

Approved

**DIRA General Meeting, November 8, 2010.**

**Denman Community Back Hall**

---

Call to Order 7:30 PM

[Attendees: 38](#)

Executive Board Present: Chair Liz Johnston, Doug Ward, Doug Wright, Derek Hood, Max Cambill-Wedges, Nettie Cotter, Frank Frketich.

Regrets: Andrew Scruton.

Approval of the Agenda: Motion carried.

October 18, 2010 minutes of the DIRA General Meeting were approved as previously circulated by email. [Motion carried.](#)

[Guest Presentation: Hornby Denman Community Health Care Services](#)

Julie Kochanuk: "Youth and Family Services provided on Denman".

Julie, assisted by Mike Nestor, advised that their Child, Youth and Family Team receive their funding via contracts with MCFD and VIHA. Their activity covers topics such as Families in Crisis, Youth Outreach, and Parenting including writing columns on parenting that are carried by the local papers. Their time is divided between Denman and Hornby and while on Denman where they share office space at the Health Clinic with VIHA, Women's Transition, and RCMP Victim Services. The Community Health Care group collaborates with these other Agencies but do not share confidential information with them.

[Executive Board Report:](#)

Chair Liz Johnston welcomed Frank Frketick as the new Executive member to fill the current vacancy on the Board. Frank provided a brief self-introduction.

Derek Hood advised that the Executive had met in the afternoon of Nov 8 with Bruce Joliffie, at his request, to review the current status of DICEEC and some other general topics. Bruce was unable to be present at the DIRA meeting, Derek read a statement from Bruce which is attached. (Attachment #1)

### Ferry Advisory:

Dennis Forsyth reported on the recent meeting with BC Ferries the topics included:

Ferries CFO advised they had received a \$125 million GST rebate from the purchase of the new ferries that operate on the major routes; there will be no benefit accruing to the minor routes from this refund.

Ferries also announced that they are assuming that:

Government financial contribution to Ferries will be unchanged, that operating costs will rise and we must assume that user costs will increase and that service on some routes will be cut.

Major work is planned for the facilities at Gravelly Bay and Shingle Point, service will be disrupted as a result, some form of alternate transportation during the construction has not yet been announced.

The study to operate a cable ferry on the Buckley Bay/Denman route is still progressing.

The issue of alcohol and related behavior was reviewed. Dennis indicated that, technically, the Captain and crew have some authority to act in these situations in reality it might be more appropriate to call the RCMP to deal with such incidents.

Some islands, who are concerned at the rising cost of transporting supplies to their location, are negotiating with Ferries to freeze rates for commercial transports and compensate the revenue loss by increasing other fares.

The issue of vehicles queuing during the peak summer months on Denman and Northwest Roads continues to be a major concern. Some form of traffic control is desirable to ensure vehicles alternate from Denman and Northwest onto the queuing lane on the ferry hill. Dennis recommended that DIRA initiate communication with Ferries and the Ministry of Transportation to find a solution.

Dennis will prepare a draft letter for review and approval by DIRA.

### Parks: (Attachment #2)

Peter Karsten's report is attached that includes updates on Stanehill Park, Morning Beach Park and CVRD budget, North Denman Lands next steps, a Working Group representing Denman's interests to be chaired by Jack Forsyth that will be a communication link with BC Parks as they develop a Park Plan.

Residents are encouraged to participate at a meeting of the Parks Greenway Master Works Plan on Nov 24 from 6:00 PM to 9:00 PM.

#### [Denman Island Economic Enhancement Committee : \(Attachment #3\)](#)

Denman resident Alan Danks raised a question re: 'point of order' as to whether DICEEC had any validity to report as a committee of DIRA, The Chair did not accept Mr. Danks 'point of order' as DICEEC is a legitimate committee of DIRA. The Chair asked DICEEC to proceed with their presentation.

DICEEC Chair: Simon Palmer's report and presentation is attached. Simon summarized the progress of DICEEC's activity to date and provided an overview of recommended next steps. During discussions before and after the presentation, Simon received questions and queries from the membership. He intends to address those he was unable to answer fully at the next DIRA General Meeting.

#### [Graham Lake Swim Dock:](#)

Derek Hood, on behalf of Doug Bell, advised that \$221.10 has been collected from Denman Islanders from the "pot" in the General Store. Total donated to date \$291.10.

#### [Wildlife Advisory:](#)

Dennis Forsyth reported that two bears have been sighted on Denman and a cougar appears to still be on the Island.

#### [Community Announcement: \(Attachment #4\)](#)

Nettie Cotter, on behalf of Shari Dunnet of HDHCS , read a community announcement regarding the Seniors Survey to be held on November 10<sup>th</sup> at the Seniors Lounge .

[Adjournment: 9:35 pm Motion carried.](#)

#### **Incoming Correspondence:**

1. Sharon Clarke, DIRA member, request for copies of October correspondence: Outgoing items #5 & #9, October 17, 2010
2. Kathryn Britnell, AXIS Insurance, received & acknowledged listing of all agencies to be named in DIRA Insurance Policy, October 19, 2010
3. Harlene Holm, Denman resident, re Economic Enhancement budget and funds, October 19, 2010
4. Shari Dunnet, Denman Health Society, acknowledge DIRA Executive thanks re presentation "Age-Friendly Communities" Planning at October DIRA General Meeting and forthcoming Letter of Endorsement, October 21, 2010

5. John Johnston, Denman Island Dock Committee, forward document for DIRA signature, the Amendment to Fisheries Authorization from Scott Northrup to extend construction dates, October 19, 2010
6. Simon Palmer, DICEEC Committee member, request DIRA Executive approval re new committee members, October 20, 2010
7. Simon Palmer, DICEEC, copies of email request and response with Ian Smith and Wendy Byrne of CVRD requesting information meeting dates, October 21 and 23, 2010
8. John Johnston, DI Dock Committee, copy of Committee declaration letter to funding partners, request for DIRA cover letter confirming funds and due diligence, request to attend next DIRA Executive meeting, October 25, 2010
9. AXIS Insurance, Kathryn Britnell, confirmation and update on renewal of insurance policy , October 27, 2010
10. Edi Johnston, DIRA member, copies of correspondence addressed to John Ralston of DI Volunteer Fire Department re request to review financial records and proposed meeting dates, October 24 and 26, 2010
11. Simon Palmer, DICEEC, forward CVRD advice of potential meeting dates December 6 or 7, 2010 to be fixed at a later date, October 28, 2010
12. Jean Cockburn, Arts Denman, advice of reporting dates of quarterly reports to DIRA re DICEEC grant; acknowledged by DIRA Executive, October 28, 2010
13. Tony Law, recently appointed member of CVRD Standing Committee on Homelessness and Housing, re appointment to the Committee with copy of Committee Terms of Reference, October 31, 2010
14. John Johnston, DI Dock Committee, submission of copies of WestCCap program's Contribution Agreement between Community Futures of Strathcona and DIRA and of Committee Confirmation letter to both funding agencies, November 1, 2010
15. Don Lockett, Fire Chief, advice of interim Acting Fire Chief Rob Manering during his absence until November 23, 2010, November 5, 2010
16. Assessment Department of WCB of BC, WorkSafe BC, 2011 industry base rate information and classification unit descriptions, received November 5, 2010

#### **Outgoing Correspondence:**

1. Sharon Clarke, DIRA member, copy of requested October outgoing correspondence item #9, October 18, 2010
2. Sharon Clarke, DIRA member, copy of requested October outgoing correspondence item #5, October 18, 2010
3. Kathryn Britnell, AXIS Insurance, listing of all agencies to be named in DIRA Insurance Policy, October 18, 2010;
4. Shari Dunnet, Denman Health Society, DIRA Executive's thank you re presentation "Age-Friendly Communities" Planning at October DIRA General Meeting, October 20, 2010
5. Simon Palmer, DICEEC Committee member, DIRA Executive letter of support and approval re new committee members as requested, October 21, 2010
6. Kathryn Britnell, AXIS Insurance, signed copy of Broker of Record Appointment letter addressed to Intact Insurance as requested, October 25, 2010
7. Shari Dunnet, Denman Health Society, DIRA Executive Letter of Endorsement re "Age-Friendly Communities" Planning project as presented at October DIRA General Meeting, October 21, 2010
8. Funding Agencies for DI Dock Committee, DIRA confirmation letter stating that funds on hand are dedicated to Dock construction and all permits/licenses in place, November 2,

## Attachment #1

Statement from Bruce Jolliffe for Nov 8 DIRA Meeting.

I apologize for being unable to attend the November 8, 2010 DIRA meeting. A number of obligations have conspired to make it difficult for me to attend. I am currently on Hornby Island and plan to catch the 8 am ferry Tuesday November 9. I will stop at the Bistro and will be available there from 9:00 AM to 11:AM if anyone wishes to drop in and meet with me.

The Economic Enhancement service has a long history and continues to be very much a work in progress. Meeting the Denman Island resident's diverse expectations provides ongoing challenges. I and the CVRD staff will be meeting with the Denman Island residents Tuesday December 7, 2010. At that meeting there will be a review of what the economic service has delivered. Feedback from the community on the direction and an approach that this service should take will be sought. One step that is clear from both the residents of Denman Island and Hornby Island is that each community wants to have the freedom to shape its economic enhancement service independently. To meet this goal, as has been done with other services, I anticipate that the service will be split into two independent services.

## Attachment #2

### Activity Report of the Parks Committee to DIRA

November 8<sup>th</sup>, 2010 (P.K.)

#### Stanehill Park update :

- 26 plant species have been purchased from the Streamside Wild Plant nursery and additional plants available from properties of PC members will be planted this fall. Approximately 80 species will receive ID markers and referenced in the Nature Guide.
- Nature Guides are well used and available at the Stanehill Park entrance for self service.

#### Morning Beach Park .

- The PC and CVRD are working on the development of the stairway. An RFP will be issued by the CVRD for the design work.

- ❑ The park can be visited, however the rope trail down the slope has been closed for public use.
- ❑ The road shoulder has been widened for 5 parking stalls along the road opposite the park entrance.
- ❑ The PC made a site visit on September 22<sup>nd</sup> to make recommendations to the CVRD for the stairway to the beach. (report attached below)
- ❑ CVRD is handling the process to design and construct the stairway. \$12 000 are available in the 2010 CVRD budget for the design development. The PC will report back to DIRA when plans and proposals become available. The CVRD set aside \$50,000 collected from past Denman/Hornby Recreational tax contributions for the construction of the stair case. The final cost will be established once the project has gone to tender in 2011.
- ❑ Park Signage: A kiosk to present interpretive information is suggested at the entry point close to the road, but not directly at the road to allow visitors to study the information while standing in natural surroundings. The graphic design should be a painted depicting the features of the park. The concept of using self guide Nature guides, as used in the Stanehill Park, is recommended. Peter K. will provide a conceptual drawing.

#### **NDL**

- ❑ Members of the PC met with Drew Chapman, MOE Area Supervisor, Arrowsmith, and Bill Woodhouse, MOE, Area Supervisor, Cape Scott, on November the 27<sup>th</sup> at the fire hall to discuss the best means and ways to collaborate with the MOE on the designation, development and operation BC Parks on Denman Island in the years to come.
- ❑ The creation of a working group to include all constituents interested in conservation and recreation on Denman Island was determined to be the best approach. This has worked well on Hornby and in other communities to develop parks with good community collaboration. The TOR will be drafted to pursue this concept.
- ❑ There is some urgency for the islanders to coordinate with the MOE since the designation (the use) for the park parcel must be completed by March 2011, when this is presented to the legislature for approval.
- ❑ The MOE representatives noted that there can be designations within designations to accommodate conservation and recreational interests in a given parcel..

A map of the island-wide network of existing trails will be produce

### [Attachment #3](#)

## NOVEMBER 8 2010 DIRA/DICEEC PRESENTATION

### Introductions

Simon Palmer

Jackie Picket

Jennifer Villard

I would like to start by acknowledging the contribution of past members of the committee who laid the procedural groundwork for the committee to act, who organized, received, analysed & compiled community input and published a 5 year plan. I thought it useful to reproduce some of the highlights of that plan which is the blueprint for your current committee's actions. I have condensed these from several pages. The complete Plan is available on the DIRA website & in the library

(Slide #1 through #5)

In furtherance of some of the objectives previously mentioned the committee, earlier this year, supervised the disbursement of Community Project Funds in the total amount of \$22,940 (Slide #6)

Carried over to 2011 is \$15,060 and your present committee will be making every effort to ensure that all qualifying organizations are aware of the Community Grant Funds available & given assistance in applying for them.

Finally the past committee set up the Resource Centre at the Seniors' Centre, now staffed, and employed the skills of a Community Services Coordinator who is under contract to the Regional District.

It was a busy time, in many ways, for those committee members & they deserve credit.

Now you have a new committee & our commitment is no less strong, as is our intent to follow the broad Terms of Reference adopted in April of last year.

Tonight I only have time to mention two aspects of our work in any detail, but as your new committee gets up to speed, you will receive updates on other activities, on our website, in the Grapevine and at meetings like this. There is a lot in the works and surely more on the

way as individuals & organizations hear what we are appointed to do, and they in turn come forward looking for assistance of various kinds.

The first resource I would like to mention is Patricia Gagnon, the Community Services Coordinator, in plain English, the Regional District's link to both Hornby's & Denman's economic enhancement organizations. I believe her role is not well understood by most on Denman and her accomplishments even less well known. For example she was key in building the economic enhancement committee structure, in developing systems allowing for community input into the 5 year plan and guiding the process for distributing community funds earlier this year. But more than this, which is where your present committee believes she has been & will be of even greater value to Denman, is in sourcing outside funding for island projects.

By way of example, and this is by no means a complete list, is the Arts Denman grant (Slide #7) about which I received a letter from Cynthia Minden, highlights are -

Another organization receiving outside funds thanks to Patricia's contacts & experience is Hornby Denman Health Services. A letter from Shari Dunnet reads in part -

And finally, much smaller, yet important to that segment of our community were two grants to Denman/Hornby Island Equines Association on which Jackie Ward will kindly speak

Finally the Growers Producers Alliance project which Ralph Walton is here to tell you more about

So you may know, Patricia is under contract to the Regional District, her fee is \$3,300 a month for 90 hours a month divided between Hornby & Denman and she is normally on Denman, at the Resource Centre,

Mondays & Tuesdays from 10am to 3pm. I say normally because she often spends Denman hours working from home, contractors often do, it is more efficient because less time is spent on the road. The only figure that I would suggest is important is what she produces less her cost. The Denman portion of her fee we must assume (because the regional district does not break it down) amounts to some \$1,650 a month for which she has directly delivered over \$90,000 of funding in the last year whilst working on \$400,000 for delivery in 2011.

The second economic resource I would mention is The Resource Centre across the road. It is open Monday & Wednesday from noon to 4pm in the Seniors' Hall & staffed by Wind Rombough. Wind's modest remuneration & the rent paid to the Hall for her office/cubbyhole come out of the economic enhancement budget & I should therefore report on what she does. Some highlights (Slide #8) – she built the Growers Producers Association website (you should log on, I think it's very good – [islandagriculture.wordpress.com](http://islandagriculture.wordpress.com)), she gathered information for the brochure that went into the BC Travel Centre, also the Blackberry Faire Brochure. She is currently rebuilding the Denman Economic Enhancement website which will have links to a Job Board, which she is creating, plus a Community Calendar and many other resources of potential interest to small businesses on the island. Soon she will start work on a Community Asset Inventory, information on which will be available on the website & other outlets shortly. Above all Wind is there as what I would call the 'shop window' on what your economic enhancement committee might do for you, what financial assistance is out there, to provide grant information and advice on how to apply and so on. She will not have an answer for everything but does know where to find one. She is a most pleasant person, easy to talk to and a good listener.

I have taken up more than my fair share of your time, however economic enhancement appears to be a concept that has a lot of catching up to do on the island.

Thank you. Any questions?

## **Slide Presentations # 1-5**

### **Denman Island Community Economic Enhancement Committee**

#### Committee's Terms of Reference

To work for the economic betterment of all islanders by –

- Setting goals that conform with the wishes of the majority of islanders
- Developing and implementing plans to meet those goals
- Encouraging collaboration between island groups, resources & individuals

### **Denman Island Community Economic Enhancement Committee**

#### Committee's Commandments

To be mindful at all times of–

- The interaction of individuals, the community and the environment on this small island
- The need to preserve the ecosystems, biodiversity and coastal waters of the island
- The importance of fresh water, its conservation & collection
- The contribution of farming on the island, for sustainability, rural compatibility & jobs
- The diversity and individuality of islanders, their views & historical interest in contributing

### **Denman Island Community Economic Enhancement Committee**

#### Committee's Prime Objectives

- To encourage a range of activities that support Denman's diverse community
- To create opportunities for employment and self-employment
- To support local production of all kinds
- To help in enhancing the Village, its open spaces & amenities
- To promote low-impact, eco-sensitive tourism & thereby local employment
- To assist cultural, craft, agricultural fairs, tours & festivals, all contributors to the betterment of Denman's community life

**Denman Island Community Economic Enhancement Committee**

Key Areas Identified by the Community for Action in 2009

For Development or Expansion:

- Agriculture
- Recreation & Culture
- Health & Wellness
- Tourism & Hospitality
- Value added wood – craftsmanship
- Food processing

For Business Services

- Grant writing assistance
- Apprenticeship programs
- Marketing assistance
- Job Board
- Business Plan Assistance
- Worker Referral Service

**Denman Island Community Economic Enhancement Committee**

Committee Conclusions from Community Input & Focus Groups

Marketing:

- Create a 'Denman Style' identity
- Improve Denman's website
- Update brochures, maps, directories
- Promote "buy local" efforts

Collaboration:

- Strength in joint initiatives & associations
- Share resources, information, equipment
- Co-op purchasing, marketing, transportation

Business Assistance

- Apprenticeship programs, job training
- Start-up assistance/mentoring
- Shared services, administrative support
- Access to business, regulatory information
- Fundraising assistance, workshops
- The Job Board

2010 Community Project Funding

Arts Denman

– for a Marketing Manager, Studio Guide development & annual Studio Tour event \$9,310

Denman Island Community Education Society

- for the Denman Small Business Forum, successful business people mentoring start-ups \$1,480

Denman Island Seniors & Museum Society

- for Phase One of the Denman Village Project to enhance The Village, amenities & develop a Community Events Board \$8,750

Hornby Denman Tourism Services

- for the Visitor Services Extension Project to update the brochure & expand marketing through BC Ferries Vacation Centre. Funding shared with HICEEC \$3,400

Total \$22,940

**Denman Island Community Economic Enhancement Committee**

Outside Funding Obtained with Community Services Coordinator's Assistance

Arts Denman	\$75,000
Hornby Denman Health Services	\$14,000
Denman/Hornby Equines Association	\$580+500

Outside Funding Application in the Works

Growers Producers Alliance (about) \$400,000

**Denman Island Community Economic Enhancement Committee**

The Resource Centre & Wind Rombough

Done:

- Built the Growers Producers Alliance website
- Gathered information for the visitors' brochure
- Contributed information to the Blackberry Faire brochure

In Hand:

- Resource Centre and Economic Enhancement websites

- The Job Board
- The Community Calendar
- E-Newsletter to subscribers (free)
- Research for GPA grant application

Upcoming:

- Community Asset Inventory
- Business Group development

Ongoing:

- Maintenance of websites, Job Board, Calendar, Newsletter
- Expansion of funding data & material library
- Grant writing assistance

Simon Palmer [SimonPalmer3720@gmail.com](mailto:SimonPalmer3720@gmail.com)

Jackie Pickett [JackiePickett22@gmail.com](mailto:JackiePickett22@gmail.com)

Jennifer Villard [JenniferVillard@telus.net](mailto:JenniferVillard@telus.net)

#### [Attachment #4](#) **DIRA community announcement**

(For Nov 8<sup>th</sup> meeting)

The *Hornby & Denman Community Health Care Society* would like to remind everyone about the **Seniors Survey**.

For everyone 65 and older, if you haven't yet filled out a questionnaire, please do so. And encourage others to complete one...We're asking for surveys to be completed and returned by next Monday, Nov. 15<sup>th</sup>. Surveys are available to pick up and drop off with the receptionist at the Denman Health Centre.

Also a reminder that surveys will be at the **Denman Seniors Lounge** this **Wednesday, Nov. 10<sup>th</sup>** from **10 am to 3 pm**. Drop by and fill out a questionnaire or take one with you, and enjoy complimentary coffee, tea and cookies.

We've had a good response so far with many seniors picking up the survey. Please encourage everyone who hasn't completed one to do so as it is important that we have a wide range of experiences, thoughts, opinions and circumstances to really reflect the community.

This information will all be kept strictly confidential. Information collected will give us a snapshot of Denman now and help us plan for the future. With the number of seniors on Denman forecast to virtually triple in the next 15 or so years, it's extremely important that we do some planning to ensure we can best support sustaining wellness and quality of life for all seniors who call Denman, "home".

For further info, 250 898-0245.