

## **DCLTA Board Meeting Minutes**

### **Thursday March 10, 2022. Zoom**

In Attendance: Paul Beauchemin, Sue Hammell, Nancy Hoyano, Daryl McLoughlin, Doug Olstead, Stephanie Slater, Chris Wardman, Pam Willis (meeting chair).

Regrets: Debbie Frketich, Brad Hornick.

#### **1. Approval of Agenda**

- Addition under 7. Other - Paul's conversation with Sandra Wood, ED of Community Housing society, Cortez Island.
- **Motion** to approve the agenda, moved by Paul, passed.

#### **2. Approval of the minutes of the DCLTA Board meeting of February 3, 2022.**

- Amendments to the minutes: 5b - change it to read "regarding what grant money might be available", 6 fundraising - correct typos.
- **Motion** to approve the minutes of the DCLTA Board meeting of February 3, 2022 as amended. Moved by Sue, passed.

#### **3. Financial report (Daryl)**

- Daryl reported that DCLTA has about \$174,000 in its bank accounts, and \$11,000 in the rental account.
- There is ~\$6,500 in the Grant Funding account. All grant money has been spent on the intended purpose, fencing (Denman Works), Survey work (CVRD).
- **Motion** to move the money from the Grant Funding Account into the Chequeing Account since all grant money has been expended. Moved by Nancy, passed.
- **Motion** to approve the financial report. Moved by Sue, passed.

#### **4. DCLTA business**

- a. AGM planning - (Last AGM June 15th, 2021) - carry forward
- b. Property tax assessment (Doug) - nothing new to report, reinstated for tax exemption on Ridge property/Chickadee Road for at least this year.
- c. BCNPHA - Grumpy and Paul completed and sent in the registration form along with \$122.00. Pam, Paul and Virginia are the contact names. **Action: Grumpy and Paul to sort out any confusion with regard to duplication of fee payment.**
- d. Meeting with Daniel Arbour (Doug, Sue, Pam)
  - i. Re: property tax assessment - Doug reported that municipalities can grant tax exemptions on affordable housing property, but it appears regional districts do not have this authority, rural properties come under the jurisdiction of the BC Assessment Authority. Daniel said he would check and confirm this is correct. Pam noted that the only tax exemptions given by the regional district are to the Sunnydale Golf Course and the Union Bay Post Office. The provincial legislation, The Taxation (Rural Area) act, has a list of 5 types of exemptions - and affordable housing is not on there.

- ii. It was agreed that DCLTA should write the Minister of Finance, Hon. Selena Robinson, suggesting that the property taxation by BC Assessment is unfair to the small rural communities trying to support affordable housing. **Action: Sue will draft a letter to Hon. Selena Robinson, Minister of Finance, suggesting that affordable housing in small rural communities is being unfairly taxed, after confirming with Daniel Arbour that regional districts do not have the authority to grant exemptions. Doug to review the letter. CC the letter to our MLA, Hon. Josie Osborne, Minister responsible for Housing, Hon. David Eby, BCNPHA.**
  - iii. Project Funding - The CVRD is involved in housing supports across the region except for Hornby and Denman Islands. The CVRD helps to fund the CV Coalition to End Homelessness. In 2018 BC Housing committed 2.6M to support the Beulah Creek development on Hornby Island. The project has been stalled. At the meeting of the CVRD, Feb.15, 2022, the CVRD board approved a \$100,000 allocation from the Hornby/Denman Community Works funds to the Beulah Creek village project on Hornby Island. The plan is to build affordable rental homes. It was too late for us to apply for the \$50,000.
  - iv. Housing service - there is a possible role for CVRD in housing on the islands, for example, a housing service. Daniel is hoping to get a referendum question on the October ballot requesting support for a feasibility study on the need for a housing service on Hornby and Denman.
- e. New board/project management software - Brad has proposed new project software, Asana, to replace the Excel spreadsheet he created. It looks user friendly at first glance. Brad to make a presentation on Asana next month. In the mean time a few board members will take a look at it. Carry forward.

## 5. Pepper Lane

- a. BC Housing meeting with John McEown and Anna Brayko
  - Doug and Pam reported that it was a pleasant meeting, and he says his door is always open, but essentially there is not much money in grant funds at this time. What remains must be committed at the end of this month.
  - They requested full financial information from us. Walter is supposed to have a draft budget for us today. **Action: Doug to follow up with Walter today to see what additional information he may require from us, ex. Rent info as per our housing agreement, and if he will be able to submit this financial info to BCH by the weekend.**
  - We require current 'Letters of support'. **Action: Brad is getting a letter from Trustee Laura Busheikan, Pam is getting a letter from Daniel Arbour, Director, CVRD. Sue is requesting a letter from Hon. Josie Osborne, MLA.**
  - BC Housing is looking at what they have (not much), the sustainability of our project (if we have to carry a mortgage we need a net income to pay it off). Doug projects that with a mortgage at a rate of 4%, at most we could carry \$630,000 - 700,000. We would need 2.5 million from BC Housing to make this work. If there

is only a small amount from BCH we can turn to CMHC for a mortgage, but we can only sustain a small mortgage.

- If we do not get funding in this fiscal year then would have to wait for the next Community Housing Fund offering projected to be in about 16 - 18 months. This might be problematic for us as our property purchase agreement with Bev expires at the end of this year. We may be able to get an extension. John McE said his door is open. Walter has indicated that if we don't get the funding in the next few weeks he will get to work on applying for pre-development funding, which is money in the CHF process.
  - Sue reported that Adam, from David Eby's office said that he was briefed, and despite our not offering 3 rental levels of tenancies that we can be funded by CHF with our configuration of 8 units.
- b. By-law approval - nothing new to report. It will take time. Laura Busheikan has followed up on our behalf. Sue to follow up again Monday. The new Minister of Municipal Affairs is Nathan Cullen.
- c. Subdivision MOTI
- Doug reported that a year ago the local office gave a conditional approval, subject to a detailed waste water plan including the piping from the units. This would only become possible once we had the final drawings. More recently Doug submitted a more limited covenant plan to the Nanaimo office and heard back that this plan was sufficient. The local office request for a more detailed plan slowed the process up by 13 months. The Approving Officer needs one change, amendment to Island Trust as overseer. **Action: Doug to make this amendment.**
- d. Stephanie suggests that in the future we see about getting a university student to do a case study audit of this project, as part of our mandate is to offer support.

## 6. Fundraising

- e. Denman Works grant report due March 23rd. **Action: Nancy to complete and submit the report.**
- f. CMHC funding, 6 month report due April 2022. **Action: Daryl to follow up with Walter to find out who will complete this task.**
- g. Market booth - The farmers market begins on the May 24th long weekend. The Home and Garden Tour is June 11-12th. The booth and particularly the display boards need updating. Could include highlights from the newsletter, a timeline, photos of the fencing. **Action: Sue, Nancy, Debbie, Brad, Paul, and Pam will work on drafting materials to bring to the board.**
- h. Membership renewal - ongoing
- i. Dinners - will get back on to this as restrictions are lifted. Maybe do one every second month to keep some regularly generated funds.

- j. Large donors - usually done in November and December. How do we find people of means who would be supportive of affordable housing. **Action: Paul to talk to Sandra about fundraising.**

## 7. Other

- Paul reported on his conversation with Sandra Wood, E.D. of Cortes Community Housing Society - they have a similar population, they had 6 units, then added 4 BCH units (rent geared to income). The original units funded out of a post olympic program. Her advice - have a business case that makes sense, prepare to make tough choices.
- We may need to investigate other funding possibilities in case BCH doesn't provide the full budgeted amount ex. CMHC co-investment housing fund lends money at 2%, credit unions lend at fair rates. Seek donations from Building supply companies: Slegg, Central Builders.
- Paul, Brad and Sue prepared a proforma budget for their non-profit housing course. Walter has used it for the current budget. **Action: Doug/Paul to get this proforma budget back from Walter.**

Next meeting date.

Thursday April 7th 10 am