

OCEANSIDE HOMELESS TASK FORCE BOARD MEETING MINUTES

OHTF

OCEANSIDE

DATE: October, Friday 3rd, 2025
TIME: 10:00 AM
LOCATION: SOS
CHAIR: Shayla Day
NEXT MEETING: November, Friday 7th, 2025 Location: SOS (245 Hirst Ave, W)

ATTENDANCE: Traci (MSDPR), Susanna N (SOS), Jamie B (OCAT), Shane W (RCMP), Brandon R (Island Health), Shayla D (DayHomes),

REGRETS: MLA Stephanie Higginson, RiseBridge, Scott H (Qualicum Beach), Elizabeth D (MHSU-Island Health)

1. Welcome & Land Acknowledgment

Chair Shayla Day opened the meeting with a welcome and acknowledgment that the Task Force operates on the unceded traditional territory of the Snaw-Naw-As First Nation and Kwalikum First Nation. Respect was given to Elders and Knowledge Keepers past and present.

Overview:

Shayla provided an overview of the meeting purpose and expressed appreciation for continued collaboration across agencies.

2. Approval of Previous Minutes

- Ground Rules Reminder & TOR Review:
- Shayla restated the Task Force ground rules, emphasizing:
 - **Zero Tolerance for Disrespect**-respectful dialogue only; no gossip or dismissive behaviour.
 - **Open & Transparent Table**-no NDAs or closed-door agreements.
 - **Accessible Meetings**-hybrid participation options.
 - **Posted Minutes**-to be shared publicly within 7-10 business days.
 - **Shared Responsibility**-equal ownership of decisions.
 - **Community First**-decisions centred on those at risk of or experiencing homelessness.
 - **Conflict Resolution**-disagreements handled constructively.
 - **Attendance & Accountability**-commitment to regular participation.

Funds from Previous Table:

Susanna (SOS) provided historical background on the funds previously held in trust by SOS.

- The funds (approx. \$18,000) were not from Reaching Home or any federal funder but carried forward from the prior table.
- Some funds have now been used to purchase supplies for the upcoming winter season, including:
 - 29 tents, 30 sleeping bags, 52 tarps (various sizes), socks, gloves, and other assorted goods.

- Additionally, approximately \$5,000 has been earmarked for a community open forum.
- Outreach workers are welcome to access supplies for distribution. Susanna requested a simple tracking system to prevent duplication of handouts.

3. Call for Nomination – Vice President

Due to limited attendance, the Vice President election was deferred to the next scheduled meeting. All members present agreed.

4. Updates & Reports

NDP MLA – Stephanie Higginson
Regrets submitted.

SOS – Susanna N.

Provided a brief update reiterating supply availability for outreach and ongoing coordination for winter preparedness.

Island Health – MHSU (Elizabeth D.)
Regrets submitted.

Island Health – Population & Public Health (Brandon R.)

Reported that Nanaimo now has a permanent Medical Health Officer (MHO).
Brandon serves on a 10-person regional action team coordinating public health strategies across Island communities.

Ministry of SDPR – Traci

Shared an update that the ministry now has access to a mobile van for outreach and on-site checks. The van requires two staff for operation at all times.

RCMP – Shane W.

Noted growing concern for support pathways during colder months and expressed the need for clear referral systems for individuals encountered during patrols.

OCAAT – Jamie B.

Reported three peer support workers currently active and distributing supplies on the ground.

RiseBridge –

Absent / no update provided.

5. New Business

Terms of Reference Review & Open Discussion

The group reviewed the Terms of Reference (TOR) and held an open discussion regarding membership and participation.

- Consensus was reached that any organization, service provider, or community member actively involved in serving the Oceanside region is welcome to join the table.
- However, the Task Force is not intended as an open community drop-in; participation is expected from those directly working toward shared goals in housing, outreach, or community care.

- It was agreed that if an item brought to the table requires a decision and consensus cannot be reached, a simple majority vote of attending members will apply.

All sitting members were in full agreement with this approach.

Task Force Name Discussion

A concern was raised regarding the Task Force name and the negative associations some hold due to past efforts under similar titles.

Shayla explained that it was not a name just picked by Oceanside, it is one used Canada-wide. Each district has a lineup of meetings starting with a Task Force, then a CAT (Community Action Team), and then a lower-level HOST meeting.

She emphasized that the name structure follows a recognized system of collaboration, ensuring Oceanside remains aligned with broader regional and national standards.

Members were invited to email any name suggestions to Shayla prior to the next meeting for discussion.

Point-in-Time (PIT) Count Update

Susanna shared that the most recent PIT Count showed a notable increase in the number of seniors experiencing homelessness in the district.

The total recorded number this year was 94 individuals.

Shayla will circulate the PIT Count Summary Report to all members following the meeting.

6. Next Meeting

Date: November 7th, 2025

Time: 10:00 AM

Location: SOS (245 Hirst Ave, W)

7. Adjournment

Meeting adjourned with closing thanks from Shayla, recognizing the continued efforts and collaboration of all partners and frontline teams supporting Oceanside's vulnerable populations.