

DRAFT Minutes of DIRA Executive Meeting July 4, 2011 at 7:30 pm

Present: Frank Frketich, Clarke Siferd, Denise MacKean, Bert Taylor, Doug Wright, Anne Page (recording)

Regrets: Jane Kerr

Guest: Peter Karsten

1. Call to Order

Chair Frank Frketich called the meeting to order at 7:30 pm.

2. Minutes for Executive Meeting June 6, 2011

The Minutes for the Executive Meeting of June 6, 2011 were approved with the following correction:
Liaison Assignments for Committees and External Organizations: Trails Committee – Frank Frketich.

Business Arising from the Minutes

The Executive was advised that Clarke Siferd would be the Liaison for the Old School Committee and that Dennis Forsyth would be the Ferry Advisory Committee representative.

3. Community Dock - Draft Regulations

The Executive was advised that Community Dock Committee Chair John Johnston would be attending this meeting to discuss the Draft Regulations. This item was deferred until later in the meeting.

Parks Committee's Comments to referral of the CVRD Final Draft Denman Island Parks & Greenways Master Plan (PGMP) dated April, 2011 prepared for the CVRD by Landworks Consultants Inc.

Peter Karsten, Chair of Parks Committee attended this meeting to discuss the Committee's comments to the Final Draft PGMP document and advised the Executive that:

- The Draft PGMP is a living, visionary document that is subject to change,
- There was discussion at the Committee level if this PGMP should be part of the Denman Island OCP but it was felt that it should not be included in the OCP because as such the PGMP would be difficult to change as the Plan is a living document. It was felt that it would be best if the PGMP was a stand-alone document,
- The CVRD is responsible for Parks Planning in this region and this Master Plan was a CVRD initiative and not requested from our community,
- There is a desire to produce a map of all the existing trails on Denman Island and Peter Karsten will raise this issue with the Committee and the Denman Conservancy Association for their input. Peter further advised that some Committee members are very good at producing maps. It was also suggested that maybe a student could be hired for this project, but as funding would be required, it would likely have to wait until next year. It was also suggested that it would be beneficial if BC Parks and the CVRD could work together to further this initiative.
- The map that was produced as part of the PGMP was problematic in that it showed future trails going through private land. It would have been better to produce a 'bubble' or schematic drawing of future trails at this point.

MOTION: that the DIRA Board submit the comments provided by the Parks Committee to the CVRD on behalf of DIRA. M/S/C It was noted that the deadline for comments was extended from June 20 and that additional comments could be submitted by residents to the CVRD.

ACTION: the DIRA Board will announce to the membership its support of the Response Document and explain that the PGMP is a living, working document. The Executive was advised that Alan Danks agreed to head up the Trails Committee.

Peter Karsten advised the Executive that he removed the sign posts that were vandalized and recommended that no further action be taken at this time.

The issue of insurance for Parks Committee members was discussed and it was noted that Parks Committee members were covered while working on the parks. Peter Karsten advised that WorkSafeBC will provide benefits for some loss of work due to injury sustained by volunteers while working on the parks. There was further discussion regarding general volunteer liability and injury insurance.

4. Recreation Grants – Recommendations

Clark Siferd presented a report which summarized the recommendations of the Selection Committee regarding applications for Recreation Grant funding. Clarke advised that the Dock Committee had successfully applied for construction insurance through the CVRD Grant-In-Aid program and also applied for a Recreation Grant. As the actual insurance costs were less than the sum of the two grant applications, the Recreation Grant Selection Committee recommended that the difference be allocated to the other recommended applicants. There was considerable discussion regarding the Recreation Grants and in particular, the concern about one group applying to receive CVRD funds through two different grant applications.

MOTION: that the DIRA Executive present the recommendations provided by the Selection Committee to the general membership. M/S/C

ACTION: this item would be added to the Agenda for the General Meeting of July 11, 2011.

5. Denman Village Signs - Recommendations

ACTION: that this issue be left to rest for now.

6. Denman Works! - Motion going forward

Chair Frank Frketich advised that a letter was received from the CVRD dated June 17, 2011 to DIRA re: Economic enhancement contract advising DIRA that the 3 economic enhancement service contracts have expired, that the CVRD requests any unused monies relating to economic enhancement contracts be returned with appropriate financial documentation and further that at the March 29, 2011 CVRD Board Meeting that the Denman Works Select Committee was established to deliver economic enhancement services on Denman Island on behalf of CVRD and that this committee is directly accountable to the CVRD Board.

ACTION: that the same Motion presented at the June 13, 2011 General Meeting re: Denman Works! be presented again to the membership for approval at the General Meeting of July 11, 2011.

7. Review of Insurance Policy

Doug Wright presented a summary of DIRA insurance policies including costs and expiry dates as well as a proposal to apportion insurance costs to DIRA committees. There was considerable discussion on this item and it was decided that more work needed to be done before the October 27, 2011 expiry date on two policies.

ACTION: Doug agreed to do more research on this item and to find out details on the \$1400 insurance payment for the Dock Committee, the status of the Bill Mee Park insurance and bring information back to the Executive.

8. Executive Meeting with CVRD officials and report

Board members Chair Frank Frketich, Denise MacKean, Bert Taylor and Doug Wright met with CVRD officials on June 30, 2011. Frank advised that there was a good exchange of ideas concerning the following items:

- Governance Workshop – the CVRD will only sign contracts with registered societies and are moving towards a more formal relationship regarding contracts,
- CVRD views DIRA as the 'go-to' group for Denman Island regarding information and action,
- Recreation Grants – Clark advised that the Selection Committee felt that direct guidelines for Recreation Grant applications are needed. It was noted that the CVRD feels that there is no conflict of interest as long as the process is open and transparent as the CVRD makes the final decisions.

Frank advised that a copy of the Governance Workshop report has been requested. Bert Taylor advised that it may be possible to set up a vehicle for assured funding from the CVRD to DIRA for ongoing items but that more discussion with the CVRD would need to occur.

9. Meeting format

ACTION: Chair Frank Frketich will write an article for the Grapevine to keep the discussion going to solicit comments and ideas from Denman Island residents regarding their views on the the role and responsibilities of DIRA and how best to benefits the residents of Denman Island.

10. Other Items

- a) **Old School - Proposal for Solar Heating.** Clark Siferd advised the Executive that REDI (Renewable Energy Denman Island) was in receipt of a proposal from John Millen to heat the Old School with solar hot water heating. The proposal would require a feasibility study however REDI would like to reserve their funds for a project but not a study. Clark advised that he had arranged for a local contractor to provide a free assessment of the Old School building after which the Old School Committee would decide how to proceed from there. Clark further advised that the Old School will be 100 years old in 2012 and that possibly provincial funding may be sought for an upgrade project of this kind.
- b) **Fire Department Liaison.** Chair Frank Frketich advised that as he is the liaison with the Denman Island Fire Department that he would be the representative referenced in a letter dated June 17, 2011 from the CVRD re: Request for representation on a fire services administration advisory committee.
- c) Bert Taylor stated that a concern had been brought to him that funds raised by committees are going into DIRA general revenue. Doug Wright presented information summarizing the monies that each committee had. Doug advised that this information was included in the previous Treasurer's AGM report presented April 11, 2011.

ACTION: Due to the lateness of this meeting, it was decided that further discussion of this item could be brought forward at a later meeting. Bert promised to distribute to the other Board members, in the meantime, the documentation he had received in support of this concern.

3. Community Dock, Draft Regulations

Clark Siferd and Doug Wright presented a Draft of Possible Rules/Regulations and Rationale for Community Dock Site. Clark advised that any members of the current Dock Committee would be invited to stay on once the Community Dock has been completed and that new members would be welcome to join to manage the Community Dock.

ACTION: A Notice of Motion will be presented to the membership at the General Meeting of July 11, 2011 to change the mandate of the Dock Committee to manage the dock when construction is complete or to authorize the formation of a new Committee effective upon completion of construction.

11. July General Meeting

ACTION: Denise MacKean agreed to write a report for the Grapevine following the General Meeting of July 11, 2011.

MOTION to ADJOURN: M/S/C The DIRA Executive Meeting was adjourned at 10:18 pm.