

**Event:** Sandy Hook Community Association Regular Board Meeting  
**Meeting Date:** Sunday September 18<sup>th</sup> 2016 – 4:30pm  
**Location:** 5818 Skookumchuk Road

**In Attendance:** Susan Soux, Kara McDougall, Jenny Garden, Flavio Ishii,  
Valerie Nash, Melanie Vallieres

### Minutes of Meeting

#### **1. Call to Order**

Chair, Susan Soux, called the meeting to order at 4:35pm

#### **2. Review and approval of July 11<sup>th</sup> 2016 Minutes and Sept 18<sup>th</sup> 2016 Agenda**

The minutes and agenda were unanimously approved.

#### **3. Regular Business**

##### **3.1 President's Report**

There was no SCAF meeting held in the summer.

Susan discussed the following correspondence she received through the [info@sandyhoooca.com](mailto:info@sandyhoooca.com) email address as well as other ongoing issues.

- Email re: clear cutting on a property near Allen Road, off trails from Heritage Forest. Resident was wondering about this and if SHCA could contact DOS to inquire. Susan to call Bylaw at DOS to see if they are aware.
- Lighthouse Pub hours extension. Tuwanek Ratepayers Association asked SHCA if board would be submitting an opinion regarding the pub's request to extend liquor sale hours to 1am. The board members noted no issues with current noise levels and as a non-political association, we would not take a position.
- Variance request on Porpoise Dr property. SHCA received an email from Tuwanek's ratepayer association asking if SHCA had commented on the variance request. The DOS said they sent correspondence May 9<sup>th</sup> requesting feedback but this communication was never received by SHCA board members. Kara will email DOS to find out which contact details they have on file for SHCA and to update if needed.
- Air BnB letter
- Clamming on beaches. There was a discussion about a seeming increase in the number of tourists clamming on nearby beaches here in Sandy Hook and also at Tuwanek and Porpoise Bay. It seems many are illegally harvesting clams and oysters without permits (permits are needed to

harvest over 75 clams). A Tuwanek resident tells tourists to respect the neighbourhood which seems to click with people. SHCA board members wondered if a letter to our MP would help highlight this issue. The board also wondered about DFO staffing along the coast for monitoring and enforcement.

- **Where to leave cars overnight**
- Beach Access sign to Coracle Beach. Various board members have passed by the area but could not find the access stairs. There is also no beach access sign yet. SHCA to contact DOS about location of stairs and status of sign installation.

### **3.2 Vice President's Report**

Valerie attended the Electric Car event hosted by SSC Properties and noted it was a good event.

### **3.3 Secretary's Report**

Kara asked if everyone had read through the 2016 AGM meeting minutes. The board said the minutes looked good and Kara will send these out to members via email and to Flavio to put on the website.

### **3.4 Treasurer's Report**

Melanie presented the Treasurer's Report and the SHCA currently has \$1107.79 remaining in the bank until end of year.

## **4. Ongoing Business**

### **4.1 AGM Initiatives – Ageing in Place and “Community Centre”**

Susan asked if Ageing in Place needed any more work. She noted that the public seems very concerned about Shornecliffe and Totem closing down.

Developing a “Community Centre” was one of the ideas that arose from the 2016 AGM and would help the Ageing in Place theme as well as foster more connections in the community. The board discussed how best to explore this idea. Board members brought up the following points:

- The physical space could be on a spectrum from gazebo to a community hall like Davis Bay.
- There must be consultation with the SHCA members before any serious work on this idea is started. If the majority do not want a community space in Sandy Hook then the board would not continue to explore the idea.

- A community gathering space is listed as a long term priority in the DOS' 2011 OCP (listed under the Sandy Hook Neighbourhood Plan) along with Tuwanek. Ideally the DOS could work with Sandy Hook to make this idea a reality or provide funding or support.
- The Association of Neighbourhood Houses (BC) has a toolkit on how to create a Neighbourhood House. Groups can form non-profits to establish a community space, can apply for grants to fund the space and get members in the community to volunteer to run the space.
- If this idea were to proceed, site location would be a crucial consideration with regard to noise levels, parking etc...
- SHCA board members agreed to do research between now and the spring, with the aim to consult with community members in Spring 2017.

#### **4.2 Tour of SSC Properties**

Susan will contact Werner from SSC Properties to organize a tour for SHCA board members. A daytime tour will work.

#### **4.3 BC Society Act**

SHCA will need to update its constitution and bylaws to reflect new changes with the BC Societies Act. Kara will look into what the process is and will report back. Kara will also file the 2016 annual report online to BC Societies.

#### **4.4 Website and Newsletter**

Flavio connected with Laurel and now has access to the SHCA website. He transferred the website to a free package, which will have no impact on the site.

Flavio will update the home page on the website as information is out-of-date. Flavio will also make note that new members can pay their membership fees via an e-mail transfer.

Flavio will be in charge of putting together the website but board members will contribute to the newsletter. **The next newsletter should be completed by XX?**

#### **4.5 Ride Share**

Flavio set up a closed group for Sandy Hook residents on Share-There.com. This website and the closed group should be promoted to residents. There is another Sandy Hook group on Share-There but the board does not know what this is being used for. **Is there an action for this?**

#### **4.3 Secretary Position**

The board is still seeking a long term Secretary and will actively look in the fall.

## **5. New Business**

### **5.1 Meeting Times**

Board members expressed interest in using Doodle again to find meeting dates/times that work best for everyone. Flavio will sent out a Doodle for the October meeting.

### **5.2 Halloween Event**

Kara would like to organize a local Sandy Hook Halloween event. An initial idea is a pumpkin carving contest and walk-a-bout either in the trails or Tot Park.

### **5.3 Resident Issues**

Flavio discussed two issues that he heard from residents and wanted to make aware to SHCA.

- Tent issue at Sandy Hook Rd and Seaview. The owners received a few complaints about their property being an unsightly premise due to the tent. The family camps in their tent on the property when they spend time in Sandy Hook. The owners have had a meeting with DOS staff and were told they need a building permit and a structure on their property to be able to stay in their tent. The owners were upset by the red tape and complaints to bylaw as they feel they have been respectful and have taken good care of their property. The owners will not be back until next spring and will use the time to consider what they will do to address the issue.
- Members from California have paid their membership fees but have not received correspondence from SHCA. Flavio to email Kara residents' names and Kara will check on the member list and email list serve.

## **6. Adjournment**

Susan Soux called the meeting to a close at 6:00 pm.

**Date for the next Board Meeting is in October, date and location TBD.**