

Process Notes, November 7, 2013, OPAC Meeting

The Chair opened the meeting noting that this is the last OPAC meeting for the interim Administrator, Gary Nason and she acknowledged his contributions and incredible dedication to this Committee. A warm welcome was then extended to Helen Koning, the new Chief Administrative Officer (CAO), as she will be taking on the role of one of the staff liaisons to this Committee.

The first item was an update on the OCP household survey numbers provided in a letter from the survey consultant, Points of View Research.

- Of 509 mailed, 362 were returned for a return rate of 71%
- 2,261 have completed the on-line survey plus one phone interview
- Using the current base of 7,948 receiving survey notification, the participation rate is 33%

It is anticipated that an analysis of the survey will be presented to OPAC and then to Council one evening in December (9th or 16th), dependent on the approved Council schedule.

It was confirmed that the next Open House on the OCP will be held Saturday, February 8th, 2014 with the location to be confirmed at the Oak Bay Recreation Centre. This Open House is to review the input received from the surveys and subsequent analysis and also to discuss the draft OCP Visions and Goals and resulting draft objectives for the eight sections of the OCP.

A revised schedule for OPAC's review of the draft OCP sections for context and objectives was considered and approved by the Committee. The first meeting will be November 21st, 2013, with the next one set for December 5th, 2013. Subsequent meetings will be December 9th or 16th (depending on the Council schedule and then on January 9th, 2014.

The majority of the meeting was spent in the review of the draft OCP Vision and Goals section which will be re-drafted by staff based on the discussion, sent back to the consultant and then re-submitted to OPAC for concurrence.

Next meeting of OPAC will be on November 21st, 2013 to review the draft context and objectives for the Natural Environment and Parks and Recreation Sections as firstly reviewed by the appointed sub-committee.