

Otter Point and Shirley Residents and Ratepayers Association

Board Meeting Minutes October 2012

Date: October 22, 2012
Time: 7:30 pm
Place: SEAPARC Board Room

Present: Arnie Campbell, Fiona McDannold, Bob Phillips, Brenda Mark, Erik James, Marika Nagasaka, Sandy Barta. **Regrets:** Caroline Larsen

1. Adoption of Agenda:

Add items 6.5 – December membership meeting and item 6.6: Economic Development Commission

Moved by Marika Nagasaka with additions noted

Seconded by Bob Phillips

2. Appointment of Recorder

Fiona McDannold to be followed by Caroline Larsen, Sandy Barta, Brenda Mark, Marika Nagasaka, Bob Phillips and Erik James

3. Approval of the September 26, 2012 Board Meeting Minutes

Moved by Erik James

Seconded by Bob Phillips

4. Correspondence

4.1 Outstanding Correspondence — 2 outstanding letters

i. Water Letter – Arnie requested Mike Hicks to follow up with Bob Lapham as we had no response to date. Bob Lapham is not willing to respond to our letter until he has input from the provincial government and legal counsel.

ii. Letter regarding governance: dealt with under item 6.1

4.2 Correspondence Received – OPSRAA copied on letter from Heather Phillips regarding a concern that the minutes from the LUC meeting which went to the Planning, Transportation and Protective Services meeting were in a draft form with no corrections made.

5. Business Arising from Previous Meetings

5.1 Update on the Otter Point Official Community Plan Review

The Planning Department is being encouraged to move this process along. The Regional Director is requesting a meeting with Arnie, the Alternate Regional Director (who also sat on the committee) and CRD Planning Staff to review the Otter Point OCP process once a date can be agreed on. The RD has delayed the start of the Shirley/Jordan River and East Sooke OCP reviews until this happens.

5.2 Fall Town Hall Meeting

The poster is printed and ready for posting on notice boards. Brenda will do the Shirley notice boards. Marika, Erik, Bob and Arnie will do the Otter Point ones. Membership will receive posters by email by Wednesday. Refreshments are organized.

5.3 Review of OPSRRA Constitution

Bob, Fiona and Arnie have done a further draft of the constitution following input from directors and members. Several parts of Schedule B will not be included in our

constitution. Some “word smithing” was done to clarify the wording in the purpose of the organization. Draft to go to the next Membership Meeting and then to the AGM to effect the changes.

5.4 Jordan River Park Lands:

Arnie was to go to the CRD Parks Committee meeting, however this meeting was held in camera. A possible reason for this may be First Nation land claims on the Jordan River lands?

5.5 JdF Building Update

Senior CRD administration fully supportive of the JdF having its own building, rather than leasing in Sooke. However, the JdF is not allowed to own property, so the building will be owned by the CRD, and leased to the JdF. An offer has been put in on the three properties in the Sooke Business Park and a feasibility study is underway. The CRD agreed that the Regional Director could have input into the design. It is hoped that this proposal will be before the CRD Board by December.

5.6 Water Survey

There were 24 replies to survey (to date). A reminder to fill out the survey will be sent along with the poster for the Town Hall meeting. Aside: there are water concerns in the 3L development as many people have multiple wells on their properties with some going as deep as 1000 ft.

6. New Business

6.1 Meeting with John Ranns:

Arnie will be going to the Planning and Protective Services meeting on Wednesday. The recommendation from Planning Staff to the PPS committee is that all RRL issues will go to the whole board of the CRD for a ruling on compliance with the Regional Growth Strategy. In the the rest of the JdF, all OCP's would go to the CRD board for a compliance ruling, however rezonings and variances would continue to be reviewed and recommended by the JdF LUC. Proposal re RGS compliance and JdFEA governance will be going to the PTPS committee on October 24.

6.2 November Survey

It was decided to do a survey on community services. Arnie took suggestions on possible survey questions.

6.3 Updated Membership Pamphlet:

Caroline, Arnie and Marika are updating the membership pamphlet. Input was requested from the Directors as to whether a new pamphlet be printed before the AGM or after. There are still a number of old pamphlets to be used up. It was decided to wait until after the AGM to produce the new pamphlet.

6.4 Update on Road Maintenance

Arnie has contacted the Acting Area Operations Manger of the Ministry of Transportation. Side roads will now be a priority for maintenance for 2013. Kemp Lake Road and a portion of Otter Point Road will be updated. Line painting will be done secondary roads along with crosswalk and stop lines. Sightlines will be improved by hand cutting of brush. Highway 14 cannot be widened due to lack of funds to purchase property. Ditching will be a renewed focus over the next three years. Issue with the culvert at Otter Point Co-op is not yet resolved. There will be signage at Fire Halls and winter road clearing will be emphasize to include all roads.

- 6.5 December Membership Meeting
 - Suggested to be Sunday, December 2, 2012 at the Otter Point Fire Hall
- 6.6 Economic Development Commission:
 - Meeting on Thursday afternoon. 2 proposals: one from the Sooke Region Tourism Association and one from Sheringham Lighthouse Society. As well a decision will be made as to whether to keep the EDC going. The grand application form is no longer on the website. Arnie will attend the meeting.
- 7. Updates on Responsibilities of Directors
 - 7.1 Treasurer's Report
 - The treasurer report is attached as submitted by Bob Phillips, and approved by the board.
 - Moved** by Bob Phillips
 - Seconded** by Erik James
 - 7.2 Membership Report
 - Total count now at 372 members and 21 associate, for a grand total of 393
 - 7.3 JDF Land Use Committee
 - Agenda items included a variance application in Otter Point which was defeated by the LUC, and an application in East Sooke which was tabled.
 - 7.4 Liaison with Regional Director
 - Nothing further to report.
 - 7.5 Liaison with Shirley
 - New subdivision at Invermuir Road
 - 7.6 Liaison with MLA
 - Nothing further to report.
 - 7.7 Liaison with First Nations – Bob Phillips
 - Nothing further to report.
 - 7.8 Liaison with Jordan River
 - Nothing further to report
 - 7.9 Governance Activities
 - Arnie emailed Dannie Carson re progress on governance study. It is still ongoing, however it has been delayed by more issues more pressing. Arnie will continue to follow up.
 - 7.10 Regional Sustainability Strategy Review
 - Nothing further to report.
 - 7.11 OPSRRA Website
 - Sandy suggested using Google docs for document review
 - 7.12 OPSRRA Newsletter
 - Draft will be out by Mon/Tues. Arnie asked for suggestions for the gift baskets.
 - 7.13 Publicity
 - See item 6.3

7.14 Community Signage

Bob is working on new signs and refurbishing others. Landscaping around signs to be done in the New Year.

7.15 JDF Parks and Recreation Commission

Brenda reported on Sept meeting: Brotherstone's did a presentation on their Sheringham development. Fishboat Bay Park has issues with partying on the beach. There are also issues with camping and fires and there is a limited budget for enforcement. Meeting times have changed from 5 pm to 3 pm. Question as to why?

7.16 Otter Point Fire Department

Nothing further to report.

7.17 Shirley Volunteer Fire Department

Fire Commission monthly meeting will discuss the resignation of the Fire Chief.

7.18 Kemp Lake Waterworks District

Bob to follow up

7.19 Liaison with Emergency Services

No report

8. Date for Next Meeting

Monday November 19.

9. Adjournment

Moved by Erik James

Attachment: Treasurer's Report

OPSRRA TREASURER'S REPORT August 27 to September 26, 2012

OPSRRA Main Account

Credits Memberships \$15.00 Debits Bank Fees \$2.00

From Petty Cash \$60.00

Balance \$594.19

OPSRRA Community Account

Debit \$30.00 "new lighthouse"

Balance \$970.00

Petty Cash

Debit \$60.00 deposited to bank

Balance \$21.96

Total OPSRRA Assets \$1586.15