

Shawnigan Residents Association

Board Meeting
Pavilion, Shawnigan School
November 17th, 2015
Minutes

7:00pm **Call meeting to order** - Grant

7:01pm **Board members and Guest Present** –

Board members present: Al, Grant, Lois, Calvin, Dewar, and Netta, and Magen.
Absent: Garry. Guests: Katie Dewar Graham Ross-Smith

7:05pm **Approval of Previous Board Minutes** – October minutes approved.

7:10pm **Review outstanding actions** :

- **Action: Netta** to work with Anne Marie to complete a SRA brochure. The purpose of the brochure was confirmed as a “take away” tool to promote awareness of SRA (and it’s website with goals, objectives and activities), plus as a tool to increase membership. Netta distributed a draft brochure and asked for comments – **The brochure won’t be available for the AGM, but Netta will continue to follow this through to completion even though she will be off the board after the AGM.**
- **Action: Netta** will leave a supply of t-shirts at “Aesthetic by Lois” (in the village) so people will be able to obtain them during her business hours. The intent is to promote the t-shirts as an Xmas present option. – **Done, plus she will put some at the fitness centre near Country Grocers. Also the Coffee shop would like some promotional items (e.g. wrist bands, buttons; decals).**
- **Action: Calvin** received support from the board for the wording of advertising for a new Communications Director. He will now advertise on our website and use social media. – **still pending. May be brought up at AGM.**
- **Action: Al** would draft a letter (on behalf of the SRA) to Mary Pollock that would be presented to her at her constituency office by a resident holding one of our “Save Shawnigan Water” posters. Al is organizing a demonstration to be held at Pollock’s constituency office. – **Done**
- **Action: Netta** will follow-up with Chris on the upgrades to the website, and report back at next meeting. The board was reminded they authorized a payment here, and this issued should be monitored until the action is complete and monies paid. – Half of the authorized payment has already been made to Chris. **Action: Netta** will work with Chris on clarifying other changes to the website before the remainder is paid. Chris can’t address this right now due to other pressures, so Netta agreed to stay with this one until it is done.
- **Action Lois:** The board supports keeping the “office” open, but few have the Saturday mornings available to volunteer. Lois is will organize volunteers (from the board, or others) to staff the office on Saturday

mornings 9:00-Noon, and occasionally in the afternoon 1:00 - 4:00pm. - Staffing the “office” every Saturday is a challenge, and not seen as a good use of our time. However two dates between now and Xmas where seen as acceptable. **Action: Netta** will staff the office on Nov 14th from 10:00am – 1:00 pm, and **Calvin** will staff it on Dec 12th from noon to 3:00pm. **Action: Calvin and Dewar** also agree to be available in the office during “Xmas in the Village” between 5:00 – 7:00pm. (PS. We are still looking for an “OPEN” sign to make it more obvious when the “office” is open.) Lois suggested Anne Marie advertise on social media that Calvin will be at the “office” at certain times in December. **Calvin was OK with this but wanted to double check is availability for the stated times.**

- **Action Netta:** will speak with Sonia about the **properties along south entrance**, past the industrial park, which seem to be getting worse in appearance. The question being what is the CVRD able or willing to do, and how can she, or we, help. – this will be deferred, given other priorities at this time. Netta will follow-up in the new year.

- AGM Actions:
 - Al checked with **Shawnigan School** to confirm that the theatre is available on Thursday, Nov 19th at 7:00pm.
 - **lawyer (Sean)** is available to attend the AGM and give a legal update.
 - **Dr. Bruce Fraser and Sonia Fustenau** have also agreed to talk at the AGM
 - Graham has a full **slate of nominees** for the new board, and will have bios available at the AGM. He will conduct the election at the AGM, which should take approx. 20 minutes.
 - **“Executive”** nominees are President = Calvin; Vice President = Al; Treasurer = Dewar; Secretary = Grant.
 - Lois will bring promotional items (e.g. t-shirts; bands; buttons etc.)
 - Graham will give Al the **bios** and Al will combine it with the **agenda** and have a handout available for those attending.
 - Grant will bring the **SRA info boards** and 2 easels
 - Dewar and Katie will set us a table in the foyer to take **donations or new/renewed memberships**. Rather than using “Paypal” they have investigated and found the **“Square”** is a better option...i.e. the devise that can be inserted into an iPhone or Android and accept credit cards.
 - Given the changes to the Societies Act, the updated SRA **Bylaws** will not be presented at the AGM. Hopefully a new board member will be willing to assume this task. If not, Lois will play an interim/transition role, enough though she is also off the board after the AGM.

8:30pm

Committee reports -

- Legal Action Committee – Calvin
 - **Action: Calvin** will speak with each new board member and discuss their involvement, attendance, motivation, commitment etc. **Action: Grant** will initiate an email listing portfolios and associated activities that make up our current involvement; interests expressed in the Strategic Plan; other areas of potential interest. The intent is that Calvin can discuss with the new board members what they may wish to take on. Plus the board will need to determine if there are any areas / activities that we “must” get filled, as opposed to just “nice to have”.
 - **Action: Lois and Netta** is send Grant bullets identifying activities or contacts they used so they can be transfer (hopefully) to new board members...understanding both are will to ensure a smooth transition.
 - It was also noted that members are pointing out they have seen other dumping activities on private properties, and are unaware of any CVRD regulations that they can identify to have the activity investigated... potentially the MoE could investigate. **Action: Calvin** will probe new board members to see if they would be will to follow-up.
- SRA Governance Committee – Lois
 - **Action: Lois** will contact Chris and update the “donation meter” to reflect \$310,000.
- Membership Committee –Dewar
 - Katie is still working on an **operational manual** so a replacement doesn’t have to start from scratch – work continues
 - Katie will have **membership information** ready and available for the AGM – as of the board meeting there was 161 paid household memberships, with a total of over 900 contacts, i.e. potential members. Membership sign-ups are accelerating.
- Finance Committee – Dewar – an additional payment will be made to the lawyers.
- Water Committee – Grant
 - Basin Society Invitation was discussed, and Grant encouraged all board members to attend. Grant sent the invite again, by separate email.
- Municipal Status Committee – Al
- LNG presentation – SRA is not entertaining a presentation to the board or it’s members. **Action: Dewar** mentioned a **video on LNG** he wanted to buy and review. If appropriate, he would suggest the SRA purchase it and make it available through the “office” for others to use. Dewar thought the video was about an hour long and cost approximately \$30. - deferred
 - Communications Committee – Al...no report
 - Government Liaison Committee –Garry / Barane
 - Garry prepared the attached report, in his absence
 - Student Committee –Megan...no report

9:00pm

Adjourn

Next Meeting: Tuesday December 15th, 2015

Shawnigan Residents Association

Board Meeting

Government Liason Committee Report

November 17, 2015

RCMP

1. Cpl. Larry Jacobs, the lead officer with the “South Island Integrated Marine Unit” met for coffee and had a very productive time revisiting last summers lake program and talking over potential plans for next summer.
2. Also met with Supt. Jim Faulkner who is officer Jacobs boss. We had a very productive 45min time together.
3. It is always good to meet and talk with the people who are responsible and have the authority over programs that impact the Shawnigan lake area.
4. As you may recall I met with our Shawnigan Lake Detachment Commander Sgt. Scott Stephen in September, so the ground work for next year is well underway.
5. Sgt. Scott Stephen put together a very creative and effective joint venture for 2015 with Cpl. Larry Jacobs of the Victoria Marine Unit and built on what had been initiated by our previous Commander Sgt. Rob Webb.

Canadian Coast Guard

I wanted to search out who was responsible for the official marine markers on the lake. With that in mind my first stop was the “Canadian Coast Guard” in Victoria.

1. I met with Mr. Terry Morgan, (Design and Review Specialist)
2. The Coast Guard is the agency responsible for Shawinigan Lake

3. Terry gave me a detailed 12" x 17" map / chart of the existing marine aids currently on the lake
4. Terry is very keen on receiving any information re possible marine hazards that are not currently identified and marked.
5. I will bring a copy of this map to the December Board Meeting so that we can begin to identify any areas that board members may feel need attention.
6. If there are any concerns, I can pass the information on to Terry. He committed to seriously acting on our information.
7. I also passed this info on to Sgt. Larry Jacobs for his input as well.

Questionnaire

I am still working on the questionnaire and plan to have a draft copy of it for the December Board Meeting.

Respectfully Submitted by:

Garry Horwood
Chair Government Liaison Committee