

Burnside Gorge Community Association  
Minutes of the Board of Directors Meeting

**Monday, March 25, 2024 at 5:30pm**

<b>Present:</b>	<b>Chair:</b> Elizabeth Cull	
	<b>Board members:</b> Avery Stetski, Greg Arnold, Greg Teuling, Stephen Andrew, Michelle Peterson, Ryan Hart, Mangat Vohra	
	<b>Staff:</b> Suzanne Cole, Executive Director; Sevval Kecicioglu, Communications & Development Coordinator	
	<b>Guests:</b> Krista Loughton	
	<b>Regrets:</b> Gary Pemberton	
<b>Welcome and introductions</b>	Elizabeth welcomed everyone to the meeting	
<b>Agenda</b>	The agenda of the March 25, 2024, Board Meeting was presented. Motion to accept.	
	MOTION TO ACCEPT: Greg Teuling	SECONDED: Avery Stetski
	<b>CARRIED</b>	
<b>Minutes</b>	The minutes of the January 29, 2023, Board Meeting were presented.	
	MOTION TO ACCEPT: Ryan Hart	SECONDED: Avery Stetski
	<b>CARRIED</b>	
<b>Action Items</b>	Action items were reviewed. No item is being carried forward	
<b>City Updates</b>	Krista provided a Council update report: <ul style="list-style-type: none"> <li>• Gorge Rd. construction will start in April and the notification letter went to the neighbours.</li> <li>• OCP Engagement is starting and the survey is online. You can sign-up for the newsletter and get information about the up coming in-person sessions etc.</li> <li>• Community Safety project at Caledonia Pl.</li> </ul>	
<b>Report on Strategic Plan</b>	<ul style="list-style-type: none"> <li>• Discussion around the BGCA’s mission, vision and values and no edits proposed</li> <li>• Recruitment and Retention – <u>Mangat, Greg T. &amp; Suzanne</u> <ul style="list-style-type: none"> <li>○ No updates</li> </ul> </li> <li>• The work done at this committee level will be brought back to the Board for overall approval. Relationship with Business Community – <u>Avery</u> <ul style="list-style-type: none"> <li>○ The committee will write a proposal for the online business platform project.</li> </ul> </li> <li>• Connecting Community – <u>Michelle &amp; Stephen</u> <ul style="list-style-type: none"> <li>○ There was a positive response at the first meeting of the committee in February</li> <li>○ The Committee is excited about projects like Carol St. and Washington St. connector</li> <li>○ At the next meeting the committee will put together its priorities.</li> </ul> </li> <li>• Communications – <u>Elizabeth &amp; Stephen</u> <ul style="list-style-type: none"> <li>○ Elizabeth and Stephen came together and they will create a draft communications plan</li> </ul> </li> <li>• Finance – <u>Greg A., Ryan &amp; Suzanne</u> <ul style="list-style-type: none"> <li>○ The committee is working on the terms and reference</li> </ul> </li> <li>• Governance – <u>Elizabeth &amp; Greg T.</u> <ul style="list-style-type: none"> <li>○ The Board of Directors Orientation Manual is updated.</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>• Burnside Gorge-ous             <ul style="list-style-type: none"> <li>○ No updates</li> </ul> </li> </ul>
LUC Updates	<p>Avery provided updates on Land Use and VCAN.</p> <p>LUC:</p> <ul style="list-style-type: none"> <li>• LUC is very quiet, currently there are no new developments.</li> <li>• The new day care space on Cecelia Rd. is moving forward and will be ready next spring</li> </ul> <p>VCAN</p> <ul style="list-style-type: none"> <li>• They will write a letter to the Mayor and council about the OCP</li> <li>• The group got approved for a grant for their tree project. This will get more tree spaces in the neighbourhoods.</li> </ul>
Operational & Financial Reports	<p>Suzanne presented the operational report.</p> <p>Operational Report:</p> <ul style="list-style-type: none"> <li>• Other than few childcare spaces BGCA is fully staffed</li> <li>• The Boutique will get some outdoor signs update. They did a survey and lots of people say that they saw the store as they are driving, so this will increase the visibility of the store.</li> <li>• Cyber Security insurance plan research is completed. There are two options one covers 3<sup>rd</sup> party and the other option doesn't cover the 3<sup>rd</sup> party.</li> </ul> <p>Financial Report</p> <ul style="list-style-type: none"> <li>• In general, the agency is in good financial standing</li> <li>• 3-5 daycare's budget is going to be messy for the first year because of the startup funds that were in a different account. The budgeted money was starting in September but the daycare opened in January and started paying wages in January.</li> </ul>
New Business	<ul style="list-style-type: none"> <li>• The Governance Committee worked on the terms of reference so there is more clarity for the committees and the staff</li> <li>• There was a discussion about the 2915 Douglas St. parking lot. No updates on the empty parking lot project.</li> <li>• There was a conversation about the neighbourhood parking issue. Chown Place residents parking on the street is causing limited parking spots on the street and blocking drives</li> </ul>
Action Items	<p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• Greg A. to look at the Cyber Security insurance policy</li> <li>• Michelle and Stephen (Connecting Community Committee) to work on the parking and neighbourhood conflict</li> <li>• Krista to talk to Corinne (Chown Place) first</li> <li>• Avery to talk to the city for more bylaw enforcement regarding street parking</li> <li>• Avery to get details on North Park working group</li> <li>• Elizabeth to redraft statement on supportive housing</li> <li>• Elizabeth &amp; Suzanne to draft letter to Mayor and Council re operating agreements</li> </ul>
In-Camera Session	
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 April 22, 5:30pm**