

**MINUTES OF THE
RENTERS ADVISORY COMMITTEE MEETING
HELD TUESDAY APRIL 16, 2019**

1. HOLLIE MCKEIL CALLED THE MEETING TO ORDER

Panel Members Present: Megan Billings, Jeff Dean, Riga Godron, Vanessa Hammond, Yuka Kurokawa, Alfred Okot Ochen, Leslie Robinson, Emily Rogers, Amy White, Alieda Blandford

Absent: Maureen Bourke, Ashley McKay

Council Members Present: Jeremy Loveday, Sharmarke Dubow

Staff Present: Hollie McKeil – Housing Planner
Chris Coates – City Clerk
Jake McFadden – Secretary

Staff Present for a Portion of the Meeting: Lindsay Milburn left the meeting at 11:34 a.m.

2. APPROVAL OF AGENDA

Action: It was moved by, Hollie McKeil that the Agenda of the April 16, 2019, Renters' Advisory Committee be adopted with the following changes:

- Orientation changed to 10:10-10:40
- TOR discussion changed to 10:40-11:20
- Chair election changed to 11:20-12:00.

3. WELCOME AND INTRODUCTIONS

Hollie McKeil welcomed members to the committee and initiated introductions.

Committee members briefly introduced themselves and gave a short description of their backgrounds.

4. ORIENTATION

Chris Coates gave a detailed presentation to the RAC, discussing the rules, procedures, role and limits of the committee.

Committee discussed:

- how the City could lobby the UCBM and how long that process would take
- how limited City resources can influence what policy can accomplish with limited resources

- situations where a closed meeting may take place
- what constitutes committee quorum.

5. TERMS OF REFERENCE

Chris Coates, provided the Committee with an overview of the RAC Terms of Reference adopted by Council on January 25, 2019 and how it relates to the committee meetings.

Committee discussed:

- amending the Terms of Reference document
- scheduling additional meeting times to discuss the Terms of Reference.

Action: It was moved by Chris Coates that the Terms of Reference for the Renters' Advisory Committee be amended to include a strategic work plan section.

6. HOUSING STRATEGY

Hollie McKeil and Lindsey Milburn gave a brief overview of the City of Victoria's Housing Strategy Phase Two, 2019 – 2022. Staff are currently consulting members of the public and housing stakeholders in order to update the strategy with new actions. The proposed new actions will be presented to Council in the spring of 2019. Renters Advisory Committee Members are invited to two Open Houses that inform the strategy update.

Committee discussed:

- The development and implementation of the Residential Properties Standards of Maintenance (RPSOM) bylaw, including:
 - Lindsay Milburn, Senior Planner, indicated that developing a RPSOM bylaw resource and enforcement plan is a priority action
 - Staff will be meeting with the Residential Tenancy Branch in the near future to discuss potential resources to address existing challenges
 - Staff will keep the committee informed of progress

7. MEETING TIMES

Hollie McKeil gave a brief overview of scheduling and availability for future meetings.

Committee discussed:

- teleconferencing into the meeting
- which days will be best to accommodate committee members
- childcare for future meetings
- voting by proxy
- alternating meeting start times between day and evening.

8. ELECTION OF COMMITTEE CHAIR

Chris Coates briefly outlined the role and responsibility of the Committee Chair and opened the floor to nominations.

Committee discussed nominations:

- Riga Godron nominated herself for Chair of the RAC, seconded by Leslie Robinson
- Emily Rogers nominates Leslie Robinson as Vice Chair
- Leslie Robinson declines nomination
- Emily Rogers nominates Yuka Kurokawa as Vice Chair.

Motion: It was moved Chris Coates that Riga Godron be elected as Chair and Yuka Kurokawa be elected as Vice Chair of the Renters' Advisory Committee.

Carried Unanimously

Motion: It was moved by Jeff Dean, seconded by Vanessa Hammond, that Riga Godron and Yuka Kurokawa be adopted as co-chairs of the Renters' Advisory Committee and that the Terms of Reference document be amended to reflect this change in title.

Carried Unanimously

9. QUESTIONS & NEXT STEPS

Hollie McKeil gave the panel an overview of the meeting and gave the panel and opportunity to ask questions.

Committee discussed:

- how recommendations will be made to council
- how items will be added to the committee agenda
- creating a doodle poll for committee member meeting availability
- future meeting dates and planning
- creation of a strategic work plan
- meeting with greater frequency.

Motion: It was moved by Jeff Dean, seconded by Megan Billings, that the Renters' Advisory Committee meet twice in May and one meeting will be a strategic planning workshop.

Carried

Motion: It was moved by Emily Rogers, seconded by Vanessa Hammond, "That a meeting be added to the months of July and August."

The main motion was amended to: "That a meeting be added to the month of July."

Carried

10. ADJOURNMENT

Motion: It was moved by Riga Godron, seconded by Megan Billings, that the Renters' Advisory Committee meeting of April 16, 2019, be adjourned at 12:03 p.m.

Carried