

## **Otter Point and Shirley Residents and Ratepayers Association** **Board Meeting Minutes**

**Date:** September 16, 2009

**Time:** 7:30 pm

**Place:** Service Building, Sooke Region Museum

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

### **1. Adoption of Agenda**

Moved by Erik James, Seconded by Wayne Fritz, Approved subject to adding agenda items "4.2.0 Presentation by Mary Brown", "4.2.9 Priest's Cabin in Shirley by B. Mark", and "5.1.3 Hosting a Practicum Student by A. Campbell". .

### **2. Appointment of Recorder**

Wayne Fritz to be followed by Brenda Mark, Fiona McDannold, Erik James, Sandy Barta, Bob Phillips and John Charles

### **3. Approval of the August 24, 2009 Board Meeting Minutes**

Moved by John Charles, Seconded by Erik James, Approved subject to replacing the second sentence in in agenda item 4.2.1 with "The problem appears to be related to the transition from SEAPARC to the JdFEA Parks and Recreation Commission and uncertainty about JdFEAPRC policies concerning local recreational initiatives." .

### **4. Old Business**

#### **4.1 Outstanding Correspondence**

##### **4.1.1 Letter to CRD Board of Directors re Governance and Strategic Vision – A. Campbell**

A. Campbell reported that a reply had been received from Geoff Young, Chair of the CRD Board, thanking OPSRRA for the information forwarded about local governance concerns and the *Strategic Vision for Otter Point, Shirley and Jordan River*.

##### **4.1.2 Letter to the Regional Director and CRD Board – A. Campbell**

A. Campbell reported that no replies had been received to date about the concerns raised by OPSRRA over the status of all local bylaws enacted during the time period when the LUC voting procedures were found to be invalid by the courts. Mike Hicks, the Regional Director of the JdFEA, was planning on meeting with Mr. Bennett, Minister of Community Development, before responding to OPSRRA. The letter had also been reprinted in the Sooke News Mirror from the monthly OPSRRA newsletter..

##### **4.1.3 Letter to the CEO of Western Forest Products - A. Campbell**

No reply has been received to date despite Mr. Frascher's public commitments to engaging in dialogue with the community about future uses of Western Forest Products land holdings west of Sooke.

#### **4.2 Business Arising from Previous Meetings**

##### **4.2.0 Presentation by Mary Brown**

A. Campbell introduced Mary Brown who had asked to speak to the OPSRRA Board. She displayed a painting by Erik Sellars-St.Clair that she had noticed and salvaged during the recent clean up by volunteers at the William Simmons Park. She indicated that she had arranged to have the painting reframed for \$320 by South Shore Gallery and wished to give it to the JdFEA to commemorate the donation of the parkland by Erik Sellars-St. Clair. As the JdFEAPRC, the JDF Community Trails Association and OPSRRA were instrumental in helping clean up the park, she welcomed any assistance they could provide to help defray the framing costs and their participation in donating the painting to the JdFEA.

4.2.1 JdFEA Parks and Recreation Commission Recreational Programming Policies – B. Marks

B. Mark reported that progress is occurring regarding the development of JdFEA Parks and Recreation Commission (JdFEAPRC) policies concerning local recreational programming. Much of the policy uncertainty has been resolved. Yoga classes are now being provided in the Shirley Hall while Tai Chi and Karate classes are being planned. The last JdFEAPRC meeting dealt with budget issues. A new ATV will be purchased and increased efforts are planned to maintain local parks. The JdFEAPRC is not currently planning to establish signs for local public beach access areas or assume liabilities for these areas from the Ministry of Highways.

4.2.2 Update on Rural Resource Land and Land Use Bylaws – A. Campbell

A. Campbell reported that a CRD Open House on this subject is scheduled for September 21, 2009. Public meetings have been held and recommendations on these bylaws made by the Otter Point and Shirley Advisory Planning Commissions. The Dogwood Initiative is holding a public meeting tomorrow night in Victoria to discuss the bylaws.

4.2.3 Update on WFP and TimberWest Private Forest Lands – A. Campbell

A. Campbell indicated that there is nothing new to report on this issue.

4.2.4 Community Sawmill Concerns – A. Campbell

A. Campbell reported that that the sawmill is still operating regularly, that local neighbours are still concerned and that efforts are still being made to have the JdFEA take steps to determine whether the local zoning bylaw regarding the sale of lumber is being broken, and if so, to enforce it. There was some discussion about how the JdFEA bylaw complaints procedures might be publicly viewed as more even-handed if they were more transparent and publicly understood.

4.2.5 Are you getting your \$5 worth? – A. Campbell and W. Fritz

A. Campbell reviewed the draft material circulated and asked for feedback about using it as a vehicle to obtain feedback from OPSRRA members through e-mail and a direct mail-out. In general discussion, it was noted that the document was worth circulating but it needed shortening and would cost about \$.90 per mail-out. It was agreed to proceed with Sandy starting the process by editing the document to make it more concise. It was also agreed that the forthcoming Town Hall meeting should be used as an opportunity to invite people to become an OPSRRA member.

4.2.6 October 14, 2009 Autumn Town Hall Meeting – A. Campbell and W. Fritz

A. Campbell reported that October 14, 2009 at the Shirley Community Hall was acceptable for all representatives and that some work to advertise and manage the meeting was required. It was agreed that:

- Arnie would develop a one sheet advertisement for the event and circulate it for feedback;
- Arnie and Wayne would place the sheets on community bulletin boards and in Port Renfrew;

- Bob would develop and put up "sandwich-board" road advertisements for the event;
  - Erik and John would handle membership recruitment at the door;
  - Fiona and Erik would coordinate coffee, tea and cookies/squares for the initial part of the event; and
  - Arnie would chair the meeting.
- 4.2.7 Meeting with the Strategic Vision Advisory Committee – W. Fritz and A. Campbell  
W. Fritz reported that a meeting with the Advisory Committee for the Strategic Vision Project was scheduled for Sept. 30, 2009 at 2:00 pm at the Otter Point Fire Hall. The meeting is expected to focus on sharing information about how different organizations are using the *Strategic Vision for Otter Point, Shirley and Jordan River*.
- 4.2.8 Fall Membership Meeting – A. Campbell  
It was decided to postpone discussion and initial planning of the Fall Membership Meeting until the next Board meeting.
- 4.2.9 Priest's Cabin in Shirley – B. Mark  
B. Mark reported that the JdFEAPRC had employed contractors to tear down the roof of the "Priest's Cabin" and a nearby shed. It is expected that there will be a call of community volunteers in September or October to help further with the cleanup. It was decided to help advertise the call for volunteers in the monthly OPSRRA newsletter if the JdFEAPRC could forward the necessary information in sufficient time.

## 5. New Business

- 5.1 Erik Sellars-St. Clair Painting - A. Campbell and B. Mark  
See agenda item 4.2.1.
- 5.2 Discussion about how OPSRRA should proceed re upcoming public hearings on land use regulation – A. Campbell  
It was decided to postpone discussion on this issue until the October 2009 Board meeting.
- 5.3 Hosting a Practicum Student – A. Campbell  
A. Campbell reported that there had been some "brainstorming" during the summer by some of the Directors about the idea of seeking a student practicum placement in Otter Point/Shirley with OPSRRA providing supervisory and perhaps some financial assistance. The student might be able to carry out a practicum assembling information about the physical, social and infrastructure assets and possible information gaps for Otter Point and Shirley. Such information would be helpful when reviewing the Official Community Plans and zoning bylaw. During general discussion, there was support for the idea and recognition that the tasks for the student would need to be clearly defined. Royal Roads and the University of Victoria were identified as the two academic institutions most likely to be of potential assistance in this regard. It was agreed that Arnie, John and Wayne would contact people in these institutions to explore what might be done.

## 6. Updates on Responsibilities of Directors

- 6.1 Land Use Committee – Fiona McDannold, Wayne Fritz  
Nothing to report as no LUC meetings had been held since the last Board meeting.
- 6.2 Liaison with Regional Director – Arnie Campbell  
A. Campbell reported that M. Hicks, the Regional Director, has been contacting residents in Jordan River about their interest in becoming a separate sub area within the JdFEA. W. Fritz questioned whether a separate Jordan River District would also mean a separate Jordan River Official Community Plan and an elected representative from Jordan River

on the Land Use Committee. If so, given the very small population in Jordan River, the current imbalance between district population and LUC representation would become even further exacerbated.

- 6.3 Liaison with Shirley – Brenda Mark, Fiona McDannold  
The Shirley Community Association is fundraising to establish outdoor lighting for the park area by the Shirley Community Hall.
- 6.4 Liaison with MLA - Arnie Campbell  
Nothing to report.
- 6.5 Strategic Vision – Wayne Fritz, Arnie Campbell  
See agenda item 4.2.7.
- 6.6 Governance Activities – Brenda Mark, John Charles  
The Regional District Task Force Report is expected to become available in September. It may make some recommendations of use within the JdFEA.
- 6.7 Regional Growth Strategy Review – Wayne Fritz, Arnie Campbell  
Nothing new to report.
- 6.8 OPSRRA Website – Sandy Barta  
New business listings have been added. Pictures from the Williams Simmons Park cleanup are now on the website.
- 6.9 OPSRRA Newsletter – Arnie Campbell  
Nothing new to report.
- 6.10 Publicity – Wayne Fritz  
Nothing new to report.
- 6.11 Community Bulletin Boards – Bob Phillips, John Charles  
B. Phillips reported that he will be making some new bulletin boards for placement over the next few weeks. The existing community boards have been culled of old information and wiped down before the winter rains set in.
- 6.12 Treasurer's Report – Bob Phillips  
B. Phillips reported that as of September 16, 2009, the OPSRRA main account balance was \$344.87, the OPSRRA cash float balance was \$41.04, and the OPSRRA Vision account balance was \$1271.37.
- 6.13 Membership – Erik James  
E. James reported that the OPSRRA membership remains stable.
- 6.14 Update on SEAPARC and JDF Parks Commission – John Charles, Brenda Mark  
See agenda items 4.2.1 and 4.2.9.

## **7. Date for Next Meeting**

It was agreed that October 26, 2009 would be the date for the next Board meeting with October 21, 2009 as a backup date if circumstances warranted.

## **8. Adjournment**

The meeting was adjourned at 9:45 pm.