

OCP PROJECT ADVISORY COMMITTEE

AGENDA

April 25, 2013 at **5:00 p.m.**
Council Chambers, Oak Bay Municipal Hall

NOTE: Catherine Berris, OCP Consultant, will be participating via speaker phone

1. Circulation of Draft 2 (in Categories) of the Master Stakeholder Consultation List for the Visioning Sessions
2. Final Decision on Branding /Photos – Has a final decision been reached and are we “good to go”?
3. Final Decision on “Community Open Houses” vs. “Visioning Sessions” for the two neighbourhood meetings:
 - Cost (\$) implications
 - Hold both up-front, or book-end in terms of scheduling?
 - Format and logistics for both options, and facilitation details
 - Confirmation of locations
 - Attendance and participation of OPAC members at the sessions – Clarification of Roles
 - Preferred number of attendees for the various sessions, and maximum numbers
 - Possible re-naming of the sessions
4. Final Decision on the Schedule for the Visioning Sessions/Community Open Houses – Two Options
5. The Wording of the Master Invitation Letter for the Visioning Sessions
 - OPAC input
6. Future Communications Moving Forward (Between Consultant/Staff/OPAC/Chair) – Committee and Chair’s Expectations
 - Committee Chair to attend all future conference calls with Consultant
7. Community Survey
 - Comments on implications of expanding survey to include all residents
 - Cost (\$) implications
8. Next Steps and Timing
 - “Communications Blitz”