



# **ANNUAL REPORT**

**September 2008**

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## MESSAGE FROM THE CHAIR

This message gives me an opportunity to thank some of those who have supported the UNA during my term as Chair.

The UNA Board's most important accomplishment in 2008 was the signing of The Neighbours' Agreement on March 31st. The Neighbours' Agreement is a landmark agreement that provides a strong base for the governance of our growing community. Much of the credit for this accomplishment must go to Mike Feeley, UNA Vice-Chair, and Jim Taylor, former Chair. During the past year, I have also been privileged to be in a position to support the efforts of the UNA staff who are working so well together to create community events and programs. In particular, I must mention Jan Fialkowski and Cathie Cleveland. They are, in my humble opinion, awesome. I have also been in an excellent position to observe our dedicated and hard working volunteers. They all deserve our acknowledgement and thanks. Names that readily come to mind for accomplishments in 2008 are Heather Friesen, who masterminded the first UNA Community Garden, and Charles Menzies who is fighting so hard on behalf of the residents on the very important matter of public schools. It has also been a real pleasure to see how well the appointees to the UNA Board function as a part of the Board. The UBC appointees, Nancy Knight and Peter Smailes, take their responsibilities to the Board very seriously and have shown, what I believe to be, a balanced and fair approach to their positions as UNA Board members. I feel that it is important for UNA residents to appreciate the value of the judgment that these professionals can bring to the table. The AMS appointees – Alex Lougheed this year – bring a very important perspective to the Board and they have made an invaluable contribution in increasing communication between UNA residents and UBC students.

I have now completed my three terms as a UNA Director, which is the prescribed limit. There is a provision for a Director to serve for an additional term, at the pleasure of the Board, but the three-term limit allows for change and renewal, which is a good thing. It is a sign of the strength and integrity of an organization when this renewal takes place in a systematic and healthy way. The most important thing I did as Chair was, immediately upon being chosen, to go on holiday for a month, because when I came back, I found that the UNA was still here and still fully functional. It was a good reality check on any feelings I may have had about the value of my own self-importance or on the strength of the organization. Now, as my time on the Board comes to an end, I only have one regret. When I was first elected to the UNA Board six years ago, I had a full head of thick, black wavy hair . . . now look at me!

*Brian Collins*  
*Chair, UNA*





# University Neighbourhoods Association AGM & Election of Resident Directors

A meeting for members of the UNA as defined in the  
Comprehensive Community Plan including Chancellor Place,  
East Campus, Hampton Place, Hawthorn Place,  
and Wesbrook Place

**September 17th, 2008 • 7-9 pm**  
**“Old Barn Community Centre”**  
**6308 Thunderbird Boulevard**

## **MEETING AGENDA**

**Meeting Chair – Brian Collins**

- A. Introduction of UNA Board Members & UNA Staff
- B. Brian Collins (Chair) (10 minutes)
  - 1. Motion to accept Agenda
  - 2. AGM Business
  - 3. Special Resolution re: Proposed Constitutional change # 5.16
  - 4. Audited Financial Statement (Peter Smailes)
  - 5. UNA Annual Report
- C. Speeches by Nominees for Election as UNA Director (3 minutes each)
- D. Balloting for Election of 2 UNA Directors
- E. Coffee Break (10 minutes) (items D & E to be conducted contemporaneously)
- F. UNA Community Survey
- G. Balloting results
- H. Adjournment

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# INTRODUCTION

This is the sixth Annual Report of the University Neighbourhoods Association. It will be presented to our Annual General Meeting scheduled for Wednesday, September 17, 2008. The University Neighbourhoods Association was incorporated in Spring 2002 under the Societies Act of BC (pursuant to section 34 of the University Act) to promote the creation of a vibrant and sustainable community for the residents of UBC's residential neighbourhoods. The UNA is an advisory body to the UBC Board of Governors and holds two meetings each year—an AGM and an Information Meeting. Currently, the UNA Directors consist of seven members: four elected UNA members, two members appointed by the University of British Columbia, and one appointed by UBC's Alma Mater Society (AMS).

## The Directors

### *Elected by UNA membership:*

- Brian Collins, Chair
- Mike Feeley, Vice-Chair
- Erica Frank
- Sharon Wu

### *University appointees:*

- Nancy Knight, AVP Campus & Community Planning
- Peter Smailes, Treasurer, UBC Treasury

### *AMS appointee:*

- Alex Lougheed, Vice President Academic

(Pursuant to the provisions of the UNA Constitution and Bylaws, two of the directors are University appointed and one is appointed by AMS.)

The Directors meet on the 2nd Tuesday of the month at 5:00 p.m. in the Old Barn Community Centre located at 6308 Thunderbird Boulevard. UNA members and the public are invited to attend. Members of the public and delegations are welcome to speak at 7:00 p.m. Meeting agenda and minutes are published on the UNA website at [www.myuna.ca](http://www.myuna.ca).



*Old Barn Community Centre*



*UNA Board meeting*

## UNA Staff

- Jan Fialkowski, Executive Director  
Phone: 604-827-5317 email: [janf@myuna.ca](mailto:janf@myuna.ca)
- Cathie Cleveland, Administrative Manager  
Phone: 604-827-5540 email: [Cathie@myuna.ca](mailto:Cathie@myuna.ca)
- Stephanie Nesbitt, Old Barn Community Centre  
Programmer  
Phone: 604-827-3262 email: [programs@oldbarn.ca](mailto:programs@oldbarn.ca)
- Katherine Xu, Old Barn Community Centre Facility  
Booking Coordinator,  
Phone: 604-822-9675 email: [bookings@oldbarn.ca](mailto:bookings@oldbarn.ca)
- Office receptionist  
Phone: 604-827-5158 email: [reception@myuna.ca](mailto:reception@myuna.ca)

The UNA Office is located at 6308 Thunderbird Boulevard.

## Membership

All adult residents of Chancellor Place, East Campus, Hampton Place, Hawthorn Place, and Wesbrook Place are entitled to free UNA membership. Members are not required to be Canadian citizens. By the time of the September 2008 Annual General Meeting, the UNA will have nearly 2,100 members. Membership is important because both the University and Metro Vancouver judge the UNA's credibility based partly upon membership numbers. Please encourage your neighbours to join the UNA by completing the forms available either from the UNA Office or online at the UNA website [www.myuna.ca](http://www.myuna.ca).

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## COMMUNICATION

### Newsletter

The UNA newsletter, *In Your Neighbourhood*, appears six times a year. The newsletter, edited by Angela Wheelock, provides information on the work of the Board and UNA committees. It also provides information on neighbourhood events, issues facing our community, and stories on the larger University community. *In Your Neighbourhood* is mailed to every household within the UNA neighbourhoods. If you have ideas for stories, letters to the editor, or other information you would like to see in the newsletter, please contact the editor at 604-224-1271 email: [awheelock@shaw.ca](mailto:awheelock@shaw.ca) or contact the UNA Office.

### Email Blast

UNA residents receive a weekly email communication that lists UNA events and meetings, other local events, and any notices of concern to residents. The email blast goes to all residents for whom the UNA Office has an email address. If you do not receive the blast, and wish to be added to the list, please contact the UNA Office.

### Websites

The UNA website at [www.myuna.ca](http://www.myuna.ca) provides information about the UNA and its activities. A new website is being developed for the Old Barn Community Centre.

### Blue Book Reference Guide

The Blue Book provides UNA residents with complete information on neighbourhood services and programs, including information on arts and culture, recreational facilities, education, event information, emergency contacts, and even government programs. The Blue Book was mailed out to all UNA households and is also available at the Old Barn Community Centre.

### Old Barn Community Centre Recreation Program Guide

The Old Barn Community Centre, in conjunction with the UNA, produce the Recreation Program Guide three times a year. The fall 2008 guide, which was mailed to all residents, describes a wide range of programming for people of all ages. If you haven't received your copy, contact the UNA Office and sign up for a class! The Community Centre's programming depends upon participation levels, so it is important that we support our local recreational programming.

### UNA Brochure

A brochure describing the purpose and function of the University Neighbourhoods Association was mailed out to all UNA residents in June 2008.

## THE UNA'S RELATIONSHIP WITH THE UNIVERSITY

The Neighbours' Agreement, which was signed on March 31, 2008, provides a legal framework for the governance of the UNA's growing residential community and clearly outlines the rights and obligations of both the UNA and the University. The new agreement also supports the growth of a vibrant residential community on campus. To read The Neighbours' Agreement visit the UNA website at [www.myuna.ca](http://www.myuna.ca).

## AN EXCEPTIONAL COMMUNITY

The growing residential community at UBC is a complex blend of "town and gown." Looking at a map, this is easy to see. Residential neighbourhoods are only blocks, or even steps, away from Thunderbird Stadium, student residences, and such well-known attractions as The Chan Centre and The Museum of Anthropology. The people who live in this community are equally diverse. Retirees, young parents, immigrants from around the world, Vancouverites drawn to one of the Lower Mainlands most exciting new neighbourhoods, and UBC faculty and staff who live and work on campus, are all putting down roots here. UNA residents have access to a wide array of cultural, recreational, and educational opportunities. This makes for an exceptional living experience. However, along with the gifts of living on a University campus, come challenges. People of different ages, with different lifestyles are living in close proximity to each other. The UNA, UBC, and AMS are working together to help bridge the differences within our community and make it a great place for all residents. As with any other achievement, however, building a shared sense of community will take time. We can all help through practicing tolerance of those residents and special events that are found in a vibrant university community.



*Hampton Place is the oldest UNA neighbourhood*

## THIS YEAR'S ACCOMPLISHMENTS

2008 has been a busy and exciting year for the UNA. The Board and UNA staff have worked on many projects and are happy to report on the progress of these below.

### The Neighbours' Agreement

The Neighbours' Agreement was finalized on March 31, 2008. This agreement replaces an earlier agreement that was signed in 2002. Dedicated UNA Board members and staff, under the direction of former UNA Chair Jim Taylor and present Vice-Chair Mike Feeley, put in a great deal of work to achieve this landmark agreement. The Neighbours' Agreement provides a legal framework for the governance of the growing residential community on campus and clearly outlines the rights and obligations of the UNA and UBC.

The finalized agreement does the following:

- Through the establishment of the Neighbours' Fund, guarantees that your tax dollars are used within the UNA neighbourhoods.
- Provides UNA residents with long-term enhanced access to UBC recreational facilities.
- Outlines the UNA's obligations to provide municipal-like facilities and services.
- Provides a framework for the development of bylaws.
- Formalizes the UNA's role in providing advice to the UBC Board of Governors on those matters that affect UNA residents.
- Provides a framework for community-building.

### UNA Community Garden

On May 28, the first shovel of dirt was turned in the new UNA Community Garden located along the Main Mall greenway near Hawthorn Place. The UNA Community Garden Committee, headed by Heather Friesen, worked tirelessly to turn the dream of a community garden into reality. The Garden Committee received support from UNA staff, UNA Board Directors, and UBC Campus & Planning staff. FP Innovations-Forintek, a forest research company located near Hawthorn Place, donated a portion of their unused leased land and UBC Properties Trust helped with site construction and materials. If you are interested in having a garden plot, here, or at a future site, please contact the UNA Office at 827-5158 or [reception@myuna.ca](mailto:reception@myuna.ca).



*Groundbreaking Ceremony for the UNA Community Garden*

### Community Schools

The UNA Schools Committee, UNA Board members, UNA staff, and a large number of concerned residents and parents, all worked together to lobby the Vancouver School Board (VSB) on the expansion of community schools. The ongoing concern over the crowding at U Hill Elementary and Secondary Schools became urgent earlier in the year, when a proposal to expand University schools and close the Queen Elizabeth Annex, resulted in vocal protest from parents in Dunbar. In February, the UNA Schools Committee organized a public meeting to discuss the issue and over 60 parents attended. Also in February, the UNA Board passed a resolution supporting the VSB Phase-1 Proposal, that would have resulted in expanded schools for our community, and followed up with letters to the VSB, appearances at VSB meetings, and ongoing lobbying efforts. Unfortunately, this proposal did not pass and the revised VSB proposal will result in delays in school expansion in our neighbourhood.

### Community Events

The UNA hosted the following community events in 2008. Most were held at the Old Barn Community Centre.

- Community Skating Party
- Christmas Caroling
- Lunar New Year Party
- St. Patrick's Day Party
- Easter Egg Hunt
- Earth Day Celebration
- Canada Day Celebration
- 2nd Annual Barn Raising



*Canada Day Celebration*

### Daycare

The UNA Board has been negotiating with UBC Childcare for enhanced access to daycare for all UNA residents, not just those affiliated with UBC. An agreement should be finalized in the near future.

### The John Young Room

On September 6th, the UNA dedicated a room in the Old Barn Community Centre to the memory of longtime UBC employee John Young. A display in the room tells Young's story and commemorates the agricultural history of the area now occupied by Hawthorn Place and the Old Barn Community Centre.

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## Community Survey

The UNA Board selected the consulting firm McAllister Opinion Research to conduct a survey of UNA residents. The survey provides firm statistical data on UNA residents, including information on age, gender, language spoken, and household composition (households with and without children). The survey also collected information on resident interest in recreational and cultural programming and access to childcare services.

## Universal Recycling Program

The UNA Board of Directors, with the assistance of the UNA Sustainability Committee, explored the feasibility of implementing a universal waste and recycling program for the UNA neighbourhoods. The Board received four bids from qualified service contractors. Unfortunately, the bids indicated that the cost of providing a universal waste and recycling program for residents was considerably higher than the Board had originally anticipated. Regrettably, the project could not be implemented as planned. The UNA Board of Directors remains committed to creating a sustainable community, and, in the future, will explore other ways of providing recycling services to the UNA community.

## Membership Drive

A brochure about the UNA, which also contained a membership application form, was mailed out to all UNA households. This mailing, along with other efforts to inform residents about UNA membership, resulted in approximately 558 new memberships since the last AGM.

## Board Outreach

The UNA Board has worked hard to reach out to new neighbourhoods and residents, focusing particularly on the residents of Chancellor Place and Wesbrook Place. An information session was held in June and new residents had an opportunity to meet with UNA Board members and staff and find out more about the UNA. Other Board outreach this year included Board members attending meetings of the UEL Advisory Committee.

## PARTNERSHIPS

The UNA Board and staff collaborate with partners in other organizations on an ongoing basis. These partnerships may involve special projects, such as the Community Garden, or the funding of community events and programs that benefit all University residents. Some of the most important partnership activities undertaken in 2008 are listed below:

### The Community Garden

Perhaps the largest collaborative effort this year was the one that resulted in the UNA's first community garden. The initial work was done by the UNA's Community Garden Committee and UNA staff. Once a plan was developed, UBC Campus & Community Planning provided support and approached FP Innovations-Forintek, a campus-based forest research company, about using a portion of their leased land. Once an agreement was reached, UBC Properties Trust provided construction expertise and materials. The final result involved the efforts of over a dozen people and four organizations.

## The Blue Book Reference Guide

The new blue book guide to community services was a collaborative effort between the UNA and UBC Campus & Community Planning. The Campus & Community Planning staff did an excellent job of compiling the blue book. This new guide helps in building a sense of community, through providing UNA residents with the contacts they need for everything from finding a doctor to determining how to get approval for home renovations.

## Emergency Communications

The UNA worked with UBC to develop an emergency communications protocol that can be used to notify all University residents, including UNA residents, about serious emergency situations in the University community.

## Victim Services Program/Community Liaison Program

The UNA, the UEL, and UBC continue working together to fund and administer a Victim Services/Community Liaison Program that is offered through the local RCMP detachment. Funding comes from the Solicitor General, the UEL, and UBC and the program is administered by the UNA.

## TRIUMF Lecture Series

UNA staff and TRIUMF Communications Coordinator, Tim Meyer, worked together to develop a summer lecture series for UNA residents. The lecture series was held during the summer of 2008 and featured topics on scientific research taking place at nearby research facilities. Lectures were aimed at a broad audience and appealed to all ages, including parents and school-aged children. TRIUMF also brought exciting exhibits to the Barn Raising and people had an opportunity to participate in hands-on science activities.

## Pacific Spirit Concerts

As in previous years, the UNA is providing funding for the Pacific Spirit Concert Series. This concert series is held at The Chan Centre and Music Recital Hall each spring. The UNA provides funds for the reception held after the concerts.

## Happening on the Hill

The UNA, in conjunction with the UEL and UBC, provides funding for the popular Happening on the Hill. This year's event was held on September 13 at Jim Everett Park near the University Village.



*Victim Services Program/Community Liaison Program Coordinator Sherry Shaghghi and volunteer Ellie Cox*

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## VOLUNTEERS AND COMMITTEES

Volunteers are critical to the success of UNA activities. This year, volunteers worked to open a community garden, lobbied strongly on behalf of expanded community schools, helped to host community events, worked on sustainability issues, and much more. Some of this work was done within organized committees and some was done informally. In both cases, the efforts of those people who give time to make our community a better place, is greatly appreciated.

This year, a sub-committee of the UNA Board evaluated the UNA's committees and made two recommendations. First, the committee suggested that the Board should form Standing Committees that would develop policies. Members of Standing Committees should be UNA Directors, the committee should be permanent, hold regular meetings and report regularly to the Board. Sub Committees of the Board can either be temporary, to address specific issues, such as the development of a new community facility, or long term to address recurring issues, such as sustainability. The chair of a sub committee will be appointed by the associated standing committee. Members of a sub committee should be volunteers recruited by the chair. The sub committee should meet regularly, address specific issues, and report annually to the Board.

The UNA Board has the following committees:

### **Standing Committees**

- Human Resources Committee
- Finance and Audit Committee
- Operations and Sustainability Committee
- Governance and Strategic Planning Committee

### **Sub Committees**

- Arts Council
- Community Centre/Programming
- Community Gardens
- Emergency Preparedness
- Multicultural Committee
- Noise Bylaw
- Schools Committee
- Sustainability

If you would like to become involved with one of the UNA's sub committees – or you are aware of the need for a new committee – contact the UNA Office at 604-827-5158 or email [reception@myuna.ca](mailto:reception@myuna.ca).

## ISSUES AND UPDATES

### **Noise Bylaw**

The University community, of which the UNA neighbourhoods are a part, is a densely populated community that includes people of all ages and backgrounds. Recognizing how easily noise can become an issue that divides our community, the UNA has struck a committee to oversee the development of a noise bylaw. This committee will work hard to make sure that any bylaw adopted will be appropriate for all residents and that it has a realistic means of implementation.

### **Construction**

Many new residents, including residents in both Wesbrook Place and Chancellor Place, are living close to construction. Construction can result in noise, dirt, and other disruptions of daily life. The UNA liaises regularly with both UBC Properties Trust and UBC Campus & Community Planning to make sure that construction guidelines are being followed and that construction doesn't become a source of unnecessary irritation. Contact the UNA Office if you have concerns about construction activity in your neighbourhood.

## CONSTRUCTION UPDATES

### **Wesbrook Place and Wesbrook Village**

Construction continues at Wesbrook Place with new buildings opening on an ongoing basis. Construction has begun on Wesbrook Village and at least one major retailer, Save On Foods, has been announced.

### **Khorana Park and Smith Park**

Khorana Park and Smith Park, new parks at Wesbrook Place, will host a dedication ceremony on September 27th at 2:00 p.m. The parks will be dedicated to Nobel Laureates Professor Emeritus Har Gobind Khorana and the late Professor Michael Smith.

### **Thunderbird Park Sports Fields Development**

Work is progressing on the proposed Thunderbird Park Sports Fields Development, located in the part of campus commonly known as "the playing fields." The development will occur in two phases and includes the building of new rugby, soccer, and multipurpose fields and a track. Turf has already been installed on the first field and turf is scheduled to be installed on a community field in September. The track will be paved in October.

### **Roundabout**

The roundabout at 16th and Wesbrook is now complete.

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## COMMITTEE REPORTS

### Community Gardens Committee Chair, Heather Friesen

On June 7, 2008, the UNA's first community garden was ready for planting – just two months after an agreement-in-principle was reached with FPInnovations-Forintek to use a section of their land for a community garden pilot project.

The mission of the Community Gardens Committee is to improve the quality of life for residents of the UNA by connecting residents to the land, to the community and to each other. By all accounts, the UNA's Hawthorn Community Garden exemplifies the committee's mission and is an outstanding success. The Garden has become a gathering place for residents living nearby. Families come to picnic by the Garden. FPInnovations staff visit the Garden on their breaks. Children are involved in every aspect from planting and watering to harvesting. Many visitors to the Garden have commented on how it enhances the space and looks like it belongs there.

Gardeners from 50 different households in the UNA garden on 40 garden plots—each plot measuring approximately 6'x10'. The Garden is managed by members of the Committee. Five gardeners act as Garden Reps sharing information and providing friendly and helpful advice to gardeners in their section. The rules of the garden are set out in the Garden Manual (visit [www.myuna.ca](http://www.myuna.ca) and look under UNA Committees—Community Gardens Committee). Congratulations and thank you to all the gardeners—the loving care and attention you have put into your gardens is a joy to behold by all who visit the Garden.

The Committee received \$1,000 in garden fees plus additional funding up to \$10,000 from the UNA to establish the garden. Approximately \$7,000 was spent on installing water pipes, tools, hoses, watering cans, and to build a locking tool box and two compost bins. We are most grateful to UBC Properties for preparing the garden site and providing the garden boxes, soil and compost.

The Committee is working with the UNA and UBC to establish a second community garden, hopefully for next year, to meet the high demand for garden plots from residents.

Here's what some of the gardeners said about their gardening experience this summer:

- *Providing residents with garden plots is one of the best things the UNA has ever done. Having a small garden is important to many people – it makes living in the UNA feel more like a home.*
- *I was fortunate to get a plot this year and immediately noticed how many more conversations I was having with neighbours. Everyone passing by the garden stops and talks about it . . . how beautiful everyone's plots are, what an addition it is to the community. To watch our food grow, to participate in it, is a gift.*
- *The highlights of the summer were watching food grow magically from a variety of plots, each with its unique spin on garden layout; meeting and talking with complete strangers while in the garden, people who are now garden friends; seeing the variety of people of all ages, from small children to seniors, gardening and enjoying being in the gardens.*

**Watch for notices of a Garden Harvest Festival in October.**

### Emergency Preparedness Committee Acting Chair, Dorothy Riddle

This year the Emergency Preparedness Committee (EPC) has concentrated on planning for future communications with residents on the important topic of Emergency Preparedness and working to understand their role within the UNA. The EPC thinks that the UNA, in cooperation with the EPC, needs to develop educational materials about emergency preparedness that can be sent to all residents and stratas. Possibilities for communication include developing an article for the UNA newsletter on emergency preparedness, developing a comprehensive guide for residents and stratas, and having fridge magnets printed for all residents with the phone number of appropriate emergency contacts on it.

Emergency preparedness is an important issue facing our community and in a disaster, whether a winter storm or earthquake or other natural disaster, residents will need to be able to help each other and be prepared for being cut off from regular services for up to a week.

Dorothy Riddle was chosen as the acting chair of the Emergency Preparedness Committee and Pat Powell and Kathy Griffiths have stepped down.

*Report by Pat Powell*

### Multicultural Committee Chair, Sharon Wu

The objective of the Multicultural Committee is to encourage more social interactions between residents through celebrating festivals, organizing cultural events, and helping residents gain an understanding of different cultures.

In 2008, the Multicultural Committee organized the UNA's first Lunar New Year's Celebration. A large crowd enjoyed traditional Chinese and Korean foods and UNA Directors and staff handed out red envelopes with "lucky money." A group of UNA children performed the Fan and Ribbon Dance and there was also a magic show. The Committee also helped, as needed, with translating materials for community signage, the UNA newsletter, and community events.

Currently there are nine members on the committee. Some of the ideas that we have discussed for future events include an English conversational corner, a Potluck that would showcase cuisines from different countries, and a storytelling circle to share cultural stories. If you are interested in being part of this committee, please contact Sharon Wu at [sharon.wu@shaw.ca](mailto:sharon.wu@shaw.ca)



*Dancers at Lunar New Year Celebration*

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## Schools Committee - Chair, Charles Menzies

The past year has been an eventful one for the Schools Committee of the UNA. The situation that our children are facing has been well understood in most places with the power to act, but until recently little was really happening. Over the course of the past year, the Vancouver School Board finally announced plans to rebuild our area schools. However, they did so in a manner that virtually guaranteed nothing would happen – their plan involved the closing of a small annex facility in the Dunbar Heights area. After several months of action on the part of members of the UNA Schools Committee, the UEL Board, and the parent representatives at U Hill Secondary and Elementary Schools, we finally achieved a partial resolution that promises to have a 900-student high school built at the former NRC site near 16th and East Mall. However, the secondary school will not be open for at least three years and the much needed second elementary school will not be ready for students until one or two years after that. In the meantime, our children will continue to face inadequate buildings, overcrowding, and many will be bussed off campus against the wishes of their parents.

Throughout this process it became very clear to us on the committee that our community is strongly behind the need for proper schools and that residents will speak out about our concerns with clarity, sincerity, and passion. There are too many people who lobbied on behalf of our schools to name in this report. The committee wants to give you all a very warm and heartfelt thank you for supporting our community's children.

We have also learned the hard lesson that without adequate political representation our needs will continue to be sidelined by those with more direct access to the centers of local government. One way we can start to increase our influence, is to become involved in the upcoming school board elections. To this end, the UNA Schools Action Committee will be hosting an all-party candidates forum during the upcoming school board elections. Watch for notices.



*Concerned parents gathered in February to show support for new community schools.*

## Sustainability Committee - Chair, Ralph Wells

Over the past year, the Sustainability Committee has continued to work towards meeting its mandate to promote and facilitate a lifestyle within the UNA community that is environmentally, socially and economically sustainable.

### *Community-wide Recycling and Composting*

Efforts continued to see universal recycling implemented in the UNA community. Submissions from four firms were received in response to a Request For Proposal (RFP) to provide combined garbage and recycling service to the UNA. Submissions were reviewed by the Recycling Steering Committee, and recommendations presented to the UNA Board. Unfortunately, costs were higher than anticipated (based on estimates provided by a consultants report), and the Board was not able to accept any of the submissions. Currently, the Sustainability Committee and UNA Board are considering other options, including funding a UNA recycling program (leaving garbage as a strata-run responsibility) and consideration of a recycling bylaw.

The Committee has also been working with UBC Land and Building Services (LBS), Campus and Community Planning and the Sustainability Office to explore the feasibility of expanding composting services to the UNA. LBS currently provides compost services to the University and has successfully piloted programs with some rental and strata units in the UNA. Over the summer, an MBA intern was hired with funding provided by LBS and the UNA to develop a business plan for expanding the program to the entire UNA, including financial estimates to cover future south campus development. The business plan will be reviewed by the Sustainability Committee, and UBC partners, during the fall, and a report on findings and recommendations will be provided to the UNA Board.

### *Sustainability Coordinator Position*

The UNA Board has agreed to fund the position of a UNA Sustainability Coordinator. It is anticipated that the position will be filled in the fall of 2008. The UNA Sustainability Committee has been contributing to the development of a job description for the position and looks forward to working with the new coordinator to achieve sustainability goals for the community.

### *Appointment of new Chair*

After several years of leading the Sustainability Committee, Heather Friesen stepped down as chair in May of 2008. Among many accomplishments, Heather worked towards determining the

feasibility of implementing a universal recycling plan in the UNA, and after a long effort, saw the successful opening of community garden plots over the summer. A current committee member, Ralph Wells, accepted an invitation by the committee to assume the chair position vacated by Heather. Heather will continue as a Sustainability Committee member as well as continuing to chair the Community Gardens Committee.

### *New Initiatives*

The committee is currently working on building on existing relationships with UBC Land and Building Services (LBS), Campus and Community Planning and the Sustainability Office and UBC Properties Trust to develop sustainability programs for the UNA. The Committee feels that a partnership approach will allow us to benefit from the resources and talent that the university departments have to offer, as demonstrated by the recently completed compost service feasibility study. Currently we are focusing on the development of south campus to ensure green building opportunities are fully explored, so that our future UNA neighbourhoods set a high standard for sustainability and livability and provide a strong example for other communities.

### *Membership*

Thanks go to Heather Friesen for her past service as chair of the Sustainability Committee, and to Committee members, Mike Feeley, Linda Moore, Maureen Phillips and Jim Taylor for their work over the past year. The Committee welcomes new members as well as comments, ideas and suggestions from residents on current projects and new initiatives. Contact the UNA office or email [ralph.wells@ubc.ca](mailto:ralph.wells@ubc.ca).

## THANK YOU

We want to offer our sincere thanks to everyone who participated in the work of the UNA this year. This includes volunteers, Directors, anyone who has helped out their neighbours in any way, and the dedicated, hard working UNA staff. Thank you to Jan Fialkowski, Cathie Cleveland, Stephanie Nesbitt, Katherine Xu, and all of the Old Barn Community Centre's wonderful receptionists. A special thank you to everyone who came out to the Annual General Meeting and voted in the UNA election.

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**University Neighbourhoods Association**  
**DRAFT Minutes of the UNA AGM**  
**Nov. 21, 2007**

**7:00 - 9:00 pm at the Old Barn Community Centre**

**Present:** Jim Taylor (JT) (Chair), Brian Collins (BC), Peter Smailes (PS), Nancy Knight (NK), Mike Feeley (MF), Sharon Wu (SW).

**Regrets:** Brendon Goodmurphy (BG).

Meeting called to order at 7:05 pm.

88 people in attendance.

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**A. Introductions of the UNA Board of Directors and Staff**

Directors: Sharon Wu, Mike Feeley, Brian Collins, Peter Smailes, Nancy Knight.

Brian was the 1st elected director of the UNA

Staff: Jan Fialkowski, Cathie Cleveland, Amelia Ellis.

Peter Burns – Acting Electoral Returning Officer (*emeritus* law professor).

**B. 1. Agenda**

**Moved by Charles Heinrich to accept the agenda, seconded by Paul Moritz, carried.**

**2. Draft Neighbours' Agreement, Jim Taylor**

The Draft Neighbours' Agreement is available at the UNA Office. Consider providing comments to us.

**3. Proposed By-law Resolution**

Directors will hold office for 2 years – to balance the continuing Directors.

Slight amendments made to these clauses in the constitution.

**Moved by Gary Gibson that the special resolution be approved, seconded by Judith Hall, carried.**

**4. Audited Financial Report** – see page 13 of the AGM report (Peter Smailes)

- o Grants are derived from the Services Levies which all residents pay to UBC. These are for operation of the UNA, municipal services, salaries, etc.
- o Contingency funds listed are in the financial statement.
- o The UNA is in a good financial position.

***Questions / Comments about the Financial Statement:***

**Comment** - \$19,000 is listed for Parking and Security but during this time nothing was paid out for Parking.

Answer : \$19,000 was paid to Securiguard for the provision of night patrols from January to March 2007.

**Comment** - Explain the increase in the cost of landscaping, sewer & drainage.

Answer : The amount has increased significantly due to the growth of the neighbourhoods.

**Question** - What do "Grants" represent?

Answer: The Neighbours' Fund is a segregated fund within UBC which gathers interest. The Services Levies, which are collected from you by UBC, are deposited into the Neighbours' Fund - from which the UNA's operating budget is funded. This money is referred to as Grants from UBC.

**Question** - What are management fees?

Answer: These are monies paid to UBC Properties to administer contracts on behalf of the UNA.

**Comment** - An interim financial statement should be provided to members as the UNA has held the Annual General meeting later than 6 months after year end.

Answer: The Board will investigate and correct this in future if necessary.

**Question** - Does the increase of sidewalk, gutter, maintenance, cover snow removal?

Answer - Yes.

**Question** - Why are sewer and drainage charges on the services levy and by the strata and the UNA.

Answer: There are 2 ways that residents pay for water and sewer. Residents pay for water and sewer through their strata fees. However the cost of water and sewer is higher at UBC than in the City of Vancouver. To ensure that taxes within the UNA are equivalent to the taxes paid in the city of Vancouver, the UNA's operating budget covers the difference.

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## 5. AGM Annual Report

Presentation to Jim Taylor by Brian Collins who paid tribute to Jim for his tremendous efforts on the UNA Board since its inception in May 2002. The Board presented a plaque to Jim for his contributions to the UNA.

### C. Candidate Speeches – Nancy Knight – introduction of 3 candidates for the 2 directors positions:

Erica Frank

Mike Moon

Sharon Wu

### D. Balloting

### E. Global Governance Consultation

#### 1. Introduction to session – objectives, agenda and process.

#### 2. Review of residents' feedback on Governance, Brian Collins

A questionnaire about governance was mailed to members with the AGM notice. To date only 12 responses have been received from the 1500 that were mailed. The majority of residents do not realize how important it is to provide this feedback to the UNA. President Toope made it very clear that UBC is strongly committed to an open process and is very interested to hear what residents think. UBC and Metro Vancouver (formerly GVRD) are going to begin talks about our governance. UBC will be representing us in these discussions.

##### a. Advantages of Current Governance, Jim Taylor

- o Level of CAC's (Community Amenity Charges). We have addressed this in the Neighbors' Agreement. UBC agrees to produce all the infrastructure that is required at the beginning (using CAC's or their own money). Without enough CAC's they will use their own money.
- o Community building – what makes a vibrant community? Develop a system where we do for ourselves.
- o Creating secondary suites in the co-development buildings, faculty and staff buildings, higher end stratas. This is more inclusive than any other area of the lower mainland. All of the housing areas are maintained to a very high level.
- o Other local neighbourhood associations do not do anything like us in terms of social events, community development, relationships we are developing amongst one another.

##### b. Current Governance Disadvantages, Mike Feeley

- o Formal lack of Democratic accountability – we are a society, not a government.
- o Too much reliance on volunteers.
- o Feudal relationship with UBC.
- o UBC and UBCPT have too much control.
- o Lack of direct communication with Strata Chairs.
- o Lack of meaningful public feedback opportunities.

### 3. Discussion / Comments:

**Comment** – There is a lack of democratic accountability. We are living in a company town and even though the company can be good, we need to have this adequately addressed. We are committed to living here and as we grow and increase, it will not be possible to do it. We will not be able to do what Jim Taylor has done when we were a small community. We need to have a voice that will be heard and move toward effective democracy.

*Response by JT* – We would not likely have as much authority if we joined the GVRD. Even when we increase to 20,000 people (our maximum), we likely would still not have the authority.

**Comment** – I have a company town concern. For the percentage of the population who are employed by UBC and live here, we are uncomfortable and vulnerable. Some people are afraid to argue against their employer.

**Comment** – The relationships with students and the university: we want to interact more with students; what form should that take? To be really involved is why I moved here. I want to have a continuing relationship with those that make up the university.

**Comment from Gary Gibson, representative for Electoral Area A** – Metro Vancouver is not yet engaged in the governance discussion. Metro Vancouver is still waiting for a meaningful response from UBC before it considers changing the status quo. The first meeting will be to discuss talking about talking. UBC and Metro Vancouver do not know how to discuss this yet. It is good to hear that BOG (Board of Governors) is asking for the UNA's opinion. The "man on the street" is saying that he does not have sufficient representation if the sidewalks do not get plowed or there is a concert that is too loud. The majority of people do not have an opportunity to vote unless they belong to the UNA. 1,500 people cannot run a community for 20,000.

What is the number of people that will be relevant to be considered? The UNA has made huge strides in the last 6 years.

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**Question** – Could UBC put in the lease agreements that anyone who buys within the UNA becomes automatically a member of the UNA?

*Response by JT* – The Provincial Registrar of Societies would not allow it. A society is must have voluntary members. The UNA is a Society.

**Comment** - It is a huge advantage to the UNA that we have volunteers ready to commit.

**Comment** – We cannot be democratic if we are constantly referring to “renters” and “owners”. The “woman on the street” does not understand that as a renter, they have the right to be a UNA member. They are all citizens and that needs to be recognized in any form of government

*Response by JT* – membership is not limited to owners only; membership is given to residents only whether they are renters or owners. It should be noted that we are the only place in the lower mainland that is developing rental housing.

**Comment** – We need to reach out more to the renters to get them involved.

**Comment** - Over the years UBC has been running open houses. UBC had a conflict of interest in the planning and development process. C&CP (Campus & Community Planning) gets a great deal of information from open houses. We need to have a closer form of municipal governance with the university: a Public Hearing process rather than open houses. Each person who speaks should have their personal information recorded as well as their comments which would then be provided to council. The UNA does not have control of the final result. It is the Development Permit Board and C&CP. In a regular municipality you go to the mayor, councilor or the MLA. I think we need this sort of system.

**Comment** – Bowen Island is now a municipality. I have concerns about Strata Councils as a part of the government. We might consider Community Councils that tie into the UNA that are duly elected and these. We are getting too big to be the “happy family”.

*Response by JT* - Bowen Island would be a perfect model but it would have to include UBC. UBC cannot be taxed. UBC would consume 90% of services and the UNA residents would pay 100% of the taxes. In a governance act that includes all of UBC, students would be allowed to vote. Should tax paying residents (approximately 5,000 people) be out-voted by 12,000 students living on campus?

**Comment** – We are very young in our development. Before we make a decision we need to mature in terms of our own government. I was not provided with any information and accidentally discovered the UNA. Confused about the CSC (Community Services Card) and the application for membership. We need to learn who we are. We are unique. We need to find ways to find time and actively welcome everyone who chooses to live here.

**Other Comments:**

- o Financials be posted on the UNA web-site in advance of the meeting.
- o UNA should provide “Welcome packages” to the Strata chairs for distribution to new residents.

**G. Balloting Results:**

- o Erica Frank and Sharon Wu received the majority of votes and are declared elected to the UNA Board of Directors for 2 year terms.

**H. Meeting adjourned at 9:00 pm.**



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## Auditors' report

To the Board of Directors of  
University Neighbourhoods Association

We have audited the statement of financial position of University Neighbourhoods Association as at March 31, 2008 and the statements of operations, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the Association's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Association as at March 31, 2008 and the results of its operations, changes in its net assets and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles. As required by the Society Act of British Columbia, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Chartered Accountants  
June 19, 2008

# University Neighbourhoods Association

## Statement of operations

year ended March 31, 2008

	2008	2007
	\$	\$
<b>Revenues</b>		
UBC funding	1,197,530	1,151,230
Province of B.C.	32,060	-
Community Centre		
Rental income	45,916	-
Miscellaneous revenue	27,947	-
Other revenue	26,222	23,046
	<b>1,329,675</b>	<b>1,174,276</b>
<b>Expenses</b>		
Municipal-like services		
Landscaping	273,278	270,100
Salaries and benefits	258,913	189,411
Community service cards and community support	107,298	90,329
Sewer and drainage	106,731	109,605
Parking and security	82,897	19,485
Office	67,181	73,698
Management fees	42,300	42,500
General meetings and board meetings	38,918	14,367
Community support	32,770	32,294
Street lights	27,498	25,423
Communication	24,074	5,016
Road, gutter and sidewalk maintenance	12,199	22,124
Miscellaneous	194	1,118
Sustainability Committee	86	34,926
	<b>1,074,337</b>	<b>930,396</b>
Community Centre		
Direct operating costs	73,111	-
Salaries and benefits	70,450	-
Programming	13,194	-
	<b>156,755</b>	<b>-</b>
Amortization of equipment and leasehold improvements	53,155	9,633
Amortization of deferred capital contributions (Note 5)	(48,340)	-
	<b>1,235,907</b>	<b>940,029</b>
<b>Excess of revenues over expenses</b>	<b>93,768</b>	<b>234,247</b>

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## University Neighbourhoods Association

Statement of changes in net assets  
year ended March 31, 2008

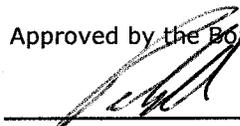
			2008	2007
	Invested in equipment	Unrestricted	Total	Total
	\$	\$	\$	\$
<b>Balance, beginning of year</b>	<b>24,077</b>	<b>253,677</b>	<b>277,754</b>	43,507
Excess (deficiency) of revenues over expenses	<b>(4,815)</b>	<b>98,583</b>	<b>93,768</b>	234,247
<b>Balance, end of year</b>	<b>19,262</b>	<b>352,260</b>	<b>371,522</b>	277,754

# University Neighbourhoods Association

## Statement of financial position as at March 31, 2008

	2008	2007
	\$	\$
<b>Assets</b>		
Current assets		
Cash and term deposit	515,944	553,999
Accounts receivable	464,064	3,910
Prepaid expenses	21,620	12,917
	<b>1,001,628</b>	570,826
Equipment and leasehold improvements (Note 4)	495,822	24,077
	<b>1,497,450</b>	594,903
<b>Liabilities</b>		
Current liabilities		
Accounts payable and accrued liabilities	268,076	302,232
Due to U.B.C.	376,000	-
Deferred revenues	5,292	14,917
	<b>649,368</b>	317,149
Deferred capital contribution (Note 5)	476,560	-
	<b>1,125,928</b>	317,149
<b>Net assets</b>		
Invested in equipment	19,262	24,077
Unrestricted	352,260	253,677
	<b>371,522</b>	277,754
	<b>1,497,450</b>	594,903

Approved by the Board of Directors

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Director

# University Neighbourhoods Association

## Statement of cash flows year ended March 31, 2008

	2008	2007
	\$	\$
<b>Operating activities</b>		
Excess of revenues over expenses	93,768	234,247
Item not involving cash		
Amortization of equipment and leasehold improvements	53,155	9,633
Amortization of deferred capital contribution	(48,340)	-
	<b>98,583</b>	243,880
Changes in non-cash operating items		
Accounts receivable	(460,154)	130
Prepaid expenses	(8,703)	9,250
Accounts payable and accrued liabilities	(39,400)	93,491
Due to U.B.C.	376,000	-
Deferred revenue	(9,625)	(5,750)
	<b>(43,299)</b>	341,001
<b>Investing activity</b>		
Purchase of equipment	(519,656)	(10,900)
<b>Financing activity</b>		
Deferred capital contribution	524,900	-
Net cash (outflow) inflow	(38,055)	330,101
Cash and term deposit, beginning of year	553,999	223,898
<b>Cash and term deposit, end of year</b>	<b>515,944</b>	<b>553,999</b>
Cash and term deposit is comprised of		
Cash	115,944	501,222
Term deposit	400,000	52,777
	<b>515,944</b>	<b>553,999</b>
Supplementary disclosure of non-cash investment activities		
Purchase of equipment included in accounts payable	5,244	-

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# University Neighbourhoods Association

## Notes to the financial statements

March 31, 2008

### 1. Description of operations

University Neighbourhoods Association (the "Association") is a not-for-profit organization incorporated under the Society Act of British Columbia on May 29, 2002. The Association represents the residents of the designated local areas and Hampton Place, and delivers municipal like services to them. The Association operates within the guidelines of its constitution and by-laws, and the Neighbours' Agreement (the "Agreement") between the Association and the University of British Columbia ("U.B.C."). During 2008, the Association has been granted a specific license by U.B.C. to operate and maintain a newly established community center in the designated area (the "Community Centre").

The Association's operations are funded by service levies (property taxes) collected by U.B.C. pursuant to the Agreement. During the year, the Association received \$1,677,430 (2007 - \$1,134,980) in funding pursuant to this Agreement. As a not-for-profit organization, the Association is not subject to income taxes.

### 2. Significant accounting policies

These financial statements are prepared in accordance with Canadian generally accepted accounting principles and reflect the following significant accounting policies:

(a) *Revenue recognition*

The Association follows the deferral method of accounting for contributions.

Unrestricted contributions including service levies are recognized as revenue when received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

Externally restricted contributions are recognized as revenue in the year in which the related expenditures are made. Contributions restricted for the purchase of capital assets are deferred and amortized into revenue at the amortization rate of the related capital assets.

Endowment contributions are recognized as direct increases in net assets when received.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

(b) *Equipment and leasehold improvements*

Equipment is stated at cost. Amortization is recorded on a declining balance basis as follows:

Office equipment and fixtures	20%
Computer software	100%

Leasehold improvements are amortized over 15 years.

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# University Neighbourhoods Association

## Notes to the financial statements

March 31, 2008

### 2. Significant accounting policies (continued)

(b) *Equipment (continued)*

Equipment is tested for impairment whenever events or changes in circumstances indicate that their carrying amount may not be recoverable. An impairment loss is recognized when their carrying value exceeds the total undiscounted cash flows expected from their use and eventual disposition. The amount of the impairment loss is determined as the excess of the carrying value of the asset over its fair value. No impairment loss was recognized for the current year.

(c) *Donated materials and services*

The Association does not record the value of donated materials and services.

(d) *Use of estimates*

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management estimates relate to the determination of the useful life of equipment and leasehold improvements and the determination of the amortization periods of the deferred capital contribution. Actual results could differ from those estimates.

### 3. Change in accounting policy

On April 1, 2007, the Association adopted the Canadian Institute of Chartered Accountants ("CICA") Handbook Section 3855, *Financial Instruments - Recognition and Measurement*; Section 3861, *Financial Instruments - Disclosure and Presentation*.

Financial assets subject to the new standards are classified as held-for-trading, available-for-sale, held-to-maturity or loans and receivables. Financial liabilities subject to the new standard are classified as held-for-trading or other liabilities.

Financial assets and liabilities classified as held-for-trading are carried at fair value, with unrealized gains and losses recognized in net income. Financial assets classified as available-for-sale are also carried at fair value, with unrealized gains and losses being recognized in the statement of changes in net assets. Financial assets classified as held-to-maturity, or as loans and receivables, and financial liabilities classified as other are carried at amortized cost, with gains and losses recognized in net income in the period the asset/liability is derecognized.

The Association classified its cash and term deposit as available-for-sale. The Association's other financial instruments subject to the new standards consist of accounts receivable, accounts payable and accrued liabilities and due to U.B.C. They are classified as loans and receivables, and other liabilities respectively.

These recommendations have been applied retrospectively, without restatement.

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# University Neighbourhoods Association

## Notes to the financial statements

March 31, 2008

### 3. Change in accounting policy (continued)

#### *Future accounting changes*

In December 2006, the Canadian Institute of Chartered Accountants ("CICA") issued Handbook Section 3862, *Financial Instruments - Disclosures*; Section 3863, *Financial Instruments - Presentation*; and Section 1535, *Capital Disclosures*. All three sections will be applicable to financial statements relating to fiscal years beginning on or after October 1, 2007. Accordingly, the Association will adopt the new standards for its fiscal year beginning April 1, 2008. Section 3862 on financial instruments disclosures requires the disclosure of information about: (a) the significance of financial instruments for the entity's financial position and performance and (b) the nature and extent of risks arising from financial instruments to which the entity is exposed during the period and at the balance sheet date, and how the entity manages those risks. Section 3863 on the presentation of financial instruments is unchanged from the presentation requirements included in Section 3861. Section 1535 on capital disclosures requires the disclosure of information about an entity's objectives, policies and processes for managing capital.

The Association is currently evaluating the impact of the adoption of these new sections on its financial statements.

### 4. Equipment and leasehold improvements

	2008		2007
	Cost	Accumulated amortization	Net book value
	\$	\$	\$
Office equipment and fixtures	298,100	45,350	252,750
Leasehold improvements	253,210	16,880	236,330
Computer software	14,278	7,536	6,742
	<b>565,588</b>	<b>69,766</b>	<b>495,822</b>

### 5. Deferred capital contributions

Deferred capital contributions represent funding received from U.B.C. to acquire equipment and leasehold improvements for the Community Centre. These deferred contributions are amortized to operations on the same basis as the related equipment and leasehold improvements are amortized.

	2008	2007
	\$	\$
Balance, beginning of year	524,900	-
Amortization	48,340	-
Balance, end of year	<b>476,560</b>	-

### 6. Financial instruments

The carrying value of the Association's cash and term deposit, accounts receivable, due to U.B.C. and accounts payable and accrued liabilities approximate their fair values.

