

**MINUTES OF THE
RENTERS' ADVISORY COMMITTEE MEETING
NOVEMBER 16, 2021**

YUKA KUROKAWA CALLED THE MEETING TO ORDER AT 6:35 P.M.

Committee Members: Yuka Kurokawa (Chair)
Alieda Blandford
Leslie Robinson
Azmina Janmohamed
Carrie Chapple
Heather Kirkham
Neha Sharma
Ryan Moen

Regrets: Amy Dewar
Stefanie Hardman
Tereza Ticha
Vanessa Hammond

Councillors Present: Councillor Andrew
Councillor Potts

Staff Present: Andrea Hudson – Assistant Director, Community
Planning
Andrew Cusack – Senior Planner, Housing Policy
Ayla Conklin – Planning Secretary

1. APPROVAL OF AGENDA

Motion:

It was moved by Yuka Kurokawa, seconded by Alieda Blandford that the November 16, 2021 Agenda be approved.

CARRIED UNANIMOUSLY

2. ADOPTION OF THE MEETING MINUTES

October 19, 2021 Meeting Minutes

Motion:

It was moved by Yuka Kurokawa, seconded by Alieda Blandford that the October 19, 2021 Meeting Minutes be adopted as presented.

CARRIED UNANIMOUSLY

3. INTRODUCTIONS

Committee members introduced themselves, shared their experience as renters and what brought them to the committee.

4. TERMS OF REFERENCE, PROCEDURES

Andrew Cusack, temporary staff liaison, presented the Renters' Advisory Committee Terms of Reference (Attachment 2).

The committee discussed:

- Request to review and update the RAC Terms of Reference, i.e., clarify the definition of 'renter'.
- RAC members feel that there is insufficient follow-up from staff after the committee provides feedback on items discussed in committee.
 - Suggestion to develop an action tracking/report back process for RAC workplan items discussed in committee.
- Suggestion to make the co-chair election at the next meeting.
 - The incoming co-chair would act like a vice-chair; they will support the current chair and facilitate RAC meetings as required. The new co-chair would take over at the end of the current chair's term.
- How and when is the strategic work plan formulated? Is this the same as the annual work plan in the Terms of Reference?
 - The new two-year work plan for the Renters' Advisory Committee will be formulated at a special work planning meeting. It is primarily informed by actions that relate to renters from the City's Strategic Plan and the Community Planning staff's workplan.
- Does the scope of the committee include local businesses that pay rent?
 - The Renters' Advisory Committee is primarily concerned with residential rental housing issues.
- The RAC website indicates that the meetings are open to the public but how are they able to join?
 - Meetings moved online quickly due to the pandemic and adequate steps have not yet been implemented to facilitate attendance by public observers. Staff will explore technical solutions for members of the public to observe the meetings and provide information on how to observe a meeting on the RAC webpage.
 - Councillor Andrew: Support to bring a motion to Council to review the feasibility of streaming the advisory committee meetings. Council would likely support to change the name of the committee to the "Residential Tenant Advisory Committee".

5. MEETING TIME AVAILABILITY

Ayla Conklin, Planning Secretary, confirmed that the current meeting time on the third Tuesday of every month at 6:30pm is optimal for all members that are present. One new member is not available to attend until March 2022. An availability survey will be circulated before the next meeting to confirm meeting dates and possible alternatives should they be required.

6. HOUSING STRATEGY AND RAC WORK PLAN INTRODUCTION

Andrew Cusack, temporary staff liaison, presented the 2019 – 2021 Renters' Advisory Committee work plan (Attachment 4).

The committee discussed:

- How does the RAC undertake advocacy?
 - Advocacy should go through Council. The RAC can pass motions for Council's consideration.
 - Advocacy is not done directly by committee members. RAC's role is to advise Victoria City Council.
 - Suggestion to schedule an additional meeting to draft the new RAC work plan for 2022 - 2023.
- Committee members discussed potential ideas to bring up in the work plan meeting.

Motion

It was moved by Yuka Kurokawa, seconded by Ryan Moen that the Renters' Advisory Committee schedule one additional meeting on November 30, 2021 at 6:30pm.

CARRIED UNANIMOUSLY

7. ADJOURNMENT

Motion:

It was moved by Yuka Kurokawa, seconded by Alieda Blandford that the Renters' Advisory Committee meeting of November 16, 2021 be adjourned at 8:31 P.M.

CARRIED UNANIMOUSLY