



Representing the Residents and Ratepayers of Otter Point, Shirley and Jordan River
www.opsrra.ca

Directors' Meeting Minutes

Date: December 17, 2018

Time: 7 pm

Place: 7851 Tugwell Rd. Otter Point (Christmas Gathering at President's House)

Welcome and Introductory Comments – Bill Dushenko

1. Adoption of Consent Agenda

- Some discussion regarding the Membership Report...
- 11 new members since August 2018 which represents both individual and business members
- Membership spreadsheet will be updated to separate businesses from individuals

Moved: Cheryl

Seconded: Sandy

Approved

2. Treasurer's Report—Diane Foster

Diane discussed the budget and the financial reports

- Increase in our income of \$700.00 from memberships, a grant from the CRD, and donations at the Annual General meeting
- Expenses just under \$300 between March and December 2018
- More details of the Treasurer's Report are on our website
- Discussion of the draft budget and the membership fees is moved to the next board meeting

Moved : Diane

Second: Sandy

Approved

3. Business Arising from Previous Meetings

Notice Boards and Jordan River Signage:

- Funds have been received from the CRD for the signage project in Jordan River.

- The OPSRRA noticeboards will be dealt with in the spring when the weather improves.
- The signposts for the Jordan River sign have been delivered and are currently stored in Diane's shop.
- The board faces will be ready for construction in March 2019.
- Cheryl will forward the design for the signs to Murray Tompkins.
- A person is required to take on the management of the project and the construction of the sign.
- Cheryl will check into getting a local person with the alternative being to approach Camosun College or EMCS.

Vacation Rentals in Jordan River,

- Brenda has been investigating the Vacation Rental issues in our communities.
- There is some discrepancy and misunderstanding regarding the bylaws around vacation rentals.
- Brenda will put together a document regarding this issue.
- The Zoning Bylaw for our area will be updated in the near future and vacation rentals will be an area to be clarified.

Jordan River Hub Update

- Pascale has moved in a different direction and the JR HUB website and Facebook page has been shut down.
- Cheryl discussed that the new JR Community Association (JRCA) is developing its structure and board and will be meeting over the next few months to determine next steps.
- The Pacheedaht is looking to create a closer relationship with other residents in Jordan River and are in talks with the new JRCA.
- Bill will contact the Chief with an updated on the signage for JR.

Historical Records

- Diane and Bill will pick up the historical OPSRRA records from Arnie Campbell.

Clark Road Soil Deposit

- The JdF Land Use Committee is meeting to discuss this issue.
- Recommendation from staff is to allow the soils permit as there will be reclamation of the land and all permits are being applied for.

4. New Business

Director Roles

- Cheryl and Bill discussed the document outlining Directors' roles.

- This document will be shared with all directors and comments will be solicited.
- Additional discussion of the roles scheduled for the next board meeting.

Director Recruitment

- Active recruitment for directors needs to be started immediately as three directors are stepping down at the AGM.

5. Director's Reports

Community Events

- Rural Paramedic and Neighbourhood Watch in Shirley
- Music in Shirley

December Director's Report

- Bill outlined the content of the December report

6. Reports on Committees, Commissions etc:

- Fiona reported on the recent Shirley APC meeting regarding a property on Invermuir Rd

7. Date for next meeting: February 24, 2019

8. Adjournment: Brenda, 9:19

Follow-up Items:

- Separate spreadsheets for members and businesses (Diane)
- Draft budget (Diane)
- Design for the JR signs forwarded to Murray Tompkins (Cheryl)
- EMCC or Camosun doing JR sign construction
- Vacation rental documents (Brenda)
- Contact Pacheedaht Chief re: JR signs (Bill)
- Pick up historical records from Arnie Campbell (Bill)
- Review proposed director roles (All)
- Active recruitment for directors (Bill and Cheryl)