

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday January 10, 2017 at 801 Canso

Present: Madeleine Ani, Ron Bilquist, David Boehm, Rob Brockley, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Chris Hills, Anne Landry, Kerry Marcus, John Peirce.

Regrets: Tom Cameron, Heather Kay, Maureen O'Rourke.

1. Meeting called to order at 7.00 pm by Harburn.
2. **AGENDA:** Adopted by consensus recognizing that Maureen O'Rourke and Heather Kay were not present for discussion of the annual Financial Statements in preparation for the AGM.
3. **Item 3** was deferred to Item 7.2
4. **Free-ranging discussion.** Twelve topics were put forward as possible topics for future free-ranging or in-depth discussion:
 - Whether and how to increase memberships significantly.
 - GaLTT's "brand" (social currency, identity) and internal culture.
 - Possible community-wide campaigns such as invasive plant control.
 - Succession planning for key roles.
 - Joint public speaker series with Museum or other local organizations.
 - Possible topics for the series such as land stewardship for individuals.
 - Possibility of forming a confederation of social groups.
 - GaLTT's business organization and the possible need for staff in future.
 - Board member familiarity with our bylaws, and need for further edits.
 - Limits to our areas of operations (e.g., foreshore and marine parks; other islands)
 - Consider the usefulness and structure of a grant-writing committee (current fund-raising committee is all the Committee chairs—so far not used to raise funds).

ACTION: Board members to re-read our Strategic Plan before our February board meeting, and assess our current status in meeting those goals.

5. **MINUTES** from December 2016:

MOTION: Proposed by Jenni Gehlbach, seconded by John Peirce to accept the minutes for December 13, 2016 board meeting as presented. Carried.

6. **CORRESPONDENCE:** Harburn received email from Howard Houle re Dr Rooks' Mallett Creek dam, and from an island visitor thanking us for our work.

7. **REPORTS:**

7.1 President's report: Harburn noted that the Lions Club is celebrating its 100th birthday and the local branch wants a significant project such as a new park. **DISCUSSION:** suggested the Paisly Road location, currently for sale; or the area around Nelder's Pond would be suitable locations. Alternatively, the Lions could take over the barrier-free beach access project.

ACTION: Harburn to follow up with the local Lions to discuss these possibilities.

7.2 Treasurer's report—Several items in the Annual Financial Statements needed explanation, so since Kay, and O'Rourke were both absent, approval was deferred.

MOTION proposed by Jenni Gehlbach, seconded by Rebecca Furnell, that Executive Committee (and Cameron) meet with O'Rourke to clarify the annual Financial Statements in time for board to approve them for presentation at the AGM. Carried.

Kay had previously circulated the monthly treasurer's report and membership application list, noting that at year-end she has listed 153 active memberships, of which 39 were individual and 114 families.

MOTION proposed by Heather Kay, seconded by Kerry Marcus to accept as members the new applicant and 3 renewal applicants received during December 2016. Carried.

GaLTT's bank balances on December 31, 2016:

–Chequing “Community Partner Package” (0.01%): \$13,465.97

–Savings “Business High Interest Savings” (1.05%): \$116,490.69, which includes \$38,272 restricted funds.

7.3a TRAILS AND PARKS MANAGEMENT. Brockley reported that he and his trail work crews:

- Installed trail signs for Boulton (Nelder's Pond) trail licence
- Removed fallen trees and repaired boardwalk at Joyce Lockwood
- Re-installed post on James Way
- Installed trail signs on two trail licences and undeveloped ROWs
- Contacted all trail stewards and requested updates and volunteer hours
- Compiled volunteer hours for 2017
- Requested permission from RDN Parks to trim two trails in 707 Community Park
- Received report of vandalized sign at Elder Cedar. Randy Young re-installed the damaged sign.
- Work party held on January 8th to complete drainage improvement on the main artery trail in Cox Community Park

The heavy work in Cox Park is now completed. Last week's snowy session was well attended and filmed by Dr Vannini.

ACTION: Gehlbach to link our website to the video if it goes online.

The next major work will be on the trail, which crosses a mucky ditch, on the right of way connecting Windecker to Elder Cedar's boundary. It will require driveway gravel and a culvert (which Randy Young already has).

MOTION: proposed by Madeleine Ani, seconded by David Boehm, that Rob Brockley be authorized to spend up to \$700 on materials such as driveway crush to be used on the Windecker trail to Elder Cedar. Carried.

DISCUSSION: Elder Cedar vandalism continues. The camera has been taken down following having its card removed by the vandal(s). A name that may or may not be relevant had been written on the recently vandalized sign and Marcus put together a report for the RCMP.

Volunteer awards at the AGM: Brockley reported that the most active volunteers this year have been Frank Rotering, who single-handedly manages the trails in Haven Woods, Jamie Doig, and Randy and Lynne Young. He will buy suitable gifts to be awarded to them at the AGM.

7.3b INVASIVE PLANT CONTROL. No report.

7.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES: Landry reported that the committee has been studying the Descanso to Drumbeg project chart and they will be following up on identified gaps with the landowners involved.

Trail licences and insurance: Ani and Cameron have been studying the wording of our trail licences and of our insurance coverage and think that we need professional advice from an insurance lawyer to ensure that all parties are properly protected. The Robinson five-year Trail Licence is due for renewal soon and minor changes to the language are needed.

MOTION proposed by Anne Landry, seconded by Madeleine Ani, that the Acquisitions Committee be authorized to spend up to \$2000 to seek professional advice from an insurance lawyer. Carried.

ACTION: Ani and Cameron will formulate the questions that GaLTT needs to have answered, and will go through the Land Trust Alliance of BC to get a recommendation for a suitable lawyer.

7.5a Community Engagement: Marcus had no report this month.

Policies and procedures: Directors need to sign consent forms that run for their term of office.

ACTION: Marcus to complete design of a suitable form and distribute it to existing and proposed Directors for their signatures before or at the AGM. Signed forms to be filed by the Secretary.

7.5b. Big trees Bilquist reported no recent additions to the Big Tree Registry, but he has identifying big trees near the boundary of Elder Cedar, and also west of Tait Road and near Sandwell. He is waiting for more suitable weather to measure them and take photos.

DISCUSSION: Big tree identification, location, and measurement will be a suitable project to involve elementary school children in as part of the proposed SFU research project.

7.6 Streamkeepers: Hills reported that they did not meet in December. They are still compiling and editing their minutes before having them posted on-line, and are awaiting further input from GaLTT about their insurance.

- The Grade 1 / 2 class is interested in having another Streamkeepers day; time and place to be decided.
- Streamkeepers would like Elke Wind to come back in the Spring to lead a hands-on project.

7.7 Communications: Gehlbach reported only routine maintenance and updates of website and Facebook pages, and email notices to trail work volunteers in the last month.

7.8 POSAC—Brockley has been officially appointed to POSAC for a two-year term. Next meeting January 23.

8. OLD BUSINESS:

8.1 AGM: Wednesday February 8, 7pm at The Roxy. Doors open at 6.30 for membership registration.

ACTION 1: Executive Committee to ensure the Financial Statements are properly approved for presentation at the AGM.

ACTION 2: Harburn (with Marcus) and Kay (with O'Rourke) to prepare their President and Treasurer presentations for the meeting.

ACTION 3: Kay to prepare and/or give to another board member the receipt book and lists needed at the door for membership registration.

ACTION 4: Gehlbach to place advertisements in the Souder about the AGM and speaker.

ACTION 5: Gehlbach to email our members, volunteers, GABevents, and related organizations about the AGM and speaker.

ACTION 6: Gehlbach to print 50 copies each of the AGM agenda, approved financial statements, slate and biographies of candidates, and minutes from last year's AGM.

ACTION 7: Gehlbach to prepare a package for each of the proposed board candidates including a trailmap, 3 walk brochures, and printed copies of the Constitution and Bylaws, Strategic Plan, and Newsletter.

ACTION 8: Gehlbach to print 20 copies of the 2016 Newsletter to have on hand.

ACTION 9: Marcus to finalize the arrangements for Hall and equipment set-up with Steve Berthelot at The Roxy.

ACTION 10: Marcus to make dinner bookings, buy a gift for the speaker, and compile the raffle gift basket (retrieving basket currently with Bilquist).

ACTION 11: Brockley to purchase prizes for the outstanding volunteers.

ACTION 12: Harburn to contact Elke Wind to invite her to diner, offer his home for billeting, and arrange transportation as required.

ACTION 13: Harburn and Landry to remind candidates to send Gehlbach their biographical information and to attend

the AGM.

ACTION 14: All board members to (1) let Marcus know by January 20 whether they will be dining at Roberts at 5pm before the meeting, and (2) give Marcus an item for the door prize gift basket.

8.2 Barrier free access: No report (possible transfer of project to Lions Club to be discussed)

9.2 NEW BUSINESS:

9.1: Potlatch proposal: LTC staff have recommended the proposal go to second reading on Friday January 13. Jacinthe Eastick (who opposes the proposal) has applied to be a delegate. Board members are urged to attend the meeting.

ACTION: Board members should be at the Town Hall section of the meeting at 10.15am in the Heron Room at the Haven on Friday January 13, prepared to speak in favour if it seems necessary.

Harburn received a request from Howard Houle for GaLTT to consider taking responsibility for the dam on Dr Rooks property (since RDN will not) if the density transfer project is accepted.

DISCUSSION: It is our understanding that the dam will stay with the strata owners in this eventuality. Such a responsibility is certainly not within GaLTT's mandate. No ACTION recommended.

10. MOTION proposed by Rob Brockley to move *in camera* to discuss possible trail licences. Carried.

11. MOTION proposed by David Boehm to move *ex camera* and adjourn at 9.05. Carried.

Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Wednesday February 15, 2017 at GAC Hall

Present: Madeleine Ani, Rob Brockley, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Anne Landry, Heather Kay, Kerry Marcus. **Board candidates:** Peter Danenhower, Nola Johnston, Lou Skinner.

Regrets: Ron Bilquist, David Boehm, Tom Cameron, Chris Hills, John Peirce.

Guests: Potlatch representatives Brian Henning & Dr. Bob Rooks; **IT planners** Linda Prowse & Sonja Zupanec

7. Meeting called to order at 7.00 pm by Harburn.

8. **AGENDA:** Adopted by consensus.

9. **Presentation re Potlatch proposal:** Zupanec displayed several slides of maps and views in and around Lot 1 of the proposed Potlatch density transfer development. There had been hopes of adding a trail to the original proposal, which would run from the Spruce Road connector area down to Horseshoe Road on this lot. RDN has indicated they are not prepared to take responsibility for such a trail because of complex development permitting involving RAR regulations, steep slope regulations, and the use of ALR land. Zupanec explained the regulatory issues and the expenses likely to be incurred, and said that IT has received expressions of opposition to the proposed trail from neighbouring farmers on Horseshoe Road. Henning said that the issues involved in this trail present a real danger of derailing the entire project. He and Rooks took questions, and showed how access to a viewpoint on the bluff could be preserved without encroaching on ALR land and setbacks.

The guest presenters left at 8pm.

DISCUSSION: The importance to the community of maintaining access to a bluff viewpoint (recognizing it is less beautiful than the views lost to the development); the logic of pressing for neighbourhood trail connectivity if the neighbours reject it; the expense, regulatory complexity, and controversy involved in creating this trail; the physical difficulty of creating the trail. All spoke in favour of the following direction:

ACTION: Harburn to write to project applicants Rooks and Henning to withdraw our request for a connector trail to Horseshoe Road through Lot 1 of their proposed development, but to urge them to preserve access to a viewpoint on the bluff as discussed at the meeting.

10. **Free-ranging discussions. ACTION:** At our March meeting (after the rescheduled AGM) the new board will appoint Officers and discuss the status of our Strategic Plan. In April, we will discuss the status of our “trails from Descanso to Drumbeg” projects.

11. **MINUTES** from January 2017:

MOTION: Proposed by Jenni Gehlbach, seconded by Kerry Marcus to accept the minutes for January 10, 2017 board meeting as amended and presented. Carried.

12. **CORRESPONDENCE:** None received.

7. **REPORTS (Committee heads had circulated their reports previously by email:**

7.1 **President’s report:** no report.

7.2 **Treasurer’s report**—Maureen O’Rourke had previously circulated the monthly financial statement. Kay reported that **GaLTT’s bank balances** on January 31, 2016 were:

–Chequing “Community Partner Package” (0.01%): \$14,108.06

–Savings “Business High Interest Savings” (1.05%): \$116,545.11, which includes \$38,311.98 restricted funds.

Expenses (\$613.97) in January were for newspaper advertisements, accounting services, Land Trust membership, office supplies, and insurance. Revenue (\$1455.46) was from memberships, donations, Streamkeepers, and bank interest.

Kay had previously circulated the January membership application list.

MOTION proposed by Heather Kay, seconded by Jenni Gehlbach to accept as members the new applicant and 3 renewal applicants received during January 2017. Carried.

7.3a **TRAILS AND PARKS MANAGEMENT.** Brockley reported:

- He and work crew assisted RDN staff installing two benches in Cox Community Park.

- He and work crew trimmed trail in 707 Community Park January 22.
- He attended POSAC meeting January 23.
- The February 5 work on the right of way connecting Windecker to Elder Cedar's boundary was cancelled because of snow and has been rescheduled for February 19.
- GaLTT has received a request from RDN to establish a new trail at an undeveloped beach access (G1-16) on DeCourcy Drive. The scheduled meeting with RDN staff February 8 was cancelled due to snow; to be rescheduled in early March.

7.3b INVASIVE PLANT CONTROL. No report.

7.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES: Landry reported:

- An owl survey will be done in Elder Cedar.
- To celebrate Canada's 150th birthday and the Land Trust Alliance of BC's 20th anniversary, LTABC is creating an Honour Roll to recognize 150 individuals for their contributions to the success of land trusts across BC.

MOTION: proposed by Madeleine Ani, seconded by Anne Landry that Landry will work on GaLTT's behalf to make a nomination for the LTABC Honour Roll. Carried.

ACTION: Landry to discuss with Kay making payments for the GAC Hall bookings for board meetings.

7.5a Community Engagement: Marcus reported:

- AGM work on scheduling/rescheduling, posters, presentation slides, dinner reservation, organizing speaker gift and raffle prize basket
- Policy work incorporating Wave Consultants' work to align our operating policy with Canadian Land Trust standards. Specifically Practice 8B (Evaluating and Selecting Conservation Projects) and Practice 11A (Conservation Agreement Stewardship)
- Evaluation of the Operating Policies on GaLTT's website to identify needed changes. Expects to bring a draft document to the March meeting.
- Supplied trail maps to distributors on request.
- Scheduled a broom bash with the Girl Guides on February 26 at the United Church petroglyph site.
ACTION: Furnell and Danenhower to help with this event.
- Continued to attend local Trust Council meetings regarding the Potlatch proposal.

7.5b. Big trees No report.

7.6 STREAMKEEPERS: Hills previously reported that they too are meeting February 15 to review their Mission Statement and do some visioning and planning. At their previous meeting they discussed being more careful about promoting third party events that do not directly fall under the Streamkeeper or GaLTT mandates. They wonder whether they need to append a disclaimer about responsibility for loss or injury when forwarding emails from other groups.

ACTION: Cameron to check with our insurance company whether this is helpful or necessary. Hills and other board members to continue this discussion.

7.7 COMMUNICATIONS: Gehlbach reported:

- updating the native plants page on the website, including a revised pdf from Phyllis Fafard listing Gabriola's native plants with their new scientific names. This was needed because plant classification and naming have been radically altered by recent DNA research.
- preparing printed materials for the AGM—agenda, 2016 minutes, financial statements, slate of

- candidates, and biographies of existing and potential board members
- communicating with our members and the public about AGM scheduling and rescheduling
- newspaper ads about the AGM
- printing 25 colour copies of our 2016 newsletter to have on hand for donors and the market table
- sending the board candidates copies of our 2016 Newsletter; 2015-2020 strategic plan; Directors' checklist; and the government's primer for non-profit directors..

7.8 POSAC—Brockley reported on the January 23 meeting:

- Doug Cavill requested permission for Gabriola Lions Club to construct a storage building at Rollo Park. RDN staff will work with Lions Club re location and design
- Gabriola Power Squadron submitted written request to develop a boat launch at Bell's Landing. RDN to conduct a feasibility study later in 2017
- Howard Houle presented an update on the Village Trail. MOTI unwilling to accept infrastructure on the ROW. Discussions will continue.
- Contract for skateboard park design at Huxley Park has been awarded. Grants have been obtained for playground construction at Huxley Park.
- Neighbours have requested a trail and bench at undeveloped Pilot Bay Community Park on Decourcy Drive (B24). GaLTT will likely be asked for assistance with trail development.
- Stairs at GI-15 beach access on Decourcy Drive to be rebuilt in 2017
- An entrance trail from Fawn Place to the 707 Community Park has been approved by RDN. GaLTT will be asked to assist with trail construction. Another trail from McCollum Road to the 707 Community Park is also being considered.
- The 707 signage proposal submitted by GaLTT (Randy Young) to POSAC last year will be put on hold until the Potlatch application is resolved. GaLTT will work with RDN staff on a revised signage and posting plan at the appropriate time.
- Beach access stairs at Joyce Lockwood will be rebuilt in Spring 2017
- Dog park design at Rollo Park planned for Fall 2017
- Next POSAC meeting scheduled for May 15.

ACTION 1: Harburn to contact Peirce re the MOTI trail decision and see what can be done.

ACTION 2: Kay to let FIDO know that RDN work on the dog park is progressing.

8. OLD BUSINESS:

8.1 AGM: Wednesday February 22, 7pm at The Roxy. Doors open at 6.30 for membership registration. All needed work done except changing the dates by hand on the printed handouts.

8.2 Barrier free access: No report.

9. NEW BUSINESS:

9.1: Co-op Community Spaces Grant Application. Several possible uses of such funding were discussed.

ACTION: Marcus and Landry to pursue the possibility of getting this type of grant.

10. MOTION to adjourn proposed by Kerry Marcus at 8.50. Carried.

Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday March 14, 2017 at GAC Hall

Present: David Boehm, Rob Brockley, Tom Cameron, Peter Danenhower, Jenni Gehlbach, Norm Harburn, Nola Johnston, Heather Kay, Anne Landry, Kerry Marcus, Lou Skinner.

Regrets: Ron Bilquist, Rebecca Furnell, Chris Hills.

13. Meeting called to order at 7.00 pm by Harburn.

14. **AGENDA:** Adopted by consensus.

15. **Free-ranging discussion:** Committee heads described the work of their committees and summarized what has been achieved toward the strategic goals set out in the 2015-2020 Strategic Plan. Significant work was identified as still being needed in several areas:

- increasing our membership (which provides most of our financial support) and/or our profile in the community
- identifying priority conservation areas on Gabriola for future work
- enhancing trail categorization in our maps
- improving linkage with regional trail groups
- establishing and building relationships with local First Nations groups, in particular the Snuneymux^w.

ACTION 1: Our April free-ranging discussion will concentrate upon ways to build our membership and/or our profile in the community.

ACTION 2: Gehlbach to send out a request to GaLTT members for someone to lead a geocaching initiative.

ACTION 3: Cameron to inquire further about a GaLTT representative joining regional trail committees.

ACTION 4: Cameron to get the appropriate hot link to RDN's interactive trail map for 707 for Gehlbach to include on our trail-maps webpage.

ACTON 5: GaLTT board to investigate ways as soon as possible to begin building a respectful relationship with the Snuneymux^w.

16. **MINUTES** from February 2017:

MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the minutes for February 15, 2017 board meeting as amended and presented. Carried.

17. **ELECTION of officers:**

Moved by Peter Danenhower, seconded by David Boehm that the following board members be elected as officers of GaLTT's Board of Directors:

- President: Anne Landry
- Vice-President: Kerry Marcus
- Past President: Norm Harburn
- Treasurer: Heather Kay
- Secretary: Jenni Gehlbach

Carried. Anne Landry took the Chair for the rest of the meeting.

Addendum: By group email to the Board following the meeting Landry thanked Harburn for his excellent work as GaLTT President the past two years, especially appreciating his "can do" attitude when new projects present themselves, and his inclusive and efficient running of meetings which she hopes to emulate. Continuing board members replied concurring with praise and thanks.

18. **CORRESPONDENCE:** GaLTT sent a letter on March 9, 2017 to Islands Trust regarding the Potlatch development proposal, stating GaLTT's willingness and legal capacity to accept responsibility for a statutory right of way to a viewpoint from the Church-Spruce connector.

7. COMMITTEE REPORTS

7.1 President's report: no report. Marcus reported that as Executive Committee "sage" she is continuing work to incorporate Wave Consultants' work on aligning GaLTT's operating policies with Canadian Land Trust standards, specifically:

- **Practice 8B Evaluating and Selecting Conservation Projects**
- **Practice 11A Conservation Agreement Stewardship.**

7.2 Treasurer's report—Maureen O'Rourke had previously circulated the monthly financial statement. Kay reported that **GaLTT's bank balances** on February 28, 2017 were:

- Chequing "Community Partner Package" (0.01%): \$14,713.61
- Savings "Business High Interest Savings" (1.05%): \$116,594.28 (including \$38,336.98 restricted funds).

February cheques were written for: \$110.82 for gifts to "star" volunteers at AGM; \$122.92 to Gallery Press for AGM photocopies; \$131.25 to Gabriola Souder for AGM ad.; \$88.00 to AGI Hall Assoc. for market stall; \$200 to GAC for hall rental for 2017 meetings; \$75 to Roxy for AGM rental; \$67.90 to reimburse Kerry Marcus for AGM gift purchases; \$37.25 to Elke Wind AGM speaker for expenses.

Membership: Kay had previously circulated the February list of 6 new and 11 renewing membership applications.

MOTION proposed by Jenni Gehlbach, seconded by Rob Brockley to accept as members the 17 new and renewing applicants received during February 2017. Carried.

7.3a TRAILS AND PARKS MANAGEMENT. Brockley reported that this month, he and his crews:

- Removed two fallen trees on cliff trail near the seasonal waterfall.
- Re-installed parking sign at Haven Woods.
- Removed old corduroy trail and vegetation, leveled the grade, replaced ditch culvert, added rocks and fill, laid geotextile fabric, and spread 12 yards of driveway crush on the right of way connecting Windecker Road to Elder Cedar's boundary.
- Removed fallen tree from "Trail to Nowhere" in 707.
- Inspected Elder Cedar site for possible construction of new sections of boardwalk.
- Discussed with Mark Dobbs (RDN parks superintendent) building a trail from Fawn Place to 707 Park.
- Provided materials list to ITF. He estimates that 60 metres of trail boardwalk are needed (in addition to the boardwalk around the cedar).

MOTION: proposed by Rob Brockley, seconded by Peter Danenhower that up to \$1000 of GaLTT funds be used for materials related to building new trail boardwalks in Elder Cedar.

ACTION: Brockley to contact the Lions Club about sharing costs and labour for building trail boardwalks in Elder Cedar.

ACTION: Danenhower to assist Brockley with work related to trail measurement and designations.

7.3b INVASIVE PLANT CONTROL. No report.

ACTION: Boehm to buy extra-strength vinegar from "Planet Earth" for dealing with Giant Hogweed.

7.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES: Landry reported:

- A submission was sent to the Land Trust Alliance of BC for an individual to be included in the 150 Honour Roll for contributions made to land trusts in BC
- Elder Cedar
 - Islands Trust Fund has received \$10,000 for a TD environmental fund to build a boardwalk around the elder cedar and plant native plants around the base of the tree to assist rehabilitation. Cameron Murray is working on the design. GaLTT has committed up to \$5,000 for this project if needed. Board members are asked to suggest Gabriola contractors who might be interested in bidding on the boardwalk construction.
 - ITF has provided two potential layouts for signs for the two main entrances into EC to more clearly indicate: First Nations' name for the nature reserve; what activities are and are not

permitted; and GaLTT's and NALT's involvement with the nature reserve. Board members are requested to provide their preference and their OK with GaLTT's logo use on the signs.

- Another area of the EC loop trail, on the west side of the loop, has significant root damage from trail use, is quite uneven and wet in winter. On March 10th, several board members and volunteers met on-site with Nuala Murphy from ITF to discuss possible solutions. ITF has some funds to put towards material but more will likely be needed. The work can be taken on by the GaLTT trail work parties
- Cameron, Harburn and Landry are continuing work on the review of the template Trail Licence
- Johnston is working on improved, more complete data management for the ACTL committee. She's been asked to make a presentation at the next ACTL committee meeting. There may be other useful applications for GaLTT.
- Landry met with Kate Emmings at the ITF office to discuss potential methods to determine priority conservation projects on Gabriola.
- A new ITF Regional Conservation Plan will be written by 2018. Consultation meetings are likely this spring.
- American Friends holds the covenant on Sally Robinson's property with GaLTT as the local agent for on-going stewardship. If in the future GaLTT wishes to request the transfer of the covenant to GaLTT, we would need to submit a form to the IRS to gain recognition as a foreign "publically supported charity". It can take a while.
- The owl survey was not successful in finding screech owls.
- ITF has completed its management plan for Burren's Acres Nature Reserve (this Reserve has no public access).
- Gloria Filax has contacted us about becoming involved in a project with the Museum, Gabriola Arts Council, and others, related to Truth and Reconciliation with First Nations.

ACTION: Landry to invite Gloria Filax to make a short presentation at the start of the April board meeting.

7.5a Community Engagement: Marcus reported:

- The Girl Guide broom bash on February 26 at the United Church petroglyph site, recorded 54 volunteer hours.
- Continues to attend meetings related to the Potlatch/Henning development proposal. She notes the following upcoming meetings
 - March 20, Community Hall 7-8.30pm: Community Information Meeting
 - March 22, Rollo Centre, 7pm: Advisory Planning Committee Meeting
 - March 29, Phoenix Auditorium, 7pm: Public Hearing

ACTION: Gehlbach to remind our members by email of the importance of participating in the public meetings about this proposal.

- Wrote letter to IT (see Item 6 Correspondence).
- Supplied trail maps to distributors on request (we have about 600 on hand).
- Booked Farmers' Market table.
- Suggests dates for community activities including:
 - April 22, Earth Day walk and picnic
 - May 5, Mental Health Awareness Week Forest Bathing walk to be confirmed.
 - May 21, Trans Gabriola Trek lead and drag guides will be needed: Brockley, Furnell, Johnnton, Landry, Skinner, and Marcus have volunteered.
 - Summer walk series scheduling is in process, including Bob Weenk's walks in 707.

ACTION: Skinner to discuss with Marcus taking over some of the Community Engagement work.

7.5b. Big trees Boehm reported that a very large big-leaf maple has been identified on Rick's Trail.

ACTION: Bilquist to send the new tree data to Gehlbach for inclusion in the website registry.

7.6 STREAMKEEPERS: Hills had previously circulated his report. They have reviewed their year and are in the process of revising their Mission Statement and Objectives. Elke Wind's AGM presentation was influential in reminding them of the ecological importance of wetlands and especially ephemeral water bodies. They are also concerned about the possible loss of access to Mallett Creek.

7.7 COMMUNICATIONS: Gehlbach reported continuing to:

- update and check the website—the Board page will be updated following this meeting and the Streamkeepers' page awaits their current mandate revisions. All other pages have been updated.
- The website and our logos and banner headings need some revision and enlivening.
ACTION: Johnston to work with Gehlbach to update our graphic elements.
- monitor and respond to Facebook community conversations relevant to our mandate.
- notify volunteers about trail work parties and respond to individual volunteer comments.
- forward to Brockley members' emails about needed trail work.

7.8 POSAC—Brockley reported the next meeting will be in May.

8. OLD BUSINESS:

8.1 Barrier free beach accesses: Cameron will send out a written report soon.

8.2 Village Visioning meeting: Cameron will send out a written report soon.

9. NEW BUSINESS:

9.1: Potlatch proposal. Marcus reported that the letter regarding our rights and willingness to hold a Statutory Right of Way to a viewpoint was sent and urged board participation in the forthcoming community meetings.

9.2: Land Trust Awards: Marcus reported that she has sent in a nomination for a Land Trust Award. A lot of paperwork is involved, and she hasn't time to similarly nominate a second nomination. She urged someone else on the board to make this second nomination.

ACTION: Gehlbach to discuss this further with Marcus.

10. Next meeting: Our April meeting cannot be at GAC Hall because of renovations.

ACTION: Gehlbach to contact Roberts about renting the room above the restaurant. Also to contact Rollo Centre if Robert's is not available.

11. MOTION to move *in camera* to discuss our meeting with CPAWS proposed by Jenni Gehlbach. Carried.

12. Motion to move *ex camera* and adjourn proposed at 9.25 by Jenni Gehlbach. Carried.

Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday April 11, 2017 at Robert's -Upstairs

Present: David Boehm, Rob Brockley, Tom Cameron, Jenni Gehlbach, Nola Johnston, Heather Kay, Anne Landry, Rebecca Furnell, Chris Hills, Gloria Filax (for items 1-3 only)

Regrets: Ron Bilquist, Peter Danenhower, Kerry Marcus, Norm Harburn, Lou Skinner

1. Meeting called to order at 7:04 pm by Landry.

2. **AGENDA:** amended and adopted by consensus.

3. Guest- Gloria Filax: Presentation on Truth for Reconciliation

-small group of Gabriolans working on speaker series intended to help with building a new and better relationship with First Nations in our community. First two speakers are in June and September and will be speaking on land, treaties and land use. The goal is 8 speakers over the course of the project. The group is looking for community sponsors (GaLTT, GAC, Museum Society, etc.) on the island who may have an interest in the particular topics and also looking for people to help with the project. It was felt that GaLTT may have an interest in the land related topics.

Several topics were recommended by board members and it was also suggested that the speakers might also be able to present to the elementary school or do workshops for the community. Board members are encouraged to contact the group with ideas for topics, etc.

Motion: Proposed by Tom Cameron, seconded by David Boehm that GaLTT contribute \$1000 towards the project. Carried

Discussion: It was agreed that more budget info from the TR group is needed to have a better idea of what an appropriate contribution would be. \$1000 now could be considered "seed" money to help get things started with possible additional funds to come later. Some board members expressed a desire to see the events run by donation or free to the community. Cameron offered his help to the project group.

ACTION: Kay to organize payment with Filax (Cheque written at the meeting)

4. Free ranging discussion

Topic: Ways to increase membership and raise GaLTT's profile. Deferred until Skinner can be present.

5. **MINUTES** from March 14, 2017:

MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the minutes for March 14, 2017 board meeting as amended and presented. Carried.

6. Correspondence

6.1 GaLTT was CC'd a letter sent to the executive of the Islands Trust by Nick Doe. The main points of the letter were surrounding the remainder property on the donor lands, the exceptional ecological value of this piece of land and the density calculations in the proposed density swap.

ACTION: Landry to respond to Doe thanking him for engaging and acknowledging that density issues are outside GaLTT's mandate and but that the board would press for conservation of the piece of land (either by acquisition or covenant).

6.2 Boardwalk email, See 7.3.

7. COMMITTEE REPORTS

7.1 President's Report (Landry)

- Community Stewardship award nomination submitted for John Peirce.

- Noted that a group called Salish Sea Trust are lobbying the federal government to add the Salish Sea to Canada's list of tentative UNESCO World Heritage Sites. Landry will forward information.

7.2 Treasurer's Report (Kay) Maureen O'Rourke had previously circulated the monthly financial statement. Kay reported the following for GaLLT's finances ending March 31, 2017:

Chequing Account: 14,399.39

Savings Account: 116,648.74, (includes Restricted Funds of 38,391.98)

One cheque only written in March: Maureen O'Rourke Accounting: 614.28

Memberships: Kay had previously circulated the March list of 2 renewing membership applications.

MOTION proposed by Heather Kay, seconded by Jenni Gehlbach to accept as members the 2 renewing applicants received during March 2017. Carried.

7.3 Trails and Parks Management

a. Trail Operations (Brockley)

- Removed fallen tree from Haven Woods
- Met with RDN Parks staff (Mark Dobbs and Chris van Ossenbruggen) to assess beach stairs at Whalebone parks.
- Laid out trail routes from Fawn Place and McCollum Road to 707 with Chris van Ossenbruggen (RDN).
- At the request of ITF, ordered and spread gravel at Elder Cedar parking area (thanks to David Boehm).
- Request received from Camp Miriam to have summer camp kids help with trail maintenance.

Discussion: GaLTT volunteers are needed to help supervise; Cameron, Furnell, Brockley and Boehm offered to help with this. Exact jobs may depend on age/ability of kids – possibly trail work not appropriate. The kids have pulled Daphne Laurel at the Commons in the past so simple invasives work at safe locations might be most appropriate. There may be a need for some extra tools.

ACTION: Brockley will correspond with the Camp Miriam contact person.

ACTION: Furnell will talk to Commons volunteers who have worked with the Camp Miriam kids before to get some more info on what worked/didn't

- At the request of RDN, replaced plywood barrier at Joyce Lockwood beach access stairs
- Work party held on March 19th to trim trail and pull broom on Stalker Road trail.
- Work party held on April 2nd to trim and pull broom on Petroglyph trail.
- Boardwalk correspondence: An email was sent asking GaLLT to stop installing boardwalks on trails– the sender doesn't like the "unnaturalness" of them. The sender was not a member or active volunteer (but is on the email list)

Discussion: There are a limited number of trails with boardwalks on Gabriola and without them people trample surrounding areas, damage roots, etc. Overall, we are avoiding boardwalks where possible and don't disagree that excessive boardwalks take away from the natural forest experience.

ACTION: Brockley will respond

- Peterson to McDonald trail is totally underwater for nearly half the year. This is an important trail for the end-end connection. An elevated boardwalk may be needed. Brockley would like to come up with a plan for a long term solution.
- Joyce Lockwood stairs will be rebuilt this spring. Also looked at all the little community parks along Whalebone area and RDN will be fixing up some of the beach accesses there. Not sure if GaLTT will be involved.

b. Invasives Control: (Boehm)

- suggested that we tackle areas that are nearly invasive free and keep them as such. Might be more effective that trying to tackle the worst areas first.
- Has treated giant hog weed. Infestation continues at and near Robinson property and treatment continues but spreading is happening. At Drumbeg it is returning- we should probably contact parks dept. as they have treated it in the past.
- Annual broom bash with Lions Club Apr 30 at Drumbeg, May 14th also. Notices will come out soon.

7.4. Acquisitions, Covenants & Trail Licenses (Landry for Harburn)

-Assisted coordination of the gravel for Elder Cedar parking lot. Rather than purchase material for boardwalk work, ITF requested we spend ITF funds (\$780) on gravel. Thanks to David for getting the work done in a short time frame.

- ACTL Committee commented on the initial Elder Cedar boardwalk design. Sent Nuala Murphy (ITF) three names of potential contractors for the EC boardwalk construction.
- Contacted Corrina Maslovat (contract biologist). She is still waiting to hear about potential funding for Species at Risk work in Elder Cedar.
- Nola demonstrated the potential use of Google Drive for ACTL data management. It looks promising so she is setting up a pilot project.
- Rob, Tom, Nola and Anne walked the Mallett Creek area to prepare for a meeting with Elaine McCullough (RDN Parks Planner) April 12th to discuss trails and parkland related to the Potlatch density transfer application.

Discussion: Mallett Creek corridor is proving to be a tricky part of the application with RDN not willing to take it on, strata ownership not favoured by GaLTT or the Community, possible liability issue of the existing dam (but with ecological consequences in removing it), etc. The area is of high ecological value but was left out of IT riparian zoning due to it not having been mapped. GaLTT's first priority would be to protect this area, second would be to allow public access in a controlled way that still allowed for protection. For now, we will wait to see what the RDN says.

- Tom and Anne will attend the Islands Trust Regional Conservation Plan workshop in Nanaimo May 1st. Input sought from the board on conservation priorities.

7.5 Community Engagement (Marcus via email)

- maps and brochures continue to go out to our vendors, and membership brochures to the Welcome Wagon.
- We have reprinted the Haven Woods walk brochure, thanks to Jenni.
- Prepared grant funding request to cover our End to End walk May 21st, and the Community Stewardship Award nomination for J. Peirce.
- RDN walk permit application will go in soon.
- Gehlbach met with Joan Merrifield from Museum on invasives brochure. Merrifield would like to have an info session/discussion on Apr 27 or May 11 at the Roxy as part of their speaker series. Kerry will need to be in touch with Joan regarding finalizing a date and panel speakers. Gardening club will also be contributing.

Big Trees: Ron away, nothing to report

7.6 Streamkeepers (Hills)

- Whale talk was a success and that there might be another one as people had to be turned away (due to fire/safety issues.)
- Jethro and Nick are collaborating on compiling "old timers fish stories" to provide recorded anecdotal evidence of fish in some of Gabriola's streams.
- Working on finalizing a stream day with GES grade 1-2 split; will be either April 24th or May 8th. Waiting to hear whether we can get access to Mark Coat's property.
- A letter was finalized by Marilyn/Christy and sent to Island's Trust planner (Sonja Zupanec) to relay the Streamkeepers' desire to retain ongoing access to Mallett Creek. GaLTT board was provided a copy of the letter by email
- Letter of agreement between Streamkeepers and GaLTT MIA- need to find it!

ACTION: Hills will coordinate with Marcus on this

7.7 Communications

- Met again with Joan Merrifield (museum) to discuss the invasive plant brochure and possible community campaign about removing invasives. (see Community Engagement report)
- Ordered a reprint of the Haven Woods self-guided walk brochure.
- Helped with Community Engagement activities and applications.
- Received notification that the SFU project that we would have participated in at Gabriola Elementary School did NOT receive the expected funding. All Community participant groups expressed dismay and hope that some of the suggested place-based activities will happen anyway.
- Began design work to update our logo in a way that retains brand recognition and allows for multiple uses on all paper and digital publications, and a variety of promotional materials.
- Gathered board suggestions for possible slogans to be used in combination with our logo.

7.8 POSAC

-No meeting since last GaLTT board meeting

8. Old Business

8.1 Status of Potlatch proposal; next steps—Landry

Discussed in 6.1 & 7.4

8.2 Improved beach access—Cameron

Nothing new since last GaLTT board meeting

8.3 Village Visioning—Cameron

Nothing new since last GaLTT board meeting

9. New Business

9.1 ITF meeting regional conservation planning, May 1

-Cameron & Landry will be attending. Discussion is to be focused around 10 year plan for priorities in IT area

-No time for discussion at this meeting, but if board members have input, send to Landry

9.2 Rising sea level (Boehm). Boehm expressed concern that rising sea level is going to drastically alter some of our parks – particularly Sandwell and Twin Beaches (major erosion already seen at Pilot Bay). Boehm would like to write a letter to the provincial parks dept. to encourage planning for mitigating damage and allowing continued access to these areas.

ACTION: Cameron will draft a letter.

9:00 Motion to adjourn- Gehlbach

Minutes by Rebecca Furnell

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday May 9, 2017 at GAC Hall

Present: Kerry Marcus, Lou Skinner, Nola Johnston, Anne Landry, Heather Kay, Tom Cameron, Rob Brockley, Peter Danenhower, Rebecca Furnell, Chris Hills

Regrets: Jenni Gehlbach, Ron Bilquist, Norm Harburn, David Boehm

1. Meeting called to order at 7:02 pm by Landry
2. **AGENDA: Motion to adopt the proposed agenda by Marcus, seconded by Landry. Carried.**
3. **Free-ranging discussion: Ways to increase membership and raise GaLTT's profile.**

Discussion notes:

-Why do we want to increase membership? Is this a major issue? Would working to increase our profile be more important/effective?

-good source of volunteers & potential board members

-healthy membership is important, but increasing from where we are isn't critical at this point

-if we were pushing for a big fundraising project (ex: property purchase) it's a good source of money

-Maybe using full name in conversation and advertising rather than GaLTT would be helpful

-what can we sell to increase profile? Clothing is hard to break even, storage problem, rarely worthwhile \$ wise. Smaller things like bandana, button, lapel pin might be better (need prices). Logo- is undergoing work so need to wait for that before producing things

-advertise walks more/better: flyers with schedules at mailboxes, hand out at Market, MadRonas, village, etc. Use sounder ad/free article more, sandwich board.

-At the walks, promote membership.

-History or ecology walks might draw bigger crowd (Rob has done ecology in the past, but attendance dropped off so we stopped).

-Chamber of commerce -trail walks schedule in brochure (November for publication) or just at the office

-Museum has done a great job increasing their profile- we should look at what they have done (Guest speakers in winter?)

- Do the welcome wagon (offer free guided walk)

-Walk challenge with prizes, etc. (Look at similar events for ideas)

-Geocaching?

-Wednesday walking group?

-Article for end-end walk, take pictures to post after. Keep on same weekend each year (May long weekend) to make it a staple event? Next year maybe include some kind of contest.

- Update slogan: "Conserve and Connect"

ACTION: Hills will look for info from walk challenge events

ACTION: Marcus will write a Sounder article for the walk

ACTION: Skinner will mention GaLTT & end-end walk at the next Wed. walking group

ACTION: Marcus will review this discussion and come back with suggestions

4. **MINUTES** from February 2017:

MOTION: Proposed by Rebecca Furnell, seconded by Kay to accept the minutes for April 11, 2017 board meeting as amended and presented. Carried.

5. **CORRESPONDENCE:** None

6. COMMITTEE REPORTS

6.1 President's report:

- Sent email to Nick Doe, thanking him for his thoughtful letters about the Potlatch application
- Filled out Nature Conservancy of Canada (NCC) Natural Areas Conservation Program survey (that funded our 2016 policy work)
- Need to follow-up on Letter of Understanding between GaLTT and Streamkeepers as it may not have been finalized

ACTION: Marcus and Hills will follow up on this.

- Potlatch application where it is at now – Mallett Creek would be held by the strata because of current issues with liability related to the existing dam. Streamkeepers has expressed an interest in having ongoing access to the creek. If GaLTT would be willing to accept a statutory right of way (for monitoring purposes, not for public). this needs to be included in a covenant as part of the application. So if the application is approved, at the time of subdivision the covenant would be enacted and would include this statutory right of way. Landry talked with Brian Henning and met with Sonja Zupanek about this.

MOTION: Landry moved that GaLTT indicate by a letter to the Islands Trust and Potlatch applicants that GaLTT is willing to accept a statutory right of way for periodic access to Mallett Creek for monitoring and restoration. Second by Danenhower.

Discussion: Dam may be drained in future- could it be drained now and avoid the problem? The reservoir is an asset (despite liability) so not draining is preferable. GaLTT assumes some risk in taking this on (for people accessing the area) so we should have some policy work on work safety.

Carried.

ACTION: Landry will write a letter to Brian Henning with a copy to the Islands Trust

6.2 Treasurer's report—Maureen O'Rourke had previously circulated the monthly financial statement. Kay reported that GaLTT's bank balances are: 131,216.07 total

- Chequing "Community Partner Package" (0.01%): \$14,457.83
- Savings "Business High Interest Savings" (1.05%): \$ 116,698.28

April cheques were written for Kerry Marcus for Registration fee: \$40, Roxy for Whale Presentation:\$40, Gallery Press for Haven Trail Brochure:\$173.60, Gabriola Sounder for walk:\$119.70, Scott Signs for Trail Signs: \$420.

Maureen and Kay have been unable to determine the difference/relevance of "external" and "internal" land purchase as categorized on our books.

ACTION: Kay and Cameron will work on figuring this out.

Membership: Kay had previously circulated the April list of 1 new and 1 renewing membership applications.

MOTION proposed by Kay, seconded by Marcus to accept as members the 2 new and renewing applicants received during April 2017. Carried.

6.3a TRAILS AND PARKS MANAGEMENT. Brockley reported that over the past month, he and his crews:

-Responded to a complaint about GaLTT's use of wooden boardwalks.

-Responded to a request from Camp Miriam to participate in community volunteer opportunities for youth campers. Our suggested project is to pull broom beside quiet residential streets (e.g., James Way).

-Reviewed options and assembled a materials list for upgrading the Peterson to McDonald trail. Investigated the cost differences between treated and cedar - cedar is a lot more expensive. Rob plans to investigate the cost of cedar from one other potential source before moving forward. DISCUSSION: Brockley's estimates may change after investigating another source of cedar so if it makes sense to spend a bit more than \$1500 Brockley will come back to the board on this. There was discussion by Marcus that boardwalk can make trails on public land impassible for horses, and consideration of ensuring enough width of trail that horses can still get by.

MOTION: Brockley moved to spend up to \$1500 for materials for a board walk on this trail. Seconded by Cameron. Carried

- Field checked several undeveloped beach access ROW's between Seawind Drive and Eva Road for possible trail development.
- Ordered 'Private Lands' signs for installation on Maddison Property in preparation for the May 21st end-to-end walk.
- Field checked possible trail routes in the Potlatch receiver parcel with Dr. Bob Rooks
- Confirmed possible trail route from Burnside Drive to Cox Community Park with Chris van Ossenbruggen (RND Parks) and reported findings to Mark Dobbs (RDN, Superintendent of Parks).
- Purchased three long-handled loppers for use by trail volunteers.
- Resolved overdue invoicing issue with Arbutus Home Building Centre. Invoices will now be emailed to Kay.
- Work party held on April 16th to install new wooden boardwalk sections on Cliff trail near Joyce Lockwood Community Park.
- Work party held on April 30th to pull Scotch broom at Drumbeg Provincial Park in cooperation with Gabiola Lions Club members.

6.3b INVASIVE PLANT CONTROL. No report

6.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES: Landry reported:

- Kerry, Tom, Rob and Anne met with Elaine McCulloch (RDN Park Planner), Wendy Marhall (Manager of Parks Services) and Mark Dobbs (RDN, Superintendent of Parks) in Parksville to discuss RDN's thinking about the donor and receiver lands related to the Potlatch application.
- Kerry and Nola dealt with graffiti hate vandalism at Elder Cedar and Nuala Murphy (ITF) was kept informed.
- Met with Cameron Murray and Laura-Jean Kelly (Topographics) and Nuala Murphy (ITF) at Elder Cedar to review draft plans for the elder cedar boardwalk. Good discussion with revised drawings to follow.
- Met with Sonja Zupanec (IT Planner) to discuss Mallett Creek Statutory Right of Way (SRW) and later talked to Brian Henning and Chris Hills (for Streamkeeper input).
- Nola continued work on potential data management using Google Drive.
- Tom and Anne attended Islands Trust Fund Regional Conservation Plan workshop in Nanaimo. At the event, Fiona MaCrauld spoke about the Islands Trust working to build meaningful relationships with the 30+ First Nations whose traditional territory is in the Islands Trust area. Landry spoke to her about our interest in building relationships with First Nations and Fiona suggested that we work with museum and IT to have a small event where some members of the Snunaymuxw come to the island, maybe visiting Elder Cedar or something similar.

ACTION: Landry will initiate discussion with Museum, IT and Fiona about this.

- Harriet Thomas emailed about Haven Woods.
- Kerry, Nola, Peter, Lou and Anne carried out the annual covenant monitoring at Elder Cedar and Bachmann property with Doug Hopwood and Chris Ferris (ITF contractors). Anne will write draft reports.

6.5a Community Engagement: Marcus reported:

- The Committee met April 24th – Tom, Kerry, Lou, and Peter to talk about responsibilities and the transfer of some items to Peter and Lou.
- Talked about a Name the Spot contest again, and about simple handouts at the Market with the walks scheduled.
- Land Trust Alliance of BC – Walk on the Wild Side Grant of \$150 approved for Gertie funding for the End to End walk. Need to complete the advertising and planning.
- Peter will organize the End to End Walk details, and Lou made a hand-out for the Spring Fair table last Sunday.
- Lou will pick up Map distributors management, and organize the Market boxes. Lou and Tom did an inventory of materials on hand. Lots of membership brochures, about 800 maps.
- Kerry has confirmed the Summer Walk series and received the RDN Park Use Permit.

-Mental Health Awareness Week 'Forest Bathing' in the Elder Cedar suffered an unfortunate advertising/scheduling error (not GaLTT's fault), so at 3:30 Friday afternoon, Rob and I had one walker. We had a lovely contemplative walk but hardly worthwhile.

-Kerry has completed work started by Jenni on an Invasive Plant brochure, it is now printed, shared work and costs with the Museum. We will also share responsibility and costs for the Museum speaker series, on the subject of Invasive Plants Thursday May 11th at the Roxy. Share of costs (Gas etc for speakers, Sounder advertising, Roxy rental, printing, is estimated at approx. \$250.

-Activities participated in for the last month were: Humpback whale talk at the Roxy, Spring Fair at the Commons, and Covenant Monitoring in the Elder Cedar Nature Reserve.

-Membership and Community Engagement thoughts are being applied to Market items to help raise GaLTT's profile – printed bandanas (saying simply 'Gabriola Land and Trails Trust' repeating lines) and lapel pins (Walk Gabe with GaLTT).

-Graffiti reported , and then cleaned up (Kerry and Nola) in the Elder Cedar and RCMP statement given.

-Met with RDN staff to discuss the Potlatch application and RDN's interest in taking the parks and trails in the receiver lands. Staff seemed enthusiastic to take all of the park and trail parts. The May POSAC has been postponed.

-Skinner, Johnstone and Danenhower will be attending the invasives talk at the Roxy and will bring some promotional materials.

6.5b. Big trees: Bilquist reported by email that he has not been able to do any big tree work over the past month.

6.6 STREAMKEEPERS: Hills reported:

-We were at the Spring Fair yesterday, was nice to share space next to GaLTT and have a few good conversations with people (some new to the island).

-We did a stream day with the grade 1's and 2's from the school; it was neat to see the difference a year makes, the kids were a lot more engaged this year (same group as last year.) We were at Descanso Park for about two hours, looking at invertebrates and what makes a healthy stream. Our next event will be having a table again at Ocean's Day, Sunday June 11th.

6.7 COMMUNICATIONS: Gehlbach reported via email:

- Maintaining routine stuff, keeping FB and website up to date and posting May events (broom Mostly bashing, walks, invasive species forum) in advance of absence, and emailing volunteer and member groups about them.

-Finished up invasive species brochure planning with Joan Merrifield.

-Apologies for possible confusion re GaLTT and PHC forest bathing events,

-The board noted that in Jenni's absence it would be good for one/some of the other board members to have access to the GaLTT email list and FB page. This will go on the agenda for June.

6.8 POSAC—Brockley reported that the May 15 meeting has been postponed pending a tour and report on the receiver lands in the Potlatch application and next meeting will likely be in June.

7. OLD BUSINESS:

7.1 Truth to Reconciliation- GaLTT involvement and funding review update: Cheque was written to the museum, which was incorrect (should have been to the project group), this will be remedied.

7.2 Improved beach access—Cameron – Nothing to report

8. NEW BUSINESS:

8.1 End to end walk planning

-park permit license and route planning are done. Advertising needs to be done. Parking will be an issue, unfortunately. Safety signals have been determined to help keep the group together.

8.2 Community Engagement & Museum joint projects – Skinner/Marcus

-The museum informed GaLTT that charging for the native brochures has been awkward and unpopular. The GaLTT board agreed that it would be fine to “sell” them by donation. The new invasives brochure will be free or by donation.

8.3 Social Media workshop – review and next sessions

Johnston and Furnell attended – will save report for next free ranging discussion.

9. MOTION to move *in camera* proposed by Landry, seconded Brockley

10. Motion to move *ex camera* and adjourn proposed at 9:16 by Kay

Minutes recorded by Rebecca Furnell

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday June 13, 2017 at GAC Hall

Present: David Boehm, Rob Brockley, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Chris Hills, Nola Johnston, Anne Landry, Kerry Marcus, Lou Skinner.

Regrets: Ron Bilquist, Peter Danenhower, Heather Kay.

1. Meeting called to order at 7pm by Landry.

2. **AGENDA:** adopted by consensus.

3. **Guest Speaker Peter Hehl was unable to attend and will try to reschedule in September.**

Discussion: It was agreed to advance the **general discussion of Policy (Agenda Item 7.3)** to this part of the meeting. Marcus had previously circulated the proposed new Policy #9 and gave an overview of the process of developing Policy Guidelines for the new board members. Next steps were discussed. The goal will be to ensure all our policies are coherent and not contradictory.

ACTION: All board members to read the proposed Policy 9 and send suggested amendments to ACTL Committee, who will bring the amended Policy 9 to the next board meeting for approval.

4. **MINUTES:**

MOTION: Proposed by Rebecca Furnell, seconded by Rob Brockley to accept the minutes for May 10, 2017 board meeting as presented. Carried.

5. **CORRESPONDENCE:**

–Landry passed to Gehlbach for filing a copy of the letter to Brian Henning (see Item 6.1).

–Marcus received correspondence regarding a donation from Lori Smith and matching funds from Telus totaling \$220

ACTION: Kay to draft a response to Smith and Telus, thanking them, and **to put a Smile in the Sounder** about the donation without naming the private donor.

6. COMMITTEE REPORTS

6.1 President's Report (Landry)

– Landry wrote to Brian Henning, (cc Sonja Zupanec and Chris Hills) regarding the Potlatch Density Transfer Proposal and GaLTT's request for a Statutory Right of Way along Mallet Creek for Streamkeepers' access.

–Suggested that we NOT apply for further NCC funding for policy work this year since the work would need to be completed by the end of September.

–Re the planned "From Truth to Reconciliation" Speaker Series, Doug White did not confirm in time so the June presentation was postponed. He will likely be part of a three-person panel at the end of October. The first of the presentations will be September 30. **DISCUSSION:** There was some board misunderstanding about the level of participation of other community groups in this initiative when GaLTT decided to support it. The support is not regretted, but there is some concern about the speed of our decision and our level of understanding then.

DECISION: When future appeals are made to GaLTT for project funding, our discussion and decision should occur after the Presenter has left the meeting and after further examination.

–John Peirce's Community Stewardship Award nomination was confirmed. Island Trust Council will announce the awards during its June 20-22 meeting on Lasqueti Island.

– ACTL, Marcus, and NALT reviewed the third rendition of the suggested Elder Cedar Boardwalk on May 29 and a decision is close.

– Jack Schick invited GaLTT board members to attend the celebration of the new Mudge Island Park on July 22.

6.2 Treasurer's Report: Maureen O'Rourke had previously circulated the monthly financial statement and half-yearly comparison with 2016 finances. Kay had previously circulated her treasurer's and membership reports. On May 31, 2017:

Market Float: \$60

Chequing Account: 12,796.15

Savings Account: 116,742.88

(includes Restricted Funds of 38,456.98 for land purchase and shore access project)

Cheques issued in May for: Gertie for end-to-end walk transport \$150; donation to From Truth to Reconciliation Speaker Series \$1000; Arbutus Lumber for outstanding balance \$114.55; Rob Brockley reimbursement for purchased trail loppers \$179.11.

Memberships: Kay had previously circulated the May list of 4 renewing and 1 new membership applications.

MOTION proposed by Jenni Gehlbach, seconded by Norm Harburn to accept as members the new and renewing applicants received during May 2017. Carried.

6.3 Trails and Parks Management

a. Trail Operations (Brockley)

- Posted six “GaLTT Support” signs on trails (ROW’s and trail licences).
- Laid out desired trail routes in Potlatch receiver parcel with Chris Ossenbruggen (RDN Parks)
- Participated in POSAC field tour of trail connections in the Potlatch receiver parcel.
- Met with Peter Hehl (Senior Ranger, BC Parks) at Drumbeg Provincial Park who wishes to reactivate the formal agreement with GaLTT to manage invasives.
- Removed fallen trees from several trails.
- Installed new signs at Elder Cedar.
- Requested, and obtained, a cost estimate for ‘Nelder’s Pond’ sandblasted wooden sign from Island Signs (as designed by Johnston). The cost will be around \$330.
- Finalized trail route from Fawn Place to 707 Community Park and preliminary site work.
- Lent Extractigators™ and long-handled loppers to people wanting to remove invasive plants.
- Discussed plans for summer trail work with Camp Miriam staff. A minimum of three, 1-hour sessions (Haven Woods, Cox Park, Rollo Park) in July will require GaLTT supervision.
- Work party with Gabriola Lions Club on May 14th at Fire Hall to remove broom.
- Work party held on May 28 to spread a mulch/gravel mix on Tin Can Alley trail.

ACTION 1: Board members interested in working with Camp Miriam students to contact Brockley.

ACTION 2: Brockley to discuss with Hehl the property line between Drumbeg and the adjacent neighbor with vigorous broom infestation.

ACTION 3: Johnston to set up the artwork for the Nelder’s Pond sign ready for the sign-maker

MOTION: proposed by Rob Brockley, seconded by Norm Harburn to approve up to \$400 to purchase a sandblasted wooden sign for Nelder’s Pond from Island Signs in Nanaimo and also to buy the needed posts and hardware for installation. Carried.

b. Invasives Control: Boehm reported

–the hogweed in Drumbeg Park is currently reasonably under control

–he thinks it better, rather than trying to tackle the worst areas first, to tackle areas that are nearly broom free and try to keep them as such. (See Item 6.5 also.)

6.4. Acquisitions, Covenants & Trail Licences

Harburn reported that Johnston is developing a Google system for sharing and updating documents and giving them training in using it.

6.5 Community Engagement

GUIDED WALKS: the end-to-end walk was well attended with about 30 people on each leg. A minor medical emergency occurred at one of the meeting points and was dealt with efficiently by the ambulance crew and Marcus and Landry. Marcus made a printed handout about the summer series of guided walks in 707 Community Park and Descanso Bay Regional Park.

MARKET: Danenhower scheduled volunteers for the market, and made display boards for advertising. Skinner organized the materials and this year’s Name the Spot trail photo contest. There has been some confusion over reporting and money.

ACTION: All market volunteers to ensure that *only* the exact \$60 float (small bills and coins) is left in the box for the next market. Note details of any overage or deficit on the reporting form together with details of any unusual transactions. Put the reporting forms with all money received and all *clearly filled-in* membership forms in the envelope for deposit (sealed) in the PO box.

BIG TREES: Bilquist is away; nothing to report.

PROMOTIONAL WEARABLES: Marcus reported cost quotes from Greg Cornforth of Logo West Promotional Products in Nanaimo for bandannas and lapel buttons printed with our logo and/or slogan. The bandannas would be too expensive but the lapel buttons costing 89c each are affordable and could be distributed by donation (rather than being sold for a fixed price) at the market and at events like guided walks; worn by market volunteers; and given to our volunteers and donors.

MOTION: proposed by Kerry Marcus, seconded by David Boehm to purchase 250 lapel buttons with our round logo for \$222 plus \$30 for print set-up costs. Carried.

ACTION: Furnell to gather information about supplier and costs of the Commons printed T-shirts.

COMMUNITY BROOM BASH: Skinner reported that following our spring discussion panel and brochure with the museum she remained concerned about the extreme infestations of broom on the island. She initiated a Community Broom Bash, advertising it on Facebook and in the newspaper. Three people responded: two working in Phase 4 and one on Paisley. The timing was late because the broom was beginning to go to seed. In our publicity we had said we would help with removal after culling, but this proved difficult and expensive. The culler dealt with his Paisley piles, but the Phase 4 piles will need to be removed by a hauler and taken to the dump. The Fire department and MOTI will not help. A chipper is \$130 per hour, and possibly dangerous for a novice to use. Professional chippers are too busy.

MOTION proposed by Lou Skinner, seconded by Kerry Marcus that GaLTT contracts a haulage company (\$250 per half-truck-load, plus tax) to clear the cut broom from the Hemlock/Spruce area and take it to the dump. Carried.

ACTION: Skinner to contact member Christine Purfield who worked hard on this initiative and may be willing to help organize a Community Broom Basher Group ready for next season.

6.6 Streamkeepers: Hills reported that Oceans Day was a bit quieter than last year but went well with lots of off-islanders attending

ACTION: Hills to follow up on the status/whereabouts of the edited minutes to be put on the Streamkeepers' web page and pass them to Gehlbach when they are ready.

6.7 Communications: Gehlbach reported that she:

- emailed members and volunteers and updated the webpage about events
- monitored Facebook Community pages for discussions relevant to our mandate
- co-ordinated with Johnston regarding the logo update
- placed an ad in the Sounder regarding the broom bash.

ACTION: Gehlbach to ensure that copies of current GaLTT files and email contacts be given to a second board member (Furnell &/or Johnston) and that pending setting up the ability to access and change the website from her own computer, Furnell be given access to Gehlbach's computer if she is off island for an extended period.

LOGO DESIGN: Johnston had previously circulated her proposed designs for new GaLTT logos and slogan "conserve and connect" to be used on publications, sales items, signs, and communications. She took comments and suggestions.

MOTION proposed by Jenni Gehlbach, seconded by Anne Landry to approve the overall design concept for logos, tagline, and banner as presented by Nola Johnston, with some typographic details to be adjusted as discussed. Carried.

6.8 POSAC

Brockley reported POSAC visiting with IT planner Sonja Zupanek the sites of trail connections 1 to 4 in the Potlatch Proposal density receiver area. The proposed "view point trail" (#4) actually has no significant view, which is

disappointing, and the RDN may not accept responsibility for a Statutory Right of Way there. GaLTT may have to consider whether they wish to take on that responsibility.

ACTION: Brockley to meet board members who wish to view the area at 10am on Thursday.

7. Old Business

7.1 Improved beach access

Cameron reported that he will pursue with BC Parks administrator Peter Hehl the necessity of doing something soon about the serious shoreline erosion in Pilot Bay. The access to Taylor Bay can be cheaply and simply improved by laying down specialized matting without excavation or building. He will report again in September.

7.2 Village Visioning—no report.

7.3 Policy work was dealt with at the beginning of the meeting (as Item 3)

7.4 LOA with Streamkeepers: Hills handed the signed letter of agreement between Streamkeepers and GaLTT to Gehlbach for filing.

8. New Business

8.1 Grant Advance Service, Marcus reported on the availability of this commercial fund-raising service and their free initial web-based presentation about their work.

ACTION: Marcus to organize a free “webinar” about the company’s services in the Fall.

8.2 Proposed meeting with Snuneymux^w. Landry reported that Gabriola Island Trustees Heather O’Sullivan and Melanie Mamoser have directed IT staff to work with GaLTT in a joint initiative to meet with Snuneymux^w elders sometime in August or September. The Gabriola Museum may also co-host the event.

ACTION: Landry to contact IT staff person Fiona McRaid.

8.3 Community broom-bashing—already dealt with in Item 6.5

9. Motion proposed by Jenni Gehlbach to move *in camera* to discuss Haven Woods. Carried.

10. Motion proposed at 9.25pm by Nola Johnston to move *ex camera* and adjourn. Carried.

Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday July 11, 2017 at 801 Canso

Present: David Boehm, Peter Danenhower, Jenni Gehlbach, Norm Harburn, Nola Johnston, Heather Kay, Anne Landry, Kerry Marcus.

Regrets: Ron Bilquist, Rob Brockley, Tom Cameron, Rebecca Furnell, Chris Hills, Lou Skinner.

1. Meeting called to order at 6pm by Landry.

2. **AGENDA:** adopted by consensus with the addition of New Business Item 7.3: Motion regarding shore erosion—David Boehm.

3. MINUTES:

MOTION: Proposed by Jenni Gehlbach, seconded by Norm Harburn to accept the minutes for June 13, 2017 board meeting as presented. Carried.

4. **CORRESPONDENCE:** No significant correspondence noted.

5. COMMITTEE REPORTS

5.1 President's Report: Landry reported that:

–John Peirce was named to the Land Trust Alliance of BC's Canada 150 Land Trust Honour Roll. An article and photo was in the June 27th Sounder. Thanks Kerry and Jenni.

–ITF, NALT and GaLTT have agreed to a design for the Elder Cedar boardwalk. Nuala Murphy is now arranging for a contractor to build the boardwalk. GaLTT is asked to follow up on locating, purchasing (depending on the building costs), and planting native shrubs around the boardwalk once the work is completed. Laura-Jean Kelly from Topographics has provided a list of suggested native plants. NALT has a native plant nursery in Cassidy, coordinator Susan Fisher. The NALT website (nalt.bc.ca) has a nursery page with an up-to-date inventory of current stocks, opening times, and a map. **ACTION: Boehm and Harburn** to follow up with Nuala Murphy re replacing the native species after the Elder Cedar boardwalk is completed.

–The official opening of the new park on Mudge Island is July 22nd, Parks Day, 1-3 pm. Landry will check with Jack Schick about transport for interested board members.

ACTION: Board members needing transportation to Mudge Island on July 22 to contact Landry

–Landry recently met with Sally Robinson, and learned that she planned to make a donation to American Friends to cover the costs of filling in the well last fall as well as covering our annual dues to AF.

–Harburn, Johnston, and Landry recently met with NALT's Gail Adrienne (ED) and Paul Chapman (Operations Manager and Volunteer Coordinator) and had a good discussion about fund-raising.

–The Islands Trust has applied for funding to facilitate two events this summer with the Snuneymux^w First Nation and the Gabriola Local Trust Committee that will be of interest to GaLTT.

5.2 Treasurer's Report: Maureen O'Rourke had previously circulated the monthly financial statement and Kay had circulated her treasurer's and membership reports. She noted several donations from:

–Christine Purfield: \$200 "In thanks for helping to dispose of the broom I removed from our property! With thanks to Lou Skinner for all her help in facilitating the removal".

–Kevin Blank: \$50 in memory of Hikmet Akin.

–Telus Match: \$220

–Sally Robinson: \$300 for the annual cost of GaLTT's membership in American Friends of Canadian Land Trusts, and also the cost of filling in the old disused well on her property.

–On June 30, 2017 our financial assets were:

Market Float: \$60

Chequing Account: \$13,511.99

Savings Account: \$130,358.05 (this includes Restricted Funds of \$38,511.98 for land purchase and shore access project; so, available funds = \$92,603.07)

Cheques were issued in June to: M. Ani (legal services), \$22.03; Arbutus Lumber, \$168.12; Gabriola Sounder \$154.61; K&R Excavating (gravel) \$210.00. DISCUSSION: The cost of the services provided to GaLTT by Gabriola Chamber of Commerce (information and map sales at the Tourist Information Centre; links and information on their website). Reminder of the original reasons (financial and electronic media support) for Gabriola Streamkeepers allying themselves with GaLTT (listed as Agenda Item 7.1).

ACTION 1: Kay to pay the \$228 fee to renew GaLTT's annual membership in the Chamber of Commerce.

ACTION 2: Kay to pay the Hall rental bill for Streamkeepers' meetings for the last several months.

Memberships: Kay had previously circulated the June list of 10 new and renewing membership applications.

MOTION proposed by Heather Kay, seconded by Jenni Gehlbach to accept as members the new and renewing applicants received during June 2017. Carried.

5.3 Trails and Parks Management

a. Trail Operations: Brockley is on vacation. Danenhower reported that regular trail work parties are proceeding as usual. Gehlbach reported that trail stewards' reports of maintenance work that needs to be done on some trails and beach accesses have been forwarded to Brockley.

b. Invasives Control: Boehm reported a 9-foot hogweed plant flowered in Drumbeg Park but he has removed it. The property adjacent to Robinson Woods is still a problem with hogweed infestation.

5.4. Acquisitions, Covenants & Trail Licences

Harburn reported that work has been completed on Policy 9 (listed for discussion as Agenda Item 6.1).

MOTION proposed by Norm Harburn, seconded by Kerry Marcus that the Draft Policy 9 Land Acquisition and Stewardship Agreement (previously forwarded to the Board for discussion) be the new GaLTT Administration Policy 9. Carried unanimously.

ACTION: Marcus to complete the process of folding this new policy into our Policy and Procedure document, soliciting help from other board members as needed.

5.5 Community Engagement:

PROMOTIONAL WEARABLES and MAPS: Marcus reported that the new lapel buttons with our logo are selling well at the market. Maps continue to sell well and there are requests for another update. The map committee should convene as soon as possible to prepare the next edition.

MARKET and EVENT TABLE: Danenhower reported that the Saturday market is proceeding well now that money reporting has stabilized. Volunteers are needed for our display table at the Theatre Festival on Sunday, August 20.

ACTION: Board members to let Danenhower know if they are willing to manage the GaLTT display table on Sunday August 20 during the Theatre Festival.

GUIDED WALKS and NAME THAT SPOT: Marcus reported that these initiatives are being poorly attended/participated, and have probably run their course. We will continue with them this summer as advertised, but probably not repeat them in future years.

ACTION: Gehlbach to email members with a reminder of the remaining guided walk schedule and also suggest that trail walkers remove flowering tansy ragwort whenever they are walking.

5.6 Big Trees: Bilquist is away. Boehm reported that several new big trees have been located and measured but not yet reported for inclusion in the registry.

5.7 Streamkeepers: Hills previously reported that there was no group activity during June. They have received a request from Ruby Chapman to participate in an interest group regarding the proposed National Marine Conservation Area.

5.8 Communications: Gehlbach reported that the committee:

- emailed volunteers and updated the webpage and Facebook page about events
- monitored Facebook Community pages for discussions relevant to our mandate
- provided the Sounder with our new logo for future use in articles and ads.
- wrote an article for the Sounder about John Peirce's LTABC Canada 150 award.
- continued design work for our website incorporating our new logo

6.0 OLD BUSINESS

6.1 Policy 9: Already dealt with in item 5.4.

6.2: Mudge Island Park celebration: Already dealt with in item 5.1

6.3: Potlatch viewpoint trail responsibility: Harburn reported that since there is no view at the proposed trail ending, he has investigated another possible viewpoint trail from a property in Phase 4, which may be negotiable in the future.

DISCUSSION: taking responsibility for the viewpoint trail is desirable because it may have future connectivity value despite the current lack of view.

7. New Business

7.1 Streamkeepers expenses already dealt with in Item 5.2.

7.2: LTABC national conference in November. This conference is likely to be valuable and interesting but the fees are high. **DISCUSSION:** whether to send only two fully-funded board members or to allow all interested board members to attend, paying some of their own costs beyond the basic conference fee (such as accommodation and dinners). This depends on how many people wish to attend, and must be decided at the September Board meeting in time for early bird conference registration.

ACTION: Board members wishing to attend the LTABC conference to let Landry know.

7.3: Shoreline erosion: Boehm presented a motion that GaLTT Board draft a letter to BC Parks requesting that they initiate planning to protect our parks or, where possible, mitigate the possible disastrous effects of sea-level rise.

DISCUSSION: Cameron is already discussing with BC Parks the issue of shoreline erosion in the context of accessibility in the Twin Beaches area.

ACTION: Boehm to discuss this further with Cameron and **Gehlbach to include** discussion of shoreline erosion in the agenda for September's Board meeting, when Cameron is scheduled to report back.

8. Motion proposed by Jenni Gehlbach to move *in camera* to discuss possible acquisitions. Carried.

9. Motion proposed at 7.00pm by Nola Johnston to move *ex camera* and adjourn to potluck. Carried.

Minutes recorded by Jenni Gehlbach.

NOTE: There will be no August Board meeting.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday September 12, 2017 at GAC Hall

Present: David Boehm, Rob Brockley, Tom Cameron, Peter Danenhower, Rebecca Furnell, Jenni Gehlbach, Chris Hills, Kerry Marcus, Lou Skinner. **Regrets:** Ron Bilquist, Norm Harburn, Nola Johnston, Heather Kay, Anne Landry. **Kerry Marcus chaired the meeting.**

1. Meeting called to order at 7pm by Marcus.

2. **AGENDA:** adopted by consensus.

3. **DISCUSSION:** Skinner initiated a discussion about **raising our profile in the community.** Ideas included using:

- Village Food Market's donation cards as a way to fund an appropriate project. There is a \$5000 limit on the VF funding and the project would need to have popular appeal. Projects considered were the proposed boardwalk around the old cedar in Elder Cedar, which is currently estimated as too expensive for this type of funding, and a beach accessibility initiative either at Taylor Bay via the vehicle access currently gated, or at Sandwell beach to be accessed directly from the parking lot without having to use the long woodland trail or wooden staircase.
- Placing a sandwich board at the site of work projects to say who we are and what we are doing.

ACTION 1: Cameron to draw up a work plan for an accessibility committee in time for the November deadline for Village Foods' "credit" card funding.

ACTION 2: Danenhower and Brockley to build or acquire a suitably portable sandwich display board to be used at project sites.

4. MINUTES:

MOTION: Proposed by Jenni Gehlbach, seconded by Lou Skinner to accept the minutes for July 11, 2017 board meeting as presented. Carried.

5. CORRESPONDENCE:

Michelle Benjamin, Gloria Filax, and April Vannini sent us a note of thanks for our \$1000 donation to support the Speakers' Series: "The GaLTT Board has made possible this important social justice work. We could not do this without the generosity of people and groups like you."

6. COMMITTEE REPORTS

6.1 President's Report (Landry/Marcus) Marcus reported that:

- the acquisitions committee has talked with McCullough at RDN re putting the new trails and parkland on our map, but next spring may be too early because they need to do their RDN mapping first. We may need to reprint the current map with needed minor changes for next season.

ACTION: board members to inform Gehlbach about needed map changes.

- Heritage Board might be interested in maintaining the petroglyph site.
- There is no funding for studying species at risk in Elder Cedar.
- ITF has been unsuccessful finding someone to build the Elder Cedar boardwalk so far.

ACTION: Gehlbach to include in October's agenda the issue of setting aside funds for covenant maintenance.

6.2 Treasurer's Report: Maureen O'Rourke and Kay had previously circulated their monthly financial statement and treasurer's and membership reports. On August 31, 2017 GaLTT had:

Market Cash Float: \$60

Chequing Account: 13,807.15

Savings Account: 116,875.34

(includes Restricted Funds of 38,456.98 for land purchase and shore access project)

- *Cheques issued in July:* Mattes Disposal (broom cuttings) \$303.75; Arbutus \$10.62; GAC (streamkeeper meeting room rental) \$80; Chamber of Commerce & \$189 annual membership .

- *Cheques issued in August:* J Mayzes Excavating (driveway chips for Windecker trail) \$577.50; GAC \$20 rent; Canada Post (box rental) \$170.10; Maureen O'Rourke 6-month accounting fee \$600.
- We have received donations in memory of Thor Simrose of \$225 less Canada Helps processing fee. Thanks have been sent to donors. Also Sandy Simrose has been thanked and notified of the donations made.

Memberships: Kay had previously circulated the July and August lists of 5 renewing and 12 new membership applications.

MOTION proposed by Jenni Gehlbach, seconded by David Boehm to accept as members the new and renewing applicants received during July and August 2017. Carried.

Membership fees: The finance committee recommends that a fee raise is needed because fees are our main source of regular income and they have not risen since our 2004 founding. All our costs have risen. Also there is currently too small a differential between single and family memberships. Nothing prevents us giving special consideration to families who cannot afford the fees or they can be encouraged to use our fees-for-volunteer-work policy.

MOTION: proposed by Jenni Gehlbach seconded by Tom Cameron that starting on January 1, 2018, GaLTT will increase individual and family membership fees as follows:

- **Single annual** from \$20 to \$25
- **Family annual** from \$25 to \$35
- **Single 5-year** from \$90 to \$100
- **Family 5-year** from \$115 to \$130

The following fee structure will remain unchanged:

- **Business and Community Groups annual \$60**
- **Business and Community Groups 5-year \$250**
- **Fees can be waived in return for a commitment to doing 24 hours per year of volunteer work for GaLTT.**
- **Continuing membership is awarded to those making automatic ongoing donations (which are at least \$5 per month). When the ongoing donation is initiated, a membership form should be submitted for our records.**

Carried.

ACTION: All board members selling memberships should encourage 5-year memberships, which save an individual \$25 and a family \$45 over the 5-year period. It also reduces administrative effort. We should also encourage ongoing donations because they save us administrative effort, require no renewal, are easily cancelled, and result in larger donations than annual or 5-year fees.

6.3 Trails and Parks Management

a. Trail Operations (Brockley)

- Spoke with Glenna Borsuk regarding trespassing issues on her property and the Garland to Lois Lane trail licences . Confusion over public right of way location.
- Spoke with Jocelyn Hardie (BC Heritage Branch) about possible GaLTT involvement in maintaining the Petroglyph site behind the United Church.
- Organized and led four trail maintenance sessions with Camp Miriam kids.
- Began survey of public access markers (Peter Danenhower)
- Replaced boards etc. on boardwalk and bridge at Joyce Lockwood (Randy Young)
- Met with property owner on Decourcy Drive regarding re-routing of public access trail
- Met with resident of Spring Beach neighbourhood regarding public access trail to lookout
- Placed new signs in Haven Woods
- Spoke with Howard Houle regarding possible development of linear community park adjacent to the Legends strata road off Seymour
- Purchased and cut materials for Peterson-McDonald boardwalk project
- Work party held on July 23rd to trim trails and control Tansy ragwort at Elder Cedar
- Work party held on August 6th to trim public access trail at Dragon's Lane

- Work party held on August 20th to trim the Elgie connector trail
- Work party held on September 3rd to re-route and trim public access trail on Decourcy
- The Nelder's Pond sign has now been ordered.
- Laid out desired trail routes in Potlatch receiver parcel with Chris Ossenbruggen (RDN Parks)
- The work crews will shortly build an elevated boardwalk over the flooding trail area between Peterson and MacDonald. It will take two work crew sessions.

ACTION: Brockley to pursue with RDN the issue of a linear park beside the trail off Seymour Drive

b. Invasives Control: No report, but Boehm mentioned the upcoming NALT Rivers Day on Sept 24 at Bowen Park.

6.4. Acquisitions, Covenants & Trail Licences

Already covered in President's report. Other committee reports deferred to *in camera* discussion Item 9.

6.5 Community Engagement

GUIDED WALKS: One August walk had zero participants, another had 4, but the one on August 23 had 25 partly because of walking group participation. If the Potlatch proposal is approved in time, there may be a possibility to do our May end-to-end trek across the island from Whalebone to the Golf Course using some of the new trails in the new park land.

MARKET: activity is slower now.

6.6 Big Trees: Bilquist is away; nothing to report.

6.7 Streamkeepers: Hills reported that they are again participating in the RDN's water quality monitoring program. Mallett Creek is still the sample creek being tested, 5 weeks during low flow (5 weeks August through early September) and then again in the "fall flush" which seems like it will be later this year. He also sent board members a web link to the RDN Community Watershed Monitoring site.

6.8 Communications: Gehlbach reported that she:

- with Johnston redesigned the website graphically to incorporate our new logo; put different banners at the top of each web page; and adjusted the colours to improve legibility and visual pleasure.
- updated the contents and layout where necessary and checked the links.
- emailed members about the new logo and website changes; not a lot of feedback, but all very positive.
- emailed volunteers about bi-monthly trail work
- made routine updates and announcements on website and FB page.
- monitored Community FB bulletin boards for issues relevant to GaLTT and responding accordingly
- agreed with Tom to start a list of needed updates to our printed and online maps.
- worked with Heather to improve membership form design and incorporate the new logo.
- discussed with Heather how to increase membership and the issue of fee increases given that it's the main source of GaLTT's income.
- emailed ("Dear trail walkers and workers...") those people on our volunteer list who don't actually volunteer and are not members, encouraging them to support us financially by taking out a membership, reminding them what we do that they value. Several of them responded, taking out memberships.
- made email contact with Fiona MacRaid, who is the Marine and First Nations Issues Management person for IT. It was hoped to arrange a meeting with Snunéymuxw this month but a personal tragedy among those involved prevented discussion at the last LTC meeting. Efforts continue.

6.9 POSAC Parks and Open Spaces Advisory Committee Meeting was held July 24, 2017.

Brockley reported their decisions as follows:

1. Potlatch Density Transfer

- a) Motion to recommend that the RDN accept the proposed 16.4-hectare parkland dedication in the receiver parcel of the Potlatch Density Transfer
CARRIED (after being initially defeated)

- b) Motion to recommend that the RDN accept SRW #'s 1 to 4 as public trail connections CARRIED
- c) Motion to recommend that the RDN Board direct staff to include planning and development of the parkland dedication and trails in the Electoral Area 'B' work planning session for prioritization and \$186,000 be included in the long term Financial Plan CARRIED

2. Huxley Park

- a) Skatepark design has been received from the consultants, and community information meetings will be held in the fall to prepare a shelf-ready project. This would allow the RDN to seek out grants for actual construction of the skatepark.
- b) Requests for Proposals for tennis court resurfacing and replacement of dasher board replacement have gone out.
- c) A tender for construction of the Tot Lot has closed. Ground is expected to be broken for the playground this fall.

3. Whalebone Water Access

- a) The Bluewhale, Hummingbird, and Joyce Lockwood beach access stairs have been temporarily closed due to safety concerns and erosion.
- b) Drainage work and re-surfacing at Bluewhale has been completed and new aluminum stairs will be installed this fall.
- c) The Hummingbird beach access stairs will remain closed, as the 2017 Community Parks budget will not allow replacement this year.
- d) The stairs at Joyce Lockwood will also remain closed. A new bottom landing is needed which requires DFO approval for foreshore work including footings for the new landing and stairs. Site assessments, design, and costing will be undertaken this fall.
- e) Drainage improvements have been completed at the Queequeg Community Park and the stairs have been re-opened.

7. OLD BUSINESS

7.1 Improved beach access: See Item 3 ACTION 1

7.2. Elder Cedar boardwalk: See item 6.1

7.3 “Grant Allowance” deferred until October.

7.4 G.T. Alfred workshop: Several board members will attend the Reconciliation workshop (Netloft) and lecture (GAC Hall) on September 30.

7.5 LTABC national conference/workshop Nov 15-17: DISCUSSION: It will be too expensive for all those interested to attend. The attendance fees are \$399 per person, plus accommodation and transport etc. We can reduce costs by limiting the number that attend and asking them to pay their own accommodation and transportation.

MOTION proposed by Lou Skinner, seconded by Tom Cameron that four board members attend the November LTABC conference on behalf of GaLTT and have their attendance fees paid by GaLTT. They will pay their own accommodation and food. They will report back to the Board what they have learned. Carried.

ACTION: All Board members to read the topics to be covered at the LTABC conference and request those going to attend those sessions of particular interest.

7.6 Broom bashing group: Discussion deferred to a later meeting.

8. NEW BUSINESS

8.3 AGM and speaker: Cameron reported that he has secured Nancy Turner (ethnobotanist) as our keynote speaker for our AGM in February and has made a provisional booking at the Phoenix Auditorium. He has discussed cooperating with the Gardening Club to publicize the speaker. He is confident it will be well attended. **DECISION: the AGM will be on Wednesday February 7, 2018.**

ACTION: Cameron to finalize the bookings for February 7, 2018 and confirm related arrangements with those involved.

8.4 Ratepayers' meeting agenda and personnel: Gehlbach reported that The Ratepayers' meeting agenda for September 16 identified GaLTT as the community group concerned with the Kensington Lands, along with their own "Kensington Park Committee". It also named Sally Robinson as their new board member for First Nations relations.

ACTION 1: Marcus is unable to attend but encouraged **another board member** to attend the ratepayers' meeting on September 16 at Randy Young's house.

ACTION 2: Marcus to send an acknowledgement to the farewell party at the Golf Club on September 27, 2-4pm to honour Bart Jessup who was a member of GaLTT's first board.

8.5 Mudge Island Dodd Narrows Park celebration September 23, from 12 to 2pm:

ACTION: Skinner and Gehlbach will try to attend the celebration.

9. Motion proposed by Jenni Gehlbach to move *in camera* to discuss possible land acquisitions by GaLTT and/or the Community. Carried.

10. Motion proposed at 9.05pm by David Boehm to move *ex camera* and adjourn. Carried.

Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday October 10, 2017 at GAC Hall

Present: David Boehm, Rob Brockley, Tom Cameron, Peter Danenhower, Rebecca Furnell, Jenni Gehlbach, Nola Johnston, Heather Kay, Anne Landry, Kerry Marcus, Lou Skinner.

Regrets: Ron Bilquist, Norm Harburn, Chris Hills.

1. Meeting called to order at 7pm by Landry.

2. **AGENDA:** adopted by consensus with the addition of three items:

Item 7.7—Market storage (Marcus)

Item 8.3—AGM planning (Cameron)

Item 8.4—Possible scheme for mutual fundraising (Johnston).

3. **DISCUSSION:** Landry initiated an exploratory discussion about formalizing our annual budgets and spending by committee and/or project. This was first suggested in 2014 but not enacted—Cameron had previously circulated our committee budget estimates from that time.

- The board should present a budget for the upcoming year at each AGM.
- Finance Committee should study our expenses for the last few years to estimate what a realistic budget is for each committee.
- A contingency fund would also be needed to accommodate unexpected costs/opportunities. Any income over and above this budget and contingency fund should be transferred to the Acquisitions Fund.
- Annual budgets are a planning tool to be used along with our Strategic Plan.
- Interest on our acquisition fund is very low. We need to explore a more lucrative way to invest our acquisition fund.

MOTION: Proposed by Heather Kay, seconded by Jenni Gehlbach that Kay pull up income and expenses for the last three years, breaking it down by committee where possible, so that the Board can discuss a possible annual budget at the November board meeting, to be used as a planning tool. Carried.

ACTION: Skinner to help Kay with the budget estimates as required.

4. **MINUTES:**

MOTION: Proposed by Jenni Gehlbach, seconded by Kerry Marcus to accept the minutes for September 12, 2017 board meeting as presented. Carried.

5. **CORRESPONDENCE:**

1. Letter from AFCLT regarding the transfer to GaLTT of a donation from Sally Robinson. See Item 6.1.
2. Letter of thanks from MILTA regarding the official opening ceremony for Lot 25 Mudge Island park at Dodd Narrows.
3. Letter of resignation from Ron Bilquist due to pressure of work. Accepted with regret.
4. Islands Trust Fund Bachmann NAPTEP covenant report received and filed by Landry.

6. **COMMITTEE REPORTS**

6.1 President's Report Landry thanked Marcus for acting as President during her vacation. Also:

- AFCLT has requested that GaLTT provide an accounting for how we plan to spend the donated funds from Sally Robinson. See item 8.1.
- Some tree cutting and trimming is being proposed by the new owners of the Bachmann covenanted property near Brickyard Hill. GaLTT and ITF will review the proposed work as written approval is required.
- The Invasive Plants community event/speakers was successful but more expensive than expected. A reminder that costs for events/programs, especially when collaborating with other groups, should be determined and agreed to ahead of time (see budgeting discussion).
- The new Policy 9 needs final editing and other policies need some revisions. Marcus requested help from anyone interested in such work.

ACTION: Marcus and Landry will continue on policy sub-committee and **Johnston and Skinner** offered to help.

- We have received an invitation from Health and Wellness Collaborative to participate in the discussion following Hasselbach's talk on November 15.

ACTION: Cameron and Brockley plan to attend.

- On October 12 the IT Stewardship Awards will be awarded to recipients.

ACTION: Landry will attend for GaLTT.

- Vannini's documentary film "A Time for Making" is almost at the editing stage, with one small additional shoot with Brockley planned.
- The TD Funding for the Elder Cedar Boardwalk project has a 6-month extension. ITF has been unable to find an affordable contractor for the boardwalk around the big cedar, and is trying to find a cheaper solution to that problem area.
- ITF has set aside \$2K for the muddy-trail boardwalk near the creek in the Elder Cedar Reserve.

ACTION: Brockley to update the quote for the cost of this boardwalk section to be constructed by volunteers on a muddy trail by the creek before March 2018.

- The next event in the Truth and Reconciliation talk series is about land claims, on October 29. Speakers will be two lawyers from the firm Mandell and Pinder. Landry has been asked to facilitate and Cameron is on the organizing committee. Boehm, Gehlbach, and Marcus also plan to attend and GaLTT will pay for them (\$20 each).

6.2 Treasurer's Report: Maureen O'Rourke and Kay had previously circulated their monthly financial statement and treasurer's and membership reports. On September 30, 2017 GaLTT had:

Market Cash Float: \$60

Chequing Account: \$14,644.66

Savings Account: \$116,918.89 (includes Restricted Funds of \$38,731.98 for land purchase and shore access project)

Note: The US\$4400 (= Cdn\$5377.24) donation from Sally Robinson via AFCLT was not deposited until October, so is not included in these figures. Also in memoriam donations for Thor Simrose are to be used for multi-use trail work.

Cheques issued in September: Registration for Land Trust Summit (Harburn) \$399.00; GAC membership \$35 (paid to allow us to have a display table at the Theatre Festival).

Memberships: Kay had previously circulated the August and September lists of 24 new and renewing membership applications. Several new members were generated at the Saturday market tables and through a direct email appeal to non-members on the volunteer email list.

MOTION proposed by Heather Kay, seconded by Jenni Gehlbach to accept as members the new and renewing applicants received during August and September 2017. Carried.

Kay requested that if/when the GaLTT brochures are reprinted, a space for the date be included in its small membership form. Market volunteers should routinely use our larger printed black and white forms.

6.3 Trails and Parks Management

a. Trail Operations—Brockley reported:

- The 120-foot raised boardwalk between McDonald and Peterson is half done and will be completed October 15.
- The October 1 work party (led by Danenhower in Brockley's absence) trimmed the entire trail between Elgie Road and the 707 Community Park.
- Brockley is proposing to RDN Parks Dept. via POSAC to build a new trail system in the area of Cox Park west of Taylor Bay Road and north of McConvey. It is currently bush and the work will be similar to the Mallett Creek loop trail building.

ACTION: Brockley to make the Cox Park trail proposal to POSAC.

- Marcus has requested that the trail east of Seymour Drive (private road) down the slope into government land needs trimming. It could connect to the Seymour linear park access held by the RDN but not yet cleared for access alongside the private road.
- Brockley has still not been able to meet with Peter Hehl regarding volunteer workers.

ACTION: Brockley to attempt to contact Hehl again.

b. Invasives Control: No report.

6.4. Acquisitions, Covenants & Trail Licences

Already covered in President's report. Other committee reports deferred to *in camera* discussion Item 9.

6.5 Community Engagement

Marcus expressed thanks to Danenhower for organizing our market tables throughout the summer.

6.6 Big Trees: Since Bilquist has resigned from the board, Brockley and Boehm will resume collection of data for the Big Tree Registry.

6.7 Streamkeepers: No report.

6.8 Communications: Gehlbach reported that she has performed routine email, Facebook and website tasks last month. She asked for board discussion and direction regarding future brochure design and costs following confusion about pricing among our low-cost guided-walk brochures and the more costly ones (on native plants and invasive plants) co-developed with the museum.

ACTION: Gehlbach and Johnston to work on a 2017 Newsletter (incorporating the new logo and/or banner) in time to be distributed at the AGM and previously circulated electronically to all members. It will include the substantial trail developments (into Elder Cedar from Windecker) and boardwalk (McDonald to Peterson) as well as the dedication of Lot 25 park at Dodd Narrows on Mudge.

6.9 POSAC The next meeting of Parks and Open Spaces Advisory Committee will be on Monday October 16, at 7-9pm in GAC Hall.

ACTION: Danenhower to apply to be a member of POSAC.

7. OLD BUSINESS

7.1 Improved beach access:

ACTION: Cameron and Harburn to revive the initiative on improving beach accessibility at Twin Beaches. Other board participants are welcome to help with this project.

7.2. Ratepayers' meeting: No report; board members did not attend.

7.3 "Grant Advance": Marcus reported that if further information is needed we can organize a telephone video-conference with this grant writing service.

7.4 G.T. Alfred workshop: This workshop was expensive to organize but well attended, so the event did not lose money. The Board members who attended found it very informative and moving, and will meet soon to discuss their reactions to the information and experience.

7.5 Broombashers group: Skinner reported that the biggest problem organizing such a group is disposal of the clippings and other debris, and liability insurance for operating a chipper.

ACTION: Skinner to investigate single-event insurance costs as part of trying to organize such a group and contact other broom-busting groups to discover how they manage disposal.

7.6 Mudge Island Lot 25 park ceremony: Gehlbach attended and placed photos and announcements on the GaLTT Facebook and website. The event was well publicized in The Sounder.

ACTION: Gehlbach to ask permission from Derek Kilburn to reproduce his Sounder article about the Lot 25 park dedication ceremony in our next newsletter.

7.7 Storage of market materials: There will be no storage at GAC Hall until the next structure (post and beam) is built. In the meantime, Cameron's garage will continue to be used.

8. NEW BUSINESS

8.6 Setting aside funds for covenant maintenance: Following Sally Robinson's recent donation, the conversation about needing to set aside a fund for covenant maintenance was revived.

MOTION 1: proposed by Kerry Marcus, seconded by Jenni Gehlbach that, pending feedback from AFCLT on this issue, the recently donated money from Sally Robinson be deposited in a fund specifically for maintenance of covenants and trail licences (including for practical maintenance work as well as possible related legal and other professional fees). Carried.

MOTION 2: proposed by Kerry Marcus, seconded by Lou Skinner that the designated fund currently referred to as for "maintenance of covenants and trail licences" be renamed the "Stewardship Fund". Carried.

8.7 Hiking around Gabriola with Gertie: Cameron will circulate his report on this topic by email.

8.8 AGM and speaker: Cameron reported that he has secured Nancy Turner (ethnobotanist) as our keynote speaker for our AGM on February 7, 2018 and has booked the Phoenix Auditorium with a tentative booking for dinner pending further discussion. He has discussed cooperating with the Gardening Club, The Haven, and the Truth and Reconciliation speaker series organizers to publicize the event. Since it is our AGM, attendees should be asked for donations at the door rather than paying admission fees.

ACTION 1: Cameron to suggest to our community partners some cost-sharing of the \$600 costs relating to hall rental, equipment, and advertizing for this pre-AGM event, as well as requesting donations at the door.

ACTION 2: Gehlbach to put establishing a board nominations committee on the November agenda.

8.9 Mutually beneficial fund-raising: Johnston presented a proposal made by a local T-shirt vendor for a mutually beneficial arrangement for marketing GaLTT T-shirts featuring the feral turkeys. The board decided this was not appropriate or particularly beneficial to the society. Our board policy #10 prohibits advertising on behalf of others.

ACTION: Johnston to decline the offer, with thanks.

9. Motion proposed by Jenni Gehlbach to move *in camera* to discuss possible land acquisitions by GaLTT and/or the Community. Carried.

10. Motion proposed at 9.10pm by Rob Brockley to move *ex camera* and adjourn. Carried.

Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday November 14, 2017 at GAC Hall

Present: David Boehm, Tom Cameron, Peter Danenhower, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Nola Johnston, Heather Kay, Anne Landry, Kerry Marcus.

Guest for financial discussion: Maureen O'Rourke, accountant

Regrets: Rob Brockley, Chris Hills, Lou Skinner

1. Meeting called to order at 7pm by Landry.

2. **AGENDA:** adopted by consensus with the addition of two items:

Item 6.4—add Skinner's name to Community Engagement report

Item 5—move discussion to *in camera* section

3. **DISCUSSION:** committee and project budgeting, continued from previous meeting

Kay, Skinner and O'Rourke met to discuss and produced a Comparative Income Statement showing income and expenses from 2014, 2015 and 2016, plus averages.

2014 is believed to be an anomaly and not representative of a "normal" year.

Discussion re categories: could some be consolidated (e.g. market goods for everything sold at the market except maps) and/or organized differently? General feeling that this is sensible.

- O'Rourke: most expenses would technically fall under "admin" costs. "General funds" are not allocated to a project. But the accounting software allows entries to be tagged to "Projects" (which could also be committees). Doing so would allow statements showing income/expenses for individual committees or projects to be tagged. This means that an overall cost under "Trail building," for example, could be allocated into two or more projects for those statements.

Budget projections—O'Rourke:

- Budgets are often based on expected revenues, but GaLTT's situation is different.
- GaLTT could choose to have a break-even budget, or a budget assuming a profit or loss.
- When budgeting try to project for upcoming unknown costs like printing.

A budget designed to leave us with a year-end profit would allow money to be allocated to additional projects like land acquisition.

Board/committees should decide on our overall financial aims, consulting our strategic plan. We need to determine our objectives for budgeting in order to know how it can be useful. Reasons include:

- Clarifying our objectives
- Helps with fundraising
- May reveal opportunities
- Less day to day bureaucracy for spending decisions
- Encourages us to review current and long-term goals
- Small-scale project budgeting will provide structures and practice and teach us a lot that will be useful in bigger projects

Question: How are items like intermittent, unpredictable project-based funds from ITF accounted for? O'Rourke: revenue goes onto balance sheet as a restricted fund and expenses would be listed tied to it. Details are buried in the income statement, but are on the project statement.

Contingency fund: this could be a flat amount or a percentage of the budget. Question: can we assign an amount to such a fund and carry unused monies forward from year to year? O'Rourke: no, because the account always zeroes at year end and the money goes back into general funds. We would then allocate funds again.

Note that there are different ways to achieve the same goals. We could have a balanced budget that allocated funds to a reserve for land acquisition, then actively fundraise and apply for grants in order to raise money for trailbuilding (though this might have some negative PR effects unless carefully and transparently handled).

Mentioned but not acted on, consider during December meeting:

- We should consider adding a land acquisition item to our budget.
- We should consider adding a contingency fund to our budget.
- If we want to fundraise we will need a fundraising committee. Could actively solicit members to find persons with interest/experience in this area.
- From Kay's November 8th email: Along with generally reviewing the Income Statement Summaries, we should probably also decide what our Financial AIM is overall.
 1. Balance funds each year
 2. Increase funds for future purchases
 3. Actively fund raise
 4. Combinations of the above

ACTIONS:

- O'Rourke will produce a new version of the document showing 2017 to date, and removing 2014.
- **MOTION: proposed by Marcus, seconded by Tom Cameron: Committees will review the new information and provide budget recommendations to Kay by the first week in December.**
- Overall budgeting will be discussed at the December meeting.

4. MINUTES:

MOTION: Proposed by Jenni Gehlbach, seconded by Heather Kay to accept the minutes for October 10, 2017 board meeting as presented. Carried.

5. CORRESPONDENCE:

Deferred to in camera discussion.

6. COMMITTEE REPORTS

6.1 President's Report - Landry

- Harburn and Landry visited the landowner at a covenanted property and Landry is now working with the landowners and the Islands Trust Fund on work the landowners want to do on the property.
- Attended the Island Trust's Trust Community Stewardship Awards at GAHC for GaLTT as we had nominated John Peirce for an award. While he did not win, his important work was recognized.
- Met with Islands Trust planner Sonja Zupanec about an *in camera* land issue.
- Had coffee individually with our three new board members to check-in, see how things are going for them and seek suggestions on how we operate and possible future GaLTT work. I found it very helpful and some good ideas were discussed.
- Met with the other board members who had attended the Gerald Taiaiake Alfred workshop or talk for a useful discussion on our reactions and how it might influence our future work.
- With Gehlbach, facilitated the discussion at the latest From Truth to Reconciliation talk with Brenda Gaertner and Louise Mandell.
- Discussed with committee chairs the idea of each committee chair making a short presentation at the AGM (rather than the President doing the bulk of the year in review). The chairs agreed, so that is the approach we'll use in February. Johnston has agreed to put the presentation together (text and/or slides), with input coming from the chairs. This approach should give attendees a better idea of who we are and the work we do and perhaps garner new members and volunteers.
- Signed contract with Islands Trust Fund for boardwalk work to be carried out in Elder Cedar (not the boardwalk around the elder cedar).
- Reviewed budget material and working with Kerry and Nola on policy.

6.2 Treasurer's Report - Kay

Maureen O'Rourke and Kay had previously circulated their monthly financial statement and treasurer's and membership reports. On September 30, 2017 GaLTT had:

Chequing Account:	13,340.01
High Interest Savings:	122,347.84

Less Restricted Funds: 38,771.98
Total Available Assets: 97252.66

Cheques written in October: Gabriola Museum, for our share of Invasive Plant Project (\$221.22); Island Signs, Nelder's Pond sign (\$364.60); Arbutus, for trail work supplies (\$568.40); Kerry Marcus, 2 LTABC registration & GAC memberships (\$833.00); GAC, Streamkeepers rental x2 (\$40.00); Peter Danenhower, Tansy Disposal Sacs (\$10.62); Jenni Gehlbach, LTABC Registration (\$399.00)

Memberships: Kay circulated the October list of 4 new and renewing membership applications by email.

MOTION: Proposed by Peter Danenhower, seconded by Norm Harburn to accept as members the new and renewing applicants received during October 2017. Carried.

6.3 Trails and Parks Management

a. Trail Operations - Brockley

- Met with Chris van Ossenbruggen (RDN Parks) regarding GaLTT involvement in new trail construction to beach access at Pilot Bay.
- Met with Chris van Ossenbruggen (RDN Parks) regarding potential trail construction in linear park parallel to Legends private road. The 3-m park width is too narrow to make a trail possible. A trail licence with the strata owners might be a possible solution to public walking access to the strata road.
- Contacted BC Parks regarding down trees in Drumbeg Park.
- Cleared trail blockage on Marcus trail licence.
- De-stumped Fawn Place trail.
- Provided cost estimate and materials list to Islands Trust Fund for boardwalk construction in Elder Cedar. Agreement-in-principle for GaLTT volunteers to construct the boardwalk.
- The re-routing of a trail in the Honeysuckle area was investigated.
ACTION: Brockley to schedule trail work party to re-route short portion of trail.
- Phone discussion with Ursula Pfahler (BC Heritage Branch) regarding trail maintenance on petroglyph site. Arranged to meet on-site on November 21st.
- Installed new sign at Nelder's Pond (with Peter Danenhower).
- Work party held on October 15th to complete construction of wooden boardwalk between Peterson Road and McDonald Road.
- Work party held on October 29th to trim trail on Federal lands near Seymour Road.
- Installed wooden handrails at both ends of the Peterson/MacDonald boardwalk (with Peter Danenhower).
- Work party held on November 12th to install non-skid metal lathe on Peterson/MacDonald boardwalk (led by Randy Young).

b. Invasives Control - Boehm. No new activities. Brief discussion on the idea of classifying deer as an invasive species. Rebecca will circulate an article on Saltspring Island deer problems.

6.4. Acquisitions, Covenants & Trail Licences: Four properties were looked at for possible trail licences and/or purchases/easements. Deferred to *in camera* discussion.

6.5 Community Engagement - Marcus

The Committee did not meet in person this month.

The Market Table finished up the first weekend in October as the turn out drops steeply off after Labour Day. Consider falling back to just the long weekends after Labour Day. Table days were probably worthwhile prior to that, to make contact with people, and we seemed to acquire several new members. The blackboard sign still needs to be repaired and repainted.

Peter did a fantastic job handling the Market Table schedule, and worked more than his share of table shifts as well. Great job, and thanks so much!

GaLTT buttons were cute but not tremendously popular but should be great volunteer 'gifts' so please dole them out on the trail work parties.

Lots of folks continued to ask for an updated map. Map edit/redesign committee required to get to work, however the RDN won't want trails on our map ahead of them in the new Potlatch donor lands, so should be sensitive to that for timing.

The summer walk series was very inconsistent, from no-show, no walkers to several. Sometimes the advertising was not timely or just screwed up (i.e. Mental Health Week). Research is underway for new ways to engage interest for next year.

Village Foods Funding application deadline is Dec 15th. We could consider an application to help fund a broom removal event. Lou and Peter are researching timing and budget detail, but costs to cover would be: Advertising, additional loppers purchase, a couple of days of chipper rental, plus a truck rental to pull it (could not locate a volunteer truck with hitch last year), potential truck, loader and disposal costs if a disposal site cannot be located for chipped material. Chipping on site is fairly simple, even on the road side where chipped material can be spread around. Other sites and options are being investigated. For further Board discussion and decision.

Otherwise Vice President tasks:

- Chaired the October Board meeting in the Presidents absence
- Booked up several Directors for the Land Trust Summit
- Attended the 'Towards Truth and Reconciliation' Alfred Taiaiake Workshop and Lecture and the evening at the Surf with Louise Mandell and Brenda Gartner.
- Continued policy drafting work with Landry and Johnston.
- Agreed to transition the insurance file from Tom Cameron to Marcus.

6.6 Big Trees: no new actions.

6.7 Streamkeepers - Hill

Not too much to report on the Streamkeepers front: we did meet last month and welcomed a new potential volunteer to the meeting. She previously had volunteered with a Streamkeepers group in the Comox Valley so is interested to see what is happening on the island. We've started to plan out our year a little bit, just in terms of outreach events (Junior Streamkeepers with the school, Spring Fair, Ocean's Day, etc.) and Christy is to talk to DFO about potential salmon spawning bed remediation on lower Mallett Creek.

There is a Gabriola Shorekeepers meeting (to discuss formerly forming a group?) this coming Saturday (November 18th,) from 1-3pm above Robert's. Streamkeepers were invited but not sure if anyone is able to go.

6.8 Communications – Gehlbach

Routine work continues. In addition:

- **Facebook**—we attempted to increase the number of people posting on our Facebook page with a direct request to post, and also with a QUICK QUIZ re Brockley's photo of disintegrating balsam fir cones. Small, brief success. It's mostly Lynne Young, Marcus, and Gehlbach posting, but we now have 300 FB members! Please send Gehlbach (or post yourself) more quick quiz questions!
- **Instagram**—in a three-pronged attempt to 1. further broaden our electronic outreach, 2. use the many lovely Gabriola photographs that are offered to us by members, and 3. accept offers of volunteer help from our members, Johnston and Gehlbach met with Joan and Claire Eamer and Jinny Hayes to set up a GaLTT Instagram account. Johnston is the GaLTT board rep on the account; Joan, Claire and Jinny can also post to it. It is running smoothly, with a link from our website homepage. The committee is dealing with issues such as privacy, pictures of children, and copyright.
ACTION: Notification and an invitation to submit pictures of our trails and parks for the Instagram page to be sent out to all members and announced on Facebook.
- **Webmail**—to protect email privacy of our board members, all personal email addresses have been removed from our website and created four new GaLTT addresses have been created: (photos@galtt.ca, streamkeepers@galtt.ca, trails@galtt.ca, and bigtrees@galtt.ca). This is similar to info@galtt.ca address. Currently emails to these addresses are automatically forwarded by our server

respectively to Johnston (to receive photos for the Instagram page), Jethro Baker, Brockley, and Brockley again. The redirection can be changed at any time as board responsibilities change or during absences.

- **New ecology web page**—Gehlbach asked the recent volunteer Jilann Lechner, who is suitably qualified, to draft the text for a new ecology page on our website to bridge the information gap between landscape and critters. Current Gabriola ecological information is scattered among our web pages about native plants, invasives, stream & wetlands, big trees, and geology; and we have nothing about the animals and birds.
- **Budgeting**—Reviewed the last few years of annual printing budget for brochures and maps, which is very variable because of intermittent map-printing costs. Website costs and advertising remain fairly constant from year to year.

6.9 POSAC

The next meeting of Parks and Open Spaces Advisory Committee will be on Monday November 21, at 7-9pm in GAC Hall. Danenhower has applied to become a member.

7. OLD BUSINESS

7.1 Improved beach access: nothing to report

7.2. Truth For Reconciliation - Cameron

Minutes of last meeting have been distributed. Overall the series has been very successful and they have gotten new sponsors and have money in the bank. The community seems very receptive and opportunities for events keep coming. Landry noted that some GaLTT members met for discussions after the Taiaiake workshop.

7.3 Broombashing - Danenhower

The application from Village Foods requires specific information. GaLTT will be used as the organization name; project name is TBD. Skinner wants to be involved in planning details on application when she gets back in early December. Will need to plan and budget (including advertising) if approved.

MOTION: Proposed by Kerry Marcus, seconded by Jenni Gehlbach that GaLTT apply to Village Foods for funding for a broom bashing project for 2018. Carried.

8. NEW BUSINESS

8.10 AGM planning: Committee for nominating new directors

We could likely have up to 3 candidates. A nomination committee consisting of past/current chairs (Cameron, Harburn, Landry, Marcus) will recruit.

Considerations:

- What skills are we looking for?
- We will need a treasurer.
- We need to think about who will stand for vice president as by custom they will end up as president.

Gehlbach: should we consider a future policy about term limits to avoid staleness?

ACTION: Gehlbach will send a note to our members in December that we're looking for people to serve.

8.11 Existing board candidates for treasurer and insurance manager

Marcus will take on insurance manager position.

8.3 Advertising in 2018 Visitors' Guide

The Visitors' Guide is distributed to 35,000 people. The smallest ad size is 3.5" x 1.25" (\$260). Deadline for advertising is December 1. Johnston can develop final camera-ready art for an ad. Considerations:

- Small size limits content
- Promote maps and guided walks
- Send people to our website
- Briefly contextualize what we do

MOTION: that GaLTT form a committee consisting of Gehlbach, Harburn and Johnston to produce and place a small ad. Carried.

8.4 GES/SFU place-based education project revision

GES/SFU is going to apply again for funding and will build in First Nations issues/content. The change in focus may mean that it no longer relates directly to our interests.

8.5 Village Foods 2018 fundraising card

Discussed under 7.3

8.6 Christmas potluck December 12

Jenni Gehlbach will host.

9. Motion proposed by David Boehm to move *in camera* to discuss possible land acquisitions by GaLTT and/or the Community. Carried.

10. Motion proposed at 9:05 pm by Jenni Gehlbach to move *ex camera* and adjourn. Carried.

—Minutes recorded by Nola Johnston.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday December 12, 2017 at 1787 El Verano Dr.

Present: David Boehm, Rob Brockley, Tom Cameron, Jenni Gehlbach, Norm Harburn, Chris Hills, Heather Kay, Anne Landry, Kerry Marcus, Lou Skinner. **Regrets:** Peter Danenhower, Rebecca Furnell, Nola Johnston.

19. Meeting called to order at 6.00pm by Landry.

20. **AGENDA:** Adopted as distributed by consensus.

21. **MINUTES** from November 14, 2017.

MOTION: Proposed by Jenni Gehlbach, seconded by Norm Harburn, to accept the minutes for November 14, 2017 board meeting as presented. Carried.

22. CORRESPONDENCE

–Landry reported sending a letter (composed by Brockley) to ITF regarding Coastal Douglas-fir (CDF) on Crown Land (re Item 7.1).

23. REPORTS

5.1 President's report:

Landry reported a busy month filled with meetings. She has:

–Sent comments to ITF on their draft 10-year Conservation Strategy. Their updated ecological maps due in the spring in the final plan should be helpful to our work.

–Worked on budgets and suggested changes to how we label various long-term funds for clarity and for consistency with Canada Helps categories.

–After review by the ACTL committee, sent a letter to the Bachmann covenant landowners giving written permission with described conditions for their requested actions to re-establish their water view as stipulated in the covenant.

–Worked on the nominating committee in preparation for the AGM.

–ELDER CEDAR: The ITF should be awarding a contract for building the protective boardwalk around the big cedar very soon (to a Salt Spring Island business since they could not find a Gabriolan business to work within their budget). The work will start in January. GaLTT will provide mulch and volunteer labour to spread it once construction is finished. A few native plants will be planted after construction and monitored carefully, but any significant planting will wait at least a year. Communications with Gabriolans will be very important ahead of this process and during construction, outlining what is planned and why. Landry has discussed with ITF the need to inform the police about our fears re possible vandalism at the site.

ACTION: Gehlbach to work with Islands Trust Communications staff on developing appropriate messages to our own members and to the community at large via The Sounder, GaLTT's website and Facebook Page, and Community-wide FB bulletin boards. This communication should occur before the project begins as well as during the process.

5.2 TREASURER'S REPORT—O'Rourke had previously distributed her monthly financial statements as well as comparative figures for 2017 and 2016 committee expenses to aid our budgeting process.

–Kay reported **GaLTT's bank balances** on November 30, 2017:

Chequing "Community Partner Package" (0.01%): \$12,706.56

Savings "Business High Interest" (1.05%): \$122,398.12

(Including restricted funds for land acquisition = \$44,164.22)

Total available assets: 92,376.46

Cheques written in November:

–\$1250 to reimburse Tom Cameron for Liability Insurance policy with Lloyds.

–\$1329.21 to Arbutus Home Hardware for verified GaLTT purchases.

–\$315.53 to Logo West Products for GaLTT buttons.

–\$141.64 to reimburse Rob Brockley for purchases relating to trail-work.

–\$20 to Nola Johnston for ticket to Truth and Reconciliation meeting.

–\$20.00 to GAH hall rental for Streamkeepers’ meeting.

BUDGET DISCUSSION: Prior to the meeting a discussion of achieving an acceptable annual budgeting process occurred at committee meetings and via email. (Skinner had also previously circulated her projected budget for the major spring broom-bashing initiative.) Using data supplied by the main committees based on recent experience, O’Rourke and Kay presented a possible budget to be presented for approval at the AGM, which showed a small projected deficit for 2018. The meeting decided that the tentative figure for revenue had been cautiously underestimated by as much as two thousand dollars compared with other recent years, and by increasing this estimated figure the projected deficit would be significantly reduced.

ACTION 1 Board members to send their further comments about the budget to Landry and Kay.

ACTION 2 Kay to circulate Danenhower’s recent written comments and concerns to the board.

ACTION 3: Marcus and Kay to discuss financial record keeping and privacy so as to be able to bring a policy change item to the AGM.

MOTION 1 proposed by Heather Kay, seconded by Jenni Gehlbach to accept as GaLTT members the new and renewing applicants during November.

Carried.

MOTION 2 proposed by Anne Landry, seconded by Heather Kay that the following changes be made to our financial asset lines:

–delete Investment for Sustainability and move these funds into the new “*Stewardship Fund*” (created at October 2017 board meeting)

–combine External Land Purchase and Internal Land Purchase and rename it “*Land Acquisition Fund*”

–update the giving categories on GaLTT’s Canada Helps page to match these changes.

Carried.

5.3a TRAILS AND PARKS MANAGEMENT. Brockley reported that he and his crews have:

- Installed posts and signs at Peterson/MacDonald trail
- Installed metal lathe strips to four boardwalks in Robinson Woods
- Cleared route for new trail at Honeysuckle Lane
- Arranged to have large fallen tree removed from Haven Woods. As previously, Tom Archdeacon (Old Growth Tree Services) completed the work free-of-charge.
- Participated in panel discussion at Health & Wellness Collaborative AGM.
- Installed posts and signs on re-routed Honeysuckle trail
- Met with a property owner at McCollum Road regarding the new trail into the 707 Community Park
- Conducted site inspection at Elder Cedar in preparation for new boardwalk installation on the trail near the stream crossing to avoid root and riparian damage.
- Purchased supplies for this new Elder Cedar boardwalk as per previous quote from Arbutus Home Building
- Conducted work party on November 26th to cut new trail route at the end of Honeysuckle Lane
- Conducted work party on December 10th to cut new trail into the 707 Community Park from McCollum Road

5.3b INVASIVE PLANT MANAGEMENT. No report.

5.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES. Harburn reported:

- The committee has been very active in the last month, meeting to discuss several new potential trails and Trail Licences They met with landowners to view the trail sites and discuss what is needed. Trails discussed were near Seymour, Keith, and Martin. Details to be discussed *in camera*.
- With Johnston’s and Cameron’s help they are updating the Drumbeg to Descanso Table and will present to the new board after the upcoming AGM.
- They discussed the Provincial Douglas-fir order and its possible impact on our work on Government lands
- They produced a projected annual ACTL budget.

ACTION: Gehlbach to put discussion of trails in the Canso area on the January Agenda.

5.5 COMMUNITY ENGAGEMENT:

5.5a. Outreach:

Skinner has applied for a Village Food Market community card to support GaLTT's community-wide broom bashing initiative next year, and budgeted accordingly.

GAC Hall rent for our meetings is increasing to \$20/hour, meaning that a two-hour meeting will cost us \$40. GaLTT will stay there for our meetings for now, but Streamkeepers have decided to move their meetings to the room above Robert's restaurant, which is rent-free.

Storage: Cameron would like GaLTT to find alternate storage (than his garage) before next market season

ACTION Cameron to check on the situation regarding storage at GAC Hall.

5.5b. Big Tree Registry: No activities this month. Brockley has contacted Bilquist and a disappointed big-tree owner whose trees have not yet appeared in our register. Bilquist will supply the missing tree data to Gehlbach when he returns to Gabriola.

5.6 STREAMKEEPERS—Hills reported:

- Water quality monitoring has been completed on Mallett Creek and the data sent to the RDN. They will be in touch in the Spring with the results.
- Steve Earle contacted Streamkeepers about doing a stream-related Gertie tour in February. Details to be finalized in February.
- \$1000 to \$3000 is available through the RDN's Stewardship Seed grant, to be allotted to "stream restoration, research and/or enhancement projects". Could possibly be used to cover the costs of spawning bed gravel for lower Mallett or native plants for stream-sides in places such as Winthuysen Creek. They will submit an application in the New Year.
- Jethro Baker was contacted by the property owner on Murray Road regarding a dam on his property, but the group decided the issue was not within their jurisdiction.
- Following the rent increase at GAC Hall, they discussed meeting at the room above Roberts (no charge) or at the Commons (\$5 or \$10 per hour) and decided to meet at Robert's.

5.7 COMMUNICATIONS: Gehlbach reported the committee has:

- Notified members about our new Instagram account, invited photo contributions, and provided links to it on our website and Facebook page.
- Made routine updates/changes to our website, Facebook page (over 300 members now) and Instagram (over 100 followers already).
- Emailed an appeal to members to consider being board applicants or volunteering for committee work
- Responded as appropriate to those contacting Gehlbach directly.
- Sent out routine trail-work party announcements
- Started work on our 2017 newsletter
- Contributed to the budget discussions
- Attended the LTABC conference in Victoria, in particular sessions about keeping our organization sustainable, keeping members and potential donors engaged in what we're doing; tips and pitfalls for fundraising; applying sound business sense to our organizations; and getting younger people involved.

5.8 POSAC: Brockley reported that POSAC met on November 20th.

- The GaLTT proposal re signage for Cox Park approved by the RDN a couple of years ago has been completed except for the installation of trail network maps at trail intersections. This work will be added to the RDN work-plan.
- The GaLTT proposal re signage for 707 Community Park will be put on hold until the Potlatch donor lands are added to the park, at which time signage will be updated.

24. OLD BUSINESS:

6.1 Budget planning: Already discussed under Treasurer's Report.

6.2. AGM Planning: Cameron reported that since we cannot charge entry fees for our speaker before our AGM the event will likely cost in the vicinity of \$500. Since it is also linked with the Truth and Reconciliation speaker series, which is of interest to The Haven, it is possible that the hall rental costs may be reduced. We will have a donation box at the door to help defray costs.

The nominations committee is meeting with potential new board members and committee workers.

ACTION: Cameron, Marcus, Gehlbach and Johnston to organize the AGM including board elections, as needed.

25. NEW BUSINESS:

7.1 Landry and Brockley have responded to the Provincial Government about their proposal for conservation on Coastal Douglas-fir (CDF) Crown land.

26. Procedural motion proposed by Jenni Gehlbach to move *in camera* to discuss some financial matters.

Procedural motion proposed by Jenni Gehlbach to move *ex camera* in order to make motions arising from the *in camera* discussion. Carried.

Motion 1: proposed by Heather Kay, seconded by Tom Cameron to increase the annual contract payment paid to Maureen O'Rourke from \$1400 to \$2400, effective January 1, 2018. Carried.

Motion 2: proposed by Jenni Gehlbach, seconded by Norm Harburn to buy a \$100 gift card for Maureen O'Rourke in recognition of the extra work she has done beyond her contractual requirements this year. Carried.

27. There being no further business, procedural motion to adjourn to our potluck party proposed at 7.05pm by Jenni Gehlbach. Carried.

Minutes recorded by Jenni Gehlbach.