

# OPSRRA

## Otter Point, Shirley & Jordan River Residents and Ratepayers Association Board Meeting Minutes

**Date:** January 21, 2014

**Time:** 7:30 pm

**Place:** Sooke Region Museum Meeting Room

**Directors Present:** Arnie Campbell, Sandy Barta, Fiona McDannold, Bob Phillips, Brenda Mark, Marika Nagasaka

**Regrets:** Brooke Fader

**Absent:** Chris Knoglinger

Welcome and Introductory Comments – Fiona McDannold

### 1. Adoption of Agenda

Moved: Sandy Barta

Seconded: Marika Nagasaka

Approved

### 2. Appointment of Recorder

Brenda Mark

### 3. Approval of December 4, 2013 Board Meeting Minutes

Moved: Marika Nagasaka

Seconded: Sandy Barta

Approved: Subject to including the November 2013 Treasurer's Report and Shirley Fire Protection Reports

### 4. Correspondence

4.1 Outstanding Correspondence – Letter to the Chair of the Transit Commission, no response yet

4.2 Correspondence Received – South Island Water letter to Director Hicks was copied to OPSRRA.

Two emails were received in response to the dumping story in the newsletter acknowledging the problem.

Email received from the Water Board confirming receipt of OPSRRA's letter re: Leech River Watershed.

Email from Bob Phillips was received giving his resignation from the OPSRRA Board.

### 5. Business Arising from Previous Meetings

5.1 OPSRRA Logo/Website Cleanup - S Barta, F McDannold.

Nothing new to report on website cleanup. Discussion of logo, preference is to keep OPSRRA as name of the association. Official title will be OPSRRA: Representing the Residents and Ratepayers of Otter Point, Shirley and Jordan River. Suggestions are to bring this topic up in the newsletter, and also at the AGM. Further discussion tabled until the next Board Meeting.

- 5.2 OPSRRA Survey - A Campbell.  
Table until the next newsletter.
- 5.3 The Painting/Art in the new CRD Building - F McDannold.  
There has been no response to the emails sent regarding Erik Sellars-St.Clare's painting. Fiona will follow up. Fiona has approached the Arts Council about possibly supplying local art for the new CRD Services Building. The 1935 map of Sooke Bay that OPSRRA and JdF CTS jointly had printed and mounted was viewed. The map will be presented to Mike Hicks on the opening of the building, date TBA.
- 5.4 Dumping and Garbage – M Nagasaka:  
Nothing new on this issue, it is a possible future survey topic.
- 5.5 Shirley Jordan River OCP submission - B Phillips.  
Bob Phillips has written a submission with valuable resources, which can serve as a tool for the Shirley/Jordan River OCP Review Committee.  
Motion:OPSRRA approves Bob Phillips paper as OPSRRA's submission to the Shirley Jordan River OCP Review Committee.  
Moved: Brenda Mark  
Seconded: Fiona McDannold  
Approved
- 5.6 Membership Meeting Planning – F McDannold  
As a proposed February membership meeting is so close to the AGM, it was decided to not hold the membership meeting. The AGM will be held at the end of March instead of April at the Otter Point Fire hall, exact date to be determined.

## **6. New Business**

- 6.1 AGM and Nomination Committee- F McDannold  
All of the Directors will serve as a Nominating Committee. Sandy will send a link to the membership list, the Directors will confer by the end of January.
- 6.2 Reallocation of Bob's OPSRRA responsibilities:  
Bob's responsibilities were discussed, and in some instances the duties will be assumed by a Director who shared a responsibility with Bob. How the responsibilities that Bob was solely responsible for will be reallocated needs yet to be determined.
- 6.3 Rural Highway Safety Speed Review – F McDannold  
The January 24 deadline for submissions regarding the review is too tight for OPSRRA to now submit comments. No further action.
- 6.4 Protocol for condolence cards – B Mark  
It was clarified that OPSRRA will send condolence cards to the family of OPSRRA members who pass away. Brenda will prepare the cards and purchase them from petty cash.

## **7. Updates on Responsibilities of Directors**

- 7.1 Treasurer's Report -B Mark  
Reports for December and January submitted for the minutes and attached.
- 7.2 Membership Report – S Barta  
413 OPSRRA members – 320 from Otter Point, 73 from Shirley, 20 from Jordan River. There are also 17 associate members and 12 non-members.

- 7.3 JDF Land Use Committee – B Mark, F McDannold, C Knoglinger  
Arnie reported on the January 21 LUC meeting
  - 7.4 Liaison with Regional Director – F MacDannold  
Fiona will follow up with Mike Hicks re: OPSRRA's letter about Erik Sellars-St. Clare's painting.
  - 7.5 Liaison with Shirley – B Mark F MacDannold  
There was a memorial service for Matthew Huzsar on January 18
  - 7.6 Liaison with MLA – F MacDannold  
Nothing to report.
  - 7.7 Liaison with First Nations –  
No report available.
  - 7.8 Governance Activities – A Campbell, M Nagasaka, F McDannold  
Nothing to report
  - 7.9 Regional Sustainability Strategy Review – B Fader  
No report available
  - 7.10 OPSRRA Online Services – S Barta  
The website is up to date. Propose OPSRRA page on Facebook.
  - 7.11 OPSRRA Newsletter – A Campbell, M Nagasaka  
Arnie and Marika are collaborating on the newsletter, draft will be out on Wednesday the 29 of January
  - 7.12 Publicity/Logos – S Barta, C Knoglinger, M Nagasaka  
Facebook page and logo discussed.
  - 7.13 Community Signage– A Campbell  
Arnie will check into status of notice boards, will put boards up for AGM
  - 7.14 JDF Parks and Recreation Commission – C Knoglinger  
No report available.
  - 7.15 Otter Point Fire Department– A Campbell  
The Otter Point Fire Department is setting up a Facebook page.
  - 7.16 Shirley Volunteer Fire Department – B Mark  
Reports for December and January submitted and attached
  - 7.17 Kemp Lake Waterworks District –  
No report available
  - 7.18 Community Forests – A Campbell  
The JDF CLTS is affiliated with the Victoria Foundation, so tax receipts can be issued for donations. The CLT is communicating with Admiral Charles' family and the trustees for his estate, but it is not known when the property will be for sale or for what price. JDF CLTS is holding a public meeting on January 29 to give information about their objectives and to answer questions.
  - 7.19 Liaison with Jordan River – C Knoglinger:  
No report available
8. **Date for Next Meeting** – Tentative date is Monday February 17 2014
9. **Adjournment**

Moved by Marika Nagasaka

Adjourned at 9:57 pm

---

**OPSRRA DECEMBER 2013 TREASURER'S REPORT NOVEMBER 1 TO NOVEMBER 30 2013**

**COAST CAPITAL CHEQUING/SAVINGS NOVEMBER 1-NOVEMBER 30 2013**

**COAST COMMUNITY CHEQUING 110001238286 (100):**

<b>Balance Forward</b>	\$612.69	
<b>Withdrawals</b>	\$35.00	cheque for hall rental Nov 24
<b>Deposits</b>	\$0.00	
<b>Interest Paid</b>	\$0.00	
<b>Closing Balance</b>	\$577.69	

**HIGH-INTEREST NO-FEE BUSINESS SAVINGS 110001564533 (101)**

<b>Balance Forward</b>	\$971.47
<b>Withdrawals</b>	\$0.00
<b>Deposits</b>	\$0.00
<b>Interest Paid</b>	\$0.88
<b>Closing Balance</b>	\$972.35

**TOTAL BANK ASSETS** 1550.04 - Chequing/Savings

**PETTY CASH** 54.96 – 38.00 received in donations Nov 24 added to previous balance of 16.96

**TOTAL ASSETS** 1605.00

Previously reported \$33.00 in donations received at Town Hall Meeting Nov 24 was incorrect. The correct amount is \$38.00 and that was put in petty cash. The \$15.00 in new memberships received Nov 24 were deposited into the chequing account Dec 20 and will be reflected in the Dec statement

---

**OPSRRA NOVEMBER 2013 TREASURER'S REPORT DECEMBER 1 TO DECEMBER 31 2013**

**COAST CAPITAL CHEQUING/SAVINGS DECEMBER 1-DECEMBER 31 2013**

**COAST COMMUNITY CHEQUING 110001238286 (100):**

<b>Balance Forward</b>	\$577.69	
<b>Withdrawals</b>	\$0.00	
<b>Deposits</b>	\$20.00	membership fees
<b>Interest Paid</b>	\$0.00	
<b>Closing Balance</b>	\$597.69	

**HIGH-INTEREST NO-FEE BUSINESS SAVINGS 110001564533 (101)**

<b>Balance Forward</b>	\$972.35
<b>Withdrawals</b>	\$0.00
<b>Deposits</b>	\$0.00
<b>Interest Paid</b>	\$0.91
<b>Closing Balance</b>	\$973.26

**TOTAL BANK ASSETS** 1570.95 - Chequing/Savings

**PETTY CASH**      54.96 – no activity

**TOTAL ASSETS**    1625.91

A cheque of \$105.28 was written to Westside Instaprint on Jan 13 for the Sooke Bay map printing etc. A cheque was received from Jdf CTS for \$52.64 for their half of the map cost, deposited January 21.