

## **Minutes of DIRA Executive Meeting December 5, 2011 at 7:30 pm**

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

**Regrets:** Jane Kerr

**Guests:** Glen Snook, John Wigle, John Johnston, Doug Bell, Alan Danks, Bob French, Gloria Michin

### **1. Call to Order**

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

### **2. Minutes for Executive Meeting November 7, 2011**

The Minutes for the Executive Meeting of November 7, 2011 were approved as presented.

### **3. Business Arising from the Minutes**

Frank Frketich requested that all discussion and questions be made through the Chair, that those present raise their hands if they wish to speak, that a Speaker's List would be made and those present could speak as many times as they wish. Frank also advised that the insurance document to deal with the insurance for the 2011/2012 year was based on consultations with various people and that further discussion would be needed to decide how the insurance issue could be dealt with in future years.

#### **a) Insurance decision with input from committee chairs (see attached insurance proposal for reference)**

There was considerable discussion regarding this year's insurance for the period ending October 2012 including the following points:

- The liability policy is separate from the Director's insurance policy;
- Why are some committees not included in the proposal, eg. Parks Committee? Some committees have insurance through BC Parks and the Regional District (CVRD) and therefore do not need this additional insurance and also some committees have no source of revenue and therefore no ability to contribute to insurance costs;
- It was stated from the floor that the figures on the Axis quote are simply a notion, ie. Figures pulled out of the air;
- The Bill Mee Park Committee hires a contractor therefore there has to be a separate component for contractor liability, that is why Bill Mee Park Committee is on this policy as well as covered by the CVRD, this insurance covers a claim not covered by the CVRD (which covers volunteers), or the contractor's insurance or the Director's insurance;
- It was clarified that this insurance policy covers all DIRA committees but only some have the ability to pay;
- Regarding the Graham Lake Swim Dock Committee, the liability associated with the trail to the swim dock is covered by this Commercial Liability policy (agreement with Dept of Transportation);
- Regarding the Trails Committee, liability insurance is covered by the CVRD and BC Parks for registered volunteers during trail construction on CVRD or BC Parks property or on a CVRD-sponsored project outside of parks only. After the trail is finished, if a DIRA volunteer or visitor injures themselves on a trail then this policy protects DIRA and protects Chairs of committees.

- We need to define situations where the CVRD covers volunteers and this insurance policy covers volunteers – maybe we are paying extra insurance if there is an overlap of coverage;
- If DIRA applies for a Grant-In-Aid to the CVRD for insurance costs then it is possible that individual committees that also apply for a Grant-In-Aid may be denied.
- We need to have an agreement in place for this year before we can discuss how to manage insurance costs in the future.

**MOTION:** That the DIRA Executive agree to proceed with the presented proposal to apportion insurance costs to various DIRA committees for the period ending October 2012. (proposal attached). M/S/C

### **Insurance for future years**

Gloria Michin explained that the Old School was acquired in 1994, that DIRA leases the Old School from the Islands Trust which owns the building and that the Old School Committee (OSC) has been covering the insurance costs for all DIRA committees since 1994.

Bob French outlined one idea for dealing with insurance costs in the future. He proposed that the Waste Management Committee (WMC) which is a tax-based committee could increase the rent it pays to the OSC which would relieve other DIRA committees of the insurance burden and use tax money to pay for insurance for other committees.

Doug Wright also outlined a proposal to deal with insurance costs. He explained that either DIRA could be listed as an additional insured on the CVRD insurance policy or since DIRA provides a lot of services to residents of Denman Island such as Parks and Trails which are listed as line items on the CVRD budget, that DIRA could provide the CVRD with an invoice and the CVRD could pay for our liability insurance. It was also noted that we cannot assume that the WMC or the Fire Department will continue to contribute \$550 each towards our insurance costs in future years.

The question was raised that, how much control does the CVRD want and is it more effective to have one insurance policy or several. It was also noted that if DIRA were successful in having the CVRD pay for our insurance that this might set a precedent for other organizations to want the same. Also the question was asked, if DIRA were to be an additional insured on the CVRD insurance then would this cover all our insurance needs or only some. We would need to clarify this.

The handling of our insurance costs in future years is something we need to work on before October 2012.

### **b) Website discussion**

DIRA has paid \$260 for website services covering April to August 2011.

There was discussion regarding website expenses and the possibility that DIRA could save money if we went to a Word-Press based website which members of the DIRA Executive could maintain.

**MOTION:** That the DIRA Executive work towards a Word-press based website for DIRA. M/S/C

Frank will contact our current webmaster to see if she is interested in this endeavour and this item will be presented at the next DIRA General Meeting.

**c) Grant-In-Aid Application**

Frank advised that he has prepared a Grant-In-Aid application to the CVRD for \$3,000 to cover website funding (\$500), insurance funding (\$1,000) and admin support and supplies (\$1500). It was noted that DIRA pays for some of the costs of CVRD meetings.

**4. Recreation Grant Procedure**

Bert Taylor advised that he has been working on this project and that he will circulate a draft to various members for comment and that he should be able to have a draft report for discussion at an Executive meeting in January or February. Thank you Bert!

**5. Other Items****a) Next Meetings**

The next DIRA Executive Meeting will be held on January 2 and the General Meeting on January 9 in accordance with the DIRA Constitution & Bylaws.

**b) Minutes**

Frank Frketich advised that Wind Rombough has agreed to take Minutes at the General DIRA meetings. Thank you Wind!

**c) Denman Works!**

Denise MacKean, DIRA representative to Denman Works ! attended their last meeting which was held with the Hornby Economic Enhancement Committee and advised that it was very interesting. Some of the items discussed at that meeting were: the Tourism Brochure and that there is a Tourism Society in which there is only one Denman resident, monies spent must benefit the entire community (which is a CVRD policy), Bed & Breakfast Rentals was deemed to be a bylaw issue, and Microloans which may be available to those who need funds to start up a business on Denman or Hornby Island.

**6. December General Meeting**

Frank Frketich and Doug Wright will set up the signs, Wind Rombough will do the Minutes and Anne Page will write a short piece for the Grapevine (300 words).

The December 5, 2011 DIRA Executive Meeting was adjourned at 9:30 pm