

**Cordova Bay Association for Community Affairs  
Board of Directors Meeting**

**Held:** 12<sup>th</sup> December 2021  
**Location:** In Person Meeting at 7:00 pm at Cordova Bay 55+, Cordova Bay Elementary School  
**In Attendance:** Alex Izett, Barb Lucas, Gloria Wills, Brock Nordman, Anna Hakim, Perry Fanthorpe, Dave Kuprowsky , Karen Fediuk,  
**Regrets:** Annie Djioisa, Michael Giordano (+ one position vacant)  
**Meeting Start Time:** 7:00pm

**1. Presentations:**

1.1 Cordova Bay Local Area Plan v.Nov.5, 2021 – re Doumac Ave. Land Use

Presented by District of Saanich staff Pam Hartling, Senior Planner, and Cameron Scott, Manager of Community Planning.

Summary Points of Presenters:

- Council has requested staff to review the land use designation for specific properties on the north side of Doumac Ave. in the proposed Cordova Bay LAP (currently at 3 storeys), in response to the case put forth by those land owners (for 4 storeys).
- Through the LAP process, this land use designation was looked at numerous times, specifically through the lens of:
  - a) Transition;
  - b) Topography;
  - c) Taller buildings built into the natural slope by Lochside Drive;
  - d) Sensitivity to adjoining north properties;
  - e) Market analysis (standard procedure to do this to ensure economic feasibility).
- The next steps are presenting to Council at the Committee of the Whole meeting on January 31, 2022 and then hopefully to Public Hearing around the end of February, early March.

Summary Points of CBA Board:

- High level of frustration at this last-minute issue that Council gave way to, given all the time and process already expended on the LAP.
- There was lots of time for input by these (or any) landowners if they disagreed with land use designations in any of the previous drafts.
- Significant concern of a dangerous precedent set if the LAP is changed at this last minute.
- Doumac is a dead-end street with the community-supported LAP goal of directing pedestrian and bicycle traffic from Lochside down to the Haro. Any additional density on

Doumac will add to traffic congestion and safety concerns, already strongly noted by CBA in response to development applications in this area.

- Housing diversity is important, and the 3 storey land use designation helps provide diversity in the Village Core.
- All these delays to moving the CB LAP forward to Public Hearing and final approval is delaying development. There are developers waiting to see an approved LAP before finalizing their development proposals.

**Decision / Action:**

**Motion:** That CBA supports leaving the land use designation for Doumac Avenue in the Cordova Bay Village Core as is per the LAP dated November 5, 2021; and that Council move ahead and approve the LAP dated November 5, 2021 to go to Public Hearing.

**Moved:** Gloria / Seconded: Alex

**Carried (unanimously)**

Pam and Cameron then left the meeting.

**2. Approval of Agenda**

**Motion:** To approve the agenda, as circulated.

**Moved:** Gloria / Seconded: Anna

**Carried**

**3. Approval of Minutes from CBA BoD Meeting November 10, 2021**

**Motion:** To approve the Nov.10, 2021 minutes as circulated.

**Moved:** Gloria / Seconded: David

**Carried**

**4. ACTION ITEMS**

**4.1 Nominations / Vacancies**

Summary Points:

- Correspondence received from 4 people interested in helping CBA – 1 for the Event Chair position and 3 to help out on an Event Sub-committee.
- Information forwarded to the person interested in Event Chair but no response back to date.

**4.2 Review of all Action Items from Nov.10, 2021 board meeting:**

- a) Barb to receive any emails in response to a call-out for volunteers.

**Outcome: Done.**

- b) CBA to re-visit sending out another survey regarding the LAP once it goes to Public Hearing.

**Outcome: To Be Done.**

- c) Communications Strategy Committee meeting to be convened once a new Event Chair in place.

**Outcome: Not Done.**

- d) Brock to investigate submitting an article to the Saanich News about CBA.

**Outcome: Not done.**

- e) CBA to move to having only cheques, cash and e-transfers as membership payment methods; Pay Pal account will be wound up.

**Outcome: Not done.** Karen working with Neil to end Pay Pal.

- f) Brock to notify members of the Public Hearing date for the Community Club.

**Outcome: To be done** once the date is known.

- g) Brock to assist Karen with CBA Scholarship Article to send out on social media once finalized.

**Outcome: Move to Action Item.**

- h) Barb to update the SOP document in google docs.

**Outcome: Done.**

- i) Notice to be sent out to members regarding the Nov.29<sup>th</sup> date for the CBA LAP.

**Outcome: Done.**

- j) Barb to speak of CBA's support of the proposed LAP at the Nov.29<sup>th</sup> Council meeting.

**Outcome: Done.**

- k) Karen and Gloria to develop an itemized list of our IT concerns and get a quote from Reuben.

**Outcome: Done – ready to be sent to Reuben.**

- l) Gloria to remove all personal email addresses from the CBA website.

**Outcome: Done.**

- m) Karen and Anna to work towards incorporating Parks into the Transportation Committee.

**Outcome: Done.** Will be discussed at the TC sub-committee meeting next week.

#### 4.3 Community Amenity Contributions (CAC) List

##### Summary Points:

- This will remain as an Action Item on the agenda to be worked on at future board meetings.
- Amenity contributions could be dealt with in conjunction with individual applications.
- There is already \$6M DCC (Development Cost Charges) allocated to CB Road by Saanich; we need to be aware of what this \$6M covers to ensure we do not duplicate items on our preferred CAC list.
- DCC is infrastructure-type work, it is not community-specific; CAC is community-specific.

##### Decision / Action:

- Alex to circulate to the Board the list that CBA TC has regarding what the \$6M DCC list included.
- Mike and/or Annie to contact Saanich to see if possible to get a list of what CAC's have historically been spent on in Cordova Bay and report back to the Board. This will help in our development of a current CAC preferred list.

## 5. NEW BUSINESS

### 5.1 Correspondence

#### Summary Points:

- Various correspondence from Saanich:
  - The deadline for the Parks survey on Lochside and Fowler Park upgrades was extended to December 12<sup>th</sup>.
  - Notice regarding the departure of Saanich CAO Paul Thorkelsson
  - Notice of a workshop on Climate Action
  - Mayors Message re Saanich Town Hall with MLA's, and re the Memorandum of Understanding signed with Saanich Leadership Council.
- Correspondence from Block Watch
- Correspondence from residents regarding:
  - Traffic concerns (forwarded to the TC)
  - A new membership application received (forwarded to Perry)

### 5.2 Administration Items:

#### Summary Points:

- A review of the CBA annual calendar indicated the following upcoming items: regular board meetings; Treasurer to contact the annual financial reviewer; Nominating Committee to be set up; annual membership renewal notices to be sent out; annual Member Survey to be sent out (this will not be done until Events are up and running).

#### Decision / Action:

- Barb to check for a lock for the CBA filing cabinet.

**Motion:** That CBA post a rolling 12 months of approved Board meeting minutes on our website.

**Moved:** Barb / Seconded: Gloria

**Carried**

### 5.3 Treasurer's Report

Summary Points:

- There is \$7,738 in the regular chequing account and \$1,407 in the Pay Pal account.
- Pay Pall will be cancelled shortly; the second bank account dedicated to Pay Pal deposits will be merged with the regular chequing account.
- For the period Nov.11<sup>th</sup> to Dec.8<sup>th</sup> there were no transactions; two outstanding cheques are stale-dated.

#### 5.4 Transportation Committee

Summary Points:

- Anna and Alex had a zoom meeting with Troy McKay, Senior Manager in Saanich Engineering.
- The sidewalk upgrade and implementation project from Walema to Matticks Wood on the east side has gone out to tender; the goal is to start in the spring of 2022. This is under the Safe Routes to School Program.
- It will be 8 to 10 years before upgrades to Lochside Road happen. Saanich has been trying for Federal funding with no success to date.
- The Speed Reduction Pilot program is stalled with the Province.
- Correspondence from a resident living on Sayward Ave expressed strong concerns for speeding issues; trucks are a particular concern. Pedestrian safety around the school bus stop is a huge concern.
- The latest traffic monitoring report indicated ~5,200 vehicles per day along Sayward, about 300 more per day than the previous report.

**Decision / Action:**

- The TC to spearhead bringing attention to the Sayward / Alderley traffic safety issues and the need to prioritize infrastructure that addresses this safety.
- The TC to look into the large “School Zone” markings on the road by Cordova Bay Elementary, as has been done on Royal Oak Ave. at Lochside School.

#### 5.5 Membership Report:

Summary Points:

- Planning has started on a campaign to increase membership – a door-knocking campaign along with CBA social media.
- Looking at using Next Door for promoting CBA membership.
- Looking at refreshing our sandwich board signs.

## 5.6 Planning Report

### Summary Points:

- Saanich Planning report on 986-990 Doumac Avenue has answered our previous questions regarding this development. The CAC increased from \$51K to \$85K which has been assigned to improvements at the Doumac / Lochside connector project, when that happens.
- Alex spoke on behalf of CBA at Saanich's Committee of the Whole Meeting re 986-990 Doumac.

## 5.7 SCAN Report:

### Summary Points:

- Saanich will be holding a special meeting next week to solely address and decide on the LAP process.
- SCAN wants Saanich to give more lead time to Community Associations for responding to upcoming developments.
- Issues noted by other CA's include concerns about off-street parking.
- SCAN is wanting to accumulate data on how many "affordable units" are currently in Saanich neighbourhoods. CBA question back to SCAN is "Define affordable". There is also a significant amount of existing data within Saanich reports, including the most recent Housing report.

## 5.8 Public Relations:

### Summary Points:

- The Cordovan had a 72% open rate on its recent mailout to members
- Typically there is a 50% to 55% open rate for our mail outs.
- There are about 560 emails on the CBA mail chimp system.
- Thanks to Gloria and Brock for the quick turn-around on the recent postings on mail chimp and our website.

## 5.9 Events:

No report.

## 5.10 Website Report:

### Summary Points:

- November stats: #1 Home Page with 84 hits;  
#2 Planning page with 29 hits;  
#3 Board of Directors with 28 hits.

## 6. OTHER BUSINESS

### 6.1 Update on Doris Page Park (DPP)

#### Summary Points:

- Saanich has now put this issue to their Parks Advisory Committee.
- The WLC (W\_SÀNEĆ Leadership Council) is interested in participating in discussions relating to DPP project.
- Alex has asked the Parks Advisory Committee to hold discussions on this topic late February 2022 when Annie is back, since Annie is on this AC.

**Motion** to adjourn.

**Moved:** Gloria / **Seconded:** Perry

**Carried**

The meeting adjourned at 9:12 pm.