



Representing the Residents and Ratepayers of Otter Point, Shirley and Jordan River

[www.opsrra.ca](http://www.opsrra.ca)

---

## Directors' Meeting Minutes

**Date:** January 25, 2016

**Time:** 7:30 pm

**Place:** SEAPARC meeting room

Welcome and Introductory Comments – Marika Nagaska

### 1. Adoption of Agenda

**Moved:** Debb

**Seconded:** Bill

**Approved**

### 2. Approval of the December 7, 2015 Board Meeting Minutes:

**Moved:** Bill

**Seconded:** Debb

**Approved with amendment to Item 6.3** change to read ...not commented on by CRD board....

### 3. Correspondence

3.1 Outstanding Correspondence – none

3.2 Correspondence Received – email from Mike Hicks re dumping. To be discussed under item 6.2

### 4. Treasurer's Report–Brenda Mark

Total OPSRRA Assets for November 2015: \$1805.09 Total OPSRRA Assets for December 2015 \$1806.28. See attached reports for more detailed information.

**Moved :** Brenda

**Second:** Marika

**Approved**

### 5. Membership Report – Sandy Barta

No report this month

### 6. Business Arising from Previous Meetings

6.1 OPSRRA Survey - S Barta, D Read

No further surveys are planned in the near future

## 6.2 Dumping and Garbage – M. Nagasaka, D. Read, F. McDannold

Email received from Mike Hicks forwarded from a Shirley resident, Jan Tooms, who is concerned about dumping in the area. Mr. Tooms sent a further email to OPSRRA directors setting out his concerns and what he would like to see done about the dumping.

OPSRRA has discovered that CRD Bylaw Services has 12 No Dumping signs available. Bill and Debb will liaise with CRD Bylaw Services regarding locations for these signs. We will respond to Mr. Tooms and tell him that OPSRRA will look after getting the signage, and possibly apply for a CRD clean up grant, but we are not able to take leadership on a cleanup, however we will support any effort by him or others who might organize one. His other request re enforcement is outside of our mandate, and we will encourage him to talk to the RCMP and the CRD

## 6.3 Shirley Jordan River OCP –, B Mark, F McDannold

Work is going on in the JDF Planning office regarding the OCP

## 6.4 Jordan River Shooting Boundary – D Read

The map of the proposed No-Shooting Zone has been posted to the Ministry of the Environment website. It is now a case of waiting to see if it is approved.

## 6.5 Royal Roads Project:

Brenda updated the directors on the Royal Roads project. There is a draft budget to be finalized very soon. Suggestion that OPSRRA can pay for part of the budget and ask for a Grant in Aid for the remainder.

Question as to who will look after the database which will be produced from the project. There is a \$100 per year cost for the software platform which is covered for the duration of the project. OPSRRA member Gerard LeBlanc has contacted the JDF Planning office and they are interested in the results and possibly in maintaining the database once the project is finished. Gerard will follow up with Ken Johansson, Senior GPS Administrator at the CRD.

The students involved in the project have sent a draft terms of reference. Bill and Brenda will edit and return to the students.

**Motion: OPSRRA to ask for a Grant in Aid of approximately \$550 towards the cost of the Royal Roads project.**

**Moved: Brenda**

**Second: Marika**

**Approved**

**Motion: That \$200 from the OPSRRA bank account be allocated to the Royal Roads project.**

**Motion: Brenda**

**Second: Bill**

**Approved.**

6.6 Water Advisory Committee membership M Nagasaka  
Marika will follow up on whether her application has been approved.

## **7. New Business**

New Society Act – F McDannold

Fiona updated the directors on the new Society Act and the possible changes to our Bylaws which may be needed to comply with the Act.

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

8.1 LUC Meetings – Marika Nagasaka

No report

8.2 Liaison with Regional Director – Marika Nagasaka

Marika will set up a meeting with Directory Hicks.

8.3 Liaison with MLA – Marika Nagasaka

No report

8.4 Liaison with Shirley – Fiona McDannold, Brenda Mark

RCMP Staff Sgt Jeff McArthur spoke to the community re break ins and security issues in the area. Banners are up on Sheringham Pt. Rd regarding the Sheringham Lighthouse.

8.5 Liaison with JR – Debb Read

Request for a letter from OPSRRA asking Hydro what will happen to the land in the Hamlet after the houses are gone. Debb will write and send out to the directors..

8.6 OPSRRA Newsletter – Marika Nagasaka,

Marika will ask Staff Sgt McArthur of the RCMP to contribute an article to the newsletter regarding rural safety and security. Brenda will send Marika the terms of reference of the Royal Roads Project for the newsletter

8.7 OPSRRA On-line services: - S Barta

No report

8.8 Community Signage–

Marika will ask Arnie Campbell about signs

## **9. Reports on Committees, Commissions etc:**

9.1 Otter Point Fire Department–

No report

9.2 Shirley Fire Department – Brenda Mark, Fiona McDannold

No information regarding AGM to date

Fire Department is constructing a new fire bay and upgrades are on-going in the existing fire hall

9.3 Kemp Lake Waterworks District

No report.

9.4 Community Land Trust

Nothing to report

9.5 JDF Parks Commission –

No report, next meeting is Tuesday, Jan 26, 2016

9.6 JDF Emergency Program – L Barker

No report

**10. Date for next meeting: February 15 2016**

**11. Adjournment: Brenda, 9:50 pm**

Monthly OPSRRA Treasurer's Report

December 2015 Report December 1 2015 - December 31 2015

Date	Balance Forward	Item	Withdrawal	Deposit	Balance	Closing Balance
<b>Coast Community Chequing</b>						
Dec 01 15	705.9				705.9	
Dec 31 15						705.9
<b>High-Interest Business Savings Account</b>						
Dec 01 15	986.09				986.09	
Jan 01 16		Interest Paid		0.38	986.47	
Dec 31 15						986.47
<b>Total OPSRRA Banking Assets</b>						<b>1692.37</b>
<b>Petty Cash</b>						
Dec 01 15	104.5				104.5	
Dec 31 15						<b>104.5</b>
<b>Paypal</b>						
Dec 1 15	9.41				9.41	
Dec 31 15						<b>9.41</b>
<b>Total OPSRRA Assets</b>						<b>1806.28</b>