

Otter Point and Shirley Residents and Ratepayers Association Board Meeting Minutes

Date: November 28, 2011

Time: 7:30 pm

Place: SEAPARC Meeting Room

Present: Arnie Campbell, Fiona McDannold, Wayne Fritz, Sandy Barta, Bob Phillips, Brenda Mark, Marika Nagasaka.

Regrets: Erik James

Welcome and Introductory Comments – Arnie Campbell

Arnie Campbell mentioned that OPSRRA member Foster Isherwood has passed away.

1. Adoption of Agenda
Moved by Marika Nagasaka
Seconded by Brenda Mark
Approved subject to adding agenda item: 5.4 governance activity.
2. Appointment of Recorder
Marika Nagasaka was appointed.
3. Approval of the October 17, 2011 Board Meeting Minutes
Moved by B. Phillips
Seconded W. Fritz
Approved subject to: correction of spelling of Ida Chong's name in item 4.3.3, and removing quotation marks from "penstock" in item 4.3.9.
4. Old Business
 - 4.1 Outstanding Correspondence: none outstanding
 - 4.2 Correspondence Received: letter of thanks from SEAPARC
 - 4.3 Business Arising from Previous Meetings
 - 4.3.1 Community Signage – A. Campbell, W. Fritz. Arnie brought print ad from SNM. Hand delivered letters of thanks. Brian Pickford from MAINROAD phoned Arnie to check in on completion of signage.
 - 4.3.2 Update on the Otter Point Official Community Plan Review - B. Phillips, W. Fritz: no news
 - 4.3.3 Community Forests – A. Campbell. Have as item of discussion at Dec 4 membership meeting. Arnie is arranging to meet with local landholder to get a sense of interest in the idea of a community forest. Brian White chair of tourism program at Royal Roads was recommended as a speaker on the topic, could cover the topics of Business/Admin and Second Industry Forestry.
 - 4.3.4 CRD Motions re Rural Resource Lands. November CRD meeting: Bob Saunders made a motion not to support the rezoning application and Mike Hicks seconded, motion was focused on the concern of safety on Hwy 14,

lack of infrastructure and 83% of people opposed to RRL development were not from JDF electoral area. Issue to be referred to Planning, Transportation and Protective Services.

- 4.3.5 Website and membership – S. Barta, E. James, F.McDannold. Sandy has asked the graphic designer for a high-resolution vector. No new business applications on Google account. Sandy would like to get calendar application. Some businesses removed from newsletter. Fiona asked Sooke Community Resources webpage to run OPSRRA on front page to promote membership meeting.
- 4.3.6 Liaison with T'Sou'ke First Nation – A. Campbell, B. Phillips. Still pending, take off business arising.
- 4.3.7 Liaison with Jordan River – B. Dick. Bob not in attendance. Move to director's responsibilities as new group in Jordan River has formed and it may not be necessary.

5. New Business

- 5.1 Civic Elections. Bob noted how positive the Otter Point (OPSRRA) All Candidates meeting was. Concerns raised about accuracy of voters list' poor voter turnout regardless of population growth, poor voter education and lack of information.
- 5.2 Membership Meeting, Dec 4. Run an ad in the Sooke Voice, straw poll for how members heard about meeting to see how best to advertise. Hall open at 1:30 pm to get ready for 2:00 pm start. Discussion about whether to have AGM in Shirley to include Shirley portion of OPSRRA. Arnie requested that directors lead the priorities discussions that they are responsible for at the membership meeting.
- 5.3 Agricultural Advisory Commission meeting – M. Nagasaka. Marika attended meeting Nov 7 about 2 parcels down Kemp Lake Rd requested to be put into the ALR. Concerns raised by the commission included uncertainty and concern that deciding to put these 2 properties into the ALR might result or contribute to other properties requested to come out in Sooke. Neighbour attended and raised concerns about ALR setbacks and if/how they would affect the smaller parcels below the Kemp Lake properties. Commission wanted to obtain more info about set backs and whether the buffer could be part of the farm property so as not to negatively affect neighbours. Also, commission wants to check on how it could affect property values.
- 5.4 Governance Activity. Received email from Governance Structure staff who have been assigned to undertake possibility of governance options study for Otter Point and Shirley (follow up from previous meeting). Meeting planned with them, 4 board members to attend: Brenda, Fiona, Erik and Arnie. Info and mapping info that will be useful include APC binder, Kemp Lake servicing area, Shirley water system and CRD budget.

6. Updates on Responsibilities of Directors

- 6.1 Treasurer's Report – Bob Phillips.
Debits:
\$2038.40 Barker Manufacturing
\$35 Hall rental All Candidates

\$708.12 Murray Tompkins
 \$187.36 Black Press ads (96.60+90.76)
 \$25 to petty cash
 Credits:
 \$170 donations All Candidates
 \$25 memberships
 OPSRRA main account \$553.52
 Petty Cash balance \$45.36
 Vision account balance \$1201.75
 Signage Project
 Donations \$2500 JDF EDC, \$750 Butler Bros, \$325 Sooke Business Park, \$399.95
 Home Hardware, \$100 3L Development.
 Total Donations \$4074.95
 Expenditures \$598.08 Warburton's Woodworks, \$399.95 Home Hardware,
 \$2038.42 Barker Manufacturing, \$708.12 Murray Tompkins, \$90.76 Black Press.
 Total Expenditures \$3745.33
 Balance \$329.62
 Please note the significant in kind donation by Mainroad Construction who erected
 the signs.
 Bob will seek a motion at the membership meeting to move signage money to the
 main account to make his accounting simpler.

- 6.2 Membership Report – Erik James. Added 5 members (4 at AC meeting and 1 Arnie)
320 OP, 59 Shirley, 20 Associate
- 6.3 JDF Land Use Committee – Fiona McDannold, Wayne Fritz. Fiona attended 2
meetings. Oct 18th meeting: property along Poirier Rd secured a set back as MOT
has indicated that it would not be a problem as Poirier at that point is undeveloped.
Port Renfrew rezoning was tabled, Port Renfrew may want to pull out of contributing
to SEAPARC, Mike Hicks wants to hold a referendum on issue. Nov 15 meeting: 1
application for business park set back variance went through, still will have 3m set
back from trail.
- 6.4 Liaison with Regional Director – Arnie Campbell. Arnie found out there will be no
proposed 2012 budget available this year. He finalized budget will be available after
April 1.
- 6.5 Liaison with Shirley – Brenda Mark, Fiona McDannold. Fiona said it was a quiet
craft fair.
- 6.6 Liaison with MLA - Arnie Campbell. Arnie to get hold of John Horgan re update on
governance.
- 6.7 Liaison with First Nations – Arnie Campbell
- 6.8 Governance Activities – Brenda Mark
- 6.9 Regional Sustainability Strategy Review – Arnie Campbell, Bob Phillips, Wayne
Fritz. CRD representative not available to speak at membership meeting.
- 6.10 OPSRRA Website – Sandy Barta

- 6.11 OPSRRA Newsletter – Arnie Campbell
- 6.12 Publicity – Wayne Fritz. Signage project, all candidates and membership meeting.
- 6.13 Community Bulletin Boards – Bob Phillips.
- 6.14 JDF Parks and Recreation Commission – Brenda Mark. No meetings for 2 months.
- 6.15 Otter Point Fire Department AGM – Arnie Campbell. Dec 13
- 6.16 Shirley Volunteer Fire Department AGM – Brenda Mark. Nov 20th. Dec 11th Shirley Fire Society AGM.
- 6.17 Kemp Lake Waterworks District AGM – Wayne Fritz, Bob Phillips
- 6.18 Liaison for Emergency Services – E. James
7. Date for Next Meeting Jan 16 or 23rd depending on availability.
8. Adjournment
Fiona moved to adjourn at 9:15pm

Attachments:

- Draft Minutes of the October 17, 2011 OPSRRA Board Meeting