

DENMAN ISLAND RESIDENTS ASSOCIATION

GENERAL MEETING, JANUARY 10 2011

DENMAN COMMUNITY BACK HALL 7.30pm

Call to order: 7:30 PM

Attendees: 32

Executive Board Present: Chair Liz Johnston, Nettie Cotter, Max Campil-Wedges, Andrew Scruton, Doug Ward, Doug Wright, Derek Hood.

Regrets: Frank Frketich.

Motion to approve the agenda – *Motion/Seconded/Carried*

Motion to approve the draft minutes of the Dec 13, 2010 meeting. *Motion/Seconded/Carried*

Executive report:

- Derek Hood asked for volunteers to a nominating committee to identify DIRA members willing to allow their name to stand for election to the Executive for a two year term effective from the April 2011 AGM. Executive members of the nominating committee are Frank Frketich and Derek Hood.
- DIRA membership. Nettie Cotter advised that the DIRA membership count is currently 136 and DIRA will be 40 years old this year. A mail out is planned to encourage members to submit their dues that are payable before or at the AGM In April. Information will be provided to potential new members regarding pro-rated fees and the need to pay by March 11 to be eligible to vote at the AGM. Also included in the mail out will be information about DIRA and its committees' activities. It is anticipated that the cost of the mail out will be recovered in the increase in membership.
- Chair Liz Johnston introduced Regional Director Bruce Joliffe who outlined the concept of a proposed meeting to discuss governance processes and issues that affect the interaction between DIRA and the CVRD. Date and details to be advised.

- **Motion** that DIRA hire Lloyd Neufeld to prepare the DIRA financial statement for the period April 1, 2010 to March 31, 2011 at a cost not to exceed \$200.
Motion/Seconded/Carried.
- Chair Liz Johnston reminded members to complete any Grant- In- Aid applications as soon as possible, being due at the end of February. The applications were made available at the meeting and are also online with CVRD.

Committee Reports:

PARKS COMMITTEE:

Peter Karsten made a comprehensive power point presentation (see hard copy **Attachment #2** at library) updating members on the progress of the planning for Morning Beach Park and its access to the beach.

Parks Committee meet on the first Wednesday of the month at the Fire Hall. All residents are welcome to attend.

PARKS LIAISON GROUP (PLG):

Jack Forsyth outlined the island group's activity which is summarized in the January Flagstone.

Residents are asked to recommend a designation (classification) for each park and suggest names for the six parks. An insert in the Grapevine will offer an opportunity to make suggestions which will be forwarded to B.C. Parks, followed by public meetings for discussion.

The PLG's next meeting is January 27, 9:30 AM at the Old School. All are welcome.

COMMUNITY (MARINE) DOCK

John Johnston advised that funding, permits and budget are within schedule. The committee will be providing an insert in the Grapevine requesting volunteers to sign up at this time in order to coordinate construction, which is expected to start by June 1, 2011.

(see hard copy **Attachment #3** at library)

BILL MEE PARK

Liz Johnston reported that DIRA has received the year-end financial report from Bill Mee along with photos of their new picnic tables on-site on December 30, 2010.

WASTE MANAGEMENT

Bob French advised that new lighting has been installed at the Recycling Depot. The donations program from the bottle depot generated \$9,350 this year.

DIVFD

Doug Ward (DIVFD Liaison) spoke to the membership regarding DIRA/DIVFD/CVRD governance issues.

Doug discussed a governance 'service model' he recently brought forward for consideration, (See **Attachment #1**) as currently all BC Fire Departments are undergoing a governance restructuring process. Regional Director Jolliffe stated that this subject will be part of the upcoming proposed CVRD meeting as discussed earlier in the meeting. Discussion followed regarding the DIRA/CVRD Fire Services Contract (currently legal but outdated) which tasks DIRA with fiduciary responsibility for the DIVFD. The membership made the following motions:

First Motion: that DIRA discuss DIVFD issues at general meetings only when there is a DIVFD representative at the meeting *Motion/Seconded/Carried*

Second Motion: that DIRA investigate the implications of removal of DIVFD fiduciary responsibility from DIRA and report back to the membership *Motion/Seconded/Carried*

DENMAN WORKS! (DW)

John Roberts advised that the next meeting will be February 9th at 4:00 PM in the Seniors Centre.

DIRA members are encouraged to access the website <http://denmanworks.wordpress.com>

The requests for operating funds for the first three months of 2011 (interim funding) have not yet been approved by the CVRD but DW expect approval shortly.

A posting has been made to hire a Grant Facilitator, application deadline January 15th, and a review is underway to verify the rationale for the Resource Center.

DW anticipates the grant process will begin by the end of April; applicants are encouraged to make a start.

DW is developing a model proposal, to be used as a working version, to assist community discussion in March as to how Denman Works will function in the future.

Liaison Reports:

ISLANDS TRUST

David Graham reported the first meeting of 2011 will be January 25th where draft policies and draft by-laws regarding the Official Community Plan are for public review including:

- adding extinguished conservation densities to the density bank

- encouraging applications from residents with historic co-ops who are non-conforming to bring into conformation
- reviewing the conservation/recreation policy section and related recommendations from the Advisory Planning Commission
- considering a draft ground water extraction and sale policy
- reviewing policies for beach access to waterfront subdivisions and the required beach access aqua-cultural zone set-backs
- protection of rapture nests, headwaters and wetlands

The Trust has requested RCMP and the Ministry of Highways to determine the assigned responsibilities of road closures, especially during bad weather conditions. The Trust's public documents for its Budget will be available by the end of January.

FERRY ADVISORY

Dennis Forsyth advised the Ferry Advisory Group is still trying to resolve how to handle the planned suspension of service during October 2011 between Denman and Hornby. Suggestions are welcome.

The congestion issue with traffic lining up for the ferry at Denman West will be discussed with representatives from DIRA, Highways and Ferries. The meeting date is to be advised. Again suggestions are very welcome.

VIRL

Bill Engleson reported that there are discussions at the Regional District about the feasibility of a regional library on Denman but that there are no firm plans for this to happen in the current environment. Bruce Jolliffe is endeavouring to get some visibility for Denman on the Regional Library Board. A Flagstone summary report will follow.

New Business:

1. The issue of school children being dropped off at the Denman West ferry terminal, pedestrian traffic up the hill and the resultant safety concern is still under review. These concerns will be presented additionally to the congestion issue at the meeting already planned with DIRA, Highways and Ferries (see Ferry Advisory). Kathy Tolsen of DICES will be asked to attend.
2. TRANSPORTATION ADVISORY – Edi Johnston reported that the issue has been resolved in that Emcon will provide information how to respond to emergency road situations. This information will be published in the Grapevine.

3. Regarding the proposed Raven Coal Mine Project, Patti Willis read a proposed letter written from DIRA to various government recipients requesting an Open House to be held on Denman Island during the Public Comment Period (expected to be in March).

Motion: That the Denman Island Residents Association send a letter to Rachel Shaw, Project Assistant Manager, Environmental Assessment Office (EAQ), to request that the EAQ hold an open house on Denman Island during the 40 day public comment period on the Raven Underground Coal Project.

And further, that a copy of the letter be sent to Don McRae; MLA, John Duncan, MP; Murray Coell (BC Minister of Environment); and, Peter Kent (Federal Minister of Environment). *Motion/Seconded/Carried*

Motion to adjourn. 9:20 pm *Motion/Seconded/Carried*

Incoming Correspondence:

1. Bill Engelson, Chair, DICES Council, response to DIRA query on whether to add to December General Meeting Agenda for safety concerns regarding Denman West ferry terminal, December 10, 2010
2. Bill Engelson, DIRA member, concerns regarding DIRA executive and DICEEC , December 12 and 13, 2010
3. Kathryn Britnell, AXIS Insurance, response to DIRA December 10, 2010 inquiry regarding cost breakdown, documents and marine insurance, December 13, 2010
4. Des Kennedy, Denman resident, query re Denman Works budget presentation at DIRA December General Meeting, December 13, 2010
5. Jeri-Lynn Davies for Ian Smith, General Manager of Community Services, CVRD, request and thanks for summary of DIRA GM passed motions re economic enhancement, December 14, 2010
6. Bill Engelson, DIRA member, response to information forwarded by DIRA regarding Secret Ballot interpretation, December 15, 2010
7. Ralph McCuaig, DIRA member, regarding Robert's Rules of Order and suggested related seminar, December 16, 2010
8. Moira Webster, DIRA member, request for and receipt of copies of certain December correspondence items, December 16 and 17, 2010
9. Tony Law, HICEEC, response to concerns raised on December 2, 2010 concerning safety issues at Denman West ferry terminal, December 16, 2010
10. Ian Smith, CVRD, forwarding of Province of BC announcement of Local Sport Development Program Fund, in turn forwarded to Denman Works, December 17, 2010
11. Don Lockett, Fire Chief, DIVFD, response to DIRA dated December 1, 2010, re: request by DIRA member to view DIVFD books, December 17, 2010
12. Scott Northrup, Dept of Fisheries and Oceans, return of signed Amendment of the Valid Authorization Period regarding Community Dock construction, received by mail December 17, 2010
13. Sue Pauwels, Area Manager, Courtenay, Ministry of Transportation and Infrastructure, in responding to safety concerns at Denman West ferry terminal, she and Bob O'Brien, Operations Manager, agree to meet to discuss issues, December 22, 2010
14. Brian Allaert, Parks Technician CVRD, copy of the document "Request for Proposals, Morning

- Beach Park Beach Access Design, CVRD", January 5, 2010
15. Kathryn Britnell, AXIS Insurance, confirmation of receipt of DIRA request for policy costs allocations, January 5, 2011
 16. Peter Karsten, Chair Parks Committee, Park Notice Board completed and to be located at the General Store for posting of TOR, messages and articles, January 6, 2011
 17. Jeff West, Terminal Operations Superintendent, BC Ferries, agree to meet to discuss summer traffic congestion on Denman Island, January 7, 2011
 18. Bill Mee Park Year End Report (from John Wigle /Glen Snook) Dec 30, 2010

Outgoing Correspondence:

1. Bill Engelson. Chair, DICES Council, DIRA query whether to add to December General Meeting Agenda for safety concerns at Denman West ferry terminal raised in December 2, 2010 correspondence, December 10, 2010
2. Bill Engelson, DIRA member, response to concerns raised regarding DIRA executive and DICEEC, December 13, 2010
3. Des Kennedy, Denman resident, DIRA response to his query regarding Denman Works budget presentation at DIRA December General Meeting, December 13, 2010
4. Email notice to DIRA members, copy of published Notice of Motions for vote at the DIRA December General Meeting, December 13, 2010
5. Jeri-Lynn Davies for Ian Smith, General Manager of Community Services, CVRD, response regarding request for summary of passed DIRA motions re economic enhancement (from DIRA GM), December 14, 2010
6. Bill Engelson, DIRA member, information forwarded regarding Secret Ballot interpretation, December 15, 2010
7. Ralph McCuaig, DIRA member, response to discussion regarding Robert's Rules of Order and suggested related seminar, December 16, 2010,
8. Moira Webster, DIRA member, copies of certain December correspondence items as requested , December 16, 2010
9. BC Ferries Services Inc. and Department of Transportation, DIRA letters raising concerns of traffic problems during ferry traffic lineups, December 17, 2010
10. Gloria Michin, Old School Committee and Kathryn Britnell, AXIS Insurance, discussion on current status of outstanding insurance items, December 21, 2010
11. Kathryn Britnell, AXIS Insurance, request for policy costs breakdown and document for Community Dock contributors, confirmation of receipt of certificate, January 5, 2011

Attachment #1

----- Original Message -----

From: [Doug & Jackie Ward](#)

To: 'Ian Smith'

Cc: administration@comoxvalleyrd.ca ; 'Andrew Scruton' ; 'Derek Hood' ; 'Doug Wright' ; 'Liz Johnston' ; 'Max Wedges' ; 'Nettie Cotter'

Sent: Tuesday, December 21, 2010 3:56 PM

Subject: Fire Department Board

Hi Ian,

Further to our excellent discussion on December 7th, please find attached a thumbnail sketch of what is largely considered a standard and very workable formula for the operating and fiscal management of a volunteer fire department within a regional district.

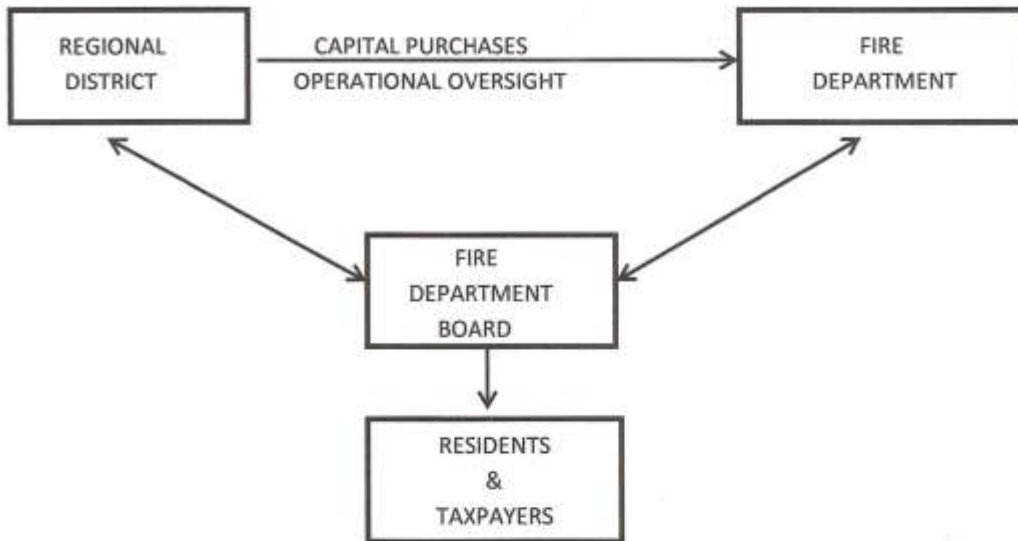
This outline, of course, is very barebones and certainly needs to be fleshed out. If you feel you would benefit from having more detail on what is being proposed here, I'm quite sure I could arranged for representatives from fire departments operating in the Regional District of Nanaimo to meet with you to clarify what has been working for them. The intent of the whole exercise is to have the Board work in co-operation with the Regional District and the fire department. One of the Board's responsibilities is to manage the operating portion of the budget. This will give the taxpayers the comfort that they are currently lacking. The goal should be to support the fire department in its endeavour to supply a public service, while removing some of the responsibility for making the day to day financial decisions.

Best regards,

Doug Ward
Cc – D. Oakman

(Note: Proposed Organizational Model next page)

PROPOSED ORGANIZATIONAL MODEL



1. Board may consist of four plus chair with no members having a direct connection to members of the fire department. The Board should have a secretary/bookkeeper.
2. The Board would be charged with developing the annual budgets in co-operation with the Regional District and Fire Department.
3. The Board would disburse funds from the operating budget upon receipt of pre-approved invoices. Ideally, invoices would be generated by P.O.s where applicable.
4. The Board would keep a current running set of books for open public scrutiny. Books to be audited annually.

