



## Area D – Cowichan Bay OCP

### Meeting Notes OCP Steering Committee

Monday May 17<sup>th</sup>, 2010  
Cowichan Valley Regional District, CR2  
9:30 – 11:30 am

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Attendees: Robert Stitt (Chair), Don Bright, Peter Holmes, Hilary Abbott, Danica Rice, Larry George; Dan Butler, Ann Kjerulf (CVRD Planner), Maddy Koch (CVRD Planning Assistant)

Regrets: Lori Iannidinardo (Area D Director)

#### 1. Agenda

- Road signs were added to the agenda as a communications item.

#### 2. May 3<sup>rd</sup> Meeting Notes

- Notes from the May 3<sup>rd</sup> steering committee meeting were adopted without changes.

#### 3. Newsletter I/Communications

- Canada Post was asked to distribute Newsletter I to all Area D households with the exception of those requesting no bulk mail
- Don expressed concern that he had not received a newsletter and others on his street had not received the newsletter
- CVRD staff will follow up with Canada Post
- CVRD staff will provide OCP information to Larry for inclusion in Cowichan Tribes' monthly newsletter.
- An Area D OCP page is under development on the CVRD website. The page will link to current events and background information.
- An email subscriber list is under development. It was noted that approximately sixty percent of attendees at the community meeting provided an email address suggesting that additional forms of communication such as mail drops and news advertising will still be needed throughout the project.
- CVRD staff will pursue the development of a Facebook page to reach a younger demographic group.
- Peter and Robert will obtain materials to create two roadway signs.
- CVRD staff will develop designs for the roadway signs and changeable inserts based on the committee's direction and send these to the committee for review by noon Wednesday.



#### 4. Visioning Survey

- Thus far approximately 20 people have completed the online survey but more needs to be done to increase participation.
- Current survey stations are located at True Grain Bread and at the CVRD office.
- Additional survey stations will be set up. Danica offered to contact Drumroasters, Black Coffee and the Golf Course.
- The survey will be sent via bulk mail drop and advertised in the newspaper.
- Larry offered to have surveys delivered to residents on IR lands.

#### 5. Consultation Activity Summary

- Committee members met previously with Bench School teachers to explore the possibility of involving school children in the OCP process. Two of the teachers expressed an interest in being involved but this would be more appropriately timed for the fall and next school year.
- Committee members met with the Cowichan Bay Improvement Association who suggested that they would need to go through an internal process of identifying key issues of concern.

#### 6. Upcoming Events

- The committee decided not to participate in the Solar Days event at Charles Hoey Park because it was felt that the venue was too far removed from Area D – Cowichan Bay.
- The Community Group Forum will be held June 10<sup>th</sup> at Bench School. OCP committee members will receive facilitator training at 5 pm and the session will begin at 6 pm and run until 9 pm.
- A small group format is envisioning. Ann will provide further detail at the May 31<sup>st</sup> meeting.
- A seniors forum will be held. Ann and Maddy will undertake planning for this event.
- CVRD staff will be undertaking a survey of tourists to Area D – Cowichan Bay during the summer months. A draft survey will be presented to the committee at an upcoming meeting.

#### 7. Next Steps + Closing Remarks

- The committee agreed to continue to meet over the summer months.
- The next meeting will be held Monday May 31<sup>st</sup> from 9:30 – 11:30 am at the CVRD, Room 223 (Committee Room 2).