

**Denman Island Residents Association
Annual General Meeting
April 11, 2011**

Held at the Community Hall, Attendance: 55 Members

Executive in Attendance: Liz Johnston, Andrew Scruton, Derek Hood, Doug Wright, Nettie Cotter, Frank Frketich. [Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use the Text Box Tools tab to change the formatting of the pull quote text box.]

Call to Order: 7:34 P.M.

Chair: Liz Johnston called the meeting to order and asked for general consent from the assembly to proceed with a different format from prior AGMs: That there would be only one meeting which constitutes the DIRA AGM, but that it would also constitute the April GM. business as time would allow. This would avert the complicated process of trying to hold two meetings in one evening. The unapproved minutes will then be brought forward to the next GM in May for approval. General Consent was given for this format.

Motion: to Approve 2010 AGM Minutes: M/S/C

Motion re February 14, 2011 Minutes: Moira Webster presented the following motion:

Whereas the expectation of the DIRA membership is that the official record of meetings (the minutes) will be an accurate representation of the proceedings stating what was done and not what was said; and,

Whereas It is
by the Executive
subsequently

I Move that
amended as

- a) That
- Exec
- b) That
- c) That

Rescinded May 9, 2011

remarks
e
e
e DIRA
rt the

motion and it was subsequently Moved and Seconded that the motion be tabled. Motion to Table was CARRIED.

Motion to Table the preceding motion: M/S/C

Motion to Approve March General Meeting Minutes: M/S/C

Motion to Adopt the Agenda as presented: M/S/C

Chair's Annual Report: Liz Johnston reported on the DIRA 40 year anniversary this AGM and asked that the membership reflect on the amazing accomplishments completed by volunteers members over these years. Many of our community amenities & services can be attributed to their work. Recognition and awards were given to 40 year members Patti Willis & Glen Snook, along with other long term members attending which included; Gloria Michin, Clark Siferd, Bob French, & Leslie Dunsmore. Many of the other long term DIRA members and families not in attendance were named and thanked. A forty year celebration cake was served to commemorate the event. The Chair's Annual Report including a current structure chart has been posted to DIRA website and in the interest of ensuring time for the Committees' Reports, its reading was excused. (see attachment #1)

Nominating Committee Report: Derek Hood noted three people have expressed willingness to stand for the DIRA Executive. The Chair asked for further nominations from the floor, but as there were no further nominations, Jane Kerr, Bert Taylor, and Clark Siferd were elected by acclamation. The outgoing executive board was thanked by the Chair. The incoming Executive Members consist of Doug Ward, Frank Freketich, Nettie Cotter, Clark Siferd, Jane Kerr, and Bert Taylor.

Treasurers Report: Derek Hood presented the Financial Statement prepared by Accountant, Lloyd Neufeld. Derek noted that the year-end surplus was \$127,794; the volume of transactions this year was significantly higher principally due to the funds received on behalf of the Community Dock Committee and Denman Works. As a result of this volume Derek suggested that the incoming Executive consider accessing the electronic online banking available at the Credit \union.

The difficulty of preparing a financial report immediately at the conclusion of a fiscal year was noted. Derek recommended that the incoming Executive consider adjusting the date of the presentation of the Treasurer's report be adjusted to allow sufficient time to reconcile any discrepancies that may appear. Derek noted that there may be a discrepancy indicated on the statement regarding the Directors liability insurance and he will liaise with Lloyd Neufeld to clarify and report back to the DIRA membership.

Motion that the Treasurer's report as reflected in the Financial Statement by accepted as presented subject to the reconciliation of the Directors insurance. M/S/C (see attachment #2)

Committee Reports – Tax Based

Bill Mee Park Committee: John Wigle presented the report. **Motion** to accept the Committee's Report: M/S/C (see attachment #3)

Waste Management Committee: Bob French presented the report noting that the financial position of the committee has improved after two lean years. **Motion** to accept the Committee's Report: M/S/C (see attachment #4)

Denman WORKS Report: Simon Palmer reviewed the change in status of the committee to a Select Committee of the CVRD. He also stated that the committee would continue to report monthly to DIRA meetings. **Motion** to accept the Committee's Report: M/S/C (see attachment #5)

Denman Island Volunteer Fire Department: Chief Don Lockett briefly reviewed the budget making process of the fire department. He also mentioned that the department was given a \$25,000 on time budgetary item to prepare the site for the new ambulance station. Tendering for the site work was done by the CVRD. Finally the ambulance station should be up and running by June 30th.

Administrative Officer John Ralston explained the budget revenue and expenses. **Motion** to accept the Department's Report: M/S/C (see attachment #6)

Committee Reports – Non Tax Based

Old School Committee: Gloria Michin reviewed the revenues and expenses for the past year. **Motion** to accept the Committee's Report: M/S/C (see attachment #7)

Dock Committee: John Johnston explained the revenues and expenses from grants received and spent to this point in time. He noted that three contracts have now been signed with actual work slated to start on the dock approximately June 1. Construction costs are coming in just below the total budgeted amount which is a very positive sign. (see attachment #8)

Parks Committee: Peter Karsten reported that the committee has had a very busy year with much work done in different parks. Stanehill trails have been added and native plants identified. Morning Beach stairway engineering work is complete and money is available for the work. Peter also thanked the Park Liaison Group for their work on naming parks. (see attachments #9 and #10)

Wildlife Advisory Committee: Dennis Forsyth noted that the committee watches for cases where animals are harassed or hurt in some way.

Pesticide Free Committee: There will be compost demonstrations during the House and Garden Tour coming up in May.

Ferry Advisory Committee: Dennis Forsyth mentioned that the Ferry Commissioner has allowed fare increases of 8.2% per year for the next 4 years. Minister has stated some concern regarding the size of the increases. Perhaps this is a good time to register concerns with the Minister. As well the Ferry Commissioner has stated that B.C. Ferries should look at Alternate Service Provider on three different routes as a way to reduce costs. Denman Island is one of those routes.

Further DIRA Business: The Chair reported that the HST Application for non-profits has been completed and that copies of the document and extra forms are available from the executive.

Community Workshop: The membership was reminded of the April 16 workshop being presented by CVRD Director Bruce Jolliffe with objectives to understand and review CVRD services and service deliveries. Everyone is welcome.

Motion to Adjourn 9:40 P.M. M/S/C

Incoming Correspondence:

2011

1.	Doug Ward DIRA Executive Member	Letter of Resignation from DIRA Executive Board	Mar 13
2..	James Bast, Manager of Fire Services, CVRD	Copy of "Notice of Intention to lease regional district property" to be advertised in next few weeks re ambulance atation on Denman Island	Mar 147
3..	Gloria Michin, Chair Old School Committee	Copy of " Fluorescent Lamp Collection Standard" with queries to Axis Insurance	Mar 12
4..	Peter Karsten, Chair, Parks Committee	Copy of response to and email from Dan Stoneman re concerns and advise re Morning Beach Park and Komas Bluffs	Mar 17
5.	Don Luckett, Fire Chief	DI Ambulance Station Update report	Mar 17
6..	Louise Bell, Denman Island Trustee	Providing DIRA library with copies of "Denman Island Community Profile"	Mar 17
7..	Liz Johnston, DIRA Chair	Report of brief meeting with Ian Smith, CVRD,(his request), re update on Denman Works Committee	Mar 19
8..	Dan Stoneman, member	Comments re DIRA General Meetings with regards to Agendas and Special Issues	Mar 20
9..	Dennis Forsyth, Ferry Advisory	Request to advise DIRA members of ferry interruption from April 4 to April 8, 2011	Mar 22
10.	Bill Engleson, DIRA-VIRL Liaison	DIRA-VIRL Liaison report for the April 2011 DIRA AGM	Mar 22
11..	Teresa Warnes, Exec Asst, CVRD	Copy of Buce Jolliffe's 'Notice of Community Workshop' to be published in Grapevine; to be held April 16, 2011 at DI Community Hall, 1pm to 4 pm	Mar 22
12..	James Bast, CVRD	Letter to CVRD Fire Chiefs re CVRD Fire Services administration model review	Mar 23

13..	Steve Mayall, Project Manager, BC Ferries	Copy of response to Brian Allaert, Community Services, CVRD re query on Bill Mee usage during ferry interruption in the Fall 2011	Mar 24
14..	Robert French, Chair, Waster Mgmt Cmt	2010 Financial statements (Balance sheets/ Profit Loss Statements) for both Waste Management Committee and Bottle Depot	Mar 28
15..	Simon Palmer, Chair, Denman WORKS!	Financial reports on 2009/ 2010 Actulas	Mar 28
16..	John Wigle, Bill Mee Park & Boat Launch Cmt	2010 Year End Financials and 2011 Budget	Mar 29
17..	Ministry of Finance, BC Registry Services	Received form: "Society Annual Report Reminder" due to file after April AGM 2011 re Change in Directors	Mar 31
18..	John Ralston, DIVFD	2010 Financial Statements (Stmnt of Financial Position / Stmnt of Operations & Accumulated Surplus) and 2010 Budget	Mar 31
19..	Gloria Michin, Chair, Old School Cmt	Schedule of Receipts and Expenditures for 2010	Apr 5
20.	Max Campill- Wedges, Exec Board member	Copy of letter to Flagstone and objections to Motion passed at March 14, 2011 General Meeting	Apr 6
21.	Max Campill- Wedges, DIRA Executive Board member	Letter of Resignation for DIRA Executive Board, effective immediately	Apr 6
22.	Edina Johnston, member	Re Aug 17, 2010 request to view DIVFD books and comments re March 14 DIRA General Meeting and DIRA Executive	Apr 7
23.	John Johnston, Chair, Community Dock Cmt	Dock Project Cash Activity to Mar 31, 2011	Apr 9

Outgoing Correspondence:

2011

1.	James Bast, Manager of Fire Services,CVRD	Forward Motion passed at Mar 14 DIRA General Meeting re DI Fire Service Contract	Mar 15
2.	Grapevine; DIRA website	Request to publish/post "Notice of Annual General Meeting, Monday April 11, 2011"	Mar 19

3.	Wind Rombough, DIRA employee	Notice of Mar 31/11 closing date of current employment agreement	Mar 20
4.	DIRA tax-funded Committees	Reminder to submit Year-End Financials 2 weeks prior to April 11, 2011 AGM	Mar 25
5.	Wind Rombough, DIRA employee	Letter of Reference from DIRA	Mar 30
6.	Max Campill- Wedges, DIRA Board member	Acknowledgment of Resignation Letter from Max with regrets & thanks	Apr 7
7.	All DIRA Committee Chairs	Reminder of April 11, 2011 DIRA Annual General Meeting, tax-funded committees to provide financial reports for membership approval, request names of long time members for recognition at DIRA's 40 year celebration	Apr 7
8.	All DIRA Cmte Chairs	Copy of Yearly Info Checklist along with DIRA data and reminder to submit by May 2011 General Meeting	Apr 8
9.	James Bast, Debra Oakman, Bruce Jolliffe, CVRD	DIRA's 'Notice of Intent' to cancel existing service agreement with CVRD for Fire Services and feedback of community process, comments and correspondence in same regard	Apr 8

Denman Island Residents Association

Chair Report for Annual General Meeting April 11, 2011 (Liz Johnston)

I have been honored to be elected to the DIRA Executive Board over the past four years serving twice as Vice Chair then as Chair during the past two years. DIRA is the sum of all its parts, so I would like to keep this brief, and express sincere appreciation to ALL the generous and dedicated volunteers and members of DIRA.

DIRA has grown in leaps and bounds over the past few years with increased membership, and increased committee initiatives and responsibilities. I have attached an overview chart of DIRA using 2010 info for this report, which clearly shows how DIRA has expanded. It is for this reason that I would like to make the recommendation: that it may be time to look at some shared administrative assistance within the organization. I think this may be something that should be discussed at the upcoming CVRD Governance meeting to be held April 16, and by the membership at a later date.

Before we get to the election process to fill the 5 vacant board positions, I would like to give special thanks to;

Andrew Scruton has completed his two year term serving as Vice Chair. He served on the board for an additional 4 years, 3 as DIRA President which makes him one of DIRAs longest running Executive Members. Despite his own serious health issues, he has continued to assist us with all aspects of DIRA business. Andrew has taught us a lot about parliamentary issues, but more importantly he has by example taught us 'true generosity of spirit'. Andrew you are an inspiration to us all and will leave you with these words to express our appreciation. 'Well done my friend!'

Derek Hood has completed 4 years on the Board (2 full terms as DIRA Treasurer) and has been invaluable keeping us 'on track' both financially and mentally. Thank you, Derek, for your strong leadership skills, your patience, and willingness to assistance with the many difficult situations that arose.

Also would like thank all the other board members, Nettie Cotter, Doug Wright, Doug Ward, Frank Frketich, and Max Campill-Wedges who all have made unique contributions to DIRA and this community. I have truly enjoyed working with you all.

2011 DIRA Highlights of the Past year

- DIRA Executive received CVRD Grant-in-Aid funding of \$1000. In Aug 2010-11 for administration purposes. Originally the executive had applied for some of these funds to facilitate a community workshop to discuss governance. After discussion with CVRD, Regional Director: Bruce Jolliffe offered to facilitate such a workshop which will be held April 16, 2011 at the Denman Island Community Hall from 1-4pm.
- The Executive launched a membership drive in January 2011, which has brought in approx. \$1,500. The current membership is approx. 240 members.
- Worksafe BC undertook an assessment of DIRA WWC Rate based on current information provided and has applied a new assessment rate for DIRA employees.
- DIRA Executive has completed the process of application with Canada Revenue Agency to ensure that DIRA Committees can make application for rebate of HST/GST.
- DIRA Insurance policies were examined and updated. The General Commercial Policy was transferred to AXIS insurance company. A meeting with all Committee Chairs was held in Jan to meet new insurance representative and ask pertinent questions.
- Changes were made to the DIRA Bylaws 'Funding Policy' to provide leniency for applicants to ensure that funding application deadlines can be met.

- The Graham Lake Swim Dock was within a hair of being decommissioned due to liability concerns last year. Insurance was secured and a new 'Swim Dock Committee' stepped up to repair, revitalize and provide oversight for the swim dock.
- Bill Mee Park Boat Launch ramp expansion was successfully completed late summer, new picnic tables were acquired with the old ones being donated to the Old School. A new 3 year contract was signed by DIRA/CVRD. BC Ferries has requested to use the Boat Launch this fall for the two week interruption of the Hornby Ferry.
- The Old School Committee applied for a new access permit from DOT for the new driveway entrance. The new parking area was completed for the summer market.
- DIRA Parks Committee developed and opened Stanehill Interpretive Park, and are working on developing Morning Beach Park staircase. PC continues to seek community consultation regarding all DI Parks.
- The Dock Committee received approval of funding from ICET, WestCCap, CVRD Grant-in-Aid and Recreation Funding sources. They also raised funds for the project with a raffle & firewood sales. All approvals are in place with construction planned for June.
- The Recreation Grant Committee' process was facilitated by DIRA between May-July 2010. Numerous community non-profits made application for the funding with a total of \$20,000. awarded to the successful applicants for recreation endeavors.
- The DICEEC Resource Centre office was opened in June. DICEEC committee members stepped down in August. DIRA dispersed the 'Community Project Funding Grants' to successful non-profit applicants in September. New committee members came forward in Sept with a new revitalized committee. 'Denman WORKS!' received community support to carry on with EE services till March 31, 2011. CVRD provided community meeting & a questionnaire in regards to the future of this service.
- Pesticide Free Committee erected their new sign 'Butterflies Live Here" on the West ferry hill in partnership with the DIVFD that conveys both pesticide and fire danger messages. The committee continues with 'broom puller' rentals.
- Waste Management Committee now has the new glass crusher operating and also installed new lighting for the recycling area. WMC donation bins provide \$9350 to community organizations. WMC lowered their budget in Feb/11.
- Wildlife Advisory Committee continued to provide vigilance in the community regarding all wildlife, and other animal issues including RATS!
- The DIRA/CVRD Contract to Provide Fire Services for Denman Island from 1983 was examined and found to be outdated and unenforced. After discussion at numerous meetings, the executive was directed to request that the contract be terminated and that the CVRD appoint an 'interim community representative committee' through the Volunteer Fire Fighters Association, until such time as a long term solution is found.
- The DIVFD have prepared the site property (next to the Fire Hall property) for the future DI Ambulance Station. The a notice of intention to lease the property to Emergency Health Services Commission for a DI Ambulance Station was signed March 16, by CVRD and will commence April 1, 2011, with occupancy of the station to follow.
- VIRL Liaison Bill Engleson continues to hope to someday have a library on Denman Island.
- Ferry Advisory Committee has advised us that the BC Ferries is pursuing the cable ferry alternative for Denman within 3 years. Concerns continue to be raised about rate increases on the ferries for residents. Traffic congestion concerns have also been raised due to the backing up traffic during the summer.
- Many thanks to our Island Trustees who continually and diligently bring an Island Trust report to the DIRA meetings every month to help keep the community informed.

In closing I would like to thank all DIRA Members, Committees, and Reporting Liaison Committees. A warm welcome is extended to the incoming Executive Board.

Sincerely,

Liz Johnston

DIRA Chair

[Chair Report Committee Chart to follow:](#)

DIRA Overview of Committee Structure/Relationship/Function 2010-2011 (chair report)

	Tax Funded	Provides Admin	DIRA Approved Budget	Budget CVRD Approved	Eligible for Grants-in-aid	Eligible for External Grants(2)	Overall DIRA	2010 Actuals	WRRB	GET JUST	Employees	2010 CVRD	Contractors	DIRA/CVRD Contract	Insurance
Tax Funded DIRA Committees															
Bill Mee Park Ctte	Yes	No	Yes	Yes	No	Yes	Operational \$	\$12,415 (approx)	Yes	Yes	Yes	Brian Allert	Yes	Yes 2010	DIRA
*DI Volunteer Fire Dept	Yes	Ins \$520	Yes	Yes	No	Yes	Operational \$	\$100,050	Yes	Yes	Yes	James Bast	Yes	Yes 1983	Fire Dept
Denman Works	Yes	No	Yes	Yes	No	Yes	Operational \$	\$33,180	Yes	Yes	2010	P. Gagnon	Yes	No	DIRA
Waste Management Ctte	Yes	Ins \$520	Yes	Yes	No	Yes	Operational \$	\$74,909	Yes	Yes	Yes	Ian Smith	Yes	Yes ?	DIRA
*Recreation Committee	Yes	No					Operational \$	\$20,000							
Non Tax Funded DIRA Committees															
Pesticide Free Ctte	No	Yes	No	No	Yes	Yes	Yes	\$238	No	No	No	No	No	No	DIRA
Wildlife Advisory Ctte	No	Yes	No	No	Yes	Yes	Yes	0	No	No	No	No	No	No	DIRA
Trails Ctte	No	Yes	No	No	Yes	Yes	Yes	\$1,507	No	No	No	No	No	No	DIRA
Parks Ctte	No	Yes	No	No	Yes	Yes	Yes	0	No	No	No	Karen Elgert	No	No	DIRA
Old School Ctte	No	Ins Policy	No (*)	No	Yes	Yes	Yes	\$12,664	Yes	No	No	No	Yes?	Yes?	DIRA
Dock Ctte	No	Ins Policy	No	No	Yes	Yes	Yes	\$101,815	Yes	No	No	No	Yes?	Yes?	DIRA
Swim Dock Ctte	No	Yes	No	No	Yes	Yes	Yes	\$1,466	No	No	No	No	No	No	DIRA
Bottle Depot			no	no				\$7,680			Yes	Yes	Yes?	Yes?	
DIRA Executive Board	No(4)	Yes	yes	no	Yes	Yes	Yes	\$3,224	No	No	No	No	No	No	DIRA
DIRA Fiduciary Responsibility								\$369,148.00							
*DIRVD (Contract will be removed from DIRA 2011)															
*Recreation Committee is an ad hoc committee created each year from May to July by the DIRA Executive to facilitate the 'CVRD Recreation Grants'															
* Old School usually presents budgets and Financials , but not required by CVRD as tax funded service.															

Attachment #2 – Treasurer Report

Lloyd M Neufeld, BA, ChFP
Income Tax & Accounting

Denman Island Residents Association
Statement of Revenues, Expenses & Surplus
Period April 1,2010 to March 31,2011

	<u>2011</u>	<u>2010</u>
<u>Revenues</u>		
Memberships/Donations	\$ 2,856	\$ 2,088
Interest Earned	847	110
Grants - Community Dock	96,740	75,000
- Graham Lake Dock	750	0
- Denman Works	33,940	0
- Resource Centre	7,500	0
- Administration	1,000	0
Fund Raising - Community Dock	14,160	0
- Graham Lake Dock	717	0
Other – Old School Centre	3,476	0
Administration – Waste Management	520	520
Administration – Fire Dept	<u>520</u>	<u>520</u>
	\$163,026	\$79,238
<u>Expenses</u>		
Advertising & Notices	1,244	541
Office/Sundry	697	259
Hall Rental	400	555
Insurance - Directors	2,040	2,040
- Commercial Liability	4,476	0
Community Dock	83,885	3,945
Graham Lake Dock	940	0
Denman Works	22,119	0
Pesticide Free Committee	350	224
Resource Centre	7,500	
Website	140	325
Gifts/Donations	<u>200</u>	<u>200</u>
	\$123,991	\$ 8,089
Surplus for Year	<u>\$ 39,035</u>	<u>\$ 71,149</u>
Surplus forward	\$88,759	\$ 18,610
Surplus, end of year	<u>\$127,794</u> =====	<u>\$ 88,759</u> =====

DENMAN WORKS!
Cash Activity
March 31, 2011

2004 Allocation, balance forward \$2,946

2010	<u>100%</u> <u>Grant</u>	<u>80% Paid</u>	<u>20%</u> <u>Balance</u>	
Community Grants:				
Arts Denman	9,310	7,448	1,862	
DI Community Education	1,480	1,184	296	
DI Seniors & Museum Society	8,750	7,000	1,750	
Hornby / Denman Tourism Services	3,400	2,720	680	
	<hr/>			
Total	22,940	18,352	4,588	4,588

2011	<u>Grant</u>	<u>Paid</u>	<u>Balance</u>	
Community Grant	11,000			
Hornby / Denman Tourism Services		2,000		
Grant Facilitator		818		
Grapevine		94		
	<hr/>			
Total	11,000	2,912	8,088	8,088
	<hr/>			
Resource Centre	7,500	7,678	(178)	
Grapevine Ads:				
Nov 25/10 Inv.#4473		55	(55)	
Dec16/10 Inv.#4536		94	(94)	(327)
	<hr/>			

Denman WORKS!

Balance as at March 31, 2011

\$15,295

**DENMAN ISLAND COMMUNITY DOCK
Project Activity to March 31, 2011**

Funds received:

DFO - divestment - lump sum	\$ 75,000	
Grants	3,715	
Fund Raising	13,910	
Interest earned	841	
Grant - Community Futures	<u>94,989</u>	188,455

Funds disbursed:

Commercial Liability Insurance	1,000	
Supplies	3,536	
Bank charges	53	
Contract deposits (2)	<u>80,348</u>	<u>84,937</u>

DIRA Sub-Account for Dock Project,

Balance as at March 31, 2011	<u>\$ 103,518</u>
------------------------------	-------------------

**DENMAN ISLAND RESIDENTS ASSOCIATION
Committee Balances**

Chequing Account, Cash on Hand, March 31, 2011 **\$ 20,351**

Less funds held for Committees:

Denman WORKS!	\$ 15,295
Graham Lake Swim Dock	527
Pesticide Free	238
Website	535
Trails	1,457
Parks Liaison Group	<u>156</u>

Total Committee Funds **18,208**

DIRA, Cash on Hand, balance remaining **\$ 2,143**

DIRA Invested Funds:

DIRA Shares in Union Bay Credit Union	3,061	
DIRA Term Deposits	<u>2,334</u>	<u>5,395</u>

DIRA TOTAL **\$ 7,538**

BILL MEE PARK YEAREND					2010	2011 Budget
	2010 Budget Item	Budget amount for 2010	Actual expenditure	difference		
1	Parking lot gravel & grading	\$1,110.00	\$0.00	1,110.00		170
2	Ramp pressure washing/cleaning	\$1,940.00	\$16.97	1,923.03		1,040
3	Toilet maintenance, garbage removal	\$2,330.00	\$1,416.74	913.26		2,450
4	Breakwater maintenance	\$1,290.00	\$934.15	355.85		1,360
5	Picnic tables, benches	\$400.00	\$1,784.32	-1,384.32		0
6	Grass cutting	\$170.00	\$0.00	170.00		460
7	Extend breakwater walls	\$0.00	\$0.00	0.00		0
8	Repair/replace lower ramp sections	\$5,000.00	\$8,116.37	-\$3,116.37		0
9	Admin	\$260.00	146.88	\$113.12		280
TOTAL Operational		\$12,500.00	\$12,415.43	\$84.57		\$5,760

Budget Surplus 2010

\$84.57

1

Waste Management Committee—DIRA
PROFIT & LOSS
January through December 2010

2010 Budget

Ordinary Income/Expense			
Income			
Bank Interest & Dividends	3.37		
Composters Sold	710.00		
Donations			
Free Store	1,430.25		
Private/Other Donations	111.80		
Refundables (Bottles Donated Yr)	1,340.83		
	<hr/>		
Total Donations	2,882.88		3,500
Garbage Collection			
Pickup Cash/Commercial Pickup	2,733.64		
Sale of Garbage Tickets	12,182.75		
	<hr/>		
Total Garbage Collection	14,916.39		14,000
Regional District			
Sale of Commodities	56,217.00		56,217
	180.00		
	<hr/>		
Total Income	74,909.64		73,717
Expense			
Admin—DIRA Insurance	520.00		520
Composters Purchased	885.94		
Construction/Repairs	887.09		1,500
Garbage Collection Costs			
Pickup on Denman	25,500.00		(30,135)
Tipping Fee at C.V. Landfill	3,566.00		(4,250)
	<hr/>		
Total Garbage Collection Costs	29,066.00		34,385
GST Paid			
	763.58		
HST Paid			
	1,858.73		
Office Expenses			
Advertising	518.33	(loan repayment)	4,000
Bookkeeping	2,015.25	(traffic control)	250
Copying/Typing/Stationery	105.24		
Subscriptions, Dues	185.00		
Telephone, Fax, Postage	116.50		
	<hr/>		
Total Office Expenses	2,940.32		3,500
Other Miscellaneous Costs			
	335.00		
Payroll			
Benefits (Employer – CPP/EI)	449.21		650
Wages (Employee – CPP/EI/Tax)	10,232.04		11,420
WCB – Work Safe BC Premiums	50.47		
	<hr/>		
Total Payroll	10,731.72		12,070
Recycling			
Equipment Rental	1,259.44		
Hauling Recyclables	4,737.67		
	<hr/>		
Total Recycling	5,997.11		9,144
Rent			
	6,348.00		6,348
Supplies/Maintenance/Equipment			
	1,569.22		2,000
Workshops/Conferences			
	403.00		
	<hr/>		
Total Expense	62,305.71		73,717
	<hr/>		
Net Ordinary Income	12,803.93		
	<hr/>		
Net Income	12,803.93		

2 Waste Management

COMPARISON OF BALANCE SHEET BOTTOM LINES / 2001—2010

2010 -- \$16,193

2009 -- \$6,549

2008 -- \$4,319

2007 -- \$12,126

2006 -- \$13,930

2005 -- \$12,973

2004 -- \$19,003

2003 -- \$20,498

2002 -- \$17,570

2001 -- \$9,687

Attachment #4 – Waste Management Report - continued

11:43 PM
03/25/11
Accrual Basis

Bottle Depot - Denman Island - D.I.R.A
Profit & Loss
January through December 2010

	<u>Jan - Dec 10</u>
Ordinary Income/Expense	
Income	
15% Commission on B.Donations	1,138.49
Dairy Handling-ENCORP	643.00
Donations (WMC Container Bin)	2,916.85
Handling Fees-ENCORP	5,390.63
Presence Grant	7,200.00
Refundables-Alcoholic-CRC	19,397.00
Refundables-Non-Alcohol-ENCORP	8,155.40
Total Income	<u>44,841.37</u>
Expense	
Administration	
Advertising	286.67
Bookkeeping	1,807.75
Cheque Order	96.95
Copies/Fax/Stationery	89.26
Postage	36.08
Total Administration	<u>2,316.71</u>
Payroll	
Benefits (CPP, EI, Taxes)	504.70
Wages	12,035.87
WCB - WorkSafe BC	55.71
Total Payroll	<u>12,596.28</u>
Refundables	
Bottle Donations at Long Table	3,820.15
Non Profit Donations	5,529.55
Paid In Cash	19,475.70
Total Refundables	<u>28,825.40</u>
Rent	792.00
Supplies	-134.05
Total Expense	<u>44,396.34</u>
Net Ordinary Income	<u>445.03</u>
Net Income	<u><u>445.03</u></u>

Denman WORKS! 2009/2010 Financial Actuals

	2009	2010
Denman/Hornby Economic Development Service		
Tax Requisition	117,976	117,976
Prior Year Surplus	<u>38,039</u>	<u>70,106</u>
Total Funds	156,015	188,082
Expenditure		
CVRD Management, Legal, Ads	8,353	12,034
Community Services Liaison	44,112	46,425
Meetings		483
Advertising		873
Travel		342
Denman Island Projects		
Community Grants		22,940
Resource Centre Staff		5,000
Seniors' Hall/Resource Centre Rent	2,475	4,400
Office Supplies		840

Attachment #6 – Denman Island Volunteer Fire Department Report

Overview of All Components Comprising the Denman Island Volunteer Fire Department's 2010 Budget
 From: CVRD Financial Management Report - January, 2011

<u>Account Code</u>	<u>Description</u>	<u>Details</u>	<u>2010 Budget</u>
01-1-215-200	Support Services	CVRD Administrative costs	\$2,521
01-1-215-210	Grant - Operational	DIVFD Operating budget	\$100,050
01-1-215-220	Salaries and Wages	Fire Chief Salary + part of CVRD staff salaries *	\$27,702
01-1-215-225	Benefits	Salary benefits related to CVRD salaries in 220 (above)**	\$4,280
01-1-215-238	WCB	WCB premiums for 220 (above) + DI Firefighters	\$291
01-1-215-275	Licenses/Permits	Fees for DIVFD base station radio and portables	\$800
01-1-215-369	Insurance - Liability	Liability insurance premium - Denman Island Firehall	\$2,779
01-1-215-372	Insurance - Property	Property damage insurance premium - Firehall	\$1,044
01-1-215-381	Legal fees	Contingency fund for future legal services	\$1,000
01-1-215-387	Other professional fees	Consultants - various CVRD fire service projects	\$2,000
01-1-215-461	Insurance/License - Vehicles	Insurance premiums for DIVFD vehicles	\$4,197
01-1-215-468	Minor Capital	CVRD fire service-wide records management program	\$7,000
01-1-215-485	Contribution to Capital Works, Machinery Equipment Reserve	Accumulating fund for major capital purchases for DIVFD (Trucks, SCBA)	\$49,416
01-1-215-489	Reserve Contribution - Other	CVRD accumulating fund for legal contingencies	\$0
Denman Island Fire Total			\$203,080

* Includes \$12,000 Honorarium for D.I. Fire Chief + a part of the salary for CVRD Manager of Fire Services

** Benefits accrue to CVRD Staff only.

Denman Island Volunteer Fire Department
Statement of Financial Position
As at December 31, 2010
(Unaudited - see Notice to Reader)

Assets	
Current	
Cash	7,153
Harmonized sales tax receivable	3,998
	11,151
Liabilities	
Current	
Accounts payable and accruals	2,000
Accumulated Surplus	
Operating surplus	9,151
	11,151

Approved on behalf of the Organization

Fire Chief

Treasurer

Denman Island Volunteer Fire Department
Statement of Operations and Accumulated Surplus

For the year ended December 31, 2010
(Unaudited - see Notice to Reader)

Revenue	100,050
Operating grant	4,415
Rental income	510
Donations	8
Interest	104,983
Fire protection services	8,205
Fire and rescue supplies	627
Fire equipment repairs and maintenance	28,830
Firefighters honoraria	2,627
First responder equipment and supplies	1,113
High angle rescue	3,600
Officers honoraria	6,439
Radio equipment repairs and maintenance	3,823
Recruitment and retention	8,077
Training and education	9,174
Turnout gear	3,518
Vehicle fuel	7,267
Vehicle repairs and maintenance	83,300
Administrative services	1,300
Building electricity	3,604
Building repairs and maintenance	550
Directors insurance	968
Dues	4,515
Firefighters insurance	4,016
Office	2,000
Professional fees	2,271
Telephone	19,222
Total expenses	102,522
Operating surplus	2,461
Accumulated surplus, beginning of year	6,690
Accumulated surplus, end of year	9,151

**DENMAN ISLAND
OLD SCHOOL CENTRE**

**SCHEDULE OF RECEIPTS AND EXPENDITURES
To December 31, 2010**

INCOME			BUDGET
Rents	- Regular	\$ 10,636.00	10,854.00
	- Transient	735.00	300.00
		<u>11,371.00</u>	<u>11,154.00</u>
Market Income		1,074.00	1,200.00
Bank Interest		219.49	200.00
		\$ 12,664.49	12,554.00
 EXPENSES			
BC Hydro		\$ 1,054.15	1,200.00
Heat		1,853.13	2,800.00
Insurance		3,376.00	3,500.00
Repairs/Upgrades		1,839.45	554.00
Maintenance	Supplies, labour	1,427.59	1,700.00
Taxes Paid	HST	185.92	
	GST	162.16	
	PST	184.04	
		<u>532.12</u>	
Market Expenses	Duplication, postage		
	Signs	52.00	
	Traffic calming	261.00	
	Advertising	373.86	
	Insurance	100.00	
		<u>786.86</u>	1,200.00
Office expenses	Postage, fax	6.70	
	Duplication, typing	9.00	
	Cheque Order	96.95	
	Advertising	18.90	
		<u>131.55</u>	100.00
Contingency			1,500.00
		11,000.85	12,554.00
 Surplus			 \$ 1,663.64
Balance of a/c January 1, 2010	Chequing	1,524.48	
	Shares	61.14	
	Petty Cash	24.71	
	Term Deposit	20,812.73	
	Rents Rec'ble	1,492.00	
	Loan Rec'ble	3,000.00	
			26,915.06
plus Surplus			<u>1,663.64</u>
			\$28,578.70
 Balance of a/c December 31, 2010	Chequing	3,932.31	
	Shares	63.92	
	Petty Cash	23.03	
	Term Deposit	27,029.44	
	Rents Receivable	1,267.00	
	Insurance Pay'ble	(3,476.00)	
	Traffic Control Pay'ble	(261.00)	
			<u>\$ 28,578.70</u>

Attachment #8 – Denman Island Community Dock Report

DENMAN ISLAND COMMUNITY DOCK Project Activity to March 31, 2011

Funds received:

Original grant	\$1,965	
DFO - Divestment	75,000	
Grant in Aid	1,000	
Recreation Grant	750	
Fund Raising	13,910	
Interest earned	841	
Grant funds - based on expenses submitted (includes in-kind supplies and labour)	<u>94,989</u>	188,455

Funds disbursed:

Supplies:

Denman Hardware	\$25	
Little City Signs	59	
Andrew Sheret	20	
A.J. Forsyth	<u>3,432</u>	3,536
Bank charges	54	
Commercial Liability Insurance Kamma & Blake - 50% deposit for 4 walkways	1,000	
and 2 ramp assemblies		35,348
Jonic Holdings - initial deposit on floating dock		
assembly	<u>45,000</u>	<u>84,937</u>

DIRA Sub-Account for Dock Project,

Balance as at March 31, 2011

\$103,518

Attachment #9 - Parks Committee March / April Report

Activity Report of the Parks Committee to DIRA (PC)

March/April, 2011,

Submitted by P. Karsten

Includes summary notes from the GM of DIRA, and meetings with ERA March 14th, 2011:

Morning Beach Park.

Onsite Engineering Ltd, was contracted by the CVRD to develop the design package for the viewing platform, trail and stair case and a geo-technical report assessing the substrate of the site. Jeremy Araki (Onsite) and Brian Allaert (CVRD) made a presentation to DIRA on March 14th on the above project. The Quadra sand bluff has unfavourable characteristics for a permanent structure. Slippage of the sand face and wave action erosion at the shore line will affect the stability of the slope and any structure placed on it. The design plan accommodates this by creating independent units which can be adjusted and or replaced if necessary. Stair runs will be inter-connected by flexible joints similar to marina ramps to absorb movement. Metal grating will be fixed to the surface of the wooden stairs.

There will be 5 units of wooden stairs (approximately 100 feet in total); 25 feet of edged gravel trails on the more horizontal sections and a 25 foot ramp over damaged tree roots. At the shore large trunks of drift wood will be anchored by “dead men” with steps carved into them. An approach is taken to make the structures simple to be maintained by volunteers with basic carpentry skills and to invest as little as practical in the capital cost. Onsite presented a preliminary cost estimates for materials. Using treated wood \$10,449, or Western red cedar \$17,067; milling cost if logs are donated \$4,968. Peter Karsten noted that donations of cedar logs have been indicated and that much of the site preparation, trail work, delivery of materials to the site can be done by volunteers. The wooden stair case section would be done under contract. Feedback from the meeting underscored the interest to use untreated wood. One member asked if the project should be abandoned due to the unstable slope. Brian Allaert and Peter Karsten responded that the community had given direction to pursue the project. The trail can be made safe and the budget is in place to carry out the project. Continued use, which is unpreventable, will cause severe erosion problems and safety/liability concerns, which are greater risks than the uncertainty of the longevity of the structures. Development permits have been applied and the DFO is consulted. The design concept will be sent out for referrals to various agencies involved in parks.

Construction may commence early summer. The PC will make monthly reports on the progress.

The PC has placed a park entry sign and replaced the chain barrier with a more appropriate split rail fence to close the rope tail until it is open for use again.

Attachment #9 - Parks Committee March / April Report - continued

Ecosystem Restoration Associates Inc.

John Block and Jennifer Holland of Ecosystem Restoration Associates Inc. made a presentation to a group of stake holders representing various organizations, groups, and committees involved and interested in parks at 3 pm at the Seniors' Lounge, Seniors' Center and again at the DIRA meeting at 7:30 pm Community Hall.

In summary ERA introduced the concept of forestry carbon offsets to mitigate greenhouse gas emissions from the atmosphere. ERA secures lands for forest conservation for "carbon finance". ERA holds a conservation covenant for 100 years on the NDL, the 492 ha transferred to BC Parks. Their participation made the acquisition of the lands possible.

Conditions include: no subdivision, buildings or structures, roads or paths, alterations or interference with hydrology, tree removal, mining, petroleum product extractions, garbage and non native soil deposits or application of herbicides or fungicides that are allowed to have deleterious impact on the natural, environmental, wildlife, plant life or ecological values or tree biomass of the land. Over the life of the covenant

1% of the trees can be removed for park infrastructure or checker spot habitat management. If greater than 1% is removed the tree biomass lost must accrue to the covenant on or off island.

The conditions allow for conservation and recreation activities and add another layer of protection of the ecosystem beyond BC Parks policies.

ERA answered a number of questions including the aspect of voluntary and compliant emission reductions, the history and structure of their public company and the method of quantifying carbon storage. Other than one comment that the project may lend an excuse to polluters elsewhere, the community was supportive to the conditions and the effect the covenant has for the new park. ERA has submitted a meeting report which outlines the concept of carbon offsets to the community (on file with PC DIRA and Dora Drinkwater Library and attached).

Definition of "Passive Recreation" in LUB 186 for Denman Island

Trustee David Graham advised that the definition to be presented to the community in proposed bylaw 200 now reads: *Passive recreation* means non-motorized outdoor leisure activities which can be carried out with a minimal impact to the natural environment including but not limited to hiking, picnicking, horseback riding and bicycling.

Attachment #10 - Parks Committee Annual Report

Annual report to DIRA to the AGM April 11, .2011 By the Parks Committee (PC) of DIRA

The PC was created in January 2009. The terms of reference (TOR) were approved by DIRA on June 8, 2009. The PC held 22 Committee Meetings since then. The PC meets on the first Wednesday each month at 1 pm at the Firehall.

The Parks Committee has 15 members.
Current Members:

Jenny Balke
Neil Bockman
David Chritchley (Liaison Crown Land Committee)
Graeme Johnston
Peter Karsten (Co-Chair)
Hamish Kimmins
Ralph McCuaig (Liaison Trails Committee)
Jackie Picket
Laura Pope (Co-Chair)
Andrew Scruton
Charlie Tait
Jay Thornton (Liaison Denman Conservancy Association)
Ted Trueman
Doug Ward (Adopt-a-Park program)
Max Wedges (DIRA Exec. liaison)

PC Projects April 2010 to April 2011.:

Stanehill Park.

A community park, the Stanehill Park, was approved by the CVRD and DIRA in March 2010. A trail system, introduction of 30 native plants species, signage and an education program were completed by the fall of 2010. The park is maintained by volunteers.

Morning Beach Park.

The CVRD accepted the donation of the 1.2 ha park February 23, 2010. The PC worked with the CFRD park planners on the park design and the development of a safe trail leading from the bluff to the shore (former rope trail). Trail work started and park sign was provided by the PC. The PC is pursuing the placement of plant identification and trail guide literature. PC assisted the CVRD in consultation process with the community re the construction of the staircase and participated in the selection of the design consultant. The design package by Onsite Engineering Ltd. has been reviewed by the PC and engineers/architects residing on Denman Island.

Parks and Greenway Masterplan

The PC assisted Landworks Consultants Inc. in gathering information on green spaces and parks on Denman and helped facilitate public information and feed-back meetings.

Graham Lake Swim Dock

In June , the PC made presentations to DIRA to organized a Swim dock committee to repair and manage the swim dock as a community/volunteer operated facility under the chairmanship of Doug Bell.

Attachment #10 - Parks Committee Annual Report - continued

BC Parks

The PC liaised with the Ministry of Environment, Parks and Protected Areas to organize an advisory body to assist with the establishment of Provincial Parks, their designation and naming. A Parks Liaison Group was formed in November 2010, chaired by Jack Forsyth.

Ecosystem Restoration Associates Inc.(ERA)

The PC facilitated public information and feedback meetings for ERA.

OCP review of section E3 Conservation/recreation.

The PC participated in the APC referral process and provided input to the OCP regarding the definition of Recreation.

The PC expresses sincere gratitude to the DIRA Executive and Membership, CVRD staff and the MoE staff for the continued support to advance the PC's endeavours to enhance and maintain parks on the Island.

Submitted by Peter Karsten, Chair , DIPC

