



## **Mission**

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

## **BOARD OF DIRECTORS MEETING – TUESDAY, JUNE-07-16**

Oaklands Neighbourhood House (2629 Victor St, 7:00 P.M.)

**Present:** Kim Walker, Traci Fontana-Wegelin, Gary Pemberton (City of Victoria Neighbourhood Coordinator), John O'Brien, Elaina Mack

**Regrets:** Councillor Marianne Alto, Laurie Morgan, Jeff Lougheed, Kate Lauzon and Marielle Tounsi (Board candidates)

### **1. Adoption of Agenda**

**MOTION:** John moved to adopt the agenda. Kim seconded. Motion carried.

### **2. Adoption of Minutes**

**MOTION:** John moved to adopt the Board of Directors' May 2016 minutes. Kim seconded. Motion carried.

### **3. Information Items & Updates**

- Board Candidate application for Marielle Tounsi
- CALUC Review meeting notes April 20 & draft documents
- Neighbourhood Coordinator Report (attached)
- Land Use Committee Agenda, June 23
- City of Victoria Development Summit correspondence, June 13 (attached)
- Fundraising opportunities (community crowdsourcing, great neighbourhoods)
- Update on Biketoria follow up to OCA letter to Council May 5 (attached)
- Market Committee Minutes, May 11 (attached)
- Better Future for Myrtle Street (circulated at May 31<sup>st</sup> Land Use Meeting)

### **4. Follow-up Actions**

- Appointment of Kate Lauzon to the Board - Deferred
- Request from City re: Medical Marijuana policy: This issue was raised at the CALUC review meeting with a follow up for more feedback from CAs & CALUCs. Kim flagged several points from the discussions, including community capacity and space to host such meetings, and concerns over the legality of these operations. After some discussion, Traci noted that our capacity at the Centre for meetings is 150. In anticipation of greater numbers, then we would not have the capacity to host.

**ACTIONS:** 1) Kim to respond to the City that we would be willing to offer community discussion space, subject to physical space and City of Victoria support (e.g. security) if needed. 2) Kim will suggest that the City of Victoria might explore an online discussion tool where neighbourhood information could be extracted by neighbourhood, etc.

## 5. Round Table

### Gary Pemberton, Neighbourhood Coordinator (attached)

- **Phase 1 of the Biketoria initiative:** Approved by Council for implementation. Tenders will be released shortly for contractors. We still have a long way for the neighbourhood bicycle path network in Oaklands (phase 3). The City acknowledged that more consultation will be needed. Phase 1 will include upgraded crosswalks for Haultain-Cook and Blanshard-Kings intersections.
- **Capital projects:** Water main replacement on Victor Street. Gary's research noted that there have been 10 water main breaks on Victor Street since 1989, five breaks within the last 2-3 years. In 2016, water main on Victor from Haultain to Kings is due for replacement (October-November). The City noted that Victor Street has a 2017 schedule for full replacement. Traci noted that the 1) flooding issue at ONH just started in 2016, and 2) wall cracks in Oaklands Neighbourhood House happened after a big rain in fall 2015 and just after another water main break on the street.

**ACTION:** Traci to send note to Sandy/Jeff to draft email about potential collaboration with the City to ensure work on ONH is coordinated with the City.

- **Heritage Register Update:** Potentially about 50 candidate properties across 6 neighbourhoods. City Council is expected to make changes in the register this summer. City is hoping that neighbourhood representatives attend a presentation and roundtable discussion. Fernwood and James Bay meetings were held May 26.
- **Parks/recreation and green-spaces:** Pop up "parks" workshops will be set up over the summer for the Parks Master Plan. Planning for Crystal Pool is underway including a feasibility study whether it will be repaired or replaced. The City is putting together a schedule on possible dates and locations, particularly where lots of community members congregate.
- *Discussion:* Directors noted the importance of collaboration with the City and to ensure that appropriate timeframes are in place so that OCA can reach out to community members to gather feedback on community interests (where needed on important issues). In particular, one director felt that we need to build mechanisms to reach out to every citizen in the neighbourhood. There are lots of barriers: perceived legislative barriers, human resources, technology, etc. Examples important to OCA include site selection for a community garden and City-directed consultations such as Biketoria. One strategy noted is to coordinate with Block Watches.

**ACTION:** Kim to talk to Marianne about the possibility of circulating the Neighbourhood Coordinator report more broadly (e.g. through e-news or on our website)

- **Great Neighbourhood Grants:** John noted that he met with Anna to discuss possibilities, granting open to July 24. This could include citizen-led initiatives to partner with OCA.

#### **ACTIONS:**

- 1) John to discuss potential project at upcoming Parks meeting
- 2) Traci to talk to staff about posting great neighbourhood grants in e-News

**ACTION:** Gary to address minor corrections to Coordinator report and send amended copy.

### Traci Fontana-Wegelin, Executive Director

- **Communications Committee Terms of Reference:** Kim noted that the initial intentions of the Committee focused on consistency of “OCA identity” (logos, messaging) and improving our website, but the scope of the committee expanded and includes a number of policies (e.g. social media)

**MOTION:** Elaina moved to adopt the Communications Committee Terms of Reference. John seconded the decision. Motion carried.

- **Market:** OCA is looking for more volunteers to help out with the Market season. If you are interested, talk to Anna Glenny/Phoenix Bain.
- **Volunteers:** Traci commented on the good relationship with ONH neighbours and that the relationship has evolved considerably over the last few years.
- **Logo use:** Our cleaning company requested to use OCA logo as reference on their website.

**ACTION:** Traci to get back to Sandy about permission to use our name with link attached (but not our logo)

**Jeff Lougheed, Treasurer**

- **Message from email (June 6):** “I have reviewed the financials for this month and all looks good”.

**Kim Walker, President**

- **Land Use Committee meeting May 31:** Kim noted that the City was effective in terms of listening and responding to community feedback. Two issues on Myrtle Avenue were flagged:
  - Parking issue alongside Doncaster pathway – Peter Bell has followed up with city’s transportation supervisor re: currently all day parking and one of the commercial land owners wanted to change it to 2-hour parking
  - Boulevard greenspace along Myrtle between Doncaster/Shakespeare (driveway area, incidents of fire damage, drug needles, etc.) There was a good opportunity to get notice out to neighbours within 2 weeks of the upcoming meeting. Peter Bell canvassed the block for input and drafted 6-page concept note. Kim noted that OCA would like to support the neighbours’ capacity to respond to the issue.
- **OCA Board meeting dates & Marianne's schedule:** Kim noted that Marianne has been unable to participate in our meetings since we changed the schedule to Tuesdays. Directors discussed that we should stick with the new timeframe and reconsider later in the fall.
- **Community outreach update & initiative:** Kim noted a community question on how to reach different City staff departments. This came up in the Land Use meeting.

**ACTION:** Gary to develop a city contact list and Kim to forward this to the Land Use contact list.

**John, Parks Committee Chair** (see Parks report attached)

- John noted that there is interest from some volunteers in developing the community garden, but he wants to establish the umbrella structure/priorities for the Parks Committee (currently 6 members). There are a number of “parks related issues” bigger than the just the community garden.
- Kim noted that it might be useful to be clear on the parameters of the Committee. Elaina mentioned that the group may need to “learn by doing” as opposed to Board meetings, but this could change the nature of how the Committee functions and is supported (e.g. pilot community garden in front of ONH).

**ACTIONS:**

1) John to draft the sketch of the process/framework for community gardens, in consultation with Committee; 2) John to review strategic plan for June 15 meeting, 7:00-9:00, RE: Tree count

**Elaina Mack, Market Committee Chair/Secretary** (see Market Committee notes attached)

- Elaina noted that the May Market Committee meeting focused on how to get the word out, brainstorming on how to borrow additional tents, staffing for the Market leadership team as well as the success of the garage sale.
- In addition, Elaina mentioned that she is trying to make “meeting packages” more efficient by using folders/google drive as it is becoming increasingly difficult to keep track of email traffic and various information attachments.

## 6. Priorities

### Financial management

- We discussed the need for a Line of Credit for large capital improvements (e.g. ONH renovations).

**ACTIONS:** 1) Elaina to send motion for line of credit (from AGM minutes) to Jeff. 2) Traci to set up signing authority for Laurie.

### Systems Audit Update

- Traci noted that we are moving forward with making progress on identified organizational priorities (e.g. staffing, facilities management).

## 7. Adjournment

## What is Happening in Your Neighbourhood?

### Biketoria Cycling Path

At the Thursday May 12 Council meeting, City Council approved an All Ages and Abilities (AAA) cycling route which when completed will provide over 24 kilometers of enhanced bicycle infrastructure. The cycling network will be implemented over four phases with each one including further consultation with the businesses and residents along each route to help refine the detailed design of the bicycle facilities.

Within the existing budget of \$7.75 million, the implementation strategy contemplates building a minimum grid of 5.4 km of protected bike lanes in the downtown core by the end of 2018.

The minimum grid consists of five corridors, including Pandora Avenue, and will provide safe facilities where there is high demand for active transportation infrastructure. The complete bicycle network is composed of eight corridors to connect the neighbourhoods and urban villages to the minimum grid of an all ages and abilities bicycle facilities in the downtown core.



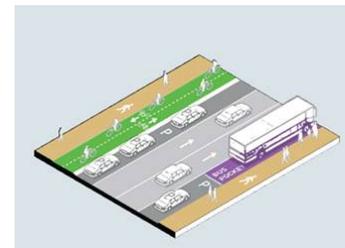
Upon completion of the minimum grid (Phase 1), Victoria's new bike lanes will be comparable to the amount of fully protected bicycle lanes in downtown Vancouver (5.6 km excluding Burrard Bridge) and downtown Calgary (5.5 km).

### RECOMMENDED BICYCLE NETWORK AND PHASING STRATEGY

The first AAA corridor to be built in Phase 1 will be Pandora Avenue, starting this summer. This corridor will provide a fully protected two-way bicycle facility on the North side from Store Street to Cook Street connecting the communities of Fernwood, North Park, Harris Green, Downtown and Vic West in addition to major employment districts and the Capital Regional District regional trails.

The proposed Phase 1 implementation includes the following corridors:

- Pandora Avenue (Cook Street to Store street)
- Fort Street (Wharf Street to Cook Street)
- Government (Pandora Avenue to Government Street or Wharf Street (Pandora Avenue to Government Street) based on targeted engagement with local stakeholders
- Humboldt / Pakington (Government Street to Cook Street)
- Cook Street (Pandora Avenue to Pakington Street)



The next steps for all future corridors includes advancing conceptual plans to help refine the treatments that will ultimately be constructed along the corridors. Shown here is a concept of the treatment proposed for the Fort Street two-way protected bike lane on the north side of the street, which coupled with a plan view of the corridor will help inform further design details. Through continued stakeholder engagement for all corridors, the details around elements such as driveway crossings, trees, parking, bus stops, mid-block crosswalks and intersections will be refined to ensure the design accommodates not only cyclists, but people who walk and drive.

Phase 2 proposes the construction of:

- Kings Road (Government Street to Fifth Street)
- Government Street (Pandora Avenue to Bay Street)
- Vancouver Street (Pandora Avenue to Kings Road)

This phase will complete the network hub and provide connections to the neighbourhoods of Burnside Gorge and Hillside / Quadra.

Phase 3 of the implementation plan intends to provide cost-effective neighbourhood bikeways to enhance the network with regional and more neighbourhood connections.

Phase 4 will complete the rest of the proposed network.

The City is looking at how additional routes can be advanced by the end of 2018 through pilot design treatments or with additional resources. Construction timelines to complete the full 24 km network will be dependent on future resourcing and funding strategies. Detailed information on staff resourcing and funding will be presented during the 2017 budget process in October 2016. If the information is available sooner, it will be brought to Council as soon as it can be.

### Capital Projects

- Surface rehabilitation on Ryan Street from Roseberry Avenue to Asquith Road starting early July to mid-August
- Water Main Replacement on Ryan Street from Asquith Street to Avebury Street starting late May to late July
- Water Main replacement on Victor Street from Haultain Street to Kings Street starting in October to late November
- Storm drains replacement on Basil Street mid-block to Cook Street starting in late June to late July

### Heritage Register Update

The City of Victoria is updating its heritage register and has identified 50 candidate properties across six neighbourhoods for addition to the register. The City has requested a representative from each neighbourhood attend an information session where there will be a short presentation about the City's heritage program and register, followed by a roundtable discussion. The meeting for Fernwood and James Bay neighbourhoods was held on Thursday May 26, 2016 from 6:30 p.m. to 8:30 p.m. at James Bay Community School. Council is expected to make decisions regarding any changes in the register this summer. For more information, contact Adrian Brett, Heritage Planner at [abrett@victoria.ca](mailto:abrett@victoria.ca).

### Plan. Grow. Play: Investing in our parks and open spaces

With 132 park spaces including features such as gardens, natural areas, sports and entertainment venues, playgrounds, dog off-leash areas, a skate park, water park and lacrosse box, there are so many ways to enjoy our parks.

This year, we will be asking the community to help create a vision for parks and open spaces as we develop a 'roadmap' to help plan and manage our green spaces.

All of the feedback collected will guide improvements to parks and open spaces over the next 25 years. This could include upgrades to existing parks, new or improved amenities in existing parks, new parks and new policies.

The City will be out in neighbourhoods throughout the month of June to talk about the Parks Master Plan as well as Planning for the Future of Crystal Pool.

### **Community and Land Use Committee (CALUC) Process Meetings**

Three meetings have been held to review the CALUC Processes and Terms of Reference. Another meeting will be scheduled in the coming weeks and all CALUCs will be notified of the meeting date once it has been determined.

### **Council Meetings**

Council will hold regularly scheduled meetings of Committee of the Whole on June 2, 9, 16, 23 and 30 at 9 a.m. and of Council on June 9 and 23 at 6:30 p.m. Links to meeting agendas are forwarded to neighbourhood associations as they become available. Neighbourhoods will be indicated for topics where they are specific to a neighbourhood(s).

### **Property Tax Reminder**

Don't forget that Property Taxes are due by 4:30 p.m. on Monday, July 4. The City is pleased to offer a variety of methods to pay your property taxes, including in person, by credit card (using a third party service), or through monthly pre-payments. Find out more at [www.victoria.ca/propertytax](http://www.victoria.ca/propertytax)

### **Marijuana Businesses**

On May 12, 2016, Council approved recommended regulations for the operation of medical marijuana-related businesses in Victoria. Their purpose is to reduce community impacts of these businesses, while maintaining access to medical marijuana. In June, staff will present a proposed bylaw reflecting the recommended regulations. Changes to the Zoning Regulation Bylaw to prohibit storefront retailers and consumption of marijuana at business sites without express permission will also be considered. More information and updates on this topic can be found on the City's [website](#)

### **My Great Neighbourhood Grants**

Applications are now being accepting for the My Great Neighbourhood grants. The grants provide up to \$5,000 towards small community projects that leave a physical legacy in public spaces. The City will provide funds to match the equivalent contribution the neighbourhood makes. The matching contribution can be a combination of volunteer labour, donated services, donated materials and supplies and other funds raised.

The application period is open until midnight, July 24, 2016. For grant applications, guidelines, and more information on the My Great Neighbourhood Grant Program visit [www.victoria.ca](http://www.victoria.ca)

### **Neighbourhood Inquiries**

The following topics were raised by the Burnside Gorge Board of Directors at their meeting.

#### **1. Watermain Repair work on Victor Street**

Water main replacement on Victor St from Haultain to Kings Rd. is a contentious issue for the board as apparently neighbours have complained that this will be the 9<sup>th</sup> time in the last 2 years for this type of work on this street. The board mentioned that the last time this work took place close to the Neighbourhood House that cracks occurred inside on the drywall within 2 weeks afterwards. They suspect there is a connection to the shifting of the ground and this type of work. The board have brought in a structural engineer to do a visual inspection of the site in the past and are considering contracting a geotechnical engineer.

The Manager of Utilities and Operations has been made aware of this issue and will provide an inventory of recent work done on the 2600-2700 block of Victor Street for review.

## **2. Higgins Street Sidewalk**

A design workshop is needed for residents and the community to participate and contribute their ideas around the sidewalk project along Higgins Street. This project initially started in late 2014, but due to concerns around the design and some of the associated impacts, the project was put on hold and is now ready to be re-addressed with a fresh perspective and collaborative approach to the design.

A special meeting of the Land Use Committee to facilitate the workshop will be scheduled with Transportation and Parks Staff attending.

**Subject:**City of Victoria Development Summit - Save the Date

**Date:**Fri, 29 Apr 2016 20:04:29 +0000

**From:**Lucina Baryluk <[lbaryluk@victoria.ca](mailto:lbaryluk@victoria.ca)>

**To:**[board@oaklandsca.com](mailto:board@oaklandsca.com)

**CC:**

Greetings Neighbourhood Chairs, Land Use Committee Chairs, Co-Chairs, Presidents and Directors,

Please save the date for the City of Victoria's third annual Development Summit, which will take place the afternoon of Monday, June 13 at the Victoria Conference Centre.

The Summit will include development industry professionals, design professionals, community representatives, City Council and staff. Your participation will help set priorities for making the City's processes better and faster, and help us understand the application approval process from your perspective.

More details and an agenda will be circulated in the coming weeks.

We hope you will be able to join.

For more information contact:

Devon Miller, MSc (Planning), LEED AP ND

Planning Analyst

Sustainable Planning and Community Development

[dmiller@victoria.ca](mailto:dmiller@victoria.ca)

**Subject:**RE: Biketoria Consultation Process

**Date:**Thu, 5 May 2016 15:33:17 +0000

**From:**Marianne Alto (Councillor) <MAlto@victoria.ca>

Thanks for taking the time to convey the Board's views, Kim. We'll certainly include them in our considerations of Biketoria's future consultations, and eventual implementation. Take care,  
Marianne

Marianne Alto

Victoria City Councillor

CRD Director

[www.facebook.com/Marianne.Alto](http://www.facebook.com/Marianne.Alto)

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

Mayor and Council  
City of Victoria  
1 Centennial Square, Victoria BC

May 5, 2016

Dear Mayor and Council:

RE: Biketoria Consultation Process

The Oaklands Community Association (OCA) wishes to convey our support for additional public consultation, to refine the routes & detailed designs of the proposed regional cycling paths, as an integral part of the next phase in the Biketoria Cycling Plan.

As you know, OCA and Fernwood Community Association co-sponsored a Biketoria public consultation session consisting of an open house and two presentations on February 27 at the Oaklands Community Centre. This consultation happened late in the process, with very short notice to the public, and would not have occurred without our offer to make it happen.

A rough estimate of 30-50 people attended this consultation, many of whom stayed for one of the presentations. City Staff identified three common themes:

- Traffic calming along Haultain Street to reduce car speed
- Concerns around BC Transit bus routes along Haultain
- Poorly designed maps making them confusing and difficult to understand – e.g. more street names on maps through urban villages and residential neighbourhoods

In addition to these concerns, other plan components of special interest to the Oaklands neighbourhood include the proposed crosswalk at Haultain and Cook Streets and the proposed alternative north-south path on the east side of the neighbourhood through residential streets and Oaklands Park.

Unfortunately, the consultant's presentations did not include any discussion of this path other than to say that Shelbourne Street was no longer being considered.

The consultation session at Oaklands Community Centre generally represented an older demographic, many of whom were not regular bicyclists. While these perspectives have helped broaden Biketoria's overall demographic range somewhat, we hope that future consultations will attract a more diverse range of perspectives within the neighbourhood including school-aged children, crosstown commuters, local businesses and others.

OCA is committed to ensuring members of the Oaklands neighbourhood are considered in transportation planning through our Strategic Plan 2015-2020. While we recognize the focus of Biketoria on bicyclists and pedestrians, we would hope the City of Victoria places these plans within the broader context of a more multi-modal plan for public mobility that supports all abilities.

Street safety and accessibility are important concerns to the residents and business of Oaklands. OCA would be pleased to assist in future neighbourhood consultations, in however way we can.

Sincerely,

A handwritten signature in cursive script that reads "Kim Walker".

Kim Walker  
President, Oaklands Community Association  
[board@oaklandsca.com](mailto:board@oaklandsca.com)

cc. Community Associations/CALUCS

**Market Meeting Minutes: April 13th, 2016 | 7 PM at Oaklands Community Centre**

Agenda:	Discussion:	Action Items:
1. Checking in/Update: How is everyone?	Everyone doing well!	<b>To follow up:</b> <ul style="list-style-type: none"> <li>- N/A</li> </ul>
2. Review actions from previous minutes	<b>Follow-up from actions:</b> <ul style="list-style-type: none"> <li>- Market Bucks have been designed and are ready to print; will be packaged as four \$5 certificates</li> <li>- Applications created and launched for FMNCP program; outreach done to Kiwanis and seniors from last year's program</li> <li>- In partnership with Anna Glenny, wrote Market Team descriptions and posted for three roles: Market Assistant; Children's Food Literacy and Activity Coordinator and Sustainability Initiative Leader; Children's Coordinator has more focus in food literacy this year</li> <li>- Posters and postcards designed and ready to print for next week</li> <li>- Continuation of Market Committee and Phoenix reaching out to farm/meat/egg vendors</li> </ul>	<b>To follow up:</b> <ul style="list-style-type: none"> <li>- <b>Some ideas about the Market Bucks:</b></li> <li>- Print some single \$5 Bucks for easy purchase and gift giving</li> <li>- Reach out to Gayle with the Oaklands PAC to encourage parents to purchase Market Bucks as gifts to teachers</li> <li>- <b>FMNCP Program:</b></li> <li>- Need to consider transport for seniors' to get to Moss St. or James Bay following the Oaklands season</li> <li>- Using money raised from Hoyne: purchase bus tickets or taxi gift card for return trips</li> <li>- <b>Action:</b> Reach out to Cridge to look into possible transport options</li> <li>- <b>Action:</b> Phoenix to send Market Team job postings to Market Committee for sharing</li> <li>- <b>Action:</b> Phoenix to inform Market Committee when posters and postcards are ready for pick-up at the Community Centre</li> <li>- <b>Action:</b> Before the first Market, put postcards under doors/in mail boxes in the neighbourhood</li> <li>- Reach out to local butchers – The Village Butcher/The Whole Beast</li> </ul>
3. Update from Market	<b>Updates:</b>	<b>To follow up:</b>

<p>Coordinator</p>	<ul style="list-style-type: none"> <li>- BCAFm has successfully lobbied SOCAN and the price for the license for the 2017 season has decreased</li> <li>- Submitted the grant for Vancity; will hear back in a week or two</li> <li>- Markets have been announced; vendor and artist lists available on our website and on community calendars and “Vendor of the Day” promotion on social media has started</li> <li>- One ATM will be installed in the Oaklands Community Centre for the season</li> <li>- Contest to win Market Bucks has been launched for the Street Party</li> <li>- Oaklands Community Tent is fully booked</li> <li>- Oaklands Market grocery bags and recycling signs for the waste stations have been ordered</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Some ideas for Market Buck contests and uses:</b></li> <li>- Sign up for one of our workshops and be entered to win Market Bucks</li> <li>- Market Bingo</li> <li>- Market trivia – for example, trivia about vendors</li> <li>- “First one to find a member of the Market Team and report back wins!”</li> <li>- Buy strawberries and take a photo to win – possibility to be a hashtag contest taking a photo with your favourite in season veggie or fruit</li> </ul>
<p>4. Support from the Market Committee</p>	<p><b>Updates:</b></p> <ul style="list-style-type: none"> <li>- We are short on tents</li> <li>-</li> </ul>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>- <b>Tent Ideas:</b></li> <li>- <b>Action:</b> Phoenix to contact Real Estate vendor and discuss possible sponsorship with inclusion of a tent</li> <li>- Approach other Community Associations – Fairfield? Quadra Village?</li> <li>- UVic? UVSS? Camosun?</li> <li>- Approach sponsors – KoolFM? Vancity?</li> <li>- Atomique Productions</li> </ul>

<p>5. Suggested edits for 2017 to Vendor Handbook</p>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>- Vendor Conduct section does not fully cover Vendor conduct towards the Market Coordinator</li> <li>- Possible addition of rules surrounding power to be added</li> </ul>	<p><b>To follow up:</b></p> <ul style="list-style-type: none"> <li>- <b>Action:</b> Follow up on these changes for the 2017 Handbook</li> <li>- Possibility of outdoor outlets installed for vendor use</li> </ul>
<p>6. Next steps for Market Committee</p>	<p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>- For June, only set meeting if it is needed, otherwise email communication for important discussions</li> <li>- Will meet again in July</li> </ul>	<p><b>To follow up:</b></p> <ul style="list-style-type: none"> <li>- N/A</li> </ul>



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## **Parks Committee Report to the OCA Board of Directors, 2016 June 07**

1. Priorities established on December 15, 2015 are to organise the committee; forward a list of members to the Board; establish a community garden project.
  - Committee organisation
    1. Plan: core committee with certain members acting as facilitator, liaison, or resource to sub-committees in a form that makes sense and is viable given a specific focus.
    2. Each sub-committee will send at least one representative to the portion of the Parks Committee meeting planned for the group's focus area. The representative(s) are welcome to attend for all or only that part of the agenda.
    3. Meetings are open to all (subject to any need for an in camera discussion).
  - Committee membership
    4. The volunteer registration process is completed or underway for two new members. Thanks to Anna Glenny for her work, and thanks to Elza and Kayla for their interest and willingness to meet and discuss opportunities.
    5. Elza Yulianty: interests include project management & community
    6. Kayla Siefried: interests include gardening, bike-initiatives & community
    7. Current membership: John O'Brien, Katherine Muncaster, Elza Yulianty, Kayla Siefried, Ben Clark, and Kim Walker as ex-officio member.
  - Community Garden(s)
    8. To avoid duplication of volunteer time and effort, I am hopeful that we can make progress on the Community Gardens Initiative through the Parks Committee, initially. I would like to catch up on roles and the way forward with Katherine Muncaster shortly and have invited a brief meeting.
    9. Some communications suggest that some want an action focused meeting specific to the topic. This will be helpful at a later stage when planning discussions point toward action to be taken.
  - Other items on the Parks Committee Horizon include:
    10. Clawthorpe Park, Interpretive Signs, Oaklands Tree Inventory
      1. <http://www.victoria.ca/assets/City~Hall/Bylaws/Tree%20Preservation%20Bylaw%2005-106.pdf>
      2. <http://www.victoria.ca/assets/Departments/Parks~Rec~Culture/Parks/Documents/Urban%20Forest%20Master%20Plan%202013%20Final%20Approved.pdf>
  - These items present implications beyond the obvious. Item 3 may have a willing community volunteer. Community engagement and consideration will be important.