



CHCA Directors Meeting

2019-Jun-19

I. Call to order

Tara Godwin called to order the regular meeting of the CHCA Executive at 7:09 PM on June 19, 2019 at Fred Schubel's house.

II. Roll call

Tara Godwin conducted a roll call. The following persons were present:

- Barry Oland
- Fred Schubel
- Granger Evans
- Jessica Samuels
- Jim Burkell
- Patti Fulton
- Tara Godwin

The following Directors were absent

- Ralph Smith
- Raymond Theriault
- Trevor Davies

III. Approval of the minutes from the last meeting

The minutes of the June 5 2019 Directors Meeting were approved as published.

IV. Agenda

The agenda was approved as issued.

V. New business

- **Treasurers Report:** On the date of the meeting the CHCA's bank balance was \$2,079.12; this includes \$25.00 of equity shares. Jim Burkell requested that consistent with the CHCA Constitution and Bylaws an Income Statement for the previous CHCA year be prepared and made available to the members since, at the AGM only the CHCA bank balance was presented.
- **FireSmart:**
 - Tara Godwin spoke to approximately 80 students regarding FireSmart and the need for the community to take action to protect our community from wildfire.
 - It was agreed to approach the local schools with the idea to have students assist with the community's FireSmart activities as partial fulfillment of their community service requirements.
 - Melcor has agreed to clean up and dispose of the fire fuel that has been collected by the community.

- It was agreed to open a dialog with Rutland Senior Secondary regarding utilizing their Forestry Program students to assist with the community's FireSmart efforts.
- It was agreed that it makes sense to defer working on high visibility, easily completed fire fuel clean up areas until next spring since, these areas offer a good opportunity to engage community members in the clean up efforts
- **Traffic Speed:** Granger Evans recently had an opportunity to observe speed mitigation activities in action during his visit to Great Britain. The program involves sending a warning letter to the registered owners of vehicles found to be speeding for a first offence. For subsequent offences, an officer visits the home of the registered vehicle owner to issue a warning. Granger has determined that although the plate number on BC vehicle license plates is more difficult to read than their European cousins, it is possible to identify the plate numbers. Granger will be approaching the local RCMP to determine their receptivity to adopting a program of sending letters to the registered owners of vehicles observed to be speeding.
- **Community Barbeque:** Planning for the 2020 Community BBQ will begin in January
- **CHCA Logo:** Rather than soliciting ideas from the CHCA Members regarding the association's logo, it was decided to update the eagle themed logo.
- **CHCA Correspondence:** The CHCA Secretary has created a spreadsheet-based database cataloguing the CHCA's historical correspondence records which will be made available to the CHCA Directors. Going forward, a copy of any CHCA related correspondence issued, or received by a CHCA Director needs to be sent to the Secretary for inclusion in the database. In the case of phone conversations, the Director participating in the conversation needs to send a summary the date, time, participants and salient points of the conversation to the Secretary for inclusion in the database.
- **Next Meeting Agenda Item:**
 - Assign ownership and create teams for:
 - FireSmart
 - CHCA Promotion & Recognition
 - Constitution & Bylaws Update
 - Traffic Concerns
 - FireSmart area prioritization
 - Draft logo review.
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Tara Godwin adjourned the meeting at 9:08 PM. The next meeting is scheduled for 7:00 PM on Wednesday July 24 2019 at Fred Schubel's home.

Minutes submitted by: Jim Burkell

Follow-up Tasks:

	Follow-Up Task	Date Identified	Task Owner	Date Completed
3)	Inform to the homeowners with the right to access the Beach Access near the Lochview pumping station of their legal rights.	2018-Jun-05	J. Burkell	
5)	Integrate the Melcor / Wilden / Clifton trail plans into an overall trail connectivity plan.	2018-Jun-05	P. Fulton	
16)	Draft an updated CHCA Constitution and Bylaws	2018-Dec-11	J. Burkell	
17)	Develop and progress a plan for addressing the Clifton Traffic concerns.	2018-Dec-11	G. Evans / J. Burkell	
21)	Provide the CHCA Directors with the signed letter sent to Imagine Kelowna	2019-Mar-20	J. Burkell	2019-May-16
22)	Forward Beach Access documents to Barry Oland for a legal interpretation	2019-May-01	J. Burkell	2019-May-16
23)	Obtain high visibility sandwich board signs for the CHCA's FireSmart work	2019-May-01	T. Godwin	
24)	Issue the CHCA Financial Statement for 2018/19	2019-Jun-19	F. Schubel	
25)	Create CHCA activity calendar	2019-Jun-19	J. Burkell	
26)	Draft an updated CHCA logo	2019-Jun-19	J. Samuels	
27)	Contact Rutland Senior Secondary regarding using their forestry students to assist with the CHCA FireSmart work.	2019-Jun-19	G. Evans	