

Vancouver Island Vipassana Association

Trust Meeting

Date: Sunday Nov. 15, 2015 **Location:** Duncan

The meeting immediately followed a one hour meditation session.

Meeting Time: 11:35 am.

Attendees:

Facilitator: Robert Baker **Secretary:** Kim Weaver

Speakers' List: Steven **Timekeeper:** Steven

Task List: Kim

Trust Members Present	Trustee Regrets	AT's Present	Friends of Trust	Trust Members Attending Remotely
Robert Baker	Doug Cooper	Steven Armstrong	Harry Mensink	
Kim Weaver	Carl Wolford	Evie Chauncey	Don Williams	
Carsten Hunter			Deb Harding	
Hope Funk				
Rob Weaver				

Quorum: 5 of 7 of trust members in attendance

COMMITTEE	COORDINATOR	MEMBERS	A.T. ADVISOR
Operations	Steven	Arnis, Harry, Deb, Carl, Carsten, Kyle, Daniel, Don, Doug C & Doug C	Daniel
Outreach	Rob W	Harry, Doug, Robert	Steven
Finance	Hope		Evie
Website	Robert	Jim	Selina
Water	Carsten	Kyle, Carl, Arnis, Bill	Steven
Registration	Jim Swift		Daniel
3-Day Committee		Evie, Robert, Don, Kim, Deb, Hope, Rob, Carsten	Steven
Children's Committee	Elyena & Greg	Kim	Elyena & Greg
Landscaping Committee	Rob W	Don, Doug Cooper	Steven

Opening Formalities

- Review the agenda, add any needed items & prioritize
- Set time for meeting & agenda items - None – more informal process today.
- Read trust meeting guidelines – Completed.

1. Announcements: Steven – Carl Wolford has joined the Trust.

2. Last Meeting's Tasks:

- Robert – send Gord's email contact information to Carsten and Steven (ongoing).

3. Corrections and approval of past minutes: (ongoing)

4. E-mail decisions made between meetings:

The Water Committee is recommending we hire Wellmaster to do a pump test on the drilled well (behind the Meditation Hall). The cost will not exceed \$1500. (Approved).

5. AT Report – None this month.

6. Committee Reports: (Some of the following reports can be viewed as attachments)

a) Finance Report – Hope – Report Attached.

b) Web Site – Robert – Nothing to report.

c) Three-day course – Steven –

d) Outreach/Inreach – Harry – Duncan Day Sit November – 6 or 7 people attended November 1st.

Robert – Day sit location to be Friends' House on Fernwood at a cost of \$100 per day. To be held 2nd Saturday of each month (except November, which will be the 4th Saturday) until May when we return to the Dhamma Modana site for monthly day sits.

Weekly sits to be held in a small outbuilding at Bay and Fernwood at no cost, owned by a Therapy office. Work party to install a floor to be organized soon. Notice coming soon.

Rob W. – An old student contacted VIVA as she wanted to make a donation, but wanted to see Dhamma Modana prior to doing so. Rob drove with her to the site and she was impressed with the pump house and progress to date, and attended the Nanaimo weekly sit the same evening.

Weekly sits in Nanaimo occur Wednesday evenings, and monthly day sits occur 3rd Saturday of each month.

f) Operations – Steven

Don priced out Augers: Little Beaver - 6, 8 or 10 inches wide, \$70 per day to rent or \$280 for a week (Saanich Rentals).

Don also priced out shade clothe – 6 foot x 100 feet costs approx. \$260 (Borden's locally). We'll need minimum 6 rolls for 20 tent sites (\$1500). May be less expensive to order directly from China.

Steven – reported we have a new shingle roof on the Dhamma Hall and roll roofing on the pump house extension. We installed proper air vents on the Dhamma Hall. Tents were also taken down and stored, and the site was cleaned up, almost ready for winter. Carsten, Don and Steven are heading back to Dhamma Modana to drain the water tank and blow out the lines for winter.

Logs near the gate are “punk”, and may be used to fill in low spots or line the roads on Dhamma Modana site. Carsten offered to buck up the logs in the spring. Prior to next courses: Private Property signs and Build Sun Shades for tent sites for next year's courses. Carsten said he noticed someone drove an ATV around the trees/gate near where the key is stored, and logs may be used to block this type of access.

g) Water – Carsten – Attended Dhamma Modana site with Wellmaster November 3rd, water was clear and really good flow. Static water level tested at 5 US Gallons Per Minute. If we want to do a 24 hour test at some point, we can rent the pumps and do the test ourselves.

h) Landscape Committee – nothing to report.

Lunch – 12:30 pm. Reconvened at 1:15. Three minute meditation.

8. DISCUSSIONS AND NEW BUSINESS

Evie – Real Estate Report – Summary of Lot Line Adjustment Requirements and Bylaw Attached.

Proposal – Draw up the Lot Line adjustment. Bill Simoes would be able to do so, and would begin process at end of December, which takes 6 months.

Discussion: Steven spoke in favour of the proposal, as it must be done prior to building the Centre anyway.

Hope expressed concern about who might want to buy the land if Laketown Ranch proposal goes ahead, which led to Evie's next report.

Evie - Laketown Ranch update and future objection letters.

Bylaw approved for up to 15 days of music per year with a possibly carry-over of 3 days between years for a total of 18 days. Next step is public hearing, date not yet set, and any opposition letters must be resubmitted. Discussion around whether the Trust want to approve a letter to send out to Friends of the Trust to forward to Public Hearing. Evie read out a possible objection letter, and there were questions and discussion around the content and wording of the letter. Evie suggested getting an outside opinion on the content of the letter from Lucia Meijer who has a good understanding of Centres and their responsibility to their neighbouring communities.

Consensus to send one letter from the Trust, but encourage Friends of the Trust to write their own letters expressing their support or lack-there-of for the Festival site and how it might affect the Meditation Centre. We can provide the address where letters are to be sent, but not the content.

Harry – Modana Truck Insurance - Harry checked with his mechanic and it's okay to leave the oil change to the spring. Insurance will be removed tomorrow, and storage insurance will be put on instead (Harry).

Steven – Future Courses - all in favor of holding 3 day courses in 2016. Steven will be available to assist in set-up and planning but won't be able to conduct due to other commitments (not available after May 10th), although may be available in June. However, there will be other ATs who will be interested in conducting.

Proposed Course Dates: Men's May 12-15, Women's May 19-22.

Men June 9 - 12, Women June 16-19th.

9. DECISIONS OF THE TRUST –

Proposal – Draw up the Lot Line adjustment. Bill Simoes would be able to do so, and would begin process at end of December, which takes 6 months. **Approved**.

Proposal - spend up to \$1500 for shade cloth. **Approved**.

10. TASK LIST

- Rob W. - Coordinate Newsletter early Spring province-wide to announce 3 day courses and ongoing projects.
- Robert – contact Jim Swift to update info for Victoria Day sits (location and dates)
- Steven to follow-up for Victoria Group sit location, organize work party to install floor.
- Carsten and Steven - Buck up the logs near the gate and fill in low spots or line the road some time over the winter.
- Carsen to check with Wellmaster to ensure pump test results are registered on Provincial Site.
- Water Committee to check with VIHA to see if we can drop a pump into the upper well to use during next 3 day courses rather than hauling water.
- Evie to contact Lucia Meijer to vet the Trust letter to be sent to Area Representatives of the CVRD and Mike Tippett.
- Kim to send Evie the wording from the Minutes around the Letter and our responsibilities.
- Evie - contact AT List Serve to ask who might be interested in conducting 3 day courses.
- Steven - to ask Kyle and Gregg if we can borrow one of their trailers as AT residence for 3 day courses.
- Hope - send Kim Treasurer's report for November.

11. Review New Tasks – Completed.

12. Future Meeting: Sunday March 20th, 2016; site to be determined.

13. Evaluation of Meeting – Completed.

14. Meditation (3 minutes)

Meeting adjourned at 3:22 pm.

Metta.

VIVA TREASURER'S FINANCIAL REPORT

November 15, 2015

VanCity Balances (November 14, 2015)

Membership shares 68.55
Community Service Accounts 1 & 2 68,193.45

Current Bank Total **\$68,262.00**

Year to Date Revenue (November 14, 2015)

Dana as of September 20 Trust Meeting \$26,198.00
Dana since September 20 Trust Meeting 1,932.00
(Day Sitting/Between Course/Monthly)

Total Year to Date Dana **\$28,130.00**

Major Expenses since September 20, 2015 Trust Meeting

Roofing supplies, etc	1,505.67
Wellmaster, pump test	1,354.50

Current Dana Totals as at November 14, 2015

# of Old Students	Total Monthly Dana
10Visa	510.00
25Auto Debit	1034.00
2 Canada Helps	258.00
37Students	1,802.00

Monthly Dana Totals as at September 20, 2015 (previous Trust meeting)

# of Old Students	Total Monthly Dana
10Visa	510.00
26 Auto Debit	1064.00
2 Canada Helps	258.00
38 Students	1,832.00

Summary of Requirements for Lot Line Adjustments

Kyle and Mette Hobden did a rough lot line adjustment drawing (attached), but it would need to be way more specific to go through the Ministry of Transportation; they are the ones who handle subdivisions. The lot line adjustment falls under the category of subdivision.

I investigated the lot line adjustment requirements, as well as our zoning. Both are below.

Lot line adjustment information:

On October 6, 2015, I spoke to Rob Conway in CVRD planning.

The bylaw we are looking for is on the CVRD website, under Planning and Development. It is Bylaw 2465, which is the Zoning Bylaw for area I.

The section that we want is page 22-section 3.14. It says that if we are doing the lot line adjustment, and are lots originally greater than 10 ha (about 25 acres) **then neither parcel can be reduced by more than 20% of the original size.**

Then I asked if it was a problem with the fact that there will be 2 different zonings in one parcel, and he said they don't like it that the zoning is different than the legal boundaries but it already exists, so there's no reason it can't stay that way.

I asked if we were affected at all by the bylaw change in 2007 which change the minimum of one lot size for F1 80 ha. (200 acres.). He said no, that we would not be bound by that.

He said that the process is that we get an Application for Subdivision from the Ministry of transportation. They will then refer back to the regional district. It would be a good idea for us to have a chat with the technician in the Ministry of transportation, who is Dave Koch. His number is 250-952-4489.

Rob said it will be a good idea that once we do a concept plan, which does not need to be surveyed, but would be to scale, that we should send him a copy, so he could give us some advice before we submit it.

He said that it is a basic boundary adjustment, so there is no public input, and that is a simple process. The Minister of Transportation will issue a preliminary approval, possibly with some conditions we need to meet. The normal timeline is 4 to 6 months.

Area I bylaws page 77

section .38 P-2A INSTITUTIONAL RETREATZONE

Subject to compliance with the general regulations detailed in Part 3 of this Bylaw, the following regulations apply in the P-2A Zone:

1. Permitted Uses

The following principal uses and no others are permitted in the P-2A Zone:

- a. Institutional retreat use limited to the non profit teaching of meditation
- b. Up to seventy five (75) Sleeping Units which may accessed from the outside of a dwelling unit;
- c. Assembly use;

- d. Common Kitchen and dining hall;

The following accessory uses are permitted in the P-2A Zone:

- e. Buildings and structures accessory to a principal permitted use;
- f. **Single family dwelling** or caretaker's residence.

Principal and accessory buildings are allowed plumbing including that is required for common and private washrooms facilities and the common kitchen and dining facilities.

2. Prohibited Uses

Notwithstanding the definition of "institutional use", no parcel, building or structure in the P-2A Zone shall be used:

- a. as a treatment facility for drug or alcohol addicted persons;
- b. as a halfway house or detention facility for recently-released prisoners or young offenders.

3. Minimum Parcel size

The minimum parcel size in the P-2A Zone is:

- a. 0.2 ha

4. Density

The following density limits apply in the P-2A Zone:

- a. **Not more than one single family dwelling is permitted per parcel accessory to the principal use;**

5. Setbacks

The minimum setbacks in the P-2A Zone is 6.0 metres from all parcel lines, for all buildings and structures.

6. Height

In the P-2A Zone, the height of all buildings and structures shall not exceed 10 metres, except in accordance with Section 3.9 of this Bylaw.

7. Parcel Coverage

The parcel coverage in the P-2A zone shall not exceed 40% for all buildings and structures.

8. Parking and Loading

Off-street parking and loading spaces in the P-2A Zone shall be provided in accordance with Sections

3.14 and 3.15 of this Bylaw. The parking area and access road may be graveled notwithstanding section 3.13 of this bylaw. The access road may be single lane gravel upgraded as necessary for emergency vehicle access.