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CORDOVA BAY
ASSOCIATION
FOR COMMUNITY AFFAIRS



ANNUAL GENERAL MEETING – October 28, 2020

Cordova Bay Association for Community Affairs 2020 Annual General Meeting Agenda

1. Call to Order and Welcome

2. Approval of the Agenda

3. Approval of the Minutes of the 2019 Annual General Meeting

4. Q&A on Treasurer's Report (Financial Statements for the 2019 Fiscal Year)

5. Appointment of the Financial Reviewer for the 2020 Fiscal Year

6. Q&A on All Other CBA Reports and Activities

7. Approval of Proposed Bylaw Amendments

8. Election of Directors

9. New Business

10. Motion to Adjourn

Cordova Bay Association for Community Affairs

Current Board of Directors

President: Larry Gontovnick

1st Vice President: Vacant

2nd Vice President: David Kuprowsky

Secretary: Barb Lucas

Treasurer: Keith Anderson

Membership Chair: Neil Swart

Events Chair and Planning Co-Chair: Mike Giordano

Planning Co-Chair: Dale Christenson

Transportation Chair: Alex Izett

Public Relations Chair: Brock Nordman

Community Services Chair (Website): Gloria Wills

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Cordova Bay Association for Community Affairs 2019 Annual General Meeting Minutes

****Full minutes are in the AGM Package****

**Cordova Bay Association for Community Affairs
Annual General Meeting**

Held: April 17, 2019

Location: Cordova Bay United Church, 813 Claremont Avenue, Victoria.

Board Members In Attendance: Larry Gontovnick, Alex Izett, Neil Swart; Keith Anderson, Barb Lucas, Ross Marshall, Lynda Vallee, Gloria Wills

Board Member Regrets: Tim Kane, Dave Mitton, Dave Kuprowsky

Number of CBA Members in attendance (including board members): 49

Recording Secretary: Barb Lucas

3. Approval of the Agenda:

Motion to approve the agenda as presented.

Moved: Joy Cooper / Seconded: Keith Anderson

Carried

4. Approval of the Minutes for CBA Annual General Meeting April 18, 2018

Motion to approve the April 18, 2018 AGM minutes as presented.

Moved: Alex Izett / Seconded: Lynda Vallee

Carried

Cordova Bay Association for Community Affairs 2019 Annual General Meeting Minutes

****Full minutes are in the AGM Package****

Motion That the Association accepts the financial statements for the year ended December 31, 2018.

Moved: Alex Izett / Seconded: Colin Millard

Carried

Motion That Katerina Edwards of Katerina's Bookkeeping be retained as the financial reviewer for the Cordova Bay Association for Community Affairs for 2019, as required by Part 7, Number 51 of the CBA Bylaws and as recommended by the CBA Board of Directors.

Moved: Alex Izett / Seconded: Keith Anderson

Carried

10. Election of Directors

Barb then asked three times if there were any other nominations from the floor. Hearing none, the slate – Tim Kane, David Kuprowsky, Neil Swart, Keith Anderson, and Leif Wergeland - was elected by acclamation.

12. Adjournment

Motion to adjourn.

Moved: Ross Marshall / Seconded: Colin Millard

Carried

The meeting adjourned at 8:55pm.

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CBA AGM Treasurer's Report

****Full Treasurer's Report and Financial Statements are in the AGM Package****

- 1. The Association finished the December 31, 2019 fiscal year in excellent financial health, as has been the case for the past number of years.**
- 2. Assets of the Association comprise bank accounts and low risk term investments with our bankers totaling \$27,830 at year end. There were no liabilities at the 2019 year end, as in prior years.**
- 3. 2019 Operating Revenues for 2019 totaled \$6,159, with Expenditures of \$6,226, resulting in a deficit for the year of \$67.**
- 4. The Financial Statements of the Association are reviewed and reported on by an independent accountant.**
- 5. Key factors for the continuing operational and financial health are the continuing support and participation from Cordova Bay residents and the District of Saanich.**

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Appointment of the Financial Reviewer for the 2020 Fiscal Year

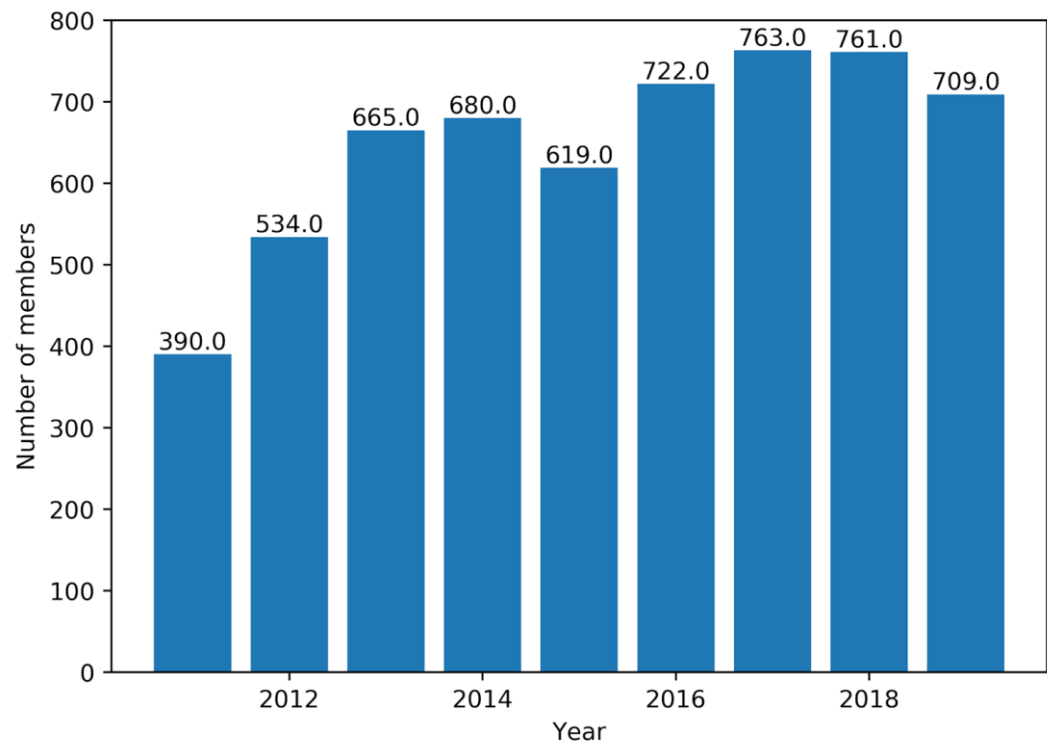
MOTION: That Katerina Edwards of Katerina's Bookkeeping be retained as the financial reviewer for the Cordova Bay Association for Community Affairs for 2020, as required by Part 7, Number 51 of the CBA Bylaws and as recommended by the CBA Board of Directors.

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CBA AGM 2020 Membership Report

- **New, online membership form, with paper option still available.**
- **New option to pay via CC online via paypal.**
- **Streamlining of membership database etc.**
- **Monthly reminder emails to expired members and a paper mailout in October.**
- **Number of members decreased by about 50, will decrease more in 2020. Why?**



CBA AGM 2020 Transportation Report

- **Vehicle traffic and corresponding speed through our Community is the #1 concern of our Members (CBA Survey).**
- **Delegation to Saanich Mayor & Council re "*Safety Along The Cordova Bay Corridor*" August '19. Individual follow-up meetings brought mixed response; momentum interrupted by onset of COVID-19 and budgetary issues.**
- **Mayor's "50/40 speed reduction" initiative welcomed, but it also played a part in deflecting local attention. Hopefully Pilot Project will address all hotspots and not just "residential" streets.**
- **Enforcement of speed limits needs to be stepped up; "excessive speeding" has become the new sport in Cordova Bay! SPD resources should be augmented to track down the violators.**
- **Safety of pedestrians must remain paramount, throughout the length of our sidewalks and at crosswalks along the way; both are in need of upgrading.**
- **DCC measures ~ and proposals to emerge from the much anticipated LAP ~ while welcome are too far out in time (10~20 years+) to address our concerns. Saanich must do better!**
- **PBH/Sayward intersection has once again hit the "Top 10"; one of the worst crash sites on Vancouver Island ~ in part, a function of CB through-traffic. Improvements needed here, including dedicated left turn for southbound vehicles coming off Sayward**
- **Good job on Haliburton sidewalk/bike lane upgrades; CBR (Walema~Matticks Woods) next?**

CBA AGM 2020 CB LAP Update Report

- **The Draft Cordova Bay Local Area Plan is up for review on Saanich's website!**
- **A Postcard Notification to all Cordova Bay residents was mailed out by Saanich in July, directing residents to the Saanich website at www.saanich.ca/cordova where access to the following opportunities are listed:**
 - **Attend the Virtual Open House**
 - **Review the Draft Plan**
 - **See the Draft Plan's section 10 Village Sub-Area Plan**
 - **Review the Draft Cordova Bay Village Design Guidelines**
 - **Email with questions or to set up a phone meeting with the planner**
- **There is also an "Asked and Answered" link with questions of a general nature that have already been sent in to Saanich.**
- **Feedback to Saanich can be done through completing their Community Survey and/or sending a letter, as indicated on the website. Survey closes November 1st.**
- **We strongly encourage all residents to review the Draft LAP and provide feedback to Saanich.**

CBA AGM 2020 Planning Report

- **The Haro-** The first two buildings on the East Side of the property, the framing is underway. These buildings are approximately 70% sold. Estimated completion in summer 2021. The third building is scheduled to start construction by 2021.
- **941 Sutcliffe Rd. (CB Community Club)-** To rezone from RS-18 to P-4 (Recreation and Open Space) to construct a new community club building. No general objections from CBA to Saanich. There has been no update from Saanich to the applicant since submitting the amended development permit in early 2020.
- **986/990 Doumac Ave.-** To rezone from RS-18 Single Family Dwelling to site specific four storey, 17 unit strata titled apartment building. No general objections from CBA to Saanich. However, CBA recommends a traffic signal and a pedestrian crosswalk to be installed at the Doumac Ave./CB Rd. intersection.
- **5229 Cordova Bay Rd.-** To rezone from C9 (Local Service Station) to mixed use zoning to construct a 4-storey building with 20 residential units over commercial. No general objections from CBA to Saanich. However, sidewalk along south side of Fenn and moving crosswalk to south side of Fenn/CB Rd. were recommended by the CBA.

CBA AGM 2020 President's Report

- **Communicated frequently with the CBA membership via MailChimp email notices.**
- **Maintained the CBA Bulletin Board at Mattick's Farm.**
- **Published the 2020 Winter and Fall Cordovans (Summer Cordovan cancelled due to Covid-19).**
- **Cordova Bay Day 2020 was cancelled due to Covid-19.**
- **The 2nd annual Cordova Bay Community Award Scholarship was granted to Claremont Secondary School grade 12 graduating student Jacob Rambo.**
- **The CBA website was kept up to date with events and news.**
- **Conducted a survey of the CBA membership in early 2020 and communicated the results back to the membership. 152 responses were received. The board is recommending to conduct a similar survey once a year to compare year over year results. The CBA board is listening to our members, and will take into account the survey responses in managing the affairs of the Association and communicating with our membership.**
- **After 8 years on the CBA board, and the past 4 years as President, I have decided not to stand for re-election to the board at the upcoming AGM. I very much enjoyed serving on the CBA board and working with many wonderful volunteers on the CBA board and on the various CBA committees and work teams. I will remain an active member of the CBA and our community, and will continue to express my personal views to the District of Saanich on important issues and developments in our community.**

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CBA AGM 2020

Proposed Bylaw Amendments

PART 5 S.48 – Standing Committees

Current Wording:

48. There shall be five standing committees:

- a) Planning;**
- b) Traffic;**
- c) Publicity and Public Relations**
- d) Social Services; and**
- e) Membership.**

Proposed Wording with Highlighted Changes:

48. There shall be five standing committees:

- a) Planning;**
- b) Transportation;**
- c) Public Relations;**
- d) Events; and**
- e) Membership.**

MOTION: That the Cordova Bay Association for Community Affairs amend its bylaw PART 5, S.48 b) to read Transportation; amend bylaw PART 5, S.48 c) to read Public Relations; and amend PART 5, S.48 c) to read Events.

CBA AGM 2020

Proposed Bylaw Amendments

(2) PART 7 S.51 and S.53 – Accounts

Current Wording:

51. The accounts of the association shall be audited at the end of each fiscal year and the board of directors shall recommend to the annual general meeting an auditor or auditors for the ensuing years.

53. The auditors and members of the association shall have a right of access at all reasonable times to all records, documents, books, accounts and files of the associations and the auditors shall be entitled to require from the directors such information and explanations as may be necessary for the purposes of the auditors' duties.

Proposed Wording with Highlighted Changes:

51. The accounts of the association shall be audited or reviewed at the end of each fiscal year and the board of directors shall recommend to the annual general meeting an auditor/reviewer or auditors/reviewers for the ensuing years.

53. The auditors/reviewers and members of the association shall have a right of access at all reasonable times to all records, documents, books, accounts and files of the association and the auditors/reviewers shall be entitled to require from the directors such information and explanation as may be necessary for the purposes of the auditors'/reviewers' duties.

MOTION: That the Cordova Bay Association for Community Affairs amend its bylaws PART 7, S.51 and PART 7, S.53 to replace the word "audited" with "audited or reviewed" and replace the words "auditor" or "auditors" with "auditor/reviewer" or "auditors/reviewers".

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CBA 2020 AGM Election of Directors

Nominating Committee

**Neil Swart (Chair)
Debbie Sherwood
Jessica Nephin**

**6 board positions are
open for a 2-year term
(until April 2022 AGM)**

**1 board position is open
for a 1-year term (until
April 2021 AGM)**

Candidate List (2-Year Term)

Re-Election

- **Barb Lucas***
- **Gloria Wills***
- **Alex Izett***

Election

- **Mike Giordano* (who replaced Dave Mitton)**
- **Dale Christenson* (who replaced Ross Marshall, who replaced Mary Lynn Reimer)**
- **Vacant (Larry Gontovnick departing)**

Candidate List (1-Year Term)

Election

- **Vacant (Leif Wergeland resignation)**

*** Current board member**

CBA Candidates Bios for 2020 Elections

Barb Lucas (Re-Election)

Barb has lived for over 30 years in Cordova Bay with her husband Rainer and two daughters. She is an accountant, formerly the Director of Finance & Administration with the Art Gallery of Greater Victoria. Barb was involved with the neighborhood schools as her daughters went through Cordova Bay Elementary, Royal Oak Middle School and Claremont, participating in the Parent Advisory Councils at all three schools. Her passion is the walking trails around Cordova Bay, having walked them frequently with a group of friends since 1995. Barb is pleased to continue her volunteer service as Secretary with the Cordova Bay Association.

CBA Candidates Bios for 2020 Elections

Gloria Wills (Re-Election)

Gloria has lived in Cordova Bay for the past 33 years with her daughter attending all 3 schools in the Saanich School District. She has served on the PACs and chaired the inaugural Dry Grad committee at Claremont High School. She also served on the board of the Falcon Gymnastics Parent's Association. Current volunteer work includes AGGV Moss Street Paint-In, Swiftsure, Times Colonist Book Sale and CBA Board of Directors since June, 2015. Gloria is a graduate of B.C.I.T. in Computer Programming and Systems Technology. Over her 40+ year career she has worked in all aspects of Information Technology. Gloria is pleased to continue her volunteer service as Community Services Chair with the Cordova Bay Association which includes responsibility for the website.

CBA Candidates Bios for 2020 Elections

Alex Izett (Re-Election)

- **Cordova Bay resident since 2005, and a CBA board member**
- **Professional engineer (retired), with extensive business/construction management experience at executive level**
- **Member of Saanich/Cordova Bay LAP Advisory Committee**
- **Chair of CBA Transportation Committee; Member of Trio Sub-Committee (Liaison with Aragon Properties)**
- **Member/Volunteer with CB55+**
- **Volunteer with BC Cancer Agency & Foundation**
- **Specific interest in the Cordova Bay community is focussed on major project development; also environmental and traffic/road safety matters, and their impact on our neighbourhood**
- **Knowledge of Saanich Municipality Planning & Engineering practices, and the workings of Council in Development Permit applications**

CBA Candidates Bios for 2020 Elections

Dale Christenson (Election)

Dale Christenson has lived in the Cordova Bay area for the last 15 years and Greater Victoria for over 25 years. Professionally he and his wife operate a training and consulting company serving universities and corporations across North America and beyond. Their field of expertise is in the areas of project and change management. Their hobby seems to be building or renovating homes in the Cordova Bay area.

CBA Candidates Bios for 2020 Elections

Mike Giordano (Election)

Mike has lived in Greater Victoria most of his life, all the while gaining extensive knowledge of the city and its unique neighbourhoods. Mike launched into real estate working with a local developer as an Estimator and Project Manager, specializing in Multi-Unit Residential Building Development. From this moment on, Mike's passion was ignited for all segments of the real estate market.

Mike's knowledge grew from construction to financing. Mike took a job with Canada's largest mortgage lender and quickly gained proficient knowledge in mortgage lending. His knowledge and sales capacity led to formal recognition as a top specialist in the country by his employer.

With a substantial understanding of construction, and award-winning lending insight, Mike was ready to make his final shift into the real estate industry, currently providing real estate service and advice with Giordano Collective, Your Friends In Real Estate. Mike's true passion in life is providing value by focusing on relationships based on integrity and mutual benefit.

CBA 2020 AGM Election of Directors

List of Nominated Candidates: **2-Year Terms (Until April 2022 AGM)**

- **Barb Lucas* (Re-Election)**
- **Gloria Wills* (Re-Election)**
- **Alex Izett* (Re-Election)**
- **Mike Giordano* (Election)**
- **Dale Christenson* (Election)**
- **Vacant (Election)**

1-Year Term (Until April 2021 AGM)

- **Vacant (Election)**
- ✓ **Any nominations from the floor (two CBA members can nominate an individual. The individual also needs to be a CBA member in good standing.)**
- ✓ **Second call for nominations.**
- ✓ **Third call for nominations.**

*** Current board member**

Conduct election of new directors
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