

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday January 12, 2016 at WI Hall

Present: Madeleine Ani, David Boehm, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Heather Kay, Anne Landry, Josh Taylor, Randy Young. Guest: Accounting book-keeper Maureen O'Rourke.

Regrets: Rob Brockley, Chris Hills, Kerry Marcus, John Peirce, Megan Walker.

1. Meeting called to order at 7.30pm by Harburn.
2. **AGENDA:** Adopted by consensus following addition of Item 7.1 Gertie bus referendum (Cameron) and Item 7.2 Provincial maps online (Boehm)
3. **MINUTES** from December 2015:
MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the minutes for December 8, 2015 board meeting as presented. Carried.
4. **CORRESPONDENCE:** Cameron had an invitation for a board member to attend a Community Health and Wellness Collaborative workshop to be held at The Hope Centre on January 30 from 10am to 3pm.
ACTION: Boehm and Cameron to find out more and possibly attend.
5. **REPORTS:**

5.1 President's report: Harburn noted that he had received two complaint letters about neighbourhood trails and dogs that will be discussed *in camera*

5.2 Treasurer's report—Taylor had previously distributed his monthly report and Maureen O'Rourke had previously distributed her annual financial reports with notes for discussion and for acceptance for presentation at the AGM (copies attached).

During December we had revenue of \$2076 and expenses of \$1899, giving a net income of \$117. Largest revenue sources were donations (\$1944), memberships (\$75), and bank interest (\$70). The largest new expenses were liability insurance (\$1153) and three months' accounting fees (\$300).

GaLTT's bank balances on December 31, 2015:

- Chequing “Community Partner Package” (0.01%): \$4746.92
- Savings “Business High Interest Savings” (1.05%): \$137,739.79

O'Rourke distributed her amended version of the financial statements and took questions about them.

MOTION 1 proposed by Josh Taylor seconded by Tom Cameron that the annual financial statements provided by Maureen O'Rourke be accepted as presented and amended. Carried.

MOTION 2 proposed by Tom Cameron, seconded by Heather Kay to renew GaLTT's \$1500 contract with Maureen O'Rourke for bookkeeping services in 2016. Carried.

Membership: Kay stated that since Taylor is leaving the board, she is willing to stand as Treasurer when the new board elects officers after the AGM. She also reported that in late November and December we had 1 new member and 4 renewals of 1-year memberships.

MOTION proposed by Heather Kay, seconded by Jenni Gehlbach to accept as members the new applicant and four renewal applicants during December.

5.3 Trails and Parks Management. Young reported that:

–a group of 30 volunteers attended the broom bash at Drumbeg Park last week. More work can be done with loppers when the bloom appear in late May and after the Camas has bloomed.

–he and Marcus are ready to work with the Girl Guide group on broom seedlings in petroglyph park.

ACTION: Young and Marcus to confirm the exact date of this activity (January 17 or February 28?)

–On January 24 a work party will cut a new trail in Honeysuckle gravel pit, since a new house on Colleen now obstructs the existing trail. The owner may be open to discussions about a trail licence.

ACTION: Young and Brockley to talk further with the homeowner about this.

MOTION proposed by Randy Young, seconded by Anne Landry to authorize spending up to \$100 for prizes to be awarded to outstanding 2015 volunteers at the AGM. Carried.

Young had previously distributed details of the MT52 Bobcat, which GaLTT had successfully tried out a few

months ago by placing sand on the MacDonald trail subject to flooding and with exposed tree roots. Arbutus Building Supplies does not wish to purchase the machine for rental. Young wishes to pursue the possibility of GaLTT sharing ownership, use, and maintenance of the machine with the Lions Club, who also do work in the parks (such as placing gravel on the road to Drumbeg Park). He has had preliminary discussions with the current President of the Lions Club about this and wishes to have agreement in principle to such an arrangement before continuing discussions. Peirce has agreed to store the machine at Namaste Farm.

MOTION proposed by Randy Young, seconded by Jenni Gehlbach, that the board approves in principle a 50:50 financial arrangement between GaLTT and the Gabriola Lions Club for the purchase, use, and maintenance of the MT52 Bobcat. Carried.

ACTION: Harburn and Brockley to further discuss this possibility with the Lions Club.

5.4 Acquisitions, covenants, and trail licences: Landry reported that discussions continued about work that can be done in Elder Cedar before the March fiscal year end. Some of the committee met to discuss a possible property for covenanting. Discussions continue.

5.5 Community Engagement:

a. Gehlbach reported that about a dozen people attended the New Year's Day forest walk guided by Marcus in the trail system off the south end of Degnen Road North.

b. Boehm reported no recent additions to the Big Tree Registry.

5.6 Streamkeepers: No reported activity this month.

5.7 Communications: No recent advertising or email activity this month, but Facebook page and Website have been kept up to date.

5.8 POSAC—No meeting since October.

6. OLD BUSINESS:

6.1 AGM: The date and location of the AGM are confirmed as Wednesday February 3 at Phoenix Auditorium. Marcus is in touch with Ceilidh Kirk about the details. Cameron has arranged for two members of Greenways Land Trust (based in Campbell River) to come and speak about their work with trail adoption and streamkeeping.

ACTION 1: Board members to (1) let Marcus know by January 20 whether they will be dining at The Haven before the meeting, and (2) give Marcus an item for the door prize gift basket.

ACTION 2: Board members to send Gehlbach any changes they want in their bios/pictures.

ACTION 3: Gehlbach to print 50 copies each of the AGM agenda, financial statements, slate and biographies of candidates, and minutes from last year's AGM, and pass them to Furnell for distribution at the AGM.

ACTION 4: Marcus to finalize the arrangements for Hall and equipment rental, dinner bookings, gifts for the speakers, and a raffle prize.

ACTION 5: Young to purchase prizes for the outstanding volunteers.

ACTION 6: Cameron to finalize logistical arrangements with the speakers, including billeting if necessary at Peirce's home.

ACTION 7: Harburn and Taylor to prepare their PowerPoint presentations for the meeting.

ACTION 8: Gehlbach to place an ad in the Sounder and to email our members about the AGM and speakers.

7. NEW BUSINESS:

7.1: Gertie referendum. Cameron requested that GaLTT promote the "Yes to Gertie" campaign via email to our members and at the AGM. **DECISION:** GaLTT must be cautious of not contravening the terms of our charitable status, and also respecting the possible variety of opinion on this issue among our members.

ACTION: Gehlbach to email members stating the importance of the initiative because of its links with neighbourhood connectivity and trail access, and urging them to participate in the community discussion and subsequent referendum. We will not distribute "Yes to Gertie" pamphlets at the AGM.

7.2: Boehm brought to the board's attention the "Cadastra on line" government website available Monday to Friday from 8am to 5pm with publicly accessible, comprehensive, detailed maps of BC. He also noted public rights of way visible on these maps in the Lockwood and Brickyard Hill area that may be good sites for trails, assuming the terrain is not too steep.

8. MOTION proposed by Gehlbach to move *in camera* to discuss a possible trail licence and also some letters of complaint received by Harburn regarding neighbourhood trails and dogs.

9. MOTION proposed by Rebecca Furnell to move *ex camera* and adjourn at 9.15. Carried.

January 2016 GaLTT Minutes recorded by Jenni Gehlbach

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday February 9, 2016 at WI Hall

Present: Ron Bilquist, David Boehm, Rob Brockley, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Chris Hills, Anne Landry, Kerry Marcus, John Peirce.

Regrets: Madeleine Ani, Norm Harburn, Heather Kay.

1. Meeting called to order at 7.30pm by Landry.
2. **AGENDA:** Adopted by consensus with the amendment of Item 7.1 to include GaLTT board's meeting space, and the addition of two items:
 - Item 6.1a Past President's Report (Peirce)
 - Item 7.4 Signing and acceptance of FIDO agreement (Marcus);
3. **MINUTES** from January 2016:
MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry to accept the minutes for January 12, 2016 board meeting as presented. Carried.
4. **ELECTION of OFFICERS: Motion proposed by Kerry Marcus, seconded by Tom Cameron to elect as the table officers of GaLTT board:**
 - President: Norm Harburn**
 - Vice President: Anne Landry**
 - Treasurer: Heather Kay**
 - Secretary: Jenni Gehlbach**

Carried.

5. **CORRESPONDENCE:** Hills presented and read a letter from Gabriola Streamkeepers expressing their appreciation for GaLTT's support.

6. REPORTS

6.1a Past president's Report: Peirce (who is on AFCLT board) reported:

–the Ontario Land Trust Alliance has received a \$450,000 grant from Trillium to facilitate AFCLT's work in Ontario. OLTA hopes to identify and map Canadian land owned by US citizens.

–Peirce plans to attend a meeting about Gulf Island conservancies on Mayne Island on March 12/13.

6.1b President's report: Landry passed on Harburn's thanks for organizing the AGM and speakers. He particularly noted Furnell's contribution. In discussion, the board agreed to consider holding future AGMs in a different location.

ACTION: Brockley to download Greenways Land Trust Adopt-a-Trail protocols and distribute them to the board.

6.2 Treasurer's report—O'Rourke had previously distributed her monthly financial statements. Cameron reported for Kay that most expenses in January related to the AGM and memberships. We received an anonymous donation for \$800 through Canada Helps.

Motion proposed by Tom Cameron, seconded by David Boehm that the signing officers for GaLTT be David Boehm, Tom Cameron, Jenni Gehlbach, and Heather Kay. Carried.

ACTION 1: Kay to provide the CCCU with the list of names and a copy of these minutes to verify the change of signatories.

ACTION 2: Boehm, Cameron, Gehlbach and Kay to go to the bank to sign the necessary forms.

GaLTT's bank balances on January 31, 2016

–Chequing "Community Partner Package" (0.01%): \$5525.41

–Savings "Business High Interest" (1.05%): \$137,809.70

Membership: Kay had previously reported that in January/February we had 13 membership renewals: (9 family, 3 individual, and 1 business).

ACTION: Kay to provide the names of new and renewing members each month, so that we can knowingly accept them into membership. (Names not to be recorded in the minutes, which are published on-line.)

Finance committee: Kay wishes to set up a Finance Committee, consisting of the Treasurer, past treasurer(s) and the bank a/c signatories.

The Nanaimo Foundation: The Nanaimo Foundation will be presenting on Gabriola shortly about launching a Gabriola Fund, which could become a source of grant monies for various projects on Gabriola. The Nanaimo Foundation may also be an appropriate financial organization for an endowment investment by GaLTT of a portion of our cash on-hand. The recent returns for the Foundation are in the order of 7%. This would be separate from the Gabriola Fund as currently understood. More details to be provided in the future.

ACTION: Cameron to attend The Nanaimo Community Foundation meeting about launching “The Gabriola Fund” at The Haven on February 22.

6.3 TRAILS AND PARKS MANAGEMENT. Brockley reported that

–volunteer Jamie Doig is helping him with the volunteer trail work crews

–he ran his first crew last Sunday, but was disappointed that only four people showed up.

–he and Gehlbach are considering what can be done to improve the poor response to callouts for trail work and to rationalize the extensive email lists provided by Randy Young.

Cox Park and POSAC

–he has emailed Jonathan Lobb about maintenance in Cox Park, requesting permission to install more permanent water bars and improved ditches on the trails that become regularly waterlogged in winter.

–Cameron would like the upper trail near River Place upgraded for bikes

–Boehm reported two large patches of Scotch broom in Cox Park

–although Randy Young and Megan Walker are no longer on GaLTT board, we can/should probably route our requests to POSAC through them.

Trail stewardship

–he wishes to start a trail stewardship drive, inviting people to “adopt a trail”, committing to walk it regularly and report to Brockley any needed maintenance work so that he can organize a work crew. The stewards would not be required to do the maintenance work, though they are welcome to do so if they wish.

–we already have three trail stewards who have committed to monitoring Haven Woods trails, 707 to Tin Can Alley Trail, and the Petroglyph Trail.

ACTION: Brockley to proceed with the trail stewardship initiative.

6.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES:

Landry reported that she has contacted three of the trail licence holders whose 2-year trail licences have come up for renewal. The 2-year licences renew automatically but it provides an important opportunity to contact the landowners and confirm their continued interest in having a trail licence. The Wells, Marcus and the Camerons are all fine with their trail licences continuing.

ACTION: Cameron to contact Gaudry/Young about their trail licence.

Elder Cedar: A contract is expected in the next few days for work in Elder Cedar (parking area and signage) in this financial cycle.

6.5 COMMUNITY ENGAGEMENT:

6.5a. Outreach: Marcus reported:

–we have only 400 maps left, which need white-out amendments before distribution to our vendors. Last year we sold \$1870-worth of maps outside of the market display. The map revision committee is due to meet again but its work is uncertain because of Murray’s illness (see Item 7.2).

–she is doing a broom pull with the Girl Guides on Sunday February 28

–Shaw TV has requested to do a show about our maps and trails on March 1

–she will investigate with the committee possible new calendar of events and fund raising possibilities since response is waning for our guided walks.

–we need to discuss the cost-effectiveness (~\$100) of using Gertie for Trans-Gabriola-Trek transportation

6.5b. Big Trees: Bilquist reported that he has found a very large unlisted tree on public land near Somerset Pit.

ACTION: Bilquist to take Brockley and Boehm to accurately locate and measure the Somerset Pit tree.

6.6 Streamkeepers: Hills reported that they

–took a group of Grade 1 students to look at the stream on Mark Coat’s property at the end of January.

–are surveying the riparian vegetation at the lower end of Mallet Creek on Rooks’ property.

6.7 Communications:

–AGM notifications: members were emailed, and announcements posted to Facebook, our webpage, and the GabEvents list. Newspaper ads were placed in The Sounder two weeks before the AGM and in the events column both weeks.

–Trail-work email list: Young’s extensive email list of trail work volunteers has been transferred to Gehlbach and she is discussing with Brockley and Kay how best to rationalize and use this list and also how to increase our membership which is less than 4% of Gabriola’s population despite wide use of the trails and parks.

7. OLD BUSINESS:

7.1 GaLTT storage and meeting space: Furnell reported that she had discussed our storage requirements with Bob Andrew (The Commons) and what is planned for the area under the solar panel would be an 8’x8’ space without flooring. She considers that it would not be suitable for storing fabric or paper goods for our market displays. Cameron reported that Rollo Centre would welcome us as tenants, but will be undergoing renovations over the next year or two. Their available storage would be dry and secure but is upstairs.

ACTION 1: Cameron to continue exploring possibilities for secure, weather-proof, easily accessible storage.

ACTION 2: Cameron to book WI Hall, now known as Arts and Heritage Building, from 7 to 9pm on the second Tuesday of each month throughout 2016.

7.2 Map revision update: Marcus reported that the map update that is in process will likely be delayed by Cameron Murray’s recent illness. We may need to publish an interim edition with only essential trail changes marked, but not the re-design of the whole map pamphlet.

ACTION 1: Gehlbach to enquire about Murray’s health and ability to continue with the requested map changes, and explore the best routes forward with or without his participation.

ACTION 2: Marcus to send a card to Murray from GaLTT.

7.3 Village Trail update: Cameron reported that MOTI has noted that the original submission for a trail through the village centre has changed, being more akin to a sidewalk now, rather than a winding cycle path through the trees. MOTI will meet shortly with RDN to find some agreement on what is possible.

7.4 FIDO: Marcus presented the final version of the agreement with FIDO (fenced-in dogs off-leash) regarding their relationship with GaLTT. It is ready for signing. It is GaLTT’s understanding that FIDO will be disbanded once the dog park is established since RDN will then be responsible for its administration.

ACTION: Marcus to proceed with getting the agreement signed by FIDO and GaLTT representatives.

MOTION proposed by Jenni Gehlbach, seconded by Tom Cameron that GaLTT accept FIDO as a temporary ad hoc committee of GaLTT, defined as follows:

FIDO is working to achieve a fenced-in off-leash dog park on Gabriola. This independently established group is included as a temporary ad hoc committee under GaLTT's umbrella for the purposes of accounting, administration, and insurance. It is represented on GaLTT's Board by Heather Kay. FIDO is negotiating with the RDN to establish an approved location for the park (most likely within Rollo McClay Park) and services such as fencing, shelter, water stations, and waste disposal.

Carried.

8 NEW BUSINESS:

New Business Items 8.1 and 8.2 and Item 9 in camera discussions were postponed until March board meeting.

Item 8.3 Cameron reported that the Community Health and Wellness Collaborative’s workshop was interesting. The demographic study done by Chloe Straw was particularly impressive. The Fetch website gabriola.fetch.bc, which is a cooperative venture between our rural medical practitioners and the BC Government is a great access site for all types of health providers on Gabriola.

Motion to adjourn proposed by David Boehm at 9.30pm. Carried.

February 2016 GaLTT Board Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday March 8, 2016 at WI Hall

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

Guest presenters: Dr Bob Rooks and Brian Henning from Potlatch Properties.

1. Meeting called to order at 7pm by Harburn, who welcomed Rooks and Henning.
2. Rooks and Henning presented the most recent version of their proposed density swap and planned development, which has now been presented to Islands Trust for consideration. They reported that they are working closely with an experienced Trust planner (Rob Milne). They answered questions about the changes since they last spoke to GaLTT and the public. Chief amongst the changes was their acquisition of an additional oddly shaped property on the bluff behind the clinic looking toward Lock Bay, which could provide a trail connection through to Horseshoe Road. Discussion included:
 - whether public trail access to the bluff with views out toward Lock Bay would be lost
 - how the public access to trails within the area around Mallett Creek would be assured within the context of strata ownership of the proposed properties there
 - where Potlatch’s retained 9 acres of remaining land (after the density swap) near Coats Marsh might be located. Henning indicate its likely repositioning eastward to leave more room at the marsh end, appreciating our concern about the possible loss of surrounding wetlands feeding Coats Marsh, and of unofficial but well-used loop trail connections in that area.
3. **AGENDA:** Adopted by consensus with the addition of two items:
 - Item 7.1: Invasive plants (Boehm)
 - Item 8.3 FIDO (Kay)
4. **MINUTES** from February 2016:

MOTION: Proposed by Anne Landry, seconded by Rebecca Furnell to accept the minutes for February 9, 2016 board meeting as presented. Carried.
5. **CORRESPONDENCE:**

Gehlbach circulated the thank-you card sent to GaLTT by Randy and Lynne Young which included a photo of their mounted plaque on the new footbridge beyond Lockwood Park.

 - Marcus reported she had sent a get-well card to Cameron Murray from GaLTT
 - Landry passed the service contract with IT for Elder Cedar parking area and signage to Gehlbach for filing.
 - Landry passed the approved drawings for the proposed mechanical outbuilding on Sally Robinson’s covenanted property to Gehlbach for filing.
 - Marcus passed the Letter of Agreement with FIDO to Gehlbach for filing.
 - an invitation from the Nature Conservancy of Canada to apply for funding to upgrade our policies and procedures related to covenant and land acquisition work is being considered.
6. **REPORTS**
 - 6.1a Past president’s Report:** Peirce (who is on AFCLT board) reported that he will attend a meeting about Gulf Island conservancies on Mayne Island on March 12/13. He will be making a joint presentation with AF’s Sandy Tassel.
 - 6.1b President’s report: No report.**
 - 6.2 Treasurer’s report—**O’Rourke had previously distributed her monthly financial statements. Kay reported net income of \$1459.63. The apparent large revenue (\$3067.26) was due to an accounting decision to count 5-year memberships as income when they are received rather than prorating them over 5 years; the remainder of previously deferred income was included in February revenue. We received \$200 from Mid Island Co-op for maps. Expenses were \$1607.63, including the increased rental fee of \$300 for the Phoenix Auditorium (AGM).

GaLTT’s bank balances on February 29, 2016

 - Chequing “Community Partner Package” (0.01%): \$5289.16
 - Savings “Business High Interest” (1.05%): \$137,875.31

Finance Committee: Cameron and Kay had previously circulated the proposed duties of the suggested new Finance Committee including administrative duties pertaining to our members, GaLTT membership in other

organizations, rental arrangements, insurance matters, traditional and digital banking procedures, investment matters including Foundations, reviews of accounting categories and project/committee accounting, and annual accounting and reporting at the AGM and to BC Societies Registration and Revenue Canada. They will convene a meeting of Treasurer and signatories soon to discuss these responsibilities.

Membership: Kay reported that in January/February we had one new annual family membership application, eight annual family renewals, one annual individual renewal, one 5-year family renewal, and one renewal that changed to be a monthly donor.

MOTION proposed by Jenni Gehlbach, seconded by Heather Kay that the listed applicants be accepted as members of GaLTT. Carried

6.3 TRAILS AND PARKS MANAGEMENT.

–Brockley suggested the committee be renamed Trail Operations Committee. Agreed.

ACTION: Gehlbach to change the description on the Board webpage.

Brockley reported:

ELDER CEDAR

–After he and Landry reviewed plans for the Elder Cedar parking area, Brockley met with Thor Simrose to assess the plan. The estimate was \$1708.08—an increase of \$500, which IT has agreed to pay. The work will be done on Thursday March 10.

–He has removed a fallen tree blocking a trail, and reinstalled a vandalized sign in Elder Cedar.

WORK PARTIES

–Attendance was good on his two work parties in Haven Woods (Feb 21) and at Stalker Rd beach access (Mar 6).

–He is alternating between north and south end work parties.

–He and Marcus supervised a Girl Guide broom pull at Petroglyph Park February 28.

TRAIL ROUTES:

–He and Bilquist assessed possible trail construction along a 16.5 ft strip of parkland from forest land to the end of Petroglyph Way, but the route is blocked by a bluff.

–The unauthorized access point through Somerset Pit (private) has been partially blocked to restrict vehicle access. There is a potential alternate route along the boundary of Provincial Crown land with connection to the Dorby Way road allowance. There is a deep ditch that may need a culvert or bridge.

ACTION: Brockley's team to pursue constructing this alternate trail route with both RDN and MOTI.

–He has reviewed the Chichester Road trail connection on a contentious undeveloped ROW that passes through Camp Miriam. **ACTION: Marcus to instruct Cameron Murray to remove this trail from our map.**

707 SIGNAGE

–Randy Young's signage proposal for 707-acre Park was discussed at POSAC and referred to RDN Parks for review. Elaine McCullough was concerned about naming minor trails as it may contravene the Management Plan.

DISCUSSION: simply numbering the trail intersections and referring to those numbers on our future enlarged 707 map is another possibility.

COX PARK

–Brockley and Jamie Doig met with Jonathan Lobb to discuss needed trail maintenance work in Cox Park.

MOTION: proposed by Tom Cameron, seconded by Jenni Gehlbach that GaLTT show our willingness to cost share and cooperate with RDN by setting aside \$3000 for expenses related to Cox Community Park trail management. Carried.

6.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES: Landry reported

– She and Harburn met with Sally Robinson Jan 27 to discuss draft plans for a mechanical outbuilding on her covenanted property. They advised AFCLT that the plans and site met covenant requirements. Final plans were submitted to AF Feb 17, and a letter sent from AF to Robinson Feb 25 approved plans for constructing the building.

– There is potential funding available from the Environment Canada and Climate Change via the Nature Conservancy of Canada to help, “conservation organizations better situate themselves to secure and steward land in perpetuity, by assisting with the recovery of costs associated with the improvements to obtain compliance with any of the 15 sub-set practices derived from the *Canadian Land Trust Standards and Practices*.” Application anytime until November 1, 2016, with work to be completed by December 31, 2016.

DISCUSSION: Advisability of using the money to hire professionals to guide us in this procedure.

ACTION: Landry, Marcus and Ani to pursue applying for funding to be used to ensure GaLTT's policies and procedures are appropriate for future covenant and land acquisition work.

- Landry and Brockley are working with Nuala Murphy (ITF) to design a trailhead map for Elder Cedar. They are waiting to review Draft 2.
- Burren's Acres: ITF is starting work on a management plan for this donated land.

6.5 COMMUNITY ENGAGEMENT:

6.5a. Outreach: Marcus reported:

- she worked with a group of Girl Guides to remove broom in Petroglyph Park February 28.
- she has reconsidered the possibilities for producing more maps for the summer in the light of Cameron Murray's illness and in the possible major changes needed if the Potlatch Properties' proposal is accepted by the community in the near future.

ACTION 1 Gehlbach to contact Murray and inquire whether/when he might be able to work on the maps.

ACTION 2 Marcus to continue listing the essential changes that will be included in this map edition, which will not include the major redesign previously discussed.

6.5b. Big Trees: Bilquist found another very large grand fir which has been added to our website.

6.6 Streamkeepers: Hills reported

- Nick Doe has continued to take high water level measurements in the streams and at Coats Marsh.
- a member has been transferring data from their waterproof field notebooks to an Excel spreadsheet.
- The Forage Fish group has contacted them about workshops and cooperative ventures.

6.7 Communications: Gehlbach reported

- She has been winnowing the volunteer list and has also created a separate list of volunteers who are not members.
- She and Brockley sent out a request for Trail Stewards to our member and volunteer email lists, and also on Facebook. Email response has been good.
- An article about being trail stewards was submitted to The Sounder, and is in this week's edition.
- She discussed with the editor the possibility of submitting an article and photo to honour the Youngs' contribution to GaLTT's trail work.

ACTION: Harburn to contact the Youngs about meeting for a photo op at the bridge & plaque, and a social gathering afterwards with as many of the board as possible.

7. OLD BUSINESS:

7.1 GaLTT storage

Cameron reported that the storage available at the Professional Centre on North Road is not appropriate because it cannot be accessed on weekends.

ACTION: Cameron and Boehm to discuss the possibility of storage on Ross Road in a private residence.

7.2 Invasives: Boehm reported there are major infestations of Giant Hogweed in four privately owned locations, some adjacent to covenanted or public land. His experiment killing hogweed with vinegar was not successful, since the root has sent up many new sprouts. He is also very concerned about the Japanese knotweed near Cooper Road, which is spreading.

ACTION 1: Peirce to discuss with owner Dennis Jeffery the hogweed on Jeffery's property.

ACTION 2: Brockley to contact Dr Rooks to get permission for Boehm to remove the hogweed on the islet above the dam on Mallett Creek.

8 NEW BUSINESS:

8.1 Committees: See Treasurer's report re Finance Committee. All paperwork is complete for accepting FIDO as a temporary ad hoc committee of GaLTT. Kay reported that FIDO has received RDN's approval of their plan to build an off-leash park in Rollo McLay Park.

ACTION: all board members to please review their committee memberships.

8.2 Gabriola Sands accessibility project. Discussion deferred to next meeting.

9 Motion to move *in camera* proposed by Jenni Gehlbach, seconded by Heather Kay. Carried

Discussions of (1) Potlatch Properties' proposal and of (2) the possibility of a new covenant on privately held property.

Motion to move *ex camera* and adjourn proposed by Jenni Gehlbach at 9.30. Carried.

March 2016 GaLTT Board Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday April 12, 2016 at WI Hall

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

Regrets: Ron Bilquist, Rob Brockley, Heather Kay.

1. Meeting called to order at 7.00pm by Harburn.
2. **AGENDA:** Adopted by consensus.
3. **MINUTES** from March 2016:
MOTION: Proposed by Anne Landry, seconded by Jenni Gehlbach, to accept the minutes for March 8, 2016 board meeting as presented. Carried.

4. **CORRESPONDENCE:**

–Harburn reported email exchanges concerning downed trees across trails, volunteering for trail work, and a possible listing on private land for the big tree registry; all forwarded to appropriate people for action.

–Brockley wrote to Elaine McCulloch (RDN Parks Planner) re 707-acre Park signage, suggesting side trails remain un-named, but that all intersections have numbered posts that will appear on our maps.

–Brockley wrote to thank Arbutus lumber for their donation of delivered lumber.

5. **REPORTS**

5.1 President & Past President's Reports:

–Peirce reported on the meeting about Gulf Island conservancies held on Mayne Island on March 12/13. About 40 people attended, representing 17 communities. Most attendees got travel allowances through a CRD grant. They plan to meet every other year. Thetis Island Conservancy requested a copy of our Trail Licence template.

–The Arts Council is organizing a workshop about the new Societies Act.

–Cameron and Peirce plan to attend the May Tourism Vancouver Island meeting in Courtenay about Vancouver Island and Gulf Island trails.

5.2 Treasurer's report—O'Rourke had previously distributed her monthly financial statements. Cameron reported for Kay that expenses last month included meeting and market rentals, the Young plaque, title searches, AGM materials, and a \$900 payment for accounting services.

GaLTT's bank balances on March 31, 2016

–Chequing “Community Partner Package” (0.01%): \$2904.68

Savings “Business High Interest” (1.05%): \$137,945.38

Membership: Kay had previously reported that in March we had 5 membership annual renewals: (3 family, 2 individual).

MOTION: proposed by Jenni Gehlbach, seconded by John Peirce to accept the five listed renewing annual memberships. Carried.

5.3a TRAILS AND PARKS MANAGEMENT. Brockley had previously circulated his report:

–Our contract with ITF to re-gravel the Elder Cedar parking area and place rocks to protect roots was completed mid-March. More gravel may be needed later this year.

–Elder Cedar signs have been received and will be installed later this month.

–Volunteer work parties were held on Petroglyph Trail (Mar 20) and Wilkinson Way (Apr 3).

–Detailed instructions and record-keeping spreadsheets were sent to 26 trail stewards.

–Arbutus lumber delivered a free load of slightly flawed lumber for use on boardwalks. He wrote a thank-you letter and Gehlbach acknowledged with a “Smile” in the Sounder and on Facebook.

–Trail blockages by fallen trees were removed in Elder Cedar and Kensington Lands.

–On the recommendation of Jeff Rietkerk, Tom Archdeacon (Old Growth Tress Services) has agreed to be GaLTT's contact for future chainsaw work. He carries liability insurance and will charge \$60 per hour.

–Brockley has purchased a Worksafe BC/Federal Level A First Aid Kit from St John's Ambulance (\$58.75) for use during volunteer work parties.

5.3b INVASIVE PLANT MANAGEMENT: Boehm again reported his concern about Giant Hogweed

infestations near and in Robinson Woods. His experiment killing mature plants with vinegar was temporarily successful but many new sprouts have appeared. In the past Round-up has proved very effective, but many community members are concerned about possible toxicity. He is also concerned about Japanese knotweed, which seems less rapidly invasive, but may be harder to permanently remove.

ACTION 1: Peirce to directly contact the adjacent landowner about the hogweed on his property.

ACTION 2: Harburn to convene a subcommittee meeting with Boehm and others regarding the Giant Hogweed encroaching on Robinson Woods.

ACTION 3: Ani to find out who owns the unoccupied property adjacent to Robinson Woods.

5.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES:

Landry tabled an ITF questionnaire regarding the future management of Burren's Acres Nature Reserve. She also reported:

–Work on rights of way was discussed in committee. Using the Dorby Way ROW for a trail, the deep ditch may need a culvert and/or bridge, and work like this requires discussion with MOTI staff in Nanaimo who will not deal with non-government agencies.

ACTION 1: Marcus and Landry to approach the adjacent landowner regarding a trail licence to avoid using the Dorby Way ROW.

ACTION 2: Cameron to try approaching RDN directly through Howard Houle rather than through POSAC regarding the James Way/Malaspina ROW connection.

–“*Green Legacies – A Donor's Guide for BC Updated and Revised*” is a useful document that outlines many ways people can donate gifts (e.g., money, securities, covenants, property, life insurance) to groups like GaLTT during their lifetime or in their will. We have three hard copies and Tom will get more. One will be at the library.

–**Bachmann Covenant:** The property at 1405 South Road, which has a NAPTEP conservation covenant on it, (GaLTT and ITF are co-covenant holders) is for sale. Landry met with the realtor and prospective buyer to discuss the implications of the covenant and had some of their questions answered by Kate Emmings from ITF. The prospective buyer is supportive of the covenant.

–**Covenant Monitoring:** ITF contractors Chris Ferris and Doug Hopwood will be on Gabriola Monday, April 18th to conduct annual covenant monitoring for ITF. GaLTT board members will join them at the Bachmann property and Elder Cedar to conduct our annual monitoring at the same time.

5.5 COMMUNITY ENGAGEMENT:

5.5a. Outreach: Marcus reported:

–MAPS: We still have 300 old maps left, which need white-out amendments and or/ update inserts before distribution.

ACTION: Furnell to get the maps and inserts from Marcus and prepare the maps for distribution.

–Map update: Marcus has met twice with Cameron Murray regarding the map revisions and his work is close to completion. Judy Preston has agreed to update the map brochure file and prepare it for printing.

MOTION: proposed by Jenni Gehlbach, seconded by Anne Landry that Marcus proceeds with printing 1000 copies of the updated trail map on paper similar in quality to the previous edition. Carried.

–Spring Fair at The Commons will be on May 7 and we will have a display table. The table we use currently for displays is unwieldy and the wheeled box is falling apart. Our canopy may not fit new tables but we can use the large canopy purchased by Streamkeepers.

ACTION: Marcus to purchase two smaller, portable tables and a rolling cart to accommodate GaLTT's market display supplies.

–**Fund-raising with Poirier's donated photograph:** The photograph donated to GaLTT probably has an estimated value of \$1500 and will be raffled over the summer to raise funds.

ACTION 1: Kay and Cameron to organize issuing a charitable tax receipt for the professionally assessed value of the photograph.

ACTION2: Marcus to apply for a raffle licence and convene a committee to deal with raffling Poirier's donated

photo to raise funds.

–**Policy 11 re Streamkeepers:** The agreement between GaLTT and Streamkeepers is ready to be signed.

MOTION proposed by Kerry Marcus, seconded by Rebecca Furnell, that the Board approves as presented the agreement between GaLTT and Gabriola Streamkeepers. Carried.

5.5b. Big Tree Registry: Harburn and Brockley received a request for help in nominating a big tree on private land at the south end.

ACTION: Brockley and Boehm to contact the landowners about their big trees.

5.6 STREAMKEEPERS—Hills reported that the stream keepers' group:

–Held a small work party in Descanso Bay Regional Park.

–Took a two-day course with David Clough.

–Will meet with a group of Girl Guides on April 25.

5.7 COMMUNICATIONS: Gehlbach reported—

–Newspaper article published about the Youngs, with a photo by Phyllis Fafard—written (with input from Marcus and Cameron) after an invitation from editor Derek Kilbourn. It resulted in the Poirier photo donation.

–“Smiles” submitted to Sounder and Facebook about the Arbutus lumber donation.

–Facebook posts about a Streamkeeper and GaLTT member finding a red-listed plant near Coats Marsh, and about the trail-work parties and becoming a trail steward.

–Website updated regarding trail stewards, projects, donations, and work parties.

–Email lists kept up to date and announcements about work parties sent out.

6. OLD BUSINESS:

6.1 GaLTT storage: Our market supplies are currently stored in Cameron's garage. We still need storage closer to the village and market, which could also accommodate Streamkeepers' supplies and their canopy.

ACTION 1: Cameron to contact Boehm's friend who lives on Ross Road and has a garage we might be able to use for accessible storage, or space to place our own shed.

ACTION 2: Cameron to investigate availability and cost of suitable enclosed storage sheds (with a floor) that could be kept dry with a light bulb and placed in an accessible, central location.

6.2 NCC funding for policy work: Landry described how GaLTT might best be able to use capacity development funding of \$5000 available from Nature Conservancy of Canada (NCC).

MOTION proposed by Anne Landry, seconded by Rebecca Furnell that Landry approach Wave Consulting regarding their availability/ability to help GaLTT in their policy-development work this summer using capacity development funding from NCC. Carried.

7 NEW BUSINESS:

7.1: Cigarette butt collection: Boehm discussed the problem of unsightly and potentially dangerous cigarette butts discarded at popular lookouts such as Orlebar and Malaspina Points. DISCUSSION: whether this is GaLTT's mandate or better left to Ratepayers Association, and how/when they would be emptied.

MOTION proposed by Madeleine Ani, seconded by David Boehm that Boehm shall purchase for GaLTT one cigarette butt receptacle and install it in a location to be decided later. Carried.

7.2 Twin Beaches accessibility project discussion was deferred to next meeting.

8. Motion proposed by Madeleine Ani to move *in camera* to discuss a possible new covenant. Carried.

9. Motion to move *ex camera* and adjourn proposed by Jenni Gehlbach at 9.05pm. Carried.

April 2016 GaLTT Board Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday May 10, 2016 at WI Hall

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

Regrets: Madeleine Ani.

Guest presenter: Nick Doe for Streamkeepers

1. Meeting called to order at 7.05pm by Harburn.
2. **AGENDA:** Adopted as amended by consensus, with Doe's presentation to be first, and the regular business meeting to start at 7.30pm with the *in camera* session brought forward to the beginning.
3. **Presentation and discussion about Coats Marsh management plan.** Doe expressed on Streamkeepers' behalf their concern about the RDN park department's plan (part of its Management Plan 2011-2021) to build a trail, and eventually a viewing platform, on the south side of Coats Marsh. They are already surveying for the trail. Doe has monitored the marsh regularly and frequently for the past year and notes that there are significant populations of shy waterfowl that nest and breed at the borders of the marsh, some 25m on-shore in hollow trees. That area of the marsh currently has very few visitors, and a trail would seriously disturb the birds' habitat. He has contacted Tom Osborne, Wendy Marshall, and Elaine McCulloch about this issue, and the latter is willing to try to delay or modify the project in the light of his concerns. Streamkeepers seek GaLTT's support in preventing this development in the nature reserve. **DISCUSSION:** since the educational component of public access is important, whether a blind and short trail closer to the Stanley Rd entrance would be a more suitable public viewing platform; whether the possible transfer of adjacent land with extended trail systems around the east end of the marsh would make RDN's proposed new trail superfluous; whether it would be helpful to appeal directly to The Nature Trust of BC to have the project put on hold.

MOTION proposed by Kerry Marcus, seconded by Jenni Gehlbach, that GaLTT writes a letter to the RDN and to The Nature Trust of BC expressing our concerns about the proposed trail (and future viewing platform) in Coats Marsh, and suggesting that the project be put on hold until Potlatch Properties' density swap proposal (which could result in significant changes in the perimeter of the nature reserve and the nearby trail system) has been dealt with by Islands Trust and the Community. Carried.

ACTION 1: Marcus to draft the letter to RDN and The Nature Trust of BC on behalf of the Board.

ACTION 2: Peirce to follow up verbally with Thomas Reid of The Nature Trust of BC.

4. **Motion proposed by Jenni Gehlbach to move *in camera*. Carried.**
 - (a) **DISCUSSION:** how and when to express GaLTT Board's support for the imminent density swap application to Islands Trust by Potlatch Properties.
 - (b) **REPORT:** recent discussions with another landowner about a possible trail licence and preliminary presentation to them of some other longterm options for their land.
5. **MINUTES** from April 2016:

MOTION: Proposed by Kerry Marcus, seconded by Rebecca Furnell, to accept the minutes for April 8, 2016 board meeting as presented. Carried.

6. CORRESPONDENCE

–Gehlbach reported receiving from Ruby Chapman emails seeking GaLTT support for opposition to the off-shore anchorages, and for forage fish issues. Forwarded to Streamkeepers for their possible attention since these issues are beyond GaLTT's mandate.

7. REPORTS

7.1 President & Past President's Reports:

–Harburn reported that eventually the incorrectly diverted email correspondence with Nick Doe was established leading to the Coats Marsh discussion.

–Peirce reported that he is applying for an opening on ITF Board, and his acceptance may necessitate his resigning from GaLTT board.

7.2 Treasurer's report—O'Rourke had previously distributed her monthly financial statements. Kay reported

that expenses paid this month were AGM printing, 12-month hall rentals, and Gabriola Excavating for work in Elder Cedar (reimbursed by Islands Trust Fund). We received \$633.63 in donations through Canada Helps.

GaLTT's bank balances on April 30, 2016:

–Chequing “Community Partner Package” (0.01%): \$4758.39

Savings “Business High Interest” (1.05%): \$138,009.93

Membership: Kay reported that in the last month we had 1 new membership application. She has sent out 3 renewal reminders for May. The following motion to accept the new member applicant was circulated and voted on by email the day after the Board meeting:

MOTION proposed by Jenni Gehlbach, seconded by Heather Kay to accept the new membership applicant as listed. Carried.

7.3a TRAILS AND PARKS MANAGEMENT. Brockley had previously circulated his report:

ELDER CEDAR

–A small crew repaired the boardwalk/bridge over the stream (probably damaged by heavy rains in April).

–New ITF-designed trail signs were installed at the trailhead and at the northern loop junction.

–The sign at the big cedar was vandalized yet again (6th time), ripped off and stuffed inside the hollow tree. ITC has ordered a new sign and has notified the police about the repeated vandalism. ITF is considering other possible preventive measures.

WORK PARTIES

–Volunteer work parties were held on 707-acre Park side trails, and at a big broombash (25 volunteers) with the Lions Club in Drumbeg Park.

–Enough lumber has been pre-cut and drilled for the construction of eight boardwalks. Possible destinations Joyce Lockwood and Elder Cedar.

–A large amount of discarded metal was removed from Burren's Acres at the request of Margaret Taylor.

GIS INFORMATION FOR TRAILS

–He met with RDN staff members on May 9 to collect more accurate (compared with hand-held devices) supplementary GPS data in Cox Park. They will also collect data following approval of the revised signage proposal for 707-acre Park.

–The RDN GIS department is working on a downloadable app mapping trails, including 707 and Cox, which they hope will be released this summer.

–Due to concerns about search and rescue and wildfires, accurate GPS-mapping of all trails on Federal and Provincial crown lands would be very useful. The GIS staff at the RDN have expressed a willingness to collect the field data, but support from Rick Jackson (fire chief) and Howard Houle (RDN Director) would be helpful.

ACTION: Brockley to contact Rick Jackson and Howard Houle to seek support for this project.

7.3b INVASIVE PLANT MANAGEMENT: Boehm reported that he did three hours work removing some of the broom from Elder Cedar and from the Tait Road trail. He is experimenting with using salt to destroy Giant Hogweed infestations.

ACTION (cont. from April): Peirce to directly contact the owner of the land adjacent to Robinson Woods about the hogweed on his property.

7.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES:

Landry reported:

–She met with Dyan Dunsmoor-Farley of Wave Consulting to discuss a potential contract (assuming funding is received from NCC) to develop policies and procedures for GaLTT especially those related to covenants. She would oversee another staff person at Wave. Awaiting a quote so that funds can be applied for.

–She and Gehlbach conducted annual covenant monitoring at the Bacmann property and Elder Cedar along with Doug Hopwood who was monitoring for ITF. Reports are being drafted. The prospective buyer of the Bachman property has withdrawn his bid.

–Email exchange with Jenny Marcus confirms her interest in continuing her Trail Licence with GaLTT (2-year automatic renewal date was May 5, 2016).

–She met with Joan Merrifield and Lisa Griffith from the Gabriola Museum Society to discuss potential GaLTT involvement with a native plant brochure they are developing as part of their renewed native plant garden at the

museum. Gehlbach followed up with Joan, suggesting some small changes to the design and has sent her GaLTT's logo for inclusion on their brochure. They also discussed the museum selling GaLTT's maps and walk brochures; Merrifield will take the idea to their board.

MOTION: Proposed by Anne Landry, seconded by Jenni Gehlbach, that GaLTT support the design and printing of a new Gabriola Museum Society native plant brochure by funding half the cost of the brochure, up to \$400.00. GaLTT's logo will appear on the cover. Carried.

7.5 COMMUNITY ENGAGEMENT:

7.5a. Outreach: Marcus reported that:

PERMITS

–She has applied for a Gaming Licence for the Poirier photo raffle (\$25 to be reimbursed by GaLTT) and filed the missing report from 2010's raffle.

–She applied for an RDN permit to authorize our advertised walks in parks.

MARKET MATERIALS

–She purchased various display and storage folders, a smaller, lighter folding table, a wheeled storage crate, and 2 roller crates for the Market table goods (\$262.62 to be reimbursed by GaLTT).

–She has temporarily moved the Market equipment and materials to Cameron's garage for storage, and has repacked the materials. Most of the active goods, including the Streamkeepers' tent, are currently at her house but will be returned to the Cameron's until more permanent storage is organized.

TRAIL MAPS

The trail map redraft is complete thanks to Cameron Murray and Judy Preston, and 1000 copies are being printed – likely will take 2 weeks.

–She and Gehlbach inserted updates and edited beach access trails on existing maps ready for immediate distribution. Map sales were brisk around the missing person search in April. There is a line-up of orders for the new map. About 70 edited old ones are left for distribution if requested, and about 200 unedited are left over.

EVENTS

–Spring Fair at the Commons last Saturday brought in about \$90—thanks to those who helped out.

–Advert for May 14th Guided Walk will be in this week's Sounder.

–Trans-Gabriola Trek from Descanso to Silva Bay is organized for June 12, with guides and Gertie.

–Farmers Market table is booked. Marcus suggests we plan to attend all the long weekends starting with May 21st, plus two weekends in June and September, and every weekend in July and August if we have enough volunteers. We could put a call out to our membership for help and it is easier if we plan to team those volunteers up with a Director.

7.5b. Big Tree Registry: Brockley has attempted unsuccessfully to contact the landowner at the south end who wished to register their big trees.

7.6 STREAMKEEPERS—Hills reported that the streamkeepers' group signed up three new volunteers at the Commons May Fair.

7.7 COMMUNICATIONS: Gehlbach reported that she

–posted on Facebook about rare flowers found in Coats Marsh Park, trail work parties, and the May 14 guided walk. After accepting about 40 new waiting "friend" applicants, GaLTT FB page now has over 200 followers, many of whom are still not members or volunteers.

–Regularly updated the website regarding work parties and guided walks. Deleted hundreds of diverted spam messages to info@galtt.ca.

–Kept email lists up to date and sent out announcements about work parties and guided walks.

–Worked with Brockley and Gallery Press to produce the third self-guided walk brochure (Kensington Lands beyond Joyce Lockwood Park). Brochures to be sold for a tooney each or three for \$5.

–Met with Joan Merrifield about the Museum's new native plant brochure (see Item 5.4).

8. OLD BUSINESS:

8.1 GaLTT storage: Cameron and Marcus met with Lorne Salter (also “Salutin”) about storing our market supplies at his property on Ross Road. He has a good outbuilding we could renovate slightly, but now says he would prefer us to install our own shed. DISCUSSION: shed needs a light source (windows?) and to be damp-, cold- and insect-proof.

ACTION 1: Gehlbach to send out a call to the members for a donated shed.

ACTION 2: Cameron and Marcus to research appropriate (function and cost) new sheds.

8.2 GAC trail ditch bridging: Since the ditch at North Road end of the GAC trail is very steep and deep, Brockley recommends that we do not try to do this work. GAC should apply to MOTI about getting a driveway licence and contract the work themselves.

ACTION: Harburn to contact Michelle Benjamin in two weeks to discuss the GAC trail driveway/ditch-bridging issue.

9 NEW BUSINESS:

9.1: Letter of support to IT about Potlatch Properties imminent proposal:

There is some urgency to sending this letter because of the timing necessary for IT committee procedures. Also Harburn will be away for 2 weeks from tomorrow morning.

ACTION 1: Marcus to edit the letter immediately according to our *in camera* discussion, circulate it to the Board, and then forward it to Landry to sign and deliver on behalf of Harburn and the Board.

ACTION 2: Following public announcement of the proposal and invitation for community input, the Board’s letter of support to be distributed to our membership for feedback, and their participation in the public discussion to be encouraged.

9.2 GaLTT involvement in Gabriola Search and Rescue DISCUSSION of Randy Young’s proposal that GaLTT trailwork crews be involved in future search and rescue efforts on Gabriola: Is this appropriate to our mandate and work crew objectives? Might it interfere with official Search and Rescue Operations?

ACTION: Brockley to contact Randy Young and decline GaLTT work crew involvement in this initiative.

9.3: Initiatives for expanding membership and participation: Kay expressed concern that our membership is not expanding. DISCUSSION: Many of our work crews and Facebook followers as well as people who regularly use and appreciate the trails are not GaLTT members, volunteers, or donors. Also, the majority of people on our work crew volunteer list do not in fact volunteer despite receiving regular messages. Our member/donor brochure could be distributed as a newspaper insert; or a large ad be put in the paper, accompanied by an article.

ACTION 1: Gehlbach to ask Randy and Lynne Young for the trail crew logbooks from previous years in order to find out how many individuals actually volunteer regularly or occasionally, and also to keep the logbooks for GaLTT’s records.

ACTION 2: In the Fall, the Communications Committee to initiate a membership drive.

9.4 Wheelchair accessibility project: No report

9.5 Gabriola Museum’s native plant brochure: See item 5.4.

10. Motion to adjourn proposed by Ron Bilquist at 9.00pm. Carried.

May 2016 GaLTT Board Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday June 14, 2016 at WI Hall

Present: Madeleine Ani, Ron Bilquist, Rob Brockley, David Boehm, Tom Cameron, Rebecca Furnell, Norm Harburn, Heather Kay, Anne Landry, Kerry Marcus, John Peirce.

Regrets: Chris Hills, Jenni Gelbach.

1. Meeting called to order by Harburn at 7:00pm
2. **Agenda** presented by Harburn, adopted as amended by consensus
3. **Minutes** from May 2016

MOTION: Proposed by Landry, seconded by Marcus, to accept the minutes for May 10, 2016 board meeting as presented. Carried.

4. Correspondence

- 4.1. Potlatch proposal: a summary of responses to GaLTT's letter to members/public was provided by email by Gehlbach to board members. Most responses are positive, drainage issue raised by Nick Doe being investigated by Harburn and Landry, other concerns are outside of GaLTT's mandate or are not relevant.
- 4.2. GaLTT director's letter to the RDN regarding the proposed Coats Marsh trail sent. No response yet.

5. REPORTS

5.1 President/ Past president report

Peirce reported on his recent involvement with American Friends of Canadian Land Trusts

5.2 Treasurer's Report

O'Rourke had previously distributed her monthly financial statements. Kay reported the following for May 2016:

- Total Cash on hand includes \$60 Float for the market, Chequing Account \$5,113, and High Interest Saving Account \$138,074 of which \$47,192 is restricted.
- Total Revenue from memberships, donations, map sales etc, and interest income was: \$1368.81
- Total Expenses for legal, insurance, internet, printing, market supplies, loppers etc., and bank charges were: \$671.20

Landry enquired if there are society requirements related to spending and accumulating revenue. Cameron noted that GaLTT has special permission to accumulate cash for a future land purchase and Peirce clarified that rules requiring a society to spend a percentage of its income no longer exist.

Membership: Key sent out 9 renewals in May. 145 memberships is the current total.

In May there were 2x1year family renewals and 1x1year renewals.

Motion: Proposed by Kay to accept these renewals, seconded by Boehm. Carried.

5.3 Trails Operations

5.3a Trails

Report previously circulated by Brockley

- GIS mapping on Gabriola's crown lands will go forward when a date can be arranged with the RDN staff and Brockley.
- 2 work parties in the last month: One in Elder Cedar working on invasives removal (led by Randy Young) and one to install 62 feet of wooden boardwalk on the east side of the aluminum bridge near the boundary of Joyce Lockwood Park.
- ELDER CEDAR: Nuala Murphy (Islands Trust Fund) has had preliminary discussions with Cameron Murray (Topographics) and Jeff Reitkerk (Island Arborist) regarding the planning, design, and costing for a raised boardwalk and viewing platform at the Elder Cedar tree. GaLTT has now been included in these discussions. Nuala will host a meeting on Gabriola on June 17 (Landry will attend). Some recent efforts have been made to deter vandalism in the park.
- There have been several recent reports of dirt bike traffic in Haven Woods and Elder Cedar. Recommendation: Post signs prohibiting use of ATV's and dirt bikes on all trail licences. Motorized vehicle use in Cox park should be reported to RDN.

ACTION: Brockley to move forward on acquiring signs to offer to trail licence holders, Cameron to pass on contact info for a local sign maker (Bob?) to Brockley

It was also noted that some trail licence signs need renewing. Brockley will contact Young about this

-Brockley received a letter asking if the berm at the entrance to the 707 on Jeanette road could be removed. This will probably move ahead, given RDN approval.

-Brockley has received lots of questions about use of weed whackers and hedge trimmers (etc) for trail volunteers.

-in the past power equipment has not been allowed because of insurance limitations but it was recognized that we don't know the actual details of what is permitted/not. Cameron indicated that MOTI and the RDN may also have limitations regarding this. Ani suggested that a waiver may solve the problem if trail volunteers wish to use power equipment to which there were mixed feelings from the board members.

ACTION: Marcus will send Brockley the back country horse group policy info on this topic and more work will follow.

5.3b Invasive Plant Management

Boehm reported:

-Boehm (with some help from Peirce) has prevented flowering of Giant Hog Weed in some areas surrounding the Sally Robinson property and at the North end of Gabriola.

-There was concern from a property owner about Boehm attending the property alone and without notice to the owner.

Action: In the future Boehm will phone ahead and go with a second board member to this property.

-Kay noted that sheep and goats are reported to eat hogweed.

Action: Kay to contact goat owners and contact Boehm if they are interested.

5.4. Acquisitions, Covenants and Trail Licences

Landry reported

-Nature Conservancy of Canada grant to pay for work on policies approved (work will be done by Wave Consulting). GaLTT will pay for the work and be reimbursed after it is done and approved by NCC. Marcus, Landry, Ani and Peirce to review the work as it proceeds.

Motion proposed by Landry to sign contract with Wave Consulting to proceed with the work approved by NCC, Seconded: Ani. Carried

-Correspondence received regarding a proposal to amend the baseline report for the Bachman property covenant to resolve issue for current prospective buyers.

-Covenant monitoring happened at Robinson property, no major concerns.

5.5. Community Engagement

5.5a Outreach Report previously circulated by Marcus

-1000 maps printed and many are distributed to regular suppliers, market sales of maps have been brisk

-1000 Raffle tickets are printed (draw on Thanksgiving weekend)

Action: Board members to take ticket package and sell!

-Market Table sign up for the season if anyone is interested.

Action: Boehm agreed to go with Ani to the next market (June 18th)

-Marcus created a map illustrating the locations of potential park land created by the Potlatch density swap proposal.

Action: Marcus to run the map by Brian Henning before displaying at market

-Good turnout for trans Gabriola walk, happy walkers, Tom got \$75 donations towards GERTIE. Some good potential future members were befriended! The walk left from Tin Can Alley early so there were some upset walkers left behind there. For future walks shorten the first length timing (1-1.25 hours) and make sure to wait for scheduled departures.

5.5b Big Tree Registry

-Brockley reported that there are two potential new trees for the registry

5.6 Communications: Gehlbach circulated a report sent by email

5.7 Streamkeepers: Hills circulated a report by email.

6. Old Business

6.1 Increasing membership

-In an effort to increase memberships (as raised by Kay at the last meeting) Brockley suggested some small signs on licence trails reminding people that GaLTT maintains the trails and that people can support GaLTT through memberships and donations.

Action: Brockley will make some signs!

6.2 Storage Shed:

Cameron provided an example of a shed, board agreed that this or something similar would be appropriate.

Action: Marcus and Cameron will acquire a shed and will confirm details (what/where) with property owner when he returns to Gabriola. Ani will help with creating an agreement between the property owner and GaLTT.

Motion: Proposed by Harburn to approve up to \$2000 for site prep and purchase of shed, seconded by Ani. Carried.

7. New Business

7.1. Invasive species removal on private land—Marcus/Brockley (see 5.3b)

7.2 Gabriola Sands at Twin Beaches accessibility project: (Cameron) no report

7.3 Raffle: Cameron working on advertising cards for sale at the market, the board agreed to sell them for \$3. Cameron has also organized for promotion of our raffle with the Hive and at the market.

7.4 Bike to work week (Cameron)- maps were given out for free for bike to work week at North Road Sports.

7.5 Frog Talk

Hills circulated an email indicating that he was tasked by Streamkeepers with seeing if GaLTT would be interested in funding a talk by Elke Wind on frogs. The board was interested and encourages Hills to follow up on this.

Action: Hills to follow up with more info

8. *In camera* discussion

9. Motion to adjourn proposed by Boehm (8:55). Carried.

June 2016 GaLTT Board Minutes recorded by Rebecca Furnell.

GABRIOLA LAND AND TRAILS TRUST

Extraordinary Board of Directors meeting, Tuesday July 8, 2016 at 1787 El Verano Drive

Present: Rob Brockley, Tom Cameron, Jenni Gehlbach, Norm Harburn, Heather Kay, Anne Landry, Kerry Marcus, John Peirce.

Regrets: Madeleine Ani, Ron Bilquist, David Boehm, Rebecca Furnell, Chris Hills.

1. Meeting called to order at 7pm by Harburn.
2. **AGENDA:** Purpose of the meeting was to discuss the Potlatch Properties density swap development proposal.
3. **DISCUSSION TOPICS were:**
 - Report on the community information meeting held at AGI Hall on June 23; format and content
 - The information and letters about the project on the LTC website from individuals and organizations
 - Meeting reports, editorials, and letters published in The Sounder to date
 - GaLTT’s correspondence to date to LTC, our members, and The Sounder about the project.
 - Individual board members’ personal letters to date to LTC and The Sounder about the project (Marcus, Gehlbach, Harburn, and Brockley have written to LTC; Gehlbach and Brockley to The Sounder.)
 - Facebook Community Bulletin Boards discussions about the project
 - Background information negatively affecting community attitudes to development (some involving directly or obliquely the people involved in the current proposal). These include: how to use 4 densities remaining after the formation of Cox Park; the frustrated desire in the community for beach access through the Sitka Cove development; the controversies about rezoning forestry land to enable the building of the clinic; the use of density swaps to enable the formation of 707-acre Park.
 - Ongoing discussions in the Sounder and on the LTC website concerning the way densities are calculated and about the process proposed by the planner to achieve the zoning changes necessary for this development.
 - Inappropriateness of GaLTT involvement in zoning and density issues related to the OCP which must be sorted out by the LTC.
 - The extent of GaLTT’s mandate relevant to this proposal and the effectiveness, appropriateness, and desirability of further organizational statements.
4. **DECISIONS by consensus:**
 - a. **GaLTT’s communication** with our members urging participation in the public process; our letter to LTC and The Sounder in support of the project; and participation in newspaper and Facebook discussions of GaLTT related issues (increased parkland and trails) are probably sufficient organizational input at this stage of the public process.
 - b. **All board members** are encouraged to write individually both to the newspaper and to the LTC expressing support for those aspects of the proposal of particular interest to themselves.
 - c. **Cameron** is drafting a letter emphasizing the conservation values of the donor lands proposed as parkland, using the maps available on RDN and/or LTC websites. He considers this topic to have been neglected in the first public meeting and subsequent correspondence.
 - d. **Cameron** will work with Furnell to write a letter about the desirability of the proposed trail connections through the new development that would improve, connectivity for cyclists and walkers between Taylor Bay Road and the Village.
 - e. **Kay** will work with Gehlbach to write a letter requesting that, since this proposal has such clear and valuable long-term benefits for the community, the LTC and planners prevent the derailment of the proposal by finding ways to solve the thorny questions of rezoning and density calculations that are being raised, based on the OCP.
 - f. **Peirce** will write a letter about the water-related issues that have been raised by Howard Houle (RDN rep) and others in the Community. He will also discuss this with Houle.
5. **Motion to adjourn proposed by Tom Cameron at 9pm. Carried.**

Minutes recorded by Jenni Gehlbach.

Note: by email following the meeting: Marcus noted that Brian Henning will meet next week with Elaine McCullough and Howard Houle at the RDN offices in Nanaimo to discuss the proposed project, and also to walk through the proposed development area near Mallett Creek. They have invited GaLTT to participate. It was suggested that Peirce attend the meeting in Nanaimo and Landry the walk through the project area.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday July 12, 2016 at 1787 El Verano Drive

Present: Madelaine Ani, Rob Brockley, David Boehm, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Norm Harburn, Heather Kay, Anne Landry.

Regrets: Ron Bilquist, Chris Hills, Kerry Marcus, John Peirce.

1. Meeting called to order at 6.05pm by Harburn.
2. **AGENDA:** Adopted as presented by consensus.
3. **MINUTES** from June 14 and July 8, 2016:

MOTION: Proposed by Jenni Gehlbach, seconded by Heather Kay, to accept the minutes for June 14 and July 8, 2016 board meetings as presented. Carried.

4. CORRESPONDENCE

–Harburn reported receiving (1) a request for a new trail into 707-acre Community Park from Fawn Place so that the existing informal trail on private land can be closed off for new construction; (2) a request that we pursue wheelchair beach access (See Item 7.1).

–Harburn sent the Board’s letter to The Sounder in support of Potlatch Properties’ density transfer proposal.

5. REPORTS

5.1 President report:

–Harburn reported that discussions at the market table about the proposed density transfer development proposal have been positive. The map is helpful and GaLTT has a card with our “talking points” to use in these discussions, staying with issues relevant to our mandate.

5.2 Treasurer’s report—O’Rourke had previously distributed her monthly financial statements. Kay reported that expenses paid this month were for advertising, map printing, website fees, insurance, and training. Income was mostly from donations and map sales.

GaLTT’s bank balances on June 30, 2016:

–Chequing “Community Partner Package” (0.01%): \$3542.86

Savings “Business High Interest” (1.05%): \$138,136.37

Motion proposed by Heather Kay, seconded by Tom Cameron that Gabriola Land and Trails Trust shall donate \$1000 toward the Trans Canada Trail initiative “2017 Connect the Trail” for Canada’s 150th birthday. Carried.

Membership: Kay reported that she has sent out 9 renewal reminders for June. This month we received 3 membership renewals (1 individual annual, 1 family annual, and one monthly donor) and one new member application.

MOTION proposed by Jenni Gehlbach, seconded by Madeleine Ani to accept the new and renewing membership applicants as listed. Carried.

ACTION 1. Market volunteers please be careful to leave the exact \$60 float (in coins and small bills to make change) in the box. Any discrepancies between income and recorded sales should be noted for the accountant to deal with appropriately in the books.

ACTION 2. Market volunteers please ensure that membership forms are legible and complete (all appropriate boxes ticked) so that Kay can record what type of membership and ensure that addresses etc. are accurate.

5.3a TRAILS AND PARKS MANAGEMENT. Brockley had previously circulated his report:

–Emailed trail stewards to request updates on trail maintenance issues.

–Reported alleged beach access blocking on Canso Road to RDN, who forwarded it to MOTI for action.

–Contacted local sign maker Bob Hamer for a quote for two styles of wooden trail signs for licensed trails, to forbid motorized vehicles, and to note GaLTT support.

–Reviewed material provided by Marcus from BCHBC regarding safe use of power tools by volunteers.

–Reported to ITF more acts of vandalism in Elder Cedar Park (the police so far found no match for the fingerprints on the sign, and the ITF staff person responsible for monitoring the webcam has been away). The trail crew again repaired the fence and reinstalled the sign.

–Work parties have removed obstructions from two trails, built 50ft of wooden boardwalk west of the bridge beyond Joyce Lockwood park on June 26, and trimmed trails in Elder Cedar on July 10.

DISCUSSION of the request for trail to 707 near Fawn Place and of the beach access issue on Canso involving a landowner's openable gate and notice of danger (another marked public access is nearby in the neighbourhood).

ACTION 1: Brockley to clarify with MOTI appropriate procedures regarding public access to beaches and viewpoints, including the potentially dangerous cliff edge on Canso.

ACTION 2: Brockley to contact RDN representative Howard Houle to see whether an access to 707-acre Park near Fawn Place is a POSAC issue.

5.3b INVASIVE PLANT MANAGEMENT: Boehm reported that he has successfully used a strong vinegar and salt solution to destroy Giant Hogweed infestation near Robinson Woods. He has also removed the blooming Hogweed plant in Drumbeg Park.

ACTION 1: Boehm to invoice GaLTT for the supplies used in Hogweed control.

ACTION 2: Boehm (with Kay's help) to contact Jana Montgomery about possibly using her goats to browse invasive plants.

5.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES:

Landry reported:

–She met with ITF's Nuala Murphy and Cameron Murray (Topographics) to investigate the possibility of building an access boardwalk over the root system of the large cedar, since the public wish to approach the tree and touch it. Cameron will send a possible design and estimate by the end of July. Fund raising would probably be needed for this project to proceed.

–The Policy work contract with Wave Consulting has been signed and a copy mailed to Dyan Dunsmoor-Farley. She has communicated with Wave staff and an update on progress is expected next week.

–During covenant monitoring in Robinson Woods, an issue with the old well was noted. She is following up with American Friends on next steps.

5.5 COMMUNITY ENGAGEMENT:

5.5a. Outreach: Marcus reported by circulated email that:

–She attended a workshop at the end of June on changes to the BC Society Act and their impacts. GaLTT's Constitution and Bylaws will need Committee work this Fall to come into compliance. Marcus has notes and web references to help us in this work.

–Map sales have been brisk and she has ordered 1000 more copies from Gallery Press.

–She attended a meeting with Howard Houle and Brian Henning at RDN offices about the Potlatch Proposal, to discuss issues of water use, different types of possible park designation, and the dam above Mallett Creek.

–Evening guided walks have been planned for Descanso Bay and Cox Parks on July 13 and August 10 (Brockley); and in 707-acre Park July 27 (Marcus, Fisher Loop) and August 17 (Weenk Wilkinson Way).

ACTION: Gehlbach to consult with Marcus about Sounder ads for these walks.

RAFFLE: Cameron reported that raffle ticket and photo card sales are brisk (roughly a book of tickets at each market) and the displayed photograph attracts attention.

5.5b. Big Tree Registry: Bilquist reported by email that he has located and measured two new trees for the Registry, a Pacific Dogwood and another Western Red cedar, and will forward the data to Gehlbach for the website. He will discuss the data on a third tree (Alder) with Brockley before putting it on the register, and has several other significant trees West of Degnen Rd that he will measure at the end of July.

5.6 STREAMKEEPERS—Hills reported by email that a small group will monitor water quality and flows in

Mallett Creek this week.

5.7 COMMUNICATIONS: Gehlbach reported that we

–Advertized events in the Sounder

–Sent out email announcements about work parties and guided walks, and updated the Facebook and web pages about them also.

–Finalized the editing of the Museum’s native plant brochure

–Monitored and took part in Facebook discussions about vandalism and the webcam in Elder Cedar Nature Reserve.

–Emailed members about the photo raffle and also put it on the web and Facebook pages.

Re Potlatch Properties’ proposal:

–Emailed our members about GaLTT Board’s support of the proposal; also about participating in the public discussion and contacting their LTC reps.

–Attended the public meeting about the proposal

–Monitored letters about the proposed development on the LTC website and in the newspaper.

–Monitored and participated in discussions (as appropriate to our mandate) on the Facebook Community pages about the proposal.

–Responded in a letter to the editor to comments written about GaLTT in the previous week’s edition, in the context of the proposed density transfer development

6. OLD BUSINESS:

6.1 GaLTT storage: Cameron and Marcus reported no further action on this item.

7. NEW BUSINESS:

7.1 Wheelchair accessibility: DISCUSSION: this needs to be acted on and be prioritized next year. Very few beaches in BC have wheelchair access.

ACTION: Harburn to contact Provincial Parks personnel to discuss possible wheelchair access at Twin Beaches.

8. **Motion to adjourn** to our potluck party proposed by David Boehm at 7.05pm. Carried.

Minutes recorded by Jenni Gehlbach.

NOTE: There was no GaLTT board meeting in August 2016.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday September 13, 2016 at GAC/WI Hall

Present: Madelaine Ani, David Boehm, Tom Cameron, Rebecca Furnell, Jenni Gehlbach, Heather Kay, Anne Landry, John Peirce.

Regrets: Ron Bilquist, Rob Brockley, Norm Harburn, Chris Hills, Kerry Marcus.

5. Meeting called to order at 7pm by Landry.
6. **AGENDA:** Adopted as presented by consensus.
7. **MINUTES** from July 12, 2016. Note there was no board meeting in August.

MOTION: Proposed by Jenni Gehlbach, seconded by Heather Kay, to accept the minutes for July 12, 2016 board meeting as presented. Carried.

8. CORRESPONDENCE

–email invitation to attend a meeting of CPAWS on the proposed Southern Strait of Georgia National Marine Conservation Area, in Sidney on September 19/20th.

ACTION: Boehm to attend and to bill GaLTT for his travel expenses at 40c/km

–email invitation to attend the LTABC seminars in Victoria on November 3 & 4 with “speakers on stewardship, covenants, fundraising, and other topics”. **DISCUSSION:** Those attending similar seminars two years ago found them extremely valuable.

ACTION: Board members to confirm with Landry if they wish to attend.

–letter from Trans Canada Trail Foundation thanking GaLTT for our \$1000 donation to the Trans Canada Trail initiative, and saying it will be matched dollar for dollar thanks to their patron Jack Cockwell and the Government of Canada.

9. REPORTS

5.1 President report:

–Landry reported for Harburn that he has responded to GaLTT emails throughout the summer; delivered a short speech to acknowledge Arbutus Hardware’s longterm contributions to GaLTT; discussed possible cooperation with Nanoose Hiking Association; met with RDN and Mudge Island Land Trust Association (MILTA) representatives about a possible park acquisition on Mudge.

Executive Committee met on August 18 to discuss joining with MILTA and the RDN to procure for parkland Lot 25 (recently listed for sale) on Mudge Island, adjacent to Dodd Narrows. Members of the acquisition committee had previously toured the area with RDN and MILTA representatives. RDN and POSAC had already assessed the area as suitable for a community park but a referendum would be needed on Mudge Island to approve the necessary tax increase. MILTA has a similar constitution to GaLTT but lacks charitable status, so wishes to use GaLTT’s capacity to issue tax receipts during the needed fund-raising.

Since time was of the essence in negotiating the land purchase, on August 19 the GaLTT Board was asked to vote by email on the issue as follows:

MOTION moved and seconded by GaLTT Executive Committee members that:

1. GaLTT accepts Mudge Island Land Trust Association’s “Project Lot 25” for administration of accounting and issuance of tax receipts as per GaLTT Policy 11 on Community Projects and Subcommittees.

2. GaLTT pledges \$10,000 toward “Project Lot 25” once the RDN has confirmed the purchase.

Both sections of this motion carried unanimously.

RDN is currently still negotiating the purchase of Lot 25 on Mudge Island. **DISCUSSION:** As per GaLTT’s policies, our contribution to this fund-raising will be taken from our restricted funds dedicated to land purchase.

ACTION: Harburn and Landry will attend a meeting with MILTA on Mudge Island this Thursday re fundraising ideas to reduce the potential tax burden.

Peirce reported that he will attend the Ontario Land Trust Alliance meeting in October, and will also travel to

Minneapolis for the International Land Conservancy Network meeting.

5.2 Treasurer's report—O'Rourke had previously distributed her monthly financial statements.

Kay reported that expenses paid this month were donations to Trans Canada Trail initiative, advertising, and printing.

GaLTT's bank balances on August 30, 2016:

–Chequing “Community Partner Package” (0.01%): \$4734.48

Savings “Business High Interest” (1.05%): \$138,265.10 (including \$47,191.98 in restricted funds)

Membership: Kay reported that in August we received 5 membership renewals (3 family annual, and two 5-year family) and two new member applications (1 annual individual and 1 5-year family).

MOTION proposed by David Boehm, seconded by Jenni Gehlbach to accept the new and renewing membership applicants as listed. Carried.

5.3a TRAILS AND PARKS MANAGEMENT. Brockley had previously circulated his report:

- Contacted Howard Houle regarding proper channels for approval of trail from end of Fawn Place to 707 Community Park. Howard's reply was forwarded to the landowner, who subsequently contacted Howard directly. Request to be taken to POSAC for action.
- Received a request from Howard Houle for a fall meeting to ensure that trail work in the 707 Community Park is consistent with the park management plan.
- Extractigators were loaned to the Commons for use by Camp Miriam volunteers during July and August.
- Request received from Kit Szanto for GaLTT to consider offering volunteer opportunities for Camp Miriam kids next summer. Some possibilities might include trail trimming, Tansy Ragwort control, and bark mulching trails (e.g., Elder Cedar). DISCUSSION: Good idea!
- Discussed trail sign designs with Bob Hamer. He will produce signs similar to those sold at the Farmer's Market for approximately \$15 per unit. They are exterior, paper-faced plywood, with exterior paint and two coats of sealer. Initial order is for 10 units of each of two designs.
- Request received from BC Parks to assist with cleanup of unresolved trespass issue at Gabriola Sands Provincial Park at unspecified future date.
- Approval received from MOTI to undertake manual volunteer maintenance work, including boardwalks and drainage, on existing trails on undeveloped ROW's. Requests for future trail construction on other undeveloped ROW's using GaLTT manual volunteer labour can be submitted directly to MOTI for approval.
- Existing public access signs in the Decourcy/Berry Point area and Canso Road were repainted. Ten new concrete public access markers manufactured (courtesy of Randy and Lynne Young) and were installed.
- Met with property owner on Islands View Drive to discuss trespass issues on public access. New signage directing traffic onto correct path has been made and will be installed in late September.
- Purchased four Fiskars hedge trimmers for trail maintenance activities.
- Purchased concrete blocks, paint, and screws from Arbutus for public access markers and boardwalk installation.
- Purchased ~700 feet of decking from Arbutus Home Building Supplies at a 75% discount. Decking will be used to build boardwalks for muddy sections of trails.
- Installed posts and trail signs at both ends of the Clamshell trail.
- Work party was held on July 24th for trimming the trail from Joyce Lockwood to seasonal waterfall.
- Work parties were held in 707 Community Park on August 7th and August 21st for trail trimming.
- Work party was held on September 4th to replace damaged boardwalks on the James Way/Malaspina Drive connecting trail. Posts and trail signs were also installed at each entrance.
- Received a report on September 4th that the sign at the Elder Cedar has been ripped off the metal post yet again. This has been reported to Islands Trust Fund, with a request to check the on-site camera.

5.3b INVASIVE PLANT MANAGEMENT: Boehm reported finding several more patches of giant hogweed. He has removed flower heads from all he found to prevent seeding. He is attempting to map all the patches. The owner of the most significant half-acre patch gave permission to deal with the hogweed (which the owner has

been mowing). MOTI has sprayed the patch of Japanese Knotweed near the mailboxes on South Road.

DISCUSSION: Next spring GaLTT should plan a significant campaign using newspaper articles, display sheets, and a brochure (possibly in cooperation with the museum) about the various invasives. During the spring and summer, perform “blitzes” on particular invasives (as in Drumbeg’s Scotch broom), possibly using Camp Miriam participants during the summer. Ignore the popular blackberry!

ACTION: Gehlbach to ensure the information about invasive plants published on our website is current and available for copying/downloading during the campaign.

5.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES:

Landry handed over paper documents about contracted professional services with Wave Consulting and covenant monitoring to Gehlbach for filing. She also reported:

–the committee met in early August and several members were involved in the Mudge Island Lot 25 discussions.

–Landry has placed Green Legacy documents in the local library

–Our first five-year trail licence is due for renewal in mid-October. Landry will work with the landowners to set up a 2-year automatic renewal trail licence to match our current standard licence.

ACTION: Cameron to bring to the board some possible new wording for licences regarding the use of motorized bikes and scooters on trails.

–We have received comprehensive feedback about our policies and procedures from Wave Consulting and several issues need full board discussion.

ACTION: Landry will schedule a separate board meeting in October to discuss policies and procedures.

5.5 COMMUNITY ENGAGEMENT:

5.5a. Outreach: Gehlbach reported for Marcus that:

–Markets have produced lots of map sales, and many productive discussions about the Potlatch Density Transfer proposal.

–Evening guided walks were held in Descanso Bay and Cox Parks on July 13 and August 10 (Brockley); and in 707-acre Park July 27 (Marcus, Fisher Loop) and August 17 (Weenk Wilkinson Way).

RAFFLE: Cameron reported that raffle ticket sales have been a little disappointingly slow. The photo is currently on display in The Hive, who are making ticket sales also.

ACTION: all board members are urged to buy/sell more tickets.

5.5b. Big Tree Registry: No report.

5.6 STREAMKEEPERS—No report. Hill wrote to apologize for his frequent absence from meetings and asked for advice on the best way to continue the Streamkeeper and GaLTT liaison.

ACTION: (1) Hill to continue attending GaLTT Board meetings whenever he can unless someone else in the Streamkeeper group wishes to take over that role.

ACTION: (2) Hill to ensure that the Minutes of Streamkeepers meetings are regularly sent to GaLTT board to keep us informed of the group’s activities and decisions.

5.7 COMMUNICATIONS: Gehlbach reported that we

–Advertized events in the Sounder.

–Sent out email announcements about the photo raffle, work parties, and guided walks, and updated the Facebook and web pages about them also.

–Wrote a tribute to Arbutus lumber for their generous contributions to us, which was used in little presentation booklet as well as Harburn’s speech.

- Monitored the public correspondence in the newspaper and on the Island Trust website regarding the Potlatch proposal.
- Uploaded the January to June board minutes to the website.
- Maintained website for consistency, accuracy, and currency.

6. OLD BUSINESS:

6.1 GaLTT storage: Cameron reported no further action at this time. Current arrangement in Cameron's garage is satisfactory for now, the most-recently suggested shed location may not be optimal, and there is a possibility that the Arts Council may have storage room in their planned log structure near Heritage (WI) Hall.

6.2 Wheelchair accessibility at Gabriola Sands. Cameron reported negotiations continue with BC Parks.

7. NEW BUSINESS:

7.1 Trans Gabriola Trek: An earlier board meeting decided that one end-to-end walk per year (preferably in the Spring) was enough, so there will be no Trans-Gabriola Trek on October 16.

7.2 POSAC meeting is due shortly to discuss the Potlatch proposal, and it was noted that Randy Young will be resigning soon, leaving a vacancy.

8. **Motion to move *in camera*** to discuss a covenant safety issue proposed by Jenni Gehlbach. Carried.

9. Motion to move *ex camera* and adjourn proposed by Jenni Gehlbach at 8.50pm. Carried.

Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Extraordinary Board of Directors meeting re Policies and Procedures Thursday October 6, 2016 at Arts and Heritage (WI) Hall

Present: Madelaine Ani, Rob Brockley, Tom Cameron, Jenni Gehlbach, Norm Harburn, Heather Kay, Anne Landry, Kerry Marcus, John Peirce. **Regrets:** Ron Bilquist, David Boehm, Rebecca Furnell, Chris Hills.

Guest presenters: for Wave Consulting, Dyan Dunsmoor-Farley and Julie Sperber

1. Meeting called to order at 8.05pm by Landry, who passed Chairmanship to Dunsmoor-Farley in order to freely participate in board discussions.
2. **AGENDA:** Adopted as presented by consensus.
3. **PURPOSE of MEETING:** The purpose of the meeting was to discuss the preliminary report from Wave Consulting and their suggested changes to our Policies and Procedures needed to bring them in line with standards outlined by Canadian Land Trust (CLT). Their task had been to bring GaLTT's Policies and Procedures in line with current best practices, to include needed new policies, and to remove any inconsistencies or errors in old policies. In this contract Wave Consulting is working on two CLT standards.
4. **DISCUSSION:** Sperber reported that, in addition to studying the CLT standards, for comparison and relevance she had looked at the standards and policies of land trusts more similar in size to GaLTT on the east and west coast: Nova Scotia Land Trust, the Comox Valley Land Trust and Galiano Conservancy.
Board discussion focused most particularly on:
 - a) **CLT Standard 8:** Evaluating and Selecting Conservation Projects
Practice B: Project Selection and Criteria.
 - b) **CLT Standard 11:** Conservation Agreement Stewardship
Practice A: Funding Conservation Agreement Stewardship
5. **DECISION 1:** It was agreed to **remove our old policy item 9.17** (requiring 100% board approval for proposed acquisitions), which conflicted with the **retained Item 9.2 (requiring 80% board approval for acquisitions)**.
6. **DECISION 2:** Wave included as Appendices to the Policy document some **tools (checkbox lists)** to help in deciding whether a proposed acquisition is in line with our Constitutional goals, policies, and scope. It was agreed that these tools would be used by our **Acquisitions Committee (ACTL)** to guide which potential acquisition projects they would subsequently bring to the full Board for approval. ACTL to consult with all relevant sections of GaLTT (such as Treasurer) to ensure compatibility with our mandate and scope.
7. **DECISION 3:** Our Constitution permits GaLTT to hold land titles, but also mentions working with landowners and other agencies to achieve our goals. The various **means by which acquisitions could occur** (purchase, covenant, donation, or partnering with other agencies) shall be included **in the body of our Policy**, rather than as a footnote.
8. **DECISION 4:** Each acquisition proposal must include a **plan for funding Stewardship costs** (including legal fees). The means of funding shall include asking the donor of land to provide all or a portion of such funds. The funds shall be some minimum amount (such as \$5000 per property).
9. **DECISION 5:** Our policies shall distinguish between properties acquired to be held long-term for their conservation values, and properties (real estate and/or bonds) that might be more suitably sold to provide funds to support our conservation objectives.
10. **DECISION 6:** In assessing the potential value or urgency of an acquisition, ACTL shall **include examination of any threats to the property** through physical means (such as cliffs eroding), social activity (such as imminent development); and biological threats (such as invasive plant growth). Some of these threats may make the acquisition more desirable; others, less.
11. **DECISION 7:** Wave Consulting to provide an amended draft policy document ready for discussion at GaLTT's board meeting October 11th
12. **Motion to adjourn by Jenni Gehlbach at 9.35pm.** Carried.

Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday October 11, 2016 at GAC/WI Hall

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

Observing member: Nola Johnston

10. Meeting called to order at 7.05pm by Harburn, who welcomed Nola Johnston.
11. **AGENDA:** Adopted by consensus as amended, with the addition of 3 items under New Business:
 - 7.3 CPAWS report—Boehm
 - 7.4 Constitution and Bylaw amendments needed—Marcus
 - 7.5 AGM arrangements—Harburn

12. **MINUTES** from September 13 and October 6, 2016.

MOTION: Proposed by Jenni Gehlbach, seconded by David Boehm, to accept the minutes for September 13 and October 6, 2016 board meetings as presented. Carried.

13. CORRESPONDENCE

–Marcus circulated her draft of the response to Islands Trust as part of the referral process regarding the Potlatch proposal, and she will incorporate suggested changes.

MOTION proposed by John Peirce, seconded by Jenni Gehlbach, that GaLTT’s letter about the Potlatch proposal be sent to Islands Trust as part of their referral process. Carried.

–GaLTT has received appreciative acknowledgement from RDN via Howard Houle of our efficient role in and financial contribution to the acquisition of Lot 25 on Mudge Island.

14. REPORTS

5.1 President/Past President’s report:

–No report. Peirce will attend meetings of The Canadian Land Trust Alliance and the International Land Conservancy Network later this month.

5.2 Treasurer’s report—O’Rourke had previously distributed her monthly financial statements.

Kay reported **GaLTT’s bank balances** on September 30, 2016:

–Chequing “Community Partner Package” (0.01%): \$3764.99

Savings “Business High Interest” (1.05%): \$138,327.43 (including \$47,191.98 in restricted funds; available assets \$95,638.44).

Checks written this month were to Chamber of Commerce for membership; to Boehm (for invasive-plant control supplies); and to RDN (\$10,000 from the restricted acquisitions fund, not yet cashed) as our contribution to the purchase of Lot 25 on Mudge Island. September’s revenue (\$1432.06) came from memberships, raffle, and market sales.

Membership: Kay reported that in August we received 4 membership renewals (three family annual, and one 5-year individual).

MOTION proposed by Jenni Gehlbach, seconded by John Peirce to accept the renewing membership applicants as listed. Carried.

5.3a TRAILS AND PARKS MANAGEMENT. Brockley had previously circulated his report:

- A request to construct a new trail from the end of Fawn Place to the 707 Community Park has been supported by POSAC. Rob has informed Howard Houle that GaLTT volunteers are prepared to construct the trail after approval is obtained from the RDN.
- Reported fallen tree on the Sandwell trail to BC Parks.
- Purchased and installed extruded metal lath to new boardwalks between James Way and Malaspina Drive.
- Repaired and re-installed Elder Cedar sign.
- Constructed and installed two new public access markers at the end of Islands View Drive.

- Replaced broken tread on public access stairs on Tinson Road.
- Delivery of trail signs from Bob Hamer has been delayed until after the Thanksgiving Studio Tour.
- Work party was held on September 18th to trim connector trail between Elgie and Tait.
- Work party was held on October 2nd to trim public access trails in the Decourcy area and to remove Daphne.
- Rob has been asked, and agreed, to replace Randy Young on POSAC when his term expires at year-end.
- Board approval sought for volunteer work party to install posts and appropriate signage on connector trail between the 707 and Tait Road in order to clearly demarcate route. (No formal approval needed.)

Landry reported from Brockley that to date in 2016, there have been 72 **individual trail volunteers at trail work parties** including a group of Lion's Club members who help with the Drumbeg broom removal; 17 trail stewards not including board members; and 13 Girl Guides participating in a broom removal event. Gehlbach reported that GaLTT currently has a **volunteer email list** of over 300 people, and that the number of active volunteers has increased over last year.

Harburn reported that his visitors had been greatly impressed by the **Kensington Lands trail system** with footbridge and boardwalks beyond Joyce Lockwood Park.

Cameron reported **renewed and improved insurance** for our volunteers (age limit raised to 85 years!)

ACTION: Cameron to update the actuarial information and copy Gehlbach for the files.

5.3b INVASIVE PLANT MANAGEMENT. Boehm reported continued activity by himself on hogweed, and by MOTI regarding knotweed (as in September's report).

ACTION 1: Boehm to contact the landowners on South Road about the knotweed on their property following MOTI's removal of it from the roadside.

ACTION 2: Cameron to draft an article for the Sounder about knotweed.

ACTION 3: Gehlbach to meet with museum people regarding a jointly published invasive plant brochure.

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

- **LOT 25, Mudge Island:** September 15th, she and Harburn met with MILTA members on Mudge to discuss fundraising ideas for Lot 25. The fundraising ideas were not required as Lot 25 was purchased by RDN for \$238,000.00. Funds for purchase: \$8,000 from MILTA, \$12,000 from RDN and \$10,000 from GaLTT. The rest of the money will be funded through RDN Area B taxes over the next five years and Lot 25 will become a community park, managed by RDN. Howard Houle was key to having the project come together. This was the first time GaLTT funds have been used for land purchase. Gail Adrienne, executive director of NALT emailed some good fund-raising ideas that may prove useful in the future.
- A special board meeting was held October 6th to review and provide input regarding the **policy contract with Wave Consulting.**

MOTION proposed by Anne Landry, seconded by Kerry Marcus to accept in principle the draft as circulated regarding standards and policies on Evaluating and Selecting Conservation Projects (criteria) and on Conservation Agreement Stewardship (funding). Carried.

ACTION 1: Landry to ensure the draft of our policy document regarding land acquisition following WAVE's work is sent to Nature Conservancy of Canada for approval in a timely way.

ACTION 2: The Acquisitions Committee will fold these proposed amendments (once approved by NCC) back into GaLTT's policy and procedures document, which will be fully amended as needed at the same time.

- She submitted an on-line national survey about land trusts, which was received from the LTABC (input for a master's thesis at UVic). Cameron, Marcus, Brockley, Gehlbach, and Landry provided input. We should receive results in the spring.
- She is continuing work with Diane and Bill Cornish on a new 2-year renewing trial licence to replace their 5-year licence, which expires October 18th. Cameron noted that GaLTT should ensure that both ends of licensed trails across private land are marked as such. We have been in violation of our agreement on the Cornish trail

in this respect. He also noted that the section of the Cornish trail that connects directly to Rollo Park has been omitted from our map.

- **The well on Sally Robinson's property** was filled in, in early October. Peirce and Boehm, who coordinated the work, reported that the work of filling the old well went quickly and smoothly, with minimal damage and full approval by AFCLT and Sally Robinson, the owner, but we were remiss in not contacting the tenant directly about our activity. Boehm videotaped the procedure.

ACTION 1: Cameron to ask Brockley about using volunteers to tidy up the trail following the well-filling.

ACTION 2: Cameron/Boehm to forward any photos that might be suitable for posting on our Facebook page or website.

- **Trail licences:** Marcus is working with Harburn and Landry on one new trail licence, and Cameron is working on a second new trail licence.
- There is an offer in on the Bachmann property. Landry sent the covenant documents to the prospective buyers.
- A proposal to build a boardwalk around the elder cedar in Elder Cedar was received from the Islands Trust Fund. The Sounder published an article October 4 about the sign vandalism.
- Several board members have committed to attending the LTABC Seminar series in Victoria on November 3 and 4.

MOTION proposed by Anne Landry, seconded by Rebecca Furnell that the Board approves the payments for fees and travel costs needed for board members attending the LTABC Seminar series on November 3 and 4. Carried.

5.5 COMMUNITY ENGAGEMENT:

5.5a. Outreach: Marcus reported that:

–Market volunteers (particularly Harburn and Cameron) did a fantastic job selling maps and raffle tickets and answering questions about our trails and also about the Potlatch proposal.

–Market map sales were lively throughout the summer. Also, at least 794 maps were distributed to our vendors (\$3215 deposited from vendor sales). We printed another 1000 maps in August.

ACTION: Map revisions committee should reconvene soon to discuss the next edition. We need to develop a system for classifying trails. We should also incorporate RDN's new surveying information. We may also need to include many new trails if the Potlatch proposal is approved.

–Walks were poorly attended, but those who came enjoyed them. If we continue, we maybe need better publicity. Fall cross-island walk was not held. Perhaps have two cross-island walks and leave the rest next year?

–**RAFFLE REPORT:** John Poirier generously donated his photo of Elder Cedar as a means for GaLTT to raise money and Judy Preston donated some hand-made jewelry. We sold tickets through Directors and at the market all summer. **We sold 493 tickets for a total of \$986.00 raised.** The draw occurred at 11am on Saturday October 8, in AGI Hall at the Farmers' Market, following a brief talk by Poirier, who drew the two winning tickets:

1st prize: Linda Tyler (now of Qualicum Beach)

2nd prize: Tessa Spero of Gabriola

ACTION 1: Marcus to submit the Gaming Report about the raffle.

ACTION 2: Marcus, Cameron to send photos of the draw to Gehlbach for Facebook and webpage.

5.5b. Big Tree Registry: Bilquist reported that he has improved his tree-trunk measuring tools. He will be re-measuring some listed trees and is following up some newly reported trees.

5.6 STREAMKEEPERS—Hills previously circulated his report. Dave Clough (Pacific Streamkeepers

Federation) was on Gabriola September 17 to help train members with a GPS-enabled phone APP using Avenza maps, to help them more easily perform stream assessments. Kyle Clifford is working out “kinks” in his electronic equipment before following up on lower Mallett Creek. Their recent meeting was cancelled because of power outage, and they are trying to agree on a regular meeting night.

ACTION: Cameron to send GaLTT’s condolences to Deb Ferens about her husband Jim Demier’s death.

5.7 COMMUNICATIONS: Gehlbach reported that her activities were as usual, maintaining work-party emails, and Facebook and website updates. Also redirecting members’ and volunteers’ emails as appropriate.

6. OLD BUSINESS:

6.1 GaLTT storage: Cameron reported that our market supplies are stored in his garage for the winter and he hopes to consolidate it into one storage unit.

6.2 Wheelchair accessibility at Gabriola Sands. Harburn reported that Iona Park has the plastic strip accessibility path installed to protect its dunes. It is un-staked and rolled up in the Fall and re installed in the Spring.

ACTION: Harburn to continue his research into wheelchair accessibility on public beaches and to renew contact with Gabriola Lions Club and the Provincial Parks Dept. about the Gabriola initiative.

7. NEW BUSINESS:

7.1 Proposed boardwalk for Elder Cedar: Discussion postponed until November.

7.2 Dog-poop bags in parks: Dispensers are empty. Replacing the stock of bag used to be done by Randy Young. Disposal is sometimes a problem.

ACTION: Boehm to pick up dog-poop bag supplies from Randy Young.

7.3 CPAWS Boehm reported he attended a meeting of CPAWS in Sidney on September 19/20 to develop a strategy to get the Federal Government to commit to a marine conservation area from Gabriola to Sidney. James Gordon in the Sidney office of Parks Canada is working on the proposed conservation area. Another Parks Canada staff member is contacting the nineteen First Nations in the area as part of the consultation process.

7.4 Constitutional changes: Marcus reported that significant changes are needed to our by-laws due to changes in the BC Societies Act. The new Act comes into effect on November 28, after which societies have two years to make the transition. Any changes will need approval from our members at an AGM or extraordinary meeting.

ACTION 1: Marcus to set-up and chair a committee to draft needed changes to our Constitution and Bylaws.

ACTION 2: Peirce to ask Nancy Hetherington-Peirce if she will be willing to help us draft the new document.

7.5 AGM planning We need to choose a venue and a speaker for our AGM, usually held in early February.

ACTION 1: Gehlbach to check the availability of The Roxy for our AGM on Monday February 6th or Wednesday February 8th.

ACTION 2: Cameron to contact Nancy Turner, ethnobotanist, about speaking at our AGM on February 6th or 8th.

8. Motion proposed by Jenni Gehlbach to move *in camera* to discuss a recently sold property. Carried.

9. Motion to move *ex camera* and adjourn proposed by John Peirce at 8.50pm. Carried.

Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday November 8, 2016 at AGI Hall

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

15. Meeting called to order at 7.0pm by Harburn.

16. **AGENDA:** Adopted by consensus as amended, with the addition of 2 items under New Business:

7.2 Reciprocal NALT and GaLTT group memberships—Kay

7.3 LTABC reports and general discussion—all

17. **MINUTES** from October 11, 2016.

MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry, to accept the minutes for October 11, 2016 board meeting as presented. Carried.

18. CORRESPONDENCE

—Gehlbach reported receiving and responding to a request for a letter of engagement in the SFU/GES place-based research project (see Item 5.5a).

19. REPORTS

5.1 President/Past President's report:

—Harburn noted that it has been a very busy month. He has received several letters about the Potlatch density transfer proposal, all in support of GaLTT's public position. We also received a request from The Land Conservancy of BC for support in their current court case involving Wildwood Eco-Forest—see Item 5.4.

—Peirce reported on his attendance at Ontario Land Trust Alliance (discussing setting priorities for land acquisition using GIS methodology), The International Land Conservation Network meeting (focused on Large Landscape Systems, across US State and National borders), US-based Land Trust Alliance (large-scale projects such as entire watersheds), and at an American Friends of Canadian Land Trust board meeting (regional working groups). For the latter Peirce is working with NCC and ITF to start a group in the Salish Sea region. See Item 7.3.

5.2 TREASURER'S REPORT—O'Rourke had previously distributed her monthly financial statements.

Kay reported that \$10K was transferred from the restricted funds in the high-interest savings a/c to chequing a/c to cover the donation toward the purchase of Lot 25 on Mudge Island. Revenue \$1642.26 this month was for memberships, donations, and raffle sales. Expenses \$4201.40 were for general administration, training, tools and equipment, bank charges.

GaLTT's bank balances on October 31, 2016:

—Chequing "Community Partner Package" (0.01%): \$3227.40

—Savings "Business High Interest" (1.05%): \$126,387.18.

(This includes restricted funds remaining for land acquisition = \$37,191.98)

Membership: Kay reported that in August we received applications for one new membership, and 5 renewals (one volunteer membership, three family annual, and one 5-year family).

MOTION proposed by Jenni Gehlbach, seconded by Kerry Marcus to accept the membership applicants as listed. Carried.

5.3a TRAILS AND PARKS MANAGEMENT. Brockley showed us samples of the new trail signs he has contracted. Signage will be needed for the recently licensed trail across Nelder Boulton's property.

MOTION proposed by Heather Kay, seconded by Madeleine Ani that Brockley order signs to be made for "Nelder's Pond Trail". Carried.

In addition Brockley reported that he has:

- Officially applied for a position on POSAC
- Arranged with Tom Archdekin (Old Growth Tree Services) to remove a large tree that had fallen across the trail in Haven Woods. Tom donated his time.

- Responded to concerns regarding storm damage to beach access stairs at Hummingbird Community Park in Whalebone area.
- Reported broken beach stairs at Joyce Lockwood for RDN Parks. They will likely re-install more robust stairs, as this is the second year in a row where winter storms have damaged the wooden stairs.
- Replaced one trail sign in Haven Woods.
- Re-installed post and signs at northern trail intersection at Elder Cedar.
- Cut and assembled wooden boardwalks for installation on the Evans Road trail.
- Cancelled the work party on October 16th due to heavy rain and wind.
- Held work party on October 30th at Robinson Woods to spread five yards of bark mulch to repair damage caused during the recent well-filling operation.
- Scheduled a meeting with Mark Dobbs (RDN, Superintendent of Park Operations) on November 9th to discuss 707 trail maintenance issues.

Harburn noted that he was very impressed with the efficiency of the mulch-spreading operation in Robinson Woods, using multiple volunteers and wheelbarrows.

5.3b INVASIVE PLANT MANAGEMENT. Boehm reported that he has not been active this month because of very poor weather and his cracked ribs.

5.4 ACQUISITIONS, COVENANTS, AND TRAIL LICENCES. The ACTL Committee met October 26th. Elder Cedar, classifying trails, trail licence signage, the “remainder” parcel (Potlatch proposal) and some trail licence issues and potential trail licences were discussed.

- Marcus and Harburn signed a new trail licence with Nelder Boulton for a section of trail through the Sommerset Pit near Dorby Way, along part of the end-to-end trail.
- Trail licence was completed with Diane and Bill Cornish. A new 2-year renewing licence replaces the expired 5-year licence for a trail between Rollo Park and Barrett.
- The policy work was submitted to NCC October 16th, along with an invoice. Now waiting to hear back on approval or necessary changes.
- The board received a request to support the Ecoforestry Institute Society with regards to a sale of the Wildwood Eco Forest property near Nanaimo. The topic was researched and Landry recommends not taking a public position.
- The Brickyard Hill (Bachmann) covenanted property has now been sold. ITF will follow up with the new owners. Landry has had informal discussions with them about the covenant.

ELDER CEDAR

- Elder Cedar—potential boardwalk. ITF has submitted a grant proposal to Toronto Dominion Bank for funding to construct a boardwalk around the elder cedar. If approved, some matching funds will be required.

Motion proposed by Anne Landry, seconded by Rob Brockley, that the board approve in principal, matching funds up to \$5,000 to support the building of a boardwalk around the elder cedar in Elder Cedar Nature Reserve. This matching funding is dependent upon the ITF receiving a grant to complete this work. Carried.

ACTION 1: Landry to explore with ITF the possibility of using a Village Foods Community Project card as part of the Fund Raising for this project if it goes ahead.

ACTION 2: Landry to follow up with ITF about participating in their Species at Risk initiative.

5.5 COMMUNITY ENGAGEMENT:

5.5a. Outreach: Marcus reported that:

- The raffle results were reported at our October meeting. She has completed the Gaming Report, which is ready for submission.
- She negotiated with Nelder Boulton re the new trail on his property, which is a key link in our end-to-end trails objective. Landry noted that we now have 13 active trail licences (we have negotiated 14, but one expired when the land changed ownership.)
- To Oct. 18, map sales through our vendors produced \$3,575; 856 maps distributed. (Not including market sales.)
- On Oct. 26, she and Gehlbach attended the information meeting at the Elementary School about an SFU place-based environmental education research project. GaLTT was invited to participate in the project and to write a letter of engagement to be used in their funding application to Social Sciences and Humanities Research Council (SSHRC). This was done, and Gehlbach will be GaLTT's contact person for the project.
- She has begun the by-laws transition work.
- She attended the LTABC seminar series in Victoria.
- She, Brockley, Harburn, and Landry met with researcher and video-maker Phillip Vannini in Cox Park, where they walked the Mallett Creek Trail, while Phillip video-taped their conversation about trails and trail building on Gabriola. Phillip is working on a video entitled, "Made in the Gulf Islands".

Marcus noted that the second reading of the Potlatch development proposal will occur at the Local Trust Council meeting this Thursday November 10. Board members are encouraged to attend.

ACTION: Board decision re the timing for changing our Constitution to accord with the New Societies Act was deferred to the December meeting.

5.5b. Big Tree Registry: Bilquist had previously reported by email that he has measured two more Douglas-fir trees in Elder Cedar but conditions were not right for photos needed for the Registry. He has noted an invasive vine in the western region of the Reserve and will further investigate.

5.6 STREAMKEEPERS—Hills reported:

- RDN water-quality monitoring on Mallett Creek continues.
- They are working on organizing their minutes so that Gehlbach can put them on their website.
- Ruby Chapman invited them to help monitor forage fish with Ricky Belanger, marine biologist. He will gather sediment samples from Gabriola beaches on November 15, and on November 16 will need 6 to 8 volunteers to learn how to sieve the samples, searching for tiny eggs. If there's time he'll also teach how to take the samples from the beach.
- Next spring Ramona de Graf has said they'll be willing to give a presentation about forage fish and organize a one-day workshop on Gabriola, to learn how to do our own field work and properly prepare samples for testing. She forwarded a link for public input: <http://letstalkfishhabitat.ca/index.php>.
- He has emailed Elke Wind about doing a public talk on Gabriola in the Spring. No response yet.
- Streamkeeper regular meetings are now every third Wednesday evening of the month at Arts and Heritage Hall.

ACTION: Hills will complete the questionnaire supplied by Cameron regarding insurance when working with vulnerable populations (such as children).

5.7 COMMUNICATIONS: Gehlbach reported that she:

- Booked The Roxy for our AGM on Wednesday evening, February 8.
- Continued routine monitoring of Facebook and other communications for GaLTT-related issues.
- Made routine updates to our website and Facebook page
- Sent out emails to volunteers about trail work parties and to GaLTT members about becoming active in Streamkeepers and informing them of changed time of SK's regular meetings.
- Attended with Kerry a presentation at GES about participating in the proposed SFU research program and co-wrote GaLTT's letter of engagement to be used in support of their funding application.
- Website: Started the process of closely checking and updating the whole website since some pages had remained unchanged for several years. She will delay updates to the board and constitution pages until we have finished changes to our bylaws and policies and procedures, and following our AGM board elections. **ACTION: Board members** to inspect closely pages of particular interest to them (if any!) and report any needed changes/corrections. **Furnell** to check all hot links to ensure they still work appropriately.
- Attended LTABC seminar series in Victoria and took particular interest in the issues of branding or "telling our story". DISCUSSION: Are we content to stick with our existing visual "brand"? Younger graphic designers have recently criticized our image. It will be a lot of work and expensive to change web design, publications and display materials along with our public image. Should major change wait until we have a more radical change of function such as hiring staff or buying land? Many Gabriolans still don't know who we are and what we do. Membership is static. What (if anything) do people think of when they hear "GaLTT"? Could changed branding improve this?
- Community invasive plant initiative: Met with Joan Merrifield of the Museum to discuss **co-producing a 2-fold, 6-panel brochure about Gabriola's invasive plants**. She will hire the same graphic designer used to design the similar joint native plant brochure. She took copies of the information already researched for our website about invasive plants, which will be used for what is printed. The brochure will be ready for distribution in the spring. We would prefer it to be distributed free.

The new brochure will be part of a **community-wide initiative on dealing with Gabriola's invasive plants**. In March or April, GaLTT and the Museum will also organize a panel discussion about invasive plants hopefully involving the Gardening Club and the two local nurseries. We would also hope that the two businesses will display and distribute the brochure freely. We would also like to work with groups of GES students on how to recognize and deal with invasive species. This may coordinate well with the place-based SFU/GES research program.

6. OLD BUSINESS:

6.1 Wheelchair accessibility at Gabriola Sands. Harburn reported that he met with the Park Ranger and has written a formal letter to say that we are pursuing this initiative. He had a preliminary meeting with Betsy Banford and Carol Martin of the Lions Club, and they are enthusiastic about Lions participating in the project. He has costed out the appropriate plastic pathway product (\$10. per square foot), which would be staked across the beach in spring and removed and stored for winter.

ACTION: Harburn to talk to Provincial Park people about their experience with the plastic pathway product in Boundary Bay.

6.2 AGM planning

Gehlbach reported that she has provisionally booked The Roxy for our AGM on Wednesday evening, February 8, 2017. Also, she has emailed Richard Hebda (of the Provincial Museum in Victoria) who spoke at the LTABC meeting about Climate Change and Conservation, inviting him to speak at our AGM. No response yet.

Cameron reported that he had previously invited Nancy Turner, ethnobotanist, to speak but she regretted she was not available at that time. She has agreed to speak at our following AGM in February 2018.

7. NEW BUSINESS:

7.1 Insurance issues Cameron discussed our insurance situation with our agent (who also spoke at the LTABC seminars). He advised that usually agencies such as schools that regularly deal with vulnerable populations such as children, usually have the necessary insurance and policies and procedures, so that when working with those agencies we probably do not need special coverage. However we likely will need to get police checks.

–Cameron and Ani are investigating the details of our current agreements such as trail licences, and how they might affect our insurance policy.

ACTION: All Board members to please fill in the questionnaire distributed by Cameron.

7.2 NALT & GaLTT memberships Kay reported that group memberships in GaLTT cost \$60, but in NALT only \$20. Each society needs to be a member of the other. How should we best do this?

ACTION Kay to suggest to NALT that we simply exchange (free of charge) reciprocal memberships in each other's organizations to maintain automatic updates and share information.

Agenda Item 8 moved forward:

MOTION proposed by Jenni Gehlbach to briefly move *in camera* to discuss issues around trail access near Haven Woods. Carried

7.3 LTABC “take away” reports and general discussion

–Landry liked the idea of putting some time aside at all Board meetings to discuss broader and longer-term issues, not just dealing with day-to-day issues when we meet regularly. She also thinks ecological mapping is important to determine priority areas for covenants or potential acquisition.

ACTION: Gehlbach to include at the beginning of each board meeting agenda 20 minutes for broader board discussion of long-term issues before regular activity items.

–Marcus was particular interested in long-term strategy; longevity of GaLTT, and the (so far successful) need for good policies and procedures and an engaged board. She appreciated the covenants information, and The Land Conservancy's “Lessons Learned”.

–Ani was interested in issues around image and branding, (and whether for instance our website need sparking up a bit). Also whether grant money could be found to map species.

–Kay was interested in the suggestion that when fund raising or seeking members we should be suggesting that people “invest” in our trails rather than donate.

–Peirce was interested in long-term question of “who we will be”. What are our vision and values? Also he extended his networking activities re coordinating a Salish Sea Working Group with representatives from NCC, ITF, BCLTA, Salt Spring Conservancy, GaLTT and AFCLT. Possibly extending the work of the GIS specialist on SSI through a grant to be a resource to other small conservancies in setting securement priorities. He also noted the ITF's Regional Conservation plan (145pp; available on-line) as an example of GIS planning.

–Gehlbach took particular interest in the issues of branding or “telling our story”, and of future (and current) Board and Staff interaction and communication in non-profit organizations. See item 5.7 DISCUSSION.

DECISION: NEXT MEETING and Christmas party, December 13 at Gehlbach's house.

9. Motion to adjourn proposed by John Peirce at 9pm. Carried.

Minutes recorded by Jenni Gehlbach.

GABRIOLA LAND AND TRAILS TRUST

Board of Directors meeting, Tuesday December 13, 2016 at 1787 El Verano Dr.

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

20. Meeting called to order at 6.00pm by Harburn.
21. **AGENDA:** Adopted as distributed by consensus.
22. **MINUTES** from November 8, 2016.

MOTION: Proposed by Jenni Gehlbach, seconded by Anne Landry, to accept the minutes for November 8, 2016 board meeting as presented. Carried.

23. CORRESPONDENCE

- Landry reported sending (November 17) a letter of support for “Species at Risk Protection and Management in three Gulf Island Nature reserves 2017-2018” to Environment Canada, Canadian Wildlife Service, with particular reference to Elder Cedar Nature Reserve’s communities of Band-tailed Pigeon, Red-legged Frog, and Western Screech Owl.
- Landry passed to Gehlbach for filing a copy of the agreement between GaLTT and Nature Conservancy of Canada regarding OQO Capacity Development Funding.
- GaLTT has received a letter from BC Parks regarding our proposal for a wheelchair accessibility project in Gabriola Sands Provincial Park, laying out the six studies that must be done to gain approval for the project.

24. REPORTS

5.1 President/Past President’s report:

- Peirce reported a new joint campaign by Mayne Island, American Friends, NCC, and CRD to raise \$4.4 million to purchase 26 acres at St John Point, the SW tip of Mayne Island.
- The newly formed Salish Sea regional conservation group had their first meeting in early December.
- Peirce met with Cheryl Wirsz, Director of Land Acquisitions for BC Parks (with almost zero budget). They will only consider land acquisitions that are next to or within existing parks. This may be relevant in the future to the salt marsh adjacent to Sandwell Park.

5.2 TREASURER’S REPORT—O’Rourke had previously distributed her monthly financial statements.

- Kay reported that the biggest payment this month was \$4318 to Wave Consulting, most of which (minus GST) will be reimbursed. Other expenses (conferences, internet, insurance) were \$749.80. Revenue (memberships, donations and map sales) was \$1352.34. Net income in November, \$620.54.
- GaLTT’s bank balances** on November 30, 2016:
 - Chequing “Community Partner Package” (0.01%): \$8485.54
 - Savings “Business High Interest” (1.05%): \$116,436.45
 - (This includes restricted funds remaining for land acquisition = \$37,191.98)
- Insurance:** Ani distributed information by email to the Finance Committee regarding our insurance.
- Membership:** Kay reported she sent out 9 renewal notices last month. Two 5-year family, two annual family memberships were renewed.

MOTION proposed by Heather Kay, seconded by Jenni Gehlbach, to accept the membership applicants as listed. Carried.

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

- Removed several fallen trees from Cliff trail (Joyce Lockwood) and repaired boardwalk
- Met with Mark Dobbs (RDN, Superintendent of Park Operations) about 707 park maintenance issues.
The RDN has requested that GaLTT maintenance activities in 707 be pre-approved
- Installed trail signs on trails between Tait Road and 707 Community Park
- Ordered trail signs (Private Lands and Cliff Hazard) from Bob Hamer
- Installed boardwalk on Evans Road trail
- Installed boardwalk on Armson-Malaspina trail
- Installed trail signs on several trail licences and undeveloped ROWs
- Work party held on November 13th to install posts on Crown lands on end-to-end route.
- Work parties held on November 27th and December 11th to improve drainage and install water bars on the main artery trail in Cox Community Park
- Confirmed with RDN the locations of two benches in Cox Community Park
- Accepted delivery of trail signs for the Boulton trail licence from Randy and Lynne Young. The signs were installed today.
- Spoke with Nelder Boulton about “Nelder’s Pond” sign and discussed sign design with Bob Hamer, who is currently busy with family matters.

5.3b INVASIVE PLANT MANAGEMENT. Boehm reported that he has not been active this month, but that he would welcome support from the person who clips Daphne laurel for florists. Clipping close to the ground is preferable to nothing, although not optimal.

ACTION: Boehm to pursue getting help from this contractor and supervising his work.

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

- Re Policies and Procedures: The policy work completed over the summer/fall was approved by NCC and a cheque received for the work done on contract by Wave Consulting. Some follow-up work is now required to incorporate the new policies and wording into GaLTT’s policies.
- Re the Canadian Wildlife Service Species at Risk (SAR) work in Elder Cedar in 2017, several board members have expressed interest in getting involved (learning to identify SAR that will help with future monitoring). Phyllis Fafard, Jeff Rietkerk, and Nick Doe were all contacted about possibly helping out with their local knowledge. The lead biologist, Carrina Maslovat expects to hear in the spring if the funding comes through.

5.5 COMMUNITY ENGAGEMENT:

5.5a. Outreach: Marcus reported filing transition documents with BC Registries and Online Documents as per The Societies Act, and no other activities this month.

5.5b. Big Tree Registry: Bilquist reported no activities this month

5.6 STREAMKEEPERS—Hills reported:

- Nick Doe has consolidated available SK minutes, but they require some editing (spelling, names, etc.) before they can be added to the website. There was a question as to whether we could back up/store SK data (from stream surveys, etc.) as well on the website.
- Elke Wind replied to my e-mail and would be interested in doing a talk on the island in the new year, late winter, early spring or whatever time we think might be best. Is there a topic we'd like her to explore/focus on? Would GaLTT like Streamkeepers to take this on and organize it? She has asked for a small honorarium for her time and to help cover travel costs. What would be considered appropriate? (See Item 6.2 also.)
- December meeting is cancelled due to proximity to holidays; for January there is a conflict at the Arts Council Hall SK may book the Commons for an hour (cost \$10, we'd all just pitch in for that.)
- Christy was looking into insurance with Pacific Streamkeepers Federation; she thinks it's over \$200 a year; so not sure how realistic that is.
- In the New Year we'll (hopefully) take time to review our Streamkeepers Mission and Vision Statement,

organize a couple-hour planning session.

ACTION: Hills to ensure the edited minutes and completed field data are sent in an appropriate format to Gehlbach for inclusion on the website.

5.7 COMMUNICATIONS: Gehlbach reported:

WEBSITE & FACEBOOK

- Made routine updates to Facebook and website about events.
- Checked and updated most website pages.
- Board and Constitution pages remain to be updated after upcoming P&P, bylaws & director changes.
- Updated Big Tree registry with data on several new tree listings from Ron B. Now have 79 listed trees. (One removed from registry because it died.)

NEWSLETTER

- Produced 5-page 2016 Newsletter, electronic format only.
- Sent PDF newsletter copies to all members and volunteers, and put on website for download. Copies also sent to MILTA and NALT. Feedback very positive.

EMAIL

- Emailed volunteers about trail work parties.
- Emailed all GaLTT members about changed Streamkeeper meeting dates, inviting participation.
- Reminded our 131 *non-member* volunteers (mostly inactive also) receiving the newsletter that membership fees support all this work, urging them to join. One did join and three asked to be removed from the list!

GES/SFU PROJECT

- Registered and filed our letter of engagement online with Social Sciences and Humanities Research Council of Canada (SSHRC) to support funding of the SFU/GES community-based schooling project.

6. OLD BUSINESS:

6.1 Wheelchair accessibility at Gabriola Sands. Harburn and Cameron circulated a discussion of the current situation with improving beach accessibility in Gabriola Sands Provincial Park. The requirements set out in the letter from BC Parks were extensive and expensive, so discouraging. Cameron suggested despite the apparent difficulties with the Parks Department's complex processes, we should continue to pursue this in partnership with other community groups.

ACTION 1: Harburn and Cameron should stress to Provincial Parks that action is needed soon, because (aside from wheelchair accessibility) current general access to the beaches in both Taylor Bay and Pilot Bay is hazardous because of drop-offs, log blockage, and beach erosion.

ACTION 2: GALTT to adopt the more general term "BARRIER FREE ACCESS" rather than just wheelchair access.

MOTION 1: proposed Tom Cameron, seconded by Jenni Gehlbach that GaLTT should meet with Gabriola Lions and members of the Chamber of Commerce to see if they are willing to enter into a partnership with us to move forward with planning and building support for barrier free beach access(es) on Gabriola. Carried.

MOTION 2: proposed by Tom Cameron, seconded by David Boehm that GaLTT should establish a designated fund through Canada Helps for improvements to shore access at any location on Gabriola. Carried.

6.2 AGM PLANNING

Speaker:

Gehlbach invited Richard Hebda to speak about *Climate Change and Conservation* at AGM Feb 8, 2017—but he regrets he is not available on that date. He would be happy to come later in the Spring.

ACTION 1: Hills to confirm with Elke Wind her willingness to speak about amphibians at our AGM and to further discuss requirements for expenses, honorarium, time, location, etc.

ACTION 2: Gehlbach and Marcus to pursue engaging Richard Hebda to speak in the spring, possibly as part of a joint 2017 series of speakers with the Museum.

Director elections:

Since Peirce will be retiring, there are three vacancies on the Board. Suggested new Directors are Lou Skinner, Peter Danenhower, and Nola Johnston.

ACTION: Marcus, Landry, and Harburn to meet with the potential candidates and confirm their willingness to stand.

There being no New Business or *in camera* items, motion to adjourn to our potluck party proposed at 6.50pm by Jenni Gehlbach. Carried.