

# Otter Point and Shirley Residents and Ratepayers Association

## Board Meeting Minutes

**Date:** February 21, 2011

**Time:** 7:30 pm

**Place:** SEAPARC Meeting Room

**Present:** Arnie Campbell, Sandy Barta, Fiona McDannold, Bob Phillips, Wayne Fritz, Brenda Mark, Erik James, Bob Dick.

1. Adoption of Agenda

**Moved:** Wayne Fritz

**Seconded:** Eric James

**Approved**

2. Appointment of Recorder

Brenda Mark was appointed

3. Approval of the January 10, 2011 Board Meeting Minutes

**Moved:** Wayne Fritz

**Seconded:** Fiona McDannold

**Approved** subject to amending agenda item 7.2 to read: OPSRRA has a total of 399 members including 22 associate members.

4. Old Business

4.1 Outstanding Correspondence: None outstanding.

4.2 Correspondence Received: An email from Mike Hicks and a phone call from John Horgan's Constituency Office thanking OPSRRA for the letters of appreciation they had received from OPSRRA.

4.3 Business Arising from Previous Meetings

4.3.1 Otter Point, Shirley and Jordan River signage; A. Campbell:

Arnie reported that he, along with Fiona, Wayne and Murray Tomkins met with the Sign Technician from MOT to look at 3 locations for the roadside signs. Discussion will take place with Kemp Lake Waterworks regarding location of their waterlines. Murray put together specs for the cost and sign templates. Arnie met with Ken Douch, chair of the EDC, regarding funding, and OPSRRA will meet with the EDC on March 24, 2011 to do a presentation. Funding may be available from the Rotary Club. Bob Dick reported that there was no word from the group in Jordan River re: updating their sign.

4.3.2 Update on the Otter Point Official Community Plan Review; B. Phillips, W. Fritz.

The OCP Committee met January 26, 2011 and established 6 categories for topics of discussion for the community workshop. The workshop was on February 12, 2011 and the results from the discussion groups will be reported February 23, 2011. The OPSRRA submission to the Citizen's Advisory Committee was presented at the workshop. This had been originally presented to the Committee in January, but there had not been time for discussion of the submission at that meeting, and there had been no feedback from the Advisory Committee. Wayne raised the question of how to obtain feedback. Arnie said that a proposal to establish a process to receive submissions had been made to the Committee. The OPSRRA submission is in the minutes of the Advisory Committee meeting and will be posted to the OCP website. There was discussion of an OPSRRA subgroup, led by Wayne and Bob to examine community feedback from the OCP workshop prior to the March OPSRRA AGM. The next OCP meeting is March 9. Findings of sensitive ecosystems and watersheds studies and reports of input from youths are still to come in the OCP Review process.

4.3.3 Governance Initiatives; B. Mark, A. Campbell:

Arnie reported on the MOA with Sooke. He, Heather Phillips, Blair Cusack (East Sooke) have organized and sent the comments received from the governance committee to Mike Hicks. These comments have been sent to Diana Loekkin at CRD Corporate Services to be approved by CRD lawyers. They will then go to the District of Sooke. The three areas of concern where the JDREA borders Sooke were identified: Sooke Basin, Sooke Harbour and the Kemp Lake Watershed. Phillips Road was mentioned, as access from there to Crown Land partially in Otter Point is currently being discussed at Sooke Council Meetings. Wayne Fritz commented that in regard to governance, OCPs should include tools to link community services and land use.

4.3.4 Nominations Committee; A. Campbell, B. Mark, W. Fritz.

Three members from a short list of OPSRRA members were contacted about their willingness to be nominated as a director to fill the vacancy created by the passing of John Charles. One of these three has agreed to nomination. Wayne Fritz wishes to step down from the position of Vice President but to continue on as a director. The Nominations Committee will canvass directors for the position of Vice President.

5. New Business

5.1 Planning for the 2011 OPSRRA Annual General Meeting

The date of the AGM was decided to be Sunday, March 27 at 2 pm. Invitations will be sent to Mike Hicks and John Horgan. Bob will set up the roadside notices, an ad will be placed in the Sooke News Mirror by the 18th. Eric and Fiona will handle the membership sales. The requirement to send written notification of the AGM by March 12 to those members not on email at a cost of \$75.00 was discussed and was:

**Moved:** Bob Phillips

**Seconded:** Eric James

**Approved**

5.2 Budget Proposal to the JDF EA Parks and Recreation Commission; B. Mark, A. Campbell  
Nothing to report at this time.

5.3 Marine Trail Holdings Rezoning Request; W. Fritz

The Public Information Meeting on March 3 and the February Land Use Committee Meeting were reviewed. There was discussion about whether OPSRRA should have a position on the rezoning application and what areas of concern there might be for OPSRRA. It was decided to put the question to the membership at the AGM

5.4 Sale of WFP Properties to Timber West; A. Campbell

Arnie reported that the land bought by Timber West is not part of the parcels WFP already had on the market. The land is in areas of Shirley and Otter Point watersheds. Arnie is writing an article for the newsletter. Sandy will try to incorporate a map to go with the article.

5.5 Report on Regional Sustainability Meeting; B. Phillips

Bob reported on the January 19 meeting. There was discussion of the inaccuracy of the Stats Canada figures regarding the projected population growth in Otter Point and that using housing starts would be more pertinent.

6. Updates on Responsibilities of Directors

6.1 Treasurer's Report; Bob Phillips

Debits: bank fees \$2.12

OPSRRA Main Account Balance: \$1559.95

Vision Account Balance: \$1201.75

Petty Cash Float: \$9.36

6.2 Membership Report; Campbell for E. James

Previously reported

6.3 JDF Land Use Committee; Fiona McDannold, Wayne Fritz

Previously reported in 5.3

6.4 Liaison with Regional Director; Arnie Campbell

Nothing to report.

- 6.5 Liaison with Shirley; Brenda Mark, Fiona McDannold  
Shirley Community Association AGM is March 9. The Shirley Fire Society AGM is April 10 as is the Shirley Craft Fair. CRD Regional Parks is meeting at Shirley Hall on April 6.
- 6.6 Liaison with MLA; Arnie Campbell  
Nothing to report.
- 6.7 Strategic Vision; Wayne Fritz, Arnie Campbell  
Discussed previously.
- 6.8 Governance Activities; B. Mark  
Discussed 4.3.3
- 6.9 Regional Sustainability Strategy Review; Arnie Campbell, Bob Phillips, Wayne Fritz  
Bob suggested referring to the CRD website
- 6.10 OPSRRA Website; Sandy Barta  
Sandy reported the website is up to date.
- 6.11 OPSRRA Newsletter; Arnie Campbell  
Arnie reported that the newsletter will go out on Tuesday (February 22).
- 6.12 Publicity; Wayne Fritz  
Regular publicity.
- 6.13 Community Bulletin Boards; Bob Phillips  
Bob will be repairing bulletin boards.
- 6.14 JDF Parks and Recreation Commission; Brenda Mark  
Brenda reported on the January 25 Parks Meeting: An easement is being established for a CRD community Parks and Recreation trail on the former WFP JC 8 parcel. Ken Brotherstone is representing the owners' interests. There was an update on the site management plan for William Simmons Park, also an update on Sooke Business Park Trail dedication. The JDF Planner will be performing a site visit with MOE at the proposed Kemp Lake beach access. Existing recreation programs have been renewed, a draft contract has been forwarded for a proposed Nia dance program at Shirley Hall. The trail at Fishboat Bay Park will be developed, Commission comment was forwarded supporting a plaque at Priest Cabin Park recognizing Father Sherburne. SPLPS reported by letter on the management of Sheringham Point Trail. A draft agreement on the stewardship agreement has been forwarded to the JdF Community Trails Society. Trail/Cash in Lieu is pending from Otter Point Holdings and cash in lieu is also pending from the Orveas Bay development.  
Next Parks and Recreation Meeting is February 22 at 5 pm at the CRD offices.
- 6.15 Otter Point Fire Department AGM; Arnie Campbell  
Nothing to report.
- 6.16 Shirley Volunteer Fire Department; Brenda Mark  
AGM on April 10.
- 6.17 Kemp Lake Waterworks District AGM; Wayne. Fritz, Bob Phillips  
No date to report.
- 6.18 Emergency Services Liaison; Erik James  
Nothing new to report.
7. Date for Next Meeting  
At the call of the Chair
8. Adjournment  
Erik James moved adjournment at 9:42 pm.