SRR initiatives, students will now be conducting a survey to gauge SRR desire in the neighbourhoods.

Operations

Sidewalks and Pathways Repair Work in Chancellor and Hawthorn



The Operations department will attend multiple locations in Chancellor and Hawthorn to address uneven/raised sidewalk and pathway issues.

Wesbrook Street Trees Pruning - Completed

The UNA, in collaboration with Silverback Treeworks, completed the 2025 tree pruning project in Wesbrook Place.

UNA 311 Project Updates

The UNA 311 project will start in April 2025 and expect to conclude around mid-August 2025. The system allows residents to report non-emergency issues like potholes, streetlights problems, icy sidewalk anytime from anywhere. The system uses GIS map, enabling residents to enter the location manually or enable geolocation to quickly pin the location of your request. The system allows residents to submit supporting files like photos and videos.

The UNA 311 service has the flexibility to accept service requests that fall outside of the UNA jurisdiction, and operations department will continue to the existing workflow, to monitor and follow up with external parties for non-UNA tickets.

Walter Gage Landscaping Service Area Review

The UNA Operations team will meet up with UBC Municipal Service counterpart to review the Walter Gage Landscaping Service Area review. The goal of this meeting is to establish a more consistent management and service delivery approach for the Walter Gage Road soft landscape

FINANCE

Budget Submission to UBC Board of Governors

After the 2025-26 UNA budget was presented and approved by the UNA Board in February, the final budget was submitted to UBC on February 19, 2025. This marks the conclusion of our external 2025-26 budgeting process. Staff are now working with departmental managers on the internal budget rollout for the new fiscal year.

HR System Upgrade

The new HR system's upgrade is at the planning stage and will be starting in March. We will continue to use the existing payroll system until July and move to the new system in the second half of year 2025.

Fiscal Year End Preparation



March marks the financial year-end for the UNA. The Finance team is working closely with all parties to ensure a timely closing. The Finance team will continue collaborating with all departments to establish a timeline and coordinate logistics, ensuring a smooth and on-schedule year-end closing.

Financial Implications		
None.		
Operational Implications		

Strategic Objective

None.

None.

Attachments

None.

Concurrence

- 1. Athena Koon, Finance Manager
- 2. Dave Gillis, Recreation Manager
- 3. Sai Karnam, Communications Specialist
- 4. Wegland Sit, Operations Manager

Respectfully submitted,

Paul Thorkelsson

Chief Administrative Officer



Report Date: March 10, 2025

Meeting Date: March 18, 2025

From: Wegland Sit, Operation Manager

Subject: UNA Dog Park Revised Design Report

Background

Currently, an off-leash dog area in the neighbourhoods does not exist. In 2019, UBC Properties Trust (UBCPT) considered the possibility of creating such an area in the South Campus Greenway, but plans were never realised. In September 2023, the Board struck a working group to investigate off-leash dog areas and provide recommendations to the Board.

The UNA Dog Park Working Group subsequently worked with UBC and other partners to identify a potential site and review a preliminary design for a future dog park space.

A six-week public engagement period occurred during November and December 2024. The goal of this engagement was to provide the community with information about the construction of a new dog park in Wesbrook Place and to seek feedback on the design and features of the park. The UNA dog park planning team received 277 survey responses and 113 community conversations. Based on the public engagement results, the UNA team collaborated with a landscape architect to refine the proposed design, ensuring it aligned with community priorities and budget constraints.

This report summarizes the UNA Off-Leash Dog Park revised design and the next steps of the UNA Dog Park project.

Decision Requested

THAT the Board approve the revised dog park design and project budget, as circulated. AND THAT the Board direct staff to apply for supplemental funding for the construction of the dog park from the Community Works Fund.

Discussion

Project Progress to Date

- 1. Site selection process (Completed in <u>June 2024</u>)
- 2. Preliminary dog park design process (Completed in September 2024)
- Fall community engagement (Completed in <u>December 2024</u>)

Preliminary Design Overview

Site Location:

This area has been earmarked as the site for a <u>future elementary school</u>. The planning team developed an approximation of the future school site based on the City of Vancouver's recently constructed schools at Lord Tennyson and Maple Grove.

The design incorporates the estimated future school site to ensure the dog park's long-term viability. The dog park's footprint is compatible with the planned school site.

Preliminary Design Features:

- **Separate Large and Small Dog Areas:** The design features separate fenced areas for small and large dogs.
- Pedestrian Pathways: The design features looped pedestrian pathways within each of the fenced dog spaces. The project will further enhance external pathways, improving accessibility and connecting Webber Lane and Ross Drive to the core community space.
- **Fencing:** Both the small and large dog areas will be fenced with a controlled shared entry point.
- **Play Terrain:** The terrain within the dog spaces may feature the existing burm and ground cover, along with other design elements.
- Enhanced Open Passive Recreation Lawn: The design leaves plenty of open green space to enhance the passive recreation functions of the space.

Public Engagement Summary

Provide community with information about the construction of a new dog park in Wesbrook Place and to seek feedback on the **design** and **features** of the park.

Engagement period: Monday, November 4 – Sunday, December 15

Open House period: Monday, November 25 – Saturday, November 30 with 25 hours of staff supported open house at Wesbrook Community Centre lounge area. Public Engagement Summary.

The Revised Dog Park Design

The revised design is a continuation of the preliminary design with a few updates based on the recent community engagement results. The priority of the design is to include the top three ranked feature into the refined design. Top three features included:

- 1. Shading structure
- 2. Planted Trees
- 3. Seating Elements



As the preliminary design exceeded the approved budget, value engineering was conducted based on community feedback to meet the \$230,000 budget, while retaining the most desired features.

Cost Management and Value Engineering – Summary of Cost Breakdown

The most significant cost of the project is the cost of the perimeter fence built around the large and small dog off leash area. Due to budget constraints, the revised design will need to adjust the Large Dog Area from 1900 square metres down to 1650 square metres. The concrete pad area at the entrance has been reduced in order to meet the budget. A breakdown of cost estimates provided by the project manager is attached to this report.

Improve Separation with Splash Pad

To address safety concerns and improve separation between dog park users and splash pad users, the direct pathway connection from the splash pad to the dog park entrance has been removed. The main access to the dog park has been revised to through the central pathway, south of the dog park, that connects between Ross Drive and Webber Lane. Additional signage and way finders will be installed to redirect traffic to the dog park.

New Design and Beach Volleyball Courts Retention

Urban Rec is currently operating eight temporary beach volleyball courts and leagues situated at the proposed project site. With the updated dog park design and the reduction of the large dog area, the project team expects that the new design will help retain a minimum of four beach volleyball courts, including an appropriate buffer zone that separates the beach volleyball courts from the large dog area.

At the time of writing this report, the project team has scheduled a meeting with Urban Rec to do a follow-up onsite visit. The purpose of this meeting is to strengthen the collaboration between the UNA and Urban Rec, and to further explore cost reduction opportunities and the continuation of the Urban Rec league operation onsite.

As Urban Rec will need to modify the existing site from eight courts to four beach volleyball courts, the UNA will work with the Urban Rec team to utilize this opportunity for them to complete earthwork onsite, resulting in cost savings (reduced time, reuse of onsite material, and reduced material removal and hauling costs).

Project Roadmap and Timeline

March 2025 – UNA Board approval of the refined design, project budget and funding application.

April 15, 2025 – Deadline for the UNA project team to submit Community Works Fund Application.

May 15, 2025 - Metro Vancouver Board Meeting to review and approve UNA's Community Works Fund application.

If UNA's Community Works Fund application is approved by Metro Vancouver in May 2025, the timeline will continue as follows:

April - May 2025 - Street and Landscape Permit Application with UBC

April - May 2025 - Collaborate with UBC Campus Planning to secure bridge financing before the release of CWF funding.

2nd week of May – 2nd week of June 2025: Project will go out to tender for 3 weeks + proposals evaluation and review for 1 week

3rd – 4th week of June: Construction phase begins and project break grounds

Late June to September 2025 : Project duration approximate 60 days

Late August to early September: Project completed.

Mid September – Early October: Dog park opened for public use.

Community Works Fund Application – Next Steps

The next step of the project is to submit the Community Works Fund application. The project team was in contact with both UBC and the Electoral Area A Director for the planning of the application. The application will need to be first approved by the Metro Vancouver Electoral Area Committee, followed by an approval by the Metro Vancouver Board in May 2025.

While applying for the Metro Vancouver Community Works Fund application, the UNA project team will concurrently develop and submit the Street and Landscape Permit application with UBC Campus & Community Planning for the construction of the dog park project. Typically, for the project at the scale of dog park construction, the review process will take approximately 4 – 5 weeks to complete.

To improve certainty and enhance reception during the tender process, the tender will only be issued after the Community Works Fund application is approved and funding is confirmed. Similar to the previous Old Barn Roof Replacement Project, the tender process will be managed by our project manager, Richard Finley, Landscape Architect. The project team expects to receive multiple bids during the three-week process, and

one week has been allocated to review and evaluate the most suitable project proponents.

Financial Implications

Project Budget Estimates

The project budget is approximately \$230,000. A detailed project cost breakdown is attached to this report.

Budget Funding

As part of the Board's approval in September 2024, the cost of the dog park project with the current basic layout is at approximately \$200,000.00. With an added 15% contingency funding for the project, the estimated cost for the construction phase is expected to be approximately \$230,000.00.

This cost will be covered by the Community Works Fund (CWF) and the UNA budget. Currently, approximately \$200,000 remains unallocated in the CWF. Therefore, the CWF will primarily fund the construction, with the UNA covering the remaining \$30,000 for contingency expenses.

UBC Bridge Financing After Metro Approval

The Community Works Fund is typically released to UBC in August. Upon Metro Vancouver Board approval, UBC Campus Planning can provide bridge financing, allowing access to funds earlier than the typical August transfer timeline. This will enable the project team to begin construction in late-June instead of late-August, facilitating completion before the end of summer 2025.

Operational Costs

Ongoing operational costs for the dog park include landscape maintenance and dog waste collection/recycling. If the surface material remains unchanged, the UNA operations team anticipates no significant increase in maintenance costs per square meter. The primary increase in operational costs will stem from the expanded area under UNA management, occasional safety repairs, and recurring dog waste collection. The estimated annual cost for dog waste collection is approximately \$3,500.

Additional landscaping costs for the off-leash area and the passive recreation lawn near Webber Lane are expected to be between \$8,000 and \$9,000 annually. These additional operational costs will be included in the 2025-26 budget planning process.

Operational Implications

General Site Operation and Management



Operationally, the planning of the dog park is a cross departmental effort. Ongoing operation and management of the off-leash dog park space will be absorbed as part of the Operations department's regular tasks.

As the additional tasks can be easily added to our existing routine, the new dog park operation is not expected to create operational strain.

Dog Leash Regulatory Bylaw Development

Currently, the UNA has not established any regulations in relation to the licensing or control of dogs. Although the UNA offers ongoing training for dog owners through the Recreation department and has placed signage around the neighbourhoods encouraging people to keep their dogs on a leash, there are currently no licensing or other regulations in effect.

In July 2021, the Board passed the following resolution:

To direct Staff to report back to the Board on what steps can be taken to control dogs within the UBC neighbourhoods.

The Board subsequently asked staff to provide a report 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 – the first option from the October 2021 report.

Option	Details	Operational Implications	Cost Implications
Leash Rules – No licensing	Complaint based only	Duties included as part of Operations + Facilities Coordinator Operations position. Would require communications support.	Duties included as part of Operations + Facilities Coordinator Operations position.

The Board also provided general feedback that further consideration of dog leash regulatory rules should follow after the work on designating an off-leash dog area has been settled.

Operating License of the Dog Park with UBCPT

As a follow-up to the successful application of Community Works Fund, the UNA project team will follow up with UBCPT to develop necessary operation license to allow the UNA to utilize the project site as off-leashed dog park.

Strategic Objective

Environmental Sustainability, Creating Connections, Organizational Capacity



Attachments

- 1. Revised Dog Park Design and Project Budget Estimate
- 2. UNA Proposed Dog Park Public Engagement Report

Concurrence

1. Isabel Todorova, Sustainability Specialist

Respectfully submitted,

Wegland Sit

Operations Manager

Paul Thorkelsson

Chief Administrative Officer

As Presented to the Community-Fall 2024 Engagement Process

Preliminary dog park design

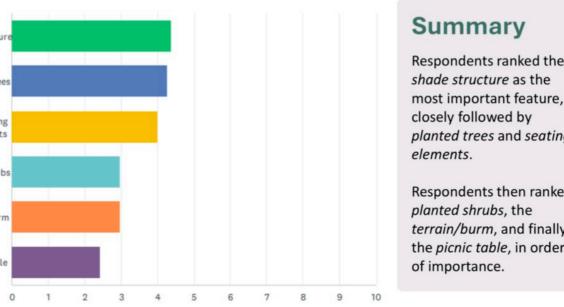
The preliminary dog park design considered current terrain, existing land use, proximity to complementary community amenities, and future land use. The design features separate large and small dog areas, pedestrian pathways, fencing, play terrain, and an enhanced open passive recreation lawn.



Direct Excerpts from UNA Report (UNA Proposed Dog Park in Wesbrook Place "What We Heard Report")

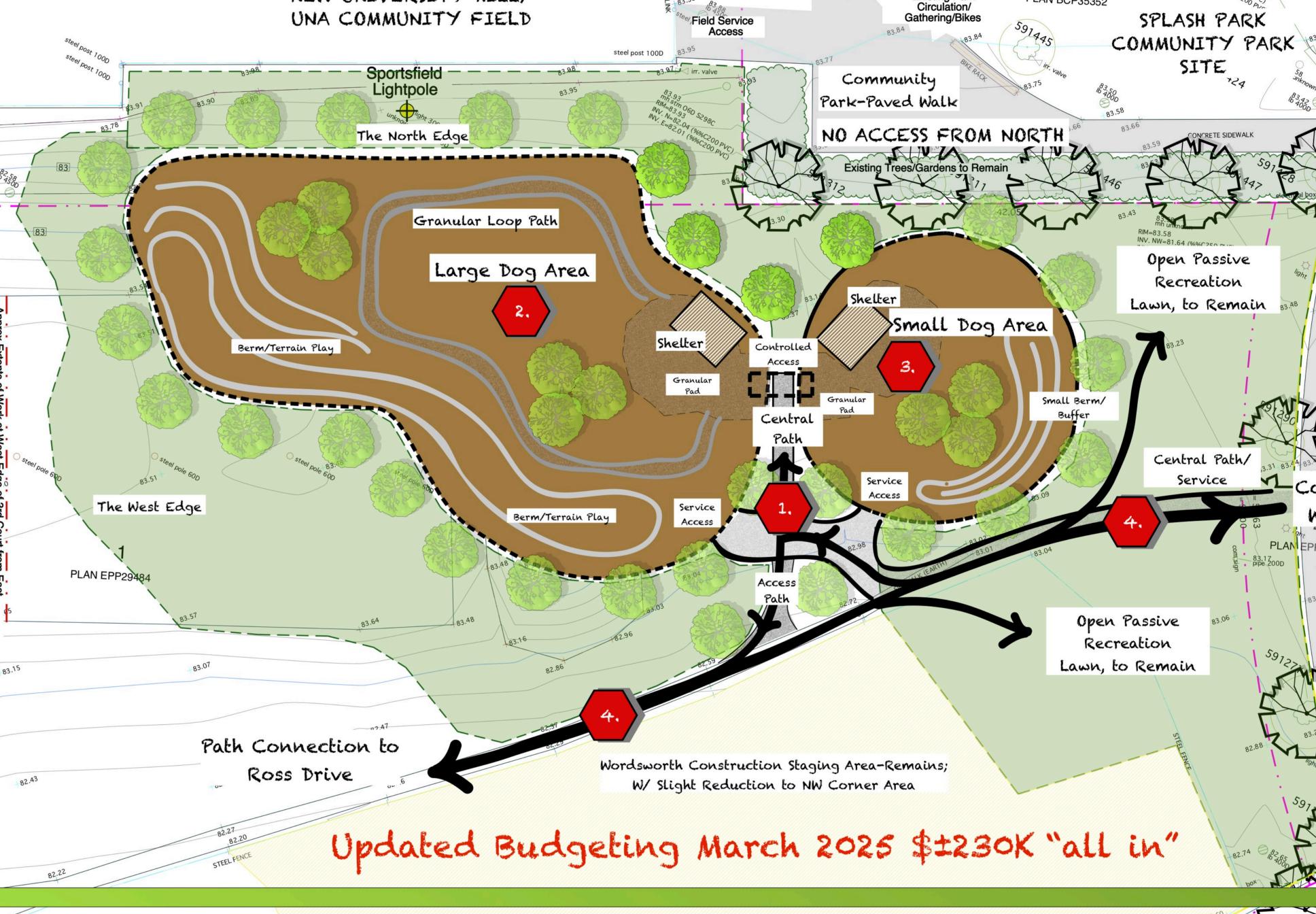
Original Budgeting Summer Fall 2024 \$±276K "all in"



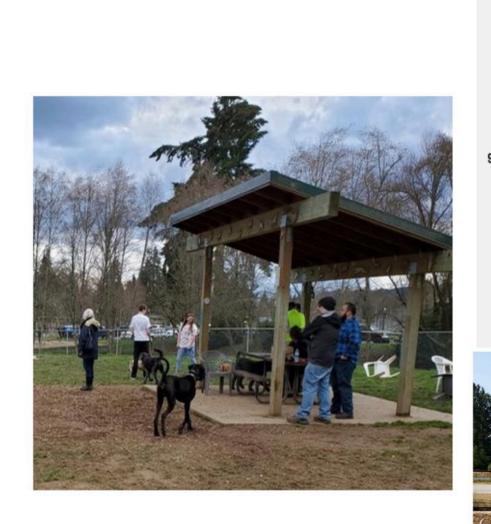


UPDATED DESIGN FOR BOARD APPROVAL W/some site context





Design Elements/Features











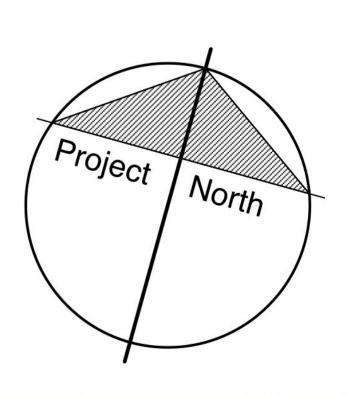






Connection to Greenway Maintained

Issued for UNA MARCH 18/25 **BOARD MEETING**





UNA Wesbrook Community Dog Park Exploration and Planning (School Site South of Park and Splashpad)

Upadated Design After Community Engagement Scale=1:200 Metric

Preliminary Budget-UNA Dog Park Large and Small Dog Enclosure Areas-FEBRUARY 2025 UPDATE

ITEM	QTY	UNIT	RATE	TOTAL	COMMENT
LARGE AND SMALL DOG AREAS					
Demo+Preparation:					
Site Mobilization-GC Mobilization; fencing, site locates, washroom; sea-can etc.	1.00	ea.	Allowance	\$5,000	need to allow something
General Demolition/Site Clearing Works-minimal	1.00	ea.	Allowance	\$5,000	clean "ish" site.
General Earthworks/Shaping-allowance with man/machines to construct basic shapes/contours and terrain. All material remains on site.(Subgrade preparation). Moves all sand and berms to create basic landforms for each space.NO IMPORTED MATERIALS.	5.00	days	Allowance	\$20,000	bobcats and small excavator- \$4000/day allocated
Sub-Total-Demo+Preparation				\$30,000	
Hard Landscape Elements:					
New Granular Entrance Pads-10mm Compacted Granular(Rock Dust)	210.00	m2	\$30.00	\$6,300	the cheapest path we can construct
New Granular Central Path-10mm Compacted Granular(Rock Dust)	50.00	m2	\$30.00	\$1,500	the cheapest path we can construct
4' Hgt. Perimeter-Galv. Chainlink Fence with 9 ga. 2" sq. Black Vinyl Mesh; includes footers and all Gates(service +pedestrian controlled entry gates)-bottom rail; black powder coat	275.00	m	\$120.00	\$33,000	CHAINLINK IS CHEAPEST ALTERNATIVE
10mm Compacted Granular(Rock Dust) Pathway "Loop" Large Dog Area Only-simple 100mm th. on subgrade.	123.00	m2	\$30.00	\$3,690	the cheapest path we can construct
New Granular Service path-10mm Compacted Granular(Rock Dust) w/ Road Base underlay, leads to Webber Lane	175.00	m2	\$60.00	\$10,500	I think it's smart to add this; low vehicle traffic
Mulch Surfacing-evenly graded nugget or shredded mulch to cover parts of each Dog Park	690.00	m2	\$25.00	\$17,250	
Sub-Total-Hard Landscape				\$72,240	
Soft Landscape Elements:					
Soft Landscape Surrounds-repair all site margins; all seeded areas; incl. 150mm depth of Growing Medium; assumes 1-2m blend and feather on all sides of project	2,000.00	m2	\$5.00	\$10,000	
New Site Trees-as indicated on Doodle	36.00	ea.	\$600.00	\$21,600	Smaller Trees now
New Site Shrubbery-NOT indicated on Doodle-some areas of shrubs/perrennial gardens	100.00	m2	\$80.00	\$8,000	
Sub-Total-Soft Landscape				\$39,600	
Other Landscape Elements/Site Furnishing:					
Drinking FtnThe "cadillac version" with bottle+bowl fillers. Includes installation and water connection chamber (\$3K alone)	2.00	ea.	\$6,500.00	\$13,000	spend money on these; ease maintenance.
Picnic Tables-Concrete Tables for ease of long-term maintenance	2.00	ea.	\$3,750.00	\$7,500	\$2K plus each+ install and conc. pads under.(?)
Shade Structures-Small park style metal roof shelters/wood posts; Proprietary "kits" @±\$8K each-approx 10' x 12' simple 4 post cedar shelters	2.00	ea.	\$8,000.00	\$16,000	Allows Contractor to Assemble and Warrant. METAL WOULD COST MORE-think 2X
Dog Waste Collection Stations-supplied and installed price-Global Industrial Model	2.00	ea.	\$1,000.00	\$2,000	

ITEM	QTY	UNIT	RATE	TOTAL	COMMENT
Standard UBC Waste Collection Stations-3 stream to UBC Standards-Cité 3-stream Outdoor Recycling Centre	1.00	ea.	\$5,000.00	\$5,000	We can use standard Frances Andrew Receptacle in the Park? Save \$\$'s
Dog Signage/Rules-sign and post	2.00	ea.	\$1,000.00	\$2,000	
Sub-Total-Other Landscape/Site Furniture				\$45,500	
Sub-Total Dog Park Build				\$187,340.00	
CONSTRUCTION CONTINGENCY-10%				\$18,734.00	
TOTAL ESTIMATED BUDGET-LANDSCAPE SURROUNDS(NOT INCL. SOFT COSTS AND GST)				\$224,808.00	



UNA Proposed Dog Park in Wesbrook Place

What We Heard Report

January 2025

Prepared by the University Neighbourhoods Association (UNA)





Contents

1. Introduction	3
2. What we did	4
2.1. Engagement Strategy & Key Metrics	4
2.2. Engagement Activities	5
3. Who we heard from	6
3.1. Participation	6
4. What we heard	7
4.1. Quantitative survey results	7
4.2. Analysis of written responses	11
4.3. Key community concerns	12
4.4. Actions to address key community concerns	13
5. Next steps	18



1. Introduction

Project Overview

The UNA shared a proposal for a new off-leash dog park at Wesbrook Place, designed to address the need for a dedicated space for dogs and their humans to enjoy while fostering community connection. We believe this amenity will add to the vibrancy of our neighbourhoods, and we asked you to help us shape it with your insights and ideas.

We invited the UNA community to learn more about the planning and design process by exploring resources and information provided on the UNA Dog Park web page, and by discussing with our planning team at the Open House. We encouraged you to participate in our community survey to share your feedback. Your input is invaluable in shaping this new amenity!

We have gathered your feedback and have summarized the results in this report. Our planning team will refine the park's design, and updates will be shared in early-2025.

Preliminary dog park design

The preliminary dog park design considered current terrain, existing land use, proximity to complementary community amenities, and future land use. The design features separate large and small dog areas, pedestrian pathways, fencing, play terrain, and an enhanced open passive recreation lawn.





2. What We Did

Engagement Strategy

Engagement Goal

To provide the UNA community with information about the construction of a new dog park in Wesbrook Place and to seek feedback on the design and features of the park.

Information Sharing & Feedback

- Website landing page and survey for community feedback
- 2. Open house: in-person at the Wesbrook Community Centre & UBC Farm
- Resource persons on site during dedicated hours at the Open House and UBC Farm
- A purposed email inbox (dogpark@myuna.ca) for direct inquiries
- Printed surveys & doodle sheets for community feedback

Promotions & Publications

- UNA community newsletter
- Lawn signs along the site and surrounding high-traffic areas
- 3. Website with information and survey
- 4. Social media promotion on Instagram & Facebook
- 5. The Campus Resident
- Informational posters in the UNA community centers
- 7. Sandwich boards

Key Metrics



277
Survey Respondents



113Community Conversations

The dog park engagement period began on Monday, November 4, 2024, and continued until Sunday, December 15, 2024. During this engagement period, there was an open house at the Wesbrook Community Centre and the UBC Farm which began on Monday, November 25, 2024, and wrapped-up on Saturday, November 30, 2024.

The UNA planning team staffed the open house for a total of 25 hours, discussing the dog park project and answering questions from the public. UNA staff spoke with a total of 113 individuals from the community.



Engagement Activities



We offered 5 different ways for the community to share feedback and learn more about the project. These avenues of participation ensured that people were able to share their ideas and priorities through various mediums.

Online survey: The online survey was the primary way in which we sought feedback from the public. The survey ran from November 4, 2024, to December 15, 2024; for a total of 6 consecutive weeks.



Written survey: Paper-copy written surveys were made available for the duration of the engagement period at the Wesbrook Community Centre (WCC).

Ideas doodle: Paper-copies of the preliminary design were made available for folks to doodle on and express their design ideas in a visual way.

Open House at WCC & Pop-up at the UBC Farm: Open houses allowed for community members to learn more about the project and share their feedback with UNA staff.

Pop-up open house at the UBC Farm

UNA staff hosted a pop-up open house at the UBC Farm's last farmer's market of the year. Staff engaged in discussions about the proposed dog park with over 60 people!





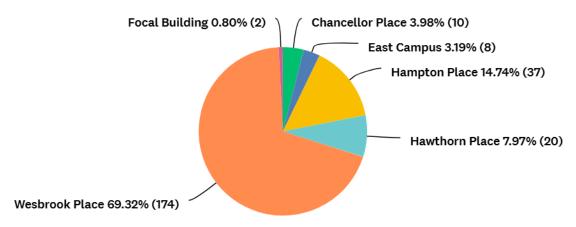


3. Who We Heard From

Participation

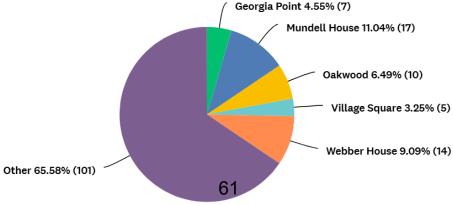
Which UNA area/building did respondents live in?

69.32% of respondents live in Wesbrook Place, followed by 14.74% in Hampton Place, and 7.97% in Hawthorn Place. The remaining respondents live in East Campus, Chancellor Place, and Focal Building.



How many of the Wesbrook respondents live in the buildings around the proposed site for the dog park?

65.58% of Wesbrook respondents live in buildings other than the ones around the proposed dog park site. 11.04% of respondents live in Mundell House, followed by 9.09% living in Webber House, and 6.49% living in Oakwood. The remaining Wesbrook respondents live in Village Square and Georgia Point.



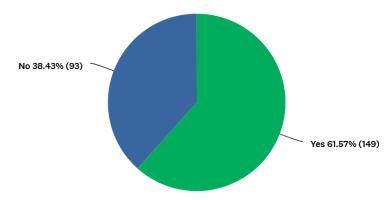


4. What We Heard

Quantitative Survey Results

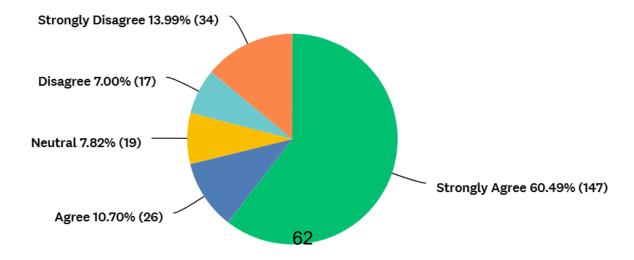
How many of the respondents are dog owners?

61.57% of respondents are dog owners. The remaining 38.43% of respondents indicated that they do not own dogs.



How do respondents feel about the addition of a dog park at the proposed site in Wesbrook Place?

60.49% of respondents strongly agree to the addition of a dog park at the proposed site in Wesbrook Place. 13.99% of respondents strongly disagree, 10.70% agree, 7.82% are neutral, and 7.00% of respondents disagree.

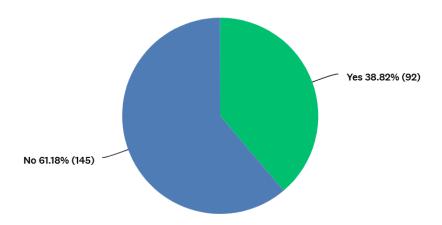




Quantitative Survey Results

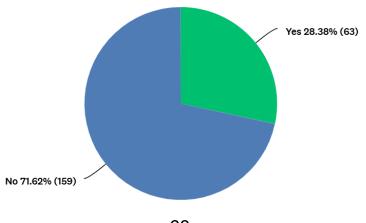
Do respondents foresee challenges with the proposed site for the dog park?

61.18% of respondents do not foresee challenges with the proposed site for the dog park. The remaining 38.82% of respondents indicated that they do foresee challenges with the proposed site.



Do respondents foresee challenges with the proposed layout of the dog park?

71.62% of respondents do not foresee challenges with the proposed layout of the dog park. The remaining 28.38% of respondents indicated that they do foresee challenges with the proposed layout.

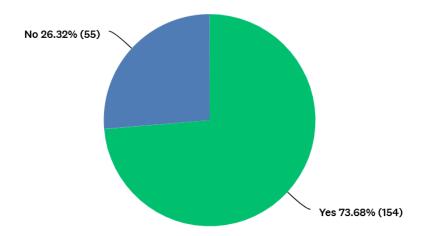




Quantitative Survey Results

Do respondents prefer separate areas for large and small dogs?

73.68% of respondents prefer separate areas for large and small dogs. The remaining 26.32% of respondents indicated that they do not prefer separate areas for large and small dogs.



Written Summary of Quantitative Results

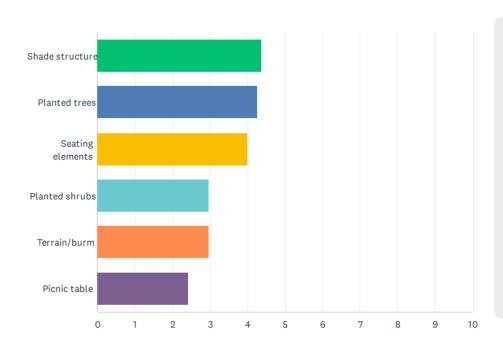
69.32% of respondents live in Wesbrook Place, followed by 14.74% in Hampton Place, and 7.97% in Hawthorn Place. The remaining respondents live in East Campus, Chancellor Place, and Focal Building. A majority of 65.58% of Wesbrook respondents live in buildings other than the ones around the proposed dog park site. 11.04% of Wesbrook respondents live in Mundell House, followed by 9.09% living in Webber House, and 6.49% living in Oakwood. The remaining Wesbrook respondents live in Village Square and Georgia Point.

61.57% of respondents are dog owners. The remaining 38.43% of respondents indicated that they do not own dogs. 60.49% of respondents strongly agree to the addition of a dog park at the proposed site in Wesbrook Place. 13.99% of respondents strongly disagree, 10.70% agree, 7.82% are neutral, and 7.00% of respondents disagree. 73.68% of respondents prefer separate areas for large and small dogs. The remaining 26.32% of respondents indicated that they do not prefer separate areas for large and small dogs.



Quantitative Survey Results

Respondents were asked to rank the belowmentioned dog park features by importance.



Summary

Respondents ranked the shade structure as the most important feature, closely followed by planted trees and seating elements.

Respondents then ranked planted shrubs, the terrain/burm, and finally, the picnic table, in order of importance.

Statistics Table

	1	2	3	4	5	6	TOTAL	SCORE
Shade structure	28.77%	22.64%	22.17%	14.15%	8.02%	4.25%		
	61	48	47	30	17	9	212	4.37
Planted trees	24.53%	25.94%	15.57%	23.11%	8.02%	2.83%		
	52	55	33	49	17	6	212	4.27
Seating elements	18.87%	25.00%	18.87%	14.62%	19.34%	3.30%		
	40	53	40	31	41	7	212	4.00
Planted shrubs	3.77%	13.21%	16.51%	20.75%	33.96%	11.79%		
	8	28	35	44	72	25	212	2.97
Terrain/burm	14.62%	7.08%	17.45%	12.74%	16.51%	31.60%		
	31	15	37	27	35	67	212	2.96
Picnic table	9.43%	6.13%	9.43%	14.62%	14.15%	46.23%		
	20	13	20	31	30	98	212	2.43



Analysis of Written Responses

Overall Sentiment Analysis of Written Responses

The majority of comments (55%) are positive, indicating overall support for the project, with constructive criticism and concerns shaping the remainder. While opposition is notable, it is outweighed by supportive voices that appreciate the initiative and its community value.

Positive: 55%

 Generally supportive of the dog park, with excitement about the amenities and community benefits.

Neutral: 15%

• Suggestions for improvement without expressing clear support or opposition.

Negative: 30%

 Concerns about alternative uses for the space, safety, noise, and other community priorities.

Main Themes and Common Trends

1. Support for the Dog Park

 Many respondents appreciate the initiative and express enthusiasm for a designated space for dogs to play and socialize. Specific features like fenced areas, water sources, shaded seating, and separation for large and small dogs are highlighted.

2. Opposition to the Dog Park

 Some respondents are against the project, citing alternative priorities like facilities for children or other community uses. Concerns about safety, noise, and the central location of the proposed site are also mentioned.

3. Design and Amenities Suggestions

 Respondents suggest practical enhancements like double-gated entries, dog waste bins, shaded areas, and surfaces that are dog-friendly. Some also propose including agility features and ensuring adequate garbage management.

4. Concerns About Community Priorities

 Comments reflect a divide between dog owners and non-dog owners. Some believe resources should prioritize human-focused amenities over pet-specific infrastructure.

5. Community and Social Impact

• Several respondents see the dog park as a valuable social hub for both dogs and their owners, fostering community connections.



Key Community Concerns

1

Safety and separation

Emphasis on fencing, double-gated entries, and separation of small and large dogs for safety and better usability.

2

Alternative priorities

Strong opposition from some who believe the space could be better utilized for children or community infrastructure rather than pets.

3

Design features

Calls for shaded seating, water access for dogs, and avoidance of sharp or unsuitable ground surfaces like sand or gravel.

4

Impact on neighbours

Concerns about increased noise, traffic congestion, and proximity to schools or children's play areas.

5

Accountability for dog owners

Requests for enforcement of rules, fines for off-leash violations, and campaigns to promote responsible dog ownership.





Safety and separation

Emphasis on fencing, double-gated entries, and separation of small and large dogs for safety and better usability.

Key actions to address safety and separation concerns

> Safety first

We worked with a team of consultants to ensure that safety is a top design priority.

To maximize safety, the dog park is designed with full perimeter fencing that separates the off-leash areas from surrounding space and community amenities.

Access to the dog park will be controlled by double-gated entries.

Development and implementation of a future dog leash rule within the UNA is also in consideration.

Separation of small and large dogs

Off-leash small and large dog areas will be separated by full perimeter fencing to minimize potential conflicts and maximize safety for dogs and humans.



2

Alternative priorities

Strong opposition from some who believe the space could be better utilized for children or community infrastructure rather than pets.

Key actions to address concerns about alternative priorities

Utilization of space

The site of the proposed dog park is dedicated for the future construction of an elementary school.

Additionally, there are several community amenities geared towards children and youth in close proximity. Formal dog off-leash space is currently not available on campus.

Preserving and enhancing community amenities

The proposed design for the dog park allows for the retention of two volleyball courts.

As part of the dog park design and construction, the lawn space/passive recreation area surrounding the dog park will be enhanced. This aims to help improve the availability and quality of passive recreation space and or open greenspace.



3

Design features

Calls for shaded seating, water access for dogs, and avoidance of sharp or unsuitable ground surfaces like sand or gravel.

Key actions to address concerns about design features

> Shaded seating

Based on the survey responses, a shade structure was deemed the most important design feature within the dog park. Given this community feedback, a shade structure will be prioritized in the revised design.

Water access for dogs

Water access for dogs and their owners will be included in the refined design and budgetary planning.

Ground surface materials

The ground surface material will remain the same (grass and dirt); there will be added compact gravel circulation pathways designed with accessibility in mind for pet owners.





Impact on neighbours

Concerns about increased noise, traffic congestion, and proximity to schools or children's play areas.

Key actions to address concerns about impact on neighbours

Increased noise and traffic congestion

The UNA will prioritize landscape design features that will work to minimize noise issues such as trees and shrubs.

There will be clear signage stating operating hours to minimize noise disturbance to surrounding neighbours.

The dog park is envisioned to be a park in which most community members visit by walking. To accommodate external visitors, there is 2-hour street parking in close proximity.

Proximity to schools or children's play areas

Dog off-leash space will be fenced, and educational signage will be in place to mitigate safety concerns.

The UNA will also explore a dog on leash rule.



5

Accountability for dog owners

Requests for enforcement of rules, fines for off-leash violations, and campaigns to promote responsible dog ownership.

Key actions to address concerns about accountability for dog owners

Future dog-on-leash rule

The UNA will explore the implementation of a dog-on-leash rule.

Canine education program at Wesbrook Community Centre (WCC)

Puppy preschool courses are available at WCC. Participants learn how to teach their dogs basic obedience skills, while socializing their pups. Topics covered include the prevention of bad habits, positive reinforcement, handling, and more.

Good to Great: Manner and More courses are also available at WCC; the class addresses behavioral challenges that tend to surface as dogs grow. Topics covered in class include leash manners, jumping on people, recall, attention and reliable performance of basic commands.

Educational courses for pet owners to address behavioral concerns will help create safer environments for all dogs and people in the community.

Educational signage

The dog park will include educational signage to promote responsible dog ownership.



5. Next Steps

Timeline

► January 2025

Refine dog park design based on public engagement feedback.

> February 2025

Present refined design based on community feedback and project budget for the UNA Board Approval

> February 2025 - July 2025

Undertake Metro Vancouver Community Works Fund Application and UBC Permit Application for the construction of the dog park.

> September - November (anticipated)

Construction of the dog park.

November – January (anticipated)

Completion of dog park construction and opening.



Report Date: February 21, 2025

Meeting Date: March 18, 2025

From: Paul Thorkelsson, Chief Administrative Officer

Subject: UNA 2025-2028 Strategic Planning Report

Background

The University Neighbourhoods Association (UNA) Strategic Plan is in effect until the end of the 2024-25 fiscal year. Now is the time for the UNA Board to establish its preferred approach to renewal of the Plan.

Following on past processes at the UNA, this report outlines two options available and recommends a preferred approach and accompanying consultant proposal for consideration.

Decision Requested

THAT the Board that approve the development of the UNA 2025-2028 Strategic Plan, as recommended in the report and accompanying proposal.

Discussion

The UNA Strategic Plan 2023-25 runs through until the end of the current year. A new plan should be developed prior to starting the budgeting process for FY2026/27 for staff to prepare a budget incorporating the new strategic priorities.

Although there are varying processes used by different entities, typically a strategic plan for an organization with elected officials is updated in a more fulsome process by the newly elected officials. These processes generally involve establishing a timeframe for the plan and given periodic check-ins on the implementation of the plan, with adjustments made if necessary.

In the case of the UNA, the Board has in the past undertaken a fulsome process supported by an external consultant, established timeframe for the plan like that in many local governments and other entities that spans the term of office with a one-year overlap between elected councils. As well, the Board has enjoyed annual staff work plans, arising from the annual budget and aligned with the established goals and priorities of the Strategic Plan, with quarterly reporting on progress.

Preferred Approach

In general, a typical strategic planning process would include support from an outside consultant, and be composed of the following:

- Consultant-led environmental scan/SWOT analysis with elected officials, completed in advance.
- Consultant-led environmental scan/SWOT analysis with senior staff, completed in advance.
- Consultant-led day-long strategic planning process, including:
 - Overview of the strategic planning process/workshop overview
 - o Financial summary of the organization
 - o Review of current strategic plan
 - Summary of organizational issues raised (both elected officials and staff)
 - o Review and prioritization of issues
 - Proposed changes to existing strategic plan
 - o Review of resources available to support updated plan
 - o Plan update Draft
 - Possible release of plan for public input
 - o Plan finalization At an open Board meeting

This work would build upon training that elected officials would have received immediately after being elected – third-party training tailored specifically in relation to roles and responsibilities, organizational overview, legislative overview, etc.

In addition, there is an opportunity for the UNA to gather some degree of community input to the strategic plan process. The Board could delegate some community survey work to the Community Engagement Advisory Committee (CEAC) supported by the Communications department and undertake high-level survey work on priorities in the community to support the process described above.

This is the preferred and recommended approach. A proposal for consultant services from Neilson Strategies Inc. to support this process for the UNA is attached to this report. Mr. Neilson was the consultant on the current 2023-2025 Strategic Plan and has significant experience with the UNA making his consultancy best suited to this process. Staff recommend the approach and proposal outlined in the attachment and note funding for this project is accommodated in current UNA Budgets.

Simplified Renewal Process

Should the Board be more interested in a more basic renewal, the process is similar, usually more condensed, and typically run by senior staff. A potential review process would look like this:

• Staff led day-long strategic planning process, including:

- Overview of the strategic planning workshop
- o Financial summary of the organization
- Review of current strategic plan
- Review of items completed within the fiscal year (to be removed or adjusted)
- Potential adjustments (elected officials asked to brainstorm in advance bring ideas to the meeting)
- o Review of proposed updates to strategic plan
- o Review of resources available to support updated plan
- o Plan update Draft
- Plan finalization At an open Board meeting (possible public consultation)

As noted, Staff recommend the preferred and typical approach outlined.

Additional Considerations:

- With the current fiscal year end, budgeting cycle and election cycle, to have the strategic plan in place prior to the budget process starting, the outgoing Board will always be responsible for determining the strategic plan for the first fiscal year of the new Board. As a result, the established Strategic Plan should continue to have a one-year overlap into the following term.
- The most recent election placed an almost entirely new Board for the UNA. The strategic planning process provides the opportunity for the new Board to establish its priorities and reinforce existing and ongoing goals of the current Plan.

Current Status of Strategic Plan:

The UNA Board recently considered the most recent (Q3) reporting on the established Staff Workplan and progress on strategic plan priorities.

Many of items in the current Plan have been completed. Most all are well underway with completed initiatives and projects, some are also ongoing with no end date. Few priority goals have seen limited progress or are just getting underway.

Overall, the Values and Priorities Strategic Plan still feel relevant to the current organization and state of our communities. The Board's focus and attention on refreshing the Goals of the Plan will benefit future budget development and workplan priorities.

The costs associated with developing a new strategic plan are budgeted in the FY2025/26 budget.

Operational Implications

There are no operational implications for the recommended preferred process. Alternate direction by the Board may have workload implications within the organization.

Strategic Objective

Governance.

Attachments

- 1. UNA 2023-2025 Strategic Plan
- 2. Neilson Strategies Inc. Strategic Plan Proposal
- 3. FY2024/25 UNA Staff Work Plan

Concurrence

None.

Respectfully submitted,

Paul Thorkelsson

Chief Administrative Officer



Strategic Plan 2023-2025

UNIVERSITY NEIGHBOURHOODS

The University Neighbourhoods are a vibrant and growing community situated on the University of British Columbia's Point Grey campus. People of all ages and backgrounds call the Neighbourhoods home, attracted to the community by its high quality of life, celebration of diversity, commitment to sustainable living, and positive energy.

UNIVERSITY NEIGHBOURHOODS ASSOCIATION

The University Neighbourhoods are administered by the University Neighbourhoods Association (UNA), a unique, elected body that works in close partnership with the University of British Columbia to meet the service needs of the community.

UNA VALUES

In all that it does, the UNA is guided by a set of core values:



Service Oriented

The UNA anticipates and responds to the needs of the community.



Responsible

In its decision-making, service provision, use of resources and interactions with the community, the UNA recognizes its responsibility to honour and respect all cultures, accommodate a diversity of social groups and individuals, protect the natural environment, and work within financial limits.



Engaging

The UNA seeks ways to engage all groups in the community, working to eliminate language, access, technological and other barriers in order to promote and facilitate connection.



Open and Transparent

The UNA welcomes new ideas from residents, stakeholders and partners. The organization is committed to the principle of transparency in its decision-making, spending and operations.



Committed to Reconciliation

As an integral part of the UBC Point Grey Community, the UNA recognizes the importance of reconciliation with the Musqueam people on whose traditional territory the University Neighbourhoods are situated.

UNA PRIORITIES AND GOALS

GOVERNANCE

Strengthen the UNA's role as the administrative body of the University Neighbourhoods, with the authority, autonomy and scope of responsibilities required to meet the needs of the diverse and growing community, raise sufficient financial resources, regulate in public spaces, and effectively represent the interests of the Neighbourhoods.

GOALS

- Continue to work with UBC on the revision of the Neighbours' Agreement to set out, in a clear and complete fashion, the rights and obligations of the UNA and UBC.
- Develop the capacity and tools to regulate matters of public safety and public order, including matters related to animal control and protection for pedestrians and cyclists.
- Work to strengthen local democracy by engaging residents on the importance of UNA membership, encouraging residents to become members, and helping residents to overcome challenges to voting and participating in civic affairs.

ADVOCACY

Enhance the capacity of the UNA to represent the University Neighbourhoods, and to advocate on behalf of the community in discussions with the University of British Columbia as well as with a range of other public bodies whose decisions and services affect the University Neighbourhoods.

GOALS

- Develop well-researched and -articulated positions on matters of community development for presentation to UBC as part of the Campus Vision 2050 planning process.
- Create a UNA Advocacy Strategy to identify the key public agencies whose decisions and initiatives impact the University Neighbourhoods, identify opportunities and methods for engagement, and develop UNA positions to advocate.

ENVIRONMENTAL SUSTAINABILITY

In close collaboration with UBC, create opportunities for the organization and the community to reduce the University Neighbourhoods' ecological footprint, take action on climate change, protect the natural environment and position the Neighbourhoods as a leader in environmental sustainability.

GOALS

- Participate with UBC in the development of a Neighbourhood Climate Action Plan for the community.
- Work with UBC to ensure that the UNA's landscaping service is based on, incorporates, and makes optimum use of, sustainable landscaping practices.
- Seek ways to reduce the environmental and climate impacts of UNA's own operations.
- Develop accessible information resources and supports to help residents reduce greenhouse gas emissions, adapt to irreversible climate changes, connect to nature, and protect the environment.
- Ensure that natural disaster planning efforts undertaken by UBC and Metro Vancouver take into account the needs and expectations of the UNA and the University Neighbourhoods.

CREATING CONNECTION

Develop the opportunities, materials and tools to engage residents, irrespective of differences in language, culture and background, in UNA services, UNA decision-making, and efforts to build a strong sense of community.

GOALS

- Review messaging and methods used to communicate information on the UNA and its role, local services, opportunities for engagement and community-building efforts to different groups in the community.
- Work with UBC to define a role for the UNA in supporting the University's reconciliation efforts.
- Activate and support, directly and through the actions of others, volunteers in the community who wish to undertake or participate in community-building efforts, local service delivery and other initiatives aimed at strengthening community.
- Create technological and other platforms that can be used by the UNA to engage the community, and by different groups in the community to engage each other.

ORGANIZATIONAL CAPACITY

Ensure that the organization has the people and resources in place to support the Board in its work, take decisive action on the UNA's strategic priorities, and meet the local service needs of the community in innovative and cost-effective ways.

GOALS

- Develop programs, incentives and other initiatives aimed at enhancing the UNA's ability to attract qualified staff in a tightening labour market.
- Develop a long-term organizational resources strategy to ensure that the UNA has the operational capacity to meet the evolving needs of the organization and community.
- Create and implement metrics to measure the organization's performance in delivering services and acting on the UNA's strategic priorities.



February 17, 2025

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

ATTENTION: PAUL THORKELSSON

CHIEF ADMINISTRATIVE OFFICER

Dear Mr. Thorkelsson:

REFERENCE: STRATEGIC PLANNING PROCESS

Thank you for reaching out to me earlier this month to discuss the University Neighbourhoods Association (UNA) Board of Directors' interest in undertaking a strategic planning process this coming spring. This letter confirms my interest in assisting the UNA with the process, reviews my understanding of the project, outlines my approach and presents a proposed timeline and budget.

THE ASSIGNMENT

The UNA held its most recent Board of Directors' election at the end of 2024. The Board wishes to create a new *Strategic Plan 2025-2028* in the spring of 2025, within the first six months of the Board's current term. To create the *Plan* the Board wishes to undertake a planning process that features:

- an environmental scan designed to help Directors explore and understand the context within which the UNA operates, and identify the implications of forces, trends and changes in this context for the organization and its services
- a full-day workshop for the Board and senior staff, preceded by a working dinner, to discuss the context and implications, consider possible priorities, and develop consensus around directions and goals for the coming years
- the development of a DRAFT and a FINAL *Strategic Plan 2025-2028* for presentation to the Board at an open Board meeting

PROPOSED APPROACH

My proposed approach to the process is similar to that which I facilitated for the UNA Board of Directors three years ago in June 2022. The process includes the following components:

- separate, one-on-one interviews with each Director, beginning with the Chair, to understand decision-makers' expectations for the *Strategic Plan* and workshop, and to gather input for an environmental scan
- a meeting (preferably in-person) with the Chief Administrative Officer (CAO) and senior staff to explore expectations and gather additional input for the environmental scan



- an agenda package for distribution to workshop participants (Directors and senior staff) one week before the event
- a working dinner the night before the workshop for all participants to review goals and accomplishments under the previous UNA strategic plan, reflect on the changing community that the UNA exists to serve, and begin to look ahead to key forces, trends and changes the organization can expect to encounter in the coming years
- a full-day workshop in the Wesbrook Community Centre to complete the environmental scan, identify new strategic priorities, consider desired outcomes to achieve under each direction, and identify success factors
- a DRAFT Strategic Plan 2025-2028, presented to the Board in person

The FINAL Strategic Plan 2025-2028 would be submitted to the Board through the CAO.

PROPOSED TIMELINE

I propose that the process run from late-April through mid-June 2025. Key proposed dates within this period are as follows:

- meeting with the CAO and senior staff during the last week of April, preferably on April 29
- interviews (virtual) with Directors during the first two weeks of May
- Board dinner followed by full-day workshop in first week of June
- presentation of DRAFT Strategic Plan, in person, at June 17 Board meeting
- delivery of FINAL Strategic Plan, through the CAO, on June 20

ANTICIPATED BUDGET

The anticipated budget for the assignment, in keeping with the proposed approach, is \$11,500.00, plus GST. This amount includes all professional fees for all stages, as well as all disbursements for three in-person visits. The budget does not include GST, additional in-person trips, meeting room or catering expenses.

IN CLOSING

Thank you, again, for reaching out to me to seek my involvement in facilitating a strategic planning process for the Board of Directors. I look forward to discussing my proposed approach and timeline with you once you have had an opportunity to review this letter.

Yours truly,

NEILSON STRATEGIES INC.

Allan Neilson, MPA

Principal



STRATEGIC PLAN 2023-2025 **UNA STAFF WORK PLAN 2024-2025**

GOVERNANCE

Strengthen the UNA's role as the administrative body of the University Neighbourhoods, with the authority, autonomy and scope of responsibilities required to meet the needs of the diverse and growing community, raise sufficient financial resources, regulate in public spaces, and effectively represent the interests of the Neighbourhoods.

Goals:

Continue to work with UBC on the revision of the Neighbours Agreement to set out, in a clear and complete fashion, the rights and obligations of the UNA and UBC.

Support the Board and Neighbours Agreement Committee on any changes to Neighbours Agreement 2020 with the goal of finalizing the new agreement in 2024.

Develop the capacity and tools to regulate matters of public safety and public order, including matters related to animal control and protection for pedestrians and cyclists.

- Work with UBC on the development and implementation of a dog park and related to dog control rules.
- Work with UBC and Electoral Area A Director to advocate for increased pedestrian and cyclist safety improvements.
- Work with UBC and NCAP to retrofit existing transportation network to improve resilience and safety.

Work to strengthen local democracy by engaging residents on the importance of UNA membership, encouraging residents to become members, and helping residents to overcome challenges to voting and participating in civic affairs.

- Implement the use of electronic voting for the UNA 2024 Board of Directors election.
- Continue efforts to engage the UNA community regarding participation in civic affairs



ADVOCACY

Enhance the capacity of the UNA to represent the University Neighbourhoods, and to advocate on behalf of the community in discussions with the University of British Columbia as well as with a range of other public bodies whose decisions and services affect the University Neighbourhoods.

Goals:

Develop well-researched and well-articulated positions on matters of community development for presentation to UBC following the development of Campus Vision 2050.

 Support the Board and Land Use Advisory Committee in interactions with UBC, with particular focus on the development of the Neighbourhood Climate Action Plan (NCAP) and the amendment of the Wesbrook Place Neighbourhood Plan.

Create a UNA Advocacy Strategy to identify the key public agencies whose decisions and initiatives impact the University Neighbourhoods, identify opportunities and methods for engagement, and develop UNA positions to advocate.

 Undertake preliminary assessment work on the formation of a strategy for UNA advocacy following completion of the amendments to the Neighbours Agreement.



ENVIRONMENTAL SUSTAINABILITY

In close collaboration with UBC, create opportunities for the organization and the community to reduce the University Neighbourhoods' ecological footprint, take action on climate change, protect the natural environment and position the Neighbourhoods as a leader in environmental sustainability.

Goals:

Participate in the development of the Neighbourhood Climate Action Plan.

- Support the Board in ensuring that UNA interests are incorporated in any REAP revisions.
- Support the Board in ensuring that UNA interests are incorporated in the NCAP.
- Begin implementation of actions under the NCAP following its approval by the **UBC** Board of Governors.

Work with UBC to ensure that the UNA's landscaping service is based on, incorporates, and makes optimum use of, sustainable landscaping practices.

- Work with UBC Campus Planning to develop a UNA-wide tree health assessment project.
- Work with landscape service providers to develop a matrix and measurements to enhance operational efficiency that also aligns with the Landscape Management Plan's service-level and sustainable management practices.
- Implement plan and project recommended by the Landscape Management Plan, that includes the development of UNA Tree Management Plan and the landscape transformation projects.
- Work with UBC and UBCPT to ensure that neighbourhood developments incorporate sustainable landscaping practices.

Seek ways to reduce the environmental and climate impacts of UNA's own operations.

- Develop a management matrix and measurements to enhance operational efficiency that aligns with the Landscape Management Plan's service-level and sustainable management practices.
- Explore with the UBC Scholar program and SEEDS program for the development of a GHG benchmarking project for the UNA own's operations.
- Develop accessible information resources and supports to help residents reduce greenhouse gas emissions, adapt to irreversible climate changes, connect to nature, and protect the environment.



- Work with UBC and BC Hydro on the delivery of additional fast charging stations and the rollout of level two charging stations within the UNA.
- Explore other community works fund projects that will enhance community engagement and promote active living and connection to the nature.

Ensure that natural disaster planning efforts undertaken by UBC and Metro Vancouver take into account the needs and expectations of the UNA and the University Neighbourhoods.

- Work with UBC to develop and launch the train-the-trainer program.
- Work with UBC to develop a program that will build capacity to respond to emergencies at a building-level.
- Develop an internal operations and staff policy that can extend the operating hours of UNA facilities under extreme climate conditions.
- Planned rollout of misting station, drinking fountains and shading structures around the UNA in 2024/25 to supports residents during extreme heat events.



CREATING CONNECTION

Develop the opportunities, materials and tools to engage residents, irrespective of differences in language, culture and background, in UNA services, UNA decisionmaking, and efforts to build a strong sense of community.

Goals:

Review messaging and methods used to communicate information on the UNA and its role, local services, opportunities for engagement and communitybuilding efforts to different groups in the community.

- Publish an enhanced UNA Annual Report that outlines functions and services delivered by UNA departments, including metrics to illustrate growth over time.
- Find ways to increase the capacity of *The Campus Resident* so that it can publish more print issues per year.
- To keep up with the increasing pace of news and developments in the community, redesign the front page of the UNA website to feature more news and information on the top level.
- Launch and promote the UNA Newcomers Guide and work with Stratas and UBC partners to ensure the resource is available to new residents.
- Enhance the UNA's current media relations policy and develop a framework for responding to and pitching stories to the media.
- Implement the recommendations of the Recreation Programming Review.

Work with UBC to define a role for the UNA in supporting the University's reconciliation efforts.

TBD

Activate and support, directly and through the actions of others, volunteers in the community who wish to undertake or participate in community-building efforts, local service delivery and other initiatives aimed at strengthening community.

- Increase UNA volunteer appreciation events.
- Implement changes to volunteer programming and services as recommended in the Recreation Program Review.
- With the Newspaper Editorial Committee, deliver regularly scheduled journalism workshops to recruit and support volunteer contributors of *The Campus* Resident.



Create technological and other platforms that can be used by the UNA to engage the community, and by different groups in the community to engage each other.

- Improve UNA communication resources to ensure that residents can easily interact with the UNA, including implementing an after-hours call service.
- Work with UBC for the development of GIS based asset management system, in preparation of the development of the online 311 reporting system.



ORGANIZATIONAL CAPACITY

Ensure that the organization has the people and resources in place to support the Board in its work, take decisive action on the UNA's strategic priorities, and meet the local service needs of the community in innovative and cost-effective ways.

Goals:

Develop programs, incentives, and other initiatives aimed at enhancing the UNA's ability to attract qualified staff in a tightening labour market.

- Review existing hiring processes to ensure diversity, equity, and inclusion principles are effectively incorporated.
- Undertake a compensation review of UNA staff positions to maintain market alignment for wages and salaries.
- Develop a recognition policy for staff.

Develop a long-term organizational resources strategy to ensure that the UNA has the operational capacity to meet the evolving needs of the organization and community.

- Develop scope and process for undertaking a long-range staffing plan for the UNA in preparation for a project in 2025-26.
- Implement new Financial and HR system to support day to day operations, reduce risks to the organization and support long term stability and needs of the UNA.

Create and implement metrics to measure the organization's performance in delivering services and acting on the UNA's strategic priorities.

- Identify metrics that would accurately measure the UNA's performance and are within the UNA's capacity to implement.
- Initiate the incorporation of these metrics in the UNA Annual Report and other appropriate reports.

Proposal to Revamp the Main Parking Lot Wesbrook Village (sober second thought is in order)

Submission to UNA Council for March 18th, 2025, meeting prepared by Ron Bourgeois

Preamble: An article was published in the Campus Resident on March 6th, 2025, advocating for the closure of surface parking in the Village square and convert the space a "pedestrian -friendly square". This idea came out of the Land Use Advisory Committee and was proposed by Ian Carter, a resident of Wesbrook Neighbourhood for almost a decade. In response, I, Ron Bourgeois am a 19-year resident of Hampton Place, before a Wesbrook Place, and want to present to Council some of the negative consequences of such a proposed action. In my analysis, UBC Properties and ultimately the Board of Governors have jurisdiction in this matter and UNA needs to defer to them.

Executive Summary

- (1) Eliminating parking in the plaza with the only full-service grocery store in the UNA makes no sense with the addition of another 2,500 residents in Wesbrook and another 4,300 in Wesbrook South in the next 5 years. There are also plans for 1,600 residential units in Stadium Road and 3,600 residential units in Acadia East. UBC Community Planning has informed us that another full-service grocery store, at the north end of the campus, is being considered but there are no detailed plans at this time. [More future users, Less parking?]
- (2) Relying solely on underground parking, will discriminate against people with disabilities, the elderly, and young families. Access to and egress from this lot heavily relies on an escalator which was out of commission for 6 months. [Underground Parking not designed for groups in need]
- (3) UBC Properties leases to a number of commercial establishments. Save-On is owned by the Jim Pattison Group (a larger donor to UBC), Shoppers (which is owned by Loblaws) are the two most pronounced, There is the BC liquor store, restaurants, dentist as well, The lease terms that have been negotiated will likely have undertakings for the provision of adequate parking. [Commercial Lease Considerations]
- (4) The proposal is for the benefit of Wesbrook Neighbourhood residents and would discourage residents of outlying neighbourhoods, Hampton Place, Hawthorn Place, East Campus, in addition to the new neighbourhoods of Stadium Road and East Acadia to not shop in Wesbrook Village but journey into Dunbar, Point Grey and Kitsilano. Sustainability and Climate Change, which are components of Campus Vision 2050, are compromised with more trips to shop for goods and services off-campus increasing emissions and traffic. It also means expropriating a public good for select group. Campus Vision Principles

(5) There are vehicle/ pedestrian interactions around the parking lot. Pedestrians walk across Berton Avenue to get to Save-On and there is no crosswalk Traffic management and safety can be improved with some low-cost solutions. [Better Traffic Management]

More future users. Less parking?

As a resident of Hampton Place, I shop several times a week in Wesbrook Village: TD Bank. Save-On, Shoppers (where I get my prescriptions filled) and BCLC are my primary visits. I both walk and drive depending on what I am purchasing and the weather conditions. In conversation with my neighbours here on Hampton Place, I believe that my shopping habits are quite typical. Hampton Place is close to Wesbrook Village. Residents of Hawthorne Place, Chancellor Place and East Campus are physically further away from Wesbrook Village. Grocery shopping involves several heavy bags and many requires a vehicle. Shortage of parking at Wesbrook Village will result in more off-campus shopping trips.

What is contemplated is the removal of 72 surface stalls including delivery reserved stalls for BCLC and those stalls in front of the community centre for the recycling depot and the centre itself. As for the underground parking use, it has been growing steadily, based on my observations as a long-term UNA resident, and with the growth in UNA population will reach a saturation point. Eliminating surface parking will accelerate the date of this tipping point.

Underground Parking not designed for Groups in need

The Village Square underground parking can be divided into three components: North (served by the escalators onto Schrum Lane, Central (served by the escalator and a stairwell leading up to 33 Shrum Lane and South served by an elevator under the building at 5958 Webber Lane, the Oxford Learning). Access and exit for each of these areas need to be assessed in light of the following:

- North, the escalator was out of service, awaiting parts for repair for almost 6 months up through mid-February 2025. This escalator is the primary conduit for residents shopping at Save-On. Users of the parkade either had to go to the 33 Shrum Lane stairwell or walk out using the car ramp on Berton Avenue, west of Save-On. This is not safe for these people and the elderly and disabled will not be able to deal with steepness of the ramp. There is no stairwell beside the escalator onto Shrum Lane. This long time of the escalator being out of service, put more stress on the surface stalls for Save-On shoppers. Can we, in the future, based on past experience, trust the reliability of this escalator?
- Central: At the east end of the Central section is a stairwell leading into the lobby of 33 Shrum Lane where UBC Properties/Wesbrook Properties are located. There is no elevator from this building down to the parking level. How can disabled people, elderly and parents will small children/babies use this stairwell? Additionally, while you can exit this building onto the Village Square, the door is locked to prevent reentry down to the parking level. Users have to walk north to the escalator or south to the elevator in 5958 Webber Lane
- **South:** This access point is an elevator and no stairwell (which raises questions of what happens in a power failure?). Also, the building is locked at 9:00 PM (no notice posted)

and access to the parking lot is barred. When I attended the February 18th Council meeting because I was coming from Burnaby, I parked in the parkade under the 5958 Webber Lane building. The meeting ran late. I discovered that I could not access the parkade at this location and then was required to walk to the North ramps, walk down the ramps, and walk all the way through the parkade.

On the subject of the Underground parking access, the northside ramps (off of Berton Avenue) are wide and straight. There is an excellent vision for entering and leaving. This access is well used due to its proximity to Save-On. The south end parking access (off of Webber Lane, south of the community centre) is not currently well used. Increasing traffic resulting from banning surface parking on the square will greatly increase the use of this ramp. Its design will lead to future vehicle/vehicle accidents and vehicle/pedestrian accidents. WHY? Twofold, there is a curve in the ramp impeding visibility at the intersection of Webber Lane and vision is also impaired by the location of the charging stations on the eastside of Webber Lane.

Commercial Lease Considerations

Wesbrook Properties, a subsidiary of UBC properties owns and manages the buildings abutting the parking square. These buildings are Village Square(Webber Lane), Wesbrook Professional Building (Schum Lane) and Save-On (Berton Avenue). Commercial leases usually have a base net/net rent with an annual CPI index escalator and are on a net basis. Retail space leases with large tenants tend to include a percentage of sales. It is I the interest of the landlord and the tenant that the arrangement be mutually beneficial on a long-term basis. The landlord, Wesbrook Properties wants the tenants to succeed and maximum rent potential. The eases will include representations by the landlord to provide support to ensure the tenants succeed. Provisions of an acceptable level of parking are most likely to be included, especially for a grocery store. Wesbrook Properties may need to get approval from the tenants to amend the lease terms for reduced parking. This may result in reduced rent and if no concession can be agreed upon, a termination of the lease may occur. Financial damages may arise, which could lead to litigation. UNA should not put itself in the position of a defendant in a statement of claim.

Campus Vision Principles

Proposed conversion of the parking lot to a "pedestrian -friendly square brings up two pertinent questions:

- 1. Who would pay for it? UBC Properties Trust via Wesbrook Properties or UNA?
- 2. Why is a public good intended to benefit all UNA residents, regardless of the neighbourhood where they reside, to be appropriated for the benefit of a select few in Wesbrook?

On page 21 of Camus Vision 2050 there are the seven guiding principles to incorporate in the plan. One principle is "Make Campus Inclusive. Accessible and Welcoming" Banning surface parking and condemning all parking to an underground area that is not easy for disabled, elderly, and young families is not welcoming.

Another principle is "Take Bold Action to Adress Climate Change and Enhance Campus Ecology." Banning surface parking will encourage current residents and the new residents in Stadium Road and Acadia East to shop off-campus. This would increase traffic and emissions.

Better Traffic Management

There are some low-cost solutions to improve traffic flow and mitigate vehicle/ pedestrian interaction. The photo in the Campus Resident is misleading as it infers that it is common for vehicles to exit east onto Berton Avenue. As a 19-year resident, I have shopped in Wesbrook village since it was open. I have only since this occurrence few times. Commercial vehicles making deliveries to Save-On do sometimes leave going east on Berton Avenue and then turning south onto Shrum Lane. The solution is through signage to make traffic flow one-way from east to southwest then south. Wesbrook Properties should consider the following:

- A. Make Berton Avenue all one-way: Currently traffic turning from Wesbrook Boulevard is one-way west from Wesbrook to Shrum Lane. At Shrum Lane there is two-way traffic allowing vehicles to travel east from the parking lot and then turn right (south) onto Shrum Lane. This route puts these vehicles into the path of pedestrians crossing Berton Avenue to get to Save-On. This exposure is eliminated by prohibiting vehicles to double-back and require them to exit the parking lot via Webber Lane,
- B. Put in a proper crosswalk at the corner of Berton Avenue and Shrum Lane with a flashing light: I challenge all Council members to spend an hour at this intersection and note the habits of pedestrians there. They cross haphazard looking at the cellphones. They cross all over Berton Avenue to get to Save-On. Have we had any reported accidents? Luckily, most drivers go slow and deliberately based on experience. To reference Ian Carter: "It's not dangerous, but it's not very welcoming out there." Some low level ornate fencing to force pedestrians to use the crosswalk should be considered.
- C. One-way notice signs at the north end of parkade lanes: Traffic should exit the surface parking lot via Webber Lane, either east onto Shrum Lane or south onto Birney Avenue. Signage should be posted at the north end of each parking lane in the lot advising "Do Not Enter." Traffic flowing one way around this central lot improves traffic safety.
- D. Revise the Free Parking Rules: Currently one is allowed two hours free parking whether you park on the surface or underground. It would be interesting to know how much Impark collects from these lots on a monthly basis. I suggest that parking on the surface be restricted to one hour of free parking as it is intended for convenience shopping. There is a new concept that has been adopted at a shopping plaza on Kingsway just east of Griffiths in east Burnaby. This plaza includes Save-On, Shoppers Drug Mart and a BCLC store. It has an underground car park but with better surface access than Wesbrook Village (several large elevators, escalator, and low-inclined walkway). In this lot you get your free one -hour parking by coding your license number into the parking meter. There are photo id cameras at each of the two parking entrances.

-end-