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Burnside Gorge Community Association  
Minutes of the Board of Directors Meeting

**Monday, November 22, 2021 at 5:30pm**

Present:

**Chair:** Elizabeth Cull  
**Board members:** Kirsten Mah, Greg Arnold (via zoom), Michelle Peterson, Avery Stetski  
**Staff:** Suzanne Cole, Executive Director; Rachel O’Neill, Manager, Communications & Development; Hannah Holmes, Childcare Coordinator  
**Guests:** Marianne Alto, Council Liaison  
**Regrets:** Gary Pemberton, Neighbourhood Liaison

**Welcome and introductions**

Elizabeth welcomed everyone to the meeting and opened a round of introductions.

**BGCA Managers**

Hannah Holmes shared an overview of the Childcare department and their role as Team Leader.

**Agenda**

The agenda of the November 22, 2021 Board Meeting was presented. Motion to accept with changes

MOTION TO ACCEPT: Kirsten Mah

SECONDED: Michelle Peterson

**CARRIED**

**Minutes**

The minutes of the September 27, 2021 Board Meeting were presented. Motion to accept

MOTION TO ACCEPT: Avery Stetski

SECONDED: Kirsten Mah

**CARRIED**

**Action Items**

Action items were reviewed. The following items are being carried forward:

**ACTION:** Rachel & Suzanne will draft a communication strategy for the board.

**ACTION:** The Community Engagement team will ask some follow-up questions at future community meetings to get a better sense of what information people would like to see on BGCA’s Facebook page

**ACTION:** Elizabeth will draft a letter to the City in support of the situation table for areas in Burnside Gorge.

**City Update**

Marianne provided an update:

- Business Improvement Association – Marianne met with Darryl Wilson. He continues to engage with businesses and is receiving positive feedback for the most part. The process is still moving forward. Marianne has offered to facilitate a meet & greet with businesses, BGCA representatives, and residents in the new year. The board was supportive and noted that the space held for the community meeting in January could be a good date. Marianne will coordinate with BGCA and Darryl to book an appropriate time for a facilitated meeting with the business community.
- Queens / south end issues – There is a proposal coming forward through the City’s 2022 budget to pilot an initiative for one-time funding to offset costs of additional security. Other budget proposals include enhancing funding to DVBA to expand clean streets up to Bay street and increasing bylaw to try and address increasing issues in the south end of Burnside

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Gorge.

- The City budget is out for public comment right now. Property tax is proposed at 3.75% (inflation plus 1%).
- Police budget is proposing a 6.75% increase this year which will be part of the City's overall budget considerations.
- Festival Investment Grant applications are being accepted until December 31
- Mayfair has some extraordinary plans for the Blanshard/Finlayson lot, the current site of Bed Bath & Beyond. They're very interested in becoming actively involved in the community.

**ACTION:** Marianne will coordinate with BGCA and Darryl Wilson to book an appropriate time for a facilitated meeting with the business community.

Tracking hours Elizabeth reminded the board about the importance of tracking hours. Suzanne explained the importance of volunteer hours in BGCA's reporting, particularly for the City report as volunteer hours are part of BGCA's leverage.

Ops Suzanne shared operational highlights:

- Staffing – aside from the ongoing hiring for childcare, all positions have been filled except for the Youth Recreation Programmer which is open again due to an internal transfer. The current YRP has taken a position in housing.
- A community feedback section has been added to the update so the board can see what sort of feedback is coming in from the neighbourhood
- Monster Mash was a success, folks are really excited to be out and active and socializing with their kiddos. It's one of the best turnouts we've ever had.
- There are a number of Christmas events coming up: Santa's Pancake Breakfast on Dec 4; Seniors Christmas Lunch on Dec 16 - volunteer musician; and Christmas Dinner on Dec 2. Several board members are interested in volunteering. Rachel will send info out to the board on the upcoming opportunities.
- Rentals have been very busy, by end of November we'll have surpassed our projections for the year.
- City of Victoria has contracted a new security company, Paladin. The Community Centre wasn't on their route at first and there was an immediate impact with increased activity around the centre. Now the Centre is getting two checks a night and it's making a huge difference.

**ACTION:** Rachel will send out upcoming volunteer opportunities to the board.

Business Plan Update Avery, Suzanne and Rachel met with commercial realtors to find someone who could help secure a location for a thrift. A realtor from Collier's was selected and she's begun the search.

Purdy's Reminder A quick reminder to the Board that BGCA is running a seasonal Purdy's Fundraiser. BGCA receives a percentage back on all sales through the link.

Strategic Planning Updates Neighborhood Development – Avery

- Avery is meeting with developers and trying to build connections with owners/purchasers to strengthen connections within the neighbourhood

Community Engagement - Michelle

- The survey has gone out electronically and the team also attended a number of meetings and events to conduct surveys in person.

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- Planning is underway for two community open houses at the Community Centre in the new year - Jan 29 from 12PM-4PM & Feb 26 from 12PM-4PM.

#### Financial Health - Elizabeth

- This was already covered in the business plan update

#### Organizational Strength – Suzanne

- No updates, this work is ongoing

#### LUC & CAC Updates

Avery provided updates on Land Use and the Community Advisory Committees.

##### LUC:

- The engagement process for Chown Place is closing soon. There has been mixed response - some people think it's too high for the area and others are very supportive of it.
- 496 Cecelia is coming up for public hearing soon.
- 624/628 Manchester presented at the last community meeting. The proposal is for 11 townhouse units (all family focused) on two lots. There were some comments that the proposal is overly dense but there was support for having 2 & 3 bedroom units.
- There is a Land Use Committee meeting next Monday at 530. The City will be presenting on their plans for Douglas Corridor and discuss if/how it impacts or overlaps the BG neighbourhood plan.
- The former White Spot site at Chatham and Douglas has been purchased. BC Housing with Chard Development are putting forward a proposal for a large redevelopment of the site along with the Capital City Centre hotel.

##### CAC:

- BC Housing isn't able to attend all of the CACs thru the region. They are looking at how they manage CACs throughout the province. BGCA currently attends the Burnside Gorge CAC & Muncie Place. There is a third CAC for Paul's Motor Inn & Capital City that BGCA does not attend.
- There are 23 people residing at the Travelodge. Both Travelodge and the Howard Johnson are on track to resume their regular business operations in their respective timelines - Travelodge at end of year & Howard Johnsons in spring 2022.
- Avery asked service providers to see if there was any interest in joining BGCA clean and safe efforts but so far there hasn't been any response.

#### Strengthening Communities

Elizabeth gave an update on the Strengthening Communities initiative

- Michelle gave an update on the engagement project above
- Elizabeth is seeking partnership for clean and safe team
- The third stream is focused on safety, lighting, CPTED, etc. The team is focusing on finding a graffiti coordinator. Michelle mentioned that her neighbour had expressed interest. She will follow up with Elizabeth and put them in contact.

**ACTION:** Michelle will connect Elizabeth with a resident interested in coordinating anti-graffiti efforts.

#### Board Recruitment

There was general discussion about the need to recruit more board members. The AGM is scheduled for Feb 28 was identified as a good milestone for having new members in place for election.

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There was also a discussion about the current membership. Memberships are not time-limited so there is no annual renewal process and the membership list is out of date. Staff will update the membership list in the new year.

**ACTION:** Staff will update the membership list in the new year

Community Meetings

There was a general discussion about the purpose and frequency of community meetings and if there is a way to hold them more regularly. The board agreed that the third Monday will continue to be held for community meetings and the board will collaborate on content and topics.

Communications Update

Rachel shared an overview of BGCA's various communication platforms. There was a general discussion about what the Board would like to see in terms of a Communications Strategy.

**ACTION:** Rachel will send out the list of communication platforms to the board with the Communications Strategy.

Audit Meeting & Christmas Party

Suzanne anticipates that the audit meeting will be held the week of Dec 6<sup>th</sup> and will be about 30 minutes by zoom. Once the audit meeting has been confirmed, the board Christmas party will be booked.

Action Items

- **ACTION:** Rachel & Suzanne will draft a communication strategy for the board.
- **ACTION:** The Community Engagement team will ask some follow-up questions at future community meetings to get a better sense of what information people would like to see on BGCA's Facebook page
- **ACTION:** Elizabeth will draft a letter to the City in support of the situation table for areas in Burnside Gorge.
- **ACTION:** Marianne will coordinate with BGCA and Darryl Wilson to select an appropriate time for a facilitated meeting with the business community.
- **ACTION:** Rachel will send out upcoming volunteer opportunities to the board.
- **ACTION:** Michelle will connect Elizabeth with a resident interested in coordinating anti-graffiti efforts.
- **ACTION:** Staff will update the membership list in the new year
- **ACTION:** Rachel will send out the list of communication platforms to the board with the Communications Strategy.

The meeting adjourned at 8pm.

~Next regular board meeting is January 24, 2022, at 5:30pm~