

# Otter Point and Shirley Residents and Ratepayers Association

## Board Meeting Minutes

**Date:** October 17, 2011

**Time:** 7:30 pm

**Place:** SEAPARC Meeting Room

**Present:** Arnie Campbell, Sandy Barta, Fiona McDannold, Bob Phillips, Wayne Fritz, Brenda Mark, Erik James, Marika Nagasaka, Bob Dick, Leslie Lajeunesse

Arnie Campbell mentioned that two long time OPSRRA members had passed away and will be greatly missed: former OPSRRA Director Byron Tweedy, and sculptor Jan Johnson.

### 1. Adoption of Agenda

Moved by Wayne Fritz

Seconded by Erik James

**Approved** subject to adding agenda item: 5.3 Demamiel Creek / Provincial Dam Safety Area

### 2. Appointment of Recorder

Brenda Mark was appointed

### 3. Approval of the September 26, 2011 Board Meeting Minutes

Moved by Bob Phillips

Seconded by Erik James

**Approved** subject to: amending Item 4.3.2 to read..."outlining the committees recommendations; pros and cons and recommendations for the OPSRRA Board..."

### 4. Old Business

4.1 Outstanding Correspondence: none outstanding

4.2 Correspondence Received: letter from Geoff Young re: governance in JDF EA.

4.3 Business Arising from Previous Meetings

4.3.1. Community Signage – A. Campbell, W. Fritz. The roadside signs are done. A foreman from Mainroad is coming to look at the locations for the signs and installation will be happening soon. Bob reported on the sign costs and there is \$338.52 remaining for the signs project. There will be a story and photographs of the signs in the Mirror. A public thank you to all involved will be placed in the Mirror and the Rural Observer.

4.3.2. Update on the Otter Point Official Community Plan Review – B. Philips, W. Fritz. The draft OCP Bylaw will not be ready until after the elections. It will then go to the Otter Point APC and then to LUC.

4.3.3. Governance Meeting with elected officials – A. Campbell, F. McDannold. Fiona reported on the meeting with Ida Chong, Linda Galeazzi of the Government Structure Branch and Mike Hicks. Linda will meet with a committee of OPSRRA directors to review governance options and develop draft terms of reference for a governance study. Mike Hicks and John Horgan are supportive of a study. Minister Ida Chong wants to see evidence of community support for a governance study before committing staff time

and money The plan is to have Governance Structure staff prepare a report to come back to newly elected officials early in the New Year. Terms of reference need to be discussed with the community. Arnie asked if those OPSRRA directors who were previously on the governance committee were interested in continuing. Wayne, Brenda, Erik, Fiona and Arnie indicated they were. Arnie will do a draft of a brief for the newsletter.

- 4.3.4. Planning of Water Forum – B. Phillips. Bob said that a Water Forum was a possibility for the new year. A motion to remove Water Forum from 4.3 was:

Moved by Bob Phillips

Seconded by Brenda Mark

**Approved**

- 4.3.5. Preparing for Fall Elections – A. Campbell. The All Candidates Meeting is scheduled for November 2 at 7 PM in the Otter Point Firehall. The format of All Candidates Meetings of previous years was reviewed and there was discussion of a format for this year's meeting in order to fit in LUC candidates. It was decided to include the Otter Point and Shirley LUC candidates. The agenda for the meeting is yet to be determined. The work needed to prepare for the meeting, which included newspaper ads, posters, roadside signs, email list, membership table and refreshments, was discussed and responsibilities assigned to the directors. A motion to approve a budget of \$150 for the meeting was:

Moved by Bob Phillips

Seconded by Erik James

**Approved**

- 4.3.6. Meeting re: lands west of Sooke – F. McDannold. A report was given by Fiona of a meeting of the Jordan River Steering Committee she attended as an OPSRRA representative. The main topic was Marine Trail Holdings and what the next steps should be. There was also discussion of the RRL regarding land claims, the need to identify ALR, Old Growth Forest, mapping, inventory and the RGS as it pertains to the RRL. Following the report, there was discussion about if there was a role for OPSRRA in talks with the JRSC. Since OPSRRA is concerned with governance in the RRL and the RSG, it was decided that Fiona would continue to liaise with the JRSC for OPSRRA.

- 4.3.7 Website and membership – S. Barta, E. James, F. McDannold. There was discussion of a logo for the OPSRRA home page. Erik will work out several logos for OPSRRA to look at. Fiona thought a logo would be useful on the Sooke Region Resource site. Sandy reported on Google mail and the OPSRRA gmail account, and requested that all the directors check out [OPSRRA@gmail.com](mailto:OPSRRA@gmail.com). She said a policy for board members using this account needs to be developed. Sandy is reworking the business listing and membership applications, and these forms will be on the website.

- 4.3.8. Liaison with the T'Sou'ke First Nation – A. Campbell, B. Phillips. Bob reported that he will be meeting with Chief Gordon Planes over the next few months, and said that any governance talks would have to include First Nations.

- 4.3.9 Liaison with Jordan River – B. Dick. Bob spoke of the concern Jordan River residents have regarding the safety of the dam on Jordan River and of emergency preparedness if the dam or equipment were to fail. He said Wildwood Terrace is directly below the penstock. A siren on the beach to warn of any failure is to be installed in February 2012 with a grant from JDF Emergency Preparedness. There are also ongoing issues with the vacation homes that had been built at Wildwood Terrace. He mentioned that Queesto, the First Nations arm of a logging operation, would be logging first growth timber soon. The Jordan River Community Association will be having its initial AGM on October 22.

## 5. New Business

- 5.1 Community Forests. There was some discussion of whether some privately managed forest in the area might be considered for a Community Forest and if OPSRRA had any interest. Bob Phillips thought OPSRRA should be involved and said there would be discussion of the same by the OCP Committee at their next month's meeting. It was decided that it should remain an information item for OPSRRA.
- 5.2 CRD Motions re Rural Resource Lands. Motions made at the CRD Board Meeting have been referred to Planning for review and should come back to the CRD Board at the November meeting. The question was asked should OPSRRA comment on these motions now or after the staff review, and should the OPSRRA governance group make comment. It was decided to leave the item to await the planning report.
- 5.3 Demamiel Creek/Provincial Dam Safety Area. A dam on upper Demamiel Creek is being decommissioned. An OPSRRA member, David Genn, has property on the creek and was trying to determine if it was in a Provincial Dam Safety Area and who would have responsibility. He found out DFO would be concerned and is following that up with the department.

## 6. Updates on Responsibilities of Directors

- 6.1 Treasurer's Report – Bob Phillips

Debits: bank fees \$1.40

Credits: memberships \$10.00. Transfer to petty cash

OPSRRA Main Account Balance: \$273.28

Petty Cash Balance: \$20.36

Vision Account Balance: \$1201.75

Signage Project Balance: \$3076.92

Bob P. requested that two motions be made regarding payments for the signage project

First motion for Barker Manufacturing amount of payment \$2,038.42

Moved by Fiona McDannold

Seconded by Erik James

**Approved**

That OPSSRA reimburse Murray Tomkins up to \$750.00 for the signs was:

Moved by Bob Phillips

Seconded by Erik James

**Approved**

- 6.2 Membership Report – Erik James. Erik reported that there were two new members from Shirley.
- 6.3 JDF Land Use Committee – Fiona McDannold, Wayne Fritz. Nothing to report in September. At the October Meeting there will be an application to have land on Kemp Lake Road included in the ALR.
- 6.4 Liaison with Regional Director – Arnie Campbell. Covered in 4.3.3
- 6.5 Liaison with Shirley – Brenda Mark, Fiona McDannold. The Shirley/Jordan River APC was acclaimed. High speed internet from Shaw should be happening in December,
- 6.6 Liaison with MLA – Arnie Campbell. Covered in 4.3.3
- 6.7 Liaison with First Nations – Arnie Campbell. Covered in 4.3.8
- 6.8 Governance Activities – Brenda Mark. Covered in 4.3.3
- 6.9 Regional Sustainability Strategy Review –Arnie Campbell, Bob Phillips, Wayne Fritz.  
Bob Phillips reported on the Draft RSS Review document.
- 6.10 OPSRRA Website – Sandy Barta. Covered in 4.3.7
- 6.11 OPSRRA Newsletter. The newsletter will include the Candidates Profiles. The deadline for submissions is October 28<sup>th</sup>.
- 6.12 Publicity – Wayne Fritz. Nothing to report
- 6.13 Community Bulletin Boards – Bob Phillips. Bob has made one new bulletin board.
- 6.14 JDF Parks and Recreation Commission – Brenda Mark. Brenda reported on the September Parks Meeting. There has been development and work done on several trails and Kemp Lake Foreshore access is awaiting an environmental report and terms of reference.
- 6.15 Otter Point Fire Department AGM – Arnie Campbell. Nothing to report
- 6.16 Shirley Volunteer Fire Department AGM – Brenda Mark. The Fire Commission is looking for three new members and the AGM is November 20<sup>th</sup>. The commission is having a discussion with the CRD regarding the boundaries of the fire district.
- 6.17 Kemp Lake Waterworks District AGM – Wayne Fritz, Bob Phillips. Nothing to report
- 6.18 Liaison for Emergency Services – Erik James. Erik reported that the Shake Out Exercise would be on October 20<sup>th</sup> and there would be a review of the aftermath of the earthquake in Christ Church, N.Z.

**7. Date for next Director’s Meeting:** Monday November 28<sup>th</sup>. The OPSRRA Membership meeting will be December 4<sup>th</sup>.

**8. Adjournment**

Bob Phillips moved to adjourn at 9:45 pm