



MINUTES

PRESENT:

Eagle Glassheim – Chair
Jake Wiebe
Michael Kerns
Ronald Bourgeois
Sandy Song

UBC MEMBER:

Holly Shepherd

AMS DESIGNATED STUDENT:

Solomon Yi-Kieran

REGRETS:

Carole Jolly
Evan Luo
Yanbo (Paul) Li

STAFF:

Paul Thorkelsson – Chief Administrative Officer
Chris Hakim – Corporate Services Specialist
Dave Gillis – Recreation Manager
Glenda Ollero – Communications Manager

A. CALL TO ORDER

The University Neighbourhoods Association (UNA) Board meeting's open session was called to order at 5:31 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.

No conflicts of interest in relation to any items on the open session meeting agenda were declared.

B. APPROVAL OF AGENDA

MOVED by the Chair

SECONDED by Director Bourgeois

THAT the Board approve the July 22, 2025 open session agenda, as circulated.

CARRIED

C. APPROVAL OF MINUTES

MOVED by the Chair



SECONDED by Director Wiebe

THAT the Board approve the June 17, 2025 open session meeting minutes, as circulated.

CARRIED

D. DELEGATIONS

1. Boundary Trees at Sandringham Delegation

The agenda item was postponed to a future meeting.

E. EXTERNAL REPORTS & PRESENTATIONS

1. UBC Campus and Community Planning Monthly Report

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

2. Electoral Area A Director Monthly Report

A report was not presented this meeting, followed by a comment from the Board.

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Director Kerns joined the meeting at 5:44 p.m.

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F. REPORTS

1. July 2025 Management Report

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

2. UNA Newcomers Program Report

The Recreation Manager presented the report contained in the meeting package, followed by questions and comments from the Board.

3. UNA & YMCA Before and After School Care Program Sublicence Report

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

MOVED by the Chair

SECONDED by Director Bourgeois

THAT the Board approve the UNA & YMCA Before and After School Care Program Sublicence agreement and authorize the Chief Administrative Officer to execute the agreement.

CARRIED



4. UNA & YMCA Vista Point Childcare Facility and Wesbrook Childcare Sublicence Report

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

MOVED by the Chair

SECONDED by Director Bourgeois

THAT the Board approve the UNA & YMCA Vista Point Childcare Facility and Wesbrook Childcare Sublicence agreements and authorize the Chief Administrative Officer to execute the agreements.

CARRIED

5. FY2025/26 UNA Insurance Renewal Report

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

Director Wiebe noted in an email that, assuming the UNA's building property insurance costs are the same as FY2024/25, the UNA will save \$63,000 against its FY2025/26 budget. It was further noted that these cost savings were despite the new purchases of a cyber insurance policy and an earthquake buy-down deductible.

6. UNA SkyTrain Extension to UBC Report

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

MOVED by the Chair

SECONDED by Director Wiebe

THAT the Board endorse the AMS's petition in support of extending the SkyTrain Millennium line to the UBC Vancouver campus.

AND THAT the Board approve the letter in support of the AMS's petition and extending the SkyTrain Millennium line to the UBC Vancouver campus, as circulated.

CARRIED

7. Finance & Audit Committee Report

a. FY2024/25 UNA Audited Financial Statements Report

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

MOVED by Director Wiebe

SECONDED by Director Bourgeois

THAT the Board approve the UNA's audited financial statements for the year ended on March 31, 2025, and that the Chair be authorized to sign the audited financial statements on behalf of the Board.



CARRIED

b. FY2025/26 UNA Auditor Appointment Report

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

MOVED by Director Wiebe

SECONDED by Director Bourgeois

THAT the Board seek approval at the 2025 Annual General Meeting for the appointment of Johnsen Archer LLP as auditor until the close of the subsequent annual general meeting.

CARRIED

c. 2025 Neighbours Levy Report

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

Holly Shepherd noted that the revenue from the Neighbours Levy may be reduced by as much as \$100,000 due to a recent, challenged assessment of a building under construction at the time of this meeting.

8. Community Engagement Advisory Committee Update

Director Bourgeois provided a verbal report, followed by a comment from the Board.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

1. West 16th Avenue and Binning Road Traffic Design Discussion

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

Director Kerns noted that the Land Use Advisory Committee is expected to meet with UBC to discuss the UBC Vancouver Plan's transportation framework and hold a walking tour of Wesbrook Place focused on transportation.

2. Boundary Trees at Sandringham Discussion

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

The Chief Administrative Officer noted that staff are further investigating the matter.

3. Emerald Ash Borer Infestation in Hampton Place Discussion

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

The Chief Administrative Officer noted that staff are further investigating the matter.



I. ADJOURNMENT

It was noted that the Corporate Services Specialist is leaving the UNA in August 2025. The Board unanimously thanked him for his service to the organization and expressed its best wishes in his endeavours.

MOVED by the Chair

SECONDED by Director Wiebe

THAT the Board adjourn into a closed session to discuss matters related to discussions and dealings with other entities or individuals where disclosure of the information being discussed could be harmful to the UNA's interests; 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 7:15 p.m.

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