



DRAFT Meeting Minutes

Park Board Transition Working Group Meeting

City Hall - February 28th, 2024 (6:00pm – 7:00 pm)

Attendees

Working Group: Trevor Ford, Rebecca Bligh, Marie-Claire Howard, Shauna Wilton, Gregor Young, Catherine Evans, Jordan Nijjar; Regrets: Ken Sim, Sarah Kirby-Yung, Jennifer Wood; Staff: Paul Mochrie, Ben Pollard, Luhan Yao.

Minutes

1. Finalizing Key Stakeholders List

Following a review of the overall approach, Working Group discussed the proposed clusters and identified stakeholder representatives for each cluster. After significant discussion, Working Group agreed on the following clusters:

- CCAs
- Other Partners
- Recreation and Sports Leagues / User Groups
- Nature
- Commercial / Business Partners
- Aquarium
- Events, Culture and Tourism
- Youth and Children
- Reconciliation and Equity

By consensus, Working Group confirmed the following approach for engagement with representatives from each cluster:

- In-person meetings with stakeholder representatives will be conducted at City Hall.
- Meeting invitations will be extended to all Community Centre Associations (CCAs) members, with a special meeting dedicated to representatives from Sunset, Britannia, Ray-Cam and Hillcrest Community Centres, given their unique circumstances.
- To ensure active participation, the CCAs will be divided into smaller groups. Time slots will be offered to all CCAs for selection on a first come, first serve basis, with each slot accommodating five CCA members.



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- Recognizing that not all commercial partners may be interested in discussing governance matters, the Working Group will send surveys to stakeholders in the Commercial/Business Partners and Events, Culture, and Tourism clusters. The survey will include a question confirming the stakeholder's interest in attending a meeting.
 - To ensure interests regarding Reconciliation and equity are addressed, Staff will present best practices around inclusionary governance. The Working Group will also seek feedback from stakeholders in the Reconciliation and Equity cluster regarding governance.

2. Next Steps

Working Group agreed on the following action items:

- Working Group will identify the stakeholder meetings that they wish to attend and/or lead.
- Staff will send invitations to the finalized list of stakeholders.

3. Adjournment

The next meeting is scheduled for **March 6**.