

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

Held: 12th January 2022
Location: Zoom Meeting at 7:00 pm
In Attendance: Alex Izett, Barb Lucas, Gloria Wills, Brock Nordman, Anna Hakim, Perry Fanthorpe, Karen Fediuk, Michael Giordano
Regrets: Annie Djioisa, Dave Kuprowsky (+ one position vacant)
Meeting Start Time: 7:04pm

1. Presentations: None

2. Approval of Agenda

Motion: To approve the agenda, as circulated.

Moved: Gloria / Seconded: Mike

Carried

3. Approval of Minutes from CBA BoD Meeting December 8, 2021

Motion: To approve the Dec.8, 2021 minutes as circulated.

Moved: Karen / Seconded: Brock

Carried

4. ACTION ITEMS

4.1 AGM & Nominations Committee

Summary Points:

- The date for the 2022 AGM was set for April 27, 2022. The decision on whether to hold the Meeting in-person (vs Zoom) will be determined next month, pending COVID updates from our Public Health Office.
- The board election schedule was reviewed, indicating that Alex, Gloria, Barb, Karen, Mike and Anna are up for election for a two year term; there is one vacant position up for election for a one year term.
- The board members eligible to chair the nominations committee this year are David, Perry, Annie, and Brock.
- CBA Standard Operating Procedures (SOP's) includes a full section outlining steps for the Nominations Committee.

Decision / Action:

- If the AGM is to proceed in-person, venue to be considered; also whether or not to have a guest speaker.
- Brock to review the SOP's and decide by Jan. 14th if he will be the Nominations Chair.

4.2 LAP Re-Boot Update

Summary Points:

- Discussion on the LAP re-boot at the Oct.25, 2021 Saanich Council meeting did not complete and a second meeting on Dec.13th was called to finalize Council's decision.
- Two motions came out of the Dec.13th meeting:
 - 1) Staff were directed to focus efforts on Centres / Corridors / Villages as opposed to LAP's and were to report back to Council in February with a report and plan outlining what this approach would entail (identified areas, timeline, budget)
 - 2) Staff were directed to prepare a high level strategic update of the current OCP, plus a report of current OCP achievements to date.
- The CBA LAP is tentatively set to be presented to Council again on January 31st.
Saanich Planning has indicated that this new CCV approach will have no impact on the Cordova Bay and Cadboro Bay Plans.

Decision / Action:

- If in-person attendance is allowed, Barb will speak to the CB LAP in person on January 31st.

4.3 Review of all Action Items from Dec.8, 2021 board meeting

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

Outcome: To Be Done.

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

Outcome: Waiting for response from Saanich News editor.

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

Outcome: Done.

- d) Alex to circulate to the Board the list regarding what the \$6m DCC is to be spent on.

Outcome: Done. Saanich Interim CAC Policy dated Aug.9, 2021 and the Saanich DCC Update report both circulated and placed in CBA Planning Folder in google docs.

- e) Mike and /or Annie to contact Saanich for list of historical CAC spending in Cordova Bay.

Outcome: Done. But waiting for an answer from Saanich.

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

Outcome: Done Once we can get back into 55+ the various possible keys will be tested.

- g) The TC to spearhead bringing attention to the Sayward / Alderley traffic safety issues and the need to prioritize infrastructure that addresses this.

Outcome: Moved to TC agenda for discussion.

- h) The TC to look into the large “School Zone” road markings for in front of Cordova Bay Elementary, as has been done at Lochside School.

Outcome: Moved to TC agenda for discussion.

4.4 Community Amenity Contributions (CAC) List

Summary Points:

- Two suggestions to add to the list – benches and signage (wayfinding / trails / maps)

Decision / Action:

- Mike to set up a tab in the Planning Tracker excel document to “house” our CAC list.

4.5 News Release and Article re CBA Scholarships

Summary Points:

- Reminder email has been sent to the Scholarship Coordinator at Claremont re possible media on our new and existing scholarships.
- If no candidate found for either scholarship in any year, Claremont would need to seek direction from CBA if wanting to expand the area of the search (ie beyond Claremont SS).

5. NEW BUSINESS

5.1 Correspondence

Summary Points:

- Various correspondence from Saanich and the Mayor, all circulated to the Board.
- Correspondence from Block Watch re Community Engagement meeting January 18 for feedback on Island Health (mental health & addiction related) matters.

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; annual membership renewal notices to be sent out; Saanich Operating Grant application to be submitted; the spring issue of the Cordovan is coming up (we will be hearing from Debbie Sherwood).
- CBA Zoom license has been renewed while we still continue to do zoom meetings.

5.3 Treasurer’s Report

Summary Points:

- Very few transactions over the holiday period; only \$126 for Cordovan printing.
- Pay Pal was closed on Dec. 14th. There was a balance of about \$9 in Pay Pal when closed but due to minimum levels required before transferring out, we have lost that \$9.

- Balance in the chequing account at Dec.31st is \$9,128.
- Katarina's Bookkeeping has been contacted to do the year-end review.
- One GIC (value \$13,708) is up for renewal. Current interest rates are meager at 0.7%

Decision / Action:

- Decision to leave the matured GIC in cash for a few months to see if rates improve; plus possible look at a project to spend the money on.

5.4 Transportation Committee

Summary Points:

- Cordova Bay Road was well plowed, salted and sanded but local business parking lots were not maintained right away or at all, nor sidewalks adjacent to our parks (Saanich responsibility)
- TC will be pro-active with articles for the fall Cordovan, our website and Facebook page, reminding residents of their snow removal responsibility and encouraging residents to contact Saanich of any issues they see.
- TC meeting to be called for next week (Jan.19th or 20th).
- Agenda items will include, among other items, (1) the Sayward/Alderley safety concerns and the development of a strategic and coordinated "attack" on this issue; and (2) the TC Community Survey.
- Alex was approached by a representative from the Friends of Mount Douglas Park Society about the possibility of the CBA partnering with them and the Gordon Head Association to re-launch the push for a 40km speed limit all along the Sayward / Fowler / CB Road / Ash Road corridor. Anna will follow up on initial discussion with the two other parties.. This has come about with the December tragic pedestrian fatality on Cedar Hill X Rd, and Council's apparent desire to accelerate the Active Transportation Plan.
- There were 167 responses to the Lochside / Fowler Park survey put out by Saanich. The way-ahead on the development of the Park is yet to be determined.

5.5 Membership Report:

Summary Points:

- Perry working with Neil on system of membership renewal and update through Mail Chimp.
- No new memberships received.

Decision / Action:

- Perry to update the membership forms to delete Pay Pal references and submit to Gloria for the website.

- Perry to contact business advertisers to update for closures / changes etc. and communicate with Gloria to update website.

5.6 Planning Report

Summary Points:

- Tracker will be updated for the February meeting.
- Our tracker is in complete agreement with the SCAN report re number of units under development in Cordova Bay.
- There is now signage up on the CBR/Fenn development.
- Houses / condos units for sale in Cordova Bay are at a 25 year low for inventory; currently only 11 properties for sale.
- Haro has occupancy permits for the front 2 buildings with residents able to move in as of January 17th. The list of commercial tenants / owners as verbally indicated by the developer will not be communicated to membership; they may be “potentials” only.
- The Haliburton Garden Suite is going in front of Council on Jan 24th. CBA had concerns of the potential impact if this was approved and the lack of policy from Saanich on conversion of existing structures to garden suites. CBA will not speak on the 24th.

5.7 SCAN Report:

Summary Points:

- SCAN's meeting next week will focus on the approved Housing Strategy

5.8 Public Relations:

Summary Points:

- Nothing sent out through Mail Chimp over the past month.
- Quiet on Facebook
- May have to look at how to better feature the photo contest in the next issue of the Cordovan.

5.9 Events:

Summary Points:

- Cordova Bay Day could possibly be held on June 25th however it is still questionable if any event can happen.

Decision / Action:

- Move discussion of CB Day to Action Items to be reviewed monthly.

5.10 Website Report:

Summary Points:

- No December stats received from Reuben.

Decision / Action:

- Gloria to circulate December stats to Board members once received from Reuben.
- Karen and Gloria to finalize questions to Reuben regarding potential changes to website and request a quote for the possible work.

6. OTHER BUSINESS

Summary Points:

- Email received from a person with the College of the Rockies asking to connect them to the presenters of our Black History Month Speaker Series last year. Alex has done this. It is another indication of how good and popular our Speaker Series was.
- Doris Page Park Project will be presented to Saanich Parks Advisory Committee at their meeting on February 23. Annie will introduce the two CB speakers who are promoting this initiative.
- Next week Alex will be meeting with Dean Murdock, at Dean's request. Dean Murdock is running for Saanich Mayor this fall.
- CB55+ remains closed; February meeting location TBD. Members expressed their preference for zoom meetings as opposed to masked in person.
- Alex announced his decision to not stand for re-election at this AGM. His resignation from the Board will take effect following the AGM. Board members expressed their great appreciation for all Alex's work on the Board.

Motion to adjourn.

Moved: Gloria / **Seconded:** Anna

Carried

The meeting adjourned at 8:53 pm.