

**DCLTA Board Meeting Minutes**  
**Tuesday September 7, 2021 4 pm**

Present: Doug Ostead, Stephanie Slater (Chair), Nancy Hoyano (minutes), Sue Hammell, Chris Ward, Brad Hornick, Daryl McLoughlin.  
Regrets: Debbie Frketich, Paul Beauchemin.

Noted:

Resolution without meeting: Moved by Nancy Hoyano, to accept the terms of the proposed contract with Bev Severn, dated August 27, 2021, and authorize the contract to be signed by Stephanie Slater, Co-chair, on behalf of DCLTA. Passed unanimously August 26th, 2021.

Daryl McLoughlin appointed to the board at the Board fundraising meeting August 24, 2021.

1. Approval of Agenda - approved by consensus.
2. Approval of DCLTA Board meeting minutes of August 10, 2021.

Motion: Moved by Sue Hammell to accept the DCLTA Board meeting minutes of August 10, 2021 with edit, carried. (Final minutes attached).

3. DCLTA Book keeper's Report August 1st to August 31st 2021.

The last Treasurer's Report was July 31st 2021.

- August 9th - Payment to Grapevine for 2 invoices totalling \$45.50
- August 24th - Donations totalling \$800.00 was deposited into Chequing account
- August 24th - \$486.00 deposited to Rental Account for August rent of Ridge property
- August 24th - \$28.62 was transferred from the Paypal Online account to the PayPal / Canada Helps Bank Account

As of August 31st DCLTA has:

- in its Chequing Account \$13,599.27
- in its Acquisition Fund \$77,142.07
- in its Grant Funding Account \$5,715.05
- in its Rental Account \$13,081.45

As of August 31st DCLTA has: 122 paid up members, 94 grace period members ... for a total of 216 members.

Discussion re budget - Ridge property contingency fund and bi-annual transfer funds to Acquisition fund. Ridge property to be brought forward in the new year - DCLTA's rights and responsibilities, future contingency fund requirements.

Motion: Moved to Nancy Hoyano to accept the book keepers report, carried.

4. Report on LTC mtg Sept. 7, 2021 re Housing Agreement.

The Local Trust Committee reviewed the Housing agreement, including the revisions to no. 2, 9, 10, and 13 of the Tenant Selection Procedure, schedule B, which provides that indigenous elders who are seniors and whose ancestry relates to those First Nations having territorial

claims to Denman Island need not have a 2 year residency connection to Denman Island, and will not be prioritized as potential tenants based on their contribution to or length of time on Denman as will other applicants. The housing agreement has been given 2nd and 3rd reading and gone forward for approval by the Ministry of Municipal Affairs.

5. Contract with Bev Severn.

The revised contract with changes including the verbally agreed upon price, dark skies principals (also included in strata by-laws) and reference to BC Hydro in para.8. has been passed by the board, signed by board co-chair Stephanie Slater as per the board motion and presented to Bev Severn. As of this date Bev has not yet returned the signed contract.

6. Questions to Planner Zupanec re duplex requirements, area calculation and restrictive covenant status.

Sonja has been on holiday and will respond by the end of the week.

Doug found information indicating that if two buildings are within 4 M and covered by a walkway they are considered a single dwelling, which would mean that we have 4 dwellings with 2 units.

We still await approval of the two by-laws (DE-RZ-2017.1 LUB and OCP) by the Ministry of Municipal Affairs (Minister Josie Osborne).

7. Well monitoring offer.

Steve Morgan has an interest in helping us out with well monitoring devices. H2O Steve has also been advising us with regard to the well and data loggers.

**Task: Nancy** to follow up with Steve Morgan to learn more about what he might have to offer and pass this information to Daryl

**Task: Daryl** to check in with H2O Steve.

8. Stormwater management plan and Environmental site assessment update (Paul)

Carry forward.

9. Fundraising committee update (Sue).

We have \$77,000 in the Acquisition Fund, a new anonymous pledge of \$30,000, and existing pledges of \$26,300 to be called in - for a total of \$133,300 toward the land purchase.

There will also be closing costs.

Pledges - Debbie, Stephanie, Sue and Nancy met and divided up the list of pledges and will begin calling people. We plan to ask that all the pledges be honored by the end of November, although tax implications may result in larger pledges being submitted over two calendar years.

Bricks - Paul and Brad have done some research on companies who do bricks for fundraisers. Michael is drafting a letter to go to businesses. We need to be able to tell businesses/donors what we have raised, what the money is going toward and what we need to raise to meet our goal.

Carry forward: establish what we are raising money for, where the bricks/path will be located

Stephanie is working on the dinner party idea and invites other board members to consider hosting their own group of friends. Chris is considering a pizza dinner idea.

#### 10. Building Committee update (Debbie).

The building committee will meet tomorrow morning, Sept. 8, with Chris Iliffe, building designer, and Walter Hoogland, Development consultant, via zoom to finalize the design and get an update on the CMHC grant application. The timeline for tasks leading to acquisition of BCH funding to be discussed. Meeting notes will be sent to all board members following the meeting.

Carry forward: management of Pepper Lane and the required budget.

#### 11. Communications.

Nancy sent a letter Aug. 12, 2021 by email to MLA Josie Osborne thanking her for meeting with us on Aug. 7, 2021 at the Guest House and requesting a letter of support. She sent a hand written thank you note and offered to help any way she can.

**Task: Nancy and Sue** to follow up with a request for a letter of support and to find out when we can expect approval of the by-laws (DE-RZ-2017.1 LUB and OCP) by the ministry of Municipal Affairs.

**Task: Brad** to design Pepper Lane Thank you cards that we can print off and book marks.

**Task: Nancy** to send thank you cards to people who have donated gifts to use as give aways or door prizes. Angelika Saunders, basket; Marilyn Jensen, basket; Brian Hoyano, jewelry; Helen Mason, knitted hat

**Task: Brad** to thank Pam Willis

Carry forward - Community update to keep people interested by keeping them informed. We need a milestone, such as approval of the by-laws by the Ministry of Municipal Affairs, seed funding from CMHC.

#### 12. Other/new business.

The list of directors needs to be updated with BC Registries, and the record of the AGM minutes needs to be filed, which includes the amendment of two by-laws passed at the AGM.

**Task: Daryl** to contact Virginia to get log in and password and complete these two tasks.

Next meeting:

Tuesday October 12th 4 pm

Location: United Church?

**Task: Daryl** to check to see if the United Church is available at this time.

Meeting adjourned.