



Board

Meeting Minutes: Wednesday, February 13, 2019

Date/time: Wednesday, February 13, 2019 Started: 7:00 PM Ended: 9:30 PM
Location: 2629 Victor Street
Purpose/notes: Regular scheduled meeting
Chaired by: Mr Laurie Morgan
Minuted rec. by: Mr Kevin Keates
Status: Minutes distributed

Attendance

Present: Mr David Angus, Mr Dave Driedger, MR Chris Holt, Ben Isitt, Mr Kevin Keates, Ms Melissa Lim, Mr Laurie Morgan
Regrets: Mr Harry Kope, Mr Andrew Lauzon, Ms Marielle Tounsi, Ms Brenda Turner

Meeting documents

11 documents attached to agenda items below

Agenda

1. Call to Order

1.1. Roll Call

Status: Completed

1.2. Motion for approval of last meeting's minutes

Resolution #:

Moved: Mr Laurie Morgan
Seconded: Mr Dave Driedger

Status: Carried

Vote:

- Minutes-2018-12-10-v1.pdf
-

1.2.1. Motion for approval of agenda

Resolution #:

Moved: Mr Laurie Morgan
Seconded: Mr David Angus

Status: Carried

Vote:

1.3. Motion to accept notes from meeting of January 14, 2019 for information purposes

Resolution #:



Moved: Mr Laurie Morgan
Seconded: Mr David Angus

Status: Carried

Vote:

2. Petitions and Delegations

3. Old Business

3.1. Change Board Meeting Dates

held over

Status: Deferred: 2/26/2019

3.2. Board Member profiles on Website

Profiles need updating and definition around their value and whether or not they should be highlighted and promoted?

Board members to review and update their profiles by March board meeting, and post to My Committee.

Status: Completed

3.3. Support in principle for the Oaklands Rise Woodnerf initiative

Status: Completed

- Oaklands Rise Woonerf - OCA letter of support.pdf
-

4. Correspondence

4.1. City of Victoria Correspondence RE: approval in Principle for the Woonerf initiative

From: Lisa Helps (Mayor)

Sent: December 26, 2018 13:38

To: Harry Kope, A/President, Board of Directors

Subject: Re: Oaklands Community Association Board - Letter of support

Thanks very much for taking the time to write. I support the concept wholeheartedly.

--

Lisa Helps, City of Victoria Mayor

Lekwungen Territory

250-661-2708

www.lisahelpsvictoria.ca



“Resignation and cynicism are easier, more self-soothing postures that do not require the raw vulnerability and tragic risk of hope. To choose hope is to step firmly forward into the howling wind, baring one’s chest to the elements, knowing that, in time, the storm will pass.” - Archbishop Desmond Tutu

Members pointed out that it would be beneficial for the Parks Committee to continue to engage with the City on any future streetscape/greenway design. Melissa to connect with Gary P. to establish appropriate contact(s).

Status: Completed

4.2. expression of interest to serve on a working group to commence the 2019-2020 planning process for th

Please find attached my expression of interest to serve on a working group to commence the 2019-2020 planning process for the Oaklands Neighborhood Plan.

Happy to meet, at your convenience, to discuss.

Robert Tornack

Partner, Operations

Garden Oaks Fine Accommodation

<http://www.gardenoaks.ca>

rtornack@gardenoaks.ca

Cell: 250 813 2738

Co-Lead

Oaklands Rise Woonerf Planning Group

Cell: 250 813 2738

Dave A. to contact City planner liaison to confirm timing of neighborhood planning process and determine whether there will be an early facilitated discussion.

Dave A. has responded in writing to Rob's expression of interest.

The ED recently received an email from Ben I. that OCA will have 20K available for planning purposes. Chris to find out more details on what the funds are for and inform David A.

Also, City's annual operating grant of \$52K funds will go up to \$75K

Status: Completed

- Oaklands Community Plan Expression of Interest-v3 copy.pages.pdf
-

5. City Liaison Representatives

5.1. Gary Pemberton's Monthly Report



Status: Completed

- Oaklands Feb 2019 update.docx
-

5.2. Ben Isitt

Status: Completed

6. President's Report

6.1. Report

December 10, 2018 to January 14, 2019 -

A first General Meeting for the Oaklands Community Association members and Oaklands residents was held on December 15, 2018 (11:30 to 13:00) at the Oaklands Community Center.

The purpose of the meeting was in part to continue a membership drive, but it also included information on the role of the board to the community association and on the activities within the community center.

The minutes of the meeting were captured by Kevin Keates and they are the official record for the meeting.

January 15, 2019 to February 11, 2019

A suggested date for the Annual General Meeting is Thursday April 25th, 7:00 to 9:00 pm, at the Oaklands Bible Chapel.

Members discussed potential format of AGM:

- poll members prior to AGM about new centre?
- discussion tables prior to official AGM meeting

Decision: There will be a second Monday regular board meeting to finalize AGM plans.

Status: Completed

7. Treasurer's Report

7.1. Budget Review

Status: Completed

7.2. Motion: Receive Treasurer's Report

Resolution #:

Moved: Mr Dave Driedger

Seconded: Ms Melissa Lim

Status: Carried

Vote:

- Treasurer's Report to the Jan. 14, 2019 OCA Board Meeting.pdf
-

7.3. Motion: Approve extended PhotoCopier Lease

We would like to upgrade our photocopier to include an auto stapler and higher resolution for printing posters etc.



We currently have three years left on our lease and of course can't get out; but we have an offer to extend the lease a couple of years and receive a significantly faster machine with the above benefits for an additional \$15 per month. Presently we pay \$250 per month. In general this is an operating concept, but the 66 month lease in total is more than \$5000 and hence I wanted to flag it for the finance committee and board.

Finance committee has endorsed the proposal in principle.

Resolution #:

Moved:

Seconded:

Status: Carried

Vote:

- Oaklands Community Association Lease C4503.pdf
 - Oaklands Community Association Service Agreement C4503.pdf
-

7.4. Courtyard

That the Board approve the expenditure of an additional \$6,000 from the Capital Maintenance Fund for the renovation of the courtyard.

Resolution #:

Moved: Mr Dave Driedger

Seconded: Mr Kevin Keates

Status: Carried

Vote:

7.5. Brick statue

ED to ask Gary to provide letter from City giving permission to take down brick statue.

Status: Not Started

7.6. Printer

That the Board approve ED to renegotiate our photocopier lease with Hartman Business Machines Ltd., our current provider to extend lease to 66 months in total. The fee will increase from \$250/month to \$265/month to a value of \$3180 per year.

Resolution #:

Moved: Mr Dave Driedger

Seconded: Mr Laurie Morgan

Status: Carried

Vote:

7.7. Funds Management Agreement

Motion: that OCA management fees be:

- No fee on Community Projects amounts funded below \$2500
- An 8% 'Funds Management Fee' on Community Projects funded at \$2500 and higher (i.e. A Min. draw of \$200)



Resolution #:

Moved: Mr Dave Driedger

Seconded: Ms Melissa Lim

Status: Carried

Vote:

7.8. Bequests

Chris to develop policy for bequests: ED to bring bequests to board for discussion

Status: Not Started

7.9. Signing authority

Motion: that the "authorized staff member" be given signing authority for up to \$750 per item (this is up from the current \$300)

Resolution #:

Moved: Mr Dave Driedger

Seconded: Mr David Angus

Status: Carried

Vote:

7.10. Transfer of Funds

Board authorize Executive Director to transfer an additional \$50,000 to the Capital Planning and Development Fund at Van City.

Note: ED will respect cashflow needs.

Resolution #:

Moved: Mr Dave Driedger

Seconded: Ms Melissa Lim

Status: Carried

Vote:

8. Executive Director's Report

8.1. Motion: Receive Executive Directors Report

Resolution #:

Moved: Mr Laurie Morgan

Seconded: Ms Melissa Lim

Status: Carried

Vote:

- Executive Directors Board Report Jan2019.docx
-

9. Land Use Committee Report



10. Parks

10.1. Motion: Accept Parks Report

Resolution #:

Moved:

Seconded:

Status: Carried

Vote:

- 19.02.07 OCA Parks Report.pdf
 - David Spencer Park - OCA letter to CGI_process DRAFT.pdf
-

10.2. Letter to CGI group

That a letter be submitted to the CGI, on behalf of the Board, to lay out a process for gaining support of the project from the Board.

Resolution #:

Moved: Ms Melissa Lim

Seconded: Mr Laurie Morgan

Status: Carried

Vote:

10.2.1. CGI consultation process

Parks committee, ED, and school district to review strategy for consulting with neighborhood.

Status: Not Started

11. Communications

12. HR

12.1. No new items

December 10, 2018 to January 14, 2019

No new items

January 15, 2019 to February 11, 2019

No new items

Status: Completed

13. VCAN

13.1. VCAN terms of reference

Status: Completed

- VCAN Terms of Reference v5 (1).docx



14. New Business

14.1. City of Victoria - Strategic Planning

Status: Completed

14.2. AGM Topic

Define work and volunteer status for membership

Speaker.

Smart cities initiatives

community development

coops

communication

COV transportation

TREES MATTER NETWORK - The network has been contacted to see if they make oral presentations to community groups about the work they do. They do.

ED to craft new membership policy for review by the board for presentation at AGM.

Resolution #:

Moved:

Seconded:

Status: Carried

Vote:

14.2.1. AGM planning

Action: Chris and Executive to draft AGM format and bring to discussion for March meeting.

Status: Completed

14.3. Plan for Library

Motion: that President and Executive Director develop a plan to promote a new library branch in Oaklands neighborhood.

Resolution #:

Moved: Mr David Angus

Seconded: Mr Dave Driedger

Status: Carried

Vote:

15. Adjournment

15.1. Next meeting

Status: Completed



15.2. Motion to adjourn

Resolution #:

Moved: Mr Laurie Morgan

Seconded: Mr David Angus

Status: Carried

Vote:

16. In Camera
