

Executive Meeting

Monday, May 5, 2025

Old School - Conservancy Room

Attendees: Jenny Balke (chair), Chris Danks, Graham Isbister, Ron Wilson, Tony Gregson, Rosa Telegus, Andrew Pringle and Ron Shephard

1. Meeting called to order at 4:00 PM
2. There was a motion to approve the agenda, all voted in favour - PASSED
3. **New Board Orientation**

Meeting Schedule - There was consensus to continue holding board meetings at 4:00 PM. Mondays are specified in the constitution.

DIRA Documents - Most documents are kept electronically. The DIRA website is updated with all documents such as minutes, financial reports and committee reports. The former chair will pass on a folder containing hard copy documents.

DIRA Committees - Under the organizational umbrella of DIRA, committees provide independent services to residents. Some of the committees are funded by the CVRD such as Recycling, Parks, Trails and Pesticide Free. Most committees rely on fundraising and grants.

A new committee is in the process of forming to address road and traffic issues.

Recreation Grant Facilitation and Schedule - The CVRD provides annual funding for recreation activities on Denman. DIRA is responsible for establishing the Recreation Grant Committee every year to distribute those funds. This committee is independent from DIRA because DIRA committees often apply for funding from this source.

The committee is responsible for advertising, reviewing applications and making recommendations for allocating the funds. The committee will inform DIRA of their recommendations by the end of May and those recommendations will be presented at the next DIRA public meeting in June. The CVRD has the final approval.

DIRA Membership - The former chair was updating a group contact distribution list. This duty will be passed to another board member. Also, the official DIRA membership list will need to be allocated to a board member.

Finances and Bookkeeping Update

The bookkeeping duties for Waste Management and Bottle Depot have been fully transitioned to the new bookkeeper. The DIRA bookkeeping duties are in the process of transitioning from a volunteer to a paid position, due to complexity of reporting requirements.

DIRA expenses are approved by two board members (chair, v-chair or treasurer) and most payments are made via electronic transfer.

DIRA financial statements are reported by calendar year (January 1 - December 31).

In September the DIRA treasurer will ask those committees funded by the CVRD to submit their projected budgets for the following year and projections for 4 years. The CVRD can not fund DIRA administration expenses directly, so have agreed to allow DIRA to add up to 10% to the committee budgets to pay for insurance, bookkeeping and other expenses. The current CVRD service contract with DIRA expired on December 31, 2024 and we have not seen a new contract yet.

4. **Appointment of DIRA Executive Board Officers**

President - Jenny Balke

Vice-President - Rosa Telegus

Treasurer - Stirling Fraser

Secretary - Andrew Pringle

Members-at-Large - Ron Wilson,

Graeme Isbister,

Tony Gregson, and

Sam Borthwick.

There was a motion to accept the above appointment of DIRA officers. Everyone voted in favour. MOTION PASSED - APPROVED

5. **Signatories for First Credit Union**

Changes to signatories for First Credit Union, account 24083 are as follows:

Ron Shepard - remove

Rosa Telegus - add

Stirling Fraser, Jenny Balke and Virginia MacCuspig will remain as signatories.

There was a motion to accept Jenny Balke, Rosa Telegus, Stirling Fraser and Virginia MacCuspig as signatories for the First Credit Union account 24083. Everyone voted in favour. MOTION PASSED - APPROVED

6. There was a motion to approve minutes from Executive meeting on April 7, 2025

Motion Passed - APPROVED

7. **Continuing Items:**

CVRD Proposed Changes to Bill Mee Boat Launch and Committee Response

The CVRD will be funding extensive upgrades to the Shingle Spit boat ramp on Hornby Island and would like to charge an annual fee of \$75 for non-commercial motorized vessels. The CVRD objective is to review and adjust user fees to cover operating costs for its boat ramps. The CVRD funds operating costs for Bill Mee Park and Boat Ramp and are also proposing to charge the same amount (\$75) for the Denman boat ramp at Bill Mee Park. The current annual fee is \$25 at Bill Mee.

The Bill Mee committee is recommending an annual fee of \$35. There was some discussion regarding boaters switching their launch to Denman West if the Bill Mee fee is too high and Denman West has a very small parking lot which can't handle more traffic.

Over the years, the Bill Mee Committee has accumulated a surplus of about \$12,000 (from the CVRD) in an operating account and about \$20,000 (from boat launch fees) in a capital repair account.

According to the service contract between DIRA and the CVRD unspent tax money should be returned to the CVRD and money generated by DIRA can be kept by DIRA, such as the boat launch fees.

The committee has not had a response yet from the CVRD regarding charging the annual fee of \$35 instead of \$75. To address the surplus, future budget requests will be reduced by revenue generated.

Website Maintenance

A programmer was hired to update the DIRA website. It's been over 10 years since the website was last updated. It's almost finished, but until it is finished the website cannot be updated.

Financial Issues

DIRA was operating with the understanding that tax filings with the Canada Revenue Agency were not required. However, when switching bookkeepers the DIRA Canada Revenue Agency account seemed to be incomplete. The new bookkeeper will investigate what needs to be done to be compliant.

The board agreed there should be periodic (monthly) financial reports so everyone is aware of what's being paid.

8. New Items

New Residents Gathering, June 7, 2025

Andrew will send an email to the committee chairs asking who wants their committee represented at the gathering.

Ideas for More Resident Engagement

There is very little to no representation on DIRA from residents under 50 years of age. No solutions were expressed. This will require continuous recruitment, education and advertising.

DIRA 50th Anniversary Party

Jenny is thinking about a summer event in the covered recreation space with previous directors invited. She will review old minutes to get those names.

Old school Heat Pump Project

The Denman Island Climate Action Network Committee (DICAN) is assisting in fundraising to get a heat pump for the old school, replacing an old oil burning furnace. Some money has been raised but over \$20,000 more needs to be raised.

Denman Community Profile

There was some discussion regarding the potential of sending a survey to every Denman house to gather basic statistics regarding the population and what they are interested in. Hornby (HIRRA) hired someone 2 years ago to do a Hornby/Denman community profile.

Climate Action Committee Community Initiative

An idea was put forward to ask BC Hydro to make a presentation on energy efficiency, heat pumps and solar panels. Ron Wilson will look into seeing if BC Hydro can do this.

Meeting adjourned at 6:50 pm

Reminders:

Next Executive Meeting is Monday June 2 at 4:00 PM - Old School

Next Public Meeting is Monday June 9 at 7:30 PM - Back Hall