

Otter Point and Shirley Residents and Ratepayers Association

Board Meeting Minutes

Date: January 10, 2011

Time: 7:30 pm

Place: SEAPARC Meeting Room

Present: Arnie Campbell, Sandy Barta, Fiona McDannold, Bob Phillips, Wayne Fritz, Bob Dick, Leslie, Lajeunesse, Bill Park.

Regrets: Brenda Mark, Erik James

1. Adoption of Agenda
Moved by Wayne Fritz
Seconded by Bob Phillips,
Approved
2. Appointment of Recorder
Fiona McDannold was appointed.
3. Approval of the November 15, 2010 Board Meeting Minutes
Moved by Bob Phillips,
Seconded by Sandy Barta,
Approved subject to amending agenda item 6.14 to read “the Kemp Lake Angling and Otter Point Holdings proposals were discussed but no recommendations were made”
4. Approval of the Draft November 28, 2010 General Membership Minutes
Moved by Wayne Fritz
Seconded by Bob Phillips
Approved with the note that these minutes will be adopted at the next membership meeting
5. Old Business
 - 5.1 Outstanding Correspondence: none outstanding
 - 5.2 Correspondence Received: none received
 - 5.3 Business Arising from Previous Meetings
 - 5.3.1 Otter Point, Shirley and Jordan River signage: A. Campbell reported that he had been in touch with the Rotary Club who would be interested in considering an application for a grant to help to cover costs of the signage. Wayne, Arnie and Murray Tompkin met to discuss the needs and specifications of the signs. It is planned to have 2 signs in Shirley and 2 in Otter Point (if enough money was available, a 3rd Otter Point sign would be considered). These signs will be designed to be low maintenance. The proposal Murray Tomkin presented for four signs would cost approximately \$6400. The JdF Economic Development Commission has indicated a willingness to provide \$2000 toward the signs, and Rotary has a limit of \$2000, but prefers to contribute materials and labour rather than money. The proposed cost is beyond the budget and other alternatives will need to be looked at. Bob Phillips will investigate having the construction done at either the Metchosin Technical School or Edward Milne Community School. It was suggested that TimberWest be approached for donation of materials. It was also noted that the Ministry of Highways need to be consulted regarding their requirements for signage on the highway. Arnie requested that Fiona check with the Shirley Community Association regarding their view about establishing these signs. Bob Dick was asked to report on the proposal to move the Jordan River sign. He indicated that no decision had been taken yet, but would be discussed at the upcoming Jordan River Community Association meeting. It is possible that they may be able to “piggy back” on funding with the OPSRRA signs.
 - 5.3.2 Western Forest Products Ltd. Update – A. Campbell:
A. Campbell reported that there is no change in the lands for sale by WFP. Bob

Phillips reported that 5% of WFP lands have been sold back to Brookfield Asset Management.

- 5.3.3 Update on the Otter Point Official Community Plan Review– B. Phillips, W. Fritz: Bob Phillips discussed the population statistics being used for the Otter Point OCP Review. The 2006 census shows an increase of 200 people over the 2001 census. The 25 and under population is greater than the 55+ population. It was noted that the overall growth in population is much less than the CRD's projection for growth in 1995. It was also noted that the population figures are not accurate as the sampling method used is not relevant to rural areas.

Wayne Fritz presented a draft OPSRRA submission to the Otter Point OCP Citizen's Advisory Committee. He requested comment and feedback from the other directors. Upcoming dates for the OCP process are: OCP Review Committee meets January 26, 2011, Citizen's Workshop, February 12, 2011 1 – 4 pm. OCP Review Committee meeting, February 23, 2011 to review information from Feb 12 workshop. The Regional Sustainability Strategy meeting is Wednesday, January 19, 2011.

- 5.3.4 Meeting on Governance Initiatives - A. Campbell

Arnie reported on the December 9, 2010 governance meeting with Director Hicks and others from the Electoral Area. These meetings have been very successful with 2 major items dealt with. An improved budget description and summary of the JdeF Electoral Area, initiated by Wayne Fritz, is now available on the CRD website. A Fringe Area Management Agreement Committee has been struck with Otter Point and East Sooke representation to look at management agreements with Sooke and Metchosin. The issue of the lack of fire protection for the Malahat area was discussed at the governance meeting and a decision was made that the draft minutes from the APC meetings will now be available to the members of the LUC. As well, APC chairs will be sent the staff reports for LUC as well as decisions of the LUC.

- 5.3.5 Filling the Vacant Director's Position– A. Campbell

A. Campbell noted that as we are very close to the Annual General Meeting, the question of filling the vacant director's position is now moot.

6. New Business

- 6.1 Annual General Meeting – A. Campbell

A. Campbell indicated that the AGM needs to be held by the end of March or beginning of April. Several dates were suggested. It was noted that it is necessary to advise the membership 14 days in advance of the meeting. A mail out will be sent to all members by the first week of March. A Nominations Committee was struck. Members are Arnie Campbell, and either Bob Phillips or Wayne Fritz and either Fiona McDannold or Brenda Mark. Arnie asked that current directors let him know by the February director's meeting if they are still willing to stand as directors.

- 6.2 Letter of Thanks to Elected Representatives - A. Campbell

A. Campbell asked for input into whether or not OPSRRA should send a letter of thanks to John Horgan, Dr. Keith Martin and Mike Hicks. It was decided that all three representatives would receive an identical letter and that the letter would be published in the next newsletter.

- 6.3 Update on the Shirley and Otter Point APC Meetings regarding the Proposed Changes to the Soil Deposit/Removal Bylaw– A. Campbell

Fiona and Wayne reported on their respective APC meetings on this topic. Both APC's decided that they wished the large industrial operators to have a fee structure which would be useful for enforcement purposes while fees and regulations for the smaller homeowner would be relaxed.

7. Updates on Responsibilities of Directors

- 7.1 Treasurer's Report – Bob Phillips

Deposits: \$100.00

Debits: \$13.30 (Black Press)

\$ 2.18 (bank fees)

Balance Main Account: \$360.32

Balance Vision Account: \$1201.75
Petty Cash: \$9.36

Bob Phillips noted that due to the cost of bank fees for deposits, recent donation and membership income has been deposited into the Petty Cash, then a large deposit is later made into the main bank account. He also noted that the Royal Bank had contacted OPSRRA to inform them that the paper work for the account had been lost, and asked that the signing officers, Arnie, Wayne and Bob come into the bank to update the paperwork.

- 7.2 Membership Report – Erik James
In Erik's absence, Arnie reported that OPSRRA has a total of 399 members including 22 associate members. Arnie will confirm the breakdown by community.
 - 7.3 JDF Land Use Committee – Fiona McDannold, Wayne Fritz
Wayne reported that the Dec 1 meeting was dominated by development variance permits and the Dec 16 meeting saw the LUC turn down the suggestion that the province no longer needed to sign off on CRD decisions.
 - 7.4 Liaison with Regional Director – Arnie Campbell
Nothing new to report.
 - 7.5 Liaison with Shirley – Brenda Mark, Fiona McDannold
A Shirley Souper Sunday lunch will be held Sunday, January 16, 2011. Noon – 2pm.
 - 7.6 Liaison with MLA - Arnie Campbell
Nothing to report.
 - 7.7 Strategic Vision – Wayne Fritz, Arnie Campbell
Nothing to report.
 - 7.8 Governance Activities – Brenda Mark
See item 5.3.4
 - 7.9 Regional Sustainability Strategy Review – Wayne Fritz, Arnie Campbell, Bob Phillips
Meeting of the RSS is Wednesday, Jan 19, 2011 at the Sooke Council Chambers.
 - 7.10 OPSRRA Website – Sandy Barta
Up to date.
 - 7.11 OPSRRA Newsletter – Arnie Campbell
Deadline for Feb newsletter is Jan 26.
 - 7.12 Publicity – Wayne Fritz
Nothing further to report.
 - 7.13 Community Bulletin Boards – Bob Phillips
Nothing to report.
 - 7.14 JDF Parks and Recreation Commission – Brenda Mark
No meeting in Nov or Dec. Next meeting will be held Jan 25 at the CRD offices. There are vacancies on the Commission for East Sooke, Willis Point and Malahat.
 - 7.15 Otter Point Fire Department AGM – Arnie Campbell
Nothing to report.
 - 7.16 Shirley Volunteer Fire Department AGM – Brenda Mark
Brenda to advise on date of next meeting.
 - 7.17 Kemp Lake Waterworks District AGM – Wayne. Fritz, Bob Phillips
Nothing to report.
 - 7.18 Emergency Services Liason – Erik James
Monthly meeting date will be included in the OPSRRA newsletter
8. Date for Next Meeting
Monday, February 21, 2011.
 9. Adjournment
Bob Phillips moved adjournment at 9:25 pm.