



Minutes

Joint Co-op Board Committee Meeting

Meeting Date: Thursday, Feb 18, 2016 - 7:00 – 8:30 pm

Location: False Creek Housing Co-op Communal Space, Enclave 5, 711 Millyard

Purpose:

- Update on Lease Renewal Consultation / Next Steps

Present:

- **FCCHA:** Ray Galbraith, Marta Goodwin, Bud Fraser
- **Heritage:** Bill Wills, Naomi Singer;
- **Marina:** Linda Bleackley, Bob Lewis;
- **Alder Bay:** Nancy Reynolds, Nancy Hannum
- **Creekview:** Trudy Sandland, Clara Salamanca
- **Twin Rainbows:** Fern Logan;
- **GVFHC:** George McEwen, George P. Milne;
- **Guests:** Norma-Jean McLaren, Margaret Poenehl, Eta Thiessen;
- **AWG:** Richard Vallee, Peter Morgan, Wendy Herdin, Erin Gilchrist, Pamela Brathwaite, Rider Coeoy, Doug Broome, Gordon Watson;
- **RePlan:** Nathan Edelson, Peer-Daniel Krause, Dennis McCann;

Regrets:

- Jason Forsyth, Maria Roth, Dave Dawe, Avaleigh Neil, Andrea Main, Gilbert Savoie

Agenda

| | |
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| Agenda Review/Approval..... | 3 |
| Adoption of Minutes of Previous Meeting February 19, 2015 | 3 |
| Voting Procedures – Richard V..... | 3 |
| Business Arising from Previous Meeting(s)..... | 3 |
| 1. Report on endorsement of motions from meeting of July 2015 – Peer-Daniel..... | 3 |
| Update of Recent Developments & Current Situation..... | 3 |
| 1. Update on Status of short-term lease co-ops – Erin Gilchrist | 3 |
| 2. Status of RePlan Process and discussions with City – Nathan Edelson | 4 |
| 3. Communications Strategy – Carol Sutton via Peer-Daniel Krause | 4 |
| New Business..... | 5 |
| 1. Negotiating New Co-op Land Leases in False Creek South: Process for Shared Values (Attachment 1) – Peer-Daniel Krause | 5 |
| 2. Budget and Administrative Procedures (Attachment 2) – Dennis McCann | 5 |
| Next Meeting & Future Presentations..... | 6 |

Agenda Review/Approval

Motion was made by Nancy Hannum, and seconded to approve the agenda of this meeting.

MOTION CARRIED

Adoption of Minutes of Previous Meeting February 19, 2015

Motion was made by Bob Lewis, and seconded to approve the Minutes of Oct. 15, 2015.

MOTION CARRIED

Voting Procedures – Richard V.

Richard Vallee reiterated that, according to the Terms of Reference, each co-op holds one vote at the JCBC table. To ensure proper voting procedures one voting card per co-op was provided. At the point of a vote co-op delegates will be given time to deliberate. No votes took place at this meeting.

Business Arising from Previous Meeting(s)

1. Report on endorsement of motions from meeting of July 2015 – Peer-Daniel

In accordance with the JCBC Terms of Reference, JCBC representatives – with the support of the AWG will inform and request endorsement and feedback from their respective Boards on motions passed at JCBC meetings; Peer-Daniel summarized the status of endorsement of previous motions:

All co-ops endorsed all Oct. 2015 motions, namely

- (1) The co-op will work in collaboration with all of the other co-ops that approve this motion, to discuss a set of values that will be embedded in a new lease agreement.
- (2) The co-op will move forward in accordance with the timeline in the DRAFT GUIDING DOCUMENT.
- (3) The co-op agrees that the set of values contained in the DRAFT GUIDING DOCUMENT will be used as basis for the consultation process. (i.e. Security of tenure & housing affordability; Right-sized housing for all households; Diversity & renewal; Co-op self-governance capacity)

Update of Recent Developments & Current Situation

1. Update on Status of short-term lease co-ops – Erin Gilchrist

- There is a particularly **strong sense of urgency to renew leases** for three co-ops whose terms reach maturity in less than seven years (Marina, Heritage, Creekview).
- While we have received an invitation to apply for lease renewal last summer, we have not received further information on the status of this process from the Housing Department.
- At the same time we know that the City has been getting organized internally about how it will apply a structured approach to site-by-site decisions as leases come up for renewal. Staff will be bringing a report to City Council in the spring to get direction on the approach. This will likely include the list of items that the City will be asking each non-market operator to provide so that staff can work with operators on recommendations for City council on a site by site basis. It remains unclear whether False Creek co-ops will be included in potential City-wide co-op lease solutions or whether they will be dealt with as part of FCS community planning.

- CHF BC will be calling a meeting of co-ops with short-term lease ends (February 29th) to discuss the situation and get feedback.
- In the meantime, RePlan is preparing to respond to eventual media requests following the report to council (see Section C below).

2. Status of RePlan Process and discussions with City – Nathan Edelson

- **Assignment of Project Manager:**
 - The City has assigned a dedicated Project Manager to False Creek South to achieve forward momentum on existing issues. Find more info here: www.falsecreeksouth.org/2016/01/city-appoints-project-manager-for-the-false-creek-south-community/
- **Progress on Obtaining a Work Plan and a Council motion:**
 - A solid work plan is the centre piece for a report to council, which will constitute the first binding policy providing direction to staff. The report will include a purpose statement, outlining the principles and goals of the work.
 - *RePlan will work with staff to ensure clear wording in the report, including a statement indicating council's desire to renew the leases and the provision of resources to *RePlan's work.
 - The City will bring together the heads of relevant departments (i.e. the Director of planning, the acting City Manager, the General Manager of Real Estate and the Chief Housing Officer) in a steering committee to oversee the work. RePlan will act as a conduit between the community and the City.
- **Real Estate Foundation Project on Community Land Trusts (CLT):**
 - RePlan's focus from the outset has been to seek ways to secure the continuation of False Creek South as a community success story. An important part of this work is to research different options for the way leasehold residences could be managed in the future. At present, COV leases land with housing co-ops, market and non-market rental and special needs residences, and 669 individual strata leaseholders. Since this arrangement has not always been the easiest to manage and comes with some considerable disadvantages for leaseholders and landlord, an alternative structure for the future may offer some benefits, not only for leaseholders in False Creek South, but for those in other areas of the city and province.
 - RePlan successfully applied to the Real Estate Foundation for funds to investigate other options for governing housing on public lands
 - Find more information here: www.falsecreeksouth.org/2016/01/replan-receives-grant-to-explore-the-potential-of-community-land-trusts/
 - A first presentation was made to the COV Real Estate Department on the topic of Land Trusts.

3. Communications Strategy – Carol Sutton via Peer-Daniel Krause

- We are anticipating activity on the land lease renewal file at the City of Vancouver by the end of March in the form of a preliminary report to Council. It is not clear whether this report will be in-camera or public.
- RePlan/AWG Communications team is currently developing statements that communicate the needs of our co-ops clearly and concisely based on the process for shared values (next agenda item).
- The objective of these communication items is to (a) tell the story of housing co-ops in FCS and (b) showcase opportunities to build on the existing model that will enable us to serve the city moving forward.
- AWG is currently generating awareness among members via inter-co-op workshops on three key topics that may be of particular interest to the City (see below):
 - Land Lease Renewal: Delivering Affordable Housing
 - Land Lease Renewal: Delivering Security of Tenure, and
 - Land Lease Renewal: Co-op Governance.

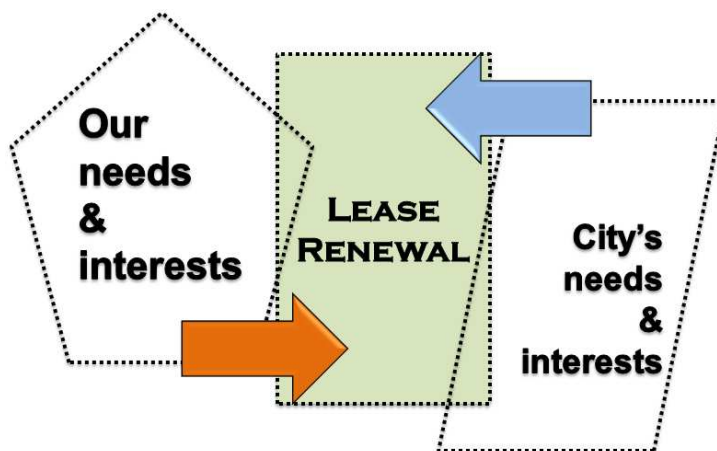
Action Task:

- Peer-Daniel to contact volunteers interested in gathering co-op stories (Naomi, Nancy T.)

New Business

1. Negotiating New Co-op Land Leases in False Creek South: Process for Shared Values (Attachment 1) – Peer-Daniel Krause

- In October 2015, Val Embree introduced the Draft Guiding Document, which outlines the **content and process** for arriving at a set of shared values to negotiate new land leases for co-ops in False Creek South. The document provides our **recommendations for a draft set of values** or common position as basis for discussion within and among co-ops.
- Since then, presentations took place in all but one co-op between December 2015 and January 2016.
- The focus of Presentations was (a) Who we are as co-ops, (b) Our values for lease renewal, (c) The City’s position, (d) Our fit with City needs
- The next step is to initiate the work to position our co-ops for successful lease renewal, meaning, to explore **where our needs meet the City’s needs**.
- Three facilitated workshops are scheduled to explore three key issues further:



| Affordability | Security of Tenure | Co-op Governance |
|---|--|---|
| <p>Saturday, March 12 9:30 am – noon</p> <p>False Creek Housing Co-op Meeting Room, Sitka Square The Co-op Model of Delivering Affordable Housing</p> | <p>Saturday, April 2 2:30 – 5:00 pm</p> <p>Creekview Housing Co-op, Anderson St. at Lamey’s Mill Members’ Security of Tenure – the Promise & the Challenge</p> | <p>Thursday, April 21 7:00 – 9:00 pm</p> <p>False Creek Housing Co-op Meeting Room, Sitka Square Co-op Self-Governance & Sustainability</p> |

- AWG is asking all boards to undertake **efforts to support the participation of its board, committees and members** in three upcoming workshops that explore key issues and opportunities of land lease renewal around Affordability, Security of Tenure and Co-op Governance.

2. Budget and Administrative Procedures (Attachment 2) – Dennis McCann

- Dennis McCann, Treasurer of the False Creek South Neighbourhood Association and RePlan, shared the 2016 RePlan Budget and associated Administrative Procedures with delegates.

- To discuss the details of the funding request, *RePlan asks the chairs of all finance committees to come together to discuss upcoming work and funding needs.

Action Tasks:

- Peer-Daniel to contact the Chair of the finance committee to set up a meeting.

Next Meeting & Future Presentations

The next meeting is set for Thursday, May 12, 2016, 711 Millyard from 7:00 - 8:30pm.
The meeting will take place at False Creek Housing Co-op Enclave 5 at 711 Millyard.

The next JCBC meeting of the Authorized Working Group will take place on March 3, 2016 – 7:00-8:30pm at Enclave 6 – Sitka Square Meeting Room. The meeting is open to all board members and members of False Creek Housing Co-ops

False Creek Housing Co-ops Land Lease Renewal

Three Workshops for All Co-op Members to
explore key issues and opportunities of land lease renewal
and
enable members to offer and explore ideas and solutions

| Affordability | Security of Tenure | Co-op Governance |
|---|--|---|
| Saturday, March 12 9:30 am – noon | Saturday, April 2 2:30 – 5:00 pm | Thursday, April 21 7:00 – 9:00 pm |
| False Creek Housing Co-op Meeting Room, Sitka Square | Creekview Housing Co-op, Anderson St. at Lamey’s Mill | False Creek Housing Co-op Meeting Room, Sitka Square |
| The Co-op Model of Delivering Affordable Housing | Members’ Security of Tenure – the Promise & the Challenge | Co-op Self-Governance & Sustainability |

RSVP: info@replanfcs.ca

Snacks will be provided

Please register for one or more of the workshops, hosted by the Joint Co-op Boards Committee of housing co-ops in False Creek South. These build on values developed in 2015 which were presented to all co-ops in November 2015-January 2016 and are important steps to further **inform our land lease renewal negotiations.**

The Agenda:

20 min: Introduction & Overview – context, demographic profile, *RePlan initiative

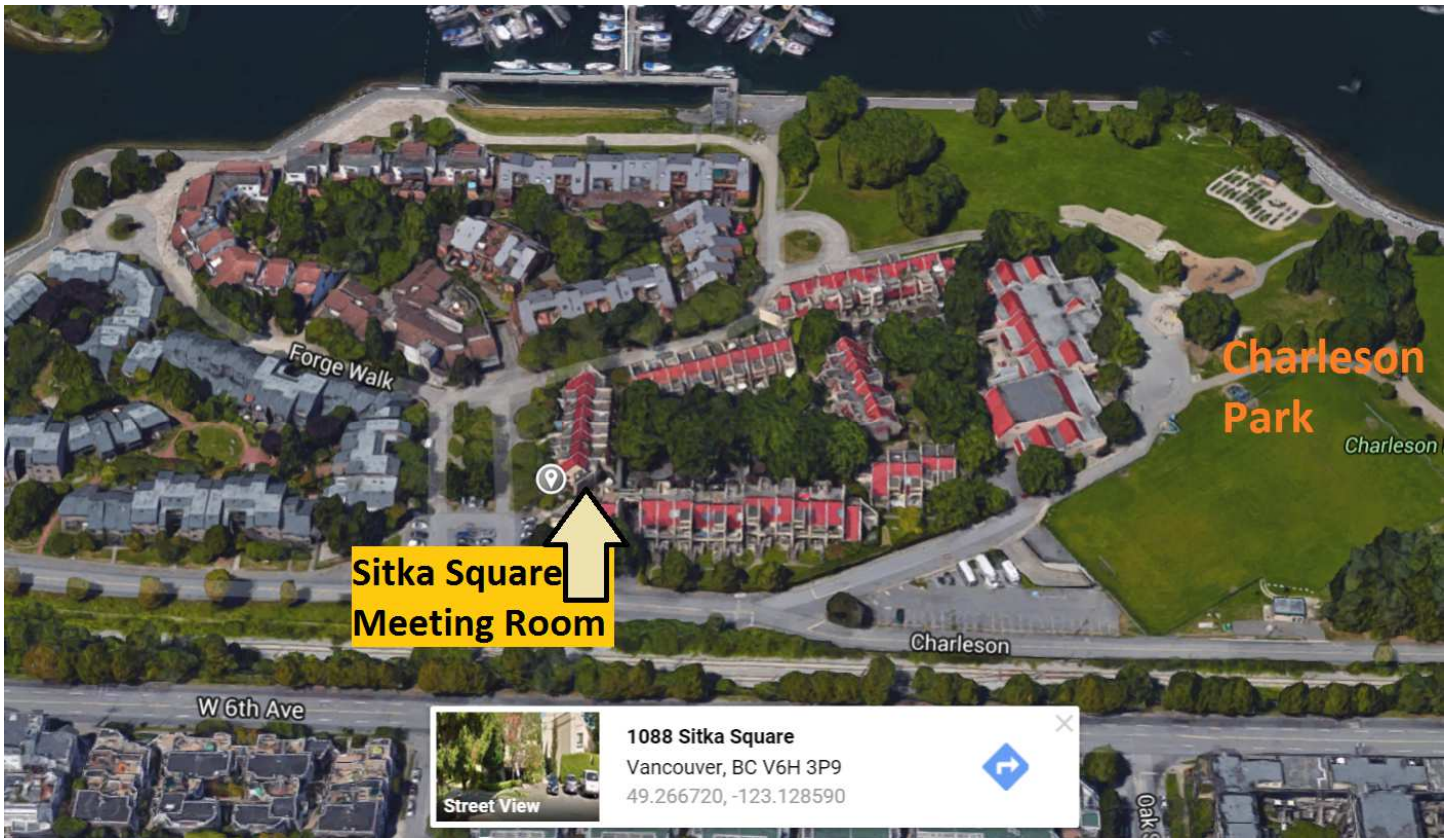
90 min: Topic Backgrounder (20 min) & Small Group Discussions – 2 rounds

40 min: Whole group report back & Workshop evaluation

For more details on the Joint Co-op Board Committee see:

<http://www.falsecreeksouth.org/category/joint-co-op-board-committee/>

False Creek Housing Co-op Meeting Room, Sitka Square



Creekview Housing Co-op, Anderson St. at Lamey's Mill (under Granville Bridge)



Financial Oversight, Administrative Procedures & 2016 Budget

**RePlan Committee of the False Creek South Neighbourhood Association*

We are asking all stratas and co-ops on leased land for modest financial support to help cover important legal and administrative costs used to securing our long-term future in False Creek South in the understanding that the costs for an enclave to carry their own lease renewal negotiations would be prohibitive.

Owners and co-op members have contributed in the past and are continuing to do so. We are also approaching institutional funders, as well as providing many hours of volunteer services. In addition to (1) an outline how funds are used and administered, this document provides (2) a detailed budget for *RePlan’s anticipated work, including an overview of how much funding is needed from each enclave.

For more information contact the Treasurer of the False Creek South Neighbourhood Association (FCSNA): <http://falsecreeksouth.org/contact-2/>

How are funds used?

We need access to professional expertise in four main areas over the next three years: **Strategy, Legal, Communications and Planning Support**. Having these contract resources in place on an ongoing basis is very important to organize and advise on our activities, provide access to the City and move the process forward.

| | |
|-----------------------------------|--|
| Strategy | Nathan Edelson has been *RePlan’s strategic advisor since 2011. We expect his services to be essential moving forward. His responsibilities are to maintain relationships with City staff, Politicians and funders to ensure that our Principles are reflected in municipal decision-making. |
| Legal | We need legal advice to inform our strategy in negotiations with the City for fair lease renewal terms, interpreting the language in our leases and understanding the relationship between the Strata Property Act and our leases. RePlan has retained the services of Mike Walker with Miller Thomson on an as-needed basis. |
| Communications | We need communication expertise and distribution channels to inform leasehold residents, friends of False Creek South, and other interested external parties about the process and its objectives. Hence, funding is needed for website maintenance, community engagement, public events, survey, educational workshops, printing, media & public relations. No consultant has been hired. |
| Planning Consultant and Assistant | Community planning assistance is needed for the purposes of general coordination and liaison, grant- and other project proposals, planning research and meeting minutes. Peer-Daniel Krause has been working with *RePlan since 2013 and continues to carry the vital role of coordinating and maintaining the activities of *RePlan and its volunteers. The 2016 budget includes contingency funding for a second position if the need arises. |

How is *RePlan administering its funds?

*RePlan is a committee of the FCSNA, which is a registered society under the Societies Act of BC. The Treasurer of the FCSNA keeps the financial records, including books of account, necessary to comply with the Society Act and renders financial statements to the members and others when required. The FCSNA treasurer also administers funds dedicated to the work of *RePlan in a separate register. The treasurer provides budget updates to the delegates of the FCSNA, which are also distributed via the minutes of the association. In addition, the treasurer will provide monthly reports on *RePlan-related expenses. These will be separated by enclave and expense area (Consultants, Communications, Legal) and will be made available via the *RePlan minutes. All minutes are available on the website (<http://falsecreeksouth.org/news-minutes/>).

RePlan is taking a community-wide approach in its work. Should expenses arise that are only attributable to a specific tenure, these will be listed separately and paid by the tenure group only.

How are funds received, approved, and dispensed?

To **receive** funds, cheques should be issued and mailed to the
False Creek South Neighbourhood Association
Attn. of Dennis McCann/Treasurer
1318 Cartwright Street
Vancouver, BC V6H 3R8

As a committee of the FCSNA, *RePlan maintains relative autonomy over the spending of funds sourced independently from the Association. Expenses are **approved** by consensus of (a) the FCSNA/RePlan treasurer, (b) the FCSNA president and (c) the Chair of the *RePlan committee in consultation with the *RePlan Strategy and Steering Committee. The treasurer dispenses funds to consultants upon receipt of related invoices detailing tasks and hours worked.

Cost controls will include forecasting and cash flow projections to ensure sufficient funds are available to engage services and other expenses. The False Creek South Neighbourhood Association (FCSNA) approved a \$10,000 cash flow loan facility for *RePlan in 2016. The loan is repaid as funds are received from residents and grants. *RePlan neither pays interest when utilizing the loan facility nor does it receive interest from its share of funds in the FCSNA bank account.

*RePlan will account separately for restricted grants designated for activities that fall outside the scope of the 2016 budget.

How is the work of *RePlan consultants managed?

The Strategy and Steering Committee is *RePlan's strategic decision-making body. It is made up of volunteers with demonstrated skills and experience who agree to commit time to attend meetings on a regular basis. A consensus-based process for decision-making is used by this group, which oversees all our consultants' work.

Find out how we are organized through our Organizational Chart:

<http://falsecreeksouth.org/wp-content/uploads/2015/08/2-RePlan-Organizational-Structure.pdf>

Who is held accountable?

The FCSNA Treasurer, by nature of the position, is responsible for the financial integrity of both the FCSNA and *RePlan. The False Creek Neighbourhood Association and *RePlan Committee have accountability roles to play as to how the financial resources are utilized.

***RePlan 2016 Budget**

RePlan Committee of the False Creek South Neighbourhood Association

| Expense Categories | Budget \$ |
|--|---------------------|
| Strategy Consultant | \$50,400.00 |
| Planning Consultant | \$37,220.00 |
| Planning Assistant | \$25,200.00 |
| Legal Advice | \$75,000.00 |
| Communications | \$50,000.00 |
| Total 2016 Budget Expenses | \$237,820.00 |
| | |
| Revenue Sources (1) | Budget \$ |
| Alder Bay Housing Co-op (94 units) (2) | \$13,031.22 |
| Creekview Housing Co-op (104 units) (3) | \$15,207.52 |
| False Creek Housing Co-op (170 units) (4) | \$15,067.10 |
| Greater Vancouver Floating Homes Co-op (55 units) (5) | \$7,324.65 |
| Marina Housing Co-op (63 units) (6) | \$9,363.69 |
| Twin Rainbows Housing Co-op (86 units) | \$17,082.18 |
| VR552 Leg-In-Boot Square (18 units) | \$3,575.34 |
| VR551 Leg-In-Boot Square (36 units) | \$7,150.68 |
| VR514 Spruce Village (36 units) | \$7,150.68 |
| VR466 Creek Village (56 units) | \$11,123.28 |
| VR419 Heather Point (48 units) (7) | \$4,534.24 |
| VR442 Mariner Mews (50 units) | \$9,931.50 |
| VR588 Market Hill (30 units) (8) | \$4,958.90 |
| VR909 Stamp's Landing (3 units) | \$595.89 |
| VR691 Alder Bay Place (47 units) | \$9,335.61 |
| VR1112 Fountain Way (55 units) | \$10,924.65 |
| VR1157 Harbour Terrace (58 units) | \$11,520.54 |
| VR2096 Lagoons (89 units) | \$17,678.07 |
| VR1343 Mariner's Point (143 units) | \$28,404.09 |
| Vancity Grant | \$25,000.00 |
| FCSNA Grant | \$2,000.00 |
| 2015 Surplus | \$525.01 |
| Other Sources | \$6,335.16 |
| Total 2016 Revenue Budget | \$237,820.00 |
| | |
| Notes: | |
| (1)Enclave budgets based on \$198.63 per unit less prior year contributions | |

| | |
|--|--------------------|
| Prior years' contribution credits: | |
| (2) Alder Bay Housing Co-op - 2015 | \$4,700.00 |
| (2) Alder Bay Housing Co-op - 2013 | \$940.00 |
| (3) Creekview Housing Co-op - 2015 | \$5,450.00 |
| (4) False Creek Housing Co-op - 2015 | \$17,000.00 |
| (4) False Creek Housing Co-op - 2012 | \$1,700.00 |
| (5) Greater Vancouver Floating Homes Co-op - 2015 | \$2,500.00 |
| (5) Greater Vancouver Floating Homes Co-op - 2013 | \$1,100.00 |
| (6) Marina Housing Co-op - 2015 | \$3,150.00 |
| (7) VR419 Heather Point - 2013 | \$5,000.00 |
| (8) VR588 Market Hill - 2013 | \$1,000.00 |
| Total Prior Years' Contributions | \$42,540.00 |