



NOCA Board Meeting, January 14, 2017 - MINUTES

Present

Janet Wright	Matt Baillie
Joy Adams Bauer	Helena Green
Bruno Bodnar	Barbara Schreiber

Regrets

Katarina Litva	Steven Johns
Michele Hillier	Ian Knipe

1. **Call to Order** – the meeting was called to order by Matt Baillie at 7:05 p.m.
2. **Approval of agenda** – The agenda was approved. Moved by, Barbara Schreiber, Seconded by Bruno Bodnar, CARRIED.
3. **Approval of minutes from December 12, 2016 meeting** – the minutes were approved as circulated. Moved by, Matt Baillie, Seconded by, Janet Wright, CARRIED.

4. Director's Reports

- Barbara reported that our bank balance is \$1642.08
- Matt reported on a variance request for 429 Milton Street. After discussion it was agreed that Matt would draft a letter to the city detailing our concerns (parking, set-back at alley) and circulate it via email for comment and approval.
- Helena spoke about her research regarding a Good Neighbour Bylaw. Helena has spoken with Chris Sholberg who noted the items that would be covered by such a bylaw are already in place under existing bylaws. The issue is the lack of will to enforce current bylaws. Helena also referenced the existence of grants to help clean up properties.
- Joy reported on her conversation with Chris Winkel, Traffic Transportation Engineering Specialist with the city re parking and visibility concerns at the corner of Machleary and Fitzwilliam. Chris explained that about a year ago the no parking area along the south side of Fitzwilliam was extended to provide better visibility looking eastbound. The city is developing bike lanes on Fitzwilliam between Pine and Milton Streets as part of the city's bikeway project. The development of bike lines on Fitzwilliam will consume the existing parking on the south

side of the street and parking will only be allowed on the north side. The work is scheduled to begin in 2017. No traffic studies have been done in the area, but traffic has not increased much in the past 30 years. We live in a city with hills. If people find visibility an issue, they can always choose an alternate route.

- Bruno spoke about a possible walking tour of historic houses and /or gardens (as suggested at our December meeting). He showed a few existing walking tour brochures. He will do a bit more research with the city archives.

5. Discussion Items

Report from the Malaspina Gardens work group – Janet reported that after the e-blast, two volunteers stepped forward to join the work group. Chartwell is aware of the community meeting. The tentative date is Sunday, March 5 from 1 to 3 pm at St. Peter’s Catholic Church. Motion to give the work group a \$100 budget – Moved by Joy Adams Bauer, Seconded by Matt Baillie, CARRIED. We will discuss flyers for the special meeting at our February Board meeting.

Proposed Constitutional Change – It was decided to deal with the constitutional change (adding the south side of Elizabeth Street to our boundaries) at the 2017 AGM. We will ensure appropriate notice is given to members, and that the change is noted on the AGM flyer.

Communication Guidelines - Thank you to Helena for circulating the communication guidelines. It was agreed they are a good document to have “in our back pocket”.

Pawson Park Agreement – the Board agreed it needed information on costs before it could approve paying the park’s key deposit or entertain the idea of fundraising for a pavilion. Once Joy has heard from Jen Skogland about costs, she will let Helena know. Helena is talking with Deborah Beck about becoming a Pawson park ambassador.

Call for volunteers to set on city advisory committees – for the Board’s information.

Invitation to City of Nanaimo Heritage Summit (Feb 15, 2017) – Janet may attend.

Helena’s letter to the city re boulevard trees – Helena shared an updated version of her letter. Some suggestions were made. She will make the changes and circulate to the Board for approval. Our co-chairs will sign.

6. Adjournment – the meeting adjourned at 9 p.m. **Next meeting – Monday, February 20, 2017 at Harris House Health Clinic.**