ATTENDEES:
Don Hickey, chair (VP F&O), Doug Dawson (Executive Director, Ancillary Services), Susan Cake (GSA VP External), Nicholas Diaz (SU VP Student Life), Brock Richardson (Acting Assistant Dean of Students, Residence Life), Hans Asfeldt (ASA President)

REGrets:
Mazi Shirvani (Dean, Grad Studies and Research)

Agenda:
1. Call Meeting to Order
2. Review of Agenda - approved
3. Review Terms of Reference
   a. Reviewed procedure for sending substitutes
4. Residence Rates 2015-16 – discussion
   a. D.Dawson provided a review of the base non-tuition CPI increase (2.18% at time of meeting, and subject to change)
   b. The increase for properties that have been built in the past 5-7 years will run between 2 and 5% (because of special projects and/or initiatives)
   c. We have been requested to start building reserves (operating and utilities capped at $1 million)
   d. There is differential rent for different types of suites. i.e., 4 bedroom suites in HUB that have been newly renovated, units in ECV that have a separate entrance are deemed more valuable, as a units on higher floors in high-rise-style buildings.
   e. A survey about the most recent South Edmonton rental rates will be brought forward to provide a comparator.
5. Meal Plan – update
   a. Starting 2nd year of a 3 year plan
   b. CPI escalator for food in Alberta is 3.8% (at time of meeting, is subject to change)
   c. Move towards an all-you-care-to-eat plan (this will be a RAC discussion)
6. Lister upgrades
   a. Now beginning the process for planning for redevelopment of Lister Towers
   b. Students will be engaged, but may the process may span over several administrations
   c. Challenges will be how to maintain capacity while spaces are under redevelopment, and how to get enough equity for the project.
7. Augustana
a. rent increase will be 2.18%
b. food and rent at Augustana are part of the same package. Therefore, the 3.8% food CPI has not yet been applied.

8. Lister murals
   a. Have only captured murals in halls
   b. More information could be sent from Marketing

9. ECV Graduate Housing Policy – Update
   a. New lease structures will allow us to still be able to maintain operations but allow for flexibility need for the unique needs of graduate students.
   b. It is now in place and will be reviewed in RAC as the year progresses
   c. Flexible leases for undergrads/students in professional programs in Tamarack are handled on a case-by-case basis.

10. Peter Lougheed Hall leases – Update
   a. The details of the program are not yet known (i.e. when students will be on campus vs. in Banff or not in session).
   b. Room and Board component – meal plan price would shrink as it will be based on weeks on campus

11. Other
   a. D. Dawson is happy to meet with each of the executive groups to review budgets and final proposals
   b. H. Asfeldt will phone in for majority of meetings and will be providing a delegate
   c. D. Dawson will bring forward a summary of last year’s capital projects completed last year, and suggested projects for next year.

Future RBAC Meeting Dates:

(All meetings in 2-04A SAB except where indicated)
- Sept 16, 2:00-3:00 SAB 3-15
- Oct 1, 2:30-3:30
- Oct 21, 9:00-10:00
- Oct 31, 2:30-3:30
- Nov 4, 9:30-10:30
- Nov 21, 9:00-10:00
- Dec 9, 9:00-10:00
- Jan 20, 1:00-2:00
- Feb 17, 1:00-2:00
- Mar 17, 9:00-10:00
ATTENDEES:
Don Hickey, chair (VP F&O), Doug Dawson (Executive Director, Ancillary Services), Susan Cake (GSA VP External), Brock Richardson (Acting Assistant Dean of Students, Residence Life), Hans Asfeldt (ASA President) (via Skype), William Lau (SU President)

REGRETS: Mazi Shirvani, Dean of Graduate Students, Nicholas Diaz (SU VP Student Life)

Agenda:
1. Call Meeting to Order – 2:00
2. Review of Agenda – approved, no additions
3. Committee delegates
   a. W. Lau requests that SU President and VP Student Life both attend RBAC meetings
      i. D. Hickey wants to ensure that Board of Governors is appropriately informed of RBAC actions, and that SU President attends BoG, not the VP. Ensure that all are at final RBAC meeting.
      ii. Under special consideration for the 2014-15 year, both William Lau and Nicholas Diaz will attend the RBA Committee from the Students’ Union.
   b. Susan Cake, VP External will be the designate for the Graduate Students’ Association.
   c. Hans Asfeldt will not send a designate, attendance will based on agenda and usually be via Skype.
4. 2015/16 rent proposal discussion
   a. Current proposed base increase is 2.18% (current CPI)
   b. Weighted average is 2.7%, comprised of:
      i. CPI,
      ii. pro forma escalation factor,
      iii. wireless (UWS),
      iv. renovations to 2, 4 bedrooms suites in HUB
   c. ECV is completed and includes the costs for CPI and UWS. Funded largely from positive variance projects.
   d. Have developed reserves to help avoid supplemental rent increases, but at some point, CPI may not be sufficient.
5. Capital Projects list
a. **Background info:** Deferred maintenance was introduced when infrastructure was starting to present very high risks. Because rents had been frozen not enough money was available to put into maintenance. Now have financial security for when a major breakdown occurs.

b. 3 categories for Capital Projects:
   i. Health and Safety
   ii. Energy management projects
   iii. Stewardship and other deferred maintenance

c. Current year’s budget was discussed at last year’s RBAC.

d. Propose $3.026 million for next year to prolong life of assets.

e. $50,000 put aside every year for RSA’s for projects which can be brought forward.

f. Best practice is to put aside 1.5-2% each year for deferred maintenance

6. **Other**
   a. Please send questions in advance so thorough answers can be prepared for the meeting.
   b. Please contact Doug Dawson if you would like to meet in advance of next meeting.
   c. Please send suggested agenda items to Kezia Pendleton: kezia@ualberta.ca
   d. Grad students requested numbers for grad students living in all communities. Ancillaires will try to get this info.

7. **Geoff**

8. **Next meeting**
   a. Location has changed. Oct 1st RBAC meeting will be held in the **Bison Room at Lister Centre**.

**Future RBAC Meeting Dates:**

(All meetings in 2-04A SAB except where indicated)

- Oct 1, 2:30-3:30
- Oct 21, 9:00-10:00
- Oct 31, 2:30-3:30
- Nov 4, 9:30-10:30
- Nov 21, 9:00-10:00
- Dec 9, 9:00-10:00
- Jan 20, 1:00-2:00
- Feb 17, 1:00-2:00
- Mar 17, 9:00-10:00
Meeting of RBAC members  
Wednesday, October 1, 2014  
2:30 p.m. – 3:30 p.m.  
Bison Room, Lister Centre

ATTENDEES:  
Don Hickey, chair (VP F&O), Doug Dawson (Executive Director, Ancillary Services), Susan Cake (GSA VP External), Nicholas Diaz (SU VP Student Life), Brock Richardson (Acting Assistant Dean of Students, Residence Life), William Lau (SU President)

REGRETS: Mazi Shirvani, Dean of Graduate Students

Agenda:
1. Call Meeting to Order
2. Review of Agenda
3. Residence rates 2015-16 proposal (attachment)
   - UWS in HUB and ECV
   - Base rate is 2.3
   - Plus other factors, new weighted average 3.47%
   - Cost for UWS will now be part of CPI
   - Wireless upgrade in HUB is for suites, not commercial areas
   - Doug will confirm who is administering HUB commercial wireless service
   - Last year, switched HUB and ECV to 4 and * month leases. Reflected in a 5% increase this year, and a 5% increase next year
   - Having utilities rolled into the rental rates protects students from volatile utilities prices, and reduces costs required to administer individual invoicing and metering
4. Project list
   - HUB Project
     - 6-7 year to pay back. Once paid, fees will go towards the maintenance of the building
     - Discussion regarding funds spent on security. Detailed analysis of crime on campus indicates that there is a decrease. Acting Assistant Dean of Students can provide further information upon request.
     - Criteria for $50,000.00 fund is reviewed at RAC (Residence Advisory Committee).

Future RBAC Meeting Dates:
(All meetings in 2-04A SAB except where indicated)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct 1</td>
<td>2:30-3:30</td>
<td>Dec 9</td>
<td>9:00-10:00</td>
</tr>
<tr>
<td>Oct 21</td>
<td>9:00-10:00</td>
<td>Jan 20</td>
<td>1:00-2:00</td>
</tr>
<tr>
<td>Oct 31</td>
<td>2:30-3:30</td>
<td>Feb 17</td>
<td>1:00-2:00</td>
</tr>
<tr>
<td>Nov 4</td>
<td>9:30-10:30</td>
<td>Mar 17</td>
<td>9:00-10:00</td>
</tr>
<tr>
<td>Nov 21</td>
<td>9:00-10:00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Properties at which a wireless fee was assessed in 2014</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Student Residence</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECV Houses</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Increase includes** wireless and 5% premium for 4 month term.

<table>
<thead>
<tr>
<th>HUB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor</td>
</tr>
<tr>
<td>Furnished Bach</td>
</tr>
<tr>
<td>1 Bedroom</td>
</tr>
<tr>
<td>2 Bedroom</td>
</tr>
<tr>
<td>4 Bedroom</td>
</tr>
<tr>
<td>1 Bedroom/person</td>
</tr>
<tr>
<td>2 Bedroom/person</td>
</tr>
<tr>
<td>4 Bedroom/person</td>
</tr>
<tr>
<td>2 Bdrm furn/reno</td>
</tr>
<tr>
<td>4 Bdrm furn/reno</td>
</tr>
</tbody>
</table>

**Lister**

<table>
<thead>
<tr>
<th>Lister</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single</td>
</tr>
<tr>
<td>Single</td>
</tr>
<tr>
<td>Double</td>
</tr>
<tr>
<td>Double</td>
</tr>
<tr>
<td>Single/bath</td>
</tr>
<tr>
<td>Single/bath</td>
</tr>
</tbody>
</table>

**Michener Park**

<table>
<thead>
<tr>
<th>Michener Park</th>
</tr>
</thead>
<tbody>
<tr>
<td>Row House 2 Bdrm</td>
</tr>
<tr>
<td>Row House 3 Bdrm</td>
</tr>
<tr>
<td>2 Bdrm Walk-up</td>
</tr>
<tr>
<td>Vanier House</td>
</tr>
</tbody>
</table>

**Newton Place**

<table>
<thead>
<tr>
<th>Newton Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor</td>
</tr>
<tr>
<td>1 Bedroom</td>
</tr>
<tr>
<td>2 Bedroom</td>
</tr>
</tbody>
</table>

**ECV Houses**

<table>
<thead>
<tr>
<th>ECV Houses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Houses</td>
</tr>
</tbody>
</table>

**Graduate Student Residence**

<table>
<thead>
<tr>
<th>Graduate Student Residence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio Suites</td>
</tr>
<tr>
<td>2 Bedroom</td>
</tr>
</tbody>
</table>

---

1. Increase includes $19.95 monthly charge for in-room wireless service.
2. Increase includes wireless and 5% premium for 4 month term.
3. Increase includes wireless and 25% reno/furnishing fee.
4. Increase includes wireless, 5% premium for 4 month term and 25% reno/furnishing fee.

*Properties at which a wireless fee was assessed in 2014-15.
Ancillary Services 2015-2016 Proposed Residence Rates 2.30% base, 3.47% weighted average

<table>
<thead>
<tr>
<th>Pinecrest and Tamarack Houses</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Bedroom/person</td>
<td>$877</td>
<td>$899</td>
<td>2.50%</td>
</tr>
<tr>
<td>4 Bedroom/person</td>
<td>$783</td>
<td>$803</td>
<td>2.50%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Infill Housing</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Bedroom</td>
<td>N/A</td>
<td>$873</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Augustana (Room &amp; Board)</th>
<th>Rm &amp; Board</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Rm 8 month</td>
<td>$937</td>
<td>$959</td>
<td>2.35%</td>
</tr>
<tr>
<td>Double Rm 8 month</td>
<td>$794</td>
<td>$813</td>
<td>2.35%</td>
</tr>
<tr>
<td>Single Rm 4 month</td>
<td>$983</td>
<td>$1006</td>
<td>2.35%</td>
</tr>
<tr>
<td>Double Rm 4 month</td>
<td>$834</td>
<td>$854</td>
<td>2.35%</td>
</tr>
</tbody>
</table>

WEIGHTED % INCR. 3.47%

1. Increase includes $19.95 monthly charge for in-room wireless service.
2. Increase includes wireless and 5% premium for 4 month term.
3. Increase includes wireless and 25% reno/furnishing fee.
4. Increase includes wireless, 5% premium for 4 month term and 25% reno/furnishing fee.
*Properties at which a wireless fee was assessed in 2014-15.
ATENDEES:
Doug Dawson (Executive Director, Ancillary Services), Susan Cake (GSA VP External), Nicholas Diaz (SU VP Student Life), Brock Richardson (Acting Assistant Dean of Students, Residence Life)

REGRETS: Mazi Shirvani, Dean of Graduate Students, Don Hickey, chair (VP F&O), Hans Albrecht (ASA President), Robin Everall (Acting VP and Dean of Students), William Lau (SU President)

GUESTS: Agnelo da Silva, Associate VP, Utilities

Agenda:
1. Call Meeting to Order
2. Utilities discussion
   - UofA owns and operates a public utilities
   - UofA can offer lowest cost option to provide service
   - Operates under the Public Utilities Act and the Post-Secondary Learning Act
   - Focus is to provide safe, reliable and environmentally responsible product at a competitive price
   - All assets used to reduce costs
   - Rates do not include taxes or profits
   - Money generated is used to reduce rates, build reserves and upgrade and maintain plant
   - Because of reserves, Utilities can make monetary contributions to reduce rate shock
3. Review of Agenda
   - Will distribute Oct 1st minutes and updated rent proposal sheet
   - CPI will be rounded to one decimal point instead of two
   - HUB wireless is administered by IST
   - The criteria for funding was redistributed through RAC
4. Closing comments re: rent proposal
   - Rounding issue
   - Updated rent proposal going forward (will be forwarded to committee)
   - Committee members can still bring issues forward to Ancillaries if needed (up to and including questions at presentation to Board of Governors, Dec 10, 2014)
5. Requests for budget presentations (if any)
   - Ancillaries hasn’t received any requests for budget presentation from either student group
• It is not the intent of Ancillaries to do a power point presentation. Request that if either student group is planning on giving one, that Ancillaries be advised to allow time to prepare one.
• GSA will email Ancillaries if any further questions arise from that group
• When payback for renovations to HUB is finished, funds will then go towards various other expenses related to maintaining the facilities.
• Modernization of HUB (and a similar project for Lister) will be brought to a future RBAC committee

6. Timelines for governance
   • PEC-O – Oct
   • BFPC – Nov 25, 2014
   • BoG – Dec 10, 2014

7. Roundtable
   • This is likely the final meeting of RBAC for the 014-15 year. A casual meeting of current and next year’s RBAC members could occur after Spring Elections.
   • SU may request a presentation on fees for common areas, but this would go through RAC unless there is a need for an in-depth review.
   • Additions to increases that have been pre-set are discussed in RBAC
   • There are 863 (approx.) grad students in residence. Acting Assistant Dean of Students will forward number per building to GSA.

**Future RBAC Meeting Dates:**

(All meetings in 2-04A SAB except where indicated)
- Oct 31, 2:30-3:30
- Nov 4, 9:30-10:30
- Nov 21, 9:00-10:00
- Dec 9, 9:00-10:00
- Jan 20, 1:00-2:00
- Feb 17, 1:00-2:00
- Mar 17, 9:00-10:00