

Minutes
Developing a Strategic Vision Steering Committee

Date: June 3, 2008

Location: SEAPARC Boardroom

Time: 9:15 to 11:50 a.m.

Present: W. Fritz, V. Diment, J. Charles, R. Jorna, A. Campbell, H. Phillips, C. Gardener

Regrets: A. Carver

1. Approval of the Agenda:

The agenda was approved unanimously.

2. Appointment of Recorder:

R. Jorna to be the recorder by rotation.

3. Approval of May 20, 2008 Minutes:

Approval of the May 20, 2008 Meeting Minutes was moved by A. Campbell and seconded by J.

Charles. Passed

4. Discussion/Review/Approval of the First Draft – W. Fritz

Thanks to all for their hard work on the first draft, including Loretta Fritz who helped with formatting and editing.

There was general discussion of the draft Strategic Vision circulated for the meeting.

- Some activities seem questionable such as the prevention of all fish farming or support of salal picking and are not agreed with by some members of the steering committee. It was concluded that as they were proposed in the community workshop, they should remain in the draft and be circulated for community comment. Steering committee members, as members of the community, can also forward their views about the first draft.
- The word "lobbying" may need some definition. The community will need to lobby the people in government who have the power to make proposed changes and also to ask other levels of the government for support. The second draft should identify more clearly the authority to be lobbied.
- Where the term "sensitive" eco system is used, it should be changed to "significant" eco system as the area west of the Sooke River is deemed not to have sensitive ecosystems.
- The formatting in the documents needs to be consistent.
- The views of young people and those residing in mobile homes may not be sufficiently reflected.
- **Follow-up action:** W. Fritz will make the changes in the "First Draft" as discussed.

There was also some general discussion about the development of the next draft of the document.

- A possible item to include is better enforcement of existing bylaws and regulations.

- Discussions with the RMCP and bylaw enforcement officers, fire department and emergency response teams may be useful to clarify how we are covered in this area.
- As road improvement and transportation issues have not been addressed, we may need to look at the CRD health & transportation study.

It was agreed by all steering committee that the suggested changes to the first draft should be made and that the document needs to be clearly identified as ideas collected from the community. .

5. Circulation of the First Draft – W. Fritz

A) The Covering Letter

A draft covering letter was discussed. Some suggestions for change were made.

Follow-up Action – A. Campbell is to work on rewording the letter of introduction before the June 4 circulation deadline. The letter is to include the sentence *your "input into your community vision is needed and valued."*

B) Community Feedback Questionnaire

The draft community feedback questionnaire was discussed. It was agreed that an additional question dealing with the front section of the document needed to be added. The questionnaire should emphasize that we need the community's ideas. Some reformatting is also needed to provide more "writing space" for comments on how to improve the draft strategic vision document. Some rewording should be done to clarify that providing your name and address is optional, but useful if the steering committee needs to contact anyone to clarify their suggestions for change.

Follow-up Action - W. Fritz will rework the questionnaire to reflect these ideas. .

C) Community Circulation of the First Draft - A. Campbell

A. Campbell reviewed a range of ways to circulate the strategic vision document to the community.

- The Strategic Vision Communication Bulletin for June 4, 23008 will include the First Draft of the Strategic Vision document on the project website www.jdffuture.org along with the covering letter and the feedback questionnaire as attachments . This should make it easier to obtain feedback electronically. Follow-up with A. Carver is needed to accomplish this. V. Diment volunteered to do this.
- OPSRRA will also electronically circulate that information to its members and use its newsletter to provide a "heads up" about the general release on June 4, 2008.
- The Kemp Lake Waterworks Board will include information about the second draft in their July billing
- No such notices can be included with the CRD property tax assessments.
- The Rural Observer will include an advertisement in their June edition.
- Reference to the draft document in the MLA's newsletter is being explored.
- Posters will be placed on the community bulletin boards in Shirley and Otter Point on June 4, **2008. Follow-up Action** - A. Campbell to send draft wording for the posters to C. Gardener and H. Phillips for review. A. Campbell, V. Diment, C. Gardener and H. Phillips will produce and place the posters on the bulletin boards.
- The JdF Community Trails Society will e-mail the draft document package to their Otter Point and Shirley member's. **Follow-up action** - R. Jorna

- An information item about the draft document will be placed in the Sooke News Mirror.
- The BC Landowners Association may be willing to circulate the draft document to their membership
- A notice will be posted at the Otter Point Fire Hall and paper copies made available to be picked up there.
- A. Campbell will approach the Kemp Lake Store to see if they will also allow a notice and paper copies to be left for distribution.
- A. Campbell will give the Shirley Education & Action Committee a project update and ask them to circulate information about the draft document.
- A. Campbell will also ask the CRD office for their permission to post a notice and leave paper copies in the CRD office.
- A. Campbell has also been in touch with the Edward Milne Community School to see if a grade 10 class is willing to provide feedback about issues such as their values & goals, recreation, environment, affordable housing, etc.
- J. Charles will make inquiries with MP Keith Martin through Jeff Sylvester, his assistant. about distributing community information through his MP's bulletin.
- The speakers from our community forums were added to the list of people to receive the draft report.
- It was recognized that as there is no single general mail out list available for use, many people will get the information electronically from several sources as membership overlaps
- It was agreed that all steering committee members should share the information with their friends and neighbours and encourage them to read provide their feedback.

6. Update from the Ad Hoc Subcommittee on Family/Children Consultation – V.

Diment, H. Phillips

- It was decided to refer to this more simply as the Family Photo Project.
- All four schools have been contacted about the project but no real feedback is available to report on yet.
- As C. Gardener is unable to continue on the Family Photo Project, R. Jorna is added to the project team.
- The Sooke OCP Review got information from the school children. **Action** - W. Fritz will ask for a copy of this.

7. Discussion of Next Steps – W. Fritz

- At the next steering committee meeting, it will be necessary to begin reviewing the feedback on the First Draft and to make decisions about the development of the Second Draft for circulation at the end of July 2008.
- W. Fritz will begin developing estimates of the potential costs of producing and circulating the finalized report in late August for discussion at the next meeting July 2, 2008.

8. Reports of Working Sub-committees

A) Gathering information - H. Phillips, J. Charles, A. Campbell

- The CRD will be approached for assistance in obtaining updated community information including census data.
- Consideration should be given to developing a one page listing of key community background documents which could be part of the finalized draft of the strategic vision. As legislation and bylaws are often very lengthy, it may be practical to only identify particularly important sections.
- R. Jorna volunteered to transcribe the returned feedback questionnaires from the June 4 mailout.

B) Funding - W. Fritz, R. Jorna, A. Campbell

- Shortly after June 15, 2008, BC Healthy Communities should be able to inform us about whether the grant funding application made to them. A copy of the First Draft document will be forwarded to them.
- Two weeks ago A. Campbell updated the JDF EA Economic Commission on the progress of the Vision Committee. It was well received. A. Campbell brought to their attention that their list of local businesses was out of date. They were aware of it and asked if the Steering Vision Committee wanted a contract to update it. A. Campbell replied that doing so was somewhat outside of the Steering Committee's mandate but that we would pass on all of the updated information that had been compiled to date. This activity could be a source of fundraising income for community groups.
- The Real Estate Foundation of BC was also contacted to see if they also wanted an interim project report. There has been no response to date.
- The remaining project funding is approximately \$3500.00, with one bill outstanding for the workshops refreshments.

C) Publicity/Communications –A. Campbell, A. Carver, C. Gardener

- Covered under circulation of the first draft
- The possibility of a community sports day at Malahat Farm was discussed

D) Event Documentation - W. Fritz, R. Jorna, H. Phillips

- There was some very preliminary discussion of how the final report to the project funders might be structured.

9. Next Meeting

To be scheduled for July 3, 2008 at SEAPARC.

10. Adjournment

Adjourned 11:50 am on a motion by V. Diment and seconded J. Charles.