

Otter Point and Shirley Residents and Ratepayers Association

Board Meeting Minutes

Date: January 7, 2013

Time: 7:45 pm

Place: SEAPARC Board Room

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

Regrets: Erik James

1. Adoption of Agenda

Moved by Marika Nagasaka

Seconded by Caroline Larsen

Approved with the addition to New Business of 6.4 - Meeting Venues and an addition to 7.14 Community Signage- plantings.

2. Appointment of Recorder

Brenda Mark was appointed.

Sandy Barta entered the meeting at 8 pm

3. Approval of the November Board Minutes

Moved by Caroline Larsen

Seconded by Bob Phillips

Approved

4. Correspondence

4.1 Outstanding Correspondence

Response to letter on water is outstanding

4.2 Correspondence Received

Letter was received from JDFEA Parks & Recreation Commission re: the change in meeting times restricting participation. The Chair of the Commission replied that the 3 pm start time would remain, except for important meetings when the start time would be 7 pm.

5. Business Arising from Previous Meetings

5.1 Update on the Otter Point OCP

Reference was made to a letter from John Ranns, Chair of the Planning Transportation and Protective Services Committee outlining a proposed procedure for the RGS application in the JDFEA. Mike Hicks wants JDF to have the ability to appeal CRD decisions. JDF planning staff is awaiting a decision on the proposal before proceeding with the Otter Point OCP.

5.2 Update on JdF governance

Nothing new at present.

5.3 JdF Building Update

Arnie not present, no update available yet.

5.4 OPSRRA Surveys

Sandy reported that there were 10 responses so far to the Water Survey. A Community Service Survey will be the next one. Sandy described how a survey is developed.

5.5 Membership meeting

The Membership Meeting date and time was set for Sunday January 20 from 2 to 4 pm at Shirley Hall. Preparation duties for the meeting were assigned to the Directors.

Arnie entered the meeting at 8:10

5.3 JDF Building Update was reopened.

Arnie and Brenda attended some of the Otter Point APC meeting prior to the OPSRRA meeting where the new service building was discussed. 10 members of the public attended. Arnie spoke on behalf of OPSRRA in support of the proposal. There was question raised as to whether the zoning would allow restaurant use. Mike showed the 3D computer-generated views of the building. Planner June Klassen gave a report on the new building to the APC.

6. New Business

6.1 OPSRRA sign repair

The OPSRRA Shirley/Jordan River sign was knocked over. The sign and parts of the sign were retrieved by Ron Ramsey, Gerard LeBlanc and Brenda Mark. Murray Tomkins repaired the sign and it was erected by Arnie, Ron and Murray. Marika and Heather Phillips looked at the soil around the OPSRRA signs to determine what type of planting would be appropriate. Marika, Heather and Pat Tomkins will get together in February to do the planting. Marika will provide a list of plants being considered.

6.2 Community Forest Update

Arnie, Sid Jorna and Margot Swinburnson met in December to discuss the possibility of a community group purchasing the Admiral Charles property. Sid is going to prepare a Vision Document. Mike Bobbitt, Vice Principal of EMCSS, Emma Taylor and Arnie walked the forest trails on the property. There will be a meeting to discuss creating a Society to raise funds for a possible purchase.

6.3 OPSRRA AGM

The AGM will be in April, the date to be determined at the February Directors Meeting. The Nominations Committee was established and will consist of Arnie, Brenda and Marika. The Society's Act, structure of OPSRRA and the role of the president were discussed.

6.4 Meeting venues

Caroline proposed that OPSRRA Directors Meetings be held in her studio. Arnie pointed out that it had been decided that the Directors Meetings be in a public place in order for the public to attend, and that there will be a meeting room in the proposed new JDF service building. A decision was made to hold the next Directors Meeting in Caroline's studio, as it was a building separate from her home and the

public could attend. Arnie will write a letter to Seaparc thanking them for the use of their space

7. Updates on Responsibilities of Directors

- 7.1 **Treasurer's Report** – Bob Phillips
The Treasurer's report was received.
Moved by Bob Phillips
Seconded by Fiona McDannold
Approved
- 7.2 **Membership Report** – Erik James
Membership Report not available.
- 7.3 **JDF Land Use Committee** – Fiona McDannold, Arnie Campbell, Caroline Larsen
The Coast Guard Application for Glen Arie and the proposed new JDFEA Service Building were on the agenda.
- 7.4 **Liaison with Regional Director** – Arnie Campbell
Nothing to report.
- 7.5 **Liaison with Shirley** – Brenda Mark, Fiona McDannold
There will be a Soup and Bun Lunch on Saturday, January 19 at 12 pm.
- 7.6 **Liaison with MLA** - Arnie Campbell
Nothing to report.
- 7.7 **Liaison with First Nations** – Bob Phillips
Nothing to report.
- 7.8 **Liaison with Jordan River** – Bob Dick
Nothing to report.
- 7.9 **Governance Activities** – Brenda Mark, Fiona McDannold, Erik James, Marika Nagasaka
Covered in 5.2
- 7.10 **Regional Sustainability Strategy Review** – Marika Nagasaka, Bob Phillips
Nothing to report.
- 7.11 **OPSRRA Website** – Sandy Barta
Joe Carr, who hosts OPSRRA's website, has a new service provider and is able to do so at no cost to OPSRRA. Appreciation for the service was discussed, and it was decided to put together a basket of items for him as an expression of our appreciation. Sandy reported that the website is up to date.
- 7.12 **OPSRRA Newsletter** – Arnie Campbell, Caroline Larsen, Marika Nagasaka
Arnie reported on the response to the supplementary water survey and that he will be sending the draft Community Service Survey to the Directors.
- 7.13 **Publicity** – Marika Nagasaka, Arnie Campbell, Caroline Larsen
Sandy is working on getting the drawing for the new logo on the computer.
- 7.14 **Community Bulletin Boards**– Bob Phillips
Marika has reported on the plantings around the bulletin boards in 6.1 OPSRRA Sign Repair
- 7.15 **JDF Parks and Recreation Commission** – Brenda Mark

Brenda reported that the successful candidate appointed as Shirley/Jordan River Parks Commissioner was Melody Kimmel. As there was not a Parks Meeting in December, there was nothing to report. The letter received from the Chair of the Parks Commission and the Manager re: the time change of the Parks Meetings was referred to in 4.2 Correspondence Received.

7.16 **Otter Point Fire Department AGM**– Arnie Campbell, Caroline Larsen

Nothing to report.

7.17 **Shirley Volunteer Fire Department** – Brenda Mark

Fiona mentioned that the new First Responder Vehicle is named “Babs” after Mary Douglas who had donated the money to the Fire Department. Her nickname was “Babs”

7.18 **Kemp Lake Waterworks District AGM** – Bob Phillips

Nothing to report.

7.19 **Liaison with Emergency Services** – Erik James

Nothing reported other than that the recent tsunami warning was not received by Jordan River.

8. **Date for Next Meeting:** February 18 at Caroline’s studio on Otter Point Road

9. **Adjournment:** 9:38 pm. Moved by Caroline Larsen