

# Minutes

## Birch Bay Village Safety Committee Meeting

March 21, 2023 7:00 pm

### Attendees:

Chair: **Susan Scheirman** Secretary: **Lorraine Day** **Jerry Betzer** Board Liaison: **Randy Ambuehl**  
Guests (via "Zoom"): **Maureen Server**; Cathy Bradley; Rick Tanner; David Scheirman; Laurence Pang

	Subject	Discussion/Action
<i>Preliminaries and Announcements</i>		
1	Call meeting called to order at 7:01	
2	Approval of January minutes (no February meeting)	Moved by <b>Jerry</b> ; seconded by <b>Lorraine</b> ; all approved.
3	Proposed new member	Schierman moved, Day seconded, and all approved the motion to recommend to the Board that Maureen Server be added to this committee.
4	Comments/concerns from guest residents	Maureen Server notes that at the corner of Cowichan and Salish, overgrown bushes encroach on right of way. Discussion followed. Lawrence Pang notes that he was trained to use defibrillator; also wants to know what progress has been made toward the purchase of the LIDAR speed-recording device. Rick responds that it is still being considered. Lawrence also asks, are there any other things we can do in the meantime to stop the speeding? Susan says Krista says the citations are being issued again as of last month. Cathy Bradley asks if old, removed stop signs are somewhere and available for re-use; Susan will check.
<i>Old Business</i>		
6	Status of traffic management projects	Ongoing discussion of status of traffic-related projects: <ul style="list-style-type: none"><li>— (11) 20 mph speed limit signs have been approved, purchased, and installed. (See item #17.)</li><li>— Bobby is still working on raising the existing signs as weather and drainage issues allow. He suggests changing 'yield' signs to full 'stop' signs.</li><li>— Bobby is working on the painted stop lines and painted 20 mph speed limit as his schedule and the weather permits.</li><li>— Is the notice of the Village's 20 mph limit on the new electronic sign at entrance kiosk adequate? This signage and other signage discussed. Randy would like to address signage in general.</li></ul>
7	Snow plowing	Existing snow plow map needs to be found – or a new one created. Now handled by Rick, who says a protocol has been created; the committee suggests this could be shared via the Bulletin.
8	Emergency Preparedness	Ongoing discussion about issues such as Village-wide notification protocol for emergencies; evacuation coordination with Security; identification of Village Ham operators; training opportunities for CPR, fire extinguisher use, CERT, individual family planning, available Village resources; how can information be shared? Some discussion of forming a subcommittee to work on this.
9	Neighborhood Watch	This program is no longer being sponsored by the County Sheriff's office due to lack of resources. Discussion closed for now.

10	GateKey concerns	Ongoing discussion to generate ideas about increasing the low percentage of residents (35%) who use our GateKey system. Education/communication is key.
11	Village perimeter security	Ongoing discussion to identify open-access areas of concern and develop possible protective remedies. Strong desire for better lighting and perhaps a camera at lower gate. In January, Bryan moved, Susan seconded, Lorraine and Jerry approved to upgrade the lighting, but to wait for more research on WiFi systems. Randy will look into fencing at the slough next month or so, when he is finished with his current heavy work schedule. Randy will bring up existing maintenance issues re existing signage (update for legibility, clarity? Additional info like dogs on leash?) with the Board.
12a	Relationship of Security staff and Safety Committee	The relationship between Security staff/concerns and this committee needs to be clarified, now that we have a General Manager who supervises the Security staff. There are areas of overlap – for instance, is the GateKey system a safety concern? Or a Security concern?
12b	Safety Committee goals, mandate, mission, etc.	Susan would like clarification regarding this committee’s mission, especially now that we are separated from Security. What does the Board desire of us? What are Safety Committee concerns, and what are Security concerns? Some discussion about having a meeting with the Board to discuss.
12c	Safety Committee description in New Members welcome packet	The description of our committee in the New Member info pack (provided by Social Club) needs to be updated. That letter is now distributed on our website. We can re-write our description and email it to Krista; do we need Board review?
13	Coordination between Security and this committee re security reporting	This committee is advised that compliance citations and the number of speeding citations are again published in the BBVCC Bulletin. For this committee’s needs, that would suffice. Further discussion: The old Handbook says we are supposed to be reviewing compliance/security issues; we need to discuss with Rick.
14	Safety of common recreational structures	This is really a Buildings issue; remove from agenda.
15	Committee email?	We need to correct the address in the Bulletin’s area on committees and will contact the office about correcting this.

### ***New Business***

16	Fob at lower gate	The pool’s and marina’s mechanical locks have been switched over to electronic fobs. Should the same thing be done at the lower gate for pedestrians and bicyclists? Before she left, GM Jen had said we are going to a fob system for both locks; apparently there was a board motion a few years ago that we move to all-fob system ... there are disadvantages to the current key/lock system, but expense involved with installing fobs. Needs more discussion and Board input.
17	Additional 20mph signage	MPH signage has been approved, purchased, and installed at the east side of the Village (see #6). Susan reports that Maintenance and Security both see the need for more, and she would like to ask the board to approve the purchase of ~15 more 20MPH signs for the central and west sides.

### ***Closing***

18	Next meeting	April 18, 2023 7pm via Zoom
19	Meeting adjourned 8:47 pm	