

**SANDY HOOK COMMUNITY ASSOCIATION  
BOARD MEETING Minutes 2009**

Monday, October 5, 2009 at Mike Sutcliffe's at 7 PM

**Board Present:** Bob D'Arcy, Gray Waddell, Gene Scanlan, Ivana Cappelletto, Jude Da Silva, Peter Harvey, Mike Sutcliffe and Rupert Clark - **Absent:** Paul Manson

- 1) **Meeting called** to order at 7:05 by President Waddell
- 2) **President's Opening Remarks:** President Waddell spoke to his own board experience and his concerns over the tone of communication used over the past month. He urged board members to function in a businesslike way and relieve some of the load on the Secretary by maintaining proper systems.
- 3) **Adoption of Minutes:** M/C minutes of August 31, 2009 adopted
- 4) **Business Arising from minutes or unfinished business**
  - a) Review of Fire Survey (results emailed to all with this agenda in PDF format) and decide action, if any.
    - i) The results were reviewed and discussed but it was decided that no action would be taken to address any of the results or any ongoing action taken except as noted below.
    - ii) Report to community? – The next newsletter would report the questions and the percentages with no comment whatsoever.
    - iii) Offer of SCR D Emergency Coordinator (D'Arcy)? See this item moved to 'New Business'
  - b) Canada Day 2010(Scanlan) – suggested that SHCA look at some sort of participation. Ideas?
    - i) One suggestion was a marching group maybe with recycle bins and garbage bag 'uniforms'. In any event there seemed to be a consensus that something might be done as it would give profile to SHCA and be a fun thing for the parade and the participants. Agreed that SHCA would go it alone this first time and that might get the other associations inspired for the future.
    - ii) Agreed that other ideas than the marching group would be considered.
    - iii) Agreed that Scanlan will look into the rules and process for joining the parade.
  - c) Gazebo – Update – Waddell reported that John Wild has no authority to re-allocate funds so SHCA might have to approach Council through a delegation or otherwise. Waddell will investigate this.
  - d) OCP/Neighbourhood Plan – update – (Waddell) –
    - i) Advised a series of dates for OCP announcements and committee meetings culminating in three public hearing days – probably October 27/28/29 but not firm yet
    - ii) The Neighbourhood Plan is effectively completed as integrated into the OCP
  - e) Bulletin Board at turn off (Harvey) – The roof on the current board - Harvey advised it was not done and he had no idea when it might be done as he had "allocated all his volunteer time to looking up fire matters and surveys."
    - i) D'Arcy advised that a resident member had put up the current board and with time would be pleased to improve it and to roof it. He had held off when advised that Harvey was going to do it. Agreed D'Arcy will contact the member and see if he will proceed.
  - f) Integrated Transportation Study (D'Arcy/Scanlan) – advised that formal invitations had been received and RSVP'ed for the afternoon of October 26<sup>th</sup> by D'Arcy and Scanlan. They will report on what goes on.
- 5) **Correspondence** – Secretary/Treasurer - (D'Arcy)
  - a) September 1 – agreed letter to DoS re: 6895 Mt. Richardson
  - b) September 2 – agreed letter to SCR D re: Integrated Transportation Study
  - c) September 18 – CoastRide sign approval letter from DoS
  - d) September 28 – response to Item 4) b)
  - e) September 28 – series of emails from Wild re: Park Road/Prawn Way
  - f) September 28 – email re: closing of East Porpoise Bay Road

g) September 11 to date – Result of Fire Survey – see Item 4 a)

**6) Officer Reports**

a) **President's Report** (Waddell) – nothing specific at this time

b) **Secretary's Report** (D'Arcy) – nothing specific but set out that he is more than pleased to assist any member in most any way but appealed that members do some looking for answers themselves first either in their emails or on the website.

c) **Treasurer's Report** (D'Arcy)

i) Financials – Current account \$2234.93, GICs \$2122.74. Membership – 106

ii) M/C to pay D'Arcy costs of latest newsletter/survey - \$132.38

iii) M/C to pay Cappelletto costs of picnic \$398.18

**7) Committee Reports**

a) **Public Works** – Sutcliffe

i) Confirmed that four fallen trees had been cleared in the Heritage Forest.

ii) Was advised that Michael Davidson had suggested and was prepared to initiate a road clean up. Sutcliffe will contact.

b) **Parks** - report (Clarke) – Reported on a series of emails forwarded to him from John Wild showing responses to some concerns of residents near the scheduled new trail from Porpoise to SHR. Discussions with Parks indicate that these emails have been considered and some of the trail work is to proceed, probably in November and December.

i) Did Harvey have any luck about trees on Deerhorn? Across from park. Had spoken to owner of property, Ed Baxter, about opening up public trail on south side of property and received some positive indications so that this work might be considered in future. Also D'Arcy to speak to other property owner as a courtesy and get thoughts.

ii) The opening of this trail had been set in the minutes to be left until next year so noted for Capital Items below.

iii) Subject of trees for Deerhorn Park view was not raised by Harvey so D'Arcy will re-approach Baxter now to try to get signed "release"

c) **Hidden Grove** (D'Arcy) – update – all good news but slow. SCPI now agree they have the proper authority to proceed with work and we are waiting for funding.

i) Davidson will engage Clarke to help with final layout of Northern Route and then the 'gang' will be called to start clearing.

d) **Newsletter** (D'Arcy) –

i) Agreed needed to report per Item 4 a) ii). Decided to hold off until dates of OCP hearings were firmly set.

ii) Discussion regarding enclosing information booklets from SCR D with future newsletters. Agreed to include one with each and the "Power Outage" booklet selected for the next newsletter.

iii) Update on distribution – were some missed? Which ones? Who advised distributor of this? Seems that some homes were missed but no one reported this to Julie Towle or any of the board. In future board members should take some action when a problem is apparent.

iv) D'Arcy to discuss Porpoise Drive deliveries with Towle

e) **Council (DoS)** (Waddell) – short meeting, short report with little of value to SHCA.

f) **G8** (D'Arcy) – Meeting September 8<sup>th</sup> held on 15<sup>th</sup> was briefly reviewed. Noted

i) G8 interested in survey results; Vial of Life now distributed at Seniors Centre; working on process for allocation of Park funds in shared basis so the community generating funds gets a guaranteed share. Next meeting October 13<sup>th</sup>.

g) **CoastRide** - (D'Arcy) - update – finally signs are approved and construction starts this weekend on community signs

i) Downtown signs are being 'donated' but for cost of materials - \$15 each times three. There may be some other minor expenses. M/C that SHCA will fund up to \$100 towards the sign work.

- ii) Hope signs to be in place by about October 15<sup>th</sup>
- iii) While winter may be a quiet time for program should get it running smoothly for more active spring and summer. East Porpoise to have another member drive and Tuwanek having one at their upcoming AGM
- h) Capital Budget Items** – Board sent email with past list. Update? It was agreed that the Secretary with the President would write to the DoS setting out our 2010 list which would only be (unless a member advises soonest of another):
  - i) Re-confirmation of Deerhorn Road repaving
  - ii) Completion (if not done) of path joining Porpoise and SHR
  - iii) Path joining Deerhorn and SHR – see Item 7 b) i)
  - iv) Funds for small gazebo for Tot Park (possibly reallocation of 2009 funds for Post Box fix at Tot Park.
  - v) Note of maintenance needed on trail from Sandy Hook to Tillicum Bay
- 8) NEW Business**
  - a)** It was agreed that the SCRD Emergency Program Coordinator would be invited to a public meeting for Sandy Hook/Tillicum Bay and Tuwanek in the third week of January to:
    - i) Give a presentation and accept questions on safety issues
    - ii) Be followed by a typical Meet & Greet to encourage attendance and social interaction
    - iii) Agreed this item would go on the next agenda to finalize date and organization, invite to SCRD, etc.
    - iv) D'Arcy to re-submit to board his very rough emergency box proposal for consideration or research again.
  - b)** Target Marine issue briefly reviewed.
- 9) Next Meeting** – November 2, 2009 at Ivana Cappelletto's at 7 PM sharp
- 10) Adjournment:** Moved and Carried at 8:59 PM