

DIRA Executive Minutes December 6, 2010 APPROVED

Old School Meeting Room

7:30 p.m.

Executive Present: Liz Johnston, Derek Hood, Frank Frketich, Doug Wright, Max Campill-Wedges, Nettie Cotter, Doug Ward

Absent: Andrew Scruton

Presentations:

n/a

Call to Order: 7:30 p.m.

1. Motion to Approve Minutes of November 1, 2010 Executive Meeting: *M/S/carried*
2. Motion to Approve Agenda as amended to include incoming & outgoing correspondence listings, and to add item #9 to New Business: *M/S/carried*

New Business:

1. DIRA (AXIS) Insurance... Update re: Breakout of Costs (Derek)

Payment has been made on the AXIS Insurance annual invoice was paid for a policy that includes coverage of all participants including Old School, Graham Lake swim dock, Waste Management, Marine Dock and Bill Mee.

Action: Upon receiving further information from the insurance company, Derek will allocate and recover appropriate costs to the individual entities.

2. DIVFD Financial review (Doug Ward)

There has been no response to DIRA's formal letter dated December 2, 2010 regarding a member's request for review of DIVFD books.

Action: To wait for proposed dates to expire before any further actions or correspondence are made. Discussion will be deferred until then.

3. DICEEC Update (Doug Wright)

CVRD has an open house financial presentation to be held on December 7, 2010.

Simon Palmer, Chair DICEEC, plans to present to the December General Meeting attendees the following:

- request for a show/indication of support for the existing Committee
- Committee name change to 'Denman Works'
- Budget 2011 presentation for approval

4. Parks Update (Max)

The most recent update was incoming correspondence #17 item from Peter Karsten re: Grapevine article "News on Parks on Denman".

Action: Max will attend the next Parks Committee meeting and report.

5. Follow-up re: suggestions from Bruce Joliffe re: Governance

Action: Postpone for January.

6. Possible "No Surprises" policy to put forward as a notice of Motion?

Action: Defer to a later date.

7. Cabinets from Conservancy / Request to purchase binders etc. (Liz)

Action: Executive removed donated filing cabinet from the Old School building. Discussion re purchases of binders, etc is deferred.

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8. December 13, 2010 General Meeting:

Copies of "Orders of Precedence of Motions" and "Robert's Rules of Order Motions Chart" were distributed to the Executive for review and guidance. Executive discussed and agreed to include the document "A question of 'Point of Order' Decision" by the Chair at the General Meeting November 8th, 2010 as a memo to file in the incoming correspondence.

Action: Venue – Back Hall of the Community Hall; Facilitator – Liz shared with Derek; Setup – Max, Liz, Nettie; Signs – Derek; Grapevine – Max, Liz to edit; Minutes – Doug Wright.

9. Follow-up on outstanding action items from November 1, 2010 Executive Meeting:

The Executive reviewed all Action items and identified those completed and still outstanding. Further follow-up was assigned as required.

Incoming Correspondence:

1. Edi Johnston, DIRA member, request for DIRA to make a formal request to DIVFD re financial review, November 3 and 7, 2010
2. Moira Webster, DIRA member, request for copies of specific DIRA incoming & outgoing correspondence, November 7 and 8, 2010
3. Bruce Joliffe, CVRD Regional Director, phone request to meet DIRA Executive for quick informal discussion on his passing through Denman on November 8, 2010 (cannot attend General Meeting), November 7, 2010
4. Ralph Walton, DIRA member, comments re: November 8, 2010 General Meeting, November 9, 2010
5. Ralph McCuaig, DIRA member, comments re: November 8, 2010 General Meeting and DICEEC, copied to Simon Palmer, November 9, 2010
6. Sharon Clarke, DIRA member, response to DICEEC information re Jackie Picket's leave and further DICEEC discussion, November 9, 2010
7. Bill Engelson, VIRL, copy of letter to Bruce Joliffe, CVRD Regional Director, requesting statistical information for publication, November 10, 2010
8. Margie Gang, Director Hornby Denman Tourism Services Association, queries re grant, forwarded to DICEEC, November 11, 2010
9. Ian Smith, CVRD, Notice of CVRD Review and Public Meetings Denman (Dec 6, 2010)/Hornby (Dec.7, 2010) Economic Enhancement Service, November 12, 2010
10. Allan Danks, Denman resident, request to attend next DIRA Executive meeting, November 14, 2010
11. Moira Webster, DIRA member, request for information regarding October 18, 2010 Motion to request CVRD financial report, November 16 and 22, 2010
12. Simon Palmer, Chair DICEEC, copy of Notice of Motion for December 13 General Meeting for Grapevine publication, November 20, 2010
13. Ashlea Jonesmith, Transition Denman, thank you letter for DIRA participation on the TEXPO event, November 25, 2010
14. Kathryn Britnell, AXIS Insurance, update & queries on insurance issues to Liz Johnston and Gloria Michin, November 18 and 28, 2010
15. Peter Karsten, Chair Parks Committee, copy of Grapevine article "News on Parks on Denman", November 28, 2010
16. Ian Smith, CVRD, information forwarded re: Vancouver Foundation's granting programs for 2011, November 28, 2010
17. Bill Engelson, VIRL, summary submitted re November 10th meeting with Bruce Joliffe re VIRL branch on Denman, November 28, 2010
18. Marie Lapp, Financial Services Assistant CVRD, notice of risk management inspection on Community Hall, forwarded to Boyd McKean of DIRCS, November 29, 2010

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19. Marie Lapp, Financial Services Assistant CVRD, copies of draft economic development reconciliation report for Denman and Hornby Islands to be discussed at open houses to be held December 6 and 7, 2010, December 1, 2010
20. Bill Engelson, Chair, DICES Council, copy of letter to Tony Law re student safety at Denman ferry landing, December 2, 2010
21. Allan Danks, Denman resident, request to present at General Meeting on December 13, 2010 in lieu of at the Executive Meeting on December 6, 2010, December 2, 2010
22. Janet LeBlanc, HIRRA, advice of HIRRA's "No Surprises" policy of motions presented at meetings, December 3, 2010
23. Ian Smith, CVRD, notice of contract non-renewal by Patricia Gagnon which expires December 31, 2010, December 3, 2010
24. Helen Fugale, WestCCAP, The West Coast Community Adjustment Program, final Contribution Agreement signed by WestCCAP Administrator (subsequent to DIRA signing), December 6, 2010
25. Memo to File, from Executive Meeting, Re: "A question of 'Point of Order' Decision" by the Chair at the General Meeting November 8th, 2010, December 6, 2010

Outgoing Correspondence:

1. WestCCAP, The West Coast Community Adjustment Program, completed Contribution Agreement signed by DIRA (still requiring WestCCAP signatures), see copy of finalized agreement for incoming correspondence item #24, mailed November 9, 2010
2. All parties involved re: new 750 hectare protected park area, DIRA appreciation letter November 8, 2010
3. Moira Webster, DIRA member, response re: request for copies of specific DIRA incoming & outgoing correspondence, copies hand delivered, November 8, 2010
4. Julie Kochanuk & Mike Nestor, HDCHC Youth & Family, DIRA thank you for presentation at November 8, 2010 General Meeting, November 9, 2010
5. Simon Palmer, Sharon Clarke & DIRA Executive, copy of Jackie Picket's June 2010 leave of absence from DICEEC, November 9, 2010
6. Allan Danks, Denman resident, confirmation to A. Danks' request to attend next DIRA Executive Meeting on December 6, 2010, November 15, 2010
7. Moira Webster, DIRA member, response re: request for information regarding October 18, 2010 Motion to request CVRD financial report, November 22, 2010
8. Gloria Michin, Old School Committee, forward copy of AXIS Insurance annual invoice, November 30, 2010
9. AXIS Insurance, cheque of \$4,476 in payment of annual invoice and signed document re: "SEF No.99 Excluding Long Term Leased Vehicle Endorsement", November 30, 2010
10. Don Lockett and John Ralston, DIVFD, DIRA letter requesting review of DIVFD books with proposed dates, December 2, 2010
11. Allan Danks, Denman resident, confirmation to A. Danks to present at General Meeting on December 13, 2010 in lieu of at the Executive Meeting on December 6, 2010, December 2, 2010

Adjournment: *M/S/carried*

9:35 p.m.