



# Board

## Meeting Minutes: Monday, May 14, 2018

**Date/time:** Monday, May 14, 2018 Started: 7:00 PM Ended: 9:30 PM  
**Location:** ONH  
**Purpose/notes:** Special component Governance/Policy Training  
**Chaired by:** Mr Andrew Lauzon  
**Minuted rec. by:** Ms Marielle Tounsi  
**Status:** Minutes approved

### Attendance

**Present:** Mr David Angus, Mr Dave Driedger, MR Chris Holt, Mr Kevin Keates, Mr Andrew Lauzon, Ms Melissa Lim, Ms Marielle Tounsi, Ms Brenda Turner  
**Absent:** Mr Harry Kope, Mr Laurie Morgan  
**Invited guests:** Marianne Alto (present)

### Meeting documents

5 documents attached to agenda items below

### Agenda

#### 1. Call to Order

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##### 1.1. Roll Call

**Status:** Completed

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##### 1.2. Approval of Last Meeting's Minutes

Consensus

**Resolution #:**

**Moved:** Ms Brenda Turner

**Seconded:**

**Status:** Carried

**Vote:**

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##### 1.3. Approval of Agenda

Consensus

**Resolution #:**

**Moved:** Mr Dave Driedger

**Seconded:**

**Status:** Carried

**Vote:**

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## 2. Old Business

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### 2.1. Motion to Develop Valid Membership process

To motion that the Executive Director continue to improve the administration processes of the association specifically developing a membership structure that will validate who is a current member and whom is not. Part of this should be the implementation of an annual membership fee.

Motion that the Executive Director continue to improve the administration processes of the association specifically developing a membership structure that will validate who is a current member and whom is not. Part of this should be the implementation of an annual membership fee.

Report on what's being done by next meeting.

**Resolution #:**

**Moved:** Mr David Angus

**Seconded:** Mr Kevin Keates

**Status:** Carried

**Vote:**

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## 3. Presentations

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### 3.1. CRO Presentation

Cst. Terri Healy will talk with us about the role of a Community Resource Officer within the VicPD.

3 Resources officers for Victoria

Works with service providers, housing, etc...

Neighbour disputes. Lots of different things.

Good point of contact for issues in the neighbourhood.

Available Tuesday to Friday.

Non-Emergency 250-995-7654

<https://vicpd.ca/> for Online reporting

People sleeping rough in the park can sleep there from 7pm to 7am or 8am depending on season.

Cnst. Healy says she can be called in regard to complaints about people sleeping in the parks or anywhere else for that matter.

It is useful to call repeatedly should it be a continual problem as it builds a file.

**Status:** Completed

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### 3.2. Gary Pemberton / Transportation Manager

Gary to present the City Budget (ppt) and Transportation Manager Brad Dellabuor to field questions.

The budget process:

Operating (233 mil) and Capital budgets (43 mil)

Budget sources: 57% taxation, Goods and services 30%



Explanation of the budget cycle process.

City looking for resident engagement.

Just finished approving Vic West Community Plan last week.

Brad Dellabuur presents pedestrian improvements.

Is there any emerging issue opening up concerning safety issues etc?

Is there a change we may not be aware of?

Rate and rank for new cross walks--based on public input.

Talking with Voonerf people...

Will be engaging with OCA and neighbours regarding the new development on Kings road and consider the Voonerf proposal as part of the discussion.

Going out to market for ad based bus shelters.

Council approved speed boards for each community association. OCA needs to consider where to put it.

BC transit potential to move off Haultain and make Haultain more cycling friendly and Haultain to be blocked so no through way from Cook to Shelbourne.

Feedback through the OCA..6 weeks ie by end of June

Question concerning lighting in Oaklands Park - solar lighting does not fir the granting program criteria.

its against the law in BC to have people used as traffic calming measures

Greenways are people priority transportation corridors

**Status:** Completed

- Oaklands April 2018.docx

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**Comment:**

*On Friday, June 8, 2018 12:46 PM Mr Andrew Lauzon wrote:*

"solar lighting does not ~~fir~~ fit..."

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3.3. Governance Training Lisa Mort-Putland from Volunteer Victoria



Lisa is coming in for a one hour training session followed by an additional one hour at the next board meeting in June

Topic: How people engage in governance.

What do we do? What do we do well? How do we better?

It's about the culture, communications with respect to BC Societies Act, Bylaws and Constitution

2016 BC societies act changed for the first time in 40 years.

If it's not in the constitution it is not our purpose and is illegal to pursue.

Societies are forever.

Board members of non-profits and charities can not be paid

You can have paid staff or paid contractors.

**"Don't want to be listed as a membership with an organization that I don't know exists" i.e., it is necessary for application.**

Your bylaws, the act and the board's behaviour determine how well it is running.

OCA is its own legal entity.

Wages are the thing Board members are responsible for should the society fold.

A board member's primary responsibility is to the society's mission.

Board members have a duty to recuse themselves and disclose the conflict of interest to be written into the minutes or presented to the Board Chair. The idea is full transparency.

A board member has a duty to resign or recusal if they are in a conflict. But if the conflict is significant or ongoing it is better to resign.

Must resign if corporate or personal bankruptcy. It is the duty to resign. You can not serve if you are not self responsible in terms of your own affairs.

Board recruitment is a challenge because you should have qualified people in positions of responsibility. How to create a space of engagement. Leave each board meeting with a sense of accomplishment.

How to create a space of community. Respectful and kind.

Discussion, information, decision making.

How much time does the board spend on future thinking? How much time spent on past?

How to find solutions to the problems looking forward instead of focussing on the past.

Tell me more about that. Possible experiment about problem solving.

How to get people to remember the content instead of just the feeling.

A meeting is a meeting if the board determined it such. i.e. Virtual meetings are acceptable as long as they can be verified. i.e. How do we know.

Societies act overrules the bylaws. Bylaws over policies and procedures and practices.

How do we determine policies based on moral leaning of members.

50% of claims against board are wrongful dismissal of both staff and *volunteers*



**Status:** Completed

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  - BODDOc2.jpg
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## 4. President's Report

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### 4.1. Report

Accept President's Report.

Nothing significant to report given most item in other reports.

**Resolution #:**

**Moved:** Mr Dave Driedger

**Seconded:**

**Status:** Carried

**Vote:**

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## 5. Treasurer's Report

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### 5.1. Budget Review

Action. Executive Director to open the pre approved line of credit for 50k from Vancity.

Action: Mileage policy information. Rate to be pegged to BC Gov Mileage. Embedded in budget.

Action: Bring back recommendation for possible annual membership fee

**Status:** Completed

- Treasurer May 9 2018 (2).pdf
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**Comments:**

*On Monday, May 14, 2018 11:51 AM Mr Andrew Lauzon wrote:*

Additional point of clarification: the membership fees are not necessary for raising funds, but simply as stated in the report, to more clearly track who is a current member.

*On Thursday, May 17, 2018 11:06 PM Mr Dave Driedger wrote:*

Additionally, thinking as treasurer, the new fees could be assumed to cover any administrative costs involved in maintaining an up-to-date list.

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### 5.2. Confirm Kevin Keates as member of the Finance Committee

Motion: to Confirm Kevin Keates as member of the Finance Committee

**Resolution #:**



**Moved:** Mr Dave Driedger  
**Seconded:** Mr David Angus

**Status:** Carried  
**Vote:**

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### 5.3. Motion to Accept Treasurer's Report

Motion to Accept Treasurer's Report

**Resolution #:**

**Moved:** Mr Andrew Lauzon  
**Seconded:** Mr David Angus

**Status:** Carried  
**Vote:**

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## 6. Executive Director's Report

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### 6.1. Motion to Accept ED report

Accept Executive Director's report

**Resolution #:**

**Moved:** Mr Dave Driedger  
**Seconded:**

**Status:** Carried  
**Vote:**

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## 7. City Liaison Representatives

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### 7.1. Motion to Accept Marianne Alto Presentation

Zoning as a right to childcare throughout the city. Helps small scale < 8 spaces.

Motion to accept report

**Resolution #:**

**Moved:** Mr Andrew Lauzon  
**Seconded:**

**Status:** Carried  
**Vote:**

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## 8. Land Use Committee Report

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### 8.1. Motion to accept Land Use Report

Continuing to plan for neighbourhood planning process.

Motion to accept report.

**Resolution #:**



**Moved:** Mr Andrew Lauzon

**Seconded:**

**Status:** Carried

**Vote:**

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## 9. Parks

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### 9.1. Status Update

Melissa just starting up and trying to get up to speed.

Nothing to report.

**Status:** Completed

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## 10. Communications

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## 11. HR

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### 11.1. Motion to accept HR Report

Conducted 3 month review for ED

**Resolution #:**

**Moved:** Mr David Angus

**Seconded:**

**Status:** Carried

**Vote:**

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## 12. VCAN Report

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### 12.1. Motion to Accept VCAN Report

Reported on VCAN meeting.

**Status:** Completed

- VCAN Meeting Minutes (Apr. 18, 2018).doc
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## 13. New Business

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## 14. Adjournment

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### 14.1. Next meeting

**Status:** Completed

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**Comment:**



*On Monday, April 16, 2018 10:59 AM Mr Laurie Morgan wrote:*

Need to add VCAN report and I will produce a version for the meeting in my absence as well there will be the minutes from the April 18th meeting.

Laurie

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