

# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting

Tuesday January 14, 2014, at WI Hall

**Present:** Madeleine Ani, David Boehm, Rob Brockley, Tom Cameron, Dyan Dunsmoor-Farley, Jenni Gehlbach, Norm Harburn, Melanie Mamoser, John Peirce, Bob Weenk, Randy Young.

**Regrets:** Carol Hemrich, Catherine Legg, Anne Landry.

**Guest:** Tawny MacLachlan Capon, who will act as Streamkeeper representative on the board in Melanie's absence.

1. Meeting called to order at 7.30 pm by Peirce.
2. **AGENDA:** adopted by consensus.
3. **MINUTES** from December 2013:  
**MOTION: Proposed by Jenni Gehlbach, seconded by Madeleine Ani to accept the minutes for the December 13, 2013 board meeting as presented. Carried.**
4. **CORRESPONDENCE:**  
–Peirce reported email correspondence with Valdes Island Conservancy agreeing to exchange memberships rather than paying fees.
5. **REPORTS:**

### 5.1: President's report

–Peirce has had no response to the request for Robert Bateman to speak at our AGM (see Item 6.5).

### 5.2: Treasurer's report—Cameron reported bank balances on January 13, 2014 as:

–Chequing “Community Partner Package: (0.01%) \$11,083.77

–Savings “Business High Interest Savings: (1.05%) \$119,372.62

–Drozd had previously circulated the draft annual financial report to be presented at the AGM on Feb. 4 and also the list of new and renewing member applicants.

–He and Peirce are continuing to look at suitable long-term investments. MacLachlan Capon offered to help using her Ambulance Society experience.

–He is reviewing our insurance policy with Megan FitzPatrick Insurance Services to ensure our coverage is adequate for Board, volunteers, and trail licencees.

–Major expenses this month were payments to the designer and printer of the new GaLTT brochure. Copies were handed to the board. Another major expense will be distributing the brochure to all the island mailboxes via a newspaper insert in an effort to reach people unfamiliar with our work.

**MOTION: proposed by Tom Cameron, seconded by Jenni Gehlbach that this month's new and renewing membership applicants be accepted into GaLTT. Carried.**

**MOTION: proposed by David Boehm, seconded by Norm Harburn that the draft Financial Statement for 2013 be accepted as presented by Anne Drozd, with the understanding that some very minor adjustments may be needed before our AGM on February 4<sup>th</sup>. Carried.**

### 5.3: TRAIL WORK

–Young reported that he has discussed with Arbutus Lumber their acquisition of a 3-foot-bucket bobcat on the understanding that GaLTT will undertake to rent the equipment for an agreed (undecided) minimum number of days per year at \$300/day (also, \$300 for a two-day weekend). They would also rent it to other people. We could use the equipment for placing fill and culverts when upgrading trails, particularly for the use of bikes and horses. His first project would be to dump gravel at the swampy end of Cameron's trail. **DISCUSSION:** of other possible projects included constructing a walking trail on the dried-out marsh grasses around Coats Marsh while respecting the importance of avoiding disturbance of this conservancy area, and completing the proposed upgrade to the McDonald trail which awaits RDN and MOTI approval of the use of heavy equipment. Work has also been requested to protect tree roots on the trails in Elder Cedar.

- The broom pull in Drumbeg was difficult because the ground was too dry and compacted. The next work party will be to pull broom in Petroglyph Park on January 26.
  - Jinny Hayes has reported a downed tree across the trail off Stalker Road.
- ACTION: Boehm and Peirce** to unblock the trail off Stalker Road.

**5.4: ACQUISITIONS & TRAILS REPORT:** Harburn reported:

– **Trail system from Dole Road through to 707-acre Park:** The covenant and trail licence committee is following up on contacting all the neighbours involved. They are mostly large lots (20 or 40 acres). Most owners so far seem to be in favour and a skip-trace has been placed on the family that has not responded to our letters. Negotiations continue.

–**Wilkinson Way trail:** They have ascertained that the “Gaudry” property is in fact owned by his wife Lauren Isabella Young.

**ACTION 1: Cameron** to ensure her name is on the trail insurance.

**ACTION 2: Harburn** to retrieve the licence agreement and ensure that the legal owner has signed it.

–**Elder Cedar covenant:** They have looked at the three relevant documents:

- the *covenant* (GaLTT co-holds the covenant with NALT to ensure the land-protection terms of the covenant are honoured).
- the *management plan* (a community decision about protection of the land, which stands until another negotiation takes place).
- the *management contract* (sometimes referred to as the *management agreement*). This contract is between the owner (ITF) and GaLTT, and specifies what GaLTT will do and charge to meet the terms of the management plan. It is due to be renewed.

Our contractual responsibilities mostly involve invasive plant management and the need to move the trail away from the creek banks. The management contract also stresses education, so guided walks might be appropriate.

**ACTION 1: Brockley** to explore the possibility of guided educational walks in Eldar Cedar.

**ACTION 2: Harburn** and committee to meet with NALT to discuss a covenant co-holder agreement.

**ACTION 3: Harburn and Dunsmoor-Farley** to get back to Kate Emmings to clarify the criteria and decide what exactly is needed for the renewed management contract/agreement.

–**Robinson Woods:** An inspection plan for the covenanted land should be put in place ASAP.

**ACTION: Peirce** to ascertain Sally Robinson’s schedule, and **Harburn** to discuss a plan with her.

**5.5 COMMUNITY ENGAGEMENT REPORTS:**

**5.5a&b Community Outreach:** Because she is retiring from the board, Legg has transferred management of the Facebook page to Gehlbach and Hemrich. About a dozen people attended the birdwatching walk in Sandwell Park but only one couple showed up for the December 707 walk. Gehlbach reported that the gift memberships did not sell well at Christmas but we have retained them as an option described on the membership webpage. Gehlbach will meet with Legg, Weenk, and Hemrich shortly to determine how best to proceed with Community Outreach initiatives.

**5.5c Big Tree Registry:** Ani asked to be excused from this project. Boehm reported that the organizer of the BC Big Tree Registry lives on Gabriola. The BC registry asks for other tree identifiers than girth—e.g., height. Mamoser commented that the Streamkeepers have an inclinometer, which could be used for this.

DISCUSSION: of ways to set up an accessible data-base, the need for a volunteer with good computer skills, the collection of precise data, the need to respect private property, and engaging the community in the project.

**ACTION: Boehm** to contact the BC Big Tree registry representative to update his Gabriola data and to ask for advice on compiling a publishable register.

**ACTION 2: Mamoser** to download the Youtube video made by Shaw TV about our Registry, so that we can show it at our AGM on February 4<sup>th</sup>.

## 5.6 STREAMKEEPERS:

Mamoser reported that their main 2014 project will be watershed stewardship activities around Winthuysen Creek at Descanso Bay Regional Park. They have applied for a park use permit and will meet with Park Planner Margaret Pardiaen on Friday to discuss plans. They have applied for a Pacific Salmon Federation grant to support this project. The goals are:

- assessing the health and restoration potential of the creek;
- increasing community awareness of streamkeeping,
- educating the community on the characteristics of a healthy stream,
- increasing public understanding and support for restoring streams, and
- empowering the public to take action to support local salmon recovery.

They hope the project will have a second phase in 2015/6 focussed on actual restoration work.

Another project in 2014 will be completing a survey of Mallet Creek. Their January work there was cancelled due to a storm.

They will continue and expand their work with the school, offering different activities for different age groups. There will be a field trip for the pre-school class; Dr Kees Groot will give a talk for the Grade 4 and 5s on the wonders of the Pacific salmon (in March); assisting with a salmon release into the Nanaimo River for Grade 4/5 in May; and organizing a junior stream-keeping group with the Grade 7 class. In the future they'd like to target high-school students also.

They also hope to improve their displays for public events; to place road signs at stream crossings; work with Boehm on forage fish preservation; collaborate with Sustainable Gabriola on taking local action on the Cohen Commission recommendations; organize a viewing of the documentary "Salmon Confidential".

## 5.7 COMMUNICATIONS:

–**Website, email, memberships, and brochure:** Gehlbach has updated the GaLTT webpage and sent emails to more than 50 members who did not renew in 2013. She and Cameron signed off the contents and printer's proof of the brochure. The overall effect is good, but we (and the designer) were disappointed that the brochures were very slightly misaligned in their folding and the blue colour did not match the printer's proof we were given. The designer is discussing this with the printer in hopes of a price adjustment.

**5.8 POSAC\_**Nothing to report.

## 6. OLD BUSINESS:

**Agenda Items 6.1, 6.2, 6.3, 6.4, and 6.6 were deferred to our February meeting.**

### **6.5 AGM, board elections, and speaker.**

The Phoenix Auditorium has been provisionally booked for the AGM on February 4. Three board members have resigned: Barchyn previously, and Legg and Weenk as of the AGM. Possible board candidates were discussed. So far we have not booked a speaker, so the final agenda and schedule cannot be approved. Gehlbach offered to billet the speaker.

**ACTION 1: Peirce** to contact Katie Blake (Conservation Coordinator, BC Region, of Nature Conservancy of Canada to invite her to speak at the AGM and discuss honorarium and travel expenses.

**ACTION 2: Peirce and Boehm** to pursue other possibilities for a speaker if Blake is unwilling.

**ACTION 3: Gehlbach** to email members inviting them to serve on the board.

**ACTION 4: Peirce** to contact other suggested board candidates.

**ACTION 5: Gehlbach** to email board members with tentative AGM agenda, schedule and task list.

**ACTION 6: Gehlbach** to email members to announce the AGM (and speaker if possible)

**7. NEW BUSINESS:**

**7.1: Environmental Network.** Boehm reported on the Environmental Network— a group of environmental organization such as the David Suzuki Foundation, originally set up by the Federal Government to channel environmental information and input.

**MOTION proposed by David Boehm, seconded by Tom Cameron, that GaLTT should join The Environmental Network, paying annual fees of \$30. Carried.**

**8.** No *in camera* discussion was needed.

**9. MOTION to adjourn: proposed by David Boehm at 9.40pm. Carried.**

**Minutes recorded by Jenni Gehlbach**

# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting Tuesday February 11, 2014, at WI Hall

**Present:** Tom Cameron, Jenni Gehlbach, Norm Harburn, Carol Hemrich, Heather Kay, Kerry Marcus, John Peirce, Josh Taylor, Randy Young.

**Regrets:** Rob Brockley, Anne Landry, Melanie Mamoser. **Absent:** Madeleine Ani, David Boehm

**Guest:** Tawny Maclachlan Capon, who is Streamkeeper representative on the board in Mamoser's absence.

1. Meeting called to order at 7.30 pm by Peirce.
2. **AGENDA:** adopted by consensus with two Items of New Business added:
  - Item 7.4 Discussion of correspondence regarding trails.
  - Item 7.5 Long-term strategic planning.
3. **MINUTES** from January 2014:  
**MOTION: Proposed by Jenni Gehlbach, seconded by Norm Harburn to accept the minutes for the January 14, 2014 board meeting as presented. Carried.**
4. **CORRESPONDENCE:**
  - Gehlbach reported and filed email correspondence from Nick Doe (February 5) and from Norma McAllister (February 9) regarding trails, trailwork and signage. See Item 7.4.
5. **REPORTS:**
  - 5.1: President's report:** Peirce reported that
    - He was mostly occupied with AGM business this month.
    - He has found the email address and name of the owner of the South Road property with a significant large Garry Oak, and through which the South Road beach-access trail near the end of El Verano passes.**ACTION: Peirce** to contact the owner of the property regarding a trail licence and the big tree registry.
    - Jeff Reikert (arborist) is willing to help GaLTT with the Big Tree registry.
  - 5.2: Treasurer's report**—Cameron reported GaLTT's bank balances on February 11, 2014 as:
    - Chequing "Community Partner Package": \$1,257.87
    - Savings "Business High Interest Savings": \$128,479.07Accountant Anne Drozd had previously circulated to the board the January Financial Statement and a list of this month's new member applicants.  
**ACTION: Gehlbach** to send the January Financial Statement to Kay.
    - Last month Cameron prepared the treasurer's report for the AGM and analyzed the year-end financial statement. He tabled a piechart showing the sources and relative sizes of our income: interest \$859; memberships \$2,561; direct donations (CCCU) \$3,391; Donation AFCLT \$8,873; Donations (Canada Helps) \$10,424. Leaving aside unusually large donations and expenses, our income barely matches our on-going expenses. Members who join late in the calendar year are upset by having to renew early in the new year.**DISCUSSION:** Possible strategies to raise our income such as raised membership fees, fund-raising drives, &/or encouraging small monthly donations instead of annual fees.  
**ACTION: Communication Committee** to plan and budget for distribution of our new brochure later this month or early in March including writing articles for the newspaper.  
**ACTION: Peirce** to include fund-raising and memberships in our strategic planning meeting.  
**MOTION: proposed by Jenni Gehlbach, seconded by Carol Hemrich that this month's new and renewing membership applicants be accepted into GaLTT. Carried.**  
**MOTION: proposed by Tom Cameron, seconded by Norm Harburn that memberships initiated after September 1<sup>st</sup> 2014 be considered payment for 2015 membership also. Carried.**

### 5.3: TRAIL WORK

- Young reported that the broom pull in Petroglyph Park on January 26 was well attended and successful.
- He has a list of possible projects for which he could use a 3-foot bucket bobcat to be purchased by Arbutus and he proposed that GaLTT commit to hiring it for 6 days, which would cost \$1800. Typical work would be filling in some swampy patches on trails, converting degraded corduroy trails to gravel/sand, and making more trails accessible to bikes and horses. There may also be shared projects with the Lions Club. DISCUSSION: Whether licensed, trained operators were needed for the bobcat for insurance and safety reasons; whether such projects using powered equipment would be allowed by ITF & RDN in reserves and parks; the need for some public trails and beach accesses to be made wheelchair accessible.

**ACTION: Young** to present his current trails development plan to the board.

**ACTION: Gehlbach** to include this discussion on the March agenda.

**ACTION: Peirce** to include the scope and nature of our trail projects in the Strategic Planning session.

### 5.4: ACQUISITIONS & TRAILS REPORT: Harburn reported:

- **Elder Cedar:** The covenant and trail licence committee has studied the current Management Agreement contract between ITF and GaLTT regarding trails, signage, & invasive plant control, identifying what needs to be done annually or as a special project. To date we have not billed for our volunteer hours but we need to assess the billable costs incurred. Nualla Murphy (special projects person at ITF) is considering the costs of the contract.
- **Wilkinson Way trail:** Harburn walked the trail from South Road to 707-acre Park with Dean Gaudry who was pleased with GaLTT's work on the trail and signage. Plans will now proceed for a gate across the old, much-used entrance to his family's land, allowing entrance only for fire protection.

### 5.5 COMMUNITY ENGAGEMENT REPORTS:

**5.5a Community Outreach:** Hemrich reported that the proposed large canopy space to be shared with the Museum at the Farmers' Market is not available. Therefore, GaLTT will continue to rent our regular space inside, moving outside only as space becomes available from week to week. Peirce reported that Diane Cornish has proposed a meeting on Friday to discuss possible shared projects with the Museum. Gehlbach reported that Steve Madge (of Stevo's Roofing) is interested in building a more substantial and attractive marker for the historic brickyard site using some of the high-quality bricks he has that were made at the yard.

**ACTION: Peirce and Hemrich** to meet with Diane Cornish on Friday Feb 14 regarding joint projects.

**5.5b Big Tree Registry:** No report. (See President's report Item 5.1)

### 5.6 STREAMKEEPERS:

Maclachlan Capon reported for Mamoser that:

- They are applying to Pacific Salmon Federation for money to buy a second stream-keeper's kit, tent, signs, and rental space for events through 2014/15 to promote stream-keeping and to assess the health of Winthuysen Creek.
- They are preparing a newspaper article announcing that they have found proof of salmon, probably coho, spawning in Mallet Creek, and including a history of their Mallet Creek enhancement efforts.
- Their next meeting is Thursday February 20th at 7pm at WI Hall.

### 5.7 COMMUNICATIONS: Gehlbach reported that

- Membership renewals are going well this year—over 60 already, and reactions to our new brochure are positive.
- She has purchased a small portable hard drive to allow on-going backup of all of GaLTT's electronic files on her personal computer, including our emails and the website files. She has also bought offsite backup of our website from the company (Doteasy) whose server we use for our site. Invoices were submitted to the treasurer, and paid.
- Ads about the AGM and speaker, were placed for two weeks in both local newspapers, notices were placed on the website and Facebook page, and announcements made by email to our members and ex-members, to the GabEvents list, and to the Commons covenant team.

5.8 POSAC\_Nothing to report this month.

6. **OLD BUSINESS:** discussion of Items 6.1 to 6.4 was deferred to next month in the interests of available time.

7. **NEW BUSINESS:**

**7.1: Election of officers.** Current officers agreed to stay on for another year.

–Peirce reiterated his intention to step down in 2015.

–Harburn will remain as vice-president for now but is unwilling to stand as President next year because he plans to travel for much of the winter.

–Cameron and Gehlbach will remain as Treasurer and Secretary/webmaster.

–It was agreed that Executive should transfer needed skills and information to the next wave of possible officers.

**7.2: Committee assignments:** The main change this year is the loss of Catherine Adam Legg who organized the guided walk series and the Facebook page. Bob Weenk and Rob Brockley will probably continue to guide walks.

–Hemrich agreed to head the Community Outreach Committee. Peirce suggested that member Lisa Griffiths might be interested in taking over some of Legg’s previous outreach activities without joining the Board.

**ACTION: Hemrich** to contact Legg about the Activities Calendar Legg was setting up for 2015, taking into account Young’s work party schedule.

**ACTION: Hemrich** to contact Griffiths about her willingness to help with Community Outreach.

–The new board members requested more time to absorb enough information to decide which committee(s) they wish to be on.

**7.3 Safe storage:** Gehlbach presented data about fireproof, waterproof filing cabinets for the safe storage of our paperwork, particularly legal documents. She also presented data about possible storage sheds for our market materials. The Commons is discussing whether to allow us to place a storage shed on their property. Gehlbach had a preliminary discussion with Michael Mehta about GabEnergy using such a shed as a demonstration of solar panel installation (to ensure lighting and dryness inside the shed).

**ACTION: Gehlbach and Hemrich** to present a plan and budget for GaLTT’s foreseeable physical storage needs.

**7.4 Discussion of correspondence regarding trails.** A member wrote to complain about inadequate signage in 707-acre Park, where she recently got very lost and cold. She asked for signs directing walkers toward exits to key roads. Another member wrote to express concern about unauthorized alterations to and unnecessary signage on trails on public and quasi-public lands. **DISCUSSION:** about balancing these two contrasting attitudes, and about various possibilities for signage. Also about quasi-public lands (e.g., Federal and Provincial lands with “No trespassing” signs), and the legitimacy of reopening old public trails through them that have become obscured.

**ACTION: Peirce** will respond to these concerns by email and will forward the letter about inadequate 707 signage to RDN Parks Dept., which is responsible for that signage.

**7.5 Long-term strategic planning:**

**ACTION: Executive Committee** to begin the preparations for a long-term strategic planning session with members on a Saturday morning in March.

8. **MOTION proposed by Jenni Gehlbach to move *in camera* to discuss contact and negotiations with the owners of several properties with the potential for trail licences and/or covenants. Carried.**

9. **MOTION to adjourn: proposed by Tom Cameron at 9.50pm. Carried.**

Minutes recorded by Jenni Gehlbach

# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting Tuesday March 11, 2014, at WI Hall

**Present:** Madeleine Ani, David Boehm, Rob Brockley, Tom Cameron, Jenni Gehlbach, Norm Harburn, Carol Hemrich, Heather Kay, Kerry Marcus, John Peirce, Josh Taylor, Randy Young.

**Regrets:** Anne Landry, Melanie Mamoser.

1. Meeting called to order at 7.30 pm by Peirce.

**2.0 AGENDA:** adopted by consensus. Item 5.4 to be discussed in camera.

**3.0 MINUTES** from February 2014:

**MOTION: Proposed by Jenni Gehlbach, seconded by Norm Harburn to accept the minutes for the February 14, 2014 board meeting as amended by John Peirce to include that Heather Kay will work with him to organize the April Strategic Planning session. Carried.**

**4.0 CORRESPONDENCE: None to report.**

**5.0 REPORTS:**

**5.1: President's report:** Peirce reported that he

–emailed the owner of the property across from Three Gates Farm regarding meeting to discuss a possible trail licence across the beachside corner of his property, and about the very large Garry Oak in the meadow.

–he and Harburn had a good meeting with member Nick Doe about his letter. Doe wishes to have trails with a variety of quality (development) and signage. This issue to be discussed further at the Strategic Planning Session.

–circulated the Committee structure (also on the website) for discussion and noted that Hemrich does not wish to lead the Community Outreach committee.

**ACTION: Marcus to chair the Community Outreach Committee.**

–worked with Kay to organize the Strategic Planning session (see Item 6,1)

–worked with Young on budget details for the trail projects.

–forwarded the 2012 budget document to Cameron to help with a 2014 budget.

–discussed with Michelle Benjamin the need for NGOs to have a central home and access to a desk and perhaps share a receptionist, and the possibility of it being at the WI Hall when it is taken over by Gabriola Arts Council.

**5.2: Treasurer's report**—Cameron reported GaLTT's bank balances on March 11, 2014 as:

–Chequing "Community Partner Package" (0.01%): \$430.

–Savings "Business High Interest Savings" (1.05%): \$128,600.

Accountant Anne Drozd had previously circulated to the board the February Financial Statement and a list of new and renewing member applicants during February.

**MOTION: proposed by Tom Cameron, seconded by Jenni Gehlbach, that last month's 20 new and renewing individual and family membership applicants be accepted into GaLTT. Carried.**

–Anne Drozd is currently registered as our representative with Revenue Canada. She has given notice that she wishes to retire from GaLTT's accounting work next year.

Cameron presented his proposed budget allocations for GaLTT's committees for the coming year (document previously circulated to the board).

**MOTION: proposed by Tom Cameron, seconded by Heather Kay that budget allocations for the coming year be made as presented in the circulated document with the understanding that it is an amendable working budget for the board's use, rather than a formal budget needing AGM approval. Carried.**



**5.3: TRAIL WORK** Young reported that:

- about 15 people attended last Sunday’s broom pull in Drumbeg Park. He is missing two extractigators.
- at the next session he will check the condition of trail-side ditches in Cox Park.
- he has sawed trees fallen across trails in Elder Cedar and notes salal clipping is needed there. We’re still waiting approval of the management contract.
- Brockley bucked up fallen trees across his licensed trail leading to Cox Park.
- the trail near the winter waterfall needs work.

**Japanese knotweed** has been reported in 707-acre Park but not precisely where.

**ACTION Boehm** to research the appearance and preferred locations of Japanese knotweed.

**5.4: ACQUISITIONS & TRAILS REPORT:** discussion of the status of our project list to be moved *in camera* later in the meeting

### **5.5 COMMUNITY ENGAGEMENT REPORTS:**

**5.5a Community Outreach:** Hemrich reiterated the difficulties of manning our market table throughout the season. **DISCUSSION:** It is the responsibility of volunteers to find their own replacements and to manage the set-up and removal of our equipment at the market. There is no need to buy a storage shed at this time because plans to share a large canopied outside table with the Museum have fallen through.

**ACTION: Gehlbach to email members** to solicit volunteers before market begins for the summer.

Marcus had circulated a draft of a **2014 events calendar** including our guided walks, board meetings, and trail work parties. **DISCUSSION:** Calendar should include Streamkeeper events and walking group dates. There are no plans this year for an Earth Day event. Possible co-operation with Robert at the reopening of Silva Bay pub for our next end-to-end walk.

**ACTION: Marcus** to consider suitable dates for another end-to-end island walk.

**ACTION: Marcus** to check with RDN whether permission is now needed for all guided walks in the parks.

**ACTION: Harburn** to check whether it is allowed to have guided walks in Elder Cedar.

**ACTION: Gehlbach to work with Marcus** to include the calendar/events on the webpage.

**5.5b Big Tree Registry:** Boehm has spoken with Jeff Reikert about helping with the Big Tree database.

### **5.6 STREAMKEEPERS:**

–they had a successful work party to assess the physical properties of Winthuysen Creek in Descanso Bay Park last Sunday morning.

–Mamoser and Jethro Baker met with Chantal Nessman (our DFO Community Advisor) today to give her a tour of Winthuysen Creek and Mallet Creek.

**5.7 COMMUNICATIONS:** Gehlbach reported that

–she and Cameron have arranged for the brochure to be distributed to all mailboxes in next Monday’s edition of The Gabriola Sounder. They have also sent the newspaper copy for article(s) (approx.1000 words) about GaLTT to appear in the same edition.

–the website is up to date except possibly board members’ old bios.

–she, Catherine Adam-Legg and Jethro Baker have posted to the Facebook page recently.

**ACTION: all board members** to check their bios on the website and send Gehlbach updates.

**5.8 POSAC\_Young** had previously circulated his POSAC report to the board. Our RDN rep (Howard Houle) is focusing on Mudge Island needs currently. The major initiatives on Gabriola are the Village Trail and Huxley Park, where there is a possibility of installing an amphitheatre for outdoor performances. The skateboard facility remains contentious. GaLTT could assist with several RDN projects on Gabriola:

- Placing a sign on the proposed gate across Gaudry's Road redirecting walkers to Wilkinson Way trailhead.
- Placing a sign from Erratic trail to South Road in 707-acre Park.
- Repositioning the misaligned signs in 707-acre Park.

We are waiting for RDN to approach MOTI re the Honeysuckle gravel pit trails and the MacDonald and Bells Landing projects. Discussions continue with RDN and IT about what constitutes an "event" in a passive park.

## **6. NEW BUSINESS:**

**6.1: Strategic planning session.** The workshop will be on April 5, facilitated by Dyan Dunsmoor Farley. Preferred time is from 1pm to 4pm, but Community Hall upstairs is not available then.

**ACTION: Kay to investigate availability of Agi Hall on April 5.**

**ACTION: Gehlbach to send out notices to members once time and location are fixed.**

Possible additional topics for discussion include:

- Enhancing public education and engagement e.g., with workshops about landscaping with native plants.
- Monitoring and expanding membership
- Cooperative events/projects with the Museum
- Finding government funds for our work through billing arrangements or grants in aid from RDN and IT
- Types (multi-use; bike and horse; broad and flat; simple narrow) and scope of trail system ("trans Gabriola Trails" or "Island-wide trails")

**6.2: Trails Projects.** Young had circulated a detailed description and cost estimate for several planned trail projects, some involving a bobcat. Volunteer work in the Kensington Lands north of Wild Cherry Terrace will require approval by the Dept. of Aboriginal Affairs. Work in Decourcey Park will require POSAC approval. Fill and culvert work on McDonald West has already been approved and has a budget estimate of \$4000. DISCUSSION: of costs of materials and rentals, and of the WorksafeBC and other insurance requirements for working with large machinery. This cannot be done with a group of volunteers. Some of the planned projects such as wheelchair accessible trails for Elder Cedar (as listed by ITF) will require the use of large machinery despite their preferred use of hand-tools.

**ACTION: Harburn to resolve the issue of permissions for the use of machinery in Elder Cedar.**

**ACTION: Cameron and Ani to check that registering GaLTT as an employer with Worksafe BC does not have unexpected tax and regulation implications for a volunteer organization (see Motion 3).**

**MOTION 1: proposed by Randy Young, seconded by Jenni Gehlbach to approve payment of \$300 to Thor Simrose to place rock stepping stones on the Elgie Road trail when weather conditions permit, pending approval by the Department for Aboriginal Affairs and Northern Development. Carried.**

**MOTION 2: proposed by Randy Young, seconded by Madeleine Ani that, subject to obtaining WorksafeBC insurance, and subject to the owners' approval, \$2000 be approved to cover the cost of trail projects using a bobcat on the Cameron, Dragon's Lane, Windecker Drive, and Wilkinson Way trails. Carried.**

**MOTION 3: proposed by David Boehm, seconded by Madeleine Ani that GaLTT register with WorksafeBC in order to have appropriate insurance for the use of a bobcat by a volunteer or contractor. Carried.**

**Coats Marsh** management plan already proposes placing a trail around the marsh. Its location is close to where Young proposes placing a gravel trail where the Reed Canary grass is invading now that the water level has dropped. Previous flooding had killed the trees in that band.

**ACTION: Peirce to approach Wendy Marshall at RDN, and people at Nature Trust to investigate their response to this proposal.**

**6.3 Safe storage:** The Commons is still considering permission and a place to accommodate our shed, which is not urgently needed. She will proceed with purchasing a fire-resistant filing cabinet (probably from the Costco website) using funds from the approved Communications Committee's budget.

**ACTION: Gehlbach to purchase a fireproof filing cabinet for GaLTT's documents.**

## **7. OLD BUSINESS:**

**7.1 Shell Grant**—Cameron had previously circulated information about the status of the Shell Grant (funding for Cox Park initiatives).

**ACTION: Cameron and Marcus** to deal with the needed decisions and paperwork to finalize this project.

**Items 7.2 to 8.** It was too late to deal with old business items 7.2 to 7.4 or our *in camera* business, so it was agreed to hold an extra Board meeting immediately before the upcoming Strategic Planning Session to discuss them.

**ACTION: Board members to meet at 11.30 am at the Strategic Planning venue,** to complete our Board mtg.

**9. MOTION to adjourn: proposed by Norm Harburn at 9.40pm. Carried.**

**Minutes recorded by Jenni Gehlbach**

# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting, Tuesday April 8, 2014, at WI Hall

**Present:** Madeleine Ani, David Boehm, Rob Brockley, Tom Cameron, Jenni Gehlbach, Norm Harburn, , Heather Kay, Kerry Marcus, Melanie Mamoser, John Peirce, Josh Taylor, Randy Young.

**Regrets:** Carol Hemrich, Anne Landry

1. Meeting called to order at 7.30 pm by Peirce.
2. **AGENDA:** adopted by consensus. Boehm, Brockley, and Harburn had items to be discussed in camera.
3. **MINUTES** from March 2014:  
**MOTION: Proposed by Norm Harburn, seconded by Tom Cameron to accept the minutes for the March 11, 2014 board meeting as presented. Carried.**

NOTE: A subsidiary board meeting was also held immediately before the April 5 Strategic Planning workshop. No minutes were written because the discussions about potential trail projects were *in camera*.

4. **CORRESPONDENCE:** Gehlbach reported correspondence to and from BC Parks March 27, about putting GaLTT on their website's list of volunteer organizations. Luke Clarke, Park Ranger ([Luke.Clarke@gov.bc.ca](mailto:Luke.Clarke@gov.bc.ca)) will be in touch.

### 5. **REPORTS:**

**5.1: PRESIDENT's report:** Peirce reported that

–he has permission to remove the gorse plant on South Rd. road allowance, pending permission from Emcon.

–he was encouraged by the Strategic Planning workshop on April 5. We will need another workshop to produce an action plan after we receive Dyan Dunsmoor-Farley's report.

**5.2: TREASURER's report**—Cameron reported GaLTT's bank balances on April 8, 2014 as:

–Chequing “Community Partner Package” (0.01%): \$900.

–Savings “Business High Interest Savings” (1.05%): \$128,700.

Accountant Anne Drozd had previously circulated to the board the March Financial Statement and a list of new and renewing member applicants during March.

**MOTION: proposed by Tom Cameron, seconded by Jenni Gehlbach, that last month's 7 new and renewing individual and family membership applicants be accepted into GaLTT. Carried.**

—**Re budget:** he has revised the draft budget for 2014 based on the analysis of income and expenditures for the last couple of years and trail construction proposals for the current year. This budget for income and expenditures is to guide and give authority to the committee chairs for on-going program expenditures. The budget can be revised and new expenditures approved as required based on resolutions and new program initiatives that may arise from the strategic planning session.

**ACTION: Committee heads to send budget estimates for the coming year to Cameron ASAP.**

—**Re the Shell Grant for Cox Park.** He has formally requested the accounting status of funds remaining from this grant (\$2500) but does not have a response yet.

**5.3: TRAIL WORK** Young reported that:

–about 22 people (including Lions' Club members) attended last Sunday's broom pull in Drumbeg Park. They had insufficient extractors! It was a very worthwhile clearance.

–he is replacing the Easter Sunday work party with the Ratepayers' Earth Day initiative April 18-23 to clean up neighbourhoods using the garbage bags placed at local mailbox noticeboards. The full bags will be picked up by noon Wednesday April 23.

–work plans are halted while he waits for responses from Emcon, AANA, ITF and RDN giving approval for proposed projects.

–someone (not GaLTT) has cleared trails near Berry Point efficiently

**5.4: ACQUISITIONS & TRAILS REPORT:** Harburn reported that most of our Drumbeg to Descanso project list had been discussed *in camera* at our subsidiary board meeting before the Strategic Planning workshop on

April 5. He has circulated by email the updated confidential project description list to the board. Remaining projects will be discussed *in camera* later in this meeting.

Josh Taylor has joined the covenant sub-committee, with a special interest in monitoring covenanted properties.

## 5.5 COMMUNITY ENGAGEMENT REPORTS:

**5.5a Community Outreach:** Marcus reported that she had met with Hemrich and Kay to discuss possible speakers, workshops, walks and other events. There might also be combined fundraising and/or equestrian events. She distributed her proposed **events calendar**, which included:

- Tables at the Farmers' Market on one long weekend each in June and September, and weekly throughout July and August
- Tables at Special Events (Commons Spring Fair in May; Theatre Festival (August); Commons Fall Fair (September))
- Tables in Folklife Village June 21, September 13 & 27, and replacing the market table possibly if it rains.
- Young's trail work parties every second Sunday
- Guided walks by Marcus and Brockley in Elder Cedar; summer schedule not decided yet.
- Guided walks in Cox and Descanso Parks with Brockley every Saturday in July and August
- Guided walks in 707-acre Park with Bob Weenk: May long weekend, June 14, and in summer two Wednesdays every month (afternoon or evening) July 9 and 30, August 13 and 27. Another October 18.
- "Trans Gabriola Trek" end-to-end walks in May and October. **DECISION: May 25 walk.**

Marcus noted that the Saturday market tables require two volunteers each, with the ability to transport and setup the table and display items (8.30 set-up, and 1pm tear-down).

**5.5b Big Tree Registry:** No report.

## 5.6 STREAMKEEPERS:

–March was busy after receiving a park-use permit for the Winthuysen Creek pilot project. They kicked off the project with a full habitat assessment on March 8, and a community stream day on March 30, which attracted 6 pre-school children and 17 adults, two of whom signed up as volunteers. They plan several more such events.

–Mamoser and Jethro Baker met with Chantal Nessman (our DFO Community Advisor) on March 11 to tour and discuss Winthuysen and Mallet Creeks. She was supportive and looks forward to seeing results of the assessments. She recommended several funding opportunities to assist with educational and restoration components of our projects.

–They have seen salmon fry emerging from Mallet Creek and Dick Brook. They have also seen them in Goodhue, Wagg and Gray Brooks and in the small stream near Camp Miriam. Jethro recently spotted many fry sheltering under the log obstruction between the foreshore and the salt marsh at Sandwell.

–They have received a fish-trapping permit from DFO, covering all streams on the island.

–They will continue the habitat assessment of Winthuysen and Mallet Creeks, with water-quality surveys and invertebrate surveys during normal flow conditions, low-flow conditions, and during the first rains of the season to identify normal and worst-case conditions.

–They are waiting for approval of a grant through Pacific Salmon Foundation for the Winthusyen project.

–They will be having a junior stream-keeping event at Winthuysen Creek to look at water quality, riparian vegetation, and invertebrates with the Grades6/7 class at GES—an annual events with Ms Peacock's class.

**MOTION: proposed by Melanie Mamoser, seconded by Jenni Gehlbach that GaLTT contribute \$25 toward the April Gabriola Elementary School stream-keeping event, to be used to purchase refreshments and to print additional stream maps for distribution to the children. Carried.**

**5.7 COMMUNICATIONS:** Gehlbach reported that

- the new brochures were distributed in The Gabriola Sounder on March 20, and a submitted article about GaLTT was published in the same edition.
- 20 membership applications and a few small donations have since come in using the new brochure forms.
- notifications were sent to members, GabEvents, and Facebook about the Strategic Planning event.
- she sent an account of the Strategic Planning workshop to Derek Kilbourn at the Sounder, as requested by him since he could not attend.
- the website and Facebook pages are kept up to date including GaLTT and streamkeeper events as well as the trail work party schedule.
- she is planning a 2014 newsletter for May or June, but will wait for our action plan after receiving Dyan’s Strategic Planning report. DISCUSSION about 1 or 2 newsletters pa; one is probably enough.
- she and Tom will draft an appeal asking members to move to monthly donations from annual fees.

**ACTION: Gehlbach to send the board a copy of the Strategic Planning workshop summary she sent to Derek Kilbourn**

**5.8 POSAC:** A new trail has been proposed in the south side of Cox Park, starting at the bridge near River Place heading right and back down by the lake to the main trail.

Following suggestions at the strategic planning workshop, Young suggests two possible locations for an off-leash dog park, which he’ll take to POSAC. They are the small community park on Clamshell Drive, or the largely unused area in the middle of Rollo Park.

## 6.0 OLD BUSINESS:

**6.1: Requirements for bike trails.** Cameron reported that the bicycle strategy group is making some progress.

**6.2: Millstone quarry site.** Ani reported two acquisitions committee members had visited the two potential Millstone trail and historical interpretation sites recently.

- The first site off a parking lot on North Road ferry hill was deemed too near to a residence for a trail or interpretive destination.
- The second site is already an Islands Trust Nature Reserve owned by ITF and accessible via an easement path from the traffic mirror on Easthom Road. It was initially put forward as a destination last year. There are no houses on the property, but there is a house being built next door.

Despite their misgivings about safety and accessibility (it is steep and there are cliffs) the committee members concluded that with railings and stairs the site could be made safely accessible. Fences would be needed at the cliff edge. Descriptive signage and guided walks are possible interpretive activities.

**ACTION: The acquisitions committee to connect with the Museum Society (via President Diane Cornish) to explore the possibility of a partnership to investigate next steps such as estimating costs to install stairways, railings and fences, and to explore possible fund-raising initiatives related to the project.**

**6.3: Insurance for bike and horse access.** Cameron is studying documents with our policy holder.

**6.4: Filing cabinet.** Gehlbach has ordered a fire-resistant 4-drawer filing cabinet and it has been shipped.

## 7.0 NEW BUSINESS: none.

**8.0 Motion to move in camera proposed by Jenni Gehlbach, seconded by Madeleine Ani** to discuss several remaining items on our existing project list (Harburn), one new trail proposal (by Brockley), and a new land acquisition suggestion (from Boehm).

**ACTION: Peirce to write to the landowner about the new trail proposal.**

**9.0 MOTION to move *ex camera* and adjourn: proposed by Jenni Gehlbach at 9.30pm. Carried.**

Minutes recorded by Jenni Gehlbach

# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting, Tuesday May 13, 2014, at WI Hall

**Present:** David Boehm, Rob Brockley, Tom Cameron, Jenni Gehlbach, Norm Harburn, Carol Hemrich, Heather Kay, Kerry Marcus, Melanie Mamoser, Randy Young.

**Regrets:** Madeleine Ani, Anne Landry, John Peirce, Josh Taylor

1. Meeting called to order at 7.30 pm by Harburn.
2. **AGENDA:** adopted by consensus. Kay will deal with fundraising during the trails and acquisitions report.
3. **MINUTES** from April 2014:  
**MOTION: Proposed by Jenni Gehlbach, seconded by Kerry Marcus to accept the minutes for the April 8, 2014 board meeting as presented. Carried.**
4. **CORRESPONDENCE:** Harburn reported that GaLTT's management contracts with ITF have been signed and returned to Peirce. They will be filed after Peirce returns.
5. **REPORTS:**

**5.1: PRESIDENT's report:** Harburn reported that

–the ITF contracts have confirmed approx. \$1000 of funding for needed summer work projects in Elder Cedar.

–Doug Hopwood was sick, and so unable to do the scheduled covenant monitoring in Robinson Woods. It has been rescheduled for June.

–Hopwood will produce a monitoring plan and train GaLTT how to use the annual monitoring checklist.

–Hopwood will invoice American Friends of Canadian Land Trusts directly for his monitoring work.

**5.2: TREASURER's report**—Cameron reported GaLTT's bank balances on May 13, 2014:

–Chequing “Community Partner Package” (0.01%): \$473.42

–Savings “Business High Interest Savings” (1.05%): \$128,808.04.

Accountant Anne Drozd had previously circulated to the board the April Financial Statement and a list of new and renewing member applicants during April. Major expenditures this month were for the fire-resistant filing cabinet and paying for our Farmers' Market stall for the season.

**MOTION: proposed by Tom Cameron, seconded by Jenni Gehlbach, that last month's 7 new and renewing individual and family membership applicants be accepted into GaLTT. Carried.**

—**Re Cameron's previously circulated draft project proposal form:** DISCUSSION: Is it mainly for the original proposer's use or the acquisition cttee's use? It would be useful for comparing projects' attributes and feasibility. It would be useful for streamkeepers' projects also. Good for defining what we need to do to complete a project. It should supplement (not replace) the existing project list, which contains too little information. Maps attached or inserted need to be large/clear enough to read in detail.

**ACTION: Cameron to continue working with the acquisitions cttee. to design the project proposal form.**

—**Re the Shell Grant for Cox Park.** There is still does no response from Shell. If he doesn't hear back this month he will assume completion of the funding reports and take the item off our books.

**5.3: TRAIL WORK** Young reported that:

–the Ratepayers' Earth Day initiative to clean up neighbourhoods using the garbage bags placed at local mailbox noticeboards got good results.

–Harburn and his shears won the Elder Cedar salal-logging contest!

–the tour of Elder Cedar Nature Reserve with ITF earlier today resolved several issues regarding needed work.

1. It was agreed to place a split-rail fence (\$1. per foot) around the big cedar and the smaller neighbor. Our trail clippings can be thrown into the area around the tree roots.
2. We can invoice ITF for the clipping work: 10 people for one hour each.
3. We can go ahead and order pit run gravel for the parking area.

4. Instead of boardwalk extensions, it is effective (and cheaper and easier) to place 2-foot cedar slabs surfaced with roofing material into the muddy area.

It was noted that a couple of unofficial trails have appeared and are well used despite attempts to block them with brush.

–Re Kensington Lands, Young has received verbal approval from AAND to put rocks in the wet areas of the Elgie Connector trail and to put cedar slabs in the muddy beach access area near Joyce Lockwood Park. He has discussed these projects with Mr Good of the Snuneymux who appreciates being kept in the loop. He will show them pictures of the slab work, and of the gully, where the walkway is collapsing dangerously. He has located a suitable replacement metal walkway, which would be free if we pick it up from Port Alberni.

–Broom-logging work parties will be needed soon.

–He would like to ask for ITF Community funding for more shore-side beach access signs. Harburn said relations with ITF via Nuala Murphy are good.

#### **5.4: ACQUISITIONS & TRAILS REPORT:** Brockley reported:

–his proposal for a new trail within Cox Park will be discussed by POSAC in the Fall. Cameron recently walked the trail and says it is exceptional, with nice views of water.

–Peirce wrote to Dr Rooks about the trail proposal from Cox to Lochinvar, but has had no response yet.

–Marcus received Dr Rooks' permission for us to cross his property during the May 25<sup>th</sup> Gabriola Trek and appreciated being asked.

–**FUND RAISING:** Kay reported that she will be applying for a grant from Nanaimo Community Foundation. Grants up to \$25,000 are available. Applications must be completed by June 30 for money to be used in 2015. DISCUSSIONS of possible project funding we could apply for:

- \$7500 for the Elder Cedar projects, which would include money for equipment rental or purchase.
- design costs for a boardwalk to replace the split-rail fence around the big cedar.
- MacDonald trail-upgrade materials and machine rental, since Arbutus will not be getting the discussed bobcat.

**MOTION: proposed by Jenni Gehlbach seconded by David Boehm that Heather Kay proceed with the grant application to Nanaimo Community Foundation on behalf of GaLTT.**

**ACTION 1: Kay to discuss needed project funding with relevant board members.**

**ACTION 2: Gehlbach and Cameron to send out an appeal asking annual members to move to small monthly donations.**

#### **5.5 COMMUNITY ENGAGEMENT REPORTS:**

**5.5a Community Outreach:** Marcus reported:

–she has enhanced the **events calendar** and will distribute it to the board

–organizational details for the May 25 Gabriola Trek are ongoing. Use of Gertie is still being negotiated.

**ACTION: walk guides to send Gehlbach estimated times of arrival/departure at the Tin Can Alley/North Road trail entrance and at the Tait Road/North Road trail connection, to be posted on the web.**

MARKET TABLE:

–she and Hemrich wish to create a 10<sup>th</sup> anniversary display for the market/events table.

–the Saturday market tables require volunteers.

–money-handling at the market needs to be more methodical so we can track what we are selling (memberships, maps, vests, books).

**ACTION 1: Cameron and Hemrich to design a reporting form for market volunteers to use.**

**ACTION 2: Board members to volunteer for market duty.**

**ACTION 3: Gehlbach to email members asking for market table volunteers**



**5.5b Big Tree Registry:** No report.

**5.6 STREAMKEEPERS:** Mamoser reported:

- The school event at Winthuysen Creek was very successful. The location was spacious, and about 30 children from the Grade 6/7 class at GES rotated through three stations measuring water quality, riparian vegetation, and aquatic life, followed by hot chocolate by the campfire. They hope to expand this program to younger grades next year, and also reach out to home-schooled kids.
- They received \$4078 grant money from Pacific Salmon Foundation and will use the money to buy more equipment, to host a public event with a speaker, and to create display boards for Winthuysen Creek.
- They are organizing a display table for the Oceans Day event on June 8.
- They hope to organize an intertidal-zone event.

**5.7 COMMUNICATIONS:** Gehlbach reported that

–the file cabinet was delivered. She will buy envelopes and sealable plastic bags to file valuable paperwork in because the atmosphere within the cabinet is potentially moist due to the type of fire-proofing used.

**ACTION: Cameron and other board members to transfer to Gehlbach all archived GaLTT material for safe storage.**

– notifications were sent to members, ex-members, and GabEvents list, about the guided walks, which generated offers of a fund-raising concert or letter-writing from Penny Sidor, and involvement with the big tree registry from Victor Anthony.

–Marcus placed an ad in the Sounder about Weenk’s walk on May 18 and about Gabriola Trek on May 25.

–the website and Facebook pages are kept up to date including GaLTT and streamkeeper events as well as the trail work party schedule.

**5.8 POSAC:** Young reported

–POSAC has approved many projects, but they currently sit on Wendy Marshall’s desk at RDN.

–the requested up-to-date RDN maps will be here shortly.

**6.0 OLD BUSINESS: None.**

**7.0 NEW BUSINESS:**

**7.1 Co-sponsoring commercial events**

Marcus asked whether GaLTT should sponsor events that charged participants such as the recent herbal walks.

DISCUSSION: RDN has requested that we NOT charge people for events and guided walks held in their parks.

Events such as the mushroom workshops held in the past, where the paid-for workshop took place in the WI Hall and the subsequent walk in private or park property might be justifiable as long as plants and fungi were not removed during the walk. Rather than charge participants, maybe GaLTT could pay the event deliverer.

DECISION: Discussion to continue, and decisions made on a case-by-case basis.

**8.0 Motion to move *in camera* proposed by Jenni Gehlbach, seconded by Tom Cameron** to discuss several new trail-licence proposals involving privately held land. **Carried.**

**MOTION to move *ex camera* and adjourn: proposed by Jenni Gehlbach at 9.15pm. Carried.**

**Minutes recorded by Jenni Gehlbach**

# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting, Tuesday June 10, 2014, at WI Hall

John Peirce, Chair.

Present: Tom Cameron, Madeleine Ani, Randy Young Carol Hemrich, Anne Landry, Melanie Mamoser, Josh Taylor, Heather Kay, and David Boehm, recording.

Regrets: Rob Brockley, Jenni Gehlbach, Norm Harburn, Kerry Marcus

**MOTION: from Tom Cameron to accept the minutes from the previous board meeting in May. APPROVED.**

### PRESIDENT'S REPORT:

Peirce reported his absence from Gabriola recently and that he is catching up on his reading and getting up to speed.

### TREASURER'S REPORT Tom Cameron:

- Not much activity last month.
- The Shell Grant is fully accounted for.
- Madeleine and Tom met with Diane Cornish, president of the Museum Society re the Coats Millstone Reserve. The museum board at their next meeting expressed strong support for better safe community access to the site.
- Tom reported that the AFoCLT are willing to accept American dollar donations with the donor stating a preference that the funds be used in support of GaLTT. They could process about 4 payments per year from an individual but the exact details are still being resolved and will be posted to our website once they are finalized.
- Tom attended the Van Isle trail Network Conference (Spine Trail) and is impressed with their diligence and accomplishments.

**MOTION: by Cameron, to accept 9 new and renewing members. Seconded and passed.**

- Tom also reported that the monthly donor programme is in place and starting July 5 we should accrue approximately \$600/year as a result. Tom suggested we should actively recruit new annual donors at our Saturday table, perhaps using a package of partially prepared AFT (automated funds transfer) forms along with a GaLTT return envelope. The returned completed and signed forms would be checked by the treasurer prior to implementation as a regular withdrawal.

**ACTION:** Tom will develop said handout.

### TRAILS REPORT: Randy Young.

- Rocks are in the Elgie/Tait trail. \$315 invoice for this work is lodged with the treasurer.
- Wood slabs are in place at Lockwood Park and there was discussion of bridging the gully there.
- Successful broom bash was held at the #1 firehall.
- Pit run has been added to entrance of Elder Cedar Reserve. Cedar rails are missing from their stash near the big cedar. Young to check.
- He reports we have a budget of \$600 for trail improvements from Islands Trust.

### ACQUISITIONS CTTEE. REPORT from Ann Landry:

- There is a monitoring workshop for Robinson's Woods with Doug Hopwood tomorrow (Wed) at 10 am.

- There followed a discussion of the Coats Millstone Preserve, the needs and the players and the challenges.
- Randy reported that we have verbal approval from the Federal Govt. for trail walkways on their lands, which we should refer to as the “Federal treaty settlement lands“, rather than the Kensington lands.
- Cameron asked for a discussion at our next meeting on the dog park proposals. He also stated he is strongly opposed to the Paisley Park as dog park proposal.  
(Note: Cameron changed his position on reflection, and later emailed the board accordingly.)

ACTION: Put on agenda for next meeting

COMMUNICATIONS & COMMUNITY OUTREACH Committee reports previously circulated to the board by Gehlbach and Marcus.

NEW BUSINESS:

DISCUSSION:

1. Strategic Planning Report from Dyan Dunsmoor-Farley. Further comments will be conducted by email and John asked that we put our ideas on paper and bring them to the June 23 strategy session at the WI Hall.
2. Tom and Ann Landry reported on the trails Convention they attended in Courtenay/ Cumberland and asked for Anne’s expenses to be reimbursed. General consent received
3. Beach access signage. Discussion.

**MOTION from Randy Young to request Heather Kay to write Islands Trust asking for \$300 to cover materials costs for these signs. Seconded and approved.**

4. Discussion re: GaLTT taking over from NALT as co-covenant holder at the Coats Millstone Reserve. The board decided that the Acquisitions and Trail route committee proceed cautiously but that GaLTT does NOT wish to become a co-covenant holder at this time.
5. Heather will go ahead with funding application to Nanaimo Community Foundation.
6. There followed a discussion of the Saturday table. Randy asked that the volunteer sign up sheet be prominently positioned and that email addresses be forwarded to him please. Whoever has the new member application forms should forward relevant email addresses to Randy.

STREAMKEEPERS report Melanie (previously circulated). Work continues at Mallet and Winthusysen Creeks. Their Ocean Day demonstration and display were a success.

7. POSAC REPORT: Randy Young reported

- The metal detectors have been loaned to Mudge Islanders to determine road allowances there.
- Also Rob’s trail access to Cox Park has been approved by POSAC.

8. David Boehm spoke to the efforts to locate and control the Giant Hogweed infestations. No need for panic quite yet but he showed pictures of 7 foot tall specimens in blossom and reported apparent success with hack and squirt technique using concentrated acetic acid. Considerable work yet to be done.

Next Meeting will be June 23 for Strategic Planning. July meeting date to be arranged.

MOTION FOR ADJOURNMENT. 9:25pm

**Minutes recorded by David Boehm.**

# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting, Thursday July 17, 2014, at 560 Spruce Avenue

**Present:** Rob Brockley, Tom Cameron, Jenni Gehlbach, Norm Harburn, Carol Hemrich, Heather Kay, Kerry Marcus, John Peirce, Josh Taylor, Randy Young.

**Regrets:** Madeleine Ani, David Boehm, Anne Landry, Melanie Mamoser

1.0 Meeting called to order at 6.15 pm by Peirce.

2.0 **AGENDA:** adopted by consensus. No *in camera* session was needed.

3.0 **MINUTES** from June 2014:

**MOTION: Proposed by Jenni Gehlbach, seconded by Kerry Marcus to accept the minutes for June 10, 2014 board meeting as presented. Carried.**

4.0 **CORRESPONDENCE:** Gehlbach has copies of the email correspondence with ITF regarding Elder Cedar management and protective split-rail fencing around the large cedar.

5.0 **REPORTS:**

**5.1: PRESIDENT's report:** Peirce reported that he has discussed trail marking with Derek Kilbourn (Gabriola Sounder) after complaints about unmarked trails on private and public land. He also had discussions with an enquirer about Garry Oak Systems. He's pleased to note active committees proceeding with GaLTT business.

**5.2: TREASURER's report**—Cameron reported GaLTT's bank balances on July 17, 2014:

–Chequing “Community Partner Package” (0.01%): \$1276.

–Savings “Business High Interest Savings” (1.05%): \$128,034.

Accountant Anne Drozd had previously circulated to the board the June Financial Statement and a list of new and renewing member applicants during June.

**MOTION: proposed by Tom Cameron, seconded by Jenni Gehlbach, that last month's 12 new and renewing individual and family membership applicants be accepted into GaLTT. Carried.**

–The new market table cash-intake reporting form and procedure are working well.

–He is discussing with Josh Taylor his assistance with the Treasurer's role, both while he is on medical leave next month and as a backup for the future.

–We now have 12 monthly donors providing a total of \$2700 pa. This fund-raising initiative will be continued this summer for all new and for existing members as they renew annual and 5-year memberships.

–He is developing with other members of the Acquisitions Committee a flexible digital format to store on-going project information and status.

**5.3: TRAIL WORK** Young reported that:

–Trail work parties on Clamshell and in Wise Acre Woods went well, though with few volunteers.

–The new split-rail fence in Elder Cedar has been taken down and rebuilt twice since installation. The ITF News Release and official sturdy sign with logos may help with the problem. Despite this, the area already shows some improvement from reduced trampling. Young noted that our new trail signage, stepping-stones, etc., also often get taken down a few times before being accepted.

–He would like to get some funding for other Gabriola trail projects from ITF, but Kay reported that they have already been approached, and refused because “it is not in their purview”.

**5.4: ACQUISITIONS & TRAILS REPORT**

–**Coats Millstone Reserve:** Cameron met with Gail Adrienne (Exec Director of NALT) about our initiative to improve public access to Coats Millstone reserve and found that NALT's board is not supportive of their involvement in historic/cultural sites and would prefer to not be involved. He also discussed it with Nuala Murphy of ITF who is responsible for the ongoing management of the site and found that ITF does not consider it typical

of their Nature Conservation projects. They would be willing to transfer ownership of the site to a capable entity. RDN and Museum interest and involvement are still to be checked.

**ACTION: Gehlbach** to include Millstone site/ITF on our next agenda.

–Harburn reported that Landry has reworked our prioritized project-planning list and will present it for Board review in September.

–Following contact at last week’s Farmers’ Market, Cameron and Harburn met with Herriott Thomas (from UK) who is here for the summer and owns over 50 acres of forest at the end of Kings Road (behind Twin Beaches Centre). She is interested in signing a trail licence and also in developing a new loop trail through the best part of the forest. She is also possibly interested in putting a covenant on the property.

**ACTION 1: Harburn, Brockley, and Young** to meet with the owner to trace out the possible new trail.

**ACTION 2: Harburn and committee** to pursue discussions about a covenant on Thomas’s land, and possibly show her Robinson Woods.

–Harburn has established a good working relationship and process with Nuala Murphy (ITF) about Elder Cedar. They are providing a new sturdy ITF sign to explain the split-rail fence installation and have worked with Landry on a News Release (issued yesterday) about the restoration project.

## **5.5 COMMUNITY ENGAGEMENT REPORTS:**

### **5.5a Community Outreach:**

–**Events Calendar:** Marcus distributed August events calendars to the board including meetings, work parties, and guided walks.

–**Market Table:** Marcus reported that the new display (3 tablecloths and a pop-up banner) is attractive and functional, and cost \$358.40. Our regular outside location works well. Hemrich is the market volunteer coordinator. Board members filled the gaps in the market schedule at the meeting and are responsible for finding a replacement if they cancel.

–Lisa Carter now delivers the market table gear from her house to the market and gets an outside space at 8.30. Our board volunteers return the gear to Carter’s house or (keep it if they are on duty again in the next week). Discussions continue with The Commons about getting a future storage space there.

–We have committed to having a table at the Arts Council Street Fair during the Theatre Festival, and volunteers are in place.

**ACTION: Marcus** to book the Table for the Street Fair.

–**Guided Walks:** the schedule is widely published (newspaper ads, web and Facebook) but attendance is varied.

- Weenk will guide in 707-acre Park on July 30 (Fisher Road; 1pm) August 6 (Ricki Road; 7pm) and August 13 (Coats Road; 7pm).
- Brockley guides weekly on Saturday afternoons

**ACTION: Brockley** to find a replacement to guide his August 30 walk.

–Marcus agreed to lead a walk in Elder Cedar for the Recreation Society on July 2, but nobody showed up and they have not responded to emails. Cameron prepared a handout about Forest Bathing for that walk, which we can use in future.

### **5.5b Big Tree Registry: No report.**

## **5.6 STREAMKEEPERS:** Mamoser reported:

– Streamkeepers have finalized their new logo which can be found in the GaLTT website.

–They are taking a break this month from meetings to rest before gearing up for a few more public events in September (Rivers Day and our Anniversary Party)

–When the Fall rains start they will finish their stream assessments and look for spawning salmon.

## **5.7 COMMUNICATIONS:** Gehlbach reported

–NEWSPAPER ads about walks and an article (Marcus) about horses on the trails.

- EMAILS (173 addresses) to members about permission to continue emailing them (new Federal SPAM legislation), only one family asked to be removed from the list. Emails also about the guided walk series, and about culling Tansy Ragwort. Declined to email the Gertie survey to our members. Future editions of our brochure and membership form will be amended to be more explicit about GaLTT emails to members.
- FACEBOOK page has 110 “friends”. Notifications last month about walks, work parties, and Tansy removal. Enquiries/discussions about Garry Oak systems and about Japanese knotweed.
- WEBSITE: Webpages updated with walks, work parties, and market table; fixed broken links. New link to Marcus’ info about horses on trails added to the “maps and walks” page. New logo on Streamkeepers’ page.

**5.8 POSAC:** Young reported that:

–We have approval via Jonathon Lobb at RDN to go ahead with the proposed new Cox Park trail provided GaLTT does the trail clearing.

**ACTION: Brockley and Young** to arrange a work party when volunteers are available.

–Young will meet with Lobb on Tuesday July 22 morning to discuss Bell’s Landing and the trails in the Honeysuckle gravel pit. He noted that the boating group would like to have a boat ramp at Bell’s Landing.

### **5.1 OLD BUSINESS:**

Both agenda items were deferred to the September meeting since there will be no August meeting.

**ACTION Gehlbach** to include Agenda Items 6.1 (Strategic Planning) and 6.2 (Off-leash dog park) in September’s agenda.

### **7.0 NEW BUSINESS:**

#### **7.1 Horse-trailer parking**

Marcus expressed the horse community’s hope that horse-trailer parking be accommodated in the parking plans for 707-acre Park, which likely won’t happen for several years.

#### **7.2: Funding applications for other recreational trail projects**

Marcus had circulated to the board a news release about a Federal National Recreational Trails Program with funding opportunities for trail projects. Also, she has membership in horse-trail organizations that open up other opportunities for contacts and possible funding for our projects. Some funding exists for members of Outdoor Recreation Council of BC and Canadian Trails Federation, and although we are too late to apply by the upcoming August 15 deadline, she suggests we develop a couple of “ready to go” project proposals in case such funding opportunities arise.

**ACTION 1: Marcus, Kay, and Young** to pre-prepare some project proposals ready for funding applications.

**ACTION 2: Marcus and Cameron** to ensure that we have appropriate organizational memberships in place to be eligible for project funding.

**8.0 Motion by Norm Harburn to adjourn to our potluck summer party at 7.15pm. Carried.**

**Minutes recorded by Jenni Gehlbach**

**NOTE: There was no GaLTT board meeting in August 2014.**

# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting, Tuesday September 9, 2014 at W.I Hall

**Present:** Rob Brockley, Tom Cameron, Norm Harburn, John Peirce, Randy Young, Madeleine Ani, Anne Landry, Melanie Mamoser

**Regrets:** Jenni Gehlbach, Carol Hemrich, David Boehm, Heather Kay, Kerry Marcus, Josh Taylor

1.0 Meeting called to order at 7:30 pm by Peirce.

2.0 **AGENDA:** amended, then adopted by consensus.

3.0 **MINUTES** from July 2014:

**MOTION: Proposed by Norm Harburn, seconded by Rob Brockley to accept the minutes for July 17, 2014 board meeting as presented. Carried.**

4.0 **CORRESPONDENCE:** None reported.

5.0 **REPORTS:**

**5.1: PRESIDENT's report:**

Peirce thanked the GaLTT committees for their work over the summer.

**5.2: TREASURER's report**—Cameron reported GaLTT's bank balances on September 9, 2014:

–Chequing “Community Partner Package” (0.01%): \$2888.81.

–Savings “Business High Interest Savings” (1.05%): \$128,262.69.

Other activities for June/July/August include:

- Taylor is working towards assuming the Treasurer's role for the start of the next fiscal year.
- Cameron was out of circulation related to back surgery until today.

Accountant Anne Drozd had previously circulated to the board an eight-month fiscal report and a list of new and renewing member applicants during August.

**MOTION: Proposed by Tom Cameron, seconded by Anne Landry that the 10 new and renewing parties (on the list circulated by Anne Drozd on September 3rd) be formally accepted into membership with GaLTT. It is noteworthy that two memberships were for 5-year renewal and two are by-monthly donations. Carried.**

**5.3: TRAIL WORK** Young reported:

- Summer work parties have been busy clearing trails at Clamshell, Tin Can Alley, new trail and sign in Cox Park, and new trail and sign in Haven Woods (new trail licence). Yellow beach access signs have gone up in several places (South end and Whalebone area) with a few left to install at the North end.

- A new metal sign from Islands Trust Fund will be installed at Elder Cedar this weekend (a couple of board members volunteered to help Young).

- The next work party will be to clear brush on the Elgie trail.

- Young is working on a trail licence to connect Haven Woods to Bruce Lynn and Cox Park. Once Harburn reviews the licence, if need be, Young can sign for GaLTT, with Peirce signing the licence later.

- Frank Rotering, who lives on King Road, has volunteered that he and his wife will maintain the Haven Woods trail. There is some garbage (chair, etc) on the new trail that should be cleaned up. Frank Rotering offered to have this dealt with.

**ACTION 1: Young will follow-up with Frank Rotering about getting the garbage cleaned up on Haven Woods Trail.**

- Additional signs are needed. Some in Cox Park (new trail and others) and in the 707 (sign needed for trail leading out of 707 towards Tait). It was suggested the new Cox Park Trail be named Mallett Creek Trail.

**ACTION 2: Cameron will consult with Brockley, then follow-up with RDN about sign requirements for Cox Park and 707.**

**5.4: ACQUISITIONS & TRAILS REPORT** Harburn reported:

- Once the new Elder Cedar sign is in place (close to fencing in front of the elder cedar), Harburn will send a photograph to Nuala Murphy at ITF to include with the article for the paper on why the fencing has been added.
- Even though Haven Woods is on ALR land, it may be possible to put a covenant on the Harriet Thomas property.

**ACTION 1: Harburn, Landry and Peirce will work with Kate Emmings (ITF) to explore the possibility of a covenant for Harriet Thomas' property.**

**ACTION 2: Harburn will arrange for Kate Emmings to visit other properties of interest when she comes to Gabriola (e.g., Cox Park to James Way).**

- There is some question about property lines on Harriet Thomas' property.

**ACTION 3: Young will inquire about cost of a partial survey on Thomas property.**

**ACTION 4: Harburn will follow-up with next steps related to partial survey and results.**

- Landry has updated to Descanso to Drumbeig Trail and Network table. The Acquisitions and Trails Committee will meet to discuss priorities and then circulate to board members.

**5.5: COMMUNITY ENGAGEMENT REPORTS:**

**5.5a Community Outreach:**

- The Fall Fair schedule was discussed and volunteers determined.
- The Market Table schedule was reviewed and most spots covered until the end of the season.
- It was decided the fall End-to-End Walk will be Saturday, October 18<sup>th</sup> at 10 am, going from Drumbeig to Descanso (Skol Pub). Opposite direction was suggested by a participant from the spring walk and the Silva Bay Pub is closed for the season. Need to work out timing for the different sections, assign leaders/sweepers and see about getting GERTIE to transport both ways.

**ACTION: Harburn** will ask Catherine Legg if she will coordinate the fall End-to-End Walk.

**5.5b Big Tree Registry: No report.**

**5.6: STREAMKEEPERS:** Mamoser reported:

- Streamkeepers are gearing up for the fall sampling events. Come first big rain we will be out to assess the water quality of Winthuysen and Mallett Creek and also conduct a vegetation survey. These samples will give an idea of whether there are pollutants in the watershed that may be affecting stream health. We will also be putting teams together to watch for spawning salmon once the coho and chum start running. We are also planning an event to coincide with Rivers Day at the beginning of October - details to be worked out.
- Pacific Salmon Foundation funds are being used to purchase two more water quality kits, more nets and pay for about 12 road signs to name the streams along North and South roads.
- Ramona de Graaf is looking for support to do forage fish surveys on Gabriola. Deb Ferrens will be contacting her to follow-up. Although Streamkeepers and GaLTT as organizations do not have the human resources to help at this time, there was agreement the project is worthwhile. More work is needed to explore if there is enough interest in the community to take this on.

**ACTION: Mamoser will contact Marcus and de Graaf about an article for the Sounder to explain the project to see if there is community interest.**

**5.7: COMMUNICATIONS:** Landry read Gehlbach's report:

**Newspaper:**

- Throughout the summer, ads were placed in the Gabriola Sounder about Weenk's and Brockley's guided walks.
- Published an article and photo in August about the Haven Woods Trail licence.



–Our planned article about Elder Cedar’s new protective fence and notice was delayed by ITF who preferred to send out their own press release, which was not published in the local papers. Gehlbach has discussed this with Derek. (ITF's new notice about the fence has arrived and will be installed ASAP in Elder Cedar.) Also see 5.4.

**Emails:**

–GaLTT members were notified about Haven Woods trail licence; guided walks; and about removing invasive tansy ragwort.

–GaLTT members' requests for information about membership status, invasive plants, and other matters were forwarded as appropriate.

**Website and Facebook page**—Notices and/or photos were placed online about:

–Japanese knotweed and tansy ragwort

–Cox Park trail-building and other work parties on trails and invasives.

–Haven Woods trail licence—FB response to this was very enthusiastic.

**Brochure and newsletter**

–Information given to The Commons team about our brochure production process/costs.

–Newsletter is on hold (as per Peirce’s request) pending board’s adoption/report of Strategic Plan.

**5.8: POSAC:** Young - Nothing to report.

**6. OLD BUSINESS:**

**6.1: Strategic Planning**

- Peirce would like Strategic Plan completed by the end of the year.

**ACTION: Strategic Planning Committee (Peirce, Harburn, Kay) will meet to suggest necessary actions and time-line to complete Strategic Plan.**

**6.2: Off-leash Dog Park**

Young reported that the RDN Planner will make a proposal to POSAC about the off-leash dog park.

**7.0 NEW BUSINESS:**

**7.1: Acknowledging new members and following up on volunteer offers**

Questions have been raised by new members who set up monthly donations, about receiving acknowledgement of their membership (now they only get a receipt at the end of they year) and there have been occasions recently when a new member’s information (from membership form) about wanting to volunteer has not made it to the committee chair. A simple system needs to be established to deal with these shortfalls.

**ACTION: Cameron will approach Kay about taking on dealing with memberships, that would include acknowledging all new members and ensuring volunteer interests indicated on membership forms are conveyed to the appropriate committee chairs.**

**7.2: Action Plan for Japanese knotweed**

Cameron has been researching what can be done about the invasive Japanese knotweed that GaLTT became aware of earlier in the summer. RDN has no responsibilities related to invasive/noxious weeds. Cameron spoke to Susan Yates and determined that the Island Invasive Species Group can deal with Japanese knotweed for \$200 per site. It is very aggressive and difficult to eradicate. The plant stems are cut and individually injected with Round-Up.

**ACTION 1: Cameron will contact Susan Yates to see if any work could be done this fall or if it is too late in the season.**

**ACTION 2: Cameron will contact the Gabriola Garden Club about ensuring Japanese knotweed is not available at the local nurseries.**

**ACTION 3: Cameron will write an article for the Sounder, asking people to identify where Japanese knotweed is currently found on Gabriola and why it is important to deal with this invasive plant. He will**

contact Gehlbach about the comments received when Young's knotweed article was published in the summer.

**ACTION 4: Cameron will contact the local Islands Trust Committee and Kate Emmings from ITF about this issue.**

### **7.3: Coats Millstone Site and ITF**

Cameron has determined that neither the ITF nor NALT are particularly interested in this project. Harburn commented that there is an exhibit of millstones on Newcastle Island (with the involvement of the Coats family).

**ACTION: Cameron will write-up a project description of what needs to be done.**

### **7.4: Land Trust Alliance of BC (LTABC) Seminar Series**

The LTABC Seminar Series for 2014 is in Squamish, November 6-8. Board members who attended last year's series in Victoria found it very useful.

**MOTION: Proposed by Norm Harburn, seconded by Tom Cameron that GaLTT spend up to \$1,500 for board members to attend the LTABC Seminar Series in Squamish. Carried.**

**ACTION: Landry will canvas board members by email to determine who is interested in attending and will send in a group registration for GaLTT by September 19<sup>th</sup> (mega early bird registration date).**

### **7.5: GaLTT AGM**

**ACTION: Harburn, Landry and Brockley will form the Nomination Committee for the 2015 AGM.**

### **7.6: Islands Trust Development Map**

There is a new Islands Trust Development Map that may prove useful for GaLTT planning work.

**ACTION: Mamoser will look into the cost of obtaining copies of the IT Development Map.**

### **7.7: GaLTT Trail Map – Requests for Creating and Marking Additional Trails**

Peirce received a request from The Commons to add a Commons loop trail on the next GaLTT Trail Map. Peirce told The Commons rep to layout the trail, walk it with Young (to GPS trail) and GaLTT will add it to the next edition of the Trail Map.

**ACTION 1: Young to follow-up with The Commons.**

Peirce also received a request from Michelle Benjamin of the Gabriola Arts Council for a trail licence for two new trails on the Women's Institute property that is now owned by the GAC. One trail will connect North and South roads and a second trail will include a future outdoor art installation.

**ACTION 2: Young to follow-up with Michelle Benjamin about the trails and trail licence for the Women's Institute property.**

**8.0 Motion to move *in camera* proposed by Norm Harburn, seconded by Madeleine Ani to discuss potential new trail licences involving privately held land. Carried.**

**MOTION to move *ex camera* and adjourn: proposed by Madeleine Ani at 9:45 pm. Carried**

**Minutes recorded by Anne Landry**

# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting, Tuesday October 14, 2014 at W.I. Hall

**Present:** Madeleine Ani, David Boehm, Tom Cameron, Jenni Gehlbach, Norm Harburn, Heather Kay, Melanie Mamoser, Kerry Marcus, Josh Taylor, Randy Young

**Regrets:** Rob Brockley, Carol Hemrich, Anne Landry, John Peirce.

6. Meeting called to order at 7:35 pm by Cameron.
7. **AGENDA:** amended, then adopted by consensus. There was a brief discussion about whether the board needs to change the current order of our agendas, giving more time for new business.
8. **MINUTES** from September 2014:  
**MOTION: Proposed by Jenni Gehlbach, seconded by Norm Harburn to accept the minutes for September 9, 2014 board meeting as presented. Carried.**
9. **CORRESPONDENCE:** Gehlbach tabled an email sent to GaLTT by Liz Cioceca of GROWLS, thanking us for our trail work and complimenting the contribution of member Bob Weenk in guiding their organization (and others) in 707-acre Park. She wished acknowledgement of Bob's work to be on the record.
10. **REPORTS:**

**5.1: PRESIDENT's report:** None. Peirce sent word that he will reconvene the Strategic Planning committee when he returns this week.

**5.2: TREASURER's report**—Cameron reported GaLTT's bank balances on October 14, 2014:

- Chequing “Community Partner Package” (0.01%): \$4875.81.
- Savings “Business High Interest Savings” (1.05%): \$128,373

Accountant Anne Drozd had previously circulated to the board her fiscal report and a list of new and renewing member applicants during September.

**MOTION: Proposed by Tom Cameron, seconded by Jenni Gehlbach that the listed 2 new and renewing family members and 5 individual members be formally accepted into membership with GaLTT. Carried.**

**DISCUSSION:** whether financial donors should automatically be regarded and listed as members or whether they technically should apply for membership. Also, further discussion about acknowledging new members with more than a receipt, and ensuring that they get steered to appropriate committees for volunteer work (See September minutes).

**ACTION 1: Cameron to ensure that all financial donors be invited to register as members of GaLTT.**

**ACTION 2: Gehlbach to further discuss acknowledging new members with Kay.**

**5.3: TRAIL WORK** Young reported:

- Young requested that he have some GaLTT brochures for distribution to work party volunteers.

**ACTION: Cameron (or Hemrich) to deliver brochures to Young.**

- The new ITF metal sign in Elder Cedar has been replaced more securely after being taken down and thrown in the bush.

- Work parties have trimmed the Elgie Connector, Macdonald West and East, and Tin Can Alley trails in readiness for the October 18 walk; also the blue-flagged trail near the gravel pit.

**ACTION: Marcus to request permission** to cross a small section of private land on October 18.

- A new trail from Berg Road down to Dirksen has been requested, but it requires a boardwalk bridge for about 100 feet. Young already has the materials for only a short walkway.

- Page's Marina has requested work on the trail from Withey Road to Commodore Way, which has inefficient ditches. About a yard of gravel will be needed or a couple of yards of chips, which we have stored on Fleet Street, though a trailer or truck will be needed.

–Young has passed drafts of trail licence agreements to the Arts Council (re WI property trails) and to the owner of the linking area from Haven Woods to Bruce Lynn Drive.

–Neighbours have offered to help with trail and bridge work at the end of Whalebone.

–Taylor noted that descendants of the Bell family are interested in contributing in some way to signage or work at Bell’s Landing.

**ACTION: Gehlbach to pass the email addresses to Young.**

–Gehlbach noted that the owner of the Whalebone property adjacent to the obscured beach access that has a long-collapsed bridge over a ditch and overgrown brush beyond, is interested in helping to re-establish this beach access because the public tries to go through their property. They do not want to put up “No trespassing” signs and RDN has said they have no interest in restoring the access.

**ACTION: Young to make contact with the owners.**

–Wise Acre Woods has a new owner, and has brush-clearing machinery and a pile of fence posts on the property.

**ACTION: Young and Harburn to approach the new owner about renewing the trail licence on his Wise Acre Woods property.**

#### **5.4: ACQUISITIONS & TRAILS REPORT** Harburn reported:

–The Committee has circulated to the board the confidential planning document for the “Descanso to Drumbeg” trail system. They request that board members write their comments and questions and suggestions on their copy and return it to Harburn. Details will be discussed *in camera*.

#### **5.5: COMMUNITY ENGAGEMENT REPORTS:**

##### **5.5a Community Outreach:**

–The market has now closed for the season. No detailed report yet. Marcus noted that if we are to be outside at the market we need to have a 10’x10’ tent/awning for rainy days. Mamoser said Streamkeepers have recently purchased one with their grant money and that it could also be used for the market and other GaLTT events.

**ACTION: Marcus to see whether the Streamkeepers awning can be stored with the other market gear.**

–Harburn reported that guides, transportation, and permissions to cross private land are all in place for the October 18 walk.

**5.5b Big Tree Registry:** No report.

##### **5.6: STREAMKEEPERS:** Mamoser reported that they:

- completed water quality testing on Mallett Creek as part of the fall water-sampling event needed for the year-long assessment of the health of the stream. The water quality was moderate/high due primarily to the dissolved oxygen levels which we believe are low primarily due to the lack of flow.
- performed a beach clean-up at Dick Brook in honour of World Rivers Day on Sunday September 28th. We filled three large garbage bags!
- found a cutthroat trout in Goodhue Creek on September 23rd. This is the 7th species of fish we've identified in our streams (for those interested the other 6 are chum salmon, coho salmon, dace, pumpkin seed, stickleback and sculpin).
- are actively monitoring the ephemeral streams to see when they start flowing again.
- are actively monitoring the streams for signs of salmon spawning.
- moving forward with the installation of stream signs on the island. They've met with Emcon and MOTI to get the needed paperwork. They plan on installing signs at the major stream crossings on North Road, South Road, and Taylor Bay Road.

##### **5.7: COMMUNICATIONS:** Gehlbach reported:

**Newspaper:** To publicize the upcoming trans-Gabriola Trek, she purchased a two-week package of a coloured ad, a 200-word article (which she wrote), and listing for two weeks in the Gabriola Events column of the Sounder for \$80.

**Email:** She and Anne Drozd have compiled a list of all the ex-members we have lost since 2006. She emailed those on our current member list who did not renew so far in 2014, reminding them to renew their membership. She passed the list of those without email to Cameron, to be phoned.

**ACTION: Cameron to phone delinquent members without email to remind them to renew membership.**

**Files:** She and Landry went through the correspondence and document files about trail licences.

**Website and Facebook:** She has kept the sites up to date with information about Young's work parties, and about the upcoming walk. Lately she has been the only person posting on the Facebook site and requested those interested in FB to participate.

**ACTION: Gehlbach to report on the usage statistics for our website at the next board meeting.**

**5.8: POSAC (and Item 6.1):** Young and Kay reported that work is progressing on proposals for an off-leash dog park. The most likely site is at the east end of Rollo Park, beyond the existing trail system. Kay had previously circulated a map to the board. The Paisley Rd. site was deemed probably not large enough and too close to housing.

It will be most efficient if the local committee proceeds with plans for raising money for fencing rather than waiting for the Parks Dept.'s ponderous budget and work system to respond. Young noted that RDN currently picks up the dog poop bags GaLTT distributes elsewhere.

## **6. OLD BUSINESS:**

**6.1: Off-leash Dog Park See Item 5.8 above.**

## **7.0 NEW BUSINESS:**

### **7.1: Invasive plant control in Drumbeg and elsewhere**

Boehm expressed dismay at the limited success of our invasive-plant control efforts to date. We have concentrated effort on the worst infestations (such as Drumbeg Park), working in areas that are really the responsibility of the government, and have failed to persuade adjacent landowners to remove their infestations. He suggests a new approach to broom eradication on the island, concentrating our efforts at the margins of infestations to prevent their spread. **DISCUSSION:** whether GaLTT currently has the volunteer resources to tackle this large problem. Maybe a separate committee/organization is needed (based on the model of Streamkeepers) to bring an infusion of new people and energy to the problem.

**ACTION: Marcus to distribute the document about invasives control approved by GaLTT in 2010.**

**ACTION: Boehm and Cameron to bring forward a proposal to the board for an alternative approach to invasive control on Gabriola.**

**NOTE: there were 4 action items under new business in the September minutes about this issue.**

**8.0 Motion to move *in camera* proposed by David Boehm, seconded by Norm Harburn to discuss details of the trail-system planning document previously distributed to the board. Carried.**

**9.0 Motion to move *ex camera* and adjourn: proposed by Madeleine Ani at 9:10 pm. Carried**

**Minutes recorded by Jenni Gehlbach**

## GABRIOLA LAND AND TRAILS TRUST

### Board of Directors meeting, Tuesday November 11, 2014 at W.I. Hall

**Present:** Rob Brockley, Tom Cameron, Jenni Gehlbach, Norm Harburn, Carol Hemrich, Heather Kay, Melanie Mamoser, Kerry Marcus, John Peirce, Josh Taylor, Randy Young

**Regrets:** Madeleine Ani, David Boehm, Anne Landry.

11. Meeting called to order at 7:30pm by Peirce.
12. **AGENDA:** adopted by consensus.
13. **MINUTES** from October 2014:  
**MOTION: Proposed by Jenni Gehlbach, seconded by Heather Kay to accept the minutes for October 14, 2014 board meeting as presented. Carried.**
14. **CORRESPONDENCE:** Covering letters and covenant annual inspection reports on the Bachman NAPTEP and Elder Cedar covenants were filed.
15. **REPORTS:**

**5.1: PRESIDENT's report:** Peirce reported that:

- He has been working on two new trail licences for a trail from Community Hall to Lois Lane, including opening up a road allowance.
- He received a draft Memorandum of Understanding from NALT regarding the Elder Cedar covenant.
- He will convene the Strategic Planning Committee this week to decide on Board priorities.
- He may be unable to chair the December meeting for medical reasons, and Harburn will do so if necessary.

**5.2: TREASURER's report**—Cameron reported GaLTT's bank balances on November 10, 2014:

- Chequing “Community Partner Package” (0.01%): \$10,015
- Savings “Business High Interest Savings” (1.05%): \$128,489

Today (Nov 11) he and Gehlbach transferred \$8000 from the chequing to the saving account.

Accountant Anne Drozd had previously circulated to the board her financial report and a list of new and renewing member applicants during October.

**MOTION: Proposed by Tom Cameron, seconded by Norm Harburn that the listed 6 family and 5 individual new and renewing members in October be accepted into GaLTT membership. Carried.**

**5.3: TRAIL WORK** Young reported:

–**Haven Woods:** Large work party October 19 started the trail from Twin Beaches Centre parking lot to “Crossroads” trail junction and on toward Fin Road. Extra work October 22 by Lynne and Frank Rotering completed the trail system, and Young has discussed with Peter Johys making a sign for the new entrance to Haven Woods. He has installed a 4-legged directional laminated sign at Crossroads. October 28 he requested Brian Henning of Williamson Surveyors to give GaLTT a quote for surveying the boundary between Haven Woods and the old vineyard property.

**ACTION: Peirce to contact Brian Henning regarding the survey of Haven Woods boundary.**

–**Lois Lane:** October 22 he worked with Peirce on mapping the trail to Lois Lane and Stokes Road.

–**Trail maintenance:** In November work parties moved wood chips from Fleet Street to the trail joining Commodore Way and Withey Road, and also to the trail off Dragon's Lane. They also excavated ditches on the trail behind Pequod. At the end of November there may be a work party to re-install a walkway over the ditch at Blue Heron Park exit if the ditches have been cleared.

–Young will meet with BC Parks Ranger Steve Laing at Drumbeg on November 12.

–**Petroglyph Park and Wise Acre Woods.** A Nov 16 work party will pull broom in Petroglyph Park and clip the trail. He will continue to try and contact the new owner of Wise Acre Woods about renewing the trail licence.

#### **5.4: ACQUISITIONS & TRAILS REPORT** Harburn reported:

–He has forwarded the Haven Woods insurance certificate to Harriet Thomas.

–He and Landry are working with Anne Kerr of NALT to draft a working agreement re Elder Cedar covenant.

–Brockley and Cameron are working on design and costs for directional trail signage for Cox Park entrances and intersections. Plans must be approved by POSAC and RDN. Funding may be available.

**ACTION: Brockley and Cameron to complete their signage plans and consult with Howard Houle before approaching POSAC and RDN.**

#### **5.5: COMMUNITY ENGAGEMENT REPORTS:**

##### **5.5a Community Outreach:**

–No new report. DISCUSSION of Trans Gabriola Trek; ideas re route and timing for next Spring, e.g, possibly finishing at Surf Lodge. DECISION: We will not participate in the Christmas Craft Fairs this year.

**5.5b Big Tree Registry:** No report. Peirce noted that the BC Registry, which is the old UBC registry, has been revived and one of the people involved, Christine Chourmouzis, lives on Gabriola.

#### **5.6: STREAMKEEPERS:** Mamoser reported that:

- They have the signs for stream crossings in storage. They are waiting for an article in the local paper before installing them.
- They saw a mature chum salmon outside the log barrier in Sandwell Park. Apparently they can spawn in the intertidal zone. DISCUSSION: It may be possible to remove some or all of the log pile. Later in the season, water from Castell Brook moves gravel out.
- Mamoser is standing for election to Islands Trust and if elected will resign from our board. Tawny Capon would likely be willing to become the Streamkeepers representative on GaLTT board.
- Their next meeting is November 20 at 7pm at WI Hall.

#### **5.7: COMMUNICATIONS:** Gehlbach reported:

–Most Facebook activity last month was related to the Trans Gabriola Trek (and the fairy door!).

–Website is kept up to date with events and reports.

–No newspaper activity except work parties in the events column.

–She worked with Kay to draft a message to be sent by email or mail to welcome new members.

–She circulated to the board a report on our website usage statistics.

#### **5.8: POSAC:**

–A delegation sought permission to install a swing and slide at Rollo McClay Park. Detailed plans required.

–A delegation sought approval for an off-leash dog park in part of Rollo McClay Park. Detailed plans required.

–E. McCullough will investigate zoning requirements in all parks.

–Huxley Park multi-use plan was presented combining elements of the two options previously presented to the community.

–Mudge Island volunteers including Jack Schick used RDN's metal detector to locate property corner pins for positioning beach accesses, saving surveying costs. DISCUSSION of Mudge Island Conservancy's activities.

**ACTION: Young to pass Jack Schick's contact information to Peirce and Gehlbach for GaLTT's records.**

–POSAC turned down a request to approve the terms of reference of the Bridge Study, as it's not in POSAC's scope.

–Megan Dickinson resigned.

–Several GaLTT projects have been approved by the Parks Department and budgeted, but we are waiting for the final go-ahead.

## **6. OLD BUSINESS:**

**6.1** Strategic Planning. No committee meeting yet.

**ACTION: Peirce to convene the Strategic Planning Committee and identify the most appropriate strategic directions for GaLTT.**

## **7.0 NEW BUSINESS:**

**7.1:** Peirce has discussed with Sally Robinson the letter she received from Islands Trust regarding extinguishing the density on her covenanted property. The letter is confusing and contradictory, and their build-out map may be inaccurate.

**ACTION: Peirce and Harburn** to follow up and clarify the situation with Islands Trust.

## **7.2: AGM planning:**

### **ACTIONS:**

- 1. Gehlbach to ascertain whether any Board members will resign at the end of this term.**
- 2. Harburn and Brockley to consider possible new board candidates in consultation with Executive Committee.**
- 3. Gehlbach to send out a list of which board members are up for re-election at our AGM.**
- 4. Gehlbach to check availability of The Haven on Tuesday February 3 and 10.**
- 5. Mamoser to ask whether Kees DeGroot would speak about “The sex lives of salmon” at our near-Valentines Day AGM.**
- 6. Peirce to ascertain with Strategic Planning Committee whether any motions may be needed for approval at the AGM, which need 45 days prior notice to members.**

**8.** No *in camera* session was needed.

**9. Motion to adjourn: proposed by Norm Harburn at 9pm. Carried**

**Minutes recorded by Jenni Gehlbach**



# GABRIOLA LAND AND TRAILS TRUST

## Board of Directors meeting, Tuesday December 9, 2014 at 1268 Strand

**Present:** Tom Cameron, Jenni Gehlbach, Norm Harburn, Heather Kay, Tawny Maclachlan Capon, Kerry Marcus, Randy Young.

**Regrets:** Madeleine Ani, David Boehm, Rob Brockley, Carol Hemrich, Anne Landry, John Peirce, Josh Taylor.

16. Meeting called to order at 6pm by Harburn.

17. **AGENDA:** Item 6.3 (dog park) moved for discussion in Item 5.4, then adopted by consensus.

18. **MINUTES** from November 2014:

**MOTION: Proposed by Kerry Marcus, seconded by Heather Kay to accept the minutes for November 11, 2014 board meeting as presented. Carried.**

19. **CORRESPONDENCE:**

–To Peirce from Matt Scott (adjoining neighbor) regarding the trail signage and marking in Haven Woods near Fin Road.

**ACTION: Young** to further discuss the Haven Woods flagging and privacy issues with Scott.

–From Melanie Mamoser formally resigning her position on the board as of December 1, 2014 following her election as Islands Trust representative, and stating that Tawny Maclachlan Capon has agreed to be Gabriola Streamkeepers representative on the Board.

**DECISION:** Accordingly, the Board appoints Tawny Maclachlan Capon as Director to the end of this term.

### 5. REPORTS:

**5.1: PRESIDENT's report:** Peirce had previously circulated his report (with regrets and greetings) to the board:

–He has received the draft licences for a trail from Community Hall to Lois Lane, but has not yet had time to add the necessary information and pass them on.

–He met with some residents of King Road who are upset about people parking in the street. No solution yet, but discussions continue.

–The Strategic Planning Committee has met and completed their draft Plan for 2015-2020.

–He has discussed with Rebecca Furnell her possibly joining the Board. He will meet her for confirmation of her candidacy later this week.

**5.2: TREASURER's report**—Cameron reported GaLTT's bank balances on December 8, 2014:

–Chequing "Community Partner Package" (0.01%): \$3209.69

–Savings "Business High Interest Savings" (1.05%): \$136,603.35

Accountant Anne Drozd had previously circulated to the board her monthly financial report.

**ACTION: Cameron** to change the monthly WI Hall booking to start at 7pm rather than 7.30pm.

**5.3: TRAIL WORK** Young reported:

–**Wise Acre Woods.** The new owners of Wise Acre Woods will renew the trail licence but the locations of the trails may change depending on their pasturage plans. Discussion continues.

–**Whalebone:** Successful work party in the cold to replace the bridge over the ditch at Blue Heron Park entrance.

–**Arts Council trail:** they have scoped out the trail that will have an art installation near WI Hall. GAC are ready to sign the licence.

–**Haven Woods:** His team has installed the new signage in Haven Woods and he will meet again with neighbor Konrad about completing the Haven Woods to Bruce Lynn trail and licence. This will complete connections from Haven Woods to Cox Park.

**ACTION Harburn to contact Peter Johys** about making a sign for the new entrance to Haven Woods.

**5.4: ACQUISITIONS & TRAILS REPORT** Harburn reported:

–**Cox Park:** Brockley, Harburn and Cameron met with RDN rep Howard Houle to show him the new trail and plans for signage. He approved but the signage plan will still need to go through the RDN process.

Cox Park trails may have a problem with running water in very wet weather. Digging equipment may need to be used to deepen and clear ditches beside the trails.

**ACTION: Harburn** to check the condition of the trails in Cox Park.

–**Off-leash dog park:** DISCUSSION: whether adopting this initiative as a GaLTT project fits with our mandate; whether a motion is needed at the AGM to amend our constitution to be able to widen our mandate by “adopting” groups such as Streamkeepers or the dog park group; the role of the draft Strategic Plan in this process; whether this group using GaLTT as a vehicle for fund-raising and issuing charitable tax receipts would be appropriate to the terms of our charitable status. POSAC had already suggested the off-leash dog park group present POSAC with a detailed plan and budget. The likely costs (mostly for fencing) would be over \$10K. Further discussion is needed.

**ACTION 1: Marcus and Harburn** to check the time needed for notice of a motion to amend the constitution at the February 3, 2015 AGM.

**ACTION 2: Gehlbach** to include this topic in the January meeting agenda.

**5.5: COMMUNITY ENGAGEMENT REPORTS:**

**5.5a Community Outreach:** no report

**5.5b Big Tree Registry:** no report.

**5.6: STREAMKEEPERS:** Maclachlan Capon reported that:

- **The \$4,078 grant from Pacific Salmon Foundation** has been partially used to fund the first phase of the Winthuysen Creek project. This includes transportation and refreshments for an educational event, the purchase of project signage and display board, and an event tent, which GaLTT may use for other events. They have also purchased more streamkeeper kits and signage for stream crossings.

**ACTION: Capon** to ensure that a report and receipts are submitted to the Pacific Salmon Foundation by March 31, 2015, and that appropriate park usage applications are submitted in a timely way.

- **Stream-crossing signs** (made on Gabriola) were purchased and appropriate permission for their installation obtained from RCMP, RDN, EMCON, and MOTI. A picture and informative caption was published in the Sounder last week.
- **Stream monitoring:** They have three monitoring kits now and are busy sampling water in several streams.
- **Aquatic life guide:** Nick Doe and Jethro Baker agreed to work on producing information for a pamphlet and/or the website about creatures found in and around streams on Gabriola.

**ACTION: Gehlbach** to liaise with Capon, Doe and Baker about the publications.

**5.7: COMMUNICATIONS:** no special activity beyond keeping the website and Facebook page up to date, and the picture in the Gabriola Sounder about the new stream-crossing signs.

**5.8: POSAC:** no report

**6. OLD BUSINESS:**

**6.1 AGM:** The Phoenix Auditorium (Haven) is booked for the evening of February 3, 2015. Kees Groot has agreed to speak on “The Sex Life of Salmon”. Tawny Maclachlan Capon has agreed to stand for election to a two-year term on the board with specific duty as Gabriola Streamkeepers representative. Negotiations continue with other possible board candidates.

**6.2 Strategic Planning:** Kay reported that the Committee has produced their draft of the Strategic Plan for 2015-2020 and will circulate it to the board for discussion. The Committee hopes that the final draft can be approved at the January Board meeting so that the plan can be presented at the AGM.

**ACTION: Kay** to circulate the SP draft to the board by email.

**ACTION: All board members:** to discuss by email and agree upon needed amendments to the SP draft.

**ACTION: Gehlbach,** following agreement, to edit the document to incorporate the suggested changes and ensure consistency of style and clarity of expression, and re-circulate the final draft to the board before the January Board meeting.

**7. NEW BUSINESS: none**

**8.** No *in camera* session was needed.

**9. Motion to adjourn to the potluck party: proposed by Jenni Gehlbach at 6.50pm. Carried**

**Minutes recorded by Jenni Gehlbach**

