

DCLTA Board Meeting
Tuesday August 2, 2022.

Present: Stephanie Slater (co-Chair), Doug Olstead (co-Chair), Daryl McLoughlin (Treasurer), Brad Hornick, Chris Wardman, Paul Beauchemin, Nancy Hoyano (Secretary), Debbie Frketich, John Clark (Guest).

Regrets: Sue Hammell, Pam Willis.

Agenda

1. Approval of agenda
 - Debbie move the approval of the agenda. Carried.
2. Approval of minutes
 - a. Action items from minutes of July 5, 2022
 - Action: Daryl to ask Virginia to include the amount of the cheque written to be included. Completed.
 - Action: Pam and Doug to arrange a meeting with Bev prior to the 11th or after the 21st of July. Completed. Additionally Doug has engaged Chris Kelsey from Swift Dato to handle the transactions as per the direction of the board (see motions from the Extraordinary meeting below) and the Island Trust has put the rezoning on Sept. 27th agenda. Doug has prepared package with all the necessary documents for MoTI, the ALC and will pass them on to Chris Kelsey once approved by MoTI and ALC.
 - b. Stephanie moved the approval of the minutes of July 5, 2022. Carried.
3. Treasurers report (attached below)
 - Deposited July Rent cheque of \$527.00
 - Donations of \$631.50 deposited to Chequing account
 - This past weeks market booth proceeds were \$240.00
 - As of July 31, 2022, DCLTA has: \$40,696.90 in its Chequing Account; \$136,422.10 in its Acquisition Fund; \$0.10 in its Grant Funding Account; \$11,008.63 in its Rental Account.
 - Daryl moved acceptance of the Treasurers report. Carried.
4. DCLTA business
 - AGM update - Stephanie and Nancy reported that the AGM will be held Sunday September 11 at 1:30 at Community Hall (outside weather permitting or in the back hall). The cost is \$50 rental with a \$200 deposit. Daryl to complete the rental form. All board members have indicated their intent to continue on the board. John will put his name forward for election at the AGM.
 - Land Owner Transparency Act - Daryl reported on the LOTA which was enacted in 2020. "Unless it falls under an exemption, a NPO or charity that is a society or non-share capital corporation which owns an interest in land in BC will generally

be required, as a reporting body, to comply with the filing obligations under LOTA". **Action: JC will review the act to help regarding what DCLTA's obligations according to the act.** Currently we own one property on Chickadee Road but we will have to file for the Pepper Lane property once we take ownership.

- Meeting with Denman Green - will be arranged some time in the fall.

5. Pepper Lane business

a. Building committee update (Debbie)

- Pam, Debbie and Nancy are still working on the viability assessment for CMHC - will report as soon as we get answers and get it completed.
- Building design - It was suggested we look at modular housing as an option as it's come a long way. We need to weigh cost savings with social responsibility. Chris Iliffe will continue to help us whichever way we decide to go. Wood prices are coming down. Energy modelling would inform the design. Walter had said to stick with design until we go through the BCH process, so commentary from BCH on the preliminary design would be helpful.
- Walter was meeting this morning with BCH about PDF
- **Action: Debbie to add design discussion to next building committee meeting.**

6. Fundraising

- Grant Program (Stephanie) - It is a covid recovery and resiliency grant program. **Action: Stephanie to take the lead and ask Sue and Pam and Chris to take a look at it with her to see if it is worth submitting an application.** Covid affected fundraising. Project costs were affected.
<https://www.vancouverfoundation.ca/grants/recovery-and-resiliency-fund>
- Future fundraising dinners - **Action: Sue and Stephanie will follow up.** Debbie and Paul volunteered to help with the next one. Date to be established. Suggestions to set up regular dinners quarterly? In Partnership with Guesthouse?
- Note: We should be submitting expense claims and then donate the money back to DCLTA, ie. Nancy market booth cost, Daryl, church rental. It shows real costs.

7. Next meeting date - Thursday September 1st 10 am at the United Church

Attachment:

DCLTA Extraordinary Board meeting July 27, 2022

Present: Stephanie Slater (co-Chair), Doug Olstead (co-Chair), Daryl McLoughlin (Treasurer), Brad Hornick, Chris Wardman, Paul Beauchemin, Pam Willis, Nancy Hoyano (Secretary), Debbie Frketich, Sue Hammell.

- The meeting was adjourned to pass a motion to permit the expediting of work toward the completion of the subdivision of the Pepper Lane property, the re-zoning by-laws, and the property purchase.
- Motions 1 and 2 as presented.

Moved by Doug Olstead, to authorize the engagement of the services of the law firm of Swift Dato in Courtenay, to act for DCLTA 1) to complete Pepper Lane subdivision requirements by receiving all related Trust, MOTI, ALR, BC Hydro, and survey documents, and 2) to prepare the necessary land purchase documents and 3) to arrange for the signing and registration of all necessary documents.

Moved by Doug Olstead, to approve such expenditure for legal fees and disbursements as is reasonable and normal for those services.

- Discussion: It was suggested that the two motions be combined as passing the first motions means we are approving the expenditure. It was further suggested that we might find a lawyer who would do the work pro bono. No one had any immediate suggestions from their contacts apart from asking Swift Dato if they might consider this. Doug pointed out that in the past SD did some work for us at half the cost using an articling student, which took considerably longer. A lawyer who knows this work will complete it in a timely manner, which is required at this time in order to be ready for the September Trust meeting.
- The motion as amended.

Moved by Doug Olstead, to authorize the engagement of the services of an appropriate law firm and to approve such expenditure for legal fees and disbursements as is reasonable and normal to act for DCLTA 1) to complete Pepper Lane subdivision requirements by receiving all related Trust, MOTI, ALR, BC Hydro, and survey documents, and 2) to prepare the necessary land purchase documents and 3) to arrange for the signing and registration of all necessary documents. **Carried.**