

Minutes of Board meeting of Friends of Cedar Hill Park Society  
10:30am to 12:30pm, Tuesday, November 17th, 2015  
3515 James Heights, Victoria BC V8P3R6

Attending:

Barb Latham  
John Schmuck  
Patricia Houston  
Luis Netter  
Paul Bishop  
Susan Haddon  
Peter Haddon

Minutes recorded by Peter Haddon - Secretary

Agenda

- |                                                           |            |
|-----------------------------------------------------------|------------|
| 1. Welcome                                                |            |
| 2. Approval of agenda                                     |            |
| 3. Approval of minutes of September 21 <sup>st</sup> 2015 |            |
| 4. Membership report                                      | Barb       |
| 5. Financial report                                       | Barb       |
| 6. Cedar Hill Park Walk planning                          | Barb       |
| 7. Bowker Creek clean-up and next steps                   | Peter/Paul |
| 8. Communications: website                                | Luis       |
| 9. Communications: Logo                                   | Peter      |
| 10. Update on Charter/Master Plan                         | Peter      |
| 11. SCAN/QCHCA update                                     | John       |
| 12. Update on mapping and inventory initiative            | Peter      |
| 13. EDPA issue                                            |            |
| 14. New business                                          |            |
| 15. Next General meeting date                             |            |

Welcome and Agenda

- Susan welcomed everyone to the meeting and the agenda for the meeting was reviewed and approved.

Approval of Minutes

- Minutes of September 21<sup>st</sup> 2015 were approved

Membership – Barb Latham

- 51 memberships paid as of November 17<sup>th</sup> 2015 (About 70 members)
- Barb to conduct a membership renewal blitz in January 2016

- Plans for expenditures: website, projects, society filing, refreshments.

#### Financial report for November 12<sup>th</sup>, 2015 – Barb for Hugh

- Barb presented the report for Hugh (Copies available on request)
- Thanks to Hugh for his work on FCHP
- Bank balance is \$1068 as of November 21<sup>st</sup> 2015
- Expenditures since last meeting: \$83
- Motion to make the membership year coincide with the fiscal year (April 1<sup>st</sup> to March 31<sup>st</sup>) proposed by Barb and approved.
- Luis given signing authority at Coast Capital.

#### Cedar Hill Park Walk planning - Barb

- Barb gave an update
- Sub-committee meeting next week
- Buttons and brochures planned
- Susan preparing a grant application
- Lots of enthusiasm for the event and Barb is inviting people to participate
- Volunteers for each station are needed to direct the trail walkers, etc.
- Carole Ireland is proposing arts and golf course presenters
- Map being prepared with assistance from Gary Darrah
- Website and Facebook content planned (Luis/Susan)
- Publicity list prepared, tagline “Walk a little, learn a lot”
- Sign board planned for public participation in park bridges naming
- Invite families of those named on park benches
- Susan to ask board to approve \$250 expenditure for Soren Henrich’s design of event and advertising brochure and button

#### Bowker Creek clean up – Paul/Peter

- Paul reviewed the work done at the last Bowker (October 24<sup>th</sup>) clean-up
- New plantings between the bridge look great
- FCHP contribution to this project is complete
- Saanich Parks to install cedar fencing and larger trees on the west bank shortly
- Contact Amanda to set the next clean-up date for February 2016 (Peter)
- See also discussion on Charter/Master Plan item below

### Communications: website - Luis

- Luis to post the summary of progress prepared by Susan and a link to the Facebook page
- Susan to update FCHP Facebook page with the Cedar Hill Park Walk event and the summary of progress
- Peter has new pictures for Luis to post as required to summary

### Communications: Logo - Peter

- Difficulty getting the logo sketch to an acceptable state (Peter)
- Luis' sister has prepared a number of versions of the logo for review
- Barb said that Soren was also willing to assist – Peter to follow-up
- Consider identifying appropriate colours for the logo in addition to black and white
- Peter will circulate the final draft to the board for review

### Charter/Master Plan for Cedar Hill Park

- Meeting and walk in CHP with Gary Darrah went well. He was impressed with the work completed. Notes from meeting available from Peter/Susan
- Gary supported the idea of a vision and a list of planned projects for the park
- Peter/Susan explained the desire for a Master Plan with Council's approval
- Will continue to communicate with Gary on progress and Master Plan
- Peter/Susan met with Councilor Susan Brice to explain the work done to date and to discuss the need for a Master Plan
- The Master Plan is envisaged to contain a vision statement, a process for community participation in decision-making and a list of projects to be undertaken. This will provide the basis for future coordination between FCHP and Saanich Parks
- A project to restore the section of Bowker reach 17 north of the second bridge per the BCI Blueprint was discussed with Gary and with Susan Brice. It was suggested that BCI should take the lead and propose to Saanich
- Peter/Susan to meet with Adriane Pollard to enlist her support to propose this project to Jody Watson
- Plan to meet with Eva Riccius, Gary Darrah and Andrew Burger (Peter)
- Consider writing a draft of what we would like to see in a Master Plan incorporating the sections in the existing Charter document (Peter)

### Update on SCAN and QCHCA - John

- SCAN AGM on December 2<sup>nd</sup> will elect officers
- Good attendance at SCAN meetings

- Next QCHCA general meeting is November 24<sup>st</sup> with speaker Mayor Richard Atwell, should be well attended
- John said that he was making progress to obtain a fork and two rakes for FCHP
- (See Fall issue of Community Roots newsletter for more QCHCA information)
- Kings Pond Park- general discussion on status. Barb to contact Jim Moores for more information.

#### Mapping and Inventory - Peter

- No real progress obtaining a digital map of the Park
- Gary Darrah said that he would assist FCHP to get a map
- Software to update a digital map could be an issue
- Barb is obtaining a map for the CHP Walk from Gary Darrah

#### EDPA Issue

- General review of the EDPA bylaw and related
- Agreement for the FCHP to not write to Council as this does not directly affect CHP

#### General

- The Friends of Cedar Hill Park have joined the BCI Steering Committee
- Susan and Peter will continue to attend on behalf of FCHP
- Our efforts to clean up Bowker are greatly appreciated by the BCI
- John gave a update on Saanich Engineering's report on a detention pond and storm runoff to the BCI.

#### Next Meetings

- Next Board Meeting – January 19<sup>th</sup> at Patricia Houston's home 1263 Tracksell at 7:00pm
- Barb will host the general meeting at her home with a tentative date of February 16<sup>th</sup> at 6:00pm. This will be our 2 year anniversary meeting. Ideas and agenda items welcome (Susan/Barb)

The meeting was adjourned at 12:30pm.