



Representing the Residents and Ratepayers of Otter Point, Shirley and Jordan River  
[www.opsrra.ca](http://www.opsrra.ca)

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## Directors' Meeting Minutes

**Date:** February 4, 2018

**Time** 1:30 pm

**Place:** SEAPARC meeting room

Bill called the meeting to order

### 1. Adoption of Agenda:

- Correspondence item added, an item under new business added, an item under reports added and a proposed motion added under the Treasurer's Report

**Moved:** Cheryl

**Seconded:** Sandy

**Approved**

### 2. Approval of the October 29, 2017 Board Meeting Minutes:

**Moved:** Brenda

**Seconded:** Cheryl

**Approved**

### 3. Correspondence

- Email from Heather Phillips regarding highway pullouts and the Welcome to Shirley sign
- Thank you email from Sooke PocketNews
- Muir Creek logging press release
- Email from an OPSRRA member concerned they were not getting the newsletter/blog notifications.

### 4. Treasurer's Report—Brenda Mark

- Total OPSRRA Assets for November, 2017: \$1340.12.
- Total OPSRRA assets for December 2017: \$1287.28.
- December report has the reimbursement for Arnie Campbell for notice board expenses.
- Total OPSRRA assets for January, 2018: \$1283.34
- See attached report for more detailed information.
- Brenda discussed our financial situation
- We are very short of funds in our chequing account with only \$125 there.
- Suggestion that we target businesses who are members for paying ads

- Brenda discussed what the monies in the savings account are for. This was money left over from the Visioning project and has historically been used for OPSRRA projects
- The membership/road safety meeting was an OPSRRA project so it was suggested that money could be transferred from the savings account to chequing to cover these expenses
- Question as to whether it is worth meeting at the JdF Services Building as we have to pay for insurance.
- We have 2 domain names which have annual fees
- Should we continue to support the notice boards in Otter Point? Suggestion to investigate getting a grant for notice board expenses. To be discussed at the spring retreat\*

**Moved: Brenda**

**Seconded: Cheryl**

**Approved**

**Motion:** OPSRRA will reimburse Arnie Campbell for expenses he incurred repairing the OPSRRA notice boards for the amount of \$57.30.

**Moved: Brenda**

**Seconded: Cheryl**

**Approved**

## 5. Membership Report

- Voting members: voting and associate members total of 461. A further 11 are not members but receive our newsletter.
- Sandy is putting the businesses who are members on a spreadsheet and contacting them as to whether they are still interested in advertising in the newsletter. She is also putting them onto a map
- Newsletter/blog statistics: 56% open rate

**Moved: Sandy**

**Seconded: Cheryl**

**Approved**

## 6. Business Arising from Previous Meetings

Road Safety Meeting follow-up

- Bill discussed the meeting he and OPSRRA member Gerard LeBlanc had with Alternate Director Wally Vowles
- Suggested that we contact Shawn Haley from MOTI regarding the parameters of the road safety study
- Dan reported on his meeting with RCMP Staff Sergeant Jeff McArthur
- Enforcement is a concern due to lack of RCMP resources
- Dan explained Average Speed over Distance (ASOD). This is tool for speed enforcement.
- This is something which we should support bringing to our area

- Need to follow up with John Horgan's office regarding the letter he sent to Sean Sullivan with the RCMP regarding increased RCMP resources in our area.
- Need to develop some strategies for how to follow up with road issues. This will be a Retreat issue\*

#### Jordan River Signage

- Cheryl has discussed signage with BC Hydro. They are requesting more information.

#### Jordan River Re-zoning.

- Cheryl and Brenda reported on the public hearing on the rezoning.
- The meeting was very brief and there was very little public input on the issue.

#### Google Accounts

- Sandy will provide a tutorial on how to use Google Chrome. Tutorial scheduled for Sunday, Feb 25 at Sandy's house.

#### Highspeed Internet in Jordan River

- Cheryl reported that it looks like high speed internet will be available by 2021 in Jordan River. Wire will be laid underwater along the coast and a private company will need to connect households. We will report on this in the blog.

#### Vacation Rental issues in Jordan River

- Brenda has spoken with JdF Planning who have informed us that vacation rentals are not allowed in the Wildwood zone. Primary use is residential and the owner must be on site. However the CRD cannot enforce the bylaw without a complaint. Brenda will do a blog post on this subject.

#### Website Issues

- Sandy and Cheryl have had some meeting regarding the website.
- Navigation of the site is an issue and they have come up with some alternative ways to navigate.
- They discussed possibilities for a new look for the website
- They are doing a tutorial on WordPress on March 17, 2018, and directors interested are welcome to attend

## 7. New Business

#### Communications Policy

- Dan, Sandy and Cheryl met to discuss OPSRRA communications.
- Directors had a discussion regarding the goals of the newsletter
- Editorial and approval policy is set by the board, but Communications subcommittee will have editorial prerogative over what is published in the blog/newsletter
- Suggestion to have a younger OPSRRA member take over the social media aspects, ie Instagram

#### Planning for OPSRRA AGM

- Suggestion for speaker at the meeting : Shawn Haley from MOTI
- We will ask Mike Hicks to be MC and to run the election
- We will send out a notification and blog post requesting board members by March 15, 2018
- Official notice for the meeting will be 2 weeks prior to the AGM
- Fiona will book meeting room

## **8. Director's Reports**

Community Events:

- Shirley Craft Fair, March 18, 2018, 10 am – 4 pm.

Communications

- Discussion regarding newsletter logistics

## **9. Reports on Committees and Commissions**

- Report on Public Hearing to amend bylaw 4179 to allow agriculture on forestry zoned land.
- There were concerns from the public regarding watershed and drainage issues
- This will go to the CRD board for a decision

## **10. Next Meeting: AGM**

## **11. Adjournment: Sandy: 4:50 pm**

### **Action Items:**

**Board to develop strategies to follow up on road safety issues – retreat item**

**Letter to be sent to Shawn Haley of MOTI regarding the parameters of the road safety study**

**Letter to be sent to John Horgan's office following up on his letter sent to Sean Sullivan requesting additional RCMP resources in our area**

**Brenda to do blog post regarding vacation rentals in our area**

**Possible grant for notice boards – retreat item**