



Oaklands Community Association

Mission

Strengthening the Oaklands community by providing programs, services and resources for its residents, businesses and visitors.

Board of Directors Meeting – September 13, 2017

Agenda

Attendance – David Driedger, David Angus, Harry Kope, John O'Brien, Andrew Lauzon, Laurie Morgan, Traci Fontana-Wegelin, Gary Pemberton, and Marielle Tounsi

Regrets – Scott Naysmith and Marianne Alto to attend when available.

Guests: Pam Lloyd and Richard Adam representatives from the City of Victoria.

Adoption of Agenda: - consensus

- 1. Adoption of Minutes - consensus including proofed changes to John's additional info in minutes**
- 2. Correspondence:**
 - Kiwanis Village invited us to attend a meeting. Traci may be able to attend.
 - Pacifica Housing Executive Director Dean Fortin sent a letter inquiring on community amenities on affordable housing and daycare space etc. Traci and Dave Driedger are working to create functional descriptions of needs for OCC and the 3 locations if we brought them into 1. Our needs assessment may give us an opportunity to refine our needs etc. Consensus agreed that we work further with Dean Fortin on this.

3. Community (delegations and items from City Council liaison)

M. Alto, Council Liaison

Gary Pemberton, City staff representative

- The City of Victoria's pre-budget report is scheduled for the next meeting. Presentation for pre-budget will be sent this fall. What will happen is that City of Victoria will come in with 10 minute presentation and 10 minute Q and A as an opportunity for community associations to come in with suggestions for the city budget. It's an opportunity to talk about capital work plans. In November people will have an opportunity to bring forth ideas for the draft budget and in December a final budget will be delivered and approved. In January the budget will commence. We may want to keep this open to public. Consider including in newsletter or as link on the OCA website. We may want to consider having an open house or a separate meeting specifically for the public. We may want to have a specific staff member or person delegated for community outreach to get in touch re: suggestions for budget.

The City of Victoria changing is changing to LED street lights and now has directional properties replacing HBS lights with improved technology. The City of Victoria is implementing new lights neighbourhood by neighbourhood. All of the city's steel polls have been replaced and now they are looking at wood polls. The HPS bulbs are being recycled by third party contractor and the arms are being used by Burnside-Gorge for an art project.

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The My Great Neighbourhood fall intake is currently happening. If you have activity or community ideas contact Gary Pemberton with ideas. Phase projects are acceptable. The courtyard at OCC may be acceptable as a project. Set up pre-application meetings with Gary Pemberton. October 15th is when the deadline is needed and \$50k is still available. The next opportunity is in spring 2018. Neighbourhood champions can use OCA as an administrative facilitator to apply for My Great Neighbourhood grants.

Block by Block Connection: The City of Victoria is looking to pilot this in specific neighbourhoods to connect the block and get basic info for emergency preparedness. OCA may want to look at applying for block watch or neighbourhood grant or block party. The City of Victoria is looking for the right amount of information to be interested in this thing. Edmonton has a model called Abundant Communities which pays a stipend for community connectors and block connectors. The objective is to build social capacity similar to a block watch where there is a potential to do more than just prevent crime like a tool share or a block garden etc.

Neighbourhood Walk Shops: Oaklands should consider walk shops for the local area plan. Perhaps an education and awareness campaign?

Harry asks about potential directory for Oaklands – listing skills share or services provided by locals etc.

John says the block watch captain in his neighbourhood is connecting block watches with one another.

OCA should put info on block connector and walk shop as resources for our website.

Community development fundraiser based on this?

- Pam Lloyd, Engineering Dept. Representative

Pam Lloyd is a transportation technician at City of Victoria and Richard Adam started the project for Higgins St. which connects Cook St. to Hillside Ave. It's been identified as potential street for a sidewalk as it is currently a greenway. When doing cross walk evaluations it was found that there are 25 crossings there per hour. It's ranked in the top 3 or 4 bands of priority. The City of Victoria doesn't have any agenda to connect it to the park. The pure agenda is to get a sidewalk at least on one side of the road, maybe both. What the sidewalk looks like is up to residents, the school on the street etc. Because it's been brought up there are many requests wondering when and where and how it will happen. There was an agenda to do some parks work on that block and at the time three willow trees were up to maybe move. The reason why the city is pushing for sidewalks is because there are people uncomfortable with walking on the street without a sidewalk. There were lots of questions that were sent back to the community association beforehand. According to John, the department has confirmed with a developer that there are 59 people confirmed that weren't consulted. Typically associations are in support of these kinds of changes. The city hopes that the people that are directly impacted would be involved. The issue is that there are a number of rural streets there and that the concerns of the broader neighbourhood is that there may be changes made on other streets. This being a major crossing with a school nearby may make this a higher priority than others that are also a want of the community. The City of Victoria is hoping to channel communications through the OCA verses sending a mail out to the whole community.

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David Angus: New to the land use committee and understands that Land Use committee spoke about this previously. Timeline is on the 2017 construction schedule but it should be pushed forward. Richard says they know a lot of neighbourhood people that will be involved. David follows up asking engineering department about communication - Richard says they are involved closely in transportation and local area use and that there aren't other huge issues. Oaklands would like to have itself as whole looked at for area planning. Oaklands as whole will be looked at for 2019. There is no other development interest other than sidewalk. In terms of parking there haven't been discussions around what would happen for parking.

Kim Walker former chair said that Higgins St. was brought up a while ago and CALUC was brought up previously and that the engineering department had not been brought up previously. Oaklands can host public meeting if OCA desires to bring this up. CALUC meetings are last Tuesday or Wednesday of every month and the OCA CALUC committee may want to host a meeting and assist the public and agency (city) with a forum without having strong opinion. We would need to know what conversations city engineering wants to have with community and whether there is a point for OCA to host a forum. Depending on other land use meetings this could be an agenda item. Engineering storm drains would be looked at potentially formalizing a curve for drainage ops as well as other things looked at.

Mayor and City of Victoria has presented map with community associations, community gardens, schools etc. on map.

5. Treasurer's Report - Current status of OCA accounting and financials

- OCA is putting in \$5,000 overdraft for fluctuation purposes. We are making sure that we use this cautiously and that the ED will balance invoice amounts and now we will manage books and balances to ensure that we don't go into the overdraft should we not have to. Reconciled accounts are 2 months behind so we will internalize regime that we will need a more current review of those processes. The finance committee is also responsible for capital projects. We need to look for more committee members. We should invite people to look at joining committee to look at capital projects for the future. To wrap up the report he looks at the current situation that we are in including unpredictable HR matters which included extraordinary expenditures and issues with the school around spatial using of OCA space resulting in lower than usual program enrolment. We had a credit card fraud issue - we use credit cards as a petty cash mechanism and one was scooped and the number was used in the USA - while we are working this with the bank we have to wait on getting financials dealt with. Fairfield Gonzales also had low rates of summer camp registrations. We were full in primary and then people pulled out and there were no re-registrations. There will be new tactics implemented based on debriefs. The bus has a capacity of 24 people. There weren't a lot of out-trips offered.

Received by consensus

***Outreach for board members as well as committee members. Look at post-sec and Kiwanis etc.

6. Executive Director's Report

- - Community Needs Assessments up-date - Hazel took the Community Needs Assessment data to summarize it. Traci hopes to have summary of Community Needs Assessment by next week.
- - Community Garden – Traci met with volunteers and they have put the plan in final stages. Traci and John will look at the application for garden. Two perimeter neighbours have given dissatisfaction - concerns are their own of their perspective. We need to host

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one more open house on Sept 30th at ONH for consultation so individuals can come with complaints or amendments if they have any for the Community Garden. Traci ran something similar for ONH childcare issues and had ended up coming up with an agreement at that point. Traci could maybe get big tubs of produce to show what could come of it. Traci thinks that concerns may be based on a lack of knowledge and that we could answer the community concerns. There could be fears of the community garden - but we need to have an open house to talk about fears and get people informed. Traci is the community contact at the moment and there could also be people in volunteer group there. Harry to attend 1:30-2:30 and Dave to attend 2:30-3:30.

- - Functionality needs for space - Traci and Dave are working with staff to plan needs.

Andrew Lauzon suggests looking at community needs assessment for functionality purposes.

- Knowledge Management – Approval for development of Terms of Reference

- Land Use update – The last land use meeting was in late June and there will be some more to come up with Sept and Oct meeting.

- HR committee – working on membership and policy development. The committee has not met formally since its incarnation in June 2017, although there have been a number of informal meetings among some of the committee members. A number of vacancies in coordinator and support staff at the OCA have occurred during the past 3-4 months. A discussion occurred between the ED and the Vice-Chair to speak at a high level about what direction to take with these multiple vacancies. The committee will meet in the near future. A performance review for the ED will be scheduled for the late fall (Oct or Nov) of 2017.

(5); (personnel issues are in-camera

- Parks – update (2) Off-leash dog park; what are the review criteria?
Down the road it would be worth knowing OCA's role of review.

1. **8. Other Business:** (Dealing with issues not covered in committees)

AGM date/ VCAN delegates: --Harry as representative, Dave as alternate

***Need to formally set date for AGM - doodle proposed dates.

Dave to attend VCAN meeting and bring up OCA news.

Create Victoria draft plan has been handed out. They want us to complete survey and give input by Sept 30.

2. **9. Round Table - discussions around items not in members' portfolio**

10. **Adjourn Regular Board Meeting;** consensus.

11. In Camera