

**DCLTA Board meeting
August 10, 2023**

Minutes

In attendance: , Paul Beauchemin, Sue Hammell, Nancy Hoyano, Daryl McLoughlin, Dave Ricketts, Stephanie Slater, Chris Wardman, Pam Willis. Regrets: Debbie Frketich

1. Approval of agenda.

- Defer board roles to September.
- **Motion to approve the agenda as amended Moved by Stephanie. Passed.**

2. Approval of minutes of July 6, 2023.

- Remove D.5. Change AGM time to 11 am.
- **Motion to approve minutes as amended. Moved by Stephanie. Passed.**

3. Treasurer's report

A. Treasurer's report

- \$100,000 is locked in until June 2024
- \$10,000 in reserve
- \$21,000 in chequing and savings accounts that can be accessed immediately and \$50,000 in cashable gic's that can be accessed immediately if needed.
- Approximately \$70,000 is available immediately (cashable GICs plus money in chequing and savings accounts)
- After the bequest DCLTA will have \$21,000 in chequing and savings plus \$93,000 in cashable GICs for a total of \$113,000 in accessible cash.
Note: the \$43,000 bequest cashable GIC will be inaccessible for 30 days.

B. Bequest disbursement

- DCLTA will receive \$63,000 from a bequest. \$20,000 will go to the donation to DHA that leaves \$43,000 that will go into a cashable GIC
- **ACTION: Stephanie to contact the lawyer re the disbursement of the estate and to find out whether we can publicly acknowledge the donation from the estate.**

C. Banking plans re GIC's/term deposits

- **Motion: While maintaining a minimum of \$20,000 in nonGIC accounts, the Treasurer will have the authority to transfer additional funds to cashable term deposits. Moved by Sue. Passed.**

4. DCLTA business

A. Record of Motion from Extraordinary Meeting July 25, 2023

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.

The motion passed unanimously.

B. Community Update

- Draft circulated for feedback to be finalized by Stephanie for publication for the AGM. Note: the AGM report will be more comprehensive than the community update.

C. AGM planning (Sept. 17, 2023 at 11:00 am at the Community Back hall)

II. Notify membership

- post notice in Grapevine, on the DIBB/DOBB 3 weeks in advance, email/phone members at least two weeks in advance.
- Nancy has drafted an email advising members and former members of the AGM to go out two weeks before the AGM and will send them to Stephanie for review.
- Membership drive - join DHA at the market this weekend and on future weekends through Sept. to sign up members. ACTION: Stephanie, Nancy and Paul to attend this Saturday Aug. 12.

III. Prepare an agenda - including, any motions, elections, treasurers report, co-chairs report, past minutes - carry forward.

IV. Prepare board slate for any elections.

- Standing for re-election: Paul Beauchemin, Sue Hammell, Debbie Frketich (all year 2 of first term).
- Stand for election: Dave Ricketts
- Current board members entering the second year of a 2 year term: Nancy Hoyano, Daryl McLoughlin, Stephanie Slater, Chris Wardman, Pam Willis.
- John Clark, Brad Hornick and Doug Olstead stepped down during the year.

V. Stephanie, chair. Nancy, minute taker. Prepare for votes that may require ballots.

VI. AGM Day - set up tables and chairs, sign in, membership table

VII. Post AGM meeting of board immediately after the AGM.

IN CAMERA portion to discuss potential land opportunities.

End In-Camera

D. Website - **ACTION: Chris to set up google calendar and enter meeting dates (board meeting, working committee meeting). - to do**

5. **Denman Green update** - PPT presentation by Dave.

- DCLTA should have accurate information about the DG project when speaking with community members. Board members should be advocates for affordable

housing and the DG project regardless of their personal opinions on the design of the building.

- The Site - It is split into two parts: wetland and the building site. A wood rail fence will follow the boundary of the wetland. This building portion of the site is compressed in order to protect the wetland.
- Buildings - There will be 3 residential buildings and a mechanical building for water treatment. The buildings will be 2 stories. The 2 and 3 bedroom units have 2 stories, while one bedroom suites exist above and below. Common area will have laundry facilities for some of the one bedroom suites. There are 10 - 1 bedroom units, 4 of which are accessible. Five of the 1 bedroom units are for seniors. The 5 seniors units will have in-suite laundry.
- Building exteriors - The buildings character will be emphasized by different cladding materials and colours, The exterior will have Hardie board and vinyl frame windows (as per BCH). Different slopes on the roof add to character but also accommodate the solar panels, and rain water collection.
- Energy - Photovoltaic cells on roofs of buildings and parking carport to support the energy needs. They will generate electricity and anything extra will be sold back to the grid. This offsets hydro costs to unit owners.
- Water - the well has the capacity to meet the needs without the rainwater cisterns but will utilize both. There is 400,000 L cistern capacity.
- Septic - is a type 3 with filtration basins near the south end of the property
- Landscaping - Will try and maintain some trees but will be replacing trees that are removed.
- Parking - One parking space per unit, will rough-in for a couple of charging stations. Garbage collection area near parking.
- Henning has no financial or ownership interest in the property any longer.
- Approvals - water licence from former Ministry of Forests etc, bylaws approved by IT and Ministry of Municipal Affairs, Site and Use permit expected soon.
- Project design - there is a large consultant team in place. Design development is complete. Work on construction plans is on-going, hope to be ready by the end of September for the BCH call for proposals. The drawings are required for BCH, for the construction bidding process and eventually for construction.
- Design features – rainwater for potable water supply , water saving fixtures in kitchens and bathrooms, grey water for toilet flushing to save 600,000 l/year. Step code 4. Offset grid usage via photovoltaic panels. Net metering with BC Hydro. Type 3 effluents septic system with infiltration basins. Drought resistance landscaping.

6. Fundraising -

- Trunk sale fundraiser - note - DCLTA will not participate as most of us are unavailable on that date.

7. Next meeting date

- **Board meeting - Thursday September 11, 2023 at 10 am.**
- **Working committee - Thursday August 24, 10 am at Debbie's**