

# Otter Point and Shirley Residents and Ratepayers Association

## Board Meeting Minutes

**Date:** September 26, 2012

**Time:** 7:30 pm

**Place:** SEAPARC Board Room

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

1. Adoption of Agenda  
**Moved** by Marika Nagasaka  
**Seconded** by Fiona McDannold
2. Appointment of Recorder  
Erik James to be followed by Fiona McDannold, Caroline Larsen, Sandy Barta, Brenda Mark, Marika Nagasaka and Bob Phillips
3. Approval of the August 27, 2012 Board Meeting Minutes, having amended the minutes to remove names in paragraphs 4.2, 4.3.4, and 5.1  
**Moved** by Bob Phillips  
**Seconded** by Caroline Larsen
4. Correspondence
  - 4.1 Outstanding Correspondence — 2 outstanding letters
    - i. Water Letter – We're awaiting letter from Bob Lapham. In 1 week, if no reply is received, Arnie Campbell will contact Mike Hicks.
    - ii. Planning Transportation and Protective Services – A meeting was held recently, but our letter wasn't on the agenda, therefore there will likely be no response anytime soon.
  - 4.2 Correspondence Received - None
5. Business Arising from Previous Meetings
  - 5.1 Update on the Otter Point Official Community Plan Review
    - i. The Regional Director wants the Otter Point OCP process reviewed before the Shirley/JR OCP review commences.
    - ii. June Klassen is seeking pictures for the Otter Point OCP publication.
  - 5.2 Fall Town Hall Meeting  
Arnie Campbell discussed the list of invitee's who have confirmed and then he passed around draft poster. Topics for Water Forum were discussed: Potable water security, effect of development, etc. Everyone agreed on the poster. Advertising options were discussed: Otter Point Facebook page, roadside signs (Bob Phillips will take for action), posters on notice boards, and Marika Nagasaka will submit a story to the Sooke Mirror.
  - 5.3 Review of OPSRRA Constitution  
It was reported that the review committee met last week and have a draft of the first set of recommended changes. This list was passed around. An expansion of the OPSRRA Boundary was discussed, including potential name changes. The inclusion of

community education as one of OPSRRA's role was raised. The category of associate members is being discussed by the review committee. The committee will meet again with intention to introduce draft at Dec. membership meeting.

#### 5.4 Community Forests Update

It was reported that a tour of the Charles property was conducted in conjunction with a representative from Royal Roads University (RRU). Potential ways ahead for the property include RRU proposals on potential uses of the property. Methods of purchasing the property were discussed. It was noted that the eventual/intended use of the property may drive funding avenues.

#### 5.5 JdF Building Update

The CRD has started looking at purchase options with Sooke Business Park. It was reported that the project doesn't have to go to referendum. The building will remain a CRD asset.

#### 5.6 Triathlon Update

There were 66 replies to survey (to date). This information will be published in the upcoming newsletter. Comments will be posted to the website without names.

#### 5.7 Update on Meeting with MoT & MLA

Arnie Campbell and Fiona McDannold reported on their tour with a MoT representative. This MoT representative has been contacted by Arnie Campbell as one month has passed without any communication from that office. The following information was learned: The MoT rep has been indisposed for about a month, line painting will continue, mowing cannot continue because of fire hazards, and there will be no road improvements in the near future.

### 6. New Business

#### 6.1 Meeting with President , Jordan River Community Association (JRCA)

Fiona McDannold and Arnie Campbell met with JRCA. It was reported that the CRD hasn't taken responsibility for WFP lands as a certificate of compliance has not yet been issued by the provincial MoE. A Zoning bylaw for Jordan River should be coming to LUC soon. The state and future of the property by the gravel pit owned by Tatangi Land Development Corp. was discussed. Trailhead Drive strata issues were discussed. The "accidental subdivision", known as The Shores, is currently struggling financially and is selling lots very cheaply. The owners of the sub-division have taken CRD and others to court. Disposition of "surplus" park lands in JR were discussed. On this issue, a CRD Regional Parks meeting has occurred in camera. Their goal is to have recommendations to the Board for decision for November 12.

#### 6.2 Proposal re RGS compliance and JdFEA governance

Fiona McDannold and Caroline Larsen attended the meeting last Tuesday. Audience concern focused on Otter Point and Shirley representation. The general feeling is that a third version of the draft will be promulgated.

#### 6.3 "Accidental Subdivision" Court Case

See comments at paragraph 6.1 above.

#### 6.4 October Survey

Water questions for the survey were discussed. Use of the data was discussed, and this will be stated at the start of the survey.

#### 6.5 What to do with the Ducks!

An attempt will be made to auction off the replaced Lighthouses from the Shirley signs.

#### 6.6 Otter Point Facebook

The existence of the Otter Point Facebook page will be advertised in the Newsletter.

### 7. Updates on Responsibilities of Directors

#### 7.1 Treasurer's Report

The treasurer's report is attached as submitted by Bob Phillips, and approved by the board.

**Moved** by Bob Phillips

**Seconded** by Marika Nagasaka

#### 7.2 Membership Report

+7 new members and 4 removals from Otter Point

+3 to Shirley

+1 to Associate

Total count now at 374 voting members and 22 associate, for a grand total of 396

#### 7.3 JDF Land Use Committee

Public hearing requirements concerning Port Renfrew Rec centre was discussed.

#### 7.4 Liaison with Regional Director

Nothing further to report.

#### 7.5 Liaison with Shirley

The Shirley Volunteer Fire department has a new Acting Fire Chief.

#### 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

As per paragraph 6.1 above.

#### 7.9 Governance Activities

Nothing further to report.

#### 7.10 Regional Sustainability Strategy Review

Nothing further to report.

#### 7.11 OPSRRA Website

Nothing further to report

7.12 OPSRRA Newsletter

Draft will be ready for end of day Friday.

7.13 Publicity

The Board of Directors picture was published in the Sooke Mirror.

7.14 Community Signage

Discussed at para 6.5 above. The community welcome signs have been touched up.

7.15 JDF Parks and Recreation Commission

Nothing further to report.

7.16 Otter Point Fire Department

Nothing further to report.

7.17 Shirley Volunteer Fire Department

There is a new Acting Fire Chief.

7.18 Kemp Lake Waterworks District

Nothing further to report.

7.19 Liaison with Emergency Services

The BC Shakeout Drill is set for October 16. Information on the event will be submitted for inclusion in the next newsletter

8. Date for Next Meeting

Monday October 22. Alternate October 24.

9. Adjournment at 9:37 pm

**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**