

**DCLTA 2023 Annual General Meeting  
September 17, 2023**

**Community Hall**

**DRAFT**

**DCLTA 2023 Annual General Meeting Minutes**

30 people in attendance

1. Call to Order (11:03 PM) by Stephanie Slater (Chair)
2. Consideration of the draft Agenda
  - 2.1 Motion to accept the draft Agenda by Bill Engleson. **CARRIED.**
3. Minutes of the 2022 AGM
  - 3.1 Motion to accept minutes by Paul Beauchemin. **CARRIED.**
4. Directors' Report (presented by Chair Stephanie Slater)
  - 4.1 Directors Report

It's been a busy year for the DCLTA – one of lows and highs. Fortunately, we have some encouraging highlights to report.

**Pepper Lane Project**

At our last AGM (Sept. 11, 2022) we were awaiting the final approval to the Islands Trust bylaw amendments that would allow subdivision of the property intended for the Pepper Lane Seniors Affordable Housing project. That approval came later that month. However, after eight years of planning and no funds confirmed for construction, the landowner was discouraged and decided to withdraw her offer to sell us the property. That was certainly a low.

**Agreement with Denman Housing Association**

We experienced a high not long after, however, when the Denman Housing Association (DHA) offered to dedicate five units in the 20-unit [Denman Green](#) project exclusively for seniors. We continue to work closely with the DHA (more on that further on).

**New Property Identified for Seniors Housing Project**

We hit another high recently in our search for an alternative property for a seniors' housing project. In July, the DCLTA signed a memorandum of understanding with a generous property owner who will donate a portion of a property – pending successful re-zoning and subdivision approval. The property is owned by Emcon Services Inc., whose president is Frank Rizzardo. Emcon Services is one of the largest highway, road

and bridge maintenance contractors in Canada. Its properties include the works yard on Piercy Road, Denman Island.

Our agreement is that Emcon will donate the western portion of this property, which is next to the Denman Island Health Centre and backs onto the Denman Green property. Details have to be finalized, but we expect the subdivided site would be approximately 3,000 square metres at a minimum. Design of the seniors' housing will depend on community input and consideration of the lot size and lot features.

The current tenant – Mainroad Services – would not be affected in their operation of the works yard.

DCLTA has started the initial work needed to move this project forward, though we are still very much in the early stages of due diligence and determining the work required to present a subdivision and re-zoning proposal to the Islands Trust. Stay tuned!

### **Collaborations**

Both the Denman Housing Association (DHA) and the Denman Community Land Trust Association (DCLTA) are working to address the shortage of affordable housing on Denman Island. While our two organizations had been liaising before the Pepper Lane project fell through, that incident prompted an even closer collaboration, including an exploration of the suitability of amalgamating. We decided that – for the short term at least – it was most productive to remain as two entities. This is mainly due to the time and energy needed by the DHA to focus on getting Denman Green financed and underway. Meanwhile, the DCLTA is a registered land trust, so we have a somewhat larger mandate to acquire land for affordable housing.

Our two groups continue to work together, sharing knowledge and expertise. Three individuals serve on both boards and the DCLTA has committed funds to the Denman Green project (see more in our treasurer's report).

The DCLTA also continues to be a member of the BC Non-Profit Housing Association and has joined the fledgling Canadian Network of Community Land Trusts. In addition, we have held information meetings with representatives from housing organization such as the Cooperative Housing Federation of BC and Abbeyfield Canada. We look to others for insights and advice and in turn offer our perspective as a rural community working on this challenging issue.

Meanwhile, we continue to invite suggestions or inquiries about potential land for affordable housing for Denman Island residents of all ages. We can discuss purchase, long-term lease, subdivision of property, donation of property (including with life lease for the owner), bequests, and other options.

We are also exploring different options for housing tenure, such as rental, ownership and co-operative ownership. Of note is the fact that our bylaws allow us to turn over land to another non-profit or charitable organization for development as affordable housing – so we are open to partnerships.

## **Acknowledgements**

I wish to acknowledge the board of directors of the DCLTA. They are a group of dedicated, capable and experienced people who are a pleasure to work with. We had increased the size of our board to prepare for the increased demands of building Pepper Lane. When that project was sidelined, three of our board members chose to leave the board: John Clark, Brad Hornick, and Doug Olstead. We thank them for their service.

The remaining eight board members re-doubled their efforts to advance affordable housing. We were soon joined by Dave Ricketts, who also serves on the board of the Denman Housing Association. (DCLTA board members Sue Hammell and Pam Willis in turn joined the board of the DHA).

We also wish to thank volunteer bookkeeper Virginia MacCuspic.

Finally – but perhaps most importantly – we are very grateful to our DCLTA members, donors and others for your support. It was difficult to share the news about Pepper Lane but it was uplifting to receive so much encouragement from our DCLTA members and other residents of Denman Island.

Your encouragement helped us renew our inspiration and dedication to championing this important effort for the Denman Island community.

Thank you!

Motion to accept Directors' Report by Stephanie Slater. **CARRIED.**

## **5. Treasurer's Report**

5.1 Treasurers Report submitted by Daryl McLoughlin, read by Pam Willis.

DCLTA is in good shape going into an exciting opportunity that has been presented to us by the agreement with Emcon Services Inc. We are in a financial situation that will allow us carry out preliminary studies as part of our due diligence to see if this potential donation is viable. Should the due diligence prompt us to proceed with the project more funding will be required to complete it.

When comparing 2022 to 2021 the demise of Pepper Lane had a sharp negative impact on revenues. Fundraising projects are activities such as garage sales. Tax-receiptable donations are from individuals and groups that have made a donation to DCLTA and an income tax receipt has been issued. Fundraising revenues were down about 38% and tax-receiptable donations were down over 90%. This was due to a pause in the fundraising efforts by DCLTA while we regrouped and began to look for an alternative housing project to Pepper Lane. In 2021 the total income for DCLTA was about \$117,000 whereas it was only \$35,000 in 2022.

On the positive side, as a result of the canceling of the Pepper Lane project expenses fell from almost \$20,000 in 2021 to \$9,000 in 2022.

At the end of December 2022 DCLTA had approximately \$207,000 in the bank. In 2023 some significant financial transactions took place. DCLTA loaned \$30,000 to Denman Housing Association to assist Denman Housing in their funding requirements for Denman Green. DCLTA also donated \$20,000 to Denman Housing. The motion passed by the board provides the rationale for this grant:

Motion:

*Whereas the Denman Housing Association (DHA) needs \$20,000 to secure a \$140,000 grant from the Federation of Canadian Municipalities (FCM); and  
Whereas a loan is not considered acceptable collateral by the FCM; and  
Whereas the DHA has committed to reserving a minimum of five units in the upcoming Denman Green project for seniors housing to help meet the DCLTA's community commitment following the cancellation of the Pepper Lane seniors affordable housing project;*

*Be it resolved that:*

*The Denman Community Land Trust Association give the Denman Housing Association a grant of \$20,000.*

It should be noted that both the loan and the donation were made using funds the DCLTA received from two generous anonymous donors who approved the use of their donations for this purpose. This means that none of the donations to the DCLTA for the Pepper Lane project were directed to Denman Green.

In August DCLTA received a bequest of \$67,172.08 from the estate of the late Denman Island resident Andrea Davis. We thank her for her generosity.

As of the end of August DCLTA had:

- o approximately \$25,000 in cash accounts,
- o \$10,000 in a cashable term deposit that is a contingency fund for the rental property,
- o \$97,000 in cashable term deposits, and
- o \$100,000 in one-year non-cashable term deposits that mature in June 2024.

With the exception of the \$100,000 term deposit all the monies are held at the Coastal Community Credit Union. The \$100,000 is held in two \$50,000 term deposits at an interest rate of 5.05 %. There are 2 term deposits in 2 subsidiaries of Oaken Financial and since the term deposits are being held by 2 different companies both term deposits are 100% insured by the Canadian Deposit Insurance Corporation.

Motion to accept Treasurer's report by Pam Willis. **CARRIED.**

## 6. Q and A

How did we connect with Emcon?

Came as a suggestion from DHA as they had talked to Mr. Rizzardo previously.

How large is the property?

Approximately 3,000 sq. m. (3/4 of an acre) currently with the possibility DCLTA may ask for a bit more room.

Are any negative reactions from community anticipated?

DCLTA will deal with it when/if it comes. As the property abuts the Works Yard, noise might be cited as a concern, however, the design can help to mitigate noise. We will be investigating water, storm water and septic before a proposal is submitted. DCLTA will do some community engagement as part of the process.

How many residents will this accommodate?

The space and design will determine the number. One model being considered is Abbeyfield.

Are there any more expenses expected from DG?

Not at this time.

Next steps for this project?

DCLTA will begin the Due Diligence work, starting with water availability, septic system possibilities and an environmental assessment as well as consultation with the Island Trust. There are several steps before committing to moving forward. Zoning and design would come after this. We have already met with both Trustees separately and the meetings were both positive.

Comments

Like the Abbeyfield model because it reduces social isolation.

Proposed project names; Salt and Pepper Lane, Denman Grey.

## 7. Election of Directors

*Note: board members are elected for a two-year term. Current board members entering the second year of their terms: Nancy Hoyano, Daryl McLoughlin, Stephanie Slater, Chris Wardman, Pam Willis.*

6.1 Nominations. Nominees standing for a two-year term:

*Paul Beauchemin, Debbie Frektich, Sue Hammell (standing for their second term). Dave Ricketts (appointed to the board June 1, 2023) and Chris Porter both standing for their first two-year term.*

*Call for nominations from the floor. None.*

6.2 Call for motion to accept the nominees.  
Moved by Bill Engleson. **Carried.**

7. Motion to adjourn by Sharon Clarke. **Carried.**  
**ADJOURNMENT** 11:47 pm

Note Taker: Nancy Hoyano