

Burnside Gorge Community Association
Minutes of the Board of Directors Meeting

Monday, January 29, 2024 at 5:30pm

Present:	Chair: Elizabeth Cull	
	Board members: Avery Stetski, Greg Arnold, Greg Teuling, Stephen Andrew, Michelle Peterson	
	Staff: Suzanne Cole, Executive Director; Seval Kecicioglu, Communications & Development Coordinator	
	Guests: Gary Pemberton	
	Regrets: Ryan Hart, Mangat Vohra, Kirsten Mah, Krista Loughton	
Welcome and introductions	Elizabeth welcomed everyone to the meeting	
Agenda	The agenda of the January 29, 2024, Board Meeting was presented. Motion to accept.	
	MOTION TO ACCEPT: Greg Teuling	SECONDED: Avery Stetski
	CARRIED	
Minutes	The minutes of the September 25, 2023, Board Meeting were presented.	
	MOTION TO ACCEPT: Avery Stetski	SECONDED: Greg Arnold
	CARRIED	
Action Items	Action items were reviewed. No item is being carried forward	
City Updates	<p>Gary provided a City update report:</p> <ul style="list-style-type: none"> • The city has a new website. The neighbourhood page is getting updated and there will be a resource part where the public can see the neighbourhood-related resources. • The city also has 12 different newsletters, they can be viewed on the city's website or people can sign up for each newsletter. • City is hosting a Small Business Workshop on February 8 at the Conference Centre. • The city is looking for spaces to put more EV charging stations. Any land owner can partner with the city and this partnership will require a 10-year lease. • My Great Neighbourhood Grant launches on February 1. • The Local Champions program is still open for registrations and the program starts on March 15. • The Transportation Department is fixing the utility boxes. The Board wanted to put up the map that was designed for the mapping project on the boxes so Gary will bring this up to the engineers. 	
Report on Strategic Plan	<ul style="list-style-type: none"> • Discussion around the BGCA's mission, vision and values and no edits proposed • Recruitment and Retention of staff – <u>Mangat, Greg T. & Suzanne</u> <ul style="list-style-type: none"> ○ A committee came out from the strategic planning meeting. This committee is structured to help the management team retain and recruit skilled employees. ○ The committee is looking forward work on the vacation policy to moving forward with retaining employees ○ These changes might impact the budget, therefore the is a board committee. 	

	<ul style="list-style-type: none"> ○ Succession plan for the management team recruitment is another project the committee is working on ● Relationship with Business Community – <u>Avery</u> <ul style="list-style-type: none"> ○ Stephen will join Avery to help with this committee. ○ The committee will create its purpose as it is a working committee ● Relationship with the BG Community – <u>Michelle & Stephen</u> <ul style="list-style-type: none"> ○ The committee is renamed to Connecting Community Committee ○ This committee is all about bringing people together and creating a community where everyone feels safe and know their neighbours. ○ A lot of people are interested in being part of this committee so this committee is open to community members. ● Communications – <u>Elizabeth & Stephen</u> <ul style="list-style-type: none"> ○ This group works as a working group under the board and it’s not a committee ○ Stephen joined Elizabeth after the strategic planning meeting. ● Finance – <u>Greg A., Ryan & Suzanne</u> <ul style="list-style-type: none"> ○ Committee will create a term of reference ● Governance – <u>Elizabeth & Greg T.</u> <ul style="list-style-type: none"> ○ Terms of reference for this committee is ready and the manual has been circulated. ● Burnside Gorge-ous <ul style="list-style-type: none"> ○ Elizabeth sits on this committee to represent the board. ○ This committee will be under the Connecting Community committee
LUC Updates	<p>Avery provided updates on Land Use and VCAN.</p> <p>LUC:</p> <ul style="list-style-type: none"> ● 2816 Irma St. got approved and the developer has started the project. ● The development proposal for phase 1 of development at 133 -135 Gorge Rd. has been approved ● The committee is working on a letter about the connector between Washington St. and Carroll St. The connector runs into someone’s backyard so the LUC is writing a letter to the city regarding this issue ● Greg T. is interested in joining LUC <p>VCAN</p> <ul style="list-style-type: none"> ● VCAN is working on a letter about the new local area plan and provincial zoning. Once the letter is completed it will be circulated for members to sign
Operational & Financial Reports	<p>Suzanne presented the operational report.</p> <p>Operational Report:</p> <ul style="list-style-type: none"> ● The office window at the front side of the building got broken and it got fixed after a couple of weeks ● The new fence between Howard Johnson and BGCA is cut ● The Family Service worker position is vacant ● A couple of childcare spaces are available, but the waitlist can’t register because of the age restrictions. ● Lots of events have been done during the holiday season, including the Santa’s Pancake Breakfast and Christmas Dinner and the next event coming up is the Selkirk Waterfront Festival <p>Financial Report</p> <ul style="list-style-type: none"> ● In general, the agency is in good financial standing ● The Boutique brought in what is budgeted for the first time this quarter ● CCOF from the government, was not received in December. It usually is behind schedule so there is outstanding revenue that needs to come in December
New Business	<ul style="list-style-type: none"> ● The AGM Guest Speaker is booked. Doug Clarke from the City of Victoria is presenting on Emergency Preparedness.

Action Items	ACTION: <ul style="list-style-type: none">• Everyone to look at the manual that Elizabeth circulated• Finance committee to create a terms of reference
Tracking Hours	Board members were reminded to fill out their hours on Track it Forward.
	The meeting adjourned at 7:30 pm.

Next Meetings:

- **Board Meeting on March 25, 5:30pm**