

# DIRA Executive Meeting Minutes July 5, 2010

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Old School Meeting Room

7:30 p.m.

**Executive Present:** Moira Webster, Nettie Cotter, Doug Ward, Liz Johnston, Doug Wright

**Regrets:** Max Campill Wedges, Andrew Scruton, Derek Hood

**Presentation:** Sharon Clarke, Chair, DICEEC

**Presentation:** Sharon Clarke verbally presented recommendations for community project funding. The process that was utilized was an “arms length” approach and involved a panel of three individuals selected from the community to review the project applications and provide comments/recommendations. The panel members were : David Graham (trustee), Janet Simpson-Cook (currently employed by Vancouver Island Economic Alliance), Rudy Friesen, (retired accountant). The panel was provided with project information along with the criteria and a check sheet for weighting purposes. A four- hour discussion resulted in recommendations including the rationale. A total of seven applications were received and of those four were recommended for funding. The projects recommended were:

- Arts Denman (\$9,310) marketing manager (new position), art studio guide, enhance studio tour with signage/maps etc.
- Vancouver Island Community Education Society (\$1,480) for a small business forum to create mentoring.
- Denman Seniors and Museum Society– Denman Village Project – downtown beautification and design charette – safe pathways – toilet facility – events bulletin board and coordinator. (\$8,750).
- Hornby Denman Tourism Services – brochure expansion (\$3,400). Hornby will fund the other half of the \$6,800 request for this project request.

DICEEC voted to carry forward \$15,060 to next year.

DICEEC will present the recommendations to the DIRA membership at the July DIRA meeting .

There was discussion regarding the CVRD/DIRA Contract for the DICEEC Resource Centre Staff person and also discussion regarding setting up an account for access to DICEEC funds.

**Call to Order:** 8:07 p.m.

**Approval of Agenda:** M/S/*carried with added correspondence*

**Approval of Minutes** of June 7, 2010 M/S/*carried*

## **New Business:**

### **1. DICEEC Community Grant Recommendations**

It was noted that the process was excellent.

**Motion:** To accept the recommendations as presented. M/S/*Carried.*

### **2. DICEEC contract with CVRD re: Resource Staff Position**

**Action:** Liz will consult with DICEEC and CVRD to resolve concerns regarding the present contract to transfer operational funds for staff position.

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3. **Past Grants in Aid Funds** (Motion and discussion by Andrew Scruton) - **deferred to next meeting**
4. **DIVFD follow-up from June 2, 2010**, request for a meeting with CVRD –

**Action:** Liz will contact Ian Smith to request a date to meet (after July 19, 2010) to include James Bast and Deb Oakman **and will send out a draft agenda and the ideas as discussed for the meeting.**

5. **2010 Recreation Fund Committee** Recommendations (Moirra)

Moirra verbally reported that a panel consisting of community members Judy Armstrong, Edi Johnston, and Hamish Kimmins met twice to review and discuss the applications for funding. Seven applications were reviewed with recommendations to provide some funding for five of them. Two more applications were received but one withdrew and one was disqualified because it did not have the approval of its association prior to submitting the application. Total funds requested was \$46,410 with \$20,000 available. The panel recommended the following:

- Denman/Hornby Equine Association \$ 500
- DICES (Community Education Soc.) \$ 8,000
- Graham Lake Swim Dock \$ 750
- Denman Seniors & Museum Soc. \$10,000
- Community Dock \$ 750

*M/S/carried*

6. **Committee Checklist Documents** (how many have been received)  
Received to date: Old School and Bill Mee Park. Doug Ward suggested waiting until after the planned meeting with Ian Smith, Deb Oakman and James Bast, before requesting the form from the DIVFD.
7. **Possible changes to DIRA Funding Application Policy** (as per Bill Engleson) **deferred to October meeting**
8. **DIRA Executive paper on communications**

**Motion:** To accept Executive paper as practices policy. *M/S/carried*

9. **DIRA Commercial Liability Policy update - deferred to September meeting**

AXIS Swim Dock Liability Insurance - Liz confirmed with AXIS that 3M insurance is in place. Invoice to follow.

**Action:** Liz will attend the Old School Committee meeting as Nettie will be away – Nettie will advise Liz of the date

**Motion:** That further to the Old School's approval DIRA chair will sign commercial access policy. *M/S/carried*

10. **DIRA GM July 12, 2010**, Facilitation/Grapevine/Setup/Signs (Liz will facilitate/Nettie will do sign/Setup – Liz/Doug Ward/Grapevine report – Liz

### **Incoming Correspondence:**

1. Allan Danks, re: Raven Coal correspondence, request and then decline to present to DIRA General Meeting, June 13 & 14, 2010

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2. Jackie Ward, Denman Island Horse re: pathways, cc of response to Kathryn Britnel of Axis Insurance, June 14, 2010
3. Rachel Shaw, Project Assessment Manager of Environmental Assessment Office, response to DIRA Raven Coal Project letter, June 14, 2010
4. Gordon Campbell, Premier, response to DIRA Raven Coal Project letter, June 14, 2010
5. Peter Karsten, Chair of Parks Committee, re: invitation to June 23, 2010 reception at Stanehill Park with Notebook park guide, June 14, 2010
6. Peter Karsten, re: comments on performance of DIRA General Meeting held June 14, 2010, June 15, 2010
7. Kelly Gesner of Landworks Consultants Inc., thanks re: DI Parks & Greenways Plan presentation at DIRA General Meeting held June 14, 2010 with copy of Community Survey, June 15, 2010
8. Sharon Clark, Chair DICEEC and Patricia Gagnon of CVRD, cc of payroll & funding discussion re Business Resource staff position, June 15 & 16, 2010
9. Companies - Corporate Search, re: Society information of Denman Island Fire Fighters Association, June 16, 2010
10. Dan Stoneman, request to circulate "Petition to Review the Islands Trust Act", June 18, 2010
11. Patricia Gagnon, CVRD, funding & payroll advice for DICEEC Resource employee, June 21, 2010
12. Dan Stoneman, progress report re: Petition to Review Islands Trust Act, June 21, 2010
13. John Johnston, Chair of DI Dock Committee, re: funding approval for dock project confirmed by Island Coastal Economic Trust (ICET) for \$118,000, June 21, 2010
14. Sherry Stevens of Grapevine publication, request for shorter version of DIRA General Meeting report, subsequently publication delayed a further week, June 22, 2010
15. Shari Dunnet of Denman Health Network, re: Dr. Nancy Reeves counselling sessions available June 25 – July 3, 2010, June 22, 2010
16. Bill Engleson, Treasurer of DICES, re: funding opportunities as addressed by the DICES Policies & Procedures manual, June 24, 2010
17. Edi Johnston, concerns & letter of opposition re: application of Henry Bay tenure, June 27, 2010
18. John Johnston, Chair of DI Dock Committee, cc of press release from ICET re funding confirmation for dock project, June 29, 2010
19. James Bast, Manager of Fire Services of CVRD, response to June 16, 2010 DIRA letter re: DIVFD and DIRA January 1983 agreement, and June 29, 2010 DIRA request for another meeting, June 30, 2010
20. Debra Oakman, Chief Administrative Officer CVRD, out of office notice until July 16, 2010, in response to DIRA request for meeting, July 2, 2010
21. Teresa Warnes, Executive Assistant CVRD, out of office notice until July 5, 2010, in response to DIRA for meeting, July 2, 2010
22. Patricia Gagnon, CVRD, cc payroll advice for DICEEC Resource employee, July 2, 2010
23. Patricia Gagnon, CVRD, CVRD contract for DICEEC Resource Staff Position, July 4, 2010
24. Kathryn Britnell, AXIS Insurance Managers Inc., cc of insurance coverage discussions with Gloria Michin, Chair of Old School Committee, July 4, 2010
25. Kathryn Britnell, AXIS insurance Managers Inc., confirmation of Swim Dock insurance coverage increase to \$3,000,000., July 4, 2010

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### Outgoing Correspondence:

1. James Bast of CVRD, copy of annual check-list for DIRA Committees, June 14, 2010
2. Kathryn Britnell of AXIS Insurance, request to increase coverage for Graham Lake Swim Dock, June 15, 2010
3. James Bast, Manager of Fire Services of CVRD, letter re: DIVFD and DIRA January 1983 agreement, June 16, 2010
4. Dan Stoneman, advice of procedures re: request to circulate "Petition to Review the Islands Trust Act", June 18, 2010
5. Jerry Leet of Dept of Highways, record of phone conversation with Liz Johnston, confirmation that DIRA is not involved re: Lacon Horse Trail activity, June 28, 2010
6. James Bast, Manager of Fire Services of CVRD, request for meeting re: DIVFD and DIRA January 1983 agreement, June 29, 2010

**Adjourned:** 9:15 p.m.