

**Cordova Bay Association for Community Affairs (CBACA)
Board of Directors Meeting**

Held: 12th Oct., 2022
Location: Cordova Bay 55+ at 7:00 pm
In Attendance: Board members: Barb Lucas, Michael Giordano, Ellie Willing, Dave Chater, Gloria Wills, Karen Fediuk
Cordova Bay Residents: 2 individuals
Regrets: David Kuprowsky; Brock Nordman; Anna Hakim; Perry Fanthorpe. There is one vacant board position
Meeting Start Time: 7:00pm
Chaired by: Gloria Wills

1. Presentation: Mark Neufeld on Community Engagement

Summary Points:

- Mark praised the recently adopted Cordova Bay LAP
- Discussed his involvement with Pacific Streams and will forward their contact info to Gloria for a possible article in the Cordovan related to their work in the Cordova Bay area.
- Recognized the importance of our Cordovan newsletter and offered to coordinate the graphic layout of the next issue, along with some of his Claremont students.
- Board members thanked Mark for his offer of help on our next Cordovan issue.

Decision / Action:

- Barb to connect Debbie Sherwood with Mark to facilitate the Cordovan production

2. Approval of Agenda

Motion: To approve the agenda as circulated.

Moved: Mike / **Seconded:** Dave

Carried

3. Approval of Minutes from CBACA BoD Meeting Sept.14, 2022

Motion: To approve the Sept.14, 2022 minutes as amended under Planning S.5.6, second bullet to read ".....and Saanich staff will contact CBACA for our Referral Response, in that case....."

Moved: Ellie / **Seconded:** Mike

Carried

4. ACTION ITEMS

4.1 Review of all Action Items from Sept.14, 2022 board meeting.

- a) David K. to contact UVic regarding the Cordova Bay totem pole currently located at UVic.

Outcome: To Be Done.

- b) Brock to send the CBACA Scholarship article to Saanich News for their consideration for inclusion in an upcoming issue.
Outcome: To Be Done.
- c) The Public Relations Chair and Treasurer board positions will be the 2 Administrators on our new shared drive. Current Administrator (Karen) to make that change.
Outcome: Done.
- d) The cordovan@cbaca email is to be restricted to the Cordovan folder in the board shared drive.
Outcome: Done.
- e) Karen to place the Jamboard list of our Community Amenities suggestions / wishes on the new shared drive.
Outcome: Done.
- f) The Public Art in Cordova Bay will be brought up at the next Transportation / Parks sub-committee meeting.
Outcome: Done.
- g) Mike to contact the Haro for an update on completion date of our new bulletin board.
Outcome: Done.
- h) Karen to obtain options for our GIC from Scotia and report at the October board meeting.
Outcome: Done.
- i) TC to respond to Sunnymead residents concerned about the sidewalk project in their neighbourhood.
Outcome: Done.
- j) TC to again request that Saanich notify CBACA of projects being undertaken in our community.
Outcome: Done.
- k) Barb to contact Debbie to inform her of our decisions on proceeding with a Direct Mail Drop for the fall Cordovan and to ask what software has been used for the Cordovan formatting.
Outcome: Done.
- l) Brock to send out a Mail Chimp notice regarding the upcoming Oct.3rd All Candidates Meeting.
Outcome: Done.

4.2 Nominations / Board vacancy

Summary Points:

- Three people have been contacted however no commitments yet.

Decision / Action:

- Karen to request Brock to put out a notice on our Facebook page regarding board vacancies.

4.3 Advertising / Cordovan

Summary Points:

- To date Debbie has received no board reports or confirmation of advertisers for the fall Cordovan issue.
- The deadline for submissions is October 24th
- Debbie has no leads on a graphic designer for the newsletter
- Brock and Debbie are working on a new photo contest idea

Decision / Action:

- Due to time constraints, the fall Cordovan issue will remain a digital issue.
- The Spring Cordovan will be our first Direct Mail Drop issue.
- Barb to send an email to board members outlining this decision and outlining next steps.
- Barb to contact Debbie to inform her of our decision, and to ask her to do a “History of CBACA” as a way to introduce us to many residents who are not members.
- Barb to invite Debbie to attend our November meeting to participate in the discussion of our Spring Cordovan issue.

4.4 Community Amenity Contributions – CBACA list

Summary Points:

- Karen has reorganized the list into categories and has moved it onto the shared drive.

Decision / Action:

- Board to review this list in preparation for a discussion at our November meeting.
- A final list will be posted on our website, including a request for resident input.

4.5 Public Art / Neighbourhood Walkability

Summary Points:

- No report – to be covered under Transportation / Parks reports in the future.

5. NEW BUSINESS

5.1 Correspondence

Summary Points:

- Any correspondence relating to a specific board committee was forwarded to that committee for action.
- Correspondence from Saanich Councillor candidate Jordan MacDougall asking if we had any questions for him. Barb responded indicating that our Cordova Bay LAP is an excellent source of information of items that affect our residents. We appreciated his attendance at our recent ACM.
- Correspondence from SCAN, specifically a forwarded email from Gorge Tillicum Community Association, indicating their need for new development and info on their recent very successful annual fundraiser.
- Correspondence from a Saanich resident regarding Saanich's Nuisance Bylaw as it may apply to second-hand cannabis smoke. This was circulated to the board and David K will bring it up as the next SCAN meeting.

5.2 Administration Items:

Summary Points:

- A review of the CBA annual calendar indicated the following upcoming items: the fall Cordovan; regular board meetings.

5.3 Treasurer's Report

Summary Points:

- One scholarship cheque remains uncashed; Karen will follow up on this.
- Treasurer report is attached as Appendix A.

Motion: That the CBACA board move \$13,000 of investment funds into a 13 month non-redeemable GIC at 4.5% and the remaining funds of approximately \$8,000 into a cashable GIC at 2.15%.

Moved: Karen / Seconded: Gloria

Carried

5.4 Transportation / Parks Committee (TC)

Summary Points:

- The Sunnymead "Quick Project" of sidewalk delineation was alluded to in a general way in Saanich's Active Transportation Plan. Dave has responded to the residents who were concerned of the lack of consultation by Saanich, and has also communicated with Saanich requesting that CBACA be notified in advance of projects to be commenced in our neighbourhood. This may help avoid future resident concerns.
- The sidewalk upgrades and new crosswalks along Cordova Bay Road have been delayed until 2023.

- An updated TC report is now on the website
- Residents of Fable Beach Estates have petitioned Saanich for a sidewalk in front of their property that connects to a marked crosswalk due to safety issues of crossing CB Road.
- TC has heard from a resident regarding the planned new sidewalks and crosswalks between Rambler Road and Walema, indicating their support for a delay in this project until full plans are available from Saanich. Dave has contacted Saanich Engineering for specific detailed plans.

5.5 Membership Report:

No report.

5.6 Planning Report:

Summary Points:

- Cordovan article will be ready by Oct.24th.
- An update from Aragon on the Trio property has been requested.
- Phase II of the Haro is nearing completion, estimated to be December – ish.
- Residents with the beach rip rock issues revolve around noise and shaking from the large equipment accessing the beach. Beach accesses are a Saanich responsibility; the beach itself is a federal responsibility (Dept. of Fisheries and Oceans)
- No update on the Fenn Road development. Developers have 2 years to complete once a building permit has been issued but no such permit has been issued for this development as far as we know.

Decision / Action:

- David K. to take the beach erosion issue to SCAN to see if other community associations have similar concerns; it would be related to the Resilient Saanich initiative currently underway.

5.7 SCAN:

No report.

5.8 Public Relations:

No report.

5.9 Events:

Summary Points:

- The ACM went well, many thanks to Doug Baer, BARA President, for all his work in organizing this event.

- CBACA's share of costs is \$135, to be paid in accordance with our motion in September.

5.10 Website:

Summary Points:

- Sept. stats: #1 – Home Page with 110 hits
#2 – News Archives (first time this has come up) with 28 hits
#3 – Planning with 19 hits
- If anyone sees any of our old emails still on our website, please let Gloria know.

6. OTHER BUSINESS

- Our presentation to Council on November 21st regarding the current Interim Policy on Building Heights may be in front of a new Mayor and many new Councillors.
- Mike will be our liaison person with Cordova Bay Elementary Parent Advisory Council.

Decision / Action:

- Barb to arrange a meeting with the new or re-elected Mayor, with Barb, Dave Chater, Mike and Gloria in attendance.
- At our November board meeting, Board to discuss how we request a Saanich process of having one Councillor allocated to each community association to facilitate 2-way communication.
- Mike to approach CB Elementary PAC to see if they have any articles or student drawings that we could use in the Cordovan and to inform them of our CBACA Grant program.

Motion to adjourn.

Moved: Karen / **Seconded:** Mike

Carried

The meeting adjourned at 8:08 pm.

APPENDIX A

Cordova Bay Association for Community Affairs

Treasurer Report Oct.12, 2022

Activity Period: **Sept 8 to Oct 7, 2022**

BNS Statement - Regular Chequing

Description	Withdrawals	Deposit	Balance
Balance Forward (Sept report)			6,013.13
BNS Service Charge (Sept.29)	3.00		
Total	3.00		6010.13

Outstanding: Scholarship (#1159 @ \$500.00) has not been cashed.