

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday January 13, 2015 at WI Hall

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

Guests: Anne Drozd, Rebecca Furnell.

1. Meeting called to order at 7.25pm by Peirce, who welcomed guests Director-candidate Rebecca Furnell and advising accountant Anne Drozd.
2. **AGENDA:** Our usual agenda order was re-arranged to allow for early discussion of our year-end financials and new business, then adopted by consensus.
3. **MINUTES** from December 2014:
MOTION: Proposed by Norm Harburn, seconded by Tawny Maclachlan Capon to accept the minutes for December 9, 2014 board meeting as presented. Carried.
4. **CORRESPONDENCE:**
 - email to Gehlbach from Valdes Conservancy attaching copies of their Constitution and Bylaws.
 - email to Peirce from ITF attaching their newsletter.
5. **REPORTS:**
 - 5.1: PRESIDENT’S report:** No report other than issues discussed elsewhere in the meeting.

5.2: TREASURER’S REPORT—

A. Annual Financial Statement 2014: Advising accountant Anne Drozd presented the year-end Financial Statement for 2014 and took questions for clarification. Cameron noted that our Constitution describes using an “auditor”, but Drozd stressed that she was not performing an audit (or any other work that might be defined in the professional accounting literature) as these terms have specific meanings, and she is not licensed to do so.

Note 9 of the Financial Statement refers to the reassignment of restricted funds remaining on the books relating to Cox Park trail projects.

Motion 1: proposed by Tom Cameron, seconded by Kerry Marcus that the Restricted Funds in the Cox Park Trail Fund (\$2408) should now be unrestricted and moved to the General Fund, as all accounting and other obligations by GaLTT have been fulfilled. Carried.

Motion 2: proposed by Tom Cameron, seconded by Norm Harburn that the Financial Statement for 2014 be accepted as presented, to be carried forward to the AGM. Carried.

B. Honorary memberships: Cameron thanked Drozd for her extensive work for GaLTT over the last four years and presented her with flowers. He also reported that the **board had been previously canvassed by email and had voted** to offer Honorary Life Memberships to Peirce and Drozd in recognition of their extraordinary service and generosity toward GaLTT. Other possible candidates to be discussed *in camera* later in the meeting.

C. Treasurer’s monthly report:

a. Hall rental: Cameron reported that he has paid the monthly rental for WI Hall for 2015 and that a keyless entry system will be activated shortly; the code numbers will be given to Young and Taylor.

b. GaLTT’s bank balances on January 13, 2015:

–Chequing “Community Partner Package” (0.01%): \$4709.73

–Savings “Business High Interest Savings” (1.05%): \$136,725.17

c. Accounting and membership tracking in 2015:

Drozd had reported that one family had renewed their membership for 2015 in December.

Motion 3: proposed by Tom Cameron, seconded by Jenni Gehlbach that the listed family be accepted as members of GaLTT for 2015. Carried.

After unsuccessfully seeking for a volunteer accountant to undertake bookkeeping duties, Cameron and Drozd recommended hiring Maureen O'Rourke for this service and reducing the duties required.

Board member Kay has agreed to take on the responsibility for tracking GaLTT memberships and issuing charitable tax receipts.

ACTION 1: Cameron, Drozd, and Kay to manage the handover of membership tracking.

Motion 4: proposed by Tom Cameron, seconded by Jenni Gehlbach that GaLTT hires Maureen O'Rourke as book-keeping accountant at the rate of \$100 per month for 11 months and a further \$300 in December to produce the year-end 2015 Financial Statement, recognizing that this total of \$1400 is a special reduced rate because of our charitable not-for-profit status. Carried.

ACTION 2: Drozd will manage the accounting handover to O'Rourke.

ACTION 3: Cameron will draw up a Memorandum of Understanding concerning O'Rourke's duties.

d. Treasurer and signing officers: Cameron noted that he will step down as Treasurer after the AGM and Taylor (who is continuing his two-year term) has agreed to take over that role. When the new board meets on February 10, 2015, the four signing officers for cheques will also need to be reassigned.

e. An in-memoriam donation was received from a family member December 29 following the death of Harburn's father.

Other Committee Reports (Items 5.3 to 5.8) were deferred until later in the meeting. See page 3.

6. OLD BUSINESS:

6.1 AGM & BOARD CANDIDATES: The hall and speaker are booked for Tuesday, February 3. The doors will open at 6.30 for member registration. Maclachlan Capon has decided that she will not be standing as board representative for Streamkeepers.

ACTIONS: all board members (1) to tell Marcus if they wish to order dinner at the Haven before the meeting. (2) to bring to the AGM (or give to Marcus) an item for the gift-basket door prize.

ACTION: Maclachlan Capon to recruit another Streamkeeper to stand for election as their representative on the GaLTT board.

ACTIONS: Marcus (1) to ensure that needed equipment is set up in the Auditorium. (2) Let the Haven know how many people will require dinner before the meeting. (3) Purchase a gift for the speaker. (4) Prepare a gift basket for the door prize.

ACTIONS: Peirce (1) to contact Kees Groot to confirm his talk at the meeting and invite him and his wife to dinner. (2) to get Groot's title and preferred professional description for our advertising/agenda. (3) Send Gehlbach Furnell's bio and picture. (4) to include discussion of the new Strategic Plan in his President's Report.

ACTIONS: Gehlbach (1) to advertise the AGM and speaker in the Sounder (2) to email members two weeks prior to the meeting. (3) to prepare and print the paperwork packages for the AGM (Agenda, 2014 minutes; Financial Statement; Strategic Plan; slate of candidates & bios).

ACTION: Young to purchase gifts for the two major trail volunteers and to present them at the AGM.

ACTION: Young and Brockley to ensure chairs are set up before the meeting.

ACTION: Cameron and Harburn to ensure that they, a current membership list, membership forms, receipts, and a float are in place for registering members at the door at 6.30.

6.2 STRATEGIC PLAN 2015-2020: Kay presented the final draft of the Strategic Plan for 2015-2020 following further rounds of input from members and the board.

MOTION: proposed by Jenni Gehlbach and seconded by Norm Harburn that the Board adopt this Strategic Plan for 2015 to 2020, and present it to the membership at the AGM. Carried.

ACTION: Gehlbach to refer to the Strategic Plan in the ads for the AGM, include printed copies in the AGM handout, email pdf copies to the members, and put it on our website.

6.3 FIDO (fenced, off-leash dog park): Kay reported that a member of FIDO has produced detailed schematics for the park with Young's help re trail locations. They will meet with Elaine McCullough before the next POSAC meeting. They would like to be considered a sub-committee of GaLTT for the purposes of administration until the park is set up. FIDO and RDN will actually do the project and the parks department would be responsible for it in the long term. FIDO will fundraise to pay for fencing, signage, etc.

DISCUSSION: GaLTT'S constitution would allow this arrangement, but the board needs to set a general policy regarding suitable "fit" of such groups or projects with our mandate. Moving our procedures toward a project-based system (cf Note 8 in the Financial Statement) could facilitate this.

ACTIONS:

Marcus to draft a policy about including other organizations or projects under GaLTT's "umbrella" for discussion by the new board.

Gehlbach to include this topic in the February board meeting agenda.

7. NEW BUSINESS:

7.1 Wise Acre Woods trail access and signage. The new owners have decided not to renew the trail licence, but agree to the continued informal use of the trails and for the GaLTT boardwalk to be removed. It will be re-used in Petroglyph Park.

Haven Woods access continues to be troublesome because of neighbours objecting to parking on King Road and in Twin Beaches Centre. Peter Joiyhs is designing (with owner Harriet Thomas) large wooden signs for the entrances but installation will await decisions about alternative access points. Negotiations with neighbours continue. Konrad Jasche has signed a trail licence, completing GaLTT's connecting trails from Haven Woods to Cox Park via Bruce Lynn Drive and Brockley's licensed trail.

ACTION: Cameron to bring trail licence insurances up to date.

ACTION: Peirce (1) to complete arrangements for surveying the east side of Haven Woods. (2) to complete the trail licence(s) being considered connecting Community Hall to Stokes Road.

ACTION: Gehlbach to send Landry a copy of the signed page of the new Jaschke trail licence.

ACTION: Landry to contact the owner of Moonstone Studio to inquire who their landlord is.

7.2 Cox Park trail sign and bench proposal.

MOTION proposed by Rob Brockley seconded by Kerry Marcus that the proposal for signage and benches in Cox Park be submitted to POSAC as presented but minus its funding discussion. Carried.

5. Here the board resumed discussion of Agenda items 5.4 to 5.9—committee reports, followed by Item 8.

5.3: Trails and Park management: Young reported he is waiting to hear from Michelle Benjamin about the WI Hall trail. The proposed trail will connect the parking lot through the woods to North Road. The village trail proposal is with MOTI currently; they meet next week.

5.4 Acquisitions and Trails: no report.

5.5 Community engagement:

(a) Outreach/events: Marcus will book an eight-foot outdoor space at the AGI Hall Summer Farmers' Market for \$80. (10' spaces have a waiting list.)

(b) Big Tree Registry Peirce suggested that GaLTT's Big Tree registry be reassigned as part of the UBC province-wide registry, for which there is a local expert contact. Brockley and Jeff Reikert will take responsibility for tree measurements and other relevant local data, for liaising with the UBC registry, and for training participants.

Enhanced invasive-plant management on Gabriola:

ACTION: Peirce and Boehm to discuss GaLTT accessing appropriate training for Boehm to take on a primary responsibility for the control of invasive plants such as Giant Hogweed, supplementing the work already done by Young's trail volunteers.

5.6: STREAMKEEPERS: Maclachlan Capon reported that:

- Several members are sharing running the meetings after Mamoser's resignation
- Volunteers have been collecting field data on streams
- They request that when we next reprint our trail maps, we include the names of significant streams
- They are having a banner made (using grant funds) with their name to be mounted on the open-sided tent, and they suggest that GaLTT also do this.
- **ACTION 1:** Marcus to investigate making a new GaLTT banner to use on the tent.
- **ACTION 2:** Cameron & Gehlbach to note the requirement to include stream names in the next map edition.
- **ACTION 3:** Maclachlan Capon to find a Streamkeeper representative for the GaLTT board.

5.7: COMMUNICATIONS: Gehlbach reported regular updates of website and Facebook pages; emails to members inviting their input to the Strategic Plan.

5.8: POSAC: no report

Return to agenda Item 8

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

Motion (arising from *in camera* discussion) proposed by Jenni Gehlbach seconded by Kerry Marcus that Leigh Ann Millman be offered an honorary life membership in GaLTT in recognition of her important contribution to conservation work on Gabriola. Carried.

ACTION: Peirce to contact Millman about this and invite her to the AGM.

ACTION: Cameron to prepare honorary life membership certificates for Millman, Peirce, and Drozd.

9. Motion to adjourn proposed by Tom Cameron at 9.40pm. Carried.

Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday February 10, 2015 at WI Hall

Present: Rob Brockley, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Chris Hills, Anne Landry, Kerry Marcus, John Peirce, Josh Taylor, Megan Walker.

Regrets: Madeleine Ani, David Boehm, Heather Kay, Randy Young.

1. Meeting called to order at 7.30pm by Peirce.
2. **AGENDA:** Agenda was adopted by consensus, noting that in Kay's and Young's absence, Items 5.3, 5.8, and 6.1 will be deferred to the March meeting.
3. **MINUTES** from January 2015:
MOTION: Proposed by Norm Harburn, seconded by Kerry Marcus to accept the minutes for January 13, 2015 board meeting as presented. Carried.
4. **CORRESPONDENCE:** Letter to Bob Rowan from GaLTT, inviting discussion about the new trail licences in his neighbourhood.

5. REPORTS:

5.1: PRESIDENT's report: Peirce welcomed our three new board members Furnell, Hills, and Walker.

Executive officers and Committee chairs:

Peirce is stepping down from the Presidency and proposed the following slate of Officers (no other board members wished to stand).

- President: Norm Harburn
- Vice President: Anne Landry
- Treasurer: Josh Taylor
- Secretary: Jenni Gehlbach

Motion proposed by John Peirce, seconded by Kerry Marcus that the following officers be elected for 2015: Norm Harburn (President), Anne Landry (Vice-President), Josh Taylor (Treasurer), and Jenni Gehlbach (Secretary). Carried.

The names, leadership, and functions of the various committees were discussed and will be further discussed by the Executive Committee. In the meantime, it was agreed that:

- Brockley will chair the Acquisitions, Covenants, and Trail Licences Committee (with Landry co-ordinating covenants sub-committee);
- Young will chair the Trails and Parks Management Committee for one more year;
- Marcus will continue to chair the Community Engagement Committee;
- Gehlbach will continue to chair the Communications Committee.
- Gabriola Streamkeepers will be listed as a separate committee, with Hills as the GaLTT Board representative. Streamkeepers is chaired by member Jethro Baker.

ACTION: Gehlbach to update the website with the new Executive, member bios, and Committee descriptions.

Peirce passed the chair to Harburn, who requested that Committee heads try to avoid jargon and acronyms when making their reports, to ease the new board members in.

5.2: TREASURER'S REPORT—

Taylor distributed his and Cameron's monthly report and Anne Drozd had previously circulated the list of new and renewing members during January.

GaLTT's bank balances on January 31, 2015:

- Chequing "Community Partner Package" (0.01%): \$4665.17
- Savings "Business High Interest Savings" (1.05%): \$136,846.91

Maureen O'Rourke has been hired to do our accounting and Anne Drozd has handed over the books. The handover of Treasurer's duties is in process between Taylor and Cameron. Cheques were issued for WI Hall rental, trail signs, and our market stall.

Motion 1: proposed by Josh Taylor, seconded by Tom Cameron that the 19 new and renewing member applications received during January 2015 be accepted as GaLTT members. Carried.

Motion 2: proposed by Kerry Marcus, seconded by Anne Landry that the signing authority for GaLTT's Coastal Community Credit Union accounts be updated as follows: Any two of the following five board members are required to sign cheques and other instruments: Josh Taylor (Treasurer), Tom Cameron, Jenni Gehlbach (Secretary), David Boehm, and Randy Young. Carried.

5.3: Trails and Parks Management report deferred until March meeting.

5.4: Acquisitions: Brockley described the role of the Acquisitions, Covenants and Trail Licences committee, and he and Landry explained covenants and trail licences. They reported that GaLTT is involved in three covenants on Gabriola and has signed 12 trail licences, though we have lost one recently due to change of ownership.

Negotiations continue with NALT to make GaLTT the primary covenant holder on Elder Cedar, rather than having an equal shared role. Peirce reported that he has asked Brian Henning for a quote to survey the boundaries of Haven Woods.

5.5a: Community outreach—Marcus reported a successful AGM with 57 members and guests at the talk and 40 members at the business meeting. Dr Groot's talk was amusing and informative. Marcus is participating in a social event of the Gabriola Horse Group next Saturday and will take GaLTT brochures and maps to distribute.

5.5b: Big Trees—Brockley reported that we must decide whether to continue to build our own Gabriola big-tree registry, possibly modeled on the one on Salt Spring Island (see rdcraig.com/bigtrees), or to feed our data into the revived BC Registry (see bigtrees.forestry.ubc.ca)

ACTION: Brockley and Marcus to confer and decide what to do and report in March.

5.6 Streamkeepers: Hills reported that the most recent focus has been on installing stream signs, and they are now considering others. They are currently monitoring water quality and watching for fry in the streams. Outreach and education are their other main focuses.

5.7: Communications: Gehlbach reported her activities last month, mostly around AGM publicity (newspaper, website and email notifications) and preparing handout materials, including the Strategic Plan, which she has put on our website as a downloadable pdf. She has submitted an article about the AGM and speaker to be published next week in the Gabriola Sounder. She has also been updating our membership email lists. Furnell offered to help with monitoring GaLTT's Facebook page, and to learn what is involved in maintaining the website.

ACTION 1: Gehlbach and Furnell to collaborate on GaLTT's electronic media presence.

ACTION 2: Gehlbach to redirect info@galitt.ca emails to Harburn's address, removing Peirce's.

5.8: POSAC report deferred until March meeting. Walker is also on POSAC.

6. OLD BUSINESS:

6.1 FIDO: Discussion deferred until March meeting.

6.2 Cox Park signage: Young/Walker will take our proposal for signage to the next POSAC meeting.

DISCUSSION: If money is not available for signs from RDN, GaLTT will consider paying for them.

ACTION: Walker to press RDN to see whether there is money available for signs.

7. NEW BUSINESS:

7.1 Satellite projects and organizations:

ACTION: Marcus to draft a suitable policy for GaLTT to serve as an umbrella for organizations such as Streamkeepers and FIDO, and bring it to the March meeting for discussion.

8. Motion proposed by Jenni Gehlbach to move *in camera* for discussions relating to Acquisitions. Carried.

9. Motion to adjourn proposed by Jenni Gehlbach at 9.50pm. Carried.

Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday March 10, 2015 at WI Hall

Present: David Boehm, Rob Brockley, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Chris Hills, Heather Kay, Anne Landry, Kerry Marcus, John Peirce, Josh Taylor, Megan Walker, Randy Young.

Regrets: Madeleine Ani.

1. Meeting called to order at 7.30pm by Harburn.
2. **AGENDA:** the Agenda was adopted by consensus.
3. **PRESENTATION:** Bob Rooks and Brian Henning presented the current draft of their proposal for a density transfer (17 densities to be transferred from approximately 345 (3 parcels: 80 +160+105) acres of undeveloped forested land adjacent to 707-Acre Community Park and Coats Marsh Nature Reserve, to Potlach Properties' land between Taylor Bay Road and the block of land located at the end of Church Street); park donations (the 345 acres and a further 40 acres above Mallet Creek); protection of the Mallet Creek corridor; a Spruce to Church connecting road; and eventual property development including its access roads.
DISCUSSION and questions about: footpath connections to Burnside and Lochinvar; possible other dedicated trail connections within/across the developed area and toward viewpoints; width of the Mallet Creek corridor and trail; removing giant hogweed from the islet in the man-made lake; RDN's willingness to accept the new parkland; GaLTT's access to the areas discussed while the proposal process continues (we received keys and permission); and affected neighbours' reactions to the proposal to date.
4. **Motion to move *in camera* proposed by Jenni Gehlbach, seconded by Anne Landry. Carried.**
DISCUSSION: GaLTT board members' personal responses to the density transfer and development proposal, and the board's responsibilities toward our members, our mandate, and the community at large.
5. **MINUTES** from February 2015:
MOTION: Proposed by Jenni Gehlbach, seconded by David Boehm to accept the minutes for February 10, 2015 board meeting as presented. Carried.
6. **CORRESPONDENCE:** Harburn was cc'd on the letter to the Sounder about the proposed development and Church-Spruce connection and has since discussed the issues with the landowner.
7. **REPORTS:**
7.1: PRESIDENT's report: Harburn reported most activity was concerned with the proposed density transfer. He also recently toured Elder Cedar with a visiting band (Lenny Gallant) from the East coast, who wished to see big trees.

7.2: TREASURER'S REPORT—

Taylor distributed his monthly report and Maureen O'Rourke had previously circulated current financial statements. Taylor's name has been added to the list of cheque-signers at CCCU.

GaLTT's bank balances on February 28, 2015:

- Chequing “Community Partner Package” (0.01%): \$4411.98
- Savings “Business High Interest Savings” (1.05%): \$136,938.39

Motion proposed by Tom Cameron and seconded by Josh Taylor that GaLTT provide full authority to Maureen O'Rourke as bookkeeper for the Society to monitor our Coastal Community Credit Union bank accounts both on line and in person. This will include making bank deposits. Carried.

7.3: Membership: Kay had previously circulated a partial list of new and renewing members since January.

Motion proposed by Heather Kay, seconded by Jenni Gehlbach that the listed new and renewing applicants be accepted as GaLTT members. Carried.

7.4: Trails and Parks Management. Young reported that GaLTT and the Lions cleared broom in Drumbeg last weekend. Harburn and Brockley recently helped with a new walkway in Elder Cedar. Young met with Walker and Michelle Benjamin (GAC) re the WI trail. We are invited to GAC board meeting on March 17 at 6.30pm to sign the trail licence, and to join the WI Trail work party at 1.30pm on March 22.

7.5: Acquisitions, covenants, and trail licences:

Landry reported that (following approval by Harriet Thomas) an additional trail will be built in Haven Woods that will complete a loop and avoid potential walker conflicts with a neighbour on Berry Point Road. Also, the committee has been developing a Memorandum of Understanding with NALT appointing GaLTT as the primary covenant holder on Elder Cedar Nature Reserve.

Motion proposed by Anne Landry and seconded by Rob Brockley that the Elder Cedar MOU with NALT, giving GaLTT the role as primary covenant holder for the administration, monitoring, landowner contact, and enforcement of the terms of the covenant, be approved by the GaLTT board. Carried.

The committee is also developing an assessment tool to be used when suggestions are made for land acquisition. They are also following up on a suggested possible covenant.

7.6: Communications: Gehlbach had previously circulated drafts of the Spring newsletter and map-update insert to be printed later this month. She noted needed changes, and continues to work with Cameron Murray to develop the new map segments. The insert will also be distributed separately and with our maps to avoid discarding our stock of maps. Both will be sent electronically to members, and available for download from the webpage.
DECISION: the map inserts to be printed on regular paper.

7.7a: Community engagement—Marcus is developing our events calendar. The market table is booked for the season and the committee will meet soon to discuss market schedules and walks.

7.7b: Big Trees—Brockley has decided to model our web-based registry on the registry for Salt Spring Island. He has worked with Gehlbach to update the information about native trees currently on our website, which will link eventually to our registry page.

7.8: Streamkeepers: Hills reported that Rooks presented the development proposal to the streamkeepers on February 19, and led a walk in the Mallet Creek corridor and proposed 40-acre park on February 28. Streamkeepers decided to remain apolitical regarding the proposal but are happy to have the stream protected.

7.9: POSAC—Young reported that their meeting has been deferred to March 16. They are looking for a new member following a resignation. (Walker is also on POSAC.)

8. OLD BUSINESS:

8.1: Marcus had previously circulated a draft of the new Board Policy and Procedure regarding GaLTT's association with related community groups such as Streamkeepers and FIDO.

ACTION: Marcus to amend as suggested and circulate the final draft for approval at the next meeting.

8.2 FIDO: Kay reported that the proposal for the off-leash dog park has been sent to RDN, who say that they cannot deal with it until September.

9. NEW BUSINESS: none to report.

10. Motion to adjourn proposed by David Boehm at 9.15pm. Carried.

Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday April 14th, 2015 at WI Hall

Attending: Rebecca Furnell, Rob Brockley, David Boehm, Norm Harburn, Anne Landry, Tom Cameron, Kerry Marcus, Heather Kay, John Peirce, Randy Young, Megan Walker, Christopher Hills, Madeleine Ani

Regrets: Josh Taylor, Jenni Gehlbach

Minutes: Rebecca Furnell

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

2. Agenda

Item 7.2 (membership approval process- Kay) was added and the agenda was adopted by consensus as amended

3. Minutes from March 10th, 2015:

Motion proposed by Brockley, seconded by Kay to accept the minutes for March 10th, 2015 board meeting as presented. Carried.

4. Correspondence

Two letters of support have been written by Gehlbach, signed and sent by Harburn:

- a. Gabriola Arts Council –for heritage grant for building upgrades
- b. Gabriola Historical Museum Society- for grant to produce a pamphlet showing Gabriola historic sites

5. Reports

5.1 President's Report (Harburn)

-Dyan Duns Moor Farley has requested that GaLTT participate in a Mental Health Week (May 3-9) by sponsoring an event (hike) showing how we can use nature/environment for calming and mental health. Brockley, Marcus and Boehm would like to participate, will likely use Elder Cedar Forest

Action: Harburn to contact Dyan to determine which date during the week would be best and organize with Brockley, Marcus and Boehm.

- odds and ends handled, including handling requests for info on using a park for a wedding, directions in the 707 (Tin Can Alley trail), and contact info for First Nations Communication Committee Chair (Doug Campbell) from Valdez Conservancy.

5.2 Treasurer's Report (Taylor via email)

-Taylor distributed his monthly report by email and Maureen O'Rourke previously circulated current financial statements by email

-The balances at the Coastal Community Credit Union as of March 31, 2015 were:

Business High Interest Savings: \$137,032.00 at 1.05%

Chequing Account: \$4,441.84 at 0.01%

- Clarity was given on an invoice sent to Islands Trust Fund – Cameron sent it but no reply has been received.

5.3 Membership (Kay)

- approximately 10 new/renewing members in March but as the list was not available, the names were not formally approved at this meeting.

- Kay asked the board to consider the idea of monthly donations annual (rather than 5yr) memberships for the future as it would make keeping track of renewals simpler. A suggestion was also made to consider a lifetime membership.

5.4 Trails & parks management (Young)

- WI trail has been worked on and “decorated” and GAC is stoked about the trail!

- Rollo/McClay is the next work bee –as requested by Howard Houle
- Investigating James Way to Armson trail as potential for trail license

5.5 Acquisitions, covenants & trails (Brockley)

- Had an informative meeting with Kate Emmings and Jennifer Eliason from the Islands Trust Fund about different types of covenants and related issues. The meeting included a walk through Haven Woods. Note- islandstrustfund.bc.ca has useful info and policies related to covenants.
- MoU with NALT completed and signed
- Potential covenant mentioned at March meeting is off the table
- Committee is working on policy making

5.6 Communications (Gehlbach via emailed report)

- Newsletter and trail map updates all done and sent out
 - Website up to date
 - Newspaper publicity: We have discussed Haven Woods sign defacement with Derek Kilbourn and he’s willing to do a Sounder article including photo of installation of the new signs.
 - Interpretive Pamphlets – Brockley passed around draft pamphlets for Haven Woods and Cox Community Park which the board felt positive about. Brockley has plans for around 4 more pamphlets and will continue working on these with Gehlbach. It was suggested that these be made available online so people could access them on their phones while using the trails. There was general support of having paper copies available for free at tourist destinations (Campground, Chamber of commerce, etc.)
- Action: Gehlbach** get info on printing costs for pamphlets
- Cameron has been experimenting with Google calendar for the board to use and/or for public to see on website. (A Google account is needed to access the calendar)

5.7 Community Engagement:

a. Outreach/events (Marcus)

- Committee has met and reviewed:
 - market table timing and set up (materials will continue to be stored at Lisa Carter’s) t-shirt ideas, contest for market table (“name the spot” – need 13-14 good quality photos of spots)
 - Earth day festivities (Wed. 22 5pm walk, 6pm Picnic at Descanso Bay Campground)
 - RDN permitting for all summer events and walks
 - Other events – Commons Spring Fair, Theatre festival, guided walks throughout summer, Trans-Gabriola walk on May 24th (leaders still need to be organized)

b. Big Tree Registry (Brockley)

- Slowly coming together. Boehm’s info put in spreadsheet, just needs to go on web, also need more photos and GPS coords. Need info for market table.

Action: Brockley to get bit tree info to Marcus for Farmer’s Market table

5.8 Streamkeepers (Hills)

- Met with community advisor and fisheries consultant specializing in stream keeping to see what could be done at Mallet Creek. Pacific Salmon Federation Grant follow up completed and grant used.

5.9 POSAC (Young)

- Graveling at Bell’s Landing and MacDonald West will go ahead based on verbal approval to do non-structural changes
- Cox Park signage proposal submitted to POSAC, will have more info next meeting after the review process

6. Old Business

6.1 Boehm 5-year qualification as BC Pesticide Applicator

-Boehm described the course on integrated plant management and explained that he is managing several known sites with extensive invasive species overgrowth (mainly Giant Hog Weed and Japanese Knot Weed) and would like some help with this undertaking.

Motion: Proposed by Young and seconded by Landry to approve payment of Boehm’s VIU tuition expenses for this course: \$340. Carried.

6.2 Policy & procedure re related groups such as Streamkeepers & FIDO (Marcus)

- The draft document was circulated prior to the last board meeting, Marcus circulated a summary at this meeting. Templates for the review process are in progress. Marcus requested board approval before completing the work on this document.

Motion: Proposed by Young, seconded by Cameron for the board to approve the document in principle. Carried.

Action: Marcus to continue working on this remaining pieces of the document.

Streamkeepers and FIDO will be worked through the process as a “test” of the process.

7. New Business

7.1 Proposal for grant application re bobcat purchase—Young

Young previously circulated via email information on the following motion including pricing, process, reasoning, etc.

Motion: Proposed by Young, seconded by Peirce that GaLTT apply to the RDN Grants-In-Aid Program for \$38,300. 00, to purchase a Bobcat MT52 Mini Tracked Loader and loading trailer, in order to upgrade walking trails to horse and bicycle status.

Discussion: There was lengthy discussion about the pros and cons of purchasing this machine, summarized as follows:

- Young still needs to test the machine, but wanted to be sure the board was serious about this potential purchase before committing to this
- There is general consensus that this is the right machine for the job (transporting sand or gravel down trails without damaging roots or vegetation), but that the high cost, the likelihood of it sitting unused frequently, and details of operating, insuring and storing it cause unease in board members as to whether or not GaLTT is the right owner.
- Arbutus has been asked about renting this machine, but they are not interested in adding it to their rental collection due to maintenance issues.
- The bike group (or others) would not likely be allowed to use the machine for sweeping the road shoulders, so the sweeper should probably not be purchased by GaLTT
- although Peirce is willing to lend his trailer for transporting the machine, it was generally agreed that if GaLTT were to purchase the machine, a dedicated trailer should also be purchased for convenience/practical reasons.

Brockley proposed a friendly amendment to the motion – that the application for funding be subject to successful testing of the machine by Young.

Motion as amended called by Harburn, 1 abstaining, 1 against. Carried.

Action: Young to test drive the Bobcat.

8. IN CAMERA discussion of Haven Woods signage

No action

9. Motion to adjourn proposed by Brockley at 9:43 pm. Carried.

Minutes recorded by Rebecca Furnell.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday May 12, 2015 at WI Hall

Present: David Boehm, Rob Brockley, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Kerry Marcus, John Peirce, Josh Taylor, Megan Walker, Randy Young.

Regrets: Madeleine Ani, Chris Hills, Heather Kay, Anne Landry.

1. Meeting called to order at 7.25pm by Harburn.
2. **AGENDA:** the Agenda was adopted by consensus.
3. **MINUTES** from April 2015:
MOTION: Proposed by Jenni Gehlbach, seconded by David Boehm to accept the minutes for April 14, 2015 board meeting as presented. Carried.

4. **CORRESPONDENCE:** Harburn transferred to Gehlbach for filing the signed trail licence with Fath and Johnston.

5. **REPORTS:**

5.1: PRESIDENT's report: Harburn reported most of his activity was concerned with Haven Woods. He met with concerned neighbours about signage and parking. Now that GaLTT crews are finished their major work, parking is less of a problem, and all publicity includes parking cautions. The new sign was installed this morning at the main entrance with a photo op with the sign-maker Peter Joyes and Rachel Davey from The Haven as well as a sign at the parking area. Young is requesting official "No Parking" signs on the road near the entrance.

5.2: TREASURER'S REPORT—Taylor distributed his monthly report and summarized Maureen O'Rourke's previously circulated current financial statements.

GaLTT's bank balances on April 30, 2015:

- Chequing "Community Partner Package" (0.01%): \$4229.14
- Savings "Business High Interest Savings" (1.05%): \$137,122.10

5.3: Membership: Kay had previously circulated a list of new and renewing members since February. Motion proposed by Jenni Gehlbach, seconded by David Boehm that the listed new and renewing applicants be accepted as GaLTT members. Carried.

5.4: Trails and Parks Management. Young reported that the Rollo McClay broom bash went well and that all seven loppers were used to clear as much of Drumbeg meadow as possible. Some broom remains. In preparation for the May 24 Trek, a fir tree across the Elgie trail needs removing, and Tin Can Alley need some clipping work. The rest of the Trek trails are in good shape.

ACTION 1: Peirce to deal with the tree on the Elgie trail before the Trek.

ACTION 2: Trail work party to work on Tin Can Alley trail on May 17.

ACTION 3: Marcus to mark the Peterson MacDonald junction with a traffic cone for May 24.

5.5: Acquisitions, covenants, and trail licences: Brockley reported that

–The committee is inquiring about the cost to replace the dilapidated footbridge near Joyce Lockwood Park (200" or longer; 31" max width to fit through gate) and investigating permissions to do so. We already have permission to use and maintain the trails; and they are on our map.

–The Armson Road and James Way trail connection is through land with four owners, all in BC.

ACTION: Harburn and/or Brockley (rather than Ani) to send a letter from GaLTT to the landowners to suggest possible arrangements for gaining public trail access to this land.

–There are problems and errors in 707-acre Park signage

ACTION 1: Brockley & Harburn to inspect and adjust the inadequate Fisher Road sign (post #28).

ACTION 2: Cameron & Gehlbach to ensure that the 707 trails at posts #25 and #26 are properly included in the next edition of the trail map.

–The Committee's next major task (as per the Strategic Plan) is to look at the major transportation trail corridors along the length and width of the island, with a view to upgrading them for horses and bikes.

5.6: Communications: Gehlbach reported:

–Article about the new Haven Woods sign installation in the newspaper May 12 to catch the long weekenders, with a follow-up photo of the installation (this morning) to be published later.

–Forest Bathing Walk was advertised in the Sounder events calendar, Facebook page, Community Bulletin Board, on the website, and an email to all members.

–Newspaper article and Events calendar posting about the upcoming Trans Gabriola Trek. Also on webpage and will be on Facebook and by email to members next week.

–She and Brockley produced the first two extended walk pamphlets (Cox Park and Haven Woods) in time for the Commons Spring Fair and they sold well for a toonie each. Also, Haven bought 200 of the Haven Woods pamphlet at \$1.50 to distribute to their clients, so we ordered 200 more.

–She and Brockley have started planning work on the Big Tree registry web page.

5.7a: Community engagement—Marcus reported that:

–The Commons Fair display table was successful, attracting renewing members and a donation, and selling brochures. Marcus's bouquet auction raised \$25.

–The Forest Bathing guided walk in Elder cedar had 17 enthusiastic participants.

–She has circulated our guided walk events calendar and Farmers' Market schedule for the next few months. We will not do the Market in June.

ACTION: All board members to sign up for their market or walk volunteering stints as soon as possible.

5.7b: Big Trees: Brockley and Boehm now have spreadsheet data on 44 big native trees including photos, measurements, and GPS locations.

5.8: Streamkeepers: Harburn reported that the Streamkeepers have been surveying Mallett Creek to gauge what restoration work may be needed.

5.9: POSAC—No report

6. OLD BUSINESS:

6.1: Bobcat trial and grant Young reported that the trial of the bobcat went well, enabling the installation of a culvert and sand surfacing on the MacDonald West marshy trail crossing. He has made the Grant Application to the RDN for \$5000 toward the cost of a bobcat. No response yet.

6.2 Brockley reported that Great Gabriola Walks pamphlet #3 includes crossing the footbridge that is in poor repair (see item 5.5) and asked for Board advice. DECISION: to hold off distribution of this brochure until we clarify the situation regarding fixing the footbridge and/or insurance liability.

7. NEW BUSINESS:

7.1: May 24 Trek: Marcus reported that arrangements are in place (guides assigned; Surf Lodge alerted; Gertie booked; parking arranged; newspaper ads placed).

ACTION Gehlbach to advertise detailed schedules for the trail segments.

7.2: Project budgets: Cameron suggested again that all committee heads should routinely be estimating budgets for their projects.

ACTION: Marcus will take her draft of the agreements (including finances) with Streamkeepers and FIDO according to her proposed policy and procedure to Executive Committee for further discussion.

8. No *in camera* session was needed.

9. Motion to adjourn proposed by David Boehm at 8.35pm. Carried.

Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday June 9, 2015 at WI Hall

Present: Madeleine Ani, David Boehm, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Chris Hills, Anne Landry, Kerry Marcus, John Peirce, Josh Taylor, Megan Walker, Randy Young.

Regrets: Rob Brockley, Heather Kay.

1. Meeting called to order at 7.30pm by Harburn.
2. **AGENDA:** Adopted by consensus following the addition of New Business Item 7.2 Wheelchair accessible trails and beach access by Megan Walker.
3. **MINUTES** from May 2015:
MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the minutes for May 12, 2015 board meeting as presented. Carried.
4. **CORRESPONDENCE:** None to file. Taylor transferred to Gehlbach some 2013/4 financial documents to file.

5. **REPORTS:**

5.1: PRESIDENT's report: Harburn reported

–a plant has been reported in a garden near Taylor Bay Road that is classified in Washington State as invasive. It is “bog rhubarb”, not currently a problem on Gabriola, but we should keep track of it.

–North Road Sports (who sell our maps) has applied to become a corporate member and wishes to be a corporate sponsor of GaLTT.

ACTION: Gehlbach to put the topic of corporate sponsorship and advertising/acknowledgement on our September agenda.

5.2: TREASURER'S REPORT—Taylor distributed his monthly report and summarized Maureen O'Rourke's current financial statements. During May we had revenue of \$1634.56, expenses of \$357.36, and net income of \$1277.20. Most revenue was trail maps (\$617) and brochures (\$305). Expenses were brochures (\$155) and trail-building (\$44.34).

GaLTT's bank balances on May 31, 2015:

–Chequing “Community Partner Package” (0.01%): \$3895.81

–Savings “Business High Interest Savings” (1.05%): \$137,215.27

ACTION: Cameron to print more deposit envelopes for market revenue and reports.

5.3: Membership: Kay had previously circulated a list of new and renewing members and requested discussion of how our annual memberships should run and whether we should send reminders using personal emails rather than group emails to “undisclosed recipients”. Discussion deferred to a later meeting.

5.4: Trails and Parks Management. Young reported that his team has scythed the Clamshell-to South Road trail, and clipped salal as needed for the Trans Gabriola Trek. No specific mid-June work is planned.

5.5: Acquisitions, covenants, and trail licences:

–The committee has discussed what GaLTT still needs to do to meet our Strategic Plan goals. A major goal is to achieve an end-to-end connection that is usable by horse-riders and bikers (and at least in part, wheelchairs).

–Brockley has sent a letter to the owners of the Armson Road and James Way trail connection

–Harburn reported that he and Brockley had inspected the confusing map on signpost #28 in 707-acre Park, and that it can probably be fixed with a simple directional side-sign pointing to Fisher Road.

5.6: Communications: Gehlbach reported:

–She has created a webpage www.gabriolabigtrees.galitt.ca for GaLTT's big tree registry using data from Brockley and Boehm and publicized it by email to members and on our home page and Facebook. She included a descriptive native tree species page with illustrations. Response has been good. Data is still being added.

–Members and the public were alerted to the Trans-Gabriola Trek via email, web and newspaper.

5.7a: Community engagement—Marcus reported that:

- The Trans Gabriola Trek was successful with about 40 walkers on each leg. The time estimates were accurate.
- The walk and market calendars are up on Google docs and accessible to board members.
- We will have a display table at the June Farmers' Markets
- The "name the spot" contest was successful (Facebook and market) and she is preparing another photograph.
- Our Oceans Day display table was well attended and financially successful.

5.7b: Big Trees: Gehlbach reported that Brockley and Boehm now have completed data on 45 big trees, which are on the website, which lists 23 native species. Work continues on finding and measuring Bigleaf maples and Garry oaks.

5.8: Streamkeepers: Hills reported that they have continued to survey Mallett Creek to gauge what restoration work may be needed. They will also look again at the mouth of the stream.

ACTION: Hills to work with Cameron to print more stream maps for the market table.

5.9: POSAC and MOTI—Young had previously circulated his POSAC report but some changes may be needed following the MOTI meeting. The Bell's Landing situation is similar to MacDonald West.

-MOTI is reluctant to put "No Parking" signs on roads (such as King Road) unless they have assurance the police will enforce them. They will consider a "No turnaround" sign at the entrance to King Road.

-We have verbal permission from MOTI to map trails in the Honeysuckle gravel pit, but no written agreement.

-They do not object to us installing trail signage on rights of way, but regard signage as an RDN responsibility.

ACTION: Cameron to investigate the cost/practicality of acquiring and installing simple, inexpensive wooden "TRAIL" signs (without GaLTT identification) with arrows, suitable for installation high in trees near trailheads and junctions.

6. OLD BUSINESS: none.

7. NEW BUSINESS:

7.1: New Societies Act—Peirce had circulated an explanatory note about the upcoming changes to the Societies Act. Nancy Hetherington Peirce is monitoring the development and will alert GaLTT about any relevant changes.

7.2: Wheelchair accessibility: Walker discussed the importance of achieving some wheelchair accessible trails, and a beach access. Possible suitable locations (Twin Beaches, Descanso Bay Park, Degnen Bay boat ramp) for such a beach access were discussed, the most likely being Gabriola Sands Provincial Park at Twin Beaches.

MOTION: proposed by Jenni Gehlbach, seconded by Anne Landry that Megan Walker spearhead GaLTT's project to achieve some trails and a beach access that are wheelchair accessible. Carried.

8. Motion proposed by John Peirce that we move *in camera* to discuss the status of all our current trail projects. Carried.

9. Motion to adjourn proposed by Josh Taylor at 9.40pm. Carried.

Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday July 14, 2015 at 560 Spruce Ave

Present: Madeleine Ani, David Boehm, Rob Brockley, Tom Cameron, Jenni Gehlbach, Norm Harburn, Chris Hills, Anne Landry, Heather Kay, Kerry Marcus, John Peirce, Randy Young.

Regrets: Rebecca Furnell, Josh Taylor, Megan Walker.

1. Meeting called to order at 6pm by Harburn.
2. **AGENDA:** Adopted by consensus following the addition of two New Business Items by Boehm: 7.1, property for sale at Bruce Lynn and Taylor Bay Roads, and 7.2, Invasive species issues.
3. **MINUTES** from June 2015:
MOTION: Proposed by David Boehm, seconded by Anne Landry to accept the minutes for June 9, 2015 board meeting as presented. Carried.
4. **CORRESPONDENCE:** Email from museum requesting a trail to be built between the museum and Agi Hall (see Item 7.4). Email from Telus notifying us of a matching donation of \$100. Correspondence between Young and Drew Chapman of BC Parks regarding contacts for Gabriola Parks, the condition of the boardwalk at Sandwell Park, and wheelchair access at Twin Beaches (See Item 5.4).

5. **REPORTS:**

5.1: PRESIDENT's report: Harburn reported

Although GaLTT didn't win an IT Community Stewardship Award, Gabriola was very well represented in the nominations and in the awards.

5.2: TREASURER'S REPORT—Taylor and O'Rourke had previously circulated distributed their monthly reports. During June we had revenue of \$1026.06, expenses of \$111.37, and net income of \$914.69. Most revenue was memberships (\$475), donations (\$304.85), and trail maps (\$137.00). Expenses were meeting space rental (\$120.00), bank charges (\$20) and printing (\$18.37). There was a partial refund from Gertie (\$47.)

GaLTT's bank balances on June, 2015:

–Chequing “Community Partner Package” (0.01%): \$4832.34

–Savings “Business High Interest Savings” (1.05%): \$137,305.49

DISCUSSION of possible use of the Village Foods donation cards for a special project in the future.

ACTION: Kay to write a letter of thanks to the person whose donation was matched by Telus.
Taylor to ensure that tax receipts are sent to the original donor and to Telus)

5.3: Membership: Kay had previously circulated a list of new and renewing members, including a corporate member.

MOTION proposed by Jenni Gehlbach, seconded by David Boehm to accept the named applicants as members. Carried.

ACTION: Gehlbach to include in September's agenda discussion of changing the constitution to allow for more flexible annual memberships.

ACTION: Kay to process the new monthly donor applications transferred to her by Cameron.

5.4: Trails and Parks Management. Young reported:

–A tour of the area between 707-acre Park and Coats Marsh (privately owned) revealed that the area would need cross-trails and signage if access becomes public. A neighbor suggests that existing overflow from Coats Marsh is not big enough to handle winter water. There is a secondary beaver dam in the marsh. Water levels and marsh grass will prevent a trail being built around the marsh.

–He has had correspondence with the Power Squadron and the Yacht Club about sharing costs for grading the boat launch at Bell's Landing.

–Negotiations continue about the proper location of the beach access on Islands View Drive, which currently trespasses on a neighbouring property that includes a portion of land on the seaward side of the road allowance.

–Our application for a \$5000 RDN grant-in-aid toward the purchase of a Bobcat MT52 to upgrade trails for bikes and wheelchairs was not successful. Further discussion of pursuing this purchase with assistance from another group such as the Lions was deferred.

–A 16' x 31" aluminum ramp with two handrails suitable for installation on the trail beyond Joyce Lockwood Park can be acquired for less than \$3000.

MOTION proposed by Randy Young seconded by John Peirce that a 16-foot aluminum ramp with handrails be purchased and installed on the trail to the waterfall pending approval of the relevant government bodies.

DISCUSSION: of Young's proposal for a wooden boardwalk for summer wheelchair access to Pilot Bay (removable for winter), and other recent board and community opinions about suitable and desirable locations for such access. Decision was deferred because there is an existing initiative by Walker for wheelchair access to Gabriola beaches, that currently focuses on access to Taylor Bay.

ACTION: Young to coordinate with Walker regarding the wheelchair access initiative already underway.

5.5: Acquisitions, covenants, and trail licences: Brockley reported

–They monitored the Robinson Woods covenanted property on June 25. The report will be submitted soon to AFCLT, whose templates are useful. A couple of issues will require follow-up with AFCLT and the owner.

–There has been no response yet to Brockley's letter and phone-calls to the owners of the Armson Road and James Way trail connection.

–RDN's Jonathon Lobb has not yet contacted Brockley regarding the proposed timeline for Cox Park signage.

5.6: Communications: Gehlbach reported she had:

– made regular updates to our web home page re events (guided walks & market display) and added data to the big trees webpage

–posted (with Lynne Young and Marcus) on GaLTT's FB page re "name this spot", invasive plant control, priorities, and volunteer overload

–monitored community bulletin boards for items relevant to GaLTT (e.g. Karl Bachman's death).

–joined discussion on FB "Community Bulletin Board— Life on Gabriola" about the need for wheelchair beach access; referred participants to Walker's existing GaLTT/POSAC initiative.

–emailed notices to GaLTT members and the Gab-events list re guided walks.

–ordered 500 more printed updates to insert in our trailmaps; delivered to Kerry.

Also, Marcus placed ads about the July walks in the Sounder.

5.7a: Community engagement—Marcus reported that:

–The market table has run each weekend since the last meeting. Maps are still the main item of interest. Still need market volunteers for August.

–Guided walks are off to a good start. There were 11 people on the evening walk in 707-acre Park. Weenk is planning a full moonlight walk starting at 9pm for late August (probably 29th).

–The "name the spot" contest has not taken off like wildfire, but will run for a couple more weeks. Our trail mix supply has ceased since it wasn't selling, so we are awarding Hiking the Gulf Islands books as prizes instead.

–The draft policy for associating with community groups was forwarded to Executive Committee (see item 6.1).

5.7b: Big Trees: Brockley reported that he and Boehm still have lots of tree measurements to verify and add to the registry.

5.8: Streamkeepers: Hills reported there was a water-quality monitoring training session on July 14, using Mallett Creek as the demo location. Low water levels and dry conditions have prevented much routine activity on the streams.

5.9: POSAC Howard Houle and POSAC are waiting for Dr Rooks' proposal to be presented to Islands Trust.

6. OLD BUSINESS:

6.1. Draft policy for subsidiary groups:

Marcus's draft policy and procedure for GaLTT "adopting" associated community groups as sub-committees was discussed and amended by Executive Committee and sent to Streamkeepers and FIDO for their comments. Kay reported that FIDO had found the template useful for clarifying their situation. They are discussing whether to take individual memberships in GaLTT or become a Community group member.

ACTION 1: Hills to forward the draft policy on associated groups to the Steamkeepers for their comments.

ACTION 2: Gehlbach to include finalizing this draft policy on the GaLTT's September agenda.

7. NEW BUSINESS:

7.1: Elder Cedar parking—The covenant monitoring process revealed that careless parking is encroaching on the salal. The area may need boulders placed to restrict and delineate the parkable area unless parking is banned. We are awaiting a response from ITF to our maintenance proposal.

7.2: Succession planning for Young's leaving in February: Young reported that Jamie Doig may be willing to take over organizing the volunteer maintenance crew, but would not wish to be on the board. We currently have some people who are willing to organize trails in their own neighbourhood (e.g., Rotering near Haven Woods), and possibly this arrangement could be extended around the island.

ACTION: Peirce to talk with Doig and Rotering about the limits of their willingness to help.

ACTION: Young to supply the board with a list of government and park board personnel that he needs to routinely contact about parks and trails.

7.3: Corporate members and sponsors: DISCUSSION of the difference between members and sponsors. Executive discussed this and, referring to our Policy and procedure regarding advertising, decided that corporate logos would only be used on publicity concerning particular projects, not on our regular webpage and brochures.

7.4: Museum trail:

ACTION: Harburn to follow up on Gabriola Museum and Historical Society's request for a trail to Agi Hall.

7.5: Invasive plants. Boehm is concerned about the amount of invasive plants in Robinson Woods, particularly Giant Hogweed. He has had success in curbing their flowering by using strong acetic acid (vinegar), but would like to find a way to remove the plants permanently. The owner has already arranged to deal with the current crop of tansy ragwort. Japanese knotweed is on the right of way near Cooper Road. A member has some in her garden elsewhere on the island that is being dealt with.

7.6: Property for sale at Taylor Bay and Bruce Lynn: Boehm suggested this property would be a good purchase for GaLTT because it would extend Cox Park and provide off-road parking for the park. Executive Committee and the Acquisitions Committee had previously discussed it and decided that while this property is desirable, since that area of Gabriola is already well served with parks and trails, we should save the necessary public fund-raising effort for obtaining a more ecologically significant property.

8. *In camera* discussion of proposed trails was deferred until the September meeting.

9. Motion to adjourn to the Potluck party was proposed by David Boehm at 7.10pm. Carried.

Minutes recorded by Jenni Gehlbach

There was no August meeting in 2015.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday September 8, 2015 at WI Hall

Present: Madeleine Ani, David Boehm, Rob Brockley, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Chris Hills, Heather Kay, Kerry Marcus, John Peirce, Megan Walker, Randy Young.

Regrets: Anne Landry, Josh Taylor.

1. Meeting called to order at 7.30pm by Harburn.
2. **AGENDA:** Adopted by consensus following **addition of New Business Item 7.2 Lions Club meeting regarding upgrading trails for bikes** by Randy Young.
3. **MINUTES** from May 2015:
MOTION: Proposed by Jenni Gehlbach, seconded by Rob Brockley to accept the minutes for July 14, 2015 board meeting as amended by Anne Landry, who had noted that the Acquisitions Committee had not discussed the acquisition of the property adjacent to Cox Park. The discussion was took place only at Executive Committee. Carried.
4. **CORRESPONDENCE:** None to report.
–Cameron transferred to Gehlbach some 2009/2013 financial documents to file.

5. **REPORTS:**

5.1: PRESIDENT's report: Harburn reported that although we had been nominated for an IT Community Stewardship Award, we did not win one, but we were invited to attend the presentation of awards.

5.2: TREASURER'S REPORT—Taylor distributed his monthly report and Maureen O'Rourke distributed current financial statements. During July and August we had revenue of \$2529.03 and expenses of \$4237.45, giving a net income of \$-1708.42. Largest revenue sources were trail maps (\$1081), donation (\$911) and memberships (\$315). Expenses were trail-building (\$2881), accounting services (\$601.74), organizational memberships (\$194), PO box rental (\$156), advertising (\$75), bank charges (\$40), and office supplies (\$6.60).

GaLTT's bank balances on August 31, 2015:

- Chequing “Community Partner Package” (0.01%): \$2762.49
- Savings “Business High Interest Savings” (1.05%): \$137,463.90

ACTION: Harburn to follow up with Nick Doe about Streamkeepers' financial accounting.

5.3: Membership: (also Agenda Item 6.2) Kay had previously circulated a list of 5 new and 3 renewing members during July and August. Incomplete and illegible applications are a problem. **DISCUSSION:** the best method of tracking membership-renewal notifications and organizing related paperwork and records. Flexible start and end dates for annual membership is better for the members, though may be a little more work for volunteers. It was noted that 75% of members must approve any change in GaLTT's constitution.

MOTION: proposed by Heather Kay, seconded by Tom Cameron, that henceforth, all memberships be processed based on the month and year that members paid their dues. Carried.

ACTION: Kay and Gehlbach to ensure that the appropriate notices and motion are distributed in a timely manner to the members before and at the next AGM if a constitutional change is required.

5.4: Trails and Parks Management. Young reported that the purchase and installation of an aluminum frame footbridge over the gully in Kensington Lands went well and was well supported by the neighbours. A large work party helped put it in place. Lynne Young sent the photos to The Sounder.

ACTION: Gehlbach to write an article for The Sounder if required.

5.5: Acquisitions, covenants, and trail licences:

- Brockley reported that the committee has reviewed our Descanso to Drumbeg project document and would like to link completed projects to a digital map to supplement our paper map.
- They have identified a suitable major trail transportation corridor end-to-end (east-west) with north-south

connectors, including those sections that require major upgrades for bicycle use.

–They would like to way-mark our current end-to-end trail route and wish to work toward getting a downloadable smart-phone app to access Gabriola’s trail network information.

–The suggested trail link between Harrison and Pat Burns proved impossible because of the steep terrain.

–The request for a trail linking the Museum to AGI Hall must be turned down after discussion with ITF because the McRae covenant does not allow for further trail development.

–There has been no response from landowners regarding the Armson/James Way connector.

5.6: Communications: Gehlbach reported:

– Facebook and webpage have been kept up to date with GaLTT news and events.

–She has added data for 16 more trees to the big trees website and notified members of the upgrade.

–She sent emails to members about our walks and the “Name the Spot” contests.

–Had a temporary problem with Hotmail and Live.ca refusing email from her address, rejecting it as spam.

ACTION: Gehlbach and Furnell to meet shortly to transfer some information and skills needed to access and work on the website.

5.7a: Community engagement—Marcus reported that:

–Our market table operated all summer except for one weekend. Some members helped out.

–Map sales continue well (305 this season) and additional map update inserts were printed.

–Following a neighbour’s complaint about a needed correction re Whalebone Beach access and trails near Strand and Broadview, Kay retrieved existing stocks and hand-corrected them.

–Volunteers are needed for the Commons Fall Fair display table Sunday September 13

–The Name the Spot contest was successful with 8-10 entries per time. “Hiking the Gulf Islands” books were given as prizes.

–The guided walks were mostly less popular this year, and may need a new approach or different routes.

–(See Item 6.3) Still working on the policy and procedures for Community groups or projects and will meet with Streamkeepers on Sept 17 to discuss their concerns.

ACTION: Gehlbach to put approval of the Policy and Procedures document on the October agenda.

–The Carters’ house is for sale, so we need to find another storage space for market supplies ASAP.

ACTION: Gehlbach to check again with the Commons re their proposed storage space.

5.7b: Big Trees: Brockley and Boehm sent Gehlbach additional data on 16 big trees to put on the website.

5.8: Streamkeepers: Hills reported that they have been discussing the policy and procedures and have some concerns which they wish to discuss.

5.9: POSAC—No report. Next meeting in October.

6. OLD BUSINESS:

6.1 Elder Cedar: DISCUSSION: Concern about the damage caused at the edges of the parking area and whether all parking should be banned within the reserve boundaries. Also, whether all trails should be covered with sand or become boardwalks to protect riparian areas and tree roots. GaLTT wishes to put the trails on our maps.

ACTION: Acquisitions & Covenants Committee to contact ITF planning management board and request further discussions regarding our concerns.

6.2 See item 5.3

6.3 See Item 5.7a Delayed to next meeting.

6.4: Trail work: Young suggested that following his retirement the trail-work could be split into several different tasks (local “trail inspectors”, a trail-work coordinator, sign-maker, government-body negotiator, etc.).

–Interested neighbours would check nearby trails regularly and report any needed maintenance work to the trail-work coordinator or sign maker. Maybe we could involve our members in this?

–Acquisitions Committee should take over the government body interactions.

–The work coordinator should be on GaLTT board to avoid the impression the board was giving directives to volunteers. Negotiations continue with interested individuals, but most do not wish to attend board meetings.

6.5 Gehlbach (for Landry) led the discussion about developing a possible fitness trail near the Gabriola Healthcare Clinic. DECISION: No action required at this time.

7. NEW BUSINESS:

7.1: Wheelchair accessibility—Walker reported no further action on this initiative after initial community discussions of the desirability of beach accessibility in particular.

ACTION 1: Walker to investigate the possibility of pursuing wheelchair beach access and/or developing a downloadable trail app as grad school assignments.

ACTION 2: Acquisitions committee and the trail work teams continue to include wheelchair accessibility as a goal for some trails.

7.2: Lions Club grants and initiatives: Young met with Lions Club reps two years ago to discuss upgrading trails for bikes. He would like to renew this initiative and investigate whether this might be a way to acquire the MT52 tractor needed to do such upgrading.

ACTION: Peirce to arrange a meeting between GaLTT and the Lions.

8. Motion proposed by Jenni Gehlbach that we move *in camera* to discuss recent community and RDN initiatives concerning Village-centre trails and recreational property. Carried.

9. Motion to move *ex camera* and adjourn proposed by David Boehm at 9.10pm. Carried.

Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday October 13, 2015 at WI Hall

Present: David Boehm, Rob Brockley, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Chris Hills, Heather Kay, Anne Landry, Kerry Marcus, Josh Taylor, Randy Young.

Regrets: Madeleine Ani, John Peirce, Megan Walker.

1. Meeting called to order at 7.30pm by Harburn.
2. **AGENDA:** Adopted by consensus following addition of two New Business Items:
7.2 Natural plants and petroglyph wheelchair-access trail at the museum, by Cameron.
7.3 Investigating better deals for our savings account interest, by Boehm.
3. **MINUTES** from September 2015:
MOTION: Proposed by Jenni Gehlbach, seconded by Heather Kay to accept the minutes for September 8, 2015 board meeting as presented. Carried.
4. **CORRESPONDENCE** The following documents were filed:
–Letter from Harburn to AFCLT regarding the inspection of the Robinson Woods covenanted land.
–Letter from Landry to Frank Eberdt regarding our actions in response to his complaint about the beach access and trail markings on our trail map in the area near his home.
–Letter to Landry from ITF and monitoring form regarding Elder Cedar Nature Reserve.
–Order form for GaLTT’s listing in LTABC’s Green Legacies document for circulation to potential donors.
ACTION: Cameron to send the completed form with a cheque for \$150 to LTABC before October 21, 2015.
5. **REPORTS:**
 - 5.1 **President’s report:** Harburn reported that he had
–sent letters of condolence to Galiano Conservancy and to Ms Millard regarding Dr Millard’s death.
–sent letter to AFCLT regarding the Robinson Woods covenant inspection.

5.2 Treasurer’s report—Taylor distributed his monthly report and Maureen O’Rourke previously distributed current financial statements. During September we had revenue of \$1556.52 and expenses of \$38.19, giving a net income of \$1518.33. Largest revenue sources were memberships (\$1065), donation (\$314) and fundraising (\$112). Two cheques were issued for: three years of web-hosting (\$903.19) and annual insurance fees (\$1175.00)— these amounts were amortized to average monthly expenses.

GaLTT’s bank balances on September 30, 2015:

- Chequing “Community Partner Package” (0.01%): \$1870.13
- Savings “Business High Interest Savings” (1.05%): \$137,531.70

Taylor gave notice that he will regretfully leave GaLTT board at the end of the year due to work and family pressures.

5.3 Membership: Kay reported that her initiative of writing individually to recently expired members is paying off. In September, we had 3 new members, 8 renewals of 1-year memberships, and 5 renewals of 5-year memberships. She has sent out 12 renewal notices for October.

ACTION: Board members to notify Kay if they hear of a member dying so that she can avoid awkward painful reminders to bereaved spouses.

5.4 Trails and Parks Management. Young reported that there are several dead cedars close to the Art Council’s WI Hall licensed trail, which could be hazardous and an insurance liability.

ACTION: Gehlbach to write to the Arts Council about their responsibility regarding the potentially dangerous dead cedars beside their licensed trail.

The Canso Road trail has been brushed at a neighbour’s request, and they have cleared the overgrown roses from Windecker and blackberries from MacDonald East. He toured 707-acre Park to check the signage (see his POSAC report). He and Lynne Young solved the problem of a road allowance passing through a person’s property on Islands View Drive by removing the yellow beach access marker nearby and placing No Trespassing signs on the property. He also met with the adjoining neighbor to adjust her signage.

5.5 Acquisitions, covenants, and trail licences: Brockley reported that

- Jonathon Lobb has ordered the Cox Park signs and hopes to send them to GaLTT for installation by the end of this month. He has also ordered two replacements for problematic signs in 707-acre Park.
- Brockley, Landry, Harburn, and Young toured Elder Cedar to discuss the parking area problems, and committee members intend to meet with ITF to discuss solutions and to re-open discussion about publicizing trails in the Reserve as well as problems of erosion and root damage.
- The committee wishes to look at possibilities for wheelchair access to trails (in addition to beach access).

5.6 Communications: Gehlbach reported:

- Facebook and webpage have been kept up to date with GaLTT news and events.
- The Sounder gave great visual front-page coverage of the bridge installation beyond Joyce Lockwood Park using Lynne Young's photographs. The article was not needed.

5.7a Community engagement: Marcus reported that:

- Our market table for Thanksgiving weekend was cancelled due to too few volunteers and poor weather.
- She is organizing the End-to-End walk on October 24 from Silva Bay to the Surf Pub. She asked for volunteers for lead and drag positions for the three major walk-sections. Gertie has been booked to make runs back to Silva Bay at 4pm and 5pm, and the pub alerted to our arrival by about 3pm. The Sounder has been notified about the event.

ACTION: Gehlbach to send email to our members about the October 24 event and also place notices on the web page and Facebook.

5.7b Big Trees: Brockley and Boehm still have some trees to measure for the registry.

5.8 Streamkeepers: Hills reported that they are still discussing their response to our suggested Policy and Procedure for associated groups, and are currently making an inventory of all their equipment. Taylor reported that the apparent discrepancy in GaLTT accounting of Streamkeeper funds was merely because the receipt of the funds and spending them occurred in different financial years (2014 and 2015).

5.9 POSAC—Young reported that \$95,000 was spent for engineering and design for the Village Trail, which is separate from the cost of building the trail. There will be meetings in December, and the Village Trail will go to the RDN board for final approval in January.

- Rollo McLay playground is going ahead using \$12,000 from Community Works gas tax funds.
- Bells Landing will need \$575-worth of gravel dumped on the road allowance, after which Emcon will grade it.
- There has been a request from RDN for a signage review in 707-acre Park.
- Huxley Park grants have been applied for.
- The park at the south end of Mudge Island needs a fence to demark private property.
- A trail is in process in Coats Marsh and there has been a complaint of flooding from a neighbor.

6. OLD BUSINESS:

6.1 Elder Cedar: Marcus reported that she and Landry will produce a covenant monitoring report (as requested by NALT) as co-holder of the covenant. This is separate from our monitoring of the site for ITF as part of the management agreement.

6.2 Policy and Procedure for subsidiary groups. Marcus reported that she met with Streamkeepers to address their concerns about our Policy and Procedure document for associated organizations. We will need more time to discuss & make the needed changes and to discuss the final agreement—maybe not until the end of the year.

6.3 Young's possible successors: No report from Peirce. Deferred to a later meeting.

7. NEW BUSINESS:

7.1 New map edition: Landry suggested setting up a committee to gather suggestions for changes to our map's format and contents. **DISCUSSION:** Whether to wait for the Rooks proposal to be dealt with by Islands Trust before redesigning our trail map. Whether to simply discard the remaining copies of the current edition when the new one is available, or to distribute them off-island (e.g., on the ferry). Whether to replace the walk descriptions on the reverse of the map with more detailed map segments. How to best record needed corrections, which are currently buried and scattered in old files. Volunteers for the committee included Brockley, Cameron, Gehlbach, Harburn, Landry, Marcus, and Young. Cameron Murray to be included in all discussions.

ACTION 1: Gehlbach to lead the committee and set up a process for gathering ideas and needed changes.

ACTION 2: Board members to note down specific corrections needed on the map and send them to Gehlbach.

ACTION 3: Gehlbach to ask our members by email what changes they would like in future trail maps.

It was noted that a separate process would be needed for designing a GaLTT-specific interactive trail map app suitable to cell phones, and it may be necessary to pay a technician to design the app. Clarification is needed how this would differ from Young's Google-based map currently linked to GaLTT's website.

7.2 Museum wheelchair access trail: Cameron briefly described the Museum and Historical Society's plan and fund-raising form for building a wheelchair-accessible trail through the native plants and petroglyphs in the museum grounds (assessed cost \$7000). **DISCUSSION:** Whether and how to best support this initiative (e.g., with a donation). Whether it would be for both self-propelled wheelchairs and motorized scooters. Whether stamped concrete surface may be better than the designer's suggestion of pavers and bricks.

ACTION: Cameron to follow up with the Museum Society and will present a short information package at our November board meeting.

7.3 Savings account interest rates: Boehm brought to the board's attention recent TV ads for Zagbank.com, a web-based bank which offers attractive start-up interest rates for savings accounts. Cameron noted that we had previously investigated participating/investing in Vancouver and Victoria Foundations but found them not suitable to our needs, since we may need to access the funds, not just the interest.

ACTION: Kay to investigate long-term interest rates at various banks (newer on-line and traditional) for savings accounts belonging to charitable organizations.

8. Motion proposed by Jenni Gehlbach seconded by Heather Kay that we move *in camera* to discuss possible property acquisitions. Carried.

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

Minutes recorded by Jenni Gehlbach