

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

Held: 8th February 2023
Location: Cordova Bay 55+ at 7:00 pm
In Attendance: Board members: Barb Lucas, Ellie Willing, Dave Chater, Gloria Wills, David Kuprowsky; Karen Fediuk, Anna Hakim, Perry Fanthorpe
Regrets: Brock Nordman; Michael Giordano. There is one vacant board position
Meeting Start Time: 7:04 pm
Chaired by: Gloria Wills

1. Presentation: Saanich Police Chief Constable Dean Duthie

Summary Points:

- Constable Duthie has been in this position for just over 1 year
- Saanich police department currently has 167 officers and about 60 civilian staff.
- There are now 6 divisions in the department, including Patrol (the largest – it answers all 911 calls); Special Investigating Section (dealing with all sexualized crimes); and Community Engagement (schools, seniors, other ethnic and cultural groups, and Block Watch).
- Staff health and wellness is a strong focus in the department, with dedicated staff to manage this aspect.
- The department is currently finalizing its 5 year Strategic Plan 2023-2027, anticipated to be done by April.
- Cordova Bay is a low-crime area; the biggest issue the department hears about is traffic speed.
- When speed enforcement is done, the majority of speeding tickets are to local residents.
- Traffic calming initiatives (such as lighting, bollards, crosswalks, speed humps) do provide some better results in consistent management of traffic speed as opposed to speed limit enforcement. However it is good to see a speed limit of 40km along the Sayward / Fowler / Cordova Bay Road corridor being presented to Council in March.

Gloria thanked Constable Duthie for his presentation and discussion, and thanked the entire Saanich Police department for their protection of Cordova Bay and all of Saanich. CBACA will help in any way possible if communication with our residents is needed.

2. Approval of Agenda

Motion: To approve the agenda as circulated.

Moved: Dave / **Seconded:** David

Carried

3. Approval of Minutes from CBACA BoD Meeting January 11, 2023

Motion: To approve the Jan.11, 2023 minutes as circulated.

Moved: Anna. / Seconded: Ellie

Carried

4. ACTION ITEMS

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

- a) Barb to follow up with the AGGV for an article about the Emily Carr painting of Cordova Bay for our spring Cordovan.
Outcome: Done. Article received from the AGGV Collections Manager; forwarded on to Debbie.
- b) Gloria to set up a History of Cordova Bay tab on our website.
Outcome: To Be Done.
- c) Gloria to determine who is eligible to Chair the Nominations Committee and circulate this info to the board.
Outcome: Done.
- d) Mike to check with CB Elementary School Parent Advisory Council (PAC) if they have any projects they would like financial help with.
Outcome: Done.
- e) Barb to ask Block Watch if they would like to contribute an article for the Cordovan.
Outcome: Done. Article received and forwarded to Debbie.
- f) Mike to contact CB PAC to ask if they have any issues with no sidewalk on the east side of CB Road.
Outcome: Done.
- g) Perry and Anna to email / contact all advertisers by end of January to ask for a commitment and deposit.
Outcome: Done.
- h) Karen to arrange for a Direct Deposit Email for advertising revenue.
Outcome: Done.
- i) Barb to inform Debbie of March 31st deadline for Cordovan (printed and ready for circulation)
Outcome: Done.
- j) Barb to ask Debbie for feedback from newsletter committee about ideas and best practice on a layout for the spring Cordovan.
Outcome: Done.
- k) Barb to arrange with Brock the Save the Date notice for the February Speaker Series.
Outcome: Done.
- l) Karen to confirm the number of attendees that Google Meet allows.
Outcome: Done.

- m) Anna, Perry and Gloria to coordinate updating the membership form on the website.

Outcome: Done.

4.2 Nominations Committee / AGM

Summary Points:

- The 55+ space is confirmed for our use on April 26th, chairs are available, tables are in the cupboard. Required insurance documents submitted to them.
- Dean Murdock is confirmed to be our guest speaker at the AGM.
- No AV is available but the screen is there; we will bring a laptop.

Decision / Action:

- Barb will chair the Nominations Committee
- The board will do a dry-run for the AGM closer to the date.

4.3 Funding Request: CB Elementary School PAC

Tabled.

5. NEW BUSINESS

5.1 Correspondence

Summary Points:

- Email received from resident regarding aviation noise up on the ridge. This is a federal jurisdiction therefore Elizabeth May's office the best approach for the resident. Barb will respond.
- Email received from Saanich's new CAO Brent Reems, offering to attend a future board meeting. CBACA had sent him a congratulations email on his appointment.
- Email from a resident regarding how to spread a request for accommodation for an Elk Lake Baptist Church-sponsored Ukrainian family who will be arriving in Victoria soon. Barb will respond.
- Other emails received from Saanich forwarded to CBACA committees as appropriate, for information and responding where necessary.

5.2 Administration Items:

Summary Points:

- A review of the CBA annual calendar indicated the following upcoming items: regular board meetings; communication with the person doing the annual financial review of CBACA; the Cordovan and the AGM.

5.3 Treasurer's Report

Summary Points:

- Treasurer report is accepted and attached as Appendix A.
- Karen waiting to hear back from the annual reviewer.
- The grants from Saanich for operating and insurance will be submitted together when the insurance comes up for renewal.
- Karen is continuing to investigate the outstanding cheque for one of the scholarship recipients.

5.4 Transportation / Parks Committee (TC)

Summary Points:

- TC will be meeting next week.
- Focus has been on Saanich's pedestrian / sidewalk / bike lane upgrade project by CB Elementary School, to happen this summer. Barb and Dave met with Saanich Engineering this past Monday about this project and other issues along CB Road.
- Some feedback received from parents about the lack of parking this project will result in, due to the installation of parking "bays".
- The crossings at Rambler and Fenn will be raised crosswalks with pedestrian-controlled lights.
- Saanich indicated that the reason no sidewalk will be installed on the east side of CB Road is that about 20 to 30 trees will have to be removed to accommodate a sidewalk. At our request, they will clean up the underbrush beside the parking bays to allow for somewhat safer access to the crosswalks.
- TC will continue to follow up with Saanich Engineering on our priorities.

5.5 SCAN Report:

Summary Points:

- The new Saanich Director of Planning, Lindsay Chase, gave a presentation at the last SCAN meeting.
- The presentation indicated a lower priority for single family housing.
- Saanich's report on Centres, Corridors and Villages to be done by the end of this summer; there is no plan to continue the Local Area Plans. Cordova Bay and Cadboro Bay will be the only two updated LAP's.
- Quadra/McKenzie is the next corridor scheduled for upgrades once Shelbourne corridor is complete.
- Saanich is looking for a community association rep for their "Healthy Saanich Advisory Committee".

5.6 Membership and Advertising

Summary Points:

- There is \$6425 *pledged* for advertising in the spring Cordovan, great to see amount of interest.
- Not all 50% deposits have been received. Perry and Anna following up.
- Given this level of interest, there will be the equivalent of 6 pages of local advertisers.
- A Canada Post account has been set up to accommodate the Direct Mail stage of this newsletter.

5.7 Public Relations / Cordovan

No Report.

5.8 Planning Report:

Summary Points:

- No new development referral requests from Saanich.
- Report being prepared for the Cordovan will summarize all activity.
- The pre-registration sign is now up for the condo development on Doumac across from The Haro.

5.9 Events:

Summary Points:

- The Speaker Series with Const. Berle Zwaan of the Saanich Police Financial Crimes Division is ready to go Feb. 9th.
- Karen in discussion with Habitat Acquisition Trust for a possible next topic (native gardening) for another Speaker Series.

5.10 Website:

Summary Points:

- Jan. 2023. stats: #1 – Home Page with 199 views
#2 – Notice re the CB Sidewalk Improvement Plan with 40 views
#3 – Planning with 31 views

6. OTHER BUSINESS

There was no other business.

Motion to adjourn.

Moved: Gloria / **Seconded:** Dave C.

Carried

The meeting adjourned at 8:40pm.

APPENDIX A

Cordova Bay Association for Community Affairs

Treasurer Report Feb.8, 2023

Activity Period: Jan 11 to Feb 7, 2023

Regular Banking Activities

Revenue: \$2338.00

Advertising: 2287.50

Membership: 50.00

BNS Statement - Regular Chequing

| Description | Withdrawals | Deposit | Balance |
|---------------------------------------|-------------|---------|----------|
| Balance Forward (Jan report) | | | 4,687.07 |
| Deposit (membership) 50.00 | | 50.00 | |
| Deposit (Jan 16 to Jan 31) | | 1375.00 | |
| Deposit (Feb 1 to Feb 6) | | 912.50 | |
| BNS E transfer fee and Service Charge | | | |
| BNS Service Charge (Jan 30) | 3.00 | | |
| | | | |
| Total | 3.00 | 2338.50 | 7,021.57 |

Outstanding:

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