

**DATE:** April 8, 2021**FILE:** 1850-20**TO:** Chair and Directors  
Electoral Areas Services Committee**FROM:** Russell Dyson  
Chief Administrative OfficerSupported by Russell Dyson  
Chief Administrative Officer*R. Dyson***RE: Denman Affordable Housing – Funding Options**

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**Purpose**

The purpose of this report is to respond to a board direction to present options for a funding request from the Denman Housing Association (DHA) related to pre-development for the proposed Denman Green housing project and addresses a request from Denman Community Land Trust Association (DCLTA) for a Rural Community Grant (RCG).

**Recommendation from the Chief Administrative Officer:**

THAT the funding request from the Denman Island Housing Association to assist with pre-development costs for the Denman Green affordable housing project not be supported;

AND FURTHER THAT consideration be given to the potential establishment or inclusion of Denman Island in an affordable housing service to be initiated with a letter to Islands Trust to review options and jurisdictional considerations.

**Executive Summary**

- A request was made by Simon Palmer, DHA to the Electoral Areas Services Committee (EASC) on March 8, 2021 to consider providing \$10,000 to Denman Green to assist with pre-development costs. At this time the site is reliant on a subdivision approval from Islands trust and a three party agreement to secure the land. Mr. Palmer also suggested that a future contribution of approximately \$200,000 to support rainwater development when the site is constructed may be requested. Staff have reviewed options relative to the pre-development costs request, not the potential future servicing request.
- A RCG request was submitted by DCLTA for the senior housing Pepper Lane project in the amount of \$14,420. A report regarding allocation of RCG funding is scheduled for later in this EASC meeting.
- Staff considered the Homelessness and Supports Service (function 451); RCG funding; Community Works Funds (CWF); and Island economic development services.
- Staff suggests that the most appropriate mechanism through which to provide funding to address affordable housing needs is via function 451. One of the key elements of the service's success is the expertise of the Coalition to End Homelessness members in delivering affordable housing (e.g. building partnerships, navigating funding agreements, leveraging homelessness and support service funding with senior government and agencies such as B.C. Housing, etc.).
- As Denman Island is not a service participant and neither DHA nor DCLTA are agency members of the Comox Valley Coalition to End Homelessness, funding via function 451 is not available.

Prepared by:

*D. DeMarzo*

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Doug DeMarzo  
General Manager of  
Community Services

Prepared by:

*A. Mullaly*

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Alana Mullaly  
General Manager of Planning  
and Development Services

**Government Partners and Stakeholder Distribution (Upon Agenda Publication)**

Denman Housing Association	✓
Denman Community Land Trust Association	✓

**Background/Current Situation**

Islands Trust is the land use planning authority on Denman Island. Islands Trust has also undertaken housing needs assessments for Denman Island. In the sections below, staff identify a few options for the board to consider for providing funding for affordable housing on Denman Island either now or in future. Staff also briefly discuss the role of other partnership opportunities.

CVRD homelessness and supports service (Function 451)

In 2016, the Comox Valley Regional District (CVRD) established the Homelessness and Supports Service (function 451). Participants in the service are the Village of Cumberland, City of Courtenay, Electoral Area A (Vancouver Island portion), and Electoral Areas B, and C. The purpose of the service is to direct funding to member agencies of the Coalition to End Homelessness to address homelessness and related support needs of those experiencing, or at risk of, homelessness. The allocation of CVRD funding is based on the recommendations of the Comox Valley Coalition to End Homelessness in concert with a five year action plan as approved by the CVRD Board. As of 2020, funding allocations through this service have contributed to the development of 78 units of affordable housing in the Comox Valley. The service has established itself as a proven model for contributing to the creation of affordable housing. Recipients of the funding reported, through the recent service review, that the service has led to the creation of additional units that would not have otherwise been created and has resulted in units being developed earlier than they otherwise would have been.

BC housing and Partners

BC Housing is responsible for fulfilling the directives of the Attorney General and Responsible for Housing yearly mandate letter. BC Housing develops, manages and administers a wide range of subsidized housing options across the province. They work with the ministry responsible for housing to address critical gaps across the housing continuum, which range from emergency shelter and rent assistance in the private market to affordable home ownership. They also license residential builders, administer owner builder authorizations and carry out research and education that benefits the residential construction industry and consumers. They work with about 800 housing providers and help more than 110,000 households in communities across British Columbia.

Partnering and formalizing a relationship with BC Housing is already underway with the DHA and DCLTA is also in preliminary conversations with BC Housing regarding support. This partnership is viewed as the most appropriate mechanism for Denman Island to address affordable housing needs in the absence of joining the CVRD homeless and support service function.

With respect to the request of \$200,000 for rainwater for the Denman Green project it has been determined there is additional time to consider this request and other partners may include Canadian Housing Mortgage Corporation and the Federation of Canadian Municipalities.

### Economic Development Services

In 2019, the CVRD supported DHA with a \$17,000 grant through DenmanWorks! for a similar request for pre-development costs relating to the Denman Green project for a different site. DHA did not renew their agreement with the land owner. Denman Green has indicated they spent upwards of \$60,000 on the former site, some of which is transferrable knowledge to the new site.

Relatedly, in 2016, an operational grant through Hornby Island Economic Development was awarded to fund pre-development costs for the Beulah Creek affordable housing project.

Economic development services may provide an additional option for funding affordable housing initiatives on the islands. Assessment of the alignment between the purpose of this type of service and the housing needs of the community would need to be undertaken. Review of these services is not on a current work plan and further exploration of the capacity of the current economic model of utilizing DenmanWorks! would need to be embarked on.

### Community Works Funds

Supporting housing infrastructure is not one of the broad project categories for allocation of eligible community works funds. These requests cannot be addressed using CWF.

### Rural Community Grant

RCG's are awarded to non-profit groups, at the discretion of the Electoral Area Directors, largely based on the former Grant-in-aid program. Grants are considered throughout the year where funding is available. Grants submitted by March 15, 2021 are considered in April 2021. Attached as Appendix A is the expense breakdown submitted by Denman Housing Association for further consideration for pre-development costs to work towards obtaining subdivision approval. Note there is not currently a request from DHA.

Additionally, there is a request for \$14,420 from the Denman Community Land Trust Association for Senior Housing as outlined in Appendix B. In 2019, RCG (formerly Grant-in-aid) did support this organization for land surveying costs. Staff suggest that this option is a little more precarious as a mechanism to fund affordable housing development (e.g. many organizations apply through a competitive process), but is the only available source of CVRD funding in the immediate term.

### **Policy Analysis**

The following motion was carried by the board on March 16, 2021 as a result of a presentation to the March 8, 2021 EASC:

THAT the Comox Valley Regional District Board write a letter of support to the Denman Housing Association for the purpose of funding applications for the Denman Green Project;  
AND FURTHER THAT staff prepare an analysis to consider assisting with the 2021 development costs requests for both Denman Green (Denman Housing Association) and the Denman Community Land Trust Association.

In a staff report dated July 5, 2015 the following motion was passed to support affordable housing on Hornby Island through the Hornby Island Economic Development Service:

THAT the adopted 2016-2020 financial plan for the Hornby Island economic development service, function 556, be amended to increase the 2016 operational grant by \$25,000 to fund the pre-development of the Beulah Creek affordable housing project, to be funded by the future expenditure reserve.

This project continues on a trajectory to successful completion largely in part to the partnerships with BC Housing, Islands Trust Committee and the Hornby Island Housing Society.

**Legal Factors**

No legal review was considered as part of this report.

**Regional Growth Strategy Implications**

Housing is identified among the eight key goals of the Regional Growth Strategy (RGS): *Ensure a diversity of housing options to meet evolving demographics and needs*. Although the RGS does not apply to the Islands, development of affordable housing is aligned with this key goal.

**Intergovernmental Factors**

Staff will reach out to Islands Trust to understand how the Island Trust is implementing the findings of their Housing Needs Assessment and whether any plans or strategies for supporting development of affordable housing are underway. Staff will provide any findings at a future meeting.

**Interdepartmental Involvement**

This report was jointly prepared by community services and planning.

**Citizen/Public Relations**

Denman Green has indicated that signatures by 280 people support this application and process on Denman Island.

Attachments: Appendix A – Denman Green Pre-development Costs DHA  
Appendix B – DCLTA rural grant request

# 1151 Kirk – Denman Green

Appendix A

Budget @ April 2021

Water:

Hydrogeological Well & Impact Assessment	5,000	
Water Report on Rainwater/Well Water Use, Storage, Treatment	1,500	
Pump Test, Monitoring & Report	5,000	
Rainwater – Island Health Approval (Integral balance)	1,000	
Pilot Treatment Water Tests	4,000	
	Subtotal	16,500

Wastewater:

Test Pits Excavation	500	
Wastewater Assessment	2,500	
Preliminary Design	4,000	
	Subtotal	7,000

Site:

Geotech	2,000	
Environmental Assessment	3,000	
Hydro Design	4,000	
Architect Site Plan	3,000	
	Subtotal	12,000

Islands Trust:

Rezoning Application Fee	4,950	
Housing Agreement (Trust Legal)	3,000	
	Subtotal	7,950

Subdivision:

Application	1,095	
	Subtotal	1,095

Building:

Architect	10,000	
	Subtotal	10,000

Legal:

Agreement of Intent (Swift Dato)	1,100	
BC Societies Fees	(150 pa) 300	
	Subtotal	1,400

Other:

Insurance (Directors' & WorkSafe)	(1,200 pa) 2,400	
Community Information	1,000	
BCNPHA Membership	(350 pa) 700	
Office, Zoom fees	(1,000 pa) 2,000	
	Subtotal	6,100

Total 62,045

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1850-20

## Application Form Rural Community Grant

DATE: February 28, 2021

1. Name of Organization: Denman Community Land Trust Association  
Society # (if applicable): S-54085 Email Address: [nhoyano@gmail.com](mailto:nhoyano@gmail.com)
2. Contact Person: Nancy Hoyano Position: Director, Secretary  
Mailing Address: 4201 Nixon Road, Denman Island, B.C. Postal Code: V0R 1T0  
Telephone No: 778-837-2774
3. Purpose of Organization: DCLTA's mandate is to provide secure, affordable housing for low-income residents of Denman Island.
4. If applicable, does your organization own any facilities/property? YES  
  
If yes, please give the legal description of the property:  
Lot A, Section 21, Denman Island, Nanaimo District, Plan EPP29609 PID: 029-262-461
5. Executives of Your Organization: Doug Olstead & Stephanie Slater, Co-chairs  
Treasurer: Virginia MacCuspic
6. Membership: 216 Meetings per year: 12
7. Describe the public programs and activities that your organization provided in the last year (with dates).

- a. Regulatory requirements – this past year has required intensive work with the Trust staff and Local Trust Committee to move the application for re-zoning forward including By-law No. 233 OCP (first reading November 3, 2020) and Land Use By-law No.234 (first reading January 19, 2021). This included working with staff on:
  - i. The section 219 Draft Restrictive Covenant nearing completion, final draft January 19<sup>th</sup>, 2021.
  - ii. The Housing Agreement By-law No.239 and tenancy selection procedure, which received second reading on January 19<sup>th</sup>, 2021.
  - iii. Q and A document developed and published in the February Grapevine in preparation for the Community Information meeting and Public hear scheduled March 2<sup>nd</sup> and 15<sup>th</sup> respectively
  - iv. Negotiating rezoning by-law provisions, e.g. setbacks, lot coverage.

- b. Strata Subdivision – The application to the Ministry of Transportation and Infrastructure for subdivision of the 1.6 hectare property into two strata lots and a common laneway was submitted September 15, 2020.
- c. Board recruitment and development – As of December 31, 2020 Harlene Holm and Guy Marion, long time board members stepped down leaving 4 board members, 3 of whom had joined at the September 2020 AGM. December 2020-January 2021 were spent recruiting 5 new board members and transitioning roles and responsibilities.

On February 14 & 18, 2021 we held a board orientation to DCLTA, the current Pepper Lane project and planning for next steps. The parting board members worked diligently over many years to get this project close to the completion of the by-laws, land acquisition and subdivision and they have been helpful in the transition. The new board members bring a wealth of skills and energy to carry on with this project.

- d. Property cleaning/clearing work to clear brush and keep the water way clear in preparation for surveying and eventual construction. Completed October 2020.
- e. Fundraising and Community Outreach
  - i. A first meeting with BC Housing regarding funding for the design and development of the buildings took place on February 11, 2021.
  - ii. Membership drive and fundraiser – Nov. 26, 2020 Xmas insert in the local Grapevine newspaper.
  - iii. Local fundraisers – Phantom Ball annual fundraiser, November 2020, Grapevine Jane Lighthall’s Covid donation challenge, August 6<sup>th</sup>, 2020. With this latter fundraiser Pepper Lane made it to the land purchase target of \$100,000.
  - iv. Articles updating about the Pepper Lane project published in the local papers, the Flagstone and the Grapevine through 2020 – November, October, September, August, June, May, April, March, January.

8. Has your organization received any of the following in the past?

	Y/N	Amount	Year	Purpose
Rural Community Grant	Y	\$3,500	2020	Land Survey
Permissive tax exemption	N			
Annual grant agreements with the CVRD	N			
Waiver/reduction of fees and charges	N			
Other municipal or senior government grant?	N			

## **INFORMATION REQUIRED ABOUT THE REQUESTED GRANT.**

### **1. Total Rural Community Grant Amount Requested from the regional district: \$14,420.**

This amount covers four projects required for work that will allow for the re-zoning and subdivision of the property DCLTA proposes to buy for its seniors affordable housing project. Any amount toward this total will be gratefully received.

### **2. Describe how the Rural Community Grant will benefit the community.**

The Denman Community Land Trust Association (DCLTA) is working to develop much-needed affordable housing on Denman Island where there is currently no dedicated seniors affordable housing. The DCLTA's current project is to design, construct and operate a housing complex of four duplex units (a total of eight living spaces, each suitable for up to two occupants) for the use of low-income seniors who are functionally independent. The Statistics Canada 2016 census shows that there were 440 Denman Island residents age 65 and older, which is 38% of the population of 1,165 residents. In the 2011 census, this age group made up 28% of the island's population. In the age 65-and-older group, 85 people reported incomes that were considered low based on the low-income cut-offs, after tax rate (LICO-AT).

The Pepper Lane project will be the first housing complex on Denman Island serving low-income seniors. The project will improve the quality of life for Denman's senior population and enrich the community as a whole by preserving the diversity, experiences and stability of the island's population of older adults, many of whom currently find themselves forced to move off island due to changes in their housing needs and /or changes in the housing market.

The DCLTA has an agreement to purchase two acres of land for the project. Our community fundraising efforts over the past 5 years have raised \$100,000 for the purchase of the property, which is conveniently located near the village center in easy walking distance of the stores, the seniors activity center, the medical clinic, the community center and the guest house bistro.

The DCLTA has recently recruited new board members, including a retired lawyer, a retired MLA with 22 years experience, two people with communications and entrepreneurial expertise, a manager with the First Nations Health Authority, an environmental engineer and a book keeper. With this skill set the board is ready to take the next steps required to see this project move toward design and construction once the rezoning by-laws are passed by the Local Trust Committee.

Grant funds from the CVRD will help meet the costs for the immediate work required to obtain re-zoning and subdivision approvals for the site – which will in turn allow the DCLTA to buy the property.

#### **1. Registration fees.**

The DCLTA is facing a number of registration costs to meet regulatory requirements as it gets closer to the completion of the rezoning process, subdivision and land transfer.

They include:



- Registration at the Land Title Office of a wastewater covenant on title;
- Registration of a restrictive covenant requiring minimum step code 2 building standards, installation of a data logger in the well; Agricultural Land Commission buffer requirements and lane fencing;
- Registration of a Housing Agreement and tenancy selection procedure;
- Drawing and Registration of a land transfer;
- Registration of the surveyor's final strata plan at the Land Title Office;
- Registration of the BC Hydro Right of way.

**Total \$3,250.**

## **2. Storm Water Management Plan.**

The DCLTA is required to have an engineered storm water management plan to prevent water flowing down the lane to Denman Road. This is important to environmental stewardship and the reduction of our impact on the environment.

**Total \$1,000.**

## **3. Agricultural Land Reserve Vegetation and Fencing buffer.**

The DCLTA is required by the ALR to have a fencing and vegetation buffer between the Pepper Lane property and the adjacent agricultural land.

**Total \$4,500**

Note: the remaining \$2,500 required will be raised through local community fundraising.

## **4. Laneway fencing**

As part of a covenant with the Local Trust Committee (LTC), the DCLTA is required to install fencing along the lane that adjoins the neighboring property.

**Total: \$5,670**

Project start date: March 1<sup>st</sup>, 2021

End date: September 30, 2021.

3. Has your organization applied to other municipalities or senior governments for similar requests? **No**
4. Please include with your application, copies of the following:
  - Budget for the year which the grant is being requested; ATTACHED
  - Year to date and the immediately preceding years' financial statements; ATTACHED
  - If available, the most recent annual report is recommended. ATTACHED



Nancy Hoyano

Signature of Applicant

Date: February 28, 2021

Questions? Call 250-334-6000 or Email: [communityservices@comoxvalleyrd.ca](mailto:communityservices@comoxvalleyrd.ca)

## **Attachment a. Budget for the year in which the grant is being requested.**

Note: As DCLTA has a new board we have not had the time to prepare a full budget. Attached is an interim budget, passed by the board. A full budget will be prepared and presented at the spring AGM.

**Teresa Warnes**

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**Subject:** FW: CVRD Rural Community Grant from DCLTA  
**Attachments:** CVRD Rural Community Grant App 2021.pdf

-----Original Message-----

From: Nancy Hoyano [mailto:nhoyano@telus.net]  
Sent: March 1, 2021 8:01 AM  
To: communityservices <communityservices@comoxvalleyrd.ca>  
Subject: CVRD Rural Community Grant from DCLTA

CAUTION! EXTERNAL EMAIL

Attached please find the CVRD Rural Community Grant Application from the Denman Community Land Trust Association. Please let me know if you have any questions regarding this application.

Sincerely,

Nancy Hoyano

Director, DCLTA

nhoyano@telus.net

778-837-2774

**Denman Community Land Trust Association**  
**Draft Interim Budget Jan. 1, 2021 - Sept. 30, 2021**

<b>Accumulated Funds</b>		
Acquisitions Fund (Seniors' Project land purchase)	current balance	\$77,120
Grant funding account	current balance	\$5,713
Chequing account	current balance	\$5,375
<b>Total Accumulated funds</b>		<b>\$88,208</b>
<b>a) Projected REVENUES</b>		
<b>Gifts/Grants/Loans</b>		
CVRD Grant 2021		\$14,420
In-kind donations	professional services discount for materials/labour	\$2,000
<b>Fundraising Activities</b>		
Cash donations	Pledges for Land acquisition fund	\$26,300
	fund raiser (ALC buffer)	\$2,600
Membership fees		\$250
<b>Total estimated revenue from all sources:</b>		<b>\$45,570</b>
<b>Total - Revenues plus accumulated funds</b>		<b>\$133,778</b>
<b>b) EXPENSES</b>		
<b>Charitable Activities</b>		
FLNRORD annual water licence fee (May)		\$200
Seniors' Affordable Housing Project	registration fees for regulatory requirements: Housing agreement, land transfer, final strata plan, BC Hydro right of way, waste water plan, section 219 covenant.	\$3,250
	Survey work: road contour survey, waste water system, BC hydro right of way.	\$2,730
	ALR fencing, vegetation, labour	\$7,000
	Laneway fencing and labour	\$5,670
	Storm water mgt engineering plan	\$1,000
	Design planning	\$4,000
	Well data logger	\$3,000
	Architectural drawings	\$5,500
	land purchase	\$100,000
Public outreach and reporting		\$200
<b>Office Expenses</b>		
Insurance		\$900
Society Annual Report		\$40
Website domain registration & web hosting		\$100
Printing, publications and advertising		\$100
Supplies and equipment		\$50
<b>Total estimated expenditures:</b>		<b>\$133,740</b>

**Attachment b. Year to date and the immediately preceding years' financial statements**

**Denman Community Land Trust Association**

Balance Sheet  
As of February 21, 2021

	TOTAL
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalent	
1010 Community Partner Package 8651	5,375.85
1020 Acquisition Fund 3050	77,119.69
1030 Grant Funding Account 0652	5,713.41
1040 Rental Income Savings Acct 5971	10,906.02
1050 Paypal / Canada Helps Account 6894	48.60
1060 PayPal CAD	9.54
2030 Undeposited Funds	0.00
<b>Total Cash and Cash Equivalent</b>	<b>\$99,173.11</b>
2000 Land	175,000.00
<b>Total Current Assets</b>	<b>\$274,173.11</b>
Non-current Assets	
2050 Property Improvements	69,612.87
<b>Total Non Current Assets</b>	<b>\$69,612.87</b>
<b>Total Assets</b>	<b>\$343,785.98</b>
<b>Liabilities and Equity</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
3600 Opening Balance Equity	340,865.75
Profit for the year	2,920.23
<b>Total Equity</b>	<b>\$343,785.98</b>
<b>Total Liabilities and Equity</b>	<b>\$343,785.98</b>

## Denman Community Land Trust Association

### Profit and Loss

January 1 - February 21, 2021

	TOTAL
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INCOME	
4200 INCOME	
4201 FUNDING	
4210 Government	118.17
4215 Fundraising	500.00
<b>Total 4201 FUNDING</b>	<b>618.17</b>
4220 GIFTS	
4240 Non-Tax Receipted	231.54
4245 Tax Receipted	1,770.00
<b>Total 4220 GIFTS</b>	<b>2,001.54</b>
4250 Interest Income	3.94
4270 Rental Income	300.00
<b>Total 4200 INCOME</b>	<b>2,923.65</b>
<b>Total Income</b>	<b>\$2,923.65</b>
<b>GROSS PROFIT</b>	<b>\$2,923.65</b>
EXPENSES	
5300 GENERAL EXPENSES	
5325 Bank Fees	2.50
5370 PayPal Fees	0.92
<b>Total 5300 GENERAL EXPENSES</b>	<b>3.42</b>
<b>Total Expenses</b>	<b>\$3.42</b>
PROFIT	<b>\$2,920.23</b>
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## DCLTA Financial Statement Information 31/12/2020

Account title	Balance
<b>Assets</b>	
Acquisitions Fund	C\$76,616.44
Cash Transactions	C\$0.00
Chequing Account	C\$3,278.64
Grant Funding	C\$5,713.17
Land	C\$175,000.00
Member Equity Shares	C\$5.29
PayPal / Canada Helps Donations	C\$39.06
Property Improvements	C\$69,612.87
Rental Account	C\$10,605.57
<b>Total Assets</b>	<b>C\$340,871.04</b>
<b>Liabilities</b>	<b>C\$0.00</b>
<b>Income</b>	
<b>Funding</b>	
General	C\$0.00
Government	C\$3,500.00
<b>Total Funding</b>	<b>C\$3,500.00</b>
Fund Raising	C\$0.00
<b>Gifts</b>	
From Registered Charities	C\$0.00
Gifts in Kind	C\$0.00
Non Tax Receipted	C\$1,093.91
Tax Receipted	C\$18,168.65
<b>Total Gifts</b>	<b>C\$19,262.56</b>
Interest	C\$141.16
Other Income	C\$342.50
Rent	C\$3,600.00
<b>Total Income</b>	<b>C\$26,846.22</b>
<b>Expenses</b>	
Advertising	C\$129.40
Directors' Insurance	C\$933.00
Fees	C\$9,327.34
Office Expenses	C\$516.65
Other Expenses	C\$0.00
Professional Services	C\$6,696.67

Fees		C\$9,327.34
Office Expenses		C\$516.65
Other Expenses		C\$0.00
Professional Services		C\$6,696.67
Rentals		C\$15.00
Total Expenses		————— C\$17,618.06
Equity & Surplus		
Cash		C\$87,030.01
Fixed Assets		
Land	C\$175,000.00	
Property Improvements	C\$69,612.87	
Total Fixed Assets	—————	C\$244,612.87
Total Equity & Surplus		————— C\$331,642.88

### **Attachment c. most recent annual report**

#### **2020 Directors' Report**     April 16/19 to August 16/20

Thanks to this very supportive community, we have moved ahead significantly with site preparation and fundraising. We have 93% of the purchase price of the designated two acres, 2/3rds in cash and 1/3rd in pledges. We have the two ditch culverts installed and the shallow storage well is complete. And —drum roll please— it only took 3 years, but the lane is now on title as officially belonging to the project's parent lot thus providing the necessary access to a public road required for the strata subdivision.

Two work bees and many mini-bees have brushed out hawthorn, blackberries and various invasive plants with communication mostly limited to "Ouch." Thanks to intrepid volunteers, costs and the use of machines were minimal, though I must add that John Isbister on backhoe and Kenny Mather with dump truck gave generous discounts.

Every Saturday, beginning July 23/18, Guy has measured and recorded the depth of water in the drilled well and the shallow pit/well. Each week he transcribes this information into a series of graphs along with the week's precipitation from the Comox weather station. This data is part of the AGM display that includes visuals showing the creation of the storage well which will back up the rain water collection system for toilet flushing. We have an excellent drilled well but water conservation is the responsible thing to do regardless.

Kudos to the CVRD Grant-In-Aid for its contribution to the cost of materials. Fundraising via raffles, the Phantom Ball, the Creative Oddments Silent Auction, memberships and donations to the General Fund has covered fees and related costs.

In the 16 months since DCLTA's last AGM, the seniors' affordable housing project has moved forward.

Positive steps:

- The project has a name: Pepper Lane.
- When the rezoning is completed and our project's layout, design and purpose survive, DCLTA will own the land mortgage-free and have covered a significant portion of the pre-construction costs (see the Treasurer's Report).
- The rezoning ice seems to have broken in January when a) the Trust Planner emailed that she had rethought her approach to the rezoning, which to that point, involved a minimal footprint, 2-3 storey complex, b) the Trust's Freshwater Specialist, whose water assessment requirements stalled the rezoning for nearly two years, "repudiated" the document and c) the LTC accepted the Feb/19 FLNRORD water licence as proof of adequate potable water.
- The amending bylaws (application DE-RZ-2017.1) received first reading in January and our trustees mostly supported the intent of the original application.
- At the May LTC meeting, our trustees supported requiring the standard 3 metre setback rather than the staff's recommended 15 metre setback (a setback that would have wiped out the waste water system drain field, the utility building and one duplex). Our trustees did not impose the Development Permit Area, which accompanies the proposed R4 zone, as the amending bylaws and Housing Agreement already offer strong guidelines. Thanks to Doug Olstead, we have a Housing Agreement that clearly articulates DCLTA's commitment to the community and to the project's tenants — something that the proposed R4 zone does not address.

#### Hurdles:

- Whereas DCLTA has attended every LTC meeting that includes a DE-RZ-2017.1 Staff Report, we are allowed only 5 minutes to speak and only if there is a Staff Report. At this point, we have said what needs to be said...often.
- Trust staff intends to again recommend an extended setback.
- The rezoning process now requires that DCLTA prepay \$4,650 cost recovery for Trust lawyers and Trust staff to draft a covenant permitting the Trust Freshwater Specialist to access and monitor the drilled well as he sees fit, without reference to FLNRORD and the monitoring requirements of the water licence. DCLTA has informed the trustees that we will not pay and sign the covenant agreement at this time. That's a lot of fundraising going sideways. Trust staff may halt the amending bylaw process until DCLTA complies.
- Our trustees are doing their best to anticipate and cover all the bases and, in doing so, the process is often on pause while Trust staff considers and recommends and a subsequent LTC meeting weighs the report. With 6 meetings per year to conduct LTC business and staff sometimes unable to report until two meetings later, delays easily mount into months and years.
- The amending bylaws carry forward the proposed R4 zone — a new zone to shape multi-family rental housing on Denman Island now and into the future. DE-RZ-2017.1 bylaws appear as R4(2) and the (2) site specific regulations have gradually come to resemble our proposal. R4 fits with BC Housing initiatives but may be questioned by islanders.

So where to from here? If DCLTA is to continue to advocate for the layout, design and purpose of Pepper Lane ... **we need more board members.** The board is the think tank that powers the project.

Volunteers are essential and amazing assets. But, without a dedicated board, efforts can lack focus, strategy, and follow-up. That doesn't mean that ideas only flow in one direction but that there is a hub so, collectively, we can move mountains or, in this case, a sluggish bureaucracy.



Please plan to 'attend' the Sept. 8th electronic LTC meeting by Zoom or telephone. As of September 1st, you can access the agenda package on the Denman Island Trust website <http://www.islandstrust.bc.ca/islands/local-trust-areas/denman/meeting-calendar-agendas-minutes/>. Remember the only time you can speak is during the Town Hall session early in the meeting. If you want more time, you can ask for a *delegation*. This request has to be made two weeks in advance of the meeting to [northinfo@islandstrust.bc.ca](mailto:northinfo@islandstrust.bc.ca)

Trustees can only discuss issues together within an LTC meeting. However there is no rule that says the trustees cannot listen to their constituents. So, talk to your local trustees.

To sum up, DCLTA needs 1) board members, 2) ideas of how to address the covenant 'agreement' and 3) continued community support to keep the project moving forward and on track.