

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

June 17, 2026 - 7:00 pm
Cordova Bay 55+

Barb Lucas - President	✓	Brock Nordman - Advertising	X
Karen Fediuk - Treasurer	✓	- Planning	
Dave Chater - Transportation & Parks	✓	Jennifer Massullo - Events	X
Pat Bourke - Membership	X	Robyn Reid - Secretary	✓
- External Liaison (SCAN)		Bren Moroz-Pettyjohn - PR / Social Media	X

Chaired by: Barb Lucas

Regrets from: Jennifer Massullo, Pat Bourke, Bren Moroz-Pettyjohn

Members in attendance: none

1. PRESENTATIONS

- Ella Davenport, Saanich Police Officer (moved to October)

2. APPROVAL OF AGENDA

Motion: To approve the Agenda as circulated.

Moved: Karen Fediuk / Seconded: Dave Chater

Carried

3. APPROVAL OF MINUTES: CBACA BoD Meeting – April 29, 2026

Motion: To approve the Minutes of April 29, 2026, BoD meeting.

Moved: Dave Chater / Seconded: Karen Fediuk

Carried

4. APPROVAL OF MINUTES: CBACA BoD Meeting – May 13, 2026

Motion: To approve the Minutes of May 13, 2026, BoD meeting.

Moved: Brock Nordman / Seconded: Dave Chater

Carried

5. ACTION ITEMS

5.1 Action Items from May 13, 2026 Minutes

- All Action Items from May Minutes complete.

5.2 Nominations Committee

No report

5.3 Sponsorships

- Sophie Valiquette is the recipient of the Cordova Bay Community Award.

6. NEW BUSINESS

6.1 Correspondence

See Appendix A

- Consider increasing the number of Cordovan's printed for the spring and summer edition (as this is the most popular edition).

6.2 Administration

See Appendix B

Motion: That the Board appoint Bren Moroz-Pettyjohn to the CBACA Board, effective immediately.

Moved: Robyn Reid / Seconded: Barb Lucas

Carried

6.3 Treasurer's Report

See Appendix C

6.4 Transportation and Parks Report

See Appendix D

6.5 SCAN

No report

6.6 Membership

See Appendix E

6.7 Public Relations / The Cordovan

No report

6.8 Planning

See Appendix F

- Timber Lane response drafted and discussed.

6.9 Events / Community Engagement

See Appendix G

6.10 Social Media

No report

6.11 Website Statistics

See Appendix H

- Website refresh will be started soon.

7. OTHER BUSINESS

7.1 None

Motion: To adjourn.

Moved: Robyn Reid / Seconded: Brock Nordman

Carried

Meeting adjourned 8:20pm.

NEXT MEETING: September 9, 2026 at 7:00pm

Approved

APPENDIX A

6.1 Correspondence

- Emails relating to specific board committees were forwarded to the Committee Chair for follow-up or information.
- Email received from Saanich regarding their Saanich Community Canvas Mural Grant Program. They are accepting applications from community associations up until October 31, 2026. This is what the program is about -

"The grant program offers an opportunity for Saanich Community Associations along with other eligible organizations to apply for funding to support the creation of community murals in Saanich neighbourhoods. Artists, businesses, schools, and other community groups and stakeholders may participate as partners in an application led by an eligible organization. Please help spread the word to your community!"

*Apply for **up to \$10,000 (\$7500 for street murals)** or 75% of project costs (whichever is less). The remaining 25% of your budget can be comprised of community funding, sponsorships, or in-kind donations of goods, services or labour."*

This was forwarded to Dave for consideration of tapping into this for the Indigenous art project currently being working on.

- I emailed two residents to gauge their interest in joining the Board, one potentially for the Planning position and the other for the Parks position. The person for the Planning position is not able to help out at this time. The resident interested in the Parks position is still considering it, and will let me know.
- Email received from someone potentially interested in taking on the SCAN / Community Liaison position. Robyn to report on this.
- Confirmation received from Nancy Chave of the Cordovan Team, all 3500 issues of the Spring / Summer issue are gone!

This is early - should we consider printing 4000 copies for this issue and 3500 for the Fall / Winter issue? Board decision required.

- Request received from the owners of Driftwood Optometry for me to attend their grand opening of their Haro location on Saturday May 30th. I attended and said a few words of welcome to this new business opening up in our neighbourhood.
- Email from SCAN regarding their upcoming attendance with a table at the Saanich Uptown MultiCultural Festival. The festival is on Sunday June 21st and they are asking for SCAN members to do a shift at the table. **I will not be in town then, is there anyone else that could attend?** Big problem with the date - it is Father's Day!
- EMail received from Elizabeth May's office asking if we were doing Cordova Bay Day this year. I responded that we are not; not sure why we got this inquiry.

Submitted by Barb Lucas
June 17, 2026

APPENDIX B

6.2 Administration

- I am now monitoring the planning@cbaca.ca emails.
The planning2@cbaca.ca has been disabled. Crystal has updated the Directors list on our website re the Planning vacancy.
- Susan Brice has confirmed that she will attend our September 9th board meeting.

I indicated that we wanted to have a more in depth discussion about the workings of Saanich's budget process and how we, as a community association, might best be able to have input into the process, and submit our CA's priority project areas, with reference to our LAP. Discussion on this topic is a result of Brent Reems response to our question of how CA's can have input into Saanich's budget process, which was:

Hi Barb – I don't think this is addressed in formal policy (I've cc'd our Director of Finance in the event I'm incorrect on this). I can clarify, however, that our budget process is internal and that Council's process is to receive budget requests and recommendations from staff, not external agencies or members of the public. Our grant process is available to organizations and members of the public looking for support for specific initiatives.

Brent

- We are very pleased to welcome our new board member Bren Moroz-Pettyjohn.
This motion was passed on May 23, 2026. **For the record:**

MOTION: That the Board appoint Bren Moroz-Pettyjohn to the CBACA Board, effective immediately.

MOVED: Robyn Reid **Seconded:** Barb Lucas **Carried**

Submitted by Barb Lucas
June 17, 2026

APPENDIX C

6.3 Treasurer's Report

Activity Period: May 7 to June 3, 2026 (updated June 3, 2026)

Regular Banking Activities:

Revenue

- \$ 110 Membership
- \$ 291 Events
- \$ 1475 Cordovan (5 advertisers paid, 2 unpaid)

Expenses

- \$ 2,069.17 Events (catering, map)
- \$ 20.99 Rebel domain fees (IT)
- \$ 55.00 Society fee (office)
- \$ 17.35 Bank fees

BNS Statement - Regular Chequing			
<i>Description</i>	<i>Withdrawals</i>	<i>Deposit</i>	<i>Balance</i>
Balance Forward (May 6)			\$ 13,579.26
Membership		\$ 110.00	
Cordovan Printing/Ads		\$ 1475.00	
Events	\$ 2,069.17	\$ 291.00	
IT/office	\$75.99		
Bank Charges	\$ 17.35		
Total	\$ 2,162.51	\$1,876.00	\$ 13,292.75

Notes:

Reminders sent to 5 advertisers (May 28)

Submitted by Karen Fediuk

June 17, 2026

APPENDIX D

6.4 Transportation & Parks Committee

Art in Parks

- A second meeting with Tsawout FN reps, Saanich Parks, UVic and the CBACA was held on May 26 to continue the discussions on FN art or interpretation signage for Agate Park (and other beach sites in Cordova Bay). Good discussion overall and some agreement that over the short term it may be possible to design, produce and install signage at Agate, McMorran and Cordova Bay beach parks.
- Over a longer term, there was discussion about developing a vision for a more comprehensive cultural interpretation and education plan that could include structures, interpretive signs and poles.

Saanich Engineering advocacy and input

- Dave submitted a proposal for a 5-year phased implementation for the crosswalk to Saanich Engineering on CBR at Doris Page. Engineering has agreed to our proposal and will fully install the pedestrian activated crosswalk in 2027. We will take the win despite wanting to see something occurring at that location in 2026.
- Dave has submitted a letter to Saanich Engineering proposing immediate remedial works to fix the intersection at Fenn Ave and CBR. I have asked for a meeting onsite with Saanich's project management staff to go over their construction plans for the larger CBR road improvement project and how they plan to deal with the immediate safety concerns in the area. A resident on Parker now has approximately 46 residents willing to sign a petition etc. to see improvements on Fenn and CBR. They will await the response from Saanich before getting active.
- Dave received a complaint from a resident on Cataline Terrace about vehicles not stopping at the 4 ways stop at Claremont and Wesley. I encouraged him to send an email to Saanich Engineering about his concern. I also submitted a request to Saanich Engineering to consider improvements at this intersection as they had done earlier this year at Del Monte and Claremont- for the same reason- vehicles just blowing through the 4 way stop.

Saanich Parks advocacy and input

- No further update from Saanich Parks currently.

BC Transit input

- Dave participated in a BC Transit meeting with all neighbourhood associations on June 5, 2026 to review the final draft of the transit plan. I reinforced our need for improved service for Cordova Bay and our willingness to have a Digital OnDemand transit service in portions of our community (e.g. the Ridge).

Other Program Input

- Dave has prepared a draft CBACA response to Saanich for the second referral on a revised plan for the proposed rezoning at 1156 Timber Lane (this topic will be discussed in the planning section at the June 17 board meeting).

Submitted by Dave Chater

June 17, 2026

APPENDIX E

6.6 Membership Report

Paid-until" status of members at May 28, 2026

- 537 members, representing 290 households.

Paid-until status	May 28, 2026		Apr 30, 2026	
Current members 2026 to 2031	537		532	
(Expired 2025)	(69)		(74)	
2026 expiry	252	47%	252	47%
2027 expiry	129	24%	127	24%
2028 expiry	65	12%	65	12%
2029 expiry	58	11%	58	11%
2030 expiry	27	5%	28	5%
2031 expiry	6	1%	2	<1%

Actions undertaken

- Processed 6 new memberships and 2 renewals due to the April issue of *The Cordovan* and the AGM; deleted 3 members who moved from Cordova Bay.

Submitted by Pat Bourke
June 17, 2026

APPENDIX F

6.8 Planning Report

Aragon Proposal for Development of the Trio Lands

- On May 26, Dave and Barb met with Peter Censorio, project manager. Nothing concrete to report other than Peter has been working on some *possible* change options to the site plan, but he still requires input and approval for any changes from Lenny Moys.
- If anything significant changes, Peter would need to go back to all their engineers, surveyors, traffic consultants, parks consultants etc in order to re-draw the plans. This is a *minimum* of a two month process.
- He also indicated that it is highly unlikely they will have anything to put in front of the current Saanich Council. Realistically this means that Aragon *might* be ready to go back to Saanich early in 2027.
- At this point CBACA will wait for Peter / Aragon to contact us when they have something new to present to us and the Cordova Bay community.

- It is a long process, as we have said from the beginning.
- Phonecall received from a couple from Alberta who are considering buying at The Pinnacle; they wanted our take on the potential development at the Trio site. Barb provided information that is readily available on our website under our Aragon Updates. They were directed to review those updates.
- Email received from a past Board member with a concern about the possibility of Aragon (eventually) getting approval for some form of development of the site, and then turning around and selling the property to another developer. Her comments and concerns have been placed in the Planning folder in the shared drive.

1156 Timber Lane

- Saanich sent CBACA a second referral response on this development, to be discussed at this June 17 board meeting.
- A Request for an Extension to June 24th for filing our referral sent to Eric Joyal on Jun 8, 2026 was ok'd. I indicated we would get our response to him as soon as possible after our June 17 board meeting.

5176 Rambler Road

- Saanich Referral Response Request received June 16 for this property.
- It is for a Variance for Rear Yard Setback for existing dwelling on the proposed Lot A, which is the Rambler Road side. The Proposed setback is 4.02 meters; the permitted/required setback is 7.5 meters. That makes it 46% over what is permitted.
- CBACA previously submitted a response to the Subdivision Application for this property in 2021. We had no issues; it is the last property along Rambler that has not been subdivided.
- Saanich is requesting a response by July 15, 2026; we can apply for an extension.

Submitted by Barb Lucas
June 17, 2026

APPENDIX G

6.9 Events and Community Engagement Report

Overview

- This month's work focused on completing follow-up items from the Association's 50th Anniversary Celebration, advancing planning for a fall community event.

50th Anniversary Celebration Follow-Up

- Final billing for the 50th Anniversary Celebration has been completed and all receipts have been submitted to Karen.

Community Partnerships & Presentations

- The Crime Stoppers presentation has now been scheduled for the October Board meeting.
- This will provide an opportunity for the Board to learn more about Crime Stoppers' programs, community initiatives, and potential opportunities for future collaboration.

Community Merchandise & Fundraising Opportunities

- I have not yet had the opportunity to meet with Island Print Group regarding Cordova Bay branded merchandise options and pricing.
- I plan to revisit this initiative over the summer, with a goal of meeting with Island Print Group in late summer or early September and reporting back to the Board on available options and price points.

Fall Community Event Planning

- Planning has begun for a potential fall community event, with Friday, October 16, 2026, currently being explored as a proposed date.
- Efforts are underway to identify a suitable venue within Cordova Bay. Barb has reached out to the owner of The Beach House and we hope to arrange a meeting following their opening, potentially later this summer.
- While it would be beneficial to explore venues beyond the golf course and continue building relationships with other local businesses, returning to The Ridge & Bill Matticks at Cordova Bay Golf Course remains a viable option should alternative venues not be available. I have reached out to Fiona to look into this date for us.

Next Steps

- Continue planning for a fall community event, targeting October 16, 2026. Please let me know if we have any potential conflicts with this date asap. Ticket sales would start Mid-late September.
- Explore venue opportunities within Cordova Bay and meet with The Beach House ownership if available
- Meet with Island Print Group regarding Cordova Bay branded merchandise options and pricing
- Continue exploring future community engagement, partnership, and fundraising opportunities

Submitted by Jennifer Massullo
June 17, 2026

APPENDIX H

6.11 Website Report

April 2026 Web Statistics:

- #1 – Home page with 252 views
- #2 – Events page with 117 views
- #3 – Planning page with 72 views

May 2026 Web Statistics:

- #1 – Home page with 240 views
- #2 – Events page with 72 views
- #3 - Celebrating Community / 50th Anniversary with 67 views
- #4 – Planning page with 58 views