

GaLTT Board meeting minutes 2022

January 2022 2
February 2022 10
March 2022 20
April 2022 29
May 2022 38
June 2022 46
July 2022 56

Note: there was no board meeting in August 2022

September 2022..... 65
October 2022 74
November 2022 84
December 2022..... 93

January 2022

Board of Directors Meeting: Tuesday, January 11, 2022 via Zoom

Participating: Rob Brockley, Jenni Gehlbach, Libby Gunn, Lars Hulstein, Pat Jacobsen, Nola Johnston, Sarah Kopjar, Anne Landry, Kerry Marcus, Barry Moerkerken, Allan Posthuma, Frank Shoemaker, Hugh Skinner, Tom Wojcik
This constitutes a Quorum.

Regrets: Rebecca Furnell

1) **Brockley called the meeting to order at 7 p.m.** We remind ourselves that we meet on the unceded territories of the Snuneymuxw and that First Nations people's connection to the land precedes our own.

2) **AGENDA:** Two items were added to the original agenda; 6) e – Scope of Amenity Committee and 6) f – Rep on GILSS Board.

MOTION: Proposed by Johnston, seconded by Gehlbach, to accept the agenda as modified. CARRIED.

3) **MINUTES:**

MOTION: Proposed by Gehlbach, seconded by Landry, to accept the Minutes of the December 14, 2021 meeting as circulated. CARRIED

4) **CORRESPONDENCE:** no items

5) **OLD BUSINESS:**

- Landry presented proposal for Phase 2 of organizational review; the first two workshops were good but decision making about the future direction of the Board was not completed. Dunsmoor has submitted a proposal that has already been circulated, a process of a survey then another workshop.

MOTION: proposed by Landry, seconded by Marcus that Dunsmoor Farley & Associates be offered a contract to develop, facilitate, and report on a two-step process to identify what (if any) GaLTT programs/activities might best be delivered through external resources and to identify steps that would be required to shift the organizational model toward that end, with total fees not to exceed \$6000.

Discussion: What do other conservancies do? Jacobsen suggested that pre-survey there should be a presentation/discussion with other similar conservancies. Other members agreed.

Motion CARRIED.

ACTION: Jacobsen and Skinner will identify which organisations to talk to, approximately 3, Brockley suggested Mayne Island. Jacobsen will write a draft of the invitational letter; Brockley will finalise and send the letter. Timeline: late January/early February.

- 2022 Budget – Three versions of the budget have been circulated thus far. Shoemaker said it is significantly different and larger than previous years. Finalising the budget and related motions are deferred until the February meeting. This will still be ahead of the AGM.

A motion from last month's treasurer's report regarding investment policy was also deferred.

Shoemaker did set up a brokerage account to accept donations of securities.

MOTION: proposed by Shoemaker, seconded by Gehlbach that when securities of publicly listed companies are donated to GaLTT they shall be sold as soon as practical unless there are unusual circumstances.

Some discussion and questions. Shoemaker said that setting up the account required a personal guarantee from him as a Director of the GaLTT Board.

Motion CARRIED.

- Joint land trust review of IT policy statement – Brockley said the draft review letter was sent to 12 other conservancies in early December but he has not been updated on the level of response.
- Insurance coverage – Jacobsen said LTABC will help by forwarding a letter to other land trusts.
ACTION: Jacobsen will write a letter asking about increased insurance coverage that LTABC will forward to other land trusts that are part of the same group coverage.

6) NEW BUSINESS:

- Ken Gurr's contract for 2022 – Johnston reported that the Nature Stewards Program is a great success. Eighteen properties have been signed up. Gurr has developed a data management tool to streamline the process. The program meshes with the work of other organisations too. There are discussions with the GVFD and the Invasives Committee and a joint mailout with ITC. A goal is to get on-going grant funding and have the program run by volunteers as much as possible. Jacobsen suggested that keeping a separate program line for Nature Stewards would assist in getting future funding.
MOTION: proposed by Johnston, seconded by Gunn that Ken Gurr be offered a contract to coordinate the Nature Stewards program in 2022, for fees (billed at a rate of \$35/hour) not exceeding a total of \$8000. CARRIED.
- AGM planning – Brockley said it is time to begin preparing for the AGM. He suggested it be held on March 1, 2022, everyone agreed. Johnston was asked to make the PowerPoint presentation (with input from committee chairs) and Gehlbach was asked to write a newsletter. Any input, text and/or photos should be sent to Johnston by the beginning of February. One important item is to honour special volunteers. Jacobsen suggested we include GaLTT's future plans as well as reporting on this past year's accomplishments.
- Scope of Amenity Committee – Kopjar asked what board members thought about the intended purpose of this committee and presented ideas about expanding the scope of this committee beyond commemorative benches. The committee is not official yet as no motion has been presented to the board. A good discussion followed. Consensus was the purpose is to facilitate the installation of commemorative benches mainly at viewpoints identified during the beach access review.
ACTION: Kopjar will put forward a proposal based on the comments made.
- GaLTT's representation on the board of GILSS – Brockley noted it's important that strong ties are developed and maintained between both organizations. During a recent conversation with the president of GILSS it became clear that land acquisition and fundraising are the areas in which the interests of GaLTT and GILSS most closely align. We agreed it would be advantageous to both organizations to have a GaLTT representative to GILSS who is active in both those areas. Brockley subsequently explained this to Posthuma (GaLTT's current rep) and then asked Jacobsen to be our new liaison as this matches her skill set.
MOTION: Proposed by Gehlbach, seconded by Shoemaker that Jacobsen replace Posthuma as GaLTT's representative on the GILSS Board. CARRIED.
- Membership – Furnell requests a motion to accept this month's new and renewing members as previously circulated.
MOTION: proposed by Gehlbach, seconded by Johnston to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

7) IN CAMERA

- Moerkerken proposed the meeting move in camera.
- Hulstein reported on the status of several trail licences that GaLTT is trying to secure.
- Johnston proposed the meeting move out of camera.

8) COMMITTEE REPORTS:

EXECUTIVE/President

Administration

- Thank you notes or cards to all year-end donors (except anonymous donors)
- Thank you note to all monthly donors

Correspondence and Discussions

- RDN staff
 - With Chris van Ossenbruggen about trails and signage in new Cox Park addition
The existing trails in the Cox Park addition have been mapped by the RDN and signs have been installed at subdivision boundaries. Directional signs have also been installed at trailheads and trail intersections and the fence at the end of Lockinvar Lane has been removed. The trail network is not fully developed but the new parkland is now open for public access.
 - With Yann Gagnon and Chris van Ossenbruggen about timing for restoration work at Queequeg CP.
The RDN has committed to delivering soil, native plants, cistern, and split rail fencing to the restoration site where Daphne was removed last year. Timing of the delivery by truck is dependent on ground conditions being dry enough to prevent soil degradation. Chris is aware that a lengthy delay in delivering materials by the RDN may jeopardize survival of new plantings due to spring/summer drought and has indicated his willingness to make the delivery as soon ground conditions permit. The Invasive Species committee may consider offering to transport soil from the roadside by wheelbarrow in order to expedite the process.
- Islands Trust Conservancy
 - With Jemma Green about ITC partnership agreement and contract.
Due to ITC delays in identifying and mapping high priority properties to be targeted in a joint ITC/GaLTT mailout to Gabriola landholders, the ITC's current contract with GaLTT has been extended to March 31, 2022. A contract amendment has been signed by both parties.
- Others
 - With Michael Dunn (Mayne Island Conservancy) about revisions to the draft joint review of Islands Trust Policy Statement. A revised draft has been completed and is currently being reviewed by 12 other land trusts with hopes that most will agree to be signatories.
 - With Vanessa Craig (RDN Director) requesting support for a potential application by GaLTT for land transfer for conservation purposes through the provincial Sponsored Crown Grant program (in camera item)
 - Confirmed with Vanessa Craig that a \$5K contribution to GaLTT has been included in the RDN 2022 budget
 - With Director of a local organization about a potential trail licence agreement with GaLTT (in camera item)
 - With Sybil Frei (Gabriola Island Land Stewards Society) about potential collaboration and cooperation opportunities and GaLTT representation on the GILSS's board
 - With various GaLTT board members about committee responsibilities, liaison relationships, potential new board members, and succession planning
 - With Frank Shoemaker about 2022 draft budget

Planning/Meetings

- With Dyan Dunsmoor-Farley, Maria Malmgren, and Anne Landry about planning for a third board workshop to discuss capacity issues and follow-up discussions with Dyan about her implementation proposal
- With Shauna Doll (Raincoast Conservation Foundation) and others involved with Big Tree monitoring to discuss ways in which this type of work can enhance appreciation for forest ecosystems and assist in transforming provincial forest policy.
- With Jemma Green (ITC), Anne Landry, and Nola Johnston about larger, ecologically sensitive properties to be included in a joint mailout to Gabriola landholders to publicize NAPTEP conservation covenants and GaLTT's Nature Stewards program.

ACCESSIBILITY – no activity to report this month

BENCH – no activity to report this month

COMMUNICATIONS

- Website: After an intensive period of work, the new website was launched on January 3 and the 10-yr old site disabled. Fine-tuning continues as with any new site, as we re-examine the working site and receive feedback. Not much feedback from members yet but what there was, was good.
- GaLTT Brochure: Final layout of the GaLTT brochure followed another round of edits by the Board. They are currently being printed.
- Year-end news update and plea for donations: Layout and email distribution to members of Rob's letter summarizing the year's activities and seeking financial support.
- Email messages
 - To volunteers about trail work, Invasives work and/or work party cancellation.
 - To members about the upcoming winter walk series, and the new website.
- Facebook pages/Instagram: Regular posts about our work and the new website
- Design and layout work for the upcoming winter walk series (route descriptions, ads and journals).
- Coordination with Paula Brent and Lou Skinner about communicating with our supporters
- Board record keeping as usual, plus 2021 minutes uploaded to the website for viewing/download.

COMMUNITY ENGAGEMENT

This past month, 7 committee members with Nola's help, have been creating trail routes and PDFs for the ten Winter Walkabout walks that will be released every Wednesday beginning January 12. We are coupling it with a membership push by encouraging people to join so that they can receive the PDFs to their inbox. People can email programs@galitt.ca to determine their membership status. North Road Sports has donated a nice day pack, head lamp and water bottle for prizes. People need to compete 7/10 walks and submit their trail journal by the end of March to win. I wonder if GaLTT would like to nominate North Road Sports to receive a chamber of commerce business award for their help.

- Nature Stewards has almost worked through the back log of visit requests and 18 properties have achieved '*Conserving native habitat*' status and three are a '*wildlife friendly garden*'. Islands Trust has done a recent mail out to properties of interest and we are waiting for follow up with these site visits before promoting more to the general public.
We will be:
 - working with Hayley from the fire department to develop a Gabriola fire smart landscape guide.
 - discussing how best to get our conservation message across with the conservation committee and will make plans to reenergize the native plant depot this winter.
- A reminder that the grade 6/7 teacher is keen to have her students involved in trail building when the new Cox Park trails are being constructed. Please keep me posted on possible timelines.

CONSERVATION

- Link Island Covenant
 - We are waiting for an update from lawyer John Manning on our Section 218/219 application to slightly expand our geographic area for conservation covenants.
- S'ul-hween X'pey (Elder Cedar) Nature Reserve
 - The new entrance sign by Eliot White-Hill will be installed by the GaLTT Trail Crew by the end of March. This work has been added to our current contract with ITC.
 - We are initiating discussions with ITC and Community Engagement about an event in the spring to celebrate the new signage. It may be an opportunity to invite some Snuneymuxw Elders to participate.

- Conservation education/engagement – The face-to-face January meeting with members of the Conservation Committee, Community Engagement Committee, Invasive Species Committee and the Communications Committee has been postponed due to Covid. We are now looking at how we can best have this discussion.
- January 5, Rob, Nola and Anne met with Jemma Green (ITC) on Zoom to make final changes to a letter that will go to over 100 landholders on Gabriola from ITC and GaLTT. The letter will go to landholders of properties over 3 h, which have at least 2 h of polygons classified as 50% sensitive ecosystem and/or 50% mature forest. The letter alerts the landholders of the potential conservation values of their property and suggests they consider contacting GaLTT about Nature Stewards or ITC about a potential conservation covenant.

FUNDRAISING

- The Committee has developed a fundraising strategy based on the GaLTT 20-25 strategic plan approved last year and the conservation strategy approved in the fall. This strategy has been reviewed by the conservation committee and will be reviewed with the community engagement committee in January, before going to the full board in February.
- As a platform for a broader campaign, the committee has been working with Rebecca and Sarah to enhance our member communications and personal acknowledgement of donations.
- Our plan started with an appeal to our current members before reaching out to the broader community. This appeal, in December, through a letter from Rob, resulted in approximately \$24k worth of donations, largely for the land acquisition fund. The President personally thanked all donors and a second communication will go out in the new year with tax receipts.
- The committee has identified government and non-profit potential sources of major funding for the Nature Stewards program, land acquisition, and a public education program.
- We supported Frank's identification of options to increase our return on reserves.
- As part of our strategy, we have identified sources of revenues used by other similar land trusts and would like the Board to have access to presentations by one or two other land trusts to help us as an organization understand what other conservancies offer as programs, and what human and financial capacity they have to deliver them. This could be done as part of the Board capacity review process.

GILSS

GILSS Board has been successful in obtaining CRA status and will now be busy developing fundraising drives to purchase land for two main goals: homes for those in poverty and land for small farms for those in poverty.

INVASIVE SPECIES

- Planning for upcoming year.
 - At the invitation of the Fire Smart officer, set up a table at the Fire Dept open house on April 2 to promote those initiatives (e.g., disposal of invasive species) that we can work on jointly with GVFD.
 - Hold another "how to remove Invasives" workshop, open to the public, timed with Earth Day, April 22.
 - Take a more low-key approach to advertising/communications this year. However, we *will* create a post office insert with winter pictures of small daphne, broom and tansy to help people can identify and pull small plants through the winter.
 - Continue education and efforts that *prevent* the spread and establishment of invasive species, as ultimately this is a more efficient and effective strategy. Make more effort to engage with excavation companies about preventing spread. We know we get most traction through personal relationships and will continue to spread the message this way.
 - Interview the landholder on Wildwood (where we salvaged plants) about why/how they are developing their property with minimal impact for a YouTube video.

- In discussion with Chris Drake for another Zoom presentation for late February. Other speakers are also in the works.
- BC Parks
 - We're required to submit a few basic stats to BC Parks each year.
 - *Summary of invasive species removal work 2021*: 55 different volunteers, 15 work parties, 11 in Drumbeg, 4 in Gabriola Sands: 235.25 hours total. This was down considerably from 2020, when we had a big push on in the parks and 225 individual volunteers logged 400 hours.
 - It is important to try to capture the value of work done by GaLTT and its volunteers, it is particularly valuable when applying for funding and as a boost for volunteers. When applying for the PEF grant I try to estimate the value of in-kind labour that GaLTT contributes to the parks (substantial).
 - Assuming a labour rate of \$25/hr x 235 volunteer work party hours = **\$5,875 labour provided in 2021**. We mark down the time spent at work parties to the ¼ hour so we are confident that these hours are not inflated.
 - These figures only include actual work parties they exclude all the additional planning and organizing work done by GaLTT board members and volunteers, mostly for Drumbeg and of course excludes costs like mileage.
- *Drumbeg -- Invasive Plant Removal/Restoration Work under PEF grant*
 - Plan to create 3 signs to identify and briefly explain the seeded/planted plots, 2 by the plots and one by the bulletin board. Currently "restoration in progress" signs hung on plots.
 - Chipper booked for Jan 16th, but may have to postpone due to weather damage to the access road.
- RDN—Follow-up on Queequeg Park
 - Objective is to prevent invasive species from re-colonizing area that was thick with Daphne, and to plant while winter rains ensure reasonable success.
 - December 14th the Committee drafted a species list to submit for RDN approval and purchase. Now waiting for planting dates and plans from RDN.
- Work Parties - Cancelled January 3 work party due to weather.
- Disposal of Invasive Plants – Spring community pick-up and drop off – no further info.
- Committee Changes:
 - As of the AGM, Libby Gunn will be resigning from the GaLTT Board, Invasive Species and Community Engagement Committees. She will continue to implement some invasive species initiatives already underway or planned, so it will be a gradual easing away. New committee chair is being discussed and hope to have someone by AGM. A representative to liaise with the Board is also needed.

MEMBERSHIP

If anyone is wondering - the expired number is high as I will be doing my quarterly last call email and clean up soon. I move that we accept 7 new & 8 renewing memberships, names circulated to the board.

COUNTS	
1 year Single	57
5-year Single	50
1 year Family	65
5-year Family	84
LIFETIME	6
Monthly AFT	17
Monthly Canada Helps	20

Monthly CCCU direct	1
Subtotal	300
Expired	19
Current total	281

SHARE THE TRAILS

- **New business:**
The Central Vancouver Island (CVI) Chapter of Backcountry Horsemen is a participant in a Regional District of Nanaimo trails inventory initiative led by a consulting company. CVI has provided feedback from an equine user's perspective on 20 trail networks in the RDN including what they are calling the "707" on Gabriola. The source of the inventory is the "Trailforks" app. The objective is aimed at cycling tourism and universal access. Kerry can circulate more information to specific interested Directors.
- **Old Business**
The signage project for off road vehicles in the Federally held Snuneymux'w Lands on Gabriola Island is completed. Signs were posted by GaLTT's Trail team in December.

TRAILS & BOARDWALKS

- **Work parties:**
 - Replaced the existing plank bridge on the trail from Coast Rd to Shore Access #62
 - The first call out to the full membership in a very long time due to Covid. A section of the trail between the medical clinic and Lockinvar Ln was rerouted from private property onto the extension of Cox Park. Approximately 100 meters was cleared and the plants that were removed (mostly ferns) were taken to the native plant depot at The Commons
 - Fallen trees removed from trails in Haven Woods.

TREASURER'S REPORT

- **Donations**
The first chapter of my report for December was an e mail circulated last week reporting on \$24,000 of donations
Part of that donation total were two transfers of securities.
The securities received through Canada Helps were sold, as is their policy, and the net proceeds remitted to us the following week.
The other transfer of securities was received into a brokerage account GaLTT created specifically to receive this donation. Details of this will be discussed at the January meeting under Old Business and a motion will be presented.
- **Budget 2022**
The draft Budget for 2022 was circulated to the Board and will be presented for adoption at the February meeting.
Budgeted revenue this year is \$77,100 an increase of almost \$40,000 from 2021.
The large increases this year are:

Donations for operations	19,000
Donations for Land and Accessibility Funds	15,000
Market Table sales	1,500
Grants	7,500
Investment income	1,600
Amenities	5,000
Total increases	49,600
Less item not recurring in 2022 – call on prior years	11,700

Change in budgeted revenue	37,800
-----------------------------------	---------------

Budgeted disbursements are also greater than 2021 by about \$37,000.

This increase includes amounts for Nature Stewards \$10,000, Amenities \$3,000, and Organizational Review \$6,000 not budgeted in 2021.

Year over year increases for Community Engagement \$3,300, Conservation \$6,750, round out the large changes.

- Investments of funds not currently required for operations.
It was hoped that this proposal would be ready for this meeting. a new consideration has come to the committee which requires further work before making our proposal to the board. The committee will have a proposal for the Board at its February meeting including an Investment Policy, and a recommendation for the organization selected to invest our funds. It is taking longer than we expected to decide on these important matters.
- Monthly Financial Statements. Preliminary financial statements for the year ended December 31, 2021, were presented.

9) Next meeting 7 p.m. Tuesday, February 8, 2022 via Zoom

10) Meeting was adjourned by Brockley at 9:11 p.m.

Minutes recorded by Sarah Kopjar

February 2022

Board of Directors Meeting: Tuesday, February 8, 2022 via Zoom

Participating: Rob Brockley, Rebecca Furnell, Jenni Gehlbach, Libby Gunn, Lars Hulstein, Pat Jacobsen, Nola Johnston, Sarah Kopjar, Anne Landry, Kerry Marcus, Barry Moerkerken, Frank Shoemaker, Hugh Skinner.

This constitutes a Quorum. **Regrets:** Tom Wojcik

11) Brockley called the meeting to order at 7 p.m. We remind ourselves that we meet on the unceded territories of the Snuneymuxw and that First Nations people's connection to the land precedes our own.

12) AGENDA: MOTION: Proposed by Johnston, seconded by Jacobsen, to accept the agenda as amended.

CARRIED

13) MINUTES: MOTION: Proposed by Gehlbach, seconded by Johnston, to accept the Minutes of the January 11, 2022 meeting as circulated. CARRIED

14) CORRESPONDENCE:

- Letter to BC Land Title and Survey re Section 218 application
- Letter to BC Land Title and Survey re Section 219 application
- Letter to Gabriola Island Land Stewards Society to end formal relationship
- Letter to Mainroad Contracting to thank them for parking lot improvements at Gabriola Sands PP
- Letter to Gabriola Health Care Foundation to request trail licence agreement
- Emails to Mayne Island Conservancy, Nanaimo & Area Land Trust, and Pender Islands Conservancy to schedule conversations with GaLTT board.

ACTION ITEM: No reply from PIC yet, Brockley will try again to contact them, he will also email Comox Valley Land Trust.

15) OLD BUSINESS:

- Joint Land Trust review of IT draft policy statement. Brockley did another update and sent it back. There are 11 Gulf Island Land Trusts who have agreed to sign the final document for presentation to IT. Brockley will circulate the review to GaLTT's Board when it is finalised.
- Insurance coverage. Jacobsen is still working on writing a letter that will be sent to other land trusts to ask if they will agree to paying for increased insurance coverage.
- AGM planning. An ad will go in the Sounder next week and the announcement will also be on GaLTT's website and Facebook page. There will be no Zoom link in the Sounder, it will be sent to members via email. This year's presentation order will be divided into Conserve/Connect sections. Gunn will co-host the Zoom and show a video about trail licenses.

ACTION ITEM: Committee chairs please send text of reports asap to Johnston for inclusion on the slides.

ACTION ITEM: Gunn will talk to the Community Engagement Committee about a Getting to Know GaLTT theme.

16) NEW BUSINESS:

- Reorganisation of the Accessibility Committee. Brockley explained the plan.
MOTION: Proposed by Skinner, seconded Gehlbach that the Accessibility Committee be reorganised to consist of a representative from each of the Executive, Communications, Community Engagement, Fundraising, Share the Trails and Trails committees and that Sarah Kopjar chair the Accessibility Committee which will include resting and commemorative benches.

Discussion followed and it was decided to take Fundraising out of the motion for the new committee.

Motion CARRIED as amended.

- Membership in ORCBC. Marcus presented the benefits of renewing GaLTT's membership. The board agreed. The Chair of the Share the Trails committee will be the contact person.
ACTION ITEMS: Marcus to send invoice to Shoemaker. Kopjar to let Wojcik know.
- TechSoup *Grantstation* membership. Shoemaker explained an offer received from *Grantstation*. It makes lists of grants available, has a searchable data base and offer some tutorial help to write grants. After discussion it was decided not to proceed.
- Tracking volunteer hours, including board members. Brockley pointed out that keeping track of volunteer hours is important when applying for grants and other funding. To date GaLTT tracks work party hours but not those of Board members. It's also important to track the number of visitors to the table at the Market.
ACTION ITEM: All volunteer hours, including those of Board members, need to be recorded. It is also useful to categorize what the time is spent on.
- Phase 2 of organizational review. Dyan Dunsmoor-Farley has provided a draft survey to begin next steps. Brockley said it needs more work. Landry, Jacobsen and Skinner will help to identify the questions to ask.
- Canoe Project. The board was asked if there is interest in arranging an educational presentation by Beau Wagner who is carving the traditional Salish canoe on the grounds of GES. His teaching supports what we are trying to do in GaLTT, in particular with Nature Stewards. He has a powerful message and is very committed to helping decolonize ideas and beliefs that keep us separated from the natural world. The board supports this initiative.
ACTION ITEM: Community Engagement/Lou Skinner will try to arrange something with Beau.
- Shoemaker presented several motions to do with GaLTT Finances. The financial statements for the year ended December 31, 2021 were circulated.
 - On the Statement of Financial Position, note there is \$148,755 of Net Assets of which about \$95,000 would be in our Operating Fund if the following motion is not adopted. The finance committee recommends that \$25,000 of the operating surplus be transferred to the Land Acquisition Fund.
MOTION: Proposed by Shoemaker, seconded by Gehlbach that \$25,000 of the accumulated operating surplus be transferred to the Land Acquisition Fund effective December 31, 2021. CARRIED.
 - The second step is to approve the financial statements.
MOTION: Proposed by Shoemaker, seconded by Skinner that the financial statements for the year ended December 31, 2021, be approved, and signed by the president and treasurer. CARRIED
 - Budget for 2022 was also circulated. Receipts for 2022 show a small increase over those for 2021. Disbursements for Operations have increased by almost \$20,000 and the portion of donations for the Land and Accessibility Funds are lower by about \$4,000

since in 2021 we received some large donations which may not be repeated. Given those changes the budget for 2022 has a surplus of \$1,000. It is recognized that the budget may be revised during the year as a result of our ongoing strategic planning.

MOTION: Proposed by Shoemaker, seconded by Gunn that the budget for 2022 with projected receipts of \$77,215 and disbursements of \$76,180 leaving a surplus of \$1,035 be approved. CARRIED.

- Last year the board commenced investigating ways we could realize a better return on our funds not required for operations. The committee is aware that placing our funds in other types of investment is not without its risks. However, keeping our investments in GIC's comes with significantly smaller investment returns. After careful consideration the finance committee recommends that GaLTT takes the next step in this process.

MOTION: Proposed by Shoemaker, seconded by Gehlbach that the board authorize the finance committee to undertake negotiations with the Nanaimo Foundation to invest up to \$100,000 of funds not currently required for operations in one of Jarislowsky Fraser's Fossil Fuel Free Balanced Fund.

There was significant discussion and questions asked about the rational of choice of fund and amount to be invested. Answers are the liquidity is high and the Nanaimo Foundation is local. The Board agreed the JF Fossil Fuel Free Balanced Fund would be best aligned with GaLTT's mandate.

Motion CARRIED.

ACTION ITEM: the Finance Committee will create a policy for future investing.

- This month Shoemaker used a different format of presenting financial results, several people had questions and found it confusing. Shoemaker will work on it and make some changes.
- Shoemaker asked that invoices be specific as to which budget they should be charged to. The more costs that are attached to programs not just general expenses the better.
- Assessment Tool. Landry explained; using the new property assessment tool it is clear that it is more useful than the original assessment tool and the new tool will need minor changes as we gain experience using. The current, recently revised, policy states in part "..... **Changes to the assessment tool will be approved by the Board.**" It seems appropriate that changes to the assessment tool be made by the Conservation Committee as they use the tool and any recommendations to pursue a covenant, contribute or purchase land must be approved by the Board.

MOTION: Proposed by Landry, seconded by Marcus that the wording in Policy 5.1.15 be modified from, "Changes to the assessment tool will be approved by the Board." to "... and use an assessment tool, which may be updated periodically by the Conservation Committee, to determine whether to pursue the project." CARRIED.

- Policy Document changes. Gehlbach has re-grouped/re-organised the polices. Grouping them by topic makes a format that is easier to read and adjust.
- Membership – Furnell said it has been a busy month. She thinks the winter walkabout brings in new members, lots of renewals from last January when we had a lot of new members.

MOTION: proposed by Furnell, seconded by Gehlbach to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

17) COMMITTEE REPORTS:

EXECUTIVE/PRESIDENT

Administration

- Signed change order for 2021-22 Elder Cedar Management contract with fee amendment

- Emails to Mayne Island Conservancy, Pender Islands Conservancy, and Nanaimo and Area Land Trust requesting meetings about capacity and staffing issues
- Set up and chaired Zoom calls with Mayne Island Conservancy and Nanaimo and Area Land Trust
- Email to Ministry of Environment about recurring shoreline erosion at Gabriola Sands PP
- Prepared and signed new contract for Ken Gurr
- Letter to Gabriola Island Land Stewards Society about terminating formal relationship
- Letter to Gabriola Health Care Foundation about trail connections
- Prepared draft proposal about formation of a new Accessibility ad hoc committee and sent to board
- Thank you letter to Mainroad Contracting for parking lot improvements at Gabriola Sands PP
- Made final edits to joint review of IT draft Policy Statement
- Reviewed 2021 financial statements and budget with Frank Shoemaker
- Edited draft text prepared by Sheila Harrington (Lasqueti Island Nature Conservancy) based on conversations with six GaLTT presidents last summer. Sheila plans to publish a book about the history of BC's land trusts
- Responded to complaint from trail users about signage issues in 707 CP, discussed with RDN, and assisted Barry in installing new signage
- Prepared GaLTT activity summary report for POSAC

Correspondence and Discussions

- RDN staff
 - With Chris van Ossenbruggen about sign vandalism and signage issues in 707 CP
 - With Yann Gagnon and Chris van Ossenbruggen about logistics of Queequeg CP restoration.
- Others
 - With Sybil Frei about terminating GaLTT representation on GILSS board
 - With Tom Wojick about future leadership of Share the Trails Committee
 - With Vanessa Craig about proposed parks & trails master plan for Electoral Area B and GaLTT's desire to be involved
 - With Gary & Mary Holdgrafer re green burial cemetery and potential collaboration with GaLTT
 - With Laura-Jean Kelly about recent shoreline erosion at Twin Beaches PP
 - With Sarah Kopjar and other board members and Executive about benches, accessibility, etc.
 - With Pat Jacobsen and Executive about terminating GaLTT's formal relationship with GILSS
 - With Michael Dunn (Mayne Island Conservancy) about review of IT draft Policy Statement
 - With Vanessa Craig to request support for proposed GaLTT conservation project

Planning/Meetings

- With Finance Committee to discuss investment strategy and draft budget
- With Conservation Committee

ACCESSIBILITY – no report this month

AMENITY/BENCHES – this committee is henceforth a program within the Accessibility Committee

COMMUNICATIONS

- **Website:**
 - Blog posts re Winter Walkabouts and Invasives' & Trails' work parties
 - Update to Fafard's revised native plant list pdf.
 - Update to add links to CRD website's excellent information about the region's mosses and lichens.
 - Installed Google Analytics
 - Research/analysis of website usage since launch
 - Optimizing design for responsive mobile, based on analytics.
 - Discussion re best way to incorporate the Nature Stewards website into GaLTT's
- **GaLTT Newsletter:** Draft text developed; draft layout in process.
- **Email messages**
 - To volunteers about trail work, and Invasives work
 - To members about the winter walk series, and the new website.
 - Discussion re person lost in 707 trails recently
 - Research/discussion with Paula Brent about what an imagined "Media Manager" staff position might entail, and likely remuneration needed, to use in our Board capabilities review.
- **Facebook pages/Instagram:** Regular posts about our work and the walkabout
- **Design and layout** work for the winter walk series (route descriptions, ads and journals) and for Drumbeg Invasives/restoration signs.
- **Coordination** with Paula Brent and Lou Skinner about communicating with our supporters
- **Board record keeping as usual**, plus 2021 minutes uploaded to the website for viewing/download.
- **Data management:** Map updates; summary sheet updates; initial work re bench data.
- **Document design/print/reprints:**
 - Policy document update, organizational re-design, and layout.
 - Nature Stewards brochure reprint mgt.
 - Winter Walk series: Route descriptions & maplettes;
- **Trail signage order**

COMMUNITY ENGAGEMENT

Winter Walkabout

- Currently on walk 4 and are receiving positive feedback. Walks will continue until March 16

- The Walkabout has been promoted by various other Gabriola organizations including the Chamber of

Commerce, the Lions Club, and the Arts Council

Native plant depot

- There will be three plant restoration team work parties in the next two weeks to fill the native plant depot.

We will promote it through social media and with a sandwich board on the road

- We will have an educational campaign to promote why we are encouraging people to plant native species

and will possibly have a table with free plants at the mall

- We'd like to do videos to promote native plantings, the depot and other Nature tips

Conservation education

- committee members will be reading the conservation info on the GaLTT website in preparation for generating

ideas for conservation public education

Market table

- we are beginning to plan for the market table materials and orientation
- working on plans to develop a bike map

Outreach

In the past month, we have had interaction with the following people or organizations:

- Ocean Bridge - organizing a Drumbeg work party with youth who will be sailing the Salish sea in June and August
- Gabriola arts council - helping them promote the Walkabout with artists and participating in their scavenger hunt family day weekend
- Gabriola Island Shore Keepers - discussion about erosion at Pilot Bay
- working with Erin Udal, a volunteer organizing an Earth Day event
- the Lions club - discussions about doing a joint event (at their request) in the future

Benches

-Inspired by a request from Josee Velsen who is doing a 'Seniors stepping out program' for PHC, we created a

list and map of rest locations, benches and picnic tables on public land and trail licences. To be shared with the

public, Lion's Club and Seniors' Choose to Move program.

-Additionally, we will be encouraging people to "find a bench with a friend" for a Valentine's Day post on Facebook.

Nature Stewards (see also Ken's report)

- 20 land holders have signed on as stewards conserving at least 30% native habitat and 3 have wildlife gardens
- there are a number of other properties going through the process
- we will begin promoting the program more in the spring
- the Nature steward volunteers are Rob and Susan Brockley, Tom Cameron, Libby Gunn, Rosanne Konrad and Lou Skinner
- Ken Gurr has signed a contract to coordinate the program for 2022

CONSERVATION

- Link Island Covenant
 - Good news. We have received the revised designations to hold Section 218 and 219 of the *Land Title Act* from the Surveyor General of BC. The new designations expand the geographic area in which we can hold covenants from Gabriola Island to the Gabriola Island Local Trust Area. We can now legally hold a conservation covenant for Link Island.
 - Nanaimo lawyer John Manning provided his services *pro bono* to submit the applications for Section 218 and 219. The application fees were \$948.50 which came out of the Land Acquisition Fund. (The Conservation Committee has the authority to approve expenditures up to \$1,000 from the LAF).
 - We used the new assessment tool successfully to record the December 4th visit to Link Island. It became clear that some minor modifications to the assessment tool will be needed as we use the new tool.

- The Swift family has asked for some revisions to the draft covenant which we should receive fairly soon to review.
- Minor update to revised conservation policies
 - The details and the motion regarding the change can be found in the minutes under New Business.
- S'ul-hween X'pey (Elder Cedar) Nature Reserve
 - Once the new entrance sign has been installed, we had hoped to have a celebration with Snuneymuxw Elders in the spring but with Covid, these plans are being postponed. When we can, we will look at inviting some Elders over for a visit to the nature reserve.
 - Management Plan – The GaLTT Board approved the new management plan for SXNR at the December board meeting and now it has been approved by all three signatories – Islands Trust Conservancy, GaLTT and NALT.
 - The Conservation Committee has agreed that the Islands Trust Conservancy can permit a UBC PhD student to conduct research in the nature reserve that will have minimal impact on the reserve.
- Conservation education/engagement – Landry, Gunn and Lou Skinner met in January to discuss this initiative. We are now working on an alternative approach to having multiple committees meet face-to-face due to Covid.

FUNDRAISING

The emphasis in the last two months has been to lay the platform for a broader fundraising campaign.

- Developed an inventory of public sector and non-profit foundations for the Nature Stewards or land acquisition programs
- Reviewed the sources of revenue of similar conservancies e.g., NALT, Mayne Island Conservancy
- Initiated, with a letter from the President, our first direct fundraising request to our members which generated \$24,000 in donations. More than doubling the \$11 000 raised in 2020 end-of-year donations.
- Worked with Frank Shoemaker to re-display our financials by program line for revenues and expenditures
- Worked with Rebecca Furnell to expand our acknowledgement of donors to include a note from the President with each one.
- Worked with the Community Engagement and Conservation committees to develop a conservation education program for 2022
- Working with the Conservation Committee to identify a high priority project for land protection with a related campaign
- Our President secured a \$5000 grant from the RDN
- Deepening our partnerships with BC Parks Foundation, Islands Trust Foundation, the Raincoast Conservancy and the RDN, they are the organizations most likely to be partners on any land acquisition.

This sets the framework for a broader, more public campaign in 2022. Our priorities would be:

- 1) Applying for a BC Gaming grant by June 2022 for the Nature Stewards program
- 2) Working with the conservation committee to do the conservation assessment, partnership development, and funding campaign that will be required for a major conservation acquisition.

INVASIVE SPECIES

Upcoming Conservation Presentations

1. **Erica McClaren**, BC Parks Ecologist: Conservation in BC Parks, Zoom, March 13, 7 pm
2. **Chris Drake**, Coast Alive Stewardship Services: How to apply conservation principles in your yard, Zoom, Feb 21
3. **Chris Drake**, in-person workshop, Saturday April 23 (following Apr 22 Earth Day)
4. **Lou & Libby**, workshop for residents: How to remove broom, daphne, ivy and holly, April, day TBA
5. **Heidi Grant**, Coastal Invasive Species Committee: hands-on presentation, last week in April when the Coastal ISC staff come to do hogweed and knotweed treatment.

Follow-up on Queequeg Community Park, Whalebone area

- Jan 23 work party: cleared remaining sprouted Daphne, and encroaching blackberry
- Feb 1 committee work party: advance digging of holes, met with Barry re fencing. Soil delivered, tarped, and marked as GaLTT. 100 shrubs will be delivered next week.
- Feb 4 met with Master Gardener Phyllis Fafard on site to do final planning
- Posted on FB to let people know what is going on and talked to neighbours.
- Planting weekend of Feb 11-12-13. Just Whalebone crew and committee.

Other Work Parties

- Close to 30 volunteers removed Daphne near Drumbeg on Jan 16.

Mailouts to all mailboxes on Gabriola

Community Engagement committee worked with Nola on a small flyer to encourage people to recognize and remove key invasive plant species during the late winter while soil is moist. These will go out this week.

Support to Conservation Committee

- Met to discuss how to engage CE committee in developing Conservation Education & Engagement Plan

BC Parks

- Zoom meeting and multiple emails with Erica McClaren and Katy Fulton re work planned, interpretive signage, gate access, committee changes, Sandwell boundaries and invasives, and importance of adjacent, privately-owned Sandwell salt marsh to conservation goals on Gabriola.
- Now have key for gate access signed out to GaLTT.
- Worked with Nola and BC Parks on 2 signs to explain the seeded/planted plots. Install in late February.
- Submitted annual *Partnership Engagement Summary Report* to Tamara Stauffert, Melissa Quin at BC Parks.

Invasive Species Removal work parties in provincial parks in 2021

55 different individuals volunteered (15 work parties, 11 at Drumbeg, 4 at Gabriola Sands) 245 hours of invasive species removal work parties. 20 more hours also in Drumbeg by two board members.

Seeding and Planting

51 hours total for site visit, prep work, seeding and planting.

These hours reflect boots on the ground. We don't record planning, organizing, communications, etc.

Relationship Building/Fire Department Liaison

- FireSmart officer, Hayley Bennett, brought volunteer firefighters, including Chief, to January Invasives work party. We try to find areas of common vision and message overlap so that communications to the public isn't contradictory or confusing.
- Working with Hayley to use Fire Smart funding to hire people to remove some eligible Invasives for people over 65 or with mobility issues. A fabulous collaboration.

Committee Changes

As previously indicated, Libby will be resigning from the board and all committees after the AGM, though will continue to implement some IS initiatives already underway or planned. Alison Thomas will be taking over as Chair. Hugh Skinner will be the board liaison.

MEMBERSHIP

It's been a busy month! I think the winter walkabout brings in new members, lots of renewals from last January when we had a lot of new members, and I also did my 3-month reminder/cull of expired members so that got a couple too.

I'm thinking about doing this reminder/cull monthly going forward (send the second reminder for the previous month when I do the first reminder for the current month and cull at the end of the month).

Membership numbers

1S	61
5S	51
1F	68
5F	86
LIFETIME	6
Monthly AFT	17
Monthly Canada Helps	20
Monthly CCCU direct	1
Subtotal	310
Expired	11
Current total	299

NATURE STEWARDS

Landholder site visits:

After Christmas Break, snows, cold and Omicron-spike, the NS Volunteer Team launched back in to doing landholder site visits in mid-January. It's been a very active month for our team, and with several large conservation parcels in the mix, the "acres pledged for conservation by landholders" will likely more than double from our last report. Stay tuned.

Joint ITC-NS appeal:

Our joint ITC-GaLTT letter to larger acreage owners went out Jan. 21.

Media:

Process in place now for securely backing up our online tracking database, and procedure for transferring the NS webpage to GaLTT domain is underway.

Donations requests submitted:

- to the Nanaimo Community Foundation "Book of Giving" list for deemed gifts their donors may wish to make to GaLTT.
- to be selected by Village Liquor Store for their monthly 1% donations club.
- Helping assist Gabriola Streamkeepers with RDN-watershed small grant.

Community Grants in Aid:

As a citizen, Ken submitted 2022-23 Budget Feedback to the Islands Trust re: proposal creating a Trust Area wide annual Community Grants in Aid for conservation programs/orgs. It was to reallocate from an existing budget line item in the ITC budget details (of which I am familiar). FYI – I emailed a copy to Rob if you want to chime in as ratepayers or Board.

Upcoming Priorities

- Feb 22 – participating/presenting for public webinar on conservation programs and density transfer hosted by IT Gabriola. Link will be posted on GaLTT FB page shortly.
- More land-holder site visits.
- Plan for early spring-time publicity and social media awareness raising. Check-ins with realtors and garden centres re: NS or other brochures needed.

SHARE THE TRAILS – no report this month

TRAILS/TREE FALLS/BOARDWALKS

Trail trimming by Don Machel

Work parties:

- Installed 2 posts and directional arrows in the 707
- Installed temporary fencing in Queequeg CP for a future Invasive cttee work party

Fallen trees removed from trails:

- Removed 5 trees in Elder Cedar
- Removed 2 trees from the Marcus trail above The Surf

TREASURER

It has been a busy month for me on GaLTT items since the end of our fiscal year on December 31, 2021. At our upcoming board meeting there are several important financial items that require our care including the budget for 2022, approval of the financial statements for 2021, a motion dealing with our accumulated surplus, another motion moving our investment initiative along and finally the monthly financial statements for January.

Financial Summary Report:

Revenue for the month was \$2,200 and Disbursements were \$4,900 for a deficit on the month of \$2,700. Total assets at January 31, 2022 were \$147,500.

18) Retiring Board Members: Kerry Marcus has been on the Board, except for a couple of years, since GaLTT's inception in 2004. Thanks to Kerry for many, many hours devoted to GaLTT. She has worked on almost all the committees throughout the years. Libby Gunn joined the board in 2019 hopefully she is just taking a break and will join again in the future she is dedicated to removing invasive plant species and public education.

19) Next meeting- AGM 7 p.m. Tuesday, 1 March, 2022 via Zoom

20) Next Board meeting 7 p.m. Tuesday, 8 March, 2022 via Zoom

21) Meeting was adjourned by Brockley at 9:02 p.m.

Minutes recorded by Sarah Kopjar

March 2022

Board of Directors Meeting: Tuesday, March 8, 2022 via Zoom

Participating: Rob Brockley, Jenni Gehlbach, Nola Johnston, Sarah Kopjar, Anne Landry, Barry Moerkerken, Frank Shoemaker, Hugh Skinner, Tom Wojcik

Regrets: Rebecca Furnell, Lars Hulstein

22) Brockley called the meeting to order at 7:02 p.m. We meet on the traditional and unceded territory of the Snuneymuxw First Nation and we continue to search for ways to respectfully engage with them.

23) AGENDA: Items were added to the agenda.

MOTION: Proposed by Skinner, seconded by Gehlbach, to accept the agenda as amended. CARRIED.

24) MINUTES:

MOTION: Proposed by Gehlbach, seconded by Shoemaker, that the minutes of the February 8, 2022 meeting be accepted as amended and circulated. CARRIED.

25) ELECTION of OFFICERS: Brockley offered to stay on as President for one more year. Skinner offered to become Vice President. Shoemaker offered to remain Treasurer, Gehlbach will stay on and Secretary and Kopjar will be Recording Secretary.

MOTION: Proposed by Johnston, seconded by Moerkerken to elect the officers as proposed. CARRIED.

Landry is still Past President.

The Executive Committee is not mentioned in GaLTT's by-laws or constitution so the Board can decide on the composition. Currently the EC is made up of the President, Vice President, Treasurer, Secretary and Past President. Brockley sees the EC as a group to have preliminary discussions with.

26) CORRESPONDENCE:

- To RDN re 707 Fuel Management Prescription – reply received also
- From Min. Environment re shoreline erosion at Gabriola Sands PP – reply received from the minister
- From GISKA re erosion at Pilot Bay – reply received.
Neither the government nor GISKA have a solution nor willingness to try. Landry suggested GISKA could apply for a grant to at least do some research. The concern is the isthmus may eventually be completely eroded cutting off access to the Decourcy peninsula.

ACTION: Brockley will discuss the grant suggestion with GISKA.

- To Sounder re “Lost in Woods” article
- To Sounder re 707 Fuel Management Prescription
- To ITC, giving them permission to sign an Agreement for Right of Use with the Swift Family related to the Link Island covenant.

27) OLD BUSINESS:

- AGM debrief – Johnston reported that everything went well, technically everything functioned. Several Board members have received compliments about the professional quality of the AGM presentations. Invasive Species report had slides that list achievements for the year and the talk that accompanied them explained why these were important, this was good. Johnston has some suggestions for improvements, the most important being timing. Gehlbach has a check list of the things that need to be done to prepare for the AGM, we should start in November. This will be considered again in November.
- IT policy statement review, next steps – Brockley. Final version of the letter to IT about their policy statement has been sent. 11 of 12 conservancies signed the letter. We can now share it with the public. There was discussion as to how. Website, Facebook and email to the membership. Mention that GaLTT took a large leadership role in writing the letter.

ACTION: Johnston and Gehlbach will handle it.

- Organisational review – Landry reported there's been a pause in the organisational review. The Executive proposes a smaller group to come up with draft proposals for consideration by the whole Board and deciding what we still need help, from a facilitator, to work through. Clarifying GaLTT's Mission, how to group board committees, what is the framework? Figure out what are the building blocks. Some directors expressed concern that the process with the small group should not go too far before involving the whole board.
- Reminder that Directors have been asked to keep track of the time they spend on all GaLTT work. Brief discussion of how that is working out.
- Re new signage installed recently in the 707 after a local person got lost: Gehlbach noted that the sign had been loosened and turned in the opposite direction. Another walker fixed it temporarily.

ACTION: Moerkerken or Brockley will report it to the RDN

28) NEW BUSINESS:

- Brockley received a request from GILSS for GaLTT to join a new Fundraising Collaborative. Discussion re whether this is a good idea and how it might benefit GaLTT. Generally, the board does not think it is a good idea but there was some support for attending the first meeting to find out what is being proposed.
- ACTION: Brockley or Landry will try to attend the meeting which has not been scheduled yet.**
- Kopjar asked if there is support for an events calendar proposed by L Skinner with herself as email/text contact person. Johnston said she is trying to figure out if Google calendar can work for us but so far, no luck. This calendar would hold all GaLTT events to assist planning without overlap/conflict between committees or too many things happening to close together. More investigation is required.
- ACTION: Johnston to try to get an on-line version that works. Kopjar to discuss intent further with L Skinner.**
- Future board meetings; format—Brockley asked if board members want to continue to meet via Zoom or go back to in-person meetings. There are advantages to both. Brockley has renewed GaLTT's Zoom account for another year. Some of the committee's also use Zoom.
- ACTION: Landry will find out if the GAC Hall is available and the cost. Skinner will contact the Haven re available space and cost. The Executive will discuss.**
- Kopjar is still working on minutes from the AGM and will email questions regarding content.

- Shoemaker suggested a format change to monthly meetings; that every 3 months there should be time allotted to discuss finances.
- Memberships

MOTION: Proposed by Gehlbach, seconded by Shoemaker to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

- Landry explained the background to two motions regarding Link Island to be presented to the Board.
The first is minor changes to the covenant that are slightly more restrictive, the family wants to ensure the island is protected appropriately.
The second is that the family wants to encourage ecological research by people who will work collaboratively with the family and the covenant holders.

MOTION: Proposed by Landry, seconded by Shoemaker that the Board approve version 10 of the Link Island Conservation Covenant and agree that GaLTT become a co-covenant holder with NALT on the property owned by the Islands Trust Conservancy, which will be managed as a nature reserve. CARRIED.

MOTION: Proposed by Landry, seconded by Johnston that GaLTT sign an MOU with the Swift Family, ITC and NALT that describes the potential for future ecological research on Link Island that the signers may contribute to in various ways. CARRIED.

- The Finance Committee recommends that GaLTT have a line of credit in case money is needed with on short notice. This could avoid having to collapse an investment if the timing wasn't right. The annual fee is \$100. The signing officers will be Rob Brockley, Nola Johnston, Anne Landry, Frank Shoemaker and Hugh Skinner.

MOTION: Proposed by Shoemaker, seconded by Skinner that GaLTT obtain a line of credit with the Coastal Community Credit Union in the amount of \$25,000. CARRIED.

29) IN CAMERA: Shoemaker moved that we go in-camera for Landry to give an update regarding the Green Burial Exploratory Committee.

30) COMMITTEE REPORTS: as circulated.

EXECUTIVE COMMITTEE/PRESIDENT

Administration

- Contacted Pender Islands Conservancy to request meeting
- Reviewed draft survey for organizational review and discussions with Anne, Hugh, and Pat
- Prepared and submitted report to POSAC summarizing GaLTT activities
- Letter to Sounder re 'lost in woods' article
- Letter to Sounder re 707 Fuel Management Prescription
- Reviewed draft newsletter
- Prepared GHCF trail licence agreement
- Wrote 707 Fuel Management Prescription review in collaboration with Lars H. and submitted to RDN
- AGM planning and preparation
- Birthday card to Sally Robinson
- Thank you card to donor

- Response to several inquiries at info@galitt.ca
- Filed 2022 BC Society annual report and bylaw change (from 2021)
- Review of requirements for Sponsored Crown Grant program

Correspondence and Discussions

- RDN staff
 - With Chris van Ossenbruggen about trail issues in 707 CP and Coats Marsh RP
- BC Parks
 - With Tamara Staufreert about shoreline erosion and infrastructure protection at Gabriola Sands PP
- Islands Trust Conservancy
 - With Kate Emmings (Manager) about Link Island issues
- Others
 - With Tom Sones (PHC) about potential collaboration on property purchase (in camera)
 - With private landholder about trail licences and conservation options
 - With Lou Skinner about 'Canoe Project'
 - With Doug Harrison about his offer to hold a GaLTT fundraising event (art sale)
 - With Mary Holdgrafer (Green Burial Exploratory Committee) to discuss possible collaboration
 - With Michael Dunn (Mayne Island Conservancy) about IT Policy Statement review
 - With Nola Johnston and several other board members about AGM presentations
 - With Laura-Jean Kelly (Shorekeepers) about shoreline erosion at Gabriola Sands PP

Planning/Meetings

- Attended POSAC meeting
- Hosted two AGM practice sessions
- Chaired GaLTT AGM
- With Vanessa Craig and Anne Landry to tour MoTI property
- With Susan Yates and Anne Landry to tour MoTI property
- With Barry Moerkerken to discuss trail signage requirements
- Attended LTABC webinar about endowment funds
- Attended Finance Committee meeting
- With ITC, NALT about Link Island covenant, Right of Use Agreement, and MOU
- With ITC, NALT, and Swift family about Link Island MOU

ACCESSIBILITY COMMITTEE

Now that the committee has been restructured (to include work on resting and commemorative benches), they will meet soon to establish goals. Meanwhile, they:

- have created a list and maps of the locations of existing benches and picnic tables on public land as a resource for walkers looking for a resting spot. It will be on the website soon.
- are working on information for the commemorative bench donation program.

COMMUNICATIONS COMMITTEE

- **AGM preparation** (Sounder ad, document package, and presentation)
- **Website:**
 - Blog posts re AGM, Winter Walkabouts and invasives & trail work parties

- **Newsletter** discussions, design, writing/editing/layout.
- **Digital and print records maintenance**, including minutes
- **Email messages**
 - To volunteers about invasives work
 - To members about the winter walk series, Zoom webinars, and AGM.
 - Discussions re calendar of events to avoid conflicts/crowding.
 - Discussions re AGM package
- **Webinar participation**
- **Facebook pages/Instagram**: Posts about our work, the walkabout, and the AGM.

COMMUNITY ENGAGEMENT COMMITTEE

Here are the activities the Community Engagement committee has been involved in this past month (February).

Winter Walkabout:

Walks 1-8 have been shared with members and posted on the website, with two left. Will finish mid-March and the draw for prizes will be March 31, flagging tape and rocks will be removed then.

Native Plant Depot:

Recovery team had three work parties where approximately 75 plants were harvested and taken to the depot.

Most the plants were taken within a few days.

Healing Canoe presentation: March 15, 10:30 at the school

Currently has 20 people registered, leaving five spots. Please email programs@galitt.ca to register and learn about Snuneymuxw teachings.

Kate Reynolds, the coordinator of the SFU/Snuneymuxw Syath: Living history and culture project (this is the new name of the Intergenerational Land Based learning for Reconciliation project) says that carver, Beau Wagner, who also works at the Wildwood sustainable forest would like to talk to someone about forests on Gabriola. She recommended GaLTT.

The canoe, which is being carved behind the school, will be steamed at the Commons on March 29.

Earth Day: Friday, April 22

Working with a group of other environmental organizations to plan a public event at the Commons. It will be a good venue to promote Nature Stewards and the native plant depot, more details next report.

Wildcrafting workshop:

Elders Geraldine Manson and Kim Recalma-Clutuzie and Nancy Turner will be leading a workshop on May 7 about indigenous management and use of plants.

Kate Reynolds asked if GaLTT would like to help organize it.

Market table:

After Easter we will start recruiting people to work at the table. Paula Gray will again coordinate the schedule.

Art in the Garden:

Doug Harrison, who lives on South Road near the cemetery has offered to host an art show with proceeds going to GaLTT on the weekend of June 25/26.

In the past PHC raised \$7000 at this event and last year the museum earned more than that.

GaLTT needs to supply 3 volunteers each day to do check in and handle payment.

Doug would also welcome help from a volunteer with wood working experience to do framing with him.

We need to make it easy for people to pay for the art and may want to consider setting up electronic payment. People rarely use cheques these days. I will follow up with Frank and the museum to see how they handled payment. Rebecca would be a good resource too. Electronic payment may also be helpful at the market particularly for memberships

Nature stewards:

We have invited Ken to our next community engagement meeting on March 18 to plan promotional events such as Nature Steward open houses and possibly a reception for Nature Stewards

Calendar:

With so many events including work parties happening, we would like to maintain a master calendar so that people planning events can check scheduling to avoid competing with each other.

Nola has been helping with identifying an appropriate electronic calendar but for now, I will maintain an old-fashioned hard copy calendar since not everyone uses google applications. People can email or text (250-816-7579) me with their preferred dates

Outreach this month:

Identified April 30 as the broom work party in Drumbeg with the Lions.

Earth day planning with reps from Sustainable Gabriola, PHC, the school, Growls, Gertie, and the Commons.

Will participate in PHC's gardening program with kids at the Commons.

Met with the coordinator of the NALT Native plant nursery and discussed the possibility of doing a field trip and training session with her about transplanting and propagation.

CONSERVATION COMMITTEE

- Pat Jacobsen has left the Conservation Committee and Hugh Skinner is joining the committee. Thank you to Pat for her committee work in the past year.
- Link Island Covenant
 - There have been minor changes to the Link Island covenant since it was approved by the Board in December. The changes are principally at the request of the Swift family, wanting to ensure Link Island is managed as a nature reserve with no public access for recreation.
 - Since the passing of a motion on December 14th, 2021 the following stipulations have been met: members of the Conservation Committee satisfactorily assessed the property using the new GaLTT *Criteria for Assessing Prospective Properties for Conservation Covenant*; and GaLTT has received authorization from the Land Titles Office to hold covenants in the Gabriola Island Trust Area that includes Link Island. **See proposed Motion in Agenda**
 - It is anticipated the covenant will be signed by the ITC, NALT and GaLTT later in March. Once that is done, \$5,000 can be transferred from General Operating Funds to the Conservation Stewardship Fund, as was approved on December 14th, 2021.
 - An MOU will also be signed between the Swift Family, ITC, NALT and GaLTT that describes the potential for future “research projects and case studies related to ecological impacts on Link Island, including impacts related to climate change, and various potential management actions based on the outcomes of such projects and studies, and securing funding for such projects, studies and management actions.” **See proposed Motion in Agenda**
- Conservation education/engagement Program– There was quite a discussion between Conservation, Community Engagement, Invasive Species and Communication committees about a vision for conservation that was being developed as part of the education/engagement program. Rather than a separate conservation vision, the general feeling was it would be better

to develop an overall GaLTT vision (as part of the capacity review), that encompasses conservation and connection. The work to date on a conservation vision will be incorporated in a different way into the education/engagement programming. There is on-going discussion between various committees.

- After reading about it on the Community Board FB page, Anne documented a suspicious mid-sized Douglas-fir tree cut down in the 707 near post #76 near the Stanley Place entrance. Barry sent this information to Chris O. at the RDN and they were going to check it out as they were not aware of it.
- McRae Covenant – Continued work with the Museum on the interpretive signage.
- Reviewed final changes to the current policies that were reformatted by Gehlbach, for ease of reference and future additions and changes.
- Prepared slides for the AGM slide show.

FUNDRAISING COMMITTEE

No activity to report this month. Pat Jacobsen has stepped down from the Board and committees but wishes to be involved if and when a specific fund-raising task is identified. Suzanne is currently out of the country.

INVASIVE SPECIES COMMITTEE

- **Queequeg Park:**
 - following the work-party to prepare the Queequeg park site for planting (held 23/1) RDN Parks delivered 100 BC native shrubs (10/2) - a mix of evergreen and deciduous plants; these were planted by a small group of volunteers, consisting of IS committee members and members of the local Whalebone community team who had cleared the daphne from this and the other Whalebone pockets parks in March 2021.
- **Drumbeg Provincial Park:**
 - A work party was held in the back meadow to try tackling the vinca (periwinkle) that has been growing there. Though significant progress was made this is very labour-intensive work; BC Parks staff will be trying out an herbicide treatment on some test plots in the coming weeks, which may influence our future removal strategies.
 - Two signs have been made, explaining the restoration work that is underway in the meadow areas; these will be displayed (with BC Parks approval) adjacent to the relevant areas within the park.
- **Other work party activity:**
 - a planned work party to remove daphne at Twin Beaches was cancelled because of the work we were undertaking in Queequeg instead. Regular daphne removal work parties will resume in March. NOTE: Hugh Skinner reported a successful daphne laurel removal session in Drumbeg on March 6.
- **Public presentations:**
 - Chris Drake, ecologist, and owner/operator of Coast Alive Stewardship Services, based on Salt Spring Island, gave a Zoom talk on small-scale ecosystem restoration (25/2). This was recorded for the benefit of those who missed it, and can be watched via a link now posted on the GaLTT website.
- **Committee changes:**
 - Libby stood down as Chair of the IS Committee, and as Board member, effective March 2nd.
 - Alison Thomas is taking over as committee Chair and Hugh Skinner joins as our Board liaison.

- Chair transition process – Libby will continue to manage the various events she has organized for March and April 2022:

- BC Parks presentation on work at Drumbeg (14/3);
- Open House jointly with Gabriola Fire Department (23/4);
- Visit of staff from ISCBC (Invasive Species Council of BC) to deal with giant hogweed and knotweed on Gabriola (late April).

MEMBERSHIP

- Circulated to the board the list of new and renewing members.
- Membership numbers as of March 5, 2022

1yr Single	58
5yr Single	52
1yr Family	67
5yr Family	89
LIFETIME	7
Monthly AFT	17
Monthly Canada Helps	20
Subtotal	310
Expired	8
Current total	302

SHARE THE TRAILS COMMITTEE

No activity to report this month. Kerry Marcus has stepped down from the Board and committees, Tom Wojcik is now Chair.

TRAILS and BOARDWALKS COMMITTEE

No trail or boardwalk work this month.

Trail trimming by Don Machel at:

- 707 CP posts 25-29 and 59-67
- Costa Rica connector trail
- Dragon's Lane beach access.

TREASURER'S REPORT

With the 2021 year-end settled, the budget for 2022 passed, the tax receipts issued to our members and donors, the treasurer's report for the AGM done, these significant items have been finalized.

Still on the go are the following items:

- Negotiations with the Nanaimo Community Foundation for the investment of our funds not needed for current operations. We have provided a revised draft contract to the foundation and are awaiting their response.
- Our Statement of Investment Objectives, Policies and Procedures is being redrafted and it is intended to present it to the board for consideration at the April meeting.
- Our tax return for the year ended December 31, 2022, is drafted, and will be filed this month (deadline is June 30, 2022).
- The question of insurance coverage has come back to me with Pat Jacobsen leaving the board and I am following up on the question of adequacy of our coverage and what levels of coverage are available from the insurance companies at what price, and the willingness of other land trusts to increase their coverage.
- We have commenced an application to the Coastal Community Credit Union to obtain a line of credit of \$25,000. The finance committee felt it was wise to do so when we could from time to time need a short-term loan while our funds not needed for current operations are invested. To facilitate this application a motion will be presented to the Board at the March 8th meeting.

FINANCIAL SUMMARY REPORT

The first two months of the year have been quiet for receipts and expenditures. Receipts for February were \$1,626 and disbursements were \$1,990 for a deficiency of \$364. So, for the year to date the receipts total \$3,818 and disbursements \$6,872 for a year-to-date deficiency of \$3,054. The Statements of Financial Position and Receipts and Disbursements as at February 28, 2022 were circulated to the Board.

31) Next meeting Tuesday, April 12, 2022. Location TBA

32) Meeting was adjourned by Brockley at 9:07p.m.

Minutes recorded by Sarah Kopjar

April 2022

Board of Directors Meeting: Tuesday, April 12, 2022 Held at the Gabriola Arts & Heritage Centre

Participating: Rob Brockley, Jenni Gehlbach, Lars Hulstein, Nola Johnston, Sarah Kopjar, Anne Landry, Barry Moerkerken, Frank Shoemaker, Hugh Skinner. This constitutes a quorum.

Regrets: Rebecca Furnell, Tom Wojcik

33) Brockley called the meeting to order at 7:02 pm. We meet on the traditional and unceded territory of the Snuneymuxw First Nation

34) AGENDA:

MOTION: Proposed by Johnston, seconded by Hulstein, to accept the agenda as amended. CARRIED.

35) MINUTES:

MOTION: Proposed by Gehlbach, seconded by Johnston, to accept the minutes as amended and circulated. CARRIED.

36) CORRESPONDENCE:

- Letter to ITC granting permission for a UBC research project at S'ul-hween X'pey Nature Reserve
- Letter granting permission for the ITC to sign an Agreement of Right of Use with Swift family for continued access and use of Link Island
- Letter to Outdoor Recreation Council to support their proposal to the provincial government for an endowed BC Trail Fund that non-profit groups could apply to for grants.

37) FINANCIAL UPDATE: Shoemaker reported that the cash position is reasonable. The way 5-year memberships are reported has changed, instead of a lump sum at the time of donation it is spread out over the 5 years so at the moment it appears as a drop in revenue but over the next five years it will even out and be a more accurate way to report the donation.
See the Committee Reports for the Financial Summary.

38) OLD BUSINESS:

Organisational Review – Brockley noted that the next workshop has been postponed. A group of five Board members will meet to look at what has been done so far (e.g., mission/mandate), consider committee re-structuring ideas, review the draft questionnaire proposed by Dyan Dunsmoor-Farley, and bring some recommendations to the board for discussion.

Board consent and expectations – Three documents were circulated to Board members prior to this meeting: Conflict of Interest Disclosure Statement, Consent to Act as a Director to Gabriola Land and Trails Trust and Expectations of Directors. The policy documents are being reviewed to ensure they follow best practises for non-profit boards. The Conflict of Interest Disclosure Statement is new. There was discussion to clarify the intent.

MOTION: Proposed by Gehlbach, seconded by Johnston, to accept the Conflict of Interest form as circulated. CARRIED.

ACTION: Nola will try to figure out how to handle electronic signatures.

ACTION: Nola will send out Conflict of Interest form to all Directors to fill out, sign and return.

ACTION: Nola will rework the wording of the Expectations of Directors regarding compliance with Section 44.

Fundraising collaborative – Brockley attended the initial meeting that was organised by GILSS and included seven groups plus the Chamber of Commerce. The concept is to help form collaborations between groups when applying for grants. The Chamber of Commerce might be able to help with the collaborations and with grant writing. Brockley will attend a second meeting but GaLTT has not committed to join yet.

39) NEW BUSINESS:

RDN Trails and Parks Strategy – RDN has recently released phase 3 of the process to update the plan. GaLTT participated in phase 1 and will submit comments for this phase and fill out the on-line survey. There was some discussion and Directors and Committee Chairs are asked to submit any comments to Skinner by April 21.

In the near future a Master Plan for Electoral Area B is expected and a Management Plan for the Cox Park extension. One of the trails that GaLTT considers particularly important is a dedicated statutory right of way trail through Sitka Grove development, connecting Cox Park with Burnside Drive and on to the Village. This important connector trail was a crucial piece in GaLTT's support of the Sitka Grove development and in the End-to-End connection of trails. The right of way for the trail is in place, but the RDN has indicated that they do not have capital funds available for the development of this trail in 2022. Brockley and Skinner will continue to push for prompt trail completion at POSAC.

ACTION: Gehlbach will send the links to the survey out to the GaLTT membership and encourage them to fill out the survey make comments.

ACTION: Directors and Committee Chairs are asked to submit any comments to Skinner by April 21.

Possible purchase of ball caps for market volunteers – The Community Engagement Committee thought it would be a good idea to have GaLTT logo t-shirts and ball caps printed and given to people who volunteer to work at the GaLTT table at the summer for at least 3 market days. Other committees may want to purchase shirts or caps for volunteers too. Kopjar presented an image of what the cap will look like. This will be a GaLTT promotion and thank you to volunteers not a fundraiser.

ACTION: Kopjar will talk to L. Skinner, Chair of CE, they will prepare an order form and send an email to all Directors and Committee Chairs.

Earth Day financial support – A Gabriola community member is organising an Earth Day celebration and GaLTT is participating. GaLTT has agreed to pay for an advertisement in the Sounder which costs \$300 - \$400. There may be more financial support needed to help pay the cost of The Kerplunks performing. Discussion about if GaLTT should offer more money and how much.

MOTION: Proposed by Johnston, seconded by Landry, to authorize contingency coverage of costs for The Kerplunks up to \$350, if there is a shortfall in funds raised.
CARRIED.

Covenant monitoring – Annual monitoring of covenants takes place in spring. If any Board members are interested in participating let Landry know.

Memberships – The list of applicants for new and renewing memberships was previously circulated.

MOTION: Proposed by Gehlbach, seconded by Johnston, to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

Archiving Minutes – Gehlbach asked about archiving the Minutes. Do they need to be printed on paper and put in the filing cabinet as has been done previously? Should we begin using digital archiving only? They are already posted and saved on GaLTT's website.

MOTION: Proposed by Gehlbach, seconded by Johnston, that Minutes of monthly meetings and the AGM be available on GaLTT's website, stored on Google Drive and on a hard drive back-up commencing January 2021. CARRIED

40) IN CAMERA

MOTION: Shoemaker proposed the meeting move in camera for discussion.

Discussion re three different properties.

MOTION: Shoemaker proposed the meeting move out of camera.

41) COMMITTEE REPORTS: as circulated.

EXECUTIVE COMMITTEE/PRESIDENT

Administration

- Thank you card to Linda Harrison re donation
- Thank you card to Patti Machell (Faerie Goddess Mothers) re donation
- Letter to Outdoor Recreation Council supporting the creation of a BC Trails endowment fund by the provincial government
- Signed a conservation covenant on behalf of GaLTT for Link Island and a MOU with the Swift family, ITC, and NALT for ongoing collaborative management and research on Link Island. The documents transferring title of Link Island from the Swift family to the ITC have been filed with the Land Titles Office.
- Signed letter (drafted by Anne Landry) to ITC granting GaLTT permission for UBC to undertake a research project at S'ul-hween X'pey Nature Reserve
- Signed letter (drafted by Anne Landry) giving GaLTT permission for ITC to sign an Agreement for Right of Use with Swift family for continued access and use of Link Island
- Responded to a landholder query about possible trespass issues on the James Way-Malaspina MoTI ROW

Correspondence and Discussions

- RDN staff
 - With Chris van Ossenbruggen about trail issues and Queequeg water cistern establishment
- Islands Trust Conservancy
 - With Kate Emmings (Manager) about Link Island issues
- Others
 - With Laura-Jean Kelly, about Pilot Bay shoreline erosion issues

- With Sibyl Frei (GILSS) about the potential formation of a Fundraising Collaborative with other Gabriola non-profit organizations
- With Ken Gurr about Nature Steward program and grant opportunities. Ken will prepare a draft application to the ITC Opportunity Fund for 2022 financial support of the Nature Stewards program.

Planning/Meetings

- With Margaret Sasges (lawyer) for the signing of the Link Island conservation covenant
- Attended Nature Stewards committee meeting
- Attended Species at Risk Gathering hosted by the ITC
- Attended an initial meeting with other non-profits to discuss the formation of a Fundraising Collaborative.
- Met with Alison Thomas (Chair, Invasives Committee) to discuss roles and responsibilities
- Attended IT Policy Statement public meeting

ACCESSIBILITY

Meeting held a meeting on March 18

- **Comprehensive discussion about the restructured committee** that now includes benches, both resting benches and commemorative benches, as well as specific projects to improve the accessibility of some trails, parts of trails, and some shore access.
- **Trail Standards** were discussed. The basics to include how wide, what surface, height clearance, natural vs. engineered. Mapping and trail designations e.g., easy, moderate, difficult. Describing characteristics of a trail is also useful.
- Accessibility encompasses a wide range of needs. We will identify trails that can be made more accessible. Improving the surface quality is part of it and placing resting benches is also important.
- We will use previously collected information from the Accessibility Survey, Beach Access Evaluations and Potential Accessibility Projects w/RDN as starting points for determining what to work on.
- **Listing amenities for web and handouts:** Working on improving the descriptions on the list of all existing benches and picnic table locations on Gabriola. When this is completed, we will work with Nola to decide how best to add it to the GaLTT website and also produce a printed handout.
- **Donation program:** Rewriting the GaLTT Bench Donation Program document as information to be put on the website. A brief description of the Accessibility program goals will also be written. Regarding donations toward accessibility projects, in particular benches, we decided that the commemorative bench program is a separate program, and any other donations go toward GaLTT or Accessibility in general. For example, a person can suggest a location for a resting bench and also make a donation but the two are not connected.
- **Trail map discussions:** Sarah met with Tom Wojcik and Barry Moerkerken to collaborate on adding bike trail recommendations to our existing GaLTT Trail map.

COMMUNICATIONS

- **Website:**
 - Blog posts re Winter Walkabouts and invasives work parties
 - We are working to integrate the Nature Stewards website into the GaLTT website, using similar graphic design features.

- Sarah is working on additions and refinements to our trail map (paper as well as on-line) for accessibility and share-the-trails committees.
- **Newsletter** Nola and Jenni discussed ceasing to publish an annual paper and digital newsletter, and instead moving to a monthly mini-newsletter based on our monthly committee reports, to be distributed to members by email. *Rationale:* The blog on the website provides a running digital record of our activities throughout the year, and the annual printed newsletter is full of “stale news” (as well as coinciding with the busy AGM and year-end period). We invite board input to this idea.
- **Paper handouts** to the public at the market table to be single sheet (flat or folded), including:
 - our GaLTT brochure for general information about our work
 - several separate targeted handouts like the Nature Stewards pamphlet, Native Plant Depot information, and invasive species information.
- **Digital and print records maintenance, including minutes.**
- **Email messages**
 - To volunteers about invasives work
 - To members about the winter walk series and about the canoe-building project at GES.
- **Facebook pages/Instagram:** Paula Brent and Lou continue to post regularly about our work, and activities like invasives work and the winter walkabout.

COMMUNITY ENGAGEMENT

Completed or On-going initiatives

- **Winter Walkabout TREES:** finished mid-March and flagging tape and rocks will all be removed shortly. We only had about 30 trail journals returned which was disappointing since 125 were given out and may influence whether we do this again and how. It might be a pandemic project. Alison Thomas is summarizing the results and prize winners have been contacted.
- **Healing Canoe Presentation:** was held on March 15, with 25 attendees and over \$1300 raised for the project. People were told they would receive a charitable tax receipt for their donation and I think this helped inspire generosity. In keeping with the tradition of eating food from the land while learning, Rebecca made Stinging nettle scones and we served lemon balm tea. There is a new project emerging from this presentation, spear-headed by an attendee, to develop a fund for carving tools and while this is not a GaLTT initiative, I am excited that it could have a lasting impact on Coast Salish art and our relationship.
- **Native plant depot:** we had four recovery work parties in February and March and all of the harvested plants were quickly adopted. We want to recruit a volunteer to manage the depot and the team.
- **Nature stewards:** Ken attended our meeting to bring us up to date and we discussed the April 23 reception for stewards that Ken is organizing. For the fall we will explore the idea of holding an event where people can come to a property that doesn't currently qualify and Ken will explain what the homeowner could do.
- **Social Media:** Facebook is progressing although with fewer posts since we have fewer current activities. Catherine Adam Legg, former board member who started our first Facebook involvement by creating a group under her own account, has just asked us to dismantle the Gabriola Nature page (that's the old GaLTT group page) since she doesn't want to administer it and it's under her account. I have passed her email along to Paula Brent since she did the transition for us. The Gabriola Nature page does seem to be filling a niche since people can no longer post on GaLTT's page.

- **Maps:** we have approximately 350 left. Sarah and Tom, and the Share the Trails committee are working on a bike map to be made available at the market.

New initiatives

- **Market table:** we will be at the Saturday market every second week for spring and fall and every week of the summer. Paula Gray and I will begin recruiting volunteers soon and plan to do a training session in early May. We would like to supply volunteers who commit to at least 3 timeslots with a **GaLTT T-shirt or baseball cap to keep and wear at the market**. Sally Bullas has researched these items and received a quote of approx. \$14 or \$17 per shirt (depends on style) and \$20 per hat. I think board members and committees might also like a shirt or hat and we suggest volunteers receive these items as an appreciation for their efforts. They are a lovely fresh green. I'll put an image on google drive. **Please contact me if you'd like to order some or would like more info.**
- **Earth Day (April 22):** we are helping volunteer - Erin Udall and other environmental groups to organize a community event from 12-3:30 at the Commons and are paying for the Sounder ad. GaLTT will be doing presentations and having a display table. Erin is raising funds to have the Kerplunks perform, and the kids and community members will have a parade around the village to celebrate our planet.
- **Wildcrafting workshop (May 7)** with Elders Geraldine Manson and Kim Recalma-Clutesi and ethnobotanist Nancy Turner. This workshop is sponsored by the Simon Fraser Reconciliation Project, but they have requested our help with registration and promotion. (We won't offer tax receipts)
- **Art in the garden fund raiser (June 25/26):** artist Doug Harrison, who lives on south road near the cemetery has offered to host this annual fund raiser and have GaLTT as the recipient of his sales. Traditionally groups have raised thousands of dollars. Lou is checking into taking electronic payments (with Frank's help) and recruiting volunteers. Frank has found a framing helper for Doug.

CONSERVATION

Link Island Covenant

- The conservation covenant documents have been signed by all parties and are now being registered at the Land Titles office.
- An MOU between ITC, The Swift Family, NALT and GaLTT dealing with potential future research projects (see March minutes) has also been signed.
- Next will be an MOU between NALT and GaLTT outlining the respective duties of the two co-covenant holders. NALT will be the lead co-covenant holder.
- Five thousand dollars can now be transferred from operating funds to the Conservation Stewardship Fund (approved at previous board meeting).
- ITC will put out a press release likely in May, once the documents have been registered and they have consulted with FN partners. We will follow their lead as they are the new landholder.
- Our first responsibility on Link Island will likely be annual monitoring this spring.

S'ul-hween X'pey Nature Reserve

- Contract with ITC for boardwalk, invasives and signage work completed as able. There was an issue with the new sign when the Trail Crew went to install it in March, so the installation will now likely happen in April.

McRae Covenant – Continued work with the Museum on the interpretive signage.

FUNDRAISING

The FR Committee's final report was tabled in December to the Conservation Committee. Having been established by the Conservation Committee, FR Committee is awaiting direction from them or from the Board.

INVASIVE SPECIES

Meetings: The committee met on **March 7** and planned work-party activity (daphne removal) for both March and April. From May onwards we will turn our attention to Scotch broom as usual. On **March 15** committee members assembled at the Surf Lodge for a social gathering to express our appreciation for Libby Gunn's role in establishing the Invasive Species committee and thereby expanding the scope of the invasives removal work that GaLTT does. We will miss her energetic leadership now that she has stepped down as Chair and left the committee.

Work party activity: (34 volunteer hours)

Two work parties took place this month (March 13 and 27), both at Twin Beaches, where volunteers removed daphne from the south-west side of the park behind Taylor Bay beach.

Queequeg Park: (5 volunteer hours)

The 100 newly planted native shrubs have benefitted from the recent cool, damp weather and from the addition of some rotting woody material to the site and are doing well. Some of the currants and the tall Oregon grape plants are now flowering, and it is also encouraging to see some native perennials such as Spring Beauty reappearing where the ground was previously covered with daphne. As part of our agreement with the RDN we now have a water cistern on site so that we can ensure that the plants receive adequate moisture through the dry summer months. This (and weeding newly germinated daphne seedlings!) will be undertaken by the local Whalebone residents who worked to clear daphne from this and other nearby community parks in 2021.

Public presentations:

Erica McClaren (Conservation Specialist, BC Parks) made a Zoom presentation on **BC Parks: Conservation Priorities and Actions** in which she explained how the work GaLTT has been doing at Drumbeg fits into the broader context of the conservation and restoration work she leads throughout the province. Her presentation was recorded and is due to be uploaded onto the GaLTT website, for the benefit of those who missed it.

Chair's communications:

- Emails to Coastal Invasive Species Committee staff regarding their visit in late April to treat Giant Hogweed and survey/assess areas with Knotweed infestations.
- Email follow-up with Chris Drake: who did a Zoom presentation for us on small-scale ecosystem restoration in February. There are tentative plans for him to visit Gabriola in the Fall for a hands-on workshop on managing invasive plant removal and habitat restoration.
- Responding to various email enquiries from the public regarding invasive plant management.
- Email exchange with GFD FireSmart Coordinator regarding plans for another invasive plant disposal event like the ones held last year. Date to be decided.
- Email communication with holders of trail licence #12 to negotiate permission to remove daphne from part of the trail.

Site visit:

Following email communication with property owners holding trail licence #12, three committee members met with them at the Garry Oak loop (off the Garland Drive-Lois Lane trail) and agreed on a removal strategy for two work-parties to be held there in April.

MEMBERSHIP

COUNTS	
1S	56
5S	52
1F	67
5F	88
LIFETIME	7
Monthly AFT	17
Monthly Canada Helps	22
Subtotal	309
Expired	0
Current total	309

If anyone is curious, there are no expired members because:

1. I'm sending a second reminder the month following an expiration (not waiting and batching them every 3-4 months as before) so I've deleted everyone who expired in Feb or before.
2. Everyone who expired in March renewed!

SHARE THE TRAILS

- **BIKE TRAIL MAP:** Tom met with Barry and Sarah to discuss the look and format of a bike trail map. The intention is to produce a map which will be ready in time for the start of Saturday Market Days in May. At this point we will likely mark up a number of the surplus \$5 Gabriola Trails maps rather than producing an entirely new product.
- **SIGNAGE:** Barry recently received 12 more Share the Trails signs. These were designed to encourage respect for other trail users and will be mounted at various trail entrances across the island. Barry and Tom will be mounting these signs over the next few weeks.

TRAILS, TREEFALLS, & BOARDWALKS

Work parties:

- At S'ul-hween X'Pey (Elder Cedar) the old sign was removed, and new posts were installed for the new sign. The new sign will be delivered next week.
- A trail was built through Captain Ahab Community Park
- Fallen trees were removed from trails in 707 CP
- Signpost was replaced at the South Rd end of Clamshell Dr trail.
- Trail clipping as required

TREASURER'S REPORT

One quarter of the year is gone so it is time to take a more detailed look at our finances.

Item	March 2022	December 2021	Change
Cash	145,000	128,000	17,000
Accounts Receivable	4,300	17,000	(12,700)
TOTAL	149,300	145,000	4,300
Revenue for 3 months	9,400	10,600	(1,200)
Disbursements for 3 months	11,100	8,000	3,100
Excess (deficit) of receipts over disbursements for the quarter	(1,700)	2,600	(4,300)
Land fund and streamkeepers fund contributions	2,900 – 3 months	19,200 – 12 months	

For the first quarter of the year our cash position remains strong.

For operations our revenue is down a bit and expenses are up a bit. We need to keep an eye on this trend.

The financial statements for the three months ended March 31, 2022 are attachments to this report.

Ongoing items in process:

- We now have a draft agreement with the Nanaimo Community Foundation which after review by the finance committee we expect to sign. Thereby commencing the investment of our funds not immediately required for operations.
- The question of insurance coverage is proving to be more difficult than expected since we have not yet been able to confirm there is an underwriter prepared to quote on the increase in coverage requested.
- Our line of credit with CCCU should be completed by month end.
- A draft of our statement of investment objectives will be reviewed by the finance committee at its next meeting.
- Our tax return will be filed as soon as I have all the personal information from the directors.

42) Next meeting Tuesday, May 10, 2022. Landry will book the GAHC room for the May and June meetings.

43) Meeting was adjourned by Brockley at 9:15 pm.

Minutes recorded by Sarah Kopjar

May 2022

Board of Directors Meeting: Tuesday, May 10, 2022 via Zoom

Participating: Rob Brockley, Lars Hulstein, Nola Johnston, Sarah Kopjar, Anne Landry, Barry Moerkerken, Frank Shoemaker, Hugh Skinner, Tom Wojcik. This constitutes a quorum.

Regrets: Rebecca Furnell, Jenni Gehlbach

44) Brockley called the meeting to order at 7:01 pm. We meet on the traditional and unceded territory of the Snuneymuxw First Nation.

45) AGENDA: Review and approve.

MOTION: Proposed by Johnston, seconded by Landry, to accept the agenda as amended. CARRIED.

46) MINUTES: Review and approve.

MOTION: Proposed by Skinner, seconded by Hulstein, to accept the minutes as amended and circulated. CARRIED.

47) CORRESPONDENCE:

- Letter to CCCU re line of credit
- Letter to property owner re potential purchase (in camera item)
- Letter to RDN with GaLTT's review of the draft Parks and Trails Strategy
- Letter to ITC with Opportunity Fund grant application, applied for a \$6000 grant to support Nature Stewards program.
- Email to Sibyl Frei (GILSS) declining invitation to participate in proposed fundraising collaborative

48) FINANCIAL UPDATE: Shoemaker said the line-of-credit application has been submitted to the CCCU. Existing GIC was redeemed and invested in a new one at a better interest rate. Funds invested with the Nanaimo Foundation are being increased. Revenue to date is less than last year but so are expenses.

Discussion re ways to encourage monthly donors to increase the amount they donate.

49) OLD BUSINESS:

- Fundraising collaborative–Brockley let GILSS know that GaLTT will not participate in fundraising collaborative at this time but may in the future.
- RDN Parks and Trails Strategy–Skinner has sent a response, previously circulated to the Board members, to the RDN encouraging more precise wording in key sections of the new Strategy particularly concerning conservation. This new strategy is still a work in progress and implementation will not start until this fall or later. More specific plans will be developed for each Area. Kopjar asked about plans for specific trails that GaLTT wants to include on a new edition of our Trail Map. Brockley and Skinner will ask about this at the next POSAC meeting, the meeting has been postponed. Johnston asked what should be done about the maps because we may run out this summer. Brockley suggested we may need to reprint a small number of maps.

Johnston suggested she can put updates and information on new trails on the website in the interim.

MOTION: Proposed by Johnston, seconded by Wojcik, to create an ad hoc committee to update the Trail Map and prepare for printing a new edition.

Discussion: Committee members will be Hulstein, Johnston, Kopjar, Moerkerken and Wojcik. May need to create brochures as well as the main map. First meeting proposed for early June, 2022

CARRIED.

- Organizational review—Landry. A small group of board members met for discussion and created a Vision Statement, new for GaLTT, and a revised Mission Statement that were circulated to all board members. The Vision Statement is not part of the constitution so can be added and changed as needed. The Mission changes may require approval from all members depending on exactly what is changed. Those present were in favour of the wording so far. Next step is for each committee to look at their own work and skills, what they want to do and if they have capacity.

ACTION: Landry and Johnston will produce a template or outline of these questions so that each committee is using the same guidelines.

50) NEW BUSINESS:

- Legacy giving workshop with Heather Wardle, May 13th—Brockley sent out the Zoom meeting info, all board members are invited to participate.
- Safety protocol for volunteers —Skinner: a review began due to concerns that GaLTT's current insurance coverage for volunteers was insufficient. Skinner has received information from the insurance company, previously circulated to Board members, regarding what increases are available and how much it will cost. The increase in cost seems significant compared to the increase in benefits. Skinner is still researching. GaLTT needs safety protocols. There is an existing Board approved "GaLTT Policy for Power Tool Use by Volunteers". Skinner noted that this policy is currently not shown on the GaLTT website under "operating policies" and requested that it be added by GaLTT Communications.
- PEF grants — Brockley reminded everyone of the May 31 deadline to apply for these grants. GaLTT has been successful in previous applications for this grant. Kopjar shared that the Accessibility Committee would like to submit an application for work in Drumbeg Park. Landry and Moerkerken will assist in looking at the proposal. The Invasives Committee may apply too.
- Gaming grant deadline (Aug 31) and eligibility—Brockley looked at the requirements and doesn't think GaLTT will be eligible this year. The organisational review may change this for the future.
- July/August meeting dates—Brockley suggested that June be a regular meeting, hopefully held in-person at the GA&H Centre. July be a short meeting followed by a potluck dinner to be held at the Skinner residence and there will be no meeting in August. Everyone agreed.
- Digital signatures – Johnston looked into what services are available for non-profit organisations. Through Tech Soup, DocuSign offers a perpetual license for a \$100 sign-up fee. After some discussion it was decided that GaLTT would probably not make much use of this right now.
- Memberships – The list of applicants for new and renewing memberships was previously circulated.

MOTION: Proposed by Johnston, seconded by Shoemaker, to accept the listed new and renewing membership applicants since our last board meeting. CARRIED.

- Signing Officers.

MOTION: Proposed by Shoemaker, seconded by Wojcik that Hugh Skinner be added to GaLTT's signing officers with the Coastal Community Credit Union.

Our signing officers would then be:

Rob Brockley, President
Hugh Skinner, VP
Anne Landry, Past Pres
Nola Johnston, Director
Frank Shoemaker, Treasurer

CARRIED.

51) IN CAMERA

MOTION: Johnston proposed the meeting move in camera for discussion.

Discussion re three different properties.

MOTION: Hulstein proposed the meeting move out of camera.

52) COMMITTEE REPORTS: as circulated.

EXECUTIVE COMMITTEE/PRESIDENT

Administration

- Letter to property owner re potential GaLTT interest in land purchase (*in camera* item)
- Prepared material for, and reviewed and edited, draft article about Link Island title transfer and covenant
- Planned and prepared material for a meeting of the organizational review steering committee
- Attended LTABC webinar and AGM
- Prepared GaLTT activity report for POSAC (meeting subsequently cancelled due to lack of quorum)
- Edited Nature Stewards article written by Ken Gurr (appeared in May 4th edition of Sounder)
- Prepared material for, reviewed and edited, ITC Opportunity Fund grant application prepared by Ken Gurr
- Co-wrote (with Kristina Baerg, Gabriola Island Natural Burial Society/GINBS)) a draft briefing note for local representatives/politicians about potential collaborative property acquisition for conservation/green burial
- Board meeting planning and agenda
- Reviewed BC Gaming Grant application deadlines and eligibility

Correspondence and Discussions

- With Sibyl Frei about GaLTT's decision not to participate in the proposed fundraising collaborative
- With Kristina Baerg and Mary/Gary Holdgrafer (GINBS) about potential project collaboration
- With Heather Wardle about legacy giving and meeting with GaLTT
- With Dyan Dunsmoor-Farley about organizational review facilitation
- With several board members and committee chairs on various subjects

Planning/Meetings

- Attended Conservation committee meeting
- Attended Nature Stewards meeting
- Attended Finance committee meeting

- Attended Organizational Review Steering committee meeting
- Attended LTABC webinar and AGM
- Attended two meetings with Chris van Ossenbruggen and Barry Moerkerken about trail workplan priorities in RDN parkland
- Attended two meetings with GINBS about potential collaborative project
- Hosted afternoon gathering for ~ 30 nature stewards and NS team members

ACCESSIBILITY

- **Meeting held a meeting on May 6.** Nothing new to report, though Peter Danenhower has been investigating affordable ways to improve accessibility at Drumbeg provided a grant can be obtained through the Regional Park Enhancement Fund.

COMMUNICATIONS

Newspaper:

- Editing Ken Gurr article re Nature Stewards
- Sounder Ads for Earth Day and the Broom-bashes.

Website:

- Blog posts re Drumbeg broom-bash, broom-cut schedule, new sign in S'ul-hween X'pey
- We are working to integrate the Nature Stewards website into the GaLTT website. The resource section is now a subpage on our site's Resources menu.
- Nola is seeking ways to optimize website storage space and download efficiency.

Email messages:

- news flashes: (1) Nola is preparing a newsflash item about the Link Island covenant for the Conservation committee. It will be published in future, coordinating with the ITC and Swift family announcements. (2) Jenni composed a newsflash about the new sign in S'ul-hween X'pey
- emails to volunteers and members about broom-bash schedule and asking for market-table volunteers.

Digital and print records maintenance, including minutes. We are in the process of storing and backing up all data digitally.

Facebook pages/Instagram: Paula Brent and Lou continue to post regularly about our work, and activities like invasives and market table.

Design work: Nola prepped design files for T-shirts and ball caps.

Publications: revisions to nature Stewards brochure

COMMUNITY ENGAGEMENT

- **Winter Walkabout-** 20 journals returned. Suzanne has done initial review. Alison will do further analysis. It is unlikely we will do another winter walkabout.
- **Earth day** - well organized but disappointing turn out. About 10 people attended the invasive and nature steward workshops and a handful visited our table. Lou is attending a post-event debrief on May 9. We did not need to contribute toward the Kerplunks since Islands Futures stepped up and covered the short fall.
- **Nature stewards** - our first reception was held at the Brockley's on April 23 with about 25 nature stewards in attendance. Rob created a map of protected land on Gabriola including the nature steward places. Resources from HAT were distributed. A spring open gardens of nature stewards would need to be on the CE agenda by October.

- **Market Table** - Paula Gray has sent an email to last year's volunteers to assess interest and a Facebook request and email to members and volunteers has had a good response. Paula is creating the calendar and she and Lou decluttered the wagon to reduce weight. We plan to offer an orientation for new volunteers next Wednesday evening and repeated Thursday afternoon.
- **Wildcrafting event** May 7 - filled within three days using the programs@galitt.ca email for registration. Lou is working on the event with Kate Reynolds from the reconciliation project. Kate mentioned the possibility of doing a plant walk with Nancy Turner later in the summer. **Lou** will follow up.
- **Art in the garden** June 25/26 - Lou met with Laura from the museum who organized last year's event to find out what is involved. Suzanne Campbell who is on the conservation committee and has an interest in fundraising, agreed to take on the coordination of this event. Lou has ordered hardware from Square so that we can accept credit card payments both here and at the market and Suzanne and Frank will work on the process for sales closer to the event.
- **GaLTT apparel** - The order of 75 items is submitted and should be ready next week. Community Engagement will pay the invoice and distribute the clothing. GaLTT is supplying either a hat or shirt to board and committee members. If anyone has ordered two, they can make a donation to GaLTT for \$20 for the additional item.
- **Conservation education** - we are working on a plan for the fall to discuss at our next meeting. We meet the last Friday afternoon of the month and our next meeting will be May 27.

CONSERVATION

Link Island Covenant

- Landry and Johnston attended a Zoom call with ITC and NALT staff, and the three Swift children to discuss future responsibilities related to Link Island. We all agreed that if ITC, NALT or GaLTT have people going to Link Island, e.g., for monitoring or invasives work, we will inform each other and the Swifts.
- An ITC contractor will be conducting some Screech Owl monitoring work this summer, checking nest boxes for activity and installing a recording device.
- A GaLTT article has been written (Johnston, Landry and Brockley) to announce our involvement with Link Island but we will wait for ITC to take the lead on when the article can go out. It will be important, especially in the near future for all parties to be consistent in their messaging that the island is not open to the public.

S'ul-hween X'pey Nature Reserve

- The new sign, designed by Snuneymuxw artist Eliot White-Hall has been installed by the Trail Crew and it will appear on our website and FB page soon.
- We are still hoping to have an informal event sometime during the summer or fall, inviting some Snuneymuxw Elders to S'ul-hween X'pey NR who have never been to the reserve.

Robinson Woods

- Landry and Johnston recently visited a neighbour of Sally Robinson, whose property is just west of Robinson Woods. The neighbour built a perimeter fence this winter. She did so carefully, following a survey, and is working hard to rid her property of the many invasive plants found there. Her work will also benefit Robinson Woods. The next neighbour to the north has also built a fence along the property line with RW.

Southern Strait of Georgia National Marine Conservation Area

- Landry attended a Zoom call coordinated by Gabriola Shorekeepers, with two Parks Canada staff (James Gordon and Raven August) and representatives from several Gabriola organizations

(GROWLS, Streamkeepers, Shorekeepers and GaLTT). The project has been on again, off again for several years and is now ramping up with more activity. First Nation consultation is a key piece at the moment.

- James Gordon, the Project Manager indicated they hope to hold an information session on Gabriola in the next couple of months. They will be looking for community support for the NMCA. The current proposed boundary includes part of the marine area along the southern and eastern shore of Gabriola. There was discussion on the call about potentially extending the boundary to include more of the northern/eastern shore of Gabriola and Parks Canada sounds open to some tweaking of the boundary. Gordon encouraged the groups on the call to put a submission together for Parks Canada outlining the ecological values found in the proposed expanded area. This will be coordinated by Shorekeepers. There will also be an effort to get more information out on Gabriola about the NMCA before a public meeting.
- The mood was generally optimistic that the project is moving forward.
- The 5th International Marine Protected Areas Congress (IMPAC5) will take place in Vancouver February 3-9, 2023 after several delays due to Covid. The congress may speed up the NMCA process, the assumption being that Canada would like to be able to announce further marine conservation at the congress.

INVASIVE SPECIES

Invasive plant disposal event organized by GVFD:

- A yard waste/invasive plant disposal event was organized by Hayley Bennett (GVFD Firesmart Coordinator) for April 8th and 9th and at very short notice GaLTT volunteers assisted in collecting the large pile of daphne from our work at Twin Beaches as well as a pile of blackberry and small daphne from Queequeg Park and taking it all to the disposal site near the south island firehall. An email was also sent out to GaLTT members alerting them to this opportunity to dispose of yard waste, including daphne, from their own property.
- We are liaising with GVFD to arrange another such opportunity in late June at which we can dispose of broom and we also continue to discuss long-term disposal options for invasives.

Work party activity: 77.5 volunteer hours

- Two work parties took place this month clearing daphne from along the Garry Oak loop section of the Garland Drive-Lois Lane trail (April 10th and 24th). (Part of trail licence #12). (31.5 volunteer hours)
- An initial broom work-party was held jointly with Gabriola Lions at Drumbeg on April 30th to launch broom-bashing season. (46 volunteer hours)

Coastal Invasive Species Committee visit:

- Two CISC staff came to Gabriola for a 2-day visit at the end of April during which they removed giant hogweed from several areas of the island. Members of the Invasive Species committee were able to observe and assist in some of this work. The visit also included assessment of the eight known locations where knotweed has been identified and the same staff will return in August to treat these.

MEMBERSHIP

Details on numbers as of May 7:

1S	57
5S	52
1F	68

5F	87
LIFETIME	7
Monthly AFT	17
Monthly Canada Helps	22
Subtotal	310
Expired	2
Current total	308

SHARE THE TRAILS

- Tom and Barry went out to various trail entry points on the island and put up a total of 12 '*share the trails*' signs. These signs stress the value of courtesy and communication among various trail users (walkers, cyclists, and equestrians).
- Tom has created a number of Bike Trail maps using some of our surplus of the 'Trails on Gabriola' waterproof maps. These will be made available for sale at the GaLTT table during upcoming Saturday Markets.

TRAILS, TREEFALLS & BOARDWALKS

Work parties:

- Installed new posts and trail signs in Haven Woods
- Installed new post and trail signs at Nelder's Pond
- Installed additional posts and trail signs in the MOTI gravel pit between Honeysuckle Lane and Wild Cherry Terrace
- Installed the new sign for S'ul-hween X'pey (Elder Cedar)
- Installed new posts and Trail Licence signs at the Medical Clinic

Trail trimming:

- Numerous 707 CP trails
- All of the Haven Woods trails

TREASURER'S REPORT

- Our operations for the year to date are almost breaking even.
- Donations are running behind budgeted figures. For operations we have received about \$5,000 of the \$30,000 budgeted and for the Land Acquisition Fund we have received about \$3,000 of the \$15,000 budgeted. We normally get a bump of donations in December but we are running behind on achieving our fundraising targets.
- Our negotiations with the Nanaimo Community Foundation have progressed and we have signed the agreement with them and provided a cheque for \$40,000 to them as the first instalment of our investing with them. We are awaiting confirmation from them following their next board meeting that all the requirements have been met.

Other items that are ongoing:

- We have provided all the requested information for our Line of Credit with the Coastal Community Credit Union and are awaiting confirmation our acceptance.
- We are still working of the insurance issue.
- Our tax return and investment objectives are still proceeding and will be finalized soon.
- The finance committee had a productive meeting in April and will meet again in June.

GABRIOLA LAND & TRAILS TRUST			
STATEMENT OF FINANCIAL POSITION			
		April 2022.	December 2021.
ASSETS			
CURRENT			
	Cash	109,732	128,189
	Nanaimo Community Foundation	40,000	
	Accounts Receivable		17,012
	GST recoverable	122	435
	Inventory of maps	413	850
	Prepaid expenses	2,189	2,676
		152,456	149,162
LIABILITIES			
CURRENT			
	Accounts Payable	200	407
	Prepaid memberships	1,728	
		1,928	407
NET ASSETS			
	Land Acquisition Fund	60,441	58,570
	Stewardship Fund	20,953	15,953
	Accessibility Improvement Fund	4,733	4,733
	Streamkeepers' Fund	340	220
	Operating Fund - prior years	64,281	69,279
	Operating Fund - current year	- 220	
		150,528	148,755
		152,456	149,162

53) Next meeting Tuesday, June 14, 2022 7 pm at the GAHC

54) Meeting was adjourned by Brockley at 8:50 pm.

Minutes recorded by Sarah Kopjar

June 2022

Board of Directors Meeting: Tuesday June 14, 2022. Held at the Gabriola Arts and Heritage Centre

Participating: Jenni Gehlbach, Lars Hulstein, Nola Johnston, Sarah Kopjar, Barry Moerkerken, Frank Shoemaker, Hugh Skinner, Tom Wojcik. This constitutes a quorum.

Regrets: Rob Brockley, Rebecca Furnell, Anne Landry

55) Skinner called the meeting to order at 7:05pm.

We meet on the traditional and unceded territory of the Snuneymuxw First Nation

56) AGENDA: Review and approve.

MOTION: Proposed by Gehlbach, seconded by Shoemaker, to accept the agenda as amended. CARRIED.

57) MINUTES: Review and approve.

MOTION: Proposed by Gehlbach, seconded by Johnston, to accept the minutes as amended and circulated. CARRIED.

58) IN CAMERA:

MOTION: Gehlbach proposed the meeting move in camera for discussion.

Update about one property.

MOTION: Gehlbach proposed the meeting move out of camera.

59) CORRESPONDENCE:

- Letter to Doug Routley (MLA) requesting meeting and a reply confirming June 28 date.
- Email from ITC confirming approval of \$6K Opportunity Fund grant to support GaLTT's Nature Stewards Program.
- Email from RDN confirming allocation of \$5K of Stewardship Seed Funding to support education and stewardship efforts on Goodhue Creek (as part of Nature Stewards program).

60) FINANCIAL UPDATE:

Shoemaker has received an invoice for \$175 for the annual renewal of GaLTT's membership in the Gabriola Chamber of Commerce. Discussion followed as to whether or not it should be renewed.

MOTION: Proposed by Shoemaker, seconded by Johnston, that GaLTT should renew a membership in the Gabriola Chamber of Commerce for the coming year. CARRIED.

GaLTT should have available a comprehensive list of memberships held in other organisations.

ACTION: Skinner will discuss this with the Executive. Shoemaker will check his files for memberships that have been paid.

Wojcik asked how many of the hand-traced bike maps have been sold.

ACTION: Shoemaker has the reports from the market sales so he will let him know

Year to date donations are down from last year.

GABRIOLA LAND & TRAILS TRUST			
STATEMENT OF FINANCIAL POSITION			
		May 2022.	December 2021.
ASSETS			
CURRENT			
	Cash	108,336	128,189
	Nanaimo Community Foundation	40,000	
	Accounts Receivable		17,012
	GST recoverable	188	435
	Inventory of maps	323	850
	Prepaid expenses	2,026	2,676
		150,873	149,162
LIABILITIES			
CURRENT			
	Accounts Payable	200	407
	Prepaid memberships	2,082	
		2,282	407
NET ASSETS			
	Land Acquisition Fund	60,501	58,570
	Stewardship Fund	20,953	15,953
	Accessibility Improvement Fund	4,733	4,733
	Streamkeepers' Fund	340	220
	Operating Fund - prior years	64,281	69,279
	Operating Fund - current year	- 2,218	
		148,591	148,755
		150,873	149,162

61) OLD BUSINESS:

- Organizational review – Johnston and Landry have developed a draft template for committee discussions about capacity. Johnston presented the template and explained that committees should discuss and fill out the forms then Committee chairs can get together to find possible overlap. Johnston also explained “scatter plot graphing” that can be used to determine needs vs. skills we have etc.
- Safety protocol for volunteers – Skinner reported that safety protocols and related documents are being reviewed. Updates will be reported to the Board and posted on the website as needed.
- BC Parks PEF Grant Application – Skinner reported that, with support from Parks staff, a conservation related application has been submitted.

62) NEW BUSINESS:

- Fundraising – Skinner.

Legacy Giving – On May 13 some board members attended a Zoom presentation, an introduction to Legacy Giving by Heather Wardle. Heather was enthusiastic and generous with information. The most important recommendation was to get started right away and start with small, easy to do things. One suggestion is adding a Legacy Giving note at the bottom of all emails sent to members, volunteers and formal correspondence from the president. Gehlbach previously circulated a sample template. All agreed this is a good idea. Shoemaker noted we also need a policy regarding who GaLTT will accept Legacy Gifts from.

ACTION: Skinner will bring this up for discussion with the Executive.

Legacy Giving and other fundraising can be directed through Canada Helps. Johnston said there was a problem between their website and ours.

ACTION: Johnston will talk to Canada Helps again.

Branding – GaLTT Volunteers is part of our brand. We should expand the idea of what a volunteer is beyond trail work or invasives removal. Some things we promote or advocate for change from time to time. We could have a “current campaign” banner/information at the market table and maybe also on the website. For example: “Worth More Standing” to encourage people to cut as few trees as possible and counteract current social media posts promoting cutting.

Leadership – A person is needed to lead GaLTT’s Fundraising efforts, preferably someone who will also become a Board Member. Skinner asked us to suggest candidates.

- Memberships – We have more monthly donors; a review of membership types / categories is needed.

The list of applicants for new and renewing memberships was previously circulated.

MOTION: Proposed by Hulstein, seconded by Wojcik, to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

- Updates/General Discussion – Johnston received a request for a resting bench, she passed the info on to Kopjar. We have had several such requests so we need a way to get more benches made. Shoemaker suggested a bench building workshop. Accessibility committee will consider this. A bench has also been requested in Humming Bird CP and an accessible trail is being considered for Blue Heron CP.

Johnston told us there is now a water taxi that operates out of Silva Bay, she will send the information. It will be useful for getting to islands for conservation covenant checks.

Trails committee upcoming projects are: boardwalks in Robinson Woods and Cox Park, trail off Keith Rd. needs ditch work, more work to be determined in S’ul-hween X’pey.

Johnston showed us that the website now has an events calendar.

- July/August/September meeting dates—Skinner
 - July 12 meeting @ 6:00 p.m. @ 57 Malaspina Drive. Potluck (with household partners) @ 7:00 p.m.
 - No August meeting planned. A Zoom meeting will be called if necessary.
 - September 13 meeting @ 7:00 p.m. @ GAC.
- FYI there is a Land Acknowledgement Workshop (June 18) at the Commons —Skinner

63) COMMITTEE REPORTS:

EXECUTIVE/PRESIDENT

Administration

- Prepared BC Trails Day message for distribution to GaLTT membership
- Prepared materials for pending meeting with MLA Doug Routley
- Prepared draft conservation monitoring report for Link Island

Correspondence and Discussions

- Letter to local MLA Doug Routley requesting meeting to discuss Sponsored Crown Grant process and potential candidate property.
- Letter to Trustees and RDN Director to invite them to attend meeting with MLA Routley.
- With representatives from the Gabriola Green Burial Exploratory Committee about potential collaborative property acquisition for conservation/green burial use and meeting with MLA Routley.
- With Alison Thomas re BC Parks PEF grant application
- With Executive about fundraising issues
- With Ken Gurr about ITC Opportunity Fund grant application
- With Chris van Ossenbruggen (RDN) and Barry Moerkerken re trail proposal for 707 CP
- With Amy Gore (Superintendent of Parks Planning, Research, and Development) about RDN trail improvement and enhancement grants
- With Barry Moerkerken and Sarah Kopjar regarding potential proposals for RDN trail improvement and enhancement grant

Planning/Meetings

- Attended Outdoor Recreation Council (ORC) annual general meeting on May 14th. Jim Standen (ADM BC Parks) was the guest speaker. BC Parks and Recreation Sites & Trails are now both within the Ministry of Environment.
- Chaired Legacy Giving meeting with Heather Wardle.
- Attended annual conservation covenant monitoring site visit to Link Island with two other GaLTT representatives (Hugh and Nola) and staff from ITC and NALT.

ACCESSIBILITY

Meeting was held May 27.

Pilot Bay Project Update: Anne Landry sent an email to BC Parks to remind them of unfinished work at Pilot Bay. 1. Concrete barriers at the edge of the parking lots need to be repositioned and 2. Install disability parking signs, one for each parking lot. They acknowledged that this work fell through the cracks during the staffing changeovers and said they will coordinate sometime in the near future to take care of it.

RDN Community Parks

707 bench requests and Fire access gate at Jeannette Ave:

- Barry has received requests for more benches in the 707—spread out along Old Centre Road is a good way to start. We are waiting for more benches to be built.
- We will also try some simple log rounds along Jeanette Ave Trail. Peter had some big trees cut down recently, so he offered to cut some rounds that are heavy and not easily picked up. We will also stencil GaLTT on them.
- The Fire Access gate has been installed at the end of Jeanette Ave. It is well positioned and still leaves good access around it.

Bench request for Hummingbird CP: GaLTT received a request for a resting bench in Hummingbird CP. Since it is a RDN Park we asked for and received permission from the RDN to install a bench. We confirmed the committee's previous decision that there will be no charge to the Requestor of a

resting bench. There will be no direct commitment or arrangement between GaLTT and the Requestor. A donation will be suggested.

RDN Fisher Rd loop Project: The Fisher Road loop is on hold because there is a moratorium on new trails in the 707 until the management review process is complete. We will add resting benches in the area as benches become available

Blue Heron CP: If there are funds available through the RDN we are considering an accessible trail to the cliff edge in Blue Heron CP. Other improvements could include an accessible picnic table and accessible parking. A funding application needs to be submitted promptly.

Drumbeq Park accessibility: This project is in the planning stages hopefully for implementation in 2023. There are two sections to the project: access to and use of the picnic tables which are designed to accommodate use by a person in a wheelchair, but they are not positioned appropriately and access to the toilets, which are designated as wheelchair/disabled accessible but the trail to get to them is not. We've explored 3 options each of which includes access to the picnic tables, improvement of sections of the trail by adding cart-path material and the designation of a disabled parking spot as well as making the trail to the toilets accessible.

- Option 1: build a new, longer bridge to cross the seasonal stream and reduce the steep grade of the trail.
- Option 2: create a new trail from the fire access road to the toilets.
- Option 3: put in a large culvert to accommodate the stream and place fill on either side to raise the level of the trail and reduce the grade.

We are arranging an on-site meeting with BC Parks to discuss the options and funding possibilities

COMMUNICATIONS

Link Island

- **Article:** Copy was sent to ITC and the Swift family for approval. Publication is on hold until the ITC news release is ready—should be soon.
- **Hand-over planning meeting** to brainstorm publicity, communications, and relationship building with NALT and ITC.

Website:

- Blog news posts re BC Trails Day; Broom-bashing extended schedule
- New Events calendar linked from the Home page is being developed
- Work continues to integrate the Nature Stewards website into the GaLTT website.

Email messages: to members and volunteers about work parties and other activities.

Digital and print records maintenance, including minutes.

Facebook pages: Paula Brent and Lou post regularly about our activities and events.

Partnerships: Preliminary exploratory discussions with the museum about possible future shared two-sided signage among Museum, &/or GROWLS &/or GaLTT relating to the ecosystem.

Maps: Difficult to find viable meeting dates.

- Current trail map will be reprinted for now
- Planning group will address map development and integration of maps for bikers, shore access, and accessibility & resting benches.

COMMUNITY ENGAGEMENT

Saturday market:

- we had a great response to the email and posts about volunteering at the market and Paula has filled the schedule with many new volunteers.

- We offered volunteers a free shirt or hat if they did three sessions and we think this has motivated people to volunteer multiple times
- we held an orientation at GAC hall on a rainy afternoon
- Frank is helping us sort out the market paperwork
- we are there most weeks but not every market during the spring.

Art in the Garden June 25/26:

- Doug Harrison is donating all proceeds from his art sale to be held in his garden from 10 to 4
- we still need more volunteers to greet people or help with payment. Please let Lou know if you are available for this fundraiser
- Doug's paintings are smaller than previous years so we may not reach the \$10,000 the museum raised last year. They also told people that what they paid was eligible for a charitable tax receipt but later realized that they weren't so this may have inspired more purchases (and unhappy customers?!)

S'ul-hween X'pey Nature Reserve:

- we are in discussions with Nuala of islands trust about having a low-key event with Snuneymuxw elders to celebrate the new sign
- we are pausing until we have a better sense of Covid on Gabe since there seems to be quite a bit around

Conservation education:

- we are developing a schedule of conservation related presentations to be held roughly once a month
- our first will be a presentation on sensitive ecosystems with islands trust that is just in the planning stage (with Ken Gurr) and may be held in late July or August. Details to follow.

Shirts and hats:

- have been distributed to mixed reviews about the colours
- we have additional large and extra-large shirts and hats

CONSERVATION

Link Island

- Co-covenant MOU between NALT and GaLTT has been signed.
- The article announcing the Link Island transfer to ITC, the Swift family's motivations and GaLTT's involvement is complete. It is now being reviewed by the Swifts and ITC and will be released once ITC has completed FN consultations.
- Nola, Jenni Gehlbach, Frank, and Anne had the opportunity to visit with Hally Swift and her husband Eric on Link Island on Sunday, May 29. It was very nice meeting some of the family and we walked the island and learned more about its history and ecology. The family is very dedicated to seeing the on-going protection of the island.
- Nola attended a Zoom meeting June 2 with the Swifts, ITC, and NALT to discuss potential future research on the island.
- A Zoom call to discuss upcoming management planning is scheduled for June 20.

Covenant Monitoring

- Covenant monitoring has started for the four covenants we are involved with.
- The Link Island visit was June 9 with Rob, Hugh and Nola (in a downpour),
- S'ul-hween X'pey NR was June 10 with Barry, Lou and Anne.
- The others will be in July.

Saturnina Island

- While we do not have formal responsibilities associated with Saturnina Island, ITC is scheduling a trip over the summer which will include representatives from ITC, GaLTT and the other groups which may be involved in future stewardship of the island. Management planning will also begin in the next few months.

Potential Property for Conservation

- A meeting will be held on June 28th with MLA Doug Routley to discuss the Sponsored Crown Grant process and a potential candidate property.

INVASIVE SPECIES

The committee met on May 3 with a wide-ranging agenda which shaped our May activities, consisting of: six volunteer work-parties; a field visit to two of our three provincial parks with BC Parks staff; installation of explanatory signage at Drumbeg; and submission of an application for a PEF grant to continue our restoration work there.

Work party activity: 62.5 volunteer hours

- Six broom-busting work parties took place this month in various parts of the island, two on Sundays and the others on Thursday evenings. In spite of the unseasonably cool and damp weather, a reliable core group of GaLTT volunteers has shown up for these work-parties and dealt with a significant amount of broom.
- It is encouraging to find that there are fewer areas with large broom plants this year, although there are still some monster specimens here and there, some of which we tackled on May 29 (behind the Surf pub). Large plants such as these are now much easier to cut with the aid of our two reciprocating saws.

BC parks site visit May 11 (detailed visit notes available)

- Three BC Parks Western Region staff (*Erica McClaren, Conservation Specialist; Katy Fulton, Conservation Coordinator; Brad Lapham, Area Supervisor*) joined three IS committee members (*Alison Thomas, Lou Skinner, Hugh Skinner*) to inspect Sandwell Provincial Park together, before visiting Drumbeg Provincial Park to view the restoration work GaLTT members have been doing there and to advise on next steps.
- Erica McClaren recommended that the invasive species committee submit another application for a PEF grant to extend the work we have previously done reseeding and replanting native perennials in our trial sites in the Garry Oak meadow area.

Drumbeg signage installed

- Barry Moerkerken and Alison Thomas installed two signs (funded by BC Parks) on the NE side of Drumbeg Provincial Park. These explain the restoration work that we have been doing in the meadow areas where GaLTT volunteers have been working for many years to clear them of broom.
- With encouragement from Erica McClaren (BC Parks Conservation Specialist) we submitted an application for a BC Parks PEF grant (value \$1650) to enable us to carry on seeding and planting native species in Drumbeg. This is intended to enable us to expand the areas we seeded and replanted in 2020 and 2021, supported both times by previous PEF grants. We hope to hear the outcome of our application by the end of June.

MEMBERSHIP

Membership numbers as of June 11

COUNTS	
1S	58
5S	53
1F	70
5F	90
LIFETIME	7
Monthly AFT	17
Monthly Canada Helps	22
Subtotal	317
Expired	0
Current total	317

SHARE THE TRAILS

No activities to report this month

TRAILS, TREEFALLS & BOARDWALKS

Work parties:

- Build signposts & free-standing sign supports for future signage
- Wilkinson Way trail clearing

Trail trimming:

- Stalker Rd. beach Access
- Clamshell to S. Road
- Joyce Lockwood to waterfall and back to Pequod loop
- All of the Haven Woods trails

TREASURER'S REPORT

The financial results for May were circulated to the board. The following items in the statements are of special note:

- We spent \$2,000 more than we received in May so our year-to-date operations have a deficit of \$2,200.
- Donations continue to run behind budgeted figures. For operations we have received about \$5,500 of the \$30,000 budgeted and for the Land Acquisition Fund we have received about \$3,000 of the \$15,000 budgeted. We normally get a bump of donations in December but we are running behind on achieving our fundraising targets. If we continue this pattern, we will have an operating deficit for the 2022 year.

Other items that are ongoing:

- We have provided all the requested information for our Line of Credit with the Coastal Community Credit Union and have received several documents for review by the finance committee and presentation to the next board meeting.
- We are still working of the insurance issue.
- Our tax return and supporting documentation has been filed with Canada Revenue Agency.
- Our investment objectives will be reviewed at the next finance committee meeting.

Chamber of Commerce

We have received an invoice from the Chamber of Commerce for \$175 for our membership renewal. Rob has asked that the board consider if we wish to renew our membership.

64) Area B Parks and Open Spaces Advisory Committee Report

RDN POSAC Parks Tour – May 30 2022:

A Regional District of Nanaimo (RDN) Area B Parks and Open Space Advisory Committee (POSAC) Parks tour was held on May 30, 2022.

Participants: RDN – Vanessa Craig (Chair), Amy Gore (Superintendent of Parks Planning, Research and Development), Jordan Vander Klok (Area B Parks Planner); – Gabriola Recreation Society (GRS) – Derek Kilbourn; - Members at Large – Tim Gambrell, Kyle Clifford, Hugh Skinner.

1.0 Agenda:

- 1.1 Malaspina Galleries Community Park.
- 1.2 Cox Community Park (new addition).
- 1.3 Huxley Community Park.
- 1.4 Rollo McClay Community Park.
- 1.5 Joyce Lockwood Community Park.

2.0 Malaspina Galleries Community Park:

- 2.1 A Gabriola Museum representative met with RDN POSAC and discussed two potential signage locations.
- 2.2 Proposed wording on sign to be reviewed at scheduled RDN POSAC June 6, 2022 meeting.
- 2.3 It was noted that the Park gets very heavy usage and that remaining native flowers are being damaged. The request was made that the RDN consider protecting sensitive native environments either through signage and / or rope on the ground on edge of trail that indicates "restoration area" (or similar wording) as per Drumbeg Provincial Park example.

3.0 Cox Community Park (new addition):

- 3.1 RDN POSAC met on the Sitka Grove new strata road at the junction with the Burnside Drive Community Trail. RDN POSAC discussed the proposed development of a trail connecting to the existing Cox Community Park via a RDN right-of-way that has been created in the new development.
- 3.2 The main challenges with constructing the trail are: a. a steep section of the ROW close to the strata road. b. the Mallet Creek crossing. c. choosing the most appropriate trail connection alignment to the existing Cox Community Park trail system.
- 3.3 RDN POSAC walked to the steep section of the ROW. It was noted that the subdivision plan was amended to enable construction of one or more switchbacks minimizing the steepness of the slope.
- 3.4 It was requested that RDN (Jordan Vander Klok and Chris van Ossenbruggen) meet with GaLTT representatives (Rob Brockley - President, and Barry Moerkerken - Trails Coordinator) to determine the most appropriate creek crossing and trail connection location in Cox Community Park. Jordan Vander Klok is available to walk the site with GaLTT and explore potential bridge locations and trail connection opportunities. Any final decisions for the creek crossing and trail connection locations will require further study.
- 3.5 It was noted that development of this trail is a high priority for Gabriolans. It would be desirable that development of the trail is created independent of the Cox Community Park Management Plan process.

4.0 Huxley Community Park:

- 4.1 RDN POSAC toured the new Skateboard Park. It was noted that the new Skateboard Park is extremely popular. RDN highlighted additional work still to be done (benches, pergola,

landscaping). It was noted that there is very limited parking for the number of different recreation features and users (skateboard park, playground, tennis courts, hockey rink).

5.0 Rollo McClay Community Park:

5.1 The Park was not visited due to time constraints.

6.0 Joyce Lockwood Community Park:

6.1 RDN POSAC walked to the area of the former stairs. RDN highlighted the three (3) options being considered: a. Metal stairs, with ramp on bottom portion that is removed in winter. b. boxed stairs. c. gabion caged rock retaining structure(s). RDN indicated that more detailed planning and costing is being undertaken. RDN is aware that this is a very popular community beach and that replacement of the stairs is very desirable.

7.0 Blue Heron Community Park.

7.1 RDN POSAC walked to the nearby Blue Heron Community Park to discuss potential trail improvements in the meadow that would enable Accessibility to the existing picnic table/bench location(s). GaLTT to follow up with RDN on holding a more detailed conversation on potential Accessibility related improvements.

POSAC Meetings:

June 6, 2022.

Participants: RDN – Vanessa Craig (Chair), Amy Gore (Superintendent of Parks Planning, Research and Development), Jordan Vander Klok (Area B Parks Planner); – Gabriola Recreation Society (GRS) – Derek Kilbourn; - Members at Large – Kyle Clifford, Tim Gambrell, Hugh Skinner.

Committee Presentations:

* *GaLTT*: Vice-President (Hugh Skinner) provided an update on recent activities and plans.

* *GRS*: Derek Kilbourn provided an update on GRS recent activities and plans.

RDN Parks Update Report Q1 2022:

* *Coats Marsh Regional Park*: The RDN intends to replace the weir. Engineering and environmental studies to be done in 2022, with construction in 2023.

* *Descanso Bay Regional Park*: Capital Projects scheduled for 2022: a. Entrance Office Building Replacement. b. Storage Garage replacement. c. Water treatment shed repairs. d. Pump House building repairs. e. day use area improvements.

* *Huxley Community Park*: Skateboard Park is now completed. RDN outlined additional work still to be done (benches, pergola, perimeter fencing, landscaping). Again we highlighted parking shortage as a major concern.

* *Village Way Path Project*: The Village Way Path Project is now complete.

* *Joyce Lockwood Community Park / Cox Community Park*: RDN staff indicated that there was \$5,000 available in the 2022 operational budget for Joyce Lockwood stairs replacement. RDN staff indicated that there was \$10,000 available in the 2022 operational budget for Cox Park Community Park Management Plan. RDN staff recommended reallocating \$10,000 to Joyce Lockwood to enable reconstruction of stairs with operational funds in 2022. RDN staff recommended completion of the Area B Parks, Recreation, and Trails Master Plan, prior to commencing the Cox Park Community Park Management Plan. Area B Parks, Recreation, and Trails Master Plan is scheduled to commence in 2023, with completion in late 2023 or early 2024. RDN staff feels that Burnside Drive Community Trail – Cox Community Park connector trail is a major capital project item due to a steep section of

the ROW close to the strata road and the Mallet Creek crossing and recommended budgeting for this item in the 2023 capital budget. RDN staff feels that the definition of Active Transportation Routes on Gabriola should be part of the Scope of Work of the upcoming Area B Parks, Recreation, and Trails Master Plan.

* *RDN Parks and Trails Strategic Plan*: RDN staff are reviewing public feedback on draft recommendations. Next steps will be preparing the final draft Parks and Trails Strategy for the Board review in the fall of 2022.

New Business:

* *POSAC Parks Brainstorming and 2023 Budget Priorities*:

GaLTT indicated the following priorities.

1. The N/S trail through the new Cox CP lands is a very high priority, including a major upgrading needed for the Mallett Creek trail (west half at least) in order to ensure a quality active transportation route to link with the new trail to the village. No need to wait for Management Plan review.
2. An accessibility project, e.g., Blue Heron CP or 707 (Fisher Road).
3. A new shore access development, maybe Shaw Road.
4. Joyce Lockwood Community Park stairs replacement.
5. Burnside Drive Community Trail - Cox Community Park connector trail and bridge.
6. 707 Community Park Trails Drainage Issues. Although improvements were done a few years ago, drainage is still an issue on the North Road trail between posts 55 and 56. Map and photo were given.
7. A high priority for GaLTT is to create one or more wheelchair accessible trails. A proposal is to create a wheelchair accessible trail from Whalebone Drive to the cliff edge in Blue Heron Community Park. The terrain is flat. There is already 65 metres of cart path gravel on the trail that leads into the park. The proposal is to install a cart path gravel trail along the edge of the Blue Heron Community Park meadow to the existing bench at the cliff edge.

Next Area B POSAC meeting is scheduled for Monday, September 26 at The Haven - Heron Meeting Room.

65) Next meeting Tuesday, July 12 meeting @ 6:00 p.m. @ 57 Malaspina Drive. Potluck (with household partners) @ 7:00 p.m.

66) Meeting was adjourned by Skinner at 8:57 pm

Minutes recorded by Sarah Kopjar

July 2022

Board of Directors Meeting: Tuesday July 12, 2022, at 57 Malaspina Drive, Gabriola

Participating: Rob Brockley, Jenni Gehlbach, Lars Hulstein, Nola Johnston, Sarah Kopjar, Anne Landry, Frank Shoemaker, Hugh Skinner, Tom Wojcik. This constitutes a quorum.

Regrets: Rebecca Furnell, Barry Moerkerken.

67) Brockley called the meeting to order at 6:08pm We remind ourselves that the land we steward and where we meet tonight is the traditional and unceded territory of the Snuneymuxw First Nation. They have had a deep spiritual and physical connection to the land since time immemorial.

68) AGENDA: Review and approve.

MOTION: Proposed by Landry, seconded by Shoemaker, to accept the agenda as amended. CARRIED.

69) MINUTES: Review and approve.

MOTION: Proposed by Gehlbach, seconded by Johnston, to accept the minutes as amended and circulated. CARRIED.

70) CORRESPONDENCE:

- Letter to RDN Director & IT Trustees inviting them to a meeting with Doug Routley.

71) FINANCIAL UPDATE:

- Art in the Garden made a significant contribution to our funds raising over \$6,000.
- We have acquired and used Square point of sale equipment for a cost of about \$110. It worked well at Art in the Garden giving us the capability to receive payments by Debit and Credit Card. It is now available for use at other events.
- Shoemaker reported that arrangements have been completed to enable GaLTT to borrow up to the principal sum of \$25,000. The Finance Committee examined the documentation from CCCU for our Line of Credit and found it acceptable. Four documents were circulated to the Board for their information.
 - a. Credit Facilities Letter Agreement
 - b. Commercial Operating Loan Agreement
 - c. Commercial Security Agreement
 - d. Directors' Resolutions

The Finance Committee recommends that the Board vote in favour of all stipulations laid out in the form Director's Resolutions.

**MOTION: Proposed by Shoemaker, seconded by Gehlbach,
BE IT RESOLVED that the Corporation (GaLTT) do borrow from Coastal Community Credit Union up to the principal sum of \$25,000.00 and agree to all terms and conditions of The Loan Agreement signed by two directors and delivered to the Credit Union as the free act and deed of the Corporation.**

BE IT FURTHER RESOLVED THAT any two directors be hereby authorized to do, execute and deliver such further and other acts, deeds and assurances as may be necessary to complete the contemplated borrowings from the Credit Union

BE IT FURTHER RESOLVED THAT the Corporation indemnify the Credit Union against any loss as a result of making the subject loan to the Corporation.

CARRIED

72) OLD BUSINESS:

- Brockley asked for an update and timeline for the capacity review. Landry and Johnston have shared the spread sheets with the Committee Chairs. They will add more information and post it in Google Docs.

ACTION: All Committees should complete their spreadsheets and submit them to Johnston by the end of September.

- Brockley asked for an update on the gift acceptance policy.
ACTION: Nola will review this.
- Safety protocol for volunteers: Skinner is reviewing existing documents. Language and types of equipment need to be updated. Procedures need to be standardised for all volunteer situations and all committees. Enough details of procedures should be added to cover foreseen events and provide future continuity.
ACTION: Skinner will continue to work on these protocols.
- Also needed is a Volunteer Services Agreement with the RDN. There is a precedent for this set by other groups who work with the RDN.
ACTION: Skinner and Brockley will prepare a draft agreement to present to the RDN in the fall.
- Fundraising: It would be good to have someone on the Board who would take a lead on fundraising. This is difficult because different ways of raising funds requires different skills and knowledge. We know people who will volunteer to help organise specific fundraising events.
ACTION: Brockley will talk to Heather Wardle about Legacy Giving and for advice on a fundraising framework.
- Land Acknowledgement workshop. Gehlbach, Kopjar and L. Skinner all attended and found it useful. Needs to be more than a placatory sentence said by rote.
ACTION: Gehlbach, Kopjar and L. Skinner asked to write down what they learned that is relevant to GaLTT.

More discussion re First Nations: The Museum may provide a workshop on First Nations protocols specifically for Gabriola. Going to the Snuneymuxw office to ask who to talk to about particular issues or topics is a good first step. Gehlbach suggested a seat on the GaLTT Board be saved for a First Nations member if they wish. In the meantime, it would be good to have a Board member who works in close liaison with the Snuneymuxw to foster relationships and understanding.

73) NEW BUSINESS:

- Shauna Doll, Gulf Islands Forest Project Coordinator for the Raincoast Conservation Foundation is conducting interviews with local conservation groups about the Coastal Douglas Fir ecosystems. She asked if someone from GaLTT could participate. Brockley agreed to and will be interviewed by Shauna on Aug 8.
- The Haven is for sale. It is a good community asset so representatives from some groups, GILSS, the Housing Society, PHC and the Healthcare Foundation had a meeting to discuss possibilities and opportunities. Board discussed if GaLTT has a role to play. Probably not but there are some trails that GaLTT would like a trail license for. May also be a possibility for a Conservation Covenant.
- Wojcik suggested something for us to think about for our restructuring plans is Committee overlaps. Maybe some Committees should be combined. For example: Accessibility, Share the Trails and Trails might become Trail Usage or Trail Support.
- Memberships – The list of applicants for new and renewing memberships was previously circulated.

MOTION: Proposed by Skinner, seconded by Hulstein, to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

74) IN CAMERA:

MOTION: Skinner proposed the meeting move in camera for discussion.

Discussion re a meeting about conservation possibilities on a property.

MOTION: Skinner proposed the meeting move out of camera.

75) COMMITTEE REPORTS:

EXECUTIVE/PRESIDENT

Administration

- Revisions to Link Island conservation covenant annual monitoring report
- Prepared presentation notes for meeting with MLA Doug Routley
- Thank you card to Doug/Marie Harrison and notes to art sale volunteers
- Thank you emails to recent donors
- Sympathy card to Laura Boulton re death of her father, Nelder
- Revisions to GaLTT Power Tool policy
- Revisions to draft RDN Volunteer Services Agreement
- Research and note preparation for interview with Raincoast Conservation Foundation

Correspondence and Discussions

- With Kate Emmings (ITC) about Sponsored Crown Grant process
- With Accessibility Committee and adjacent property owners about proposed accessibility project at Blue Heron CP
- With Ken Gurr about Nature Stewards topics
- With Patti Mertz about proposed improvements to Commons south garden trail and parking lot
- With Shauna Doll (Raincoast Conservation Foundation) re invitation for interview about CDF ecosystems on Gabriola

Planning/Meetings

- With Gabriola Memorial Society representatives to prepare for meeting with MLA Doug Routley
- Meeting with MLA Doug Routley to discuss Sponsored Crown Grant proposal. Attendees included GaLTT (Rob and Anne), Gabriola Memorial Society (Kristina Baerg, Gary Holdgrafer, Mary Holdgrafer), RDN Director (Vanessa Craig), IT Trustees (Scott Colbourne, Kees Langereis), and MLA Doug Routley (with assistant, Sarah Miller).
- With neighbouring property owners to discuss proposed accessibility grant application for trail and accessibility improvements at Blue Heron CP.
- Attended Nature Stewards meeting
- Attended Finance Committee meeting
- Attended Conservation Committee meeting

ACCESSIBILITY

Meeting was held June 17th.

Pilot Bay Project Update: Anne Landry received another email from BC Parks re update about the installation of accessible parking signs at Gabriola Sands. When viewing the site, they found that it was within their distance threshold to a known archeological site. So, in order to continue with the process of installing the signs, they are working through some important additional steps. They are also evaluating other options that would not require ground disturbance. Barry and Lars may have a suggestion for this similar to signs they are installing near the museum.

RDN Project: We spent a lot of time at our meeting discussing the merits of putting a trail to improve accessibility to the cliff in Blue Heron CP. Since then, Rob, Hugh, Barry, and Sarah met at

the park with two neighbourhood residents. The outcome of this meeting is that we are postponing the Blue Heron project. These are the reasons:

- Moving the trail to the west side of the park seems the better option but will require more cart path gravel and thus be more expensive, neither Trails nor Accessibility committee has money in this year's budget to contribute to this.
- There is opposition from some of the neighbours so we cannot bring this project forward without further community consultation. The previous Accessibility Survey results are not specific enough to cover this.
- Even though the two projects are not interchangeable the clear priority for the residents is improvement at Joyce Lockwood.

Since the meeting, Peter, Barry, and Sarah have surveyed **Jeanette Trail** for suitable locations for the resting stumps. We've identified 5 suitably spaced sites between the start of the trail and the bench under the maple tree. As the trail is also an access for the firetrucks, we need to place the stumps a few feet off to the side. This means creating a level area for placement of each stump and accessibility from the trail. The trail itself needs some additional gravel at the beginning, some trimming/mowing along the way and a bit of grading at the bench site. Each stump site will need levelling and gravel. This trail is well used and already appreciated by many as an easy access point to the 707. As such it seems a good candidate for us to apply for the RDN funding.

COMMUNICATIONS

Website:

- Blog news post re Boardwalk work party
- Events calendar linked from Home page is in use
- Work continues to integrate the Nature Stewards website into the GaLTT website.

Email messages: to members and volunteers about Art in the Garden and work parties.

Digital and print records maintenance, including minutes.

- Minutes from 2004 to 2009 are in printed paper form only, archived in our fireproof and waterproof cabinet currently stored at Jenni's house.
- Minutes from 2010 to December 2021 have also been printed and filed in the file cabinet.
- Minutes from 2010 forward have been collated annually and linked on the website as downloadable pdfs.
- Minutes from January 2022 forward will be stored entirely digitally as PDFs in our Google Drive account as well as on our website, with no printed copies.

Facebook pages: Paula Brent has been very busy elsewhere, so fewer posts on our GaLTT pages recently. Community pages are monitored by Jenni regularly for GaLTT-related topics, responding or directing to info sources as appropriate.

- **Maps:** See Community Engagement report.

COMMUNITY ENGAGEMENT

Market: We have a full complement of volunteers that Paula Gray is scheduling (and rescheduling) as needed. She still needs a couple more last-minute people to fill in if needed. Frank has created a third version of the Market Table Record sheet to help people with balancing the money and ensuring the membership forms get into the brown envelop and into the post office box.

It is unlikely we will start using Square to accept debit or credit cards at the market since we would be relying on volunteers to install and use the app on their own devices, and they would need to know the GaLTT account details. We may wish to consider buying a GaLTT iPad or phone for future

years. We can now, however, accept e-transfers to treasurer@galitt.ca. No security question needed.

Lou will drop in every few weeks to collect the names of people signing up for nature steward site visits and will contact them.

Art in the Garden Fundraiser: On June 25/26, we raised approximately \$6500 at Doug Harrison's art sale. After expenses, such as the Sounder ad, Square charges, and a gift card thank-you for Doug and Marie, we cleared about \$6000. Things went smoothly under Suzanne Campbell's leadership and Doug commented that the volunteers were 'top notch'. The Square system that allowed us to accept credit or debit worked flawlessly.

Conservation Education series: Below is the latest draft version of the monthly schedule of events. The conservation committee will be looking at it this week and offering suggestions.

- Sensitive ecosystems walk and talk with Andy McKinnon, presented with islands trust - August 17 (tentative)
- making your property more wildlife friendly (including building brush and rock piles and nursery stumps?) Chris Drake? - September
- Propagating native plants - NALT? - October
- Value of trees/Douglas fir ecosystem forest walk – Rob Brockley? – November
- Gabriola bugs, birds, and bats with Bird-box building - February
- meadow making Satin Flower Nursery – zoom
- Gardening with native plants/nature steward tour – April
- Conservation covenants - May

Workshop about iNaturalist: Lou has also been talking to Carol McDougall, who goes to the Wednesday walking group, about offering a workshop about iNaturalist to encourage islanders to inventory lifeforms on the island. She may join our committee.

Sensitive ecosystem walk with Andy MacKinnon (co-author of 'Coastal plants of BC') is tentatively scheduled for August 17 and we will be handling registration and promotion.

End to end walk: we are aiming for September 10 or 11 and tentative route is the campground to Page's resort. We need to figure out parking and Gertie. We could have hot dogs or hamburgers and people can buy drinks at the store. We are thinking of expanding the celebration at the end to include GaLTT members who are unable to do the walk.

Maps: it is unlikely we will have details of the new trails coming in Cox Park extension for another year so we expect to use the current 2019 map for another year or more. We ordered an additional 1000 maps, bringing our stock to about 1200. They cost roughly \$2.90 each so our profit per map is about \$2.

Social media: volunteer Paula Brent has been too busy to do any posting for GaLTT and so our Facebook presence has been pretty minimal recently and I could use some help with this. Fortunately, Linda Hellenius has been doing some for invasives.

Nature Stewards: we have three new members of our team, Fred and Eileen Kaarsmaker and Barb Dow. All three will be doing visits next week with me. Lou has contacted the 6 people who signed up at the market so far this year and we will be visiting them over the summer. When Ken returns from his vacation, he will target large property owners. Islands trust conservancy gave GaLTT a \$6000 grant for nature stewards.

CONSERVATION

- Covenant monitoring for the Bachmann covenant was on July 5th (Frank, Nola and Suzanne Campbell).

- On June 28th, Rob and Anne had an encouraging meeting with MLA Doug Routley and representatives from the Gabriola Memorial Society (formerly the Green Burial Exploratory Group), Vanessa Craig (RDN rep), Kees Langereis and Scott Colbourne (LTC trustees), discussing a conservation property of interest.
- ITC will be undertaking a monitoring visit to Saturnina Island on July 21st. Alison Thomas, Chair of the Invasive Species Committee will go, as well as one other GaLTT representative.
- The Conservation Committee has begun work to complete the Capabilities Survey as part of the Board review.
- The Conservation Committee is working with the Community Engagement Committee on a series of conservation education programs as part of implementing the Conservation Strategy.
- Rob will be interviewed by Shauna Doll of the Raincoast Conservation Foundation on August 8th, part of a series on the state of Coastal Douglas-fir ecosystems.
- Anne and Jenni will attend a celebration of life for Jack Schick (former chair of MILTA – Mudge Island Land Trust Association) on July 17th on Mudge Island.
- An Ecological Protection Zone for Gabriola is being actively pursued by the Local Trust Committee. It had dropped to a lower priority for a while. If adopted, it will first be applied to S’ul-hween X’pey Nature Reserve and Burren’s Acres Nature Reserve. This will be a new tool to strengthen conservation on Gabriola.

INVASIVE SPECIES

Developing a new approach to Gabriola’s invasives (ECC)

The purpose of this classification system (based on the approach of the Coastal Invasive Species Committee) would be to increase awareness by drawing attention to the *relative* threat posed by each of these invasive plant species on Gabriola.

- **ERADICATE** – giant hogweed, knotweed varieties, gorse
- **CONTAIN** – yellow flag iris
- **CONTROL** – broom, daphne, ivy, holly

We are proposing to employ this terminology in our next invasive species information sheet: feedback from Board members is welcome as we work on this.

Work party activity: 54.5 volunteer hours

Given the cool conditions in May/June we decided there was time to cut more broom before seed pods matured: additional broom work-parties took place at:

- Horseshoe Road 2/6; Paisley Place 9/6; North Fire Hall (joining forces with GVFD members) 16/6
- South Fire Hall 19/6; Chichester Road (repeat visit) 23/6.

Lou Skinner also worked on removing orchard grass in Drumbeg with a youth group from *Ocean Bridge* on Thursday, June 9th.

Successful PEF grant application 2022/23 (value \$1500)

Our application for a BC Parks PEF grant to enable us to carry on seeding and planting native species in Drumbeg was successful. Alison and Lou have already had a Zoom consultation with Kristen Miskelly (Satin flower Nursery, Saanich) re our Fall reseeding and planting strategy.

Disposal plan - Summer 2022

We are awaiting news from GVFD regarding a second collection and disposal event for yard waste, as part of the Fire Smart program. However, it appears that this will be for householders only and they will not accept plants removed from parks and trails.

We will continue to press for a better long term disposal plan that could involve chipping and composting on the island.

Filming at Drumbeg

BC Parks approved an application for a film shoot at Drumbeg in late June and at their request a GaLTT Invasives committee member (Alison) was present for set-up beforehand to ensure that there was no harm to sensitive areas and GaLTT's restoration sites. Payment for the 4 hours monitoring time is to be made in the form of a donation of approx. \$200 to GaLTT (Invasives).

MEMBERSHIP

Membership details as of July 11:

1S	63
5S	55
1F	73
5F	90
LIFETIME	7
Monthly AFT	17
Monthly Canada Helps	22
Monthly CCCU direct	1
Subtotal	327
Expired	4
Current total	323

SHARE THE TRAILS - No activities to report this month.

TRAILS, TREEFALLS & BOARDWALKS

Work parties:

- Clearing of Merlin & Evans trails
- Installation of a new boardwalk in Robinson Woods

Trail trimming by Don:

- Lois Lane - Garry Oak loop
- Clamshell - South Rd trail
- Petroglyph trail
- Keith Rd to Canso
- Vanilla Leaf to Cox Park
- Haven Woods (Fin to King)
- Clarendon to Chichester
- Dragon's Lane to beach access
- Robinson Woods
- Numerous locations within the 707 Park

TREASURER'S REPORT

These are the activities in June that had financial impacts for GaLTT.

- Art in the Garden made a significant contribution to our funds raising over \$6,000.
- We have acquired and used Square point of sale equipment for a cost of about \$110. It worked well at Art in the Garden giving us the capability to receive payments by Debit and Credit Card. It is now available for use at other events.

- Our revenue for the month other than from Art in the Garden was \$850 and our expenditures were \$700. A quiet month for both revenue and expenditures.
- Thanks to the revenue from Art in the Garden our operations for the year have a positive result of \$2,500.
- The Finance Committee met and reviewed a full agenda
 - We decided to defer increasing our investment of funds with the Nanaimo Foundation in light of the volatile investment opportunities at this time and reconsider this decision monthly by Zoom if necessary.
 - We examined the documentation from CCCU for our Line of Credit and found it acceptable.
 - **We will need to formally pass the accompanying resolution during our meeting on July 12.** The resolution and documents referred to in the resolution accompany this report.
 - Several other items were discussed but are not ready for Board consideration at this time.

76) Next meeting Tuesday September 13, 2022 – no August meeting unless needed.

77) Meeting was adjourned by Brockley at 7:08pm

Minutes recorded by Sarah Kopjar

September 2022

NOTE THERE WAS NO BOARD MEETING IN AUGUST.

Board of Directors Meeting: Tuesday, September 13, 2022 Held at the Gabriola Arts and Heritage Centre

Participating: Rob Brockley, Jenni Gehlbach, Lars Hulstein, Nola Johnston, Sarah Kopjar, Barry Moerkerken, Frank Shoemaker, Hugh Skinner, Tom Wojcik. This constitutes a quorum.

Regrets: Rebecca Furnell, Anne Landry.

78) Brockley called the meeting to order at 7 pm. We meet on the traditional and unceded territory of the Snuneymuxw First Nation. As a land trust we want to share in the stewardship of this land.

79) AGENDA: Review and approve.

MOTION: Proposed by Johnston, seconded by Gehlbach, to accept the agenda as amended. CARRIED.

80) MINUTES: Review and approve.

MOTION: Proposed by Gehlbach, seconded by Moerkerken, to accept the July minutes as amended and circulated. CARRIED.

81) CORRESPONDENCE: none to report

82) FINANCIAL UPDATE:

- Our financial position continues to be strong. Our cash position is about \$25,000 greater than at December, 2021 due to collecting our accounts receivable and our net receipts for the period plus our deferred 5-year memberships.
- Receipts and Disbursements
Our excess receipts for the 8 months are \$6,061 almost exactly the receipts from participating in the Art in the Garden. Without that source of receipts, we would be breaking even for the period.
At the end of August, we are two thirds through the budget year. We have received 45% of our budgeted revenue and we have spent 37% of budgeted expenditures. At this point in the year, we would expect to be closer to 65% in both categories. None of the committees have overspent their budgeted allocation.
- Changes in net Assets
We continue to receive contributions for our Land Acquisition Fund. So far this year it has received \$3,045 in contributions while spending \$945 (on legally changing our area of work to include the surrounding islands).
- Other Matters
Our line of credit with the credit union is now fully established.
We have rolled over our GIC to keep up with the increasing interest rates and have added \$12,000 to it.
We will have a report on our funds with the Nanaimo Foundation for the November meeting. The funds were held by the foundation while the market was most volatile and have now been invested.

- The Financial Position, Receipts and Disbursements and Net Assets information was previously circulated to the Board.

83) OLD BUSINESS:

- Organizational review: Brockley asked about the progress on the Capabilities Survey. Communications and Conservation Committees have almost completed their surveys. Other committees are asked to submit something, even if incomplete, by the end of September. Johnston and Landry will start preliminary review of looking for synergies and overlaps then a workshop with all committee chairs is needed. Goal is to do this before end of November. Communications Committee already know that they will need more help with certain tasks and wish to hire support on a contract, possibly before the completion of the capabilities review. This could be done as a 6 month or 1 year contract as a trial.

ACTION: Brockley asked for a job description for this position.

ACTION: Nola and Jenni to put together a limited term communications work plan/budget as a starting point for discussion.

ACTION: All Committee Chairs are asked submit their survey. Skinner will remind Invasive Committee Chair and Kopjar will remind Community Engagement Chair.

- Safety protocol: documents are being updated and created for comprehensive policies regarding use of power tools and general safety for Trails and Invasives work parties and events like the End-to-End walk.
- Gift acceptance policy update: nothing to report yet.
- Fundraising: no update from Brockley.

ACTION: Johnston will work on this when she has time.

ACTION: Brockley will talk to Heather Wardle about Legacy Giving and for advice on a fundraising framework.

Frank has enrolled in online workshops about fundraising. GaLTT needs improvement in thank yous for donations. Frank's intention is to improve communication with existing donors.

ACTION: Nola will create thank you cards and other materials for use in fundraising and other communications.

A motion was presented to the Board by Skinner from the Conservation Committee:

MOTION: Proposed by Skinner, seconded by Shoemaker, that GaLTT committees be authorised to take "small steps" regarding fundraising without Board approval for each action.

Further explanation: These would focus on updating existing practices or introducing small new initiatives. During this process communication materials will be funnelled through the Communications Committee to ensure consistency in messaging. Examples: Revise all existing regular communications to update materials to reflect recent messages and include a fundraising ask. Authorise Shoemaker to contact current monthly donors to ask them to consider increasing their monthly donations. (Develop standard messaging for phone format and/or email.)

CARRIED.

84) NEW BUSINESS:

- RDN Funding Agreement: Brockley gave an update regarding a verbal approval for \$5000 in funding to be given to GaLTT from the RDN for work done on Gabriola. A Funding Agreement must be signed first. A copy of this was previously circulated to the Board. Volunteer hours don't

count. The money has to have been paid out for something like tools, insurance or services. Shoemaker will look over the wording to determine what could qualify. The money is coming from the Parks budget.

MOTION: Proposed by Gehlbach, seconded by Moerkerken, that the Board approve the Funding Agreement with the RDN as amended and circulated and that Brockley should sign it on behalf of GaLTT. CARRIED.

Brockley indicated that there may be increased funding available in the future. Hulstein suggested a robust annual report might help this.

ACTION: Brockley will remind Committee Chairs about the importance of keeping good track of hours.

- Risk Management: Skinner reported on a webinar that he and Brockley attended that focused on risk management, liability and waivers. The notes from the webinar were previously circulated to the Board. After some discussion it was decided that either the Finance Committee and/or the Executive will look at this further and Skinner will be the lead.

ACTION: Board members are to send individual comments on this to Skinner and Shoemaker will look at GaLTT's insurance policy.

- Snuneymuxw First Nations protocol workshop: Johnston gave a synopsis of this workshop that was attended by 5 GaLTT Board members. Of particular importance is this is specific to the Snuneymuxw Nation. First step to starting a relationship is to introduce yourself/your organisation to Chief and Council. This needs to be done as a matter of politeness before there is a specific need to contact them. It is time for GaLTT to take this step.

ACTION: the Executive will figure out who and how to meet with Snuneymuxw Chief and Council

- Promotion info from Community Engagement Committee: Maria Malmgren, interim executive director for the Gabriola Chamber of Commerce told us about a grant to promote travel in the shoulder season. Gabriola is one of 5 islands being promoted, the others are Cortes, Quadra, Hornby and Cormorant. A crew will film a re-creation of GaLTT's ABC Berry Point walk on September 23 beginning at 4:45 pm. The timing is so as to include sunset.
- Memberships – The list of applicants for new and renewing memberships was previously circulated.

MOTION: Proposed by Gehlbach, seconded by Hulstein, to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

85) IN CAMERA:

MOTION: Gehlbach proposed the meeting move in camera for discussion.

Discussion about conservation possibilities on two different properties and action required regarding a trail on a third property.

MOTION: Shoemaker proposed the meeting move out of camera.

86) COMMITTEE REPORTS:

EXECUTIVE/PRESIDENT – Rob Brockley

Administration

- Revisions to draft Volunteer Services Agreement with RDN
- Revisions to draft RDN Funding Agreement
- Thank you notes to donors
- Responded to several emails to info@galitt.ca re trail issues

- Reviewed Executive tasks, responsibilities, and required expertise as part of organizational review
- Prepared report and draft agenda for board meeting

Correspondence and Discussions

- With BC Parks staff re potential collaboration on a Natural Infrastructure Fund project
- With Vanessa Craig (RDN Director) about timing of promised \$5K contribution from RDN in recognition of GaLTT's volunteer efforts
- With Yann Gagnon (RDN Parks Manager) about funding agreement with RDN
- With Gabriola Memorial Society and MLA's office about scheduling a follow up meeting re potential Sponsored Crown Grant property transfer
- With Barry Moerkerken and Lars Hulstein about new signage for Haven Woods
- With various people about blocked access of important connector trail on private property
- With Georgia Fenton (Crown Indigenous Relations and Northern Affairs Canada) about Federal Crown lands information on GaLTT's website and trail map
- With Shauna Doll (Raincoast Conservation Foundation) about GaLTT's Big Tree Registry
- With Susan Yates, Leigh Ann Milman, Eric Boulton, and David Boehm re S'ul-hween X'pey history
- With John Peirce (President, American Friends of Canadian Conservation) about pass through donations and required paperwork
- With Thetis Island Conservancy about GaLTT's Nature Stewards program and training request
- With Anne Landry and Barry Moerkerken about S'ul-hween X'pey management contract with ITC
- With Nuala Murphy (ITC) about management contract and slippery boardwalk

Planning/Meetings

- Interview with Nanaimo NewsNow and Island Radio about GaLTT's Nature Stewards program
- Attended Risk Management & Waivers ORC webinar
- Updated Protected Area spreadsheet for Gabriola Trust Area
- Prepared notes and had interview with Shauna Doll (Raincoast Conservation Foundation) about Gabriola's CDF ecosystems
- Prepared for, and presented, a talk about the history and ecology of S'ul-hween X'pey Nature Reserve as part of "Meet Islanders Telling Island Stories" Museum tour
- With Alison Thomas (Invasives Chair) and Kaitlin Fader (RDN Parks Operations Coordinator – Natural Areas) about invasives issues and potential collaborative projects
- Site visits with Anne Landry and two different landholders interested in conservation covenants
- Attended First Nations protocol workshop at GAC
- With Barry Moerkerken and Jenni Gehlbach (Gabriola Housing Society) about GHS's request for a trail licence

ACCESSIBILITY – Sarah Kopjar

No recent meeting.

Mobi Mat Update: there is continued interest in having a Mobi Mat at a beach somewhere on Gabriola. We know the hinderances to installing one but there is now one in Nanaimo and one in Tofino so we will do more research.

Steps to beaches: improvements to beach accesses are another high priority that we've been contacted about. More research is required for this too.

Resting Stump Project in 707: Re the funding opportunity for enhancements and improvements on the Jeanette Ave Trail. Vanessa Craig says it's coming to the Regional Parks and Trails Select Committee at the beginning of September, and she will support the work. Because it's a community

park project instead of regional, it will be referred to an Electoral Area Services Committee meeting and funding will come from the Area B community parks budget.

Twin Beaches: There is now an accessible parking sign at each of the Gabriola Sands PP parking lots.

COMMUNICATIONS – Jenni Gehlbach/Nola Johnston

Website:

- Blog news posts re: Gabriola's forest ecosystems interview; iNaturalist learning event (BioBlitz); End to End Trek, and Forest Therapy Walk.
- Work continues to integrate the Nature Stewards website into the GaLTT website.

Email messages: to members and volunteers about trail and invasives work parties.

Digital and print records maintenance:

- Jenni received from Kerry Marcus several more folders of documents from GaLTT's earliest years. These were sorted, labelled, plastic wrapped, and filed in our fireproof cabinet (currently at Jenni's home).

Facebook pages: Paula Brent is in Ontario and unable to do GaLTT volunteer work on Facebook. Lou Skinner has continued to post regularly. Gabriola Community pages are monitored by Jenni regularly for GaLTT-related topics, responding or directing to info sources as appropriate. Instagram is dormant.

Souder newspaper ad: designed and placed re End-to-End Trek and Forest Therapy Walk.

COMMUNITY ENGAGEMENT – Lou Skinner

Saturday Market:

- We have had a table at the market almost every Saturday and have had a lot of new volunteers
- We will have a table every two weeks during the fall, ending October 1

Exploring ecosystems walk and talk at S'ul hween X'pey nature reserve

- This event for nature steward land holders was held August 17 and was cosponsored by islands trust conservancy
- Andy MacKinnon, naturalist, author and mushroom specialist was the presenter and feedback was very positive about his depth of knowledge. I recommend him as a future speaker for a wider audience
- The session filled quickly with 22 both morning and afternoon
- Sonja Zupanek and Jeff Reikert who are nature stewards and live next door hosted the speakers for a picnic lunch catered by Ground Up

iNaturalist Training event:

- Carol McDougall who is on the conservation education subcommittee of the CE committee, led this session on August 16 at the Commons to help 15 people learn to use the iNaturalist app and website.
- We will continue to meet occasionally during the winter so people can practice using it in the hope that they will assist with the BioBlitz to be held in May
- The BioBlitz will engage people to use iNaturalist to inventory all living things on Gabriola

End to end walk

- Was Sunday September 11 from Descanso campground to Page's Marina and Resort —about 50 people attended
- We used walkie talkies to communicate on the walk since last year we had over 100 people who spread out quickly
- Gertie was booked to bring people back to their vehicles or drop them along north or south road

Conservation education for 2022/23

- Subcommittee members: Suzanne Campbell, Carol McDougall, Lou Skinner
- Catch phrase: *Think green. Think GaLTT.*
- September 11: End to end – walking through Gabriola ecosystems
- October 15: forest therapy walk with counsellor and forest therapy guide Janice Furevick in Cox park. Preregistration at programs@galitt.ca, \$25/person. Janice is donating all money to GaLTT's land acquisition fund
- November 17: Protecting the Future. Talk by Anne, Ken and Bill Pope regarding covenants and legacies at Gabriola Arts and Heritage Centre.
- MID MARCH- Everything Bird (boxes, calls, migratory, how to care for our wild birds)
- MID APRIL – Nature Stewards – walk through nature steward properties
- MID MAY – iNaturalist BioBlitz with Carol & trained group.

Winter walks:

- Despite the popularity of the winter Walkabout, we will consider them a Covid special and won't offer a series this year since they are so much work for CE and Communication Committee members although we will re-release the routes and promote redoing them in social media
- Guided ABC walks: we will return to guided walks on the first Saturday of the month at 10 am
- November 5, Berry Point area (U) December 3, Robinson covenant lands and Pylades channel area (X), January 7, Cox community park area (S). February 4, False narrows (Y) and March 3, 707 3 gates (Z)
- Please let me know if you are able to lead one of these

Sustainable Gabriola climate change events

- Alison will be doing a session about the Queequeg restoration project on Sunday, September 25
- Lou will do a brief presentation about GaLTT's restoration and nature steward program at the Island Café event on September 29

Marketing small rural islands

- Maria Malmgren, who is the interim executive director for the chamber of commerce let us know about this grant to promote travel in the shoulder season
- A film crew will be on island to film a re-creation of our Berry Point walk on September 23. Alison will work with the team (Lou is away) and may need a few more people to be filmed
- We are one of five islands being promoted in the project: Cortes, Quadra, Hornby, Cormorant and Gabriola

Nature stewards:

- The team of people doing visits has expanded and now includes Ken Gurr, Rob and Susan Brockley, Eileen and Fred Kaarsmaker, Rosanne Conrad, Barb Dow, Carol McDougall, and Lou Skinner
- The new people are working with an experienced person before taking properties on their own
- Ken is targeting larger properties especially if they border on protected land
- Lou and Carol are working through the people who signed up at the market table. Some of them are looking for ideas on rewilding their property and don't yet qualify
- Lou has been talking to fire fighter Carol Waldo who does a lot of the fire smart assessments about the balance needed for fire smarting and conserving habitat. She is open to this idea and has applied for a nature steward visit

CONSERVATION – Anne Landry

Capabilities Survey: The Conservation Committee has almost completed work on the Capabilities Survey as part of the Board review.

Saturnina Island and Link Island:

- On July 21, Alison Thomas (Invasives Species Committee Chair), Frank and Anne visited Saturnina Island with Nuala Murphy and Aislyn King from ITC and Paul Gray and a guest from BC Marine Trails. ITC was conducting their first monitoring visit of the island. GaLTT's interest is primarily in future stewardship and what role we might have in invasives work. BC Marine Trails has had invasive work parties on conserved islands, but it was unclear what role they might play on Saturnina. We found the broom work we did last year was quite successful. Minor work will be needed to keep it from coming back. The ivy work has helped, especially killing some vines climbing trees, but there is a lot of ivy that will take a concerted effort to deal with. We also found an area of Tansy ragwort that had not been reported before, at the very southern end of the island. It had gone to seed. It should be dealt with earlier in the summer when it is in bloom. The Invasives Species Committee will need to decide what they can reasonably take on in future, as there is also invasive work on Link Island and there is the complicating factor of boat travel to access the islands.
- On September 6, Anne met with the Invasive Species Committee to discuss what work GaLTT should consider taking on related to Saturnina and Link islands. It is not the right season for invasives work at those locations now, but consideration will be given about what GaLTT might do next spring/summer.

Raincoast Conservation Interview – Rob had a successful interview in early August that has been distributed via social media. It would be worthwhile thinking about other ways the interview or portions of it could be used to promote conservation on Gabriola.

Conservation covenants: In late August, Rob and Anne visited two landholders about potential conservation covenants. One will best be served joining Nature Stewards. The second property has more promise and will be discussed *in camera*.

Jack Schick (Mudge Island): On July 17, Anne and Jenni Gehlbach went to a well-attended Celebration of Life for Jack on Mudge Island. Anne spoke briefly about GaLTT's connection with Jack and our joint work on the creation of Dodd Narrows Community Park, where the celebration took place.

Management contract with ITC: Barry, Alison Thomas, and Anne are working on the details of the management contract with ITC from now to March 31, 2023. As the number of nature reserves grows (Link and Saturnina islands) the potential work expands.

INVASIVE SPECIES – Alison Thomas

Work party activity: 30 work-party volunteer hours

- This year we organized 5 work-parties in July and August to deal with tansy ragwort, most of them on Thursday evenings, (6.30-8 pm), and two on Sundays at the earlier time of 10.30-12 to avoid the hottest part of the day. Locations this year included Ferne Road, Whalebone Drive /Captain Ahab, Spruce Road/Hemlock and the connecting stretch to Church Street, and Wendy Close off Suzanne Avenue.
- Notable this year was the number of volunteers who reported working independently on tansy ragwort in their neighbourhoods, which is very encouraging.
- The committee is planning a volunteer appreciation event for all who have been removing invasives over the past year, whether working independently or by participating in our work-parties. Provisional date: September 25th.

Queequeg community park restoration: Though we were grateful for the cool and damp spring, by July we needed to start watering the native plants in our restoration site in Queequeg community park, and we have continued doing so on a weekly basis since then. Most plants are still doing well, thanks to the good start they got in the spring.

Saturnina visit: Alison took part in a joint GaLTT/ ITC visit to Saturnina on July 21st to assess what needs to be done to maintain it as a conservation area. This includes managing invasive species on the island, and while there we observed an extensive area of English ivy, some broom, and an area of tansy ragwort at one end of the island. Since GaLTT has been invited by ITC to enter into a contract to undertake maintenance of the island the IS committee must now decide how to deal with each of these.

Planning this years’ restoration work at Drumbeg

- Alison and Lou spent time at Drumbeg in early July assessing the locations where we intend to expand our restoration sites with further seeding and planting.
- Our seed, bulb and plug-planting order was placed with Satinflower Nurseries in Saanich in early August and is due to be ready for collection in early September.
- The committee is planning to do site preparation in late September and to do the seeding and planting in early October.
- Alison met with Erica McClaren (BC Parks) and some of her colleagues at Drumbeg on Aug 23rd to discuss our restoration plans and to decide on locations for CISC’s experimental treatment of periwinkle in the park using herbicide.

Coastal Invasive Species Committee visit August 29th-31st: Heidi Grant (CISC) spent 2.5 days on Gabriola treating periwinkle at Drumbeg for BC Parks and knotweed at various addresses for the RDN. Alison Thomas and Suzanne Christopher assisted with and observed some of this work.

MEMBERSHIP – Rebecca Furnell

COUNTS	
1S	64
5S	58
1F	78
5F	92
LIFETIME	7
Monthly AFT	17
Monthly Canada Helps	23
Monthly CCCU direct	1
Subtotal	339
Expired	4
Current total	335

SHARE THE TRAILS – Tom Wojcik

- No actual meetings for Share the Trails however, a number of the GMB (Gabriola Mountain Biking) group continued in their efforts to keep the trails accessible, by removing a number of fallen trees, limbs, and branches from various trails. All of us are somewhat restricted due to the extreme fire danger rating; we are aware of several trees down and are waiting for restrictions to lift before using power tools to remove them.
- Kerry Marcus alerted us to Gabriola being publicly recognised as one of the top six mountain bike destinations in BC.

TRAILS, TREEFALLS & BOARDWALKS – Barry Moerkerken

- Met with Gabriola Housing Society to discuss signing a trail licence for the well-used forest trail from the northwest corner of Paisley Place connecting to the RDN park trail from the clinic to Lockinvar Lane. The route was GPS-ed and signage needs determined. No re-routing is needed.

- GaLTT and GHS also discussed other possible public and licensed trails in this neighbourhood. GHS will make a delegation to POSAC requesting trail development through Paisley Park and its panhandle, with Rob and Hugh expressing GaLTT's support at the meeting.
- Work parties:
 - Install signage for the Museum & T. Lee Trail Licences
 - Install split rail fence at Queequeg CP
 - Trial clearing in the 707 CP – Trail to Nowhere
 - Trial clearing in the 707 CP – Trails from SP49-60
 - Construct boardwalk sections for future installation

TREASURER'S REPORT – Frank Shoemaker

87) Next meeting Tuesday, October 11, 2022

We agreed to continue meeting at the Gabriola Arts and Heritage Centre for the foreseeable future.

88) Meeting was adjourned by Brockley at 9:12 pm

Minutes recorded by Sarah Kopjar

October 2022

Board of Directors Meeting: Tuesday, October 11, 2022 Held at the Gabriola Arts and Heritage Centre and on Zoom

Participating: Rob Brockley, Rebecca Furnell, Jenni Gehlbach, Lars Hulstein, Nola Johnston, Sarah Kopjar, Anne Landry, Barry Moerkerken, Frank Shoemaker, Hugh Skinner. This constitutes a quorum.

Regrets: Tom Wojcik

89) Brockley called the meeting to order at 7:08 pm. We meet on the traditional and unceded territory of the Snuneymuxw First Nation where they have a deep physical and spiritual connection to the land since time immemorial.

90) AGENDA: Review and approve.

MOTION: Proposed by Johnston, seconded by Skinner, to accept the agenda as amended. CARRIED.

91) MINUTES: Review and approve.

MOTION: Proposed by Gehlbach, seconded by Skinner, to accept the minutes as amended and circulated. CARRIED.

92) CORRESPONDENCE: none to report.

93) FINANCIAL UPDATE:

- Shoemaker reported that GaLTT's financial position is good. The statements of Financial Position, Receipts and Disbursements and Changes in Net Assets as at September 30, 2022 were previously circulated to Board members. It was a quiet month for receipts \$1,750 and disbursements \$1,655.

With three quarters of the year gone we have received about 50% of projected revenue (\$30,000 of our budget of \$62,000) and spent about 40% of budgeted expenditures (\$24,000 of our budget of \$61,000). Some plans made at the time of budgeting have not reached maturity yet but we stand to be well within our budget for expenditures. If all our planned programs had been realized the shortfall in revenue would be more significant.

- Budgeting for 2023 will need to start next month so we have a sound plan for 2023.
- At the last board meeting it was agreed that Shoemaker would consider our communications with our monthly donors with a view to refreshing them and asking them to consider increasing their monthly contributions. There is some confusion created by the way information is received from Canada Helps.

FURTHER ACTION: Brockley, Furnell and Shoemaker will review and coordinate how donors are acknowledged.

- More details are in the Committee Report.

94) OLD BUSINESS:

- RDN Funding Agreement: Brockley signed the funding agreement as per the decision from last month's meeting. Now waiting for signature from the RDN before funds will be given to GaLTT.

- Meeting with Snuneymuxw: Brockley called the band office to request a meeting, he was asked to send an email which he did. Now awaiting a response, Brockley will follow up with another email.
- Organisational Review: Some committees have submitted their capabilities review and some are still working on it. The process is already proving useful in considering what GaLTT does, much has changed since it's inception. Nola presented ideas for a contract with Paula Brent.

MOTION: Proposed by Johnston, seconded by Gehlbach to offer Paula Brent a six-month contract for web and social media related services at the rate of \$1000 per month, plus an expenses budget of \$50/month for advertising, pending mutual agreement on the terms of services and start date. CARRIED.

ACTION: Johnston and Gehlbach will work on the specific agreement with Brent and the Executive Committee will review it.

- Safety Protocol: As a result of a review of GaLTT's existing insurance policy the Board's opinion was that the liability coverage for volunteers from potential accidents at GaLTT organized events may be inadequate. The GaLTT Finance Committee research indicated that there was insufficient benefit returns by increasing the premiums. Consequently, the Board endorsed a review of GaLTT's existing safety protocols, this is being led by Skinner and includes rewriting the Power Tools Policy, sign-in forms and waivers. Shoemaker attended a webinar that suggested a signed waiver is important as is appropriate training. There was discussion about how to administer the waivers without an onerous process at each event.
- Gift Policy: no update.
- Fundraising: Small steps are good but we need someone on the Board who will take a lead role in increasing fundraising activity for GaLTT. Brockley talked to Heather Wardle but she is not available. She suggested we need a data base, Canada Helps can provide some of this information.

ACTION: Furnell will look into getting this information from Canada Helps

95) NEW BUSINESS:

- Memberships: The list of applicants for new and renewing memberships was previously circulated.

MOTION: Proposed by Furnell, seconded by Johnston, to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

- Legacy Giving: Brockley asked if we should put a small, monthly advertisement in the Sounder promoting legacy giving to GaLTT. There was discussion about a small ad getting overlooked. We agreed that they would not currently be useful for a legacy giving campaign but they might be useful for other things (e.g., to remind people to donate before year's end, to point people at other activities or programs)

ACTION: Johnston will prepare a few samples to show the size relative to content and some possibilities for other kinds of ads for the Board to consider.

- Beach Accesses: Kopjar asked about non-park beach access improvements: who is responsible for what? Beach accesses on Gabriola are under the authority of MoTI. GaLTT has informally constructed and/or improved trails on some shore accesses during the past several years. However, much of the Gabriola foreshore is steep and/or unstable, even if it is a short distance, so many accesses remain undeveloped. Winter storms bring in logs which tend to cause damage

and block beach accesses. GaLTT does not have the financial resources or wish to accept the liability risk associated with the construction and maintenance of major infrastructure improvements (e.g., stairs, railings). However, GaLTT can advocate, through POSAC, for the RDN to undertake access improvements as they have a formal licencing agreement with MoTI. Requests for improvements to beach accesses within an existing park can also be made directly to the RDN or BC Parks.

- POSAC: Sept 26 meeting postponed to November 28. Applications are now being accepted for POSAC members; Brockley will not renew his application as a representative but Skinner will. It would be best to have two Board members on POSAC. There are only three meetings a year to attend. Brockley has application forms if any board member wishes to apply.
- Jeanette Trail: no word yet regarding funding for Resting Stump project.

ACTION: Brockley will follow-up with Vanessa Craig.

96) IN CAMERA:

MOTION: Shoemaker proposed the meeting move in camera for discussion.

Discussion about one trail and one property.

MOTION: Shoemaker proposed the meeting move out of camera.

ACTION items arising from in camera discussion:

a) Lars will try to find the owner of a property so GaLTT can ask questions regarding an existing trail.

b) For the past several months, GaLTT has been in discussion with the Gabriola Island Memorial Society (GIMS) and MLA Doug Routley about the possibility of the MoTI-owned Barrett Gravel Pit (at the end of Honeysuckle) being transferred to another government or agency via the Free Crown Grant Program. To date these discussions have been *in camera*. Now that we have had contact with MOTI staff, future discussion about this property will be conducted *ex camera*.

97) COMMITTEE REPORTS:

EXECUTIVE/PRESIDENT – Rob Brockley

Administration

- Signed and submitted RDN funding agreement
- Requested an introductory meeting with Snuneymuxw Chief and Council
- Thank you note to a donor
- Responded to several emails to info@galitt.ca (e.g., water access markers, Big Tree Registry nomination, motorbikes on federal lands)
- Reviewed Executive tasks, responsibilities, and required expertise as part of organizational review and submitted draft document to Executive for review
- Prepared report and draft agenda for board meeting

Correspondence and Discussions

- With Yann Gagnon (RDN Parks Manager) about funding agreement with RDN
- With Executive about process for requesting an introductory meeting with Snuneymuxw FN
- With Executive about legacy giving ideas
- With GaLTT board about political endorsements for non-profit organizations
- With Heather Wardle about fundraising issues
- With Gabriola Memorial Society and MLA's office about scheduling a meeting with MoTI to discuss potential Sponsored Crown Grant property transfer

- With Invasives, Trails, and Nature Stewards volunteers about a potential collaboration to plant Douglas-fir seedlings in Rollo Community Park (a request from Kaitlin Fader, RDN)
- With Finance Committee about donor (especially monthly donor) thank-yous.

Planning/Meetings

- Met with Nature Stewards team
- Met with representatives of Thetis Island Nature Conservancy who attended a 1-day Nature Stewards training session on Gabriola led by Ken Gurr
- Attended an ORC webinar about best practices for trails on private lands
- Interview with Melissa Renwick (consultant) about Gabriola's trails, GaLTT's mandate, and the relevance of our work in addressing climate change. She is writing an article about the impacts of climate change on the Gulf Islands.
- Participated in the annual monitoring of the Robinson Woods conservation covenant and reviewed draft report.

ACCESSIBILITY – Sarah Kopjar

Committee meeting held September 23.

Jenni sent a request for volunteers to help with research and we received 3 responses.

Mobi Mat Update: One of our new volunteers will research details about Mobi Mats, costs, what is available etc.

Access to beaches: improvements to beach accesses are something GaLTT is asked about frequently. Most of them are not easy to fix, winter storms throw logs onto beaches, erosion is caused by water run-off from the land, and much of the foreshore around Gabriola is unstable. We will make inquiries about the responsibility for logs that break away from log-booms.

Resting Stump Project: We still do not have confirmation of funding for this project.

Twin Beaches: We discussed the possible restoration of the wetland. Jenni and Peter are leading the research and progress has been made; new volunteer Gary Holdgrafer helped with research in the museum archives. The idea is to restore the wetland and, in the process, create a berm and trail from the road to the beach.

Drumbeg: Hugh and Barry met with BC Parks on September 28 to discuss accessibility improvements in particular the trail to the washrooms. The discussion was positive, so research and planning continue.

Trails in general: We want to evaluate some trails for accessibility criteria. First, we will develop the criteria and create an evaluation sheet. Ultimately this information will be posted on the GaLTT website.

COMMUNICATIONS – Jenni Gehlbach/Nola Johnston

In late September, after a reviewing communications processes, Nola and Jenni met with Anne Landry and Lou Skinner to discuss how to better integrate GaLTT communications and whether/how this might be managed by staff. They tried to delineate the graphic arts, technical writing, social media, and website management skills needed for community and membership communications management. Nola also drafted a request to Paula Brent for her input and a possible quote to take on this communications work on a 6-month trial basis.

- **Website and Google Drive:**

Several hours of administrative work and troubleshooting technical problems

Blog news posts re: volunteer appreciation at Whalebone; boardwalk bridge repairs; End to end walk report; upcoming guided forest therapy walk.

Work continues to integrate the Nature Stewards website into the GaLTT website.

- **Email messages:** to members and volunteers about trail, boardwalk, and invasives work parties and seeking new volunteers for non-physical work (for e.g., accessibility research).
- **Digital and print records maintenance:**
- **Facebook pages:** Lou and Hugh Skinner (and occasionally Jenni) post regularly on the Gabriola Nature Facebook page and the community pages as required. Instagram is dormant.
- **Souder newspaper article:** At Derek's invitation, Jenni drafted an article about volunteering and volunteer appreciation to appear in the Thanksgiving edition of The Souder (subsequently not published).
- **Signage:** order 100 new Nature Steward signs
- **Mapping:** preparatory planning for mapping subcommittee
- **Design work:** preliminary drafting of a GaLTT thankyou card

COMMUNITY ENGAGEMENT – Lou Skinner

The committee regrets that Sally Bullas has stepped down from the committee, hopefully only temporarily.

- **Market table:** our last day was October 1. We had 22 volunteers working at the table, many new this year and all received a GaLTT T-shirt or hat and looked pretty darn good. Paula sent out a thank you email. We sold 18 bike maps.
- **End to end:** On a smoky but warm day we had 55 people enjoy the walk. The route worked well, and we had 3 walkie talkies to communicate from front to back. We had four volunteers per segment to ensure we could keep track of people. Pages was a good destination. 35 people took Gertie back to their cars and we earned enough in donations to cover the Gertie rental cost (roughly \$180).
- **iNaturalist training event:** 15 people joined Carol McDougall at the Commons to learn how to use the iNat app on August 16 and on September 13 a handful came out to do more practice. We plan to use this app for our BioBlitz in early May when we will encourage islanders to do an inventory of living things on the assumption that people will be more interested in conserving biodiversity if they know more about what we have here. Carol has agreed to coordinate the BioBlitz.
- **Sustainable Gabriola:** on September 29, at the request of Sustainable Gabriola, I spoke at the round table event at Ground Up about GaLTT's success stories with respect to terrestrial ecosystems. I highlighted the Nature Steward program, restoration activities and covenants. Three island trust candidates were there.
- **Contact with nurseries:** coming out of this event is the idea of selling some of the species recommended by Dr. Richard Hebda when he spoke to members about climate change. Species include camas, Nootka rose, ocean spray, thimble berry, June plum, fawn lily, nodding onion, stoncrop, and woolly sunflower. I have contacted the two island nurseries but haven't heard anything yet.
- **Native plant depot:** has officially reopened since people have been using it (Garry oak seedlings) but it is too dry to do much transplanting or digging up of plants, so we haven't been promoting it. We will have a work bee to spruce it up.
- **Forest therapy walk with Janice Furevick:** October 15 in Cox Park (River Place entrance). This walk filled quickly with 24 registered. Janice is donating her time and the registration donations (\$25 per person) will go to GaLTT's land acquisition fund. Janice will receive a tax receipt for the approximately \$600 raised.
- **Protecting the future: keeping Gabriola green:** Suzanne Campbell is organizing this conservation-oriented event for November 17 at 4 pm. Ken Gurr is talking about nature

stewards, Anne Landry about covenants and lawyer Bill Pope will talk about putting GaLTT in your will. The event will be at the Gabriola Arts and Heritage Centre, but we will have preregistration so we know if we need to move locations.

- **ABC WALKS:** we will once again offer a guided walk on the first Saturday of the month at 10 am starting in November. The purpose of the walk series is to help people's mental and physical well-being by being outside, help people discover trail connections on the island and provide an opportunity to learn more about the island environment. The schedule is as follows:
 - November 5 - modified walk Upper Berry Point. leader: Vickie Scott
 - December 3 - trail X Pylades Channel loop. Leader TBD
 - January 7 - trail S Cox Park. Leader Rob Brockley
 - February 4 - trail Y False Narrows. Leader to be confirmed
 - March 4 - trail Z Three Gates trail. Leader Hugh Skinner
- **Project to promote shoulder season travel to small rural islands:** The Chamber of Commerce facilitated our involvement in this project and Alison Thomas, Sarah Kopjar and various GaLTT volunteers got involved in the filming on September 22nd in Berry Point. The video created will be released later in October and will promote our ABC walks and the Surf. We will be able to use it on social media.
- **Museum's Covid Project:** Lou is writing a piece about GaLTT volunteers and the Winter Walk Abouts, it will also include up to eight photos.
- **Next community engagement committee meeting** will be Friday, October 21. The conservation education subcommittee will be rolled into the CE committee so Suzanne Campbell and Carol McDougall will join us. Carol is in Newfoundland until February and will join us via zoom.

CONSERVATION – Anne Landry

- **ITC management contract:** Barry, Alison Thomas, and Anne are continuing work on the details of the management contract with ITC from now to March 31, 2023. It is taking longer than usual as more work is included in the contract.
- **Robinson Woods covenant:** September 12, Hugh, Alison, Rob, and Anne conducted the annual monitoring review of Robinson Woods. Invasive plants continue to be the main issue in the covenant and another stretch of boardwalk is proposed through an area that gets muddy in winter.
- **Event planning:** Anne is working with Suzanne Campbell and others preparing for a public talk in mid-November dealing with Nature Stewards, conservation covenants, and legacy giving.
- **Rob and Anne to meet on Oct 11 with Doug Routley, MoTI, and Gabriola Memorial Soc.**

INVASIVE SPECIES – Alison Thomas

The committee regrets that Jewel Walker has stepped down, we will now be looking to recruit at least one new member to join us in the coming months.

- The committee met on September 6th, with Anne Landry joining for part of the meeting in which we discussed GaLTT's commitment to invasives removal from conservation lands on Gabriola and neighbouring islands.

Work party activity:

- No routine work-parties were held this month.
- 24 work-party volunteer hours at Drumbeg (see below)

New RDN staff member visit, Sept. 7

- Alison and Rob Brockley met for a walking tour of some of the RDN's Gabriola parks with Kaitlin Fader, the RDN's newly appointed Parks Operations Coordinator with responsibility for Natural Areas.
- We started in Queequeg Park, where we were able to explain the current restoration planting (a joint project with the RDN) which followed GaLTT volunteers' removal of a large thicket of *Daphne laureola* in 2021. We also looked at the various other community parks in the Whalebone area.
- An important topic we discussed was the problem we face in disposing of invasive plants and Ms. Fader undertook to look into various options that the RDN might support.
- We hope that the creation of this new appointment will enable us to strengthen the working relationship between the Invasive Species Committee and the RDN and will result in a formal service agreement with the RDN, similar to the contracts we have already established with BC Parks.

Annual monitoring visit to Robinson Woods Conservation property, Sept.12

Alison joined Anne Landry, Rob Brockley, and Hugh Skinner for the annual GaLTT monitoring visit to Robinson Woods, a large part of which involved assessing the need for work-parties to remove invasive plants from the conservation area.

Sustainable Gabriola visit to Queequeg Park, Sunday Sept. 25

Following the volunteer appreciation event, GaLTT hosted 20 people taking part in a *Sustainable Gabriola* tour with a focus on threats to terrestrial ecosystems. The tour visited Queequeg Park to see an example of how it is possible to reverse the degradation of a natural ecosystem caused by the invasion of non-native plant species by removing them and replanting with native species.

Invasives volunteer appreciation event, Sunday Sept. 25

Invitations were sent to all those we knew had helped remove invasive plants on public land over the past year, whether working independently or participating in our work-parties. Of the 65 people invited, 32 were able to attend the event, which was held in Queequeg Community Park on a warm and sunny Sunday afternoon. Attendees could inspect the restoration area and learn more about how this project came about, as well as enjoying the opportunity to chat with each other. One lucky volunteer also won the draw for a neck buff, useful to wear while daphne-cutting in mid-winter! Refreshments were provided, including sandwiches, dessert bars and some excellent cheese scones from Ground Up, thanks to the film company donation we received for our time spent monitoring the film shoot set-up in Drumbeg in late June.

Proceeding with this year's restoration work at Drumbeg

- Our seed, bulb and plant-plug order with Satinflower Nurseries has now been collected and we are awaiting rain before going ahead with planting and seeding.
- Alison and Lou revisited Drumbeg in mid-September to mark out the locations where we intend to expand our restoration sites.
- Committee members and their partners worked for a total of 24 volunteer hours on site preparation on Sept. 29. This involved pulling small broom, pulling/cutting blackberry and cutting and raking out long grass (using GVFD-approved battery-powered weed-eaters). All four sites are now ready for planting and seeding as soon as weather conditions become favourable.
- Erica McClaren (BC Parks Conservation Officer) and Kristen Miskelly (Satinflower Native Plant Nursery) will be joining us at Drumbeg in mid-October to help us finalize our planting plan.

MEMBERSHIP – Rebecca Furnell

This month there were 3 new members and 3 renewing.

And numbers are as follows:

1S	66
5S	58
1F	79
5F	92
LIFETIME	7
Monthly AFT	17
Monthly Canada Helps	23
Monthly CCCU direct	1
Subtotal	342
Expired	9
Current total	333

SHARE THE TRAILS – Tom Wojcik

Lars, Barry, and Tom visited a well-used trail on private land. There will be an *in-camera* report from Tom.

TRAILS, TREEFALLS & BOARDWALKS – Barry Moerkerken

Work parties:

- Repaired and strengthen the boardwalk on the Tait-Elgie trail. The boardwalk was damaged during last fall’s heavy storm
- Installed 56ft of new boardwalk on the Chichester connector trail
- Barry fixed damaged metal mesh (tripping hazard) on a Robinson Woods boardwalk.

Trail trimming: Don Machel continues trimming all around the trail system

Fallen Trees:

- Over the summer we received several reports of fallen trees. Due to the extreme fire rating, it has not been possible to clear them until now. Work is starting on clearing the trails of the fallen trees.

TREASURER’S REPORT – Frank Shoemaker

FINANCE COMMITTEE

The finance committee met recently and continued working on these items

- Billings for map provided to sales agents
- GaLTT memberships in other organizations
- Draft Investment Policy
- Guidelines for reimbursable expenditures
- Reports from the meeting on Insurance and Monthly Donors follows.

INSURANCE

Our insurance is up for renewal effective November 1, 2022. A summary of our insurance program as arranged by The Land Trust Alliance of BC’s subscription policy for many of the land trusts in BC follows.

Volunteer Accident Policy

- Cost \$200
- Coverage
 - Accidental Death & Disbursement. Limited to persons under age 85 years.
 - Principal sum limit \$75,000 Aggregate Limit \$250,000
 - Weekly Accident Indemnity \$500. Limited to persons gainfully employed on a full-time basis under age 65.
 - Medical Payments \$10,000
 - Dental Injury Reimbursement Expense \$500

Policy comes with about 20 endorsements most of them extending the coverage for one year. The coverage limits were set in 2009 and do not appear to have been adjusted since then.

- Carrier SSQ Insurance Company Inc.
- In December, 2021 GaLTT received an e mail quote for a stand-alone policy with limits of \$750 weekly, \$15,000 medical payments and \$1,000 dental for an additional premium of \$750.

Commercial Insurance Policy

- Cost \$854 plus agent's fee of \$50
- Coverage
 - Property of every description \$10,000
 - Commercial General Liability (several subcategories) \$5,000 to \$5,000,000.
 - Non owned auto \$5,000,000.
- Carrier Lloyds

Non-profit Management and Corporate Liability Insurance Program

- Cost \$575
- Coverage
 - Aggregate Limit of Liability each policy period \$4,000,000
 - Program Aggregate Limit of Liability each master policy period \$10,000,000.
 - This policy expressly excludes any payment for libel or slander
 - See cover note for other limits.
- Carrier Turista Guarantee Insurance Company
The finance committee reviewed the proposed coverage at our recent meeting and authorized the treasurer to accept the program offered and renew our insurance.

MONTHLY DONORS

At the last board meeting it was agreed that I would consider our communications with our monthly donors with a view to refreshing them and asking them to consider increasing their monthly contributions. The one-page summary I circulated to the finance committee follows.

MONTHLY DONOR REVIEW

GaLTT currently has the following monthly donors.

	Number	Annual amount
• Direct deposits at CCCU	2	1,320
• Automatic Fund Transfers (AFT)	17	2,800
• Canada Helps (CH)	23	4,980
• TOTALS	42	9,100

Communications with these donors is as follows

- CCCU and AFT once annually in February of the following year.
- CH this review has pointed out that we have not been identifying new monthly donors and thanking them. Their annual tax receipt is direct from CH. The thank you letters function in the

CH package has not been used well by GaLTT and is not currently thanking our donors. There has been at least one recent thank you letter that we are checking on.

Donations reported annually

2021.....\$28,250 2020.....\$16,130 2019..... \$11,750

Note In 2021 GaLTT received an anonymous donation of \$10,000 of securities.

Membership communications

I have received from Rebecca a sample of the emails she sends to members to renew their membership.

Overall

- CH is aggressively working to build its business. In supporting charities and selling additional services to charities.
- GaLTT is not meeting current standards in staying in touch with monthly donors, thanking them, reporting on our activities and asking for an increase in giving.

Next Steps

- Improve our thank you function with Canada Helps.
- Expand our year end reports to more than one page. A thank you and tax receipt with a very condensed report on the year's activities.
- Consider a "Trails Champions Group" (just as an example) recognizing our monthly supporters at the AGM and on the web site.
- Consider asking our monthly donors to increase their contributions on Giving Tuesday November 29, 2022.

98) Next meeting Tuesday, November 8, 2022

Discussion re in-person meetings versus Zoom. Most Board members prefer in-person. We agreed to continue meeting at the Gabriola Arts and Heritage Centre for the foreseeable future but attendance via Zoom will be available at individual members' request.

99) Meeting was adjourned by Brockley at 9:19 pm

Minutes recorded by Sarah Kopjar

November 2022

Board of Directors Meeting: Tuesday, November 8, 2022 Held at the Gabriola Arts and Heritage Centre and on Zoom

Participating: Rob Brockley, Rebecca Furnell, Jenni Gehlbach, Lars Hulstein, Nola Johnston, Sarah Kopjar, Anne Landry, Barry Moerkerken, Frank Shoemaker, Tom Wojcik. This constitutes a quorum.

Regrets: Hugh Skinner

100) Brockley called the meeting to order at 7:02 pm. We meet on the traditional and unceded territory of the Snuneymuxw First Nation where they have a deep physical and spiritual connection to the land and surrounding waters since time immemorial.

101) AGENDA: Review and approve.

MOTION: Proposed by Gehlbach, seconded by Shoemaker, to accept the agenda as amended. CARRIED.

102) MINUTES: Review and approve.

MOTION: Proposed by Gehlbach, seconded by Shoemaker, to accept the minutes as amended and circulated. CARRIED.

103) CORRESPONDENCE:

- Letter to Sounder re shore accesses
- Letter from LTABC re 25th Anniversary Almanac

104) FINANCIAL UPDATE: Shoemaker reported that October went well financially. The statements of Financial Position, Receipts and Disbursements and Changes in Net Assets as at October 31, 2022 were previously circulated to Board members.

- Monthly Donors: action item from last month:
It was agreed that Frank will advise Rob when there is a new monthly donor. We are working to improve our communications with all monthly donors.
Ongoing work - Improve our thank you function with Canada Helps.
Expand our year end reports to more than one page. A thank you and tax receipt with a very condensed report on the year's activities.

- Committees should try to budget better for next year. So far for most committees only half the budget has been spent. Board members don't generally request reimbursement for personal expenses like gas, postage, ink cartridges etc. but should be encouraged to do so. The Finance Committee proposes a meeting with committee Chairs before the December board meeting (suggested date Dec 6?) to go over individual budget asks for next year. The draft budget to be presented to the December board meeting, discussion and approval to occur at the January meeting.

ACTION: Landry will ask if the Gabriola Arts and Heritage Centre is available December 6.

105) OLD BUSINESS:

- Landry reported on the Executive's meeting with the Snuneymuxw Chief and Council. They went with no agenda, just to introduce themselves and GaLTT. They felt welcomed and met four

Councillors and the acting Chief. One Councillor will be assigned as GaLTT's contact person for future interactions.

MOTION: Proposed by Landry, seconded by Gehlbach: Be it resolved that GaLTT recognizes the Snuneymuxw First Nation has treaty rights pursuant to the Douglas Treaty of 1854. We support the transfer of the lands set aside by the provincial and federal governments for future treaty settlement with the Snuneymuxw and consider the land transfer to be an important part of the reconciliation process. We also recognize that the Gabriola lands will be managed by the Snuneymuxw to provide economic and other opportunities for the well-being of the Snuneymuxw peoples and will be managed in accordance with Snuneymuxw needs, customs, and traditions. CARRIED.

- Johnston reviewed the Capabilities Survey and draft report done by Johnston and Landry and previously circulated to Board members. There was a lot of discussion. We now have Ken Gurr(Nature Stewards), Paula Brent(Communications) and Victoria Banford(Book keeper) as paid contract people. The Canada Revenue Agency has definite rules about hiring people on contract. We should assure GaLTT members and donors that we will look for grants to pay hired people whenever possible. We need to decide how to present this information at the AGM. Where do we go from here and which obvious jobs could be hired out? Think about implications and goals. Would a workshop to discuss this be helpful? When?

ACTION: Johnston will send the draft report to the Chair of Community Engagement and Invasives because they are not Board members so have not seen the report yet.

ACTION: Committee Chairs are asked to send comments to Johnston and cc Landry and Skinner

- Kopjar asked about wording on the GaLTT website regarding beach access safety, maintenance and improvement. Johnston has already made some changes and Brockley's Letter to the Editor of the Sounder is On the Record on the website.

ACTION: Brockley and Kopjar will review the wording on the website.

- Gift Policy – no update
- Ads in The Sounder begin tomorrow, December 9, to encourage monthly donations over annual memberships.
- Johnston announced that the 6-month contract with Paula Brent is signed and she has started on some Face Book posts. She will be creating differentiated mailing lists to allow emails to easily be sent to different target groups of members/donors.

106) NEW BUSINESS:

- Kopjar brought forward some suggestions from the Community Engagement committee regarding the AGM. One idea is to consider a Sunday afternoon time slot instead of the usual Tuesday evening. Another suggestion is for a speaker.

ACTION: Brockley will follow up with L. Skinner, Chair of the Community Engagement committee.

- Kopjar asked about accommodating non-commemorative bench requests. Cost is a factor because wood and skilled labour are expensive. Shoemaker had a suggestion.

ACTION: Kopjar will phone Shoemaker to discuss this further.

- Memberships – The list of applicants for new and renewing memberships was previously circulated.

MOTION: Proposed by Furnell, seconded by Shoemaker, to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

107) POSAC – next meeting is November 28

108) IN CAMERA:

MOTION: Shoemaker proposed the meeting move in camera for discussion.

Potential covenant property visit was discussed.

MOTION: Wojcik proposed the meeting move out of camera.

109) COMMITTEE REPORTS:

EXECUTIVE/PRESIDENT – Rob Brockley

Administration

- Prepared presentation notes for meeting with Snuneymuxw FN
- Thank you card and gift certificate to Doug Hopwood in appreciation of his assistance with site assessment at Wilkinson Woods
- Review and revise draft board meeting minutes
- Prepared and submitted letter to Sounder regarding shore access roles and responsibilities
- Reviewed 2023 insurance certificates
- Prepared draft letter to membership regarding monthly donations
- Reviewed and signed Paula Brent contract
- Updated map showing Nature Stewards properties
- Reviewed and signed ITC Management Contract for S'ul-hween X-pey Nature Reserve and insurance certificates

Correspondence and Discussions

- With Chris van Ossenbruggen requesting improvements to Cox CP parking area on Taylor Bay Road
- With Tara White and Sheila at Snuneymuxw First Nation office regarding scheduling of meeting with Chief & Council
- With Kaitlin Fader (RDN) regarding GaLTT assistance with tree planting at Rollo CP
- With Executive regarding ads and letter regarding monthly donations
- With Nola Johnston about database requirements
- With Kristina Baerg about MoTI property progress
- With Heather Wardle and Suzanne Campbell about monthly donor ads and letter
- With Ken Gurr about Opportunity Fund grant letter
- With Anne Landry, Barry Moerkerken, and Alison Thomas about S'ul-hween X'pey Nature Reserve management contract with ITC
- With Barry Moerkerken about signage for Link Island
- With Exec about Capabilities Survey draft report and next steps

Planning/Meetings

- Site visit with Dean Gaudry at Wilkinson Woods
- Zoom meeting with Gabriola Memorial Society regarding MoTI property and next steps
- Meeting with Snuneymuxw Chief & Council
- Attended Conservation Committee meeting
- Attended Finance Committee meeting

ACCESSIBILITY – Sarah Kopjar

Committee meeting held October 23.

- **Mobi Mat Update:** Laurie is doing some research and will talk to The City of Nanaimo about the Mobi Mat they installed at the beach in Departure Bay this past summer.
- **Steps/access to beaches:** At the last Board meeting Sarah asked about non-park beach access improvements: who is responsible for what?
 - Response: Most beach accesses on Gabriola have not been constructed but rather have developed through use over time. Beach accesses on Gabriola are under the authority of MoTI. GaLTT does not have the equipment or financial resources, nor can we accept the liability risk associated with the construction and maintenance of major infrastructure improvements (e.g., stairs, railings). However, GaLTT can advocate for the RDN to undertake access improvements (through formal licencing by MoTI) through POSAC. Requests for improvements to beach accesses within an existing park can also be made directly to the RDN or BC Parks.
 - Last week someone fell on the access trail near the cemetery and it was posted on Facebook. At the next board meeting we will decide on how to add the response above to the GaLTT website and the exact wording.
- **Resting Stump Project in 707:** The funding for this project will come from a different source than we applied to. That means it will be on the agenda for the next EASC on November 24th (it got forgotten at the October EASC mtg.) after which it will go back to the Board on December 6th. So, if approved the funding would be available after December 6th. Vanessa Craig says she will be supporting it and it doesn't affect any other Areas so we should get the funding.
- **Twin Beaches:** Taylor Bay wetland. What to do now? After some very interesting research we've determined that restoring the wetland and creating a berm for an accessible trail is not feasible. Improving the existing Service Road to give easier access for everyone, including Park Staff seems the best approach.
- **Drumbeg:** Next Steps:
 - GaLTT to provide to BC Parks a revised Accessibility Improvement Options sketch for review and comment.
 - GaLTT to provide to BC Parks preliminary measurements information.
 - GaLTT to provide BC Parks with information on cart path gravel supplier options.
 - BC Parks to research other potential provincial funding sources (other than BC Parks Regional Park Enhancement Fund) for supporting a "non-engineered" relatively small-scale Phase 1 Accessibility Improvements project and notify GaLTT of potential funding opportunities.
 - GaLTT to plan for Phase 1 Accessibility Improvements in 2023 including: preparing budget details and submitting a BC Parks Regional Park Enhancement Fund grant application in spring 2023.
 - If we don't receive the grant, we will find out how else we could fund the project.
- **Trails in general:** we have begun an evaluation of some trails based on accessibility criteria. Sarah and Peter will review this process.
- **Benches:** Discussion about cost of benches and how they are paid for—on-going

COMMUNICATIONS – Jenni Gehlbach/Nola Johnston

- As directed by GaLTT board, a **contract has been drawn up to hire Paula Brent** for Social Media communications services, on a six-month trial basis. Paula has already started work and is consulting regularly with Communications and Community Engagement Committees to plan and

coordinate the upcoming social media announcement calendar and contents with our email to members and volunteers, and newspaper advertising.

- **A letter encouraging annual/5-year memberships to convert to monthly donations** has been created in a responsive html format for distribution and will be sent out to those members soon.
- **Trail maps:** A meeting of relevant people from several committees has been organized to discuss preparing for the next trail map reprint and also the possibility of supplementary maps/brochures.
- **Website:**
 - Administrative work and troubleshooting
 - Discussion with Paula Brent re integrating email, Facebook, and Blog announcements.
 - Blog news posts re: Explore BC Rural Islands event report; Nov 5 ABC Guided walk; Drumbeg Restoration work report.
 - Work continues to integrate the Nature Stewards website into the GaLTT website.
- **Email**
 - Discussions and investigations of alternate group email services (such as Mailchimp)
 - Exploring how to set up and transfer address from our existing lists to a unified email list with selection categories (such as type of volunteer, or type of membership) for targeted messaging.
 - Messages sent to members about the November 5 Guided Walk and to volunteers about trail, boardwalk, and invasives work.
- **Digital and print records maintenance** routine.
- **Facebook pages:**
 - Administrative and technical decision-making re Paula Brent's contracted work.
 - Working with Paula on the social media posting calendar. She is already active posting on our Facebook page and elsewhere; analysing responses; and creating ads.
 - Jenni responded to a FB community page complaint about GaLTT re the poor condition of the cemetery trail to False Narrows beach. Other responders to the post did not support the complaint and expressed appreciation of GaLTT's work. The post was subsequently taken down. Rob followed up with letter to Sounder re our role in trails maintenance.
- **Sounder ads. & Design work:** Continued design work and Board consultation for a series of 12 business-card-sized ads to encourage donations, and integration of the ads into of our social media announcements and member emails. Paula will run A/B testing on some social media ad variants to determine which get the best response rates.

COMMUNITY ENGAGEMENT – Lou Skinner

- **Forest therapy walk** was held October 15 in Cox Park with Nanaimo registered therapist Janice Furevick. It sold out quickly and Janice has offered to make it an annual event if there is interest. It raised approximately \$500 for the land acquisition fund.
- **ABC walks** start this Saturday, November 5 with Vicky Scott leading walk **U** in Berry point area. There will be a walk with a local leader in December, January, February and March. The purpose is to get people out exploring trails and connections they may not know. Details are on the website.
- **Protecting the Future: stewardship, covenants and legacy.** The event will be held November 17 at GAC hall. Suzanne Campbell has joined the community engagement committee (as has Carol McDougall) and is organizing this event. Ken Gurr, Anne Landry, and lawyer Bill Pope will also

speak. There will be a banner ad in the Sounder to promote it. It is free but we are asking people to pre-register, so we know if we need to move to a bigger venue.

- **Museum Covid exhibit:** I submitted two stories about the Winter Walkabout and volunteering for GaLTT as well as photos
- **Trail maps:** we will make posters to put on the ferry telling visitors where they can buy trail maps. North Road Sports has agreed to sell bike maps. Sarah is working on these.
- **Tree planting at Rollo McClay:** Kaitlin Fader with the RDN natural areas is organizing this event on Sunday, November 20 at 1:30 to plant 400 trees in Rollo-McClay Park and GaLTT will recruit volunteers for it.
 - I let Kaitlin know our concerns about whether there is room in the park without interfering with baseball as well as watering for next season.
 - I also let the softball association executive know it's happening, and they will come on the day to advise about proximity to the field.
 - I spoke to Tim Gambrill from the skate park, and he said that the plan was always to plant at Rollo-McClay, since there isn't room for more trees in Huxley Park. He hopes to bring five volunteers.
 - I put it in the Sounder calendar of events, Paula will promote it on Facebook, and I hope an email to members next week will help recruit enough people.
 - Kaitlin would like 15-20 volunteers. Kaitlin says she will plant any remaining trees herself.
- **"Grow for GaLTT" program:** we are considering starting a new program to get gardeners to grow flats of plugs for GaLTT's restoration projects and possibly for sale to islanders. I have been in touch with the nurseries and Wild Rose plans to bring in native plants again for spring but not all the types of plants Dr. Hebda suggested so we may grow some of those species. Linda Hellenius will help me get this going and Graham from Good Earth farm has offered us green house space if we'd like it. Kristen Miskelly from Satinflower Nursery is advising us.
- **Native plant depot and restoration team** is open now that rain has arrived and we will promote this through Facebook. We have one invitation for the restoration team to go to a developing property.

CONSERVATION – Anne Landry

- **Management Contract with ITC** – A contract with ITC is now signed and invasives work, boardwalk construction, gravel purchase and spreading, and sign installation will happen in SXNR and Link Island by March 31, 2023. We will work to have a contract signed earlier in the fiscal year in 2023 so it will capture more invasives work at various ITC sites and permit boardwalk construction in the dry season.
- **MoTI Barrett Gravel Pit** – We are working through MLA Doug Routley's office to invite Michael Pearson, the MoTI District Manager to tour the property with us. The following step will be a second Zoom call with all the participants, including Doug Routley.
- **Conservation Covenant Monitoring** – The covenant monitoring on all four properties where GaLTT has responsibilities is complete and reports filed as needed. For 2023, the CC plans to examine ways of continuing to improve monitoring techniques including technology for mapping, use of apps like iNaturalist and more formally reviewing the reports with the Invasives Species Committee and the Trails Committee.
- **American Friends of Canadian Conservation** - Brad Nixon (Conservation Committee member) attended an AF workshop via Zoom on October 24th. The work of AF was explained and the advantages to US tax payers of working with AF if they wish to donate land or put a covenant on

their land. Brad will follow-up by seeking ways to identify potential American landholders on Gabriola.

- **Budget** – The CC is working on a budget for 2023 that will be submitted for the December board meeting.
- **Committee Chair** – Anne will be away late November until early March. Hugh will be A/Committee Chair while Anne is away.
- **Potential Covenant Property Visit** – **NB** *This item will be discussed in camera at the board meeting*

INVASIVE SPECIES – Alison Thomas

- The committee met on October 18th for a **review of our overall strategy** and discussion of our specific planning priorities for the coming year.
 - In reviewing our general strategy, we decided to revise the committee’s mission statement to emphasize our commitment to restoring native ecosystems.

Mission Statement: *(highlighted text indicates alterations and additions)*

To take a leadership role in a collaborative effort to preserve **and restore** native ecosystems on Gabriola Island by:

- *eradicating, limiting, or preventing the establishment of invasive species with methods that have the least detrimental impact to other organisms;*
- ***where possible, working to remediate areas where invasive species have been removed, by replanting and/or reseeding with native species.***

- Plans for the coming year include promoting local neighbourhood work-parties and developing a new Invasive Species pamphlet adopting the PECC approach used by the Coastal Invasive Species Committee (Prevent, Eradicate, Contain, Control) for distribution in the New Year.

Restoration work at Drumbeg: 37 work-party volunteer hours

- *October 12:* We met with Erica McClaren (BC Parks) and Kristen Miskelly (Satinflower Nurseries) to show them the newly-cleared expansion areas and to discuss our Fall plans for planting and seeding. Given the unusual drought conditions we agreed to postpone this work until rain arrived.
- *October 23:* a GaLTT work party cleared small broom, blackberry and long grass from our original restoration sites (adjacent to new sites) as per recommendations from Erica and Kristen. (23 volunteer hrs)
- *October 29:* ISC committee members and invited volunteers planted a total of 200 native plants: 50 yarrow plugs, 50 woolly sunflower plugs, 50 Fool’s onion corms and 50 camas bulbs. (14 volunteer hours) As conditions were a little windy for seeding, we decided to postpone that until there was calmer weather.

MEMBERSHIP – Rebecca Furnell

Current membership numbers:

1S	69
5S	58

1F	77
5F	92
LIFETIME	7
Monthly AFT	17
Monthly Canada Helps	23
Monthly CCCU direct	1
Subtotal	343
Expired	7
Current total	336

SHARE THE TRAILS – Tom Wojcik
No Report

TRAILS, TREEFALLS & BOARDWALKS – Barry Moerkerken

Trail trimming:

- 1. Petroglyph, 2. Tait to Dorby Way, 3. Keith Dr. to Canso, 4. Cresta Roca to McDonald, 5. Pequod - Wild Cherry - Lockwood, 6. Haven Woods, Vanilla Leaf

Fallen Trees:

- Trees cleared on the Stump Farm trail in the 707 CP
- Trees cleared on the Keith Dr. trail

Work parties:

- Installed 2 boardwalks, 10ft & 20ft long, on the Chichester connector trail
- Installed 2 simple 2ft wide boardwalks, 6ft & 12ft long, on the Keith Dr. trail

TREASURER’S REPORT – Frank Shoemaker

Finance Committee:

The finance committee continued working on these items

- GaLTT memberships in other organizations
- Draft Investment Policy
- Guidelines for reimbursable expenditures including liquor
- Safety protocols
- CRA application to accumulate funds

Insurance:

Our insurance has been renewed effective November 1, 2022. We agreed to send a letter to the Land Trust Alliance of BC (LTABC) expressing our concerns about the level of coverage that has not been adjusted for many years with a view to obtaining increase coverages for the 2023 renewals.

Monthly Donors:

It was agreed that Frank will advise Rob when there is a new monthly donor. We are working to improve our communications with all monthly donors.

Ongoing work

- Improve our thank you function with Canada Helps.
- Expand our year end reports to more than one page. A thank you and tax receipt with a very condensed report on the year’s activities.

External Accountant

We agreed that we do not see the need for an external accountant at this time but need to identify a firm with the requisite experience with not-for-profits so we are prepared when the need arises.

Budget Planning for 2023

We propose a meeting of committee chairs and the finance committee before the December board meeting (suggested date Dec 6?) to go over individual budget asks for next year. The draft budget to be presented to the December board meeting, discussion and approval to occur at the January meeting.

110) Next meeting Tuesday, December 13, 2022

Sarah offered to host at her house. The meeting will begin at 6pm and end at 7pm followed by a seasonal potluck meal for Board members, Committee Chairs, and their spouses.

111) Meeting was adjourned by Brockley at 9:02 pm

Minutes recorded by Sarah Kopjar

December 2022

Board of Directors Meeting: Tuesday, December 13, 2022. Held at Kopjar residence, 3035 Coast Rd.

Participating: Rob Brockley, Jenni Gehlbach, Sarah Kopjar, Barry Moerkerken, Frank Shoemaker, Hugh Skinner. This constitutes a quorum.

Regrets: Rebecca Furnell, Lars Hulstein, Nola Johnston, Anne Landry, Tom Wojcik.

112) Brockley called the meeting to order at 6:03pm. We meet on the traditional and unceded territory of the Snuneymuxw First Nation.

113) AGENDA: Review and approve.

MOTION: Proposed by Gehlbach, seconded by Moerkerken, to accept the agenda as amended. CARRIED.

114) MINUTES: Review and approve.

MOTION: Proposed by Gehlbach, seconded by Moerkerken, to accept the minutes as amended and circulated. CARRIED.

115) CORRESPONDENCE: none to report

116) FINANCIAL UPDATE:

- The statements of Financial Position, Receipts and Disbursements for 11 months ending November 30 and Changes in Net Assets for 10 months ending October 31 were previously circulated to Board members. Shoemaker noted that even though we are not following very close to the 2022 budget GaLTT is still in a pretty good financial position.
- Not matching revenues from grants and contracts is part of the problem. Shoemaker will work on a solution.
- A meeting of Committee Chairs was held on December 6 to come up with a draft budget for 2023. After Shoemaker reviewed the draft, he saw that there would be a shortfall in revenue of approximately \$10,000. The Board will look at a revised draft at the January meeting.
ACTION: Committee Chairs are asked to take another look at their budget submissions.
- We have made allocations from our accumulated operating surpluses to the Land Acquisition Fund in December for several years.
MOTION: Proposed by Shoemaker, seconded by Gehlbach, that \$20,000 of our accumulated surpluses from the Operating Fund be allocated to our Land Acquisition Fund.
After discussion about cashflow the motion was **CARRIED.**
- Gehlbach thanked Shoemaker for writing understandable financial reports.

117) OLD BUSINESS:

- AGM planning: following up from the last Board meeting Brockley talked to L. Skinner about the Community Engagement Committee's suggestion to hold the AGM on a weekend afternoon, Sunday recommended, rather than a weekday evening and to approach it as more of a

celebration. After a discussion the Board agreed to try; an afternoon, either March 4 or 5 depending on venue availability; a shortened version of the AGM reporting; offer some food snacks and a guest speaker (if available as this is short notice). Possible topic is Drumbeg restoration with Erica McLaren and Libby Gunn. Further discussion and decisions to be made at the January Board meeting.

ACTION: Brockley will ask L. Skinner to check with venues (Golf Course, will there be golfers using the same room too? Ground Up Café, are they interested and what time could the space be available?)

118) NEW BUSINESS:

- MoTI boardwalk permit: Following previous protocol, an online submission was made to MoTI to install a boardwalk on a trail on an undeveloped ROW. The responding email said there were new rules and more detail was needed, including an environmental report and design drawings. Brockley will follow-up and ask for clarification, he wants the Board to be aware in case the change in rules is significant.
- GAC Celebration: reminder that the celebration of how GaLTT and the Lions Club supported Gabriolans during Covid restrictions is on January 14th. Nola is creating a series of posters that will be displayed at this event.

ACTION: Kopjar will talk to L. Skinner (Community Engagement) about what planning needs to be done and what plans the Lions have.

- Gabriola Museum: discussion about the recent news reports that the Museum is requesting additional funding from the RDN so that they can hire an Executive Director. GaLTT has thought about possibly hiring an ED in the future. Kopjar asked if there are any synergies between GaLTT and the Museum regarding sharing an ED and/or storage space.
- Earth Day: Erin Udal, who organised Earth Day last year, wants to do it again in 2023. Erin would like to apply for grants but needs charitable status. She is trying to find one of the participating groups to allow her to apply through them and wonders if GaLTT would be willing to fulfill this role. The Board agreed in principle.

ACTION: Kopjar will let L. Skinner (Community Engagement) know.

- Memberships – The list of applicants for new and renewing memberships was previously circulated.

MOTION: Proposed by Shoemaker, seconded by Skinner, to accept the listed new and renewing membership applicants since our last board meeting. CARRIED

119) POSAC: a meeting was held on November 28. One concern raised by GaLTT representatives was regarding the fire mitigation plans for the 707 CP; no consideration is apparently being given to the fact it is a protected area and that implementation of the fuel management prescription as presented will almost certainly cause ecological damage. Further discussion was delayed until the January Board meeting. Gehlbach also mentioned concerns about the way Coats Marsh is being managed.

120) SPECIAL REPORT: The Communications Committee recently hired Paula Brent to help with social media. The committee is happy with work done to date. One task was to switch to using a different email system and as part of that an email was sent to members asking which topics they want to receive emails about. Here are some details that Gehlbach shared with us from Brent's report.

I think this launch has been successful with opportunities for continued improvement and optimization. I think the data gathered from interest areas could be very valuable for content planning :) We will send all comms to folks who have not selected interests, with a reminder that that's an option, as well as general-interest/important comms to all. Otherwise, we will try to target communications to keep people engaged and not receiving too many emails.

Campaigns: 2
Total Recipients: 560
Total Opens: 444
Unsubscribes: 6*

*As noted in the spreadsheet, several of these were people consolidating where they had 3 different emails on lists with us. Such a low number of unsubs is SO good!

GaLTT MailerLite Overview:

- Consolidated Email List: 557
- Customized Comms Opt In: 145
- Interests:
 - ONLY Membership Renewals or Donations: 30
 - Trail Building: 103
 - Native Plants: 129
 - Invasive Species: 126
 - Conservation: 166
 - Community Events: 141

121) COMMITTEE REPORTS: previously circulated to Board members

EXECUTIVE/PRESIDENT – Rob Brockley

Administration

- Reviewed draft board minutes
- Prepared and submitted grant proposal to Nanaimo Foundation Book of Opportunities
- Prepared GaLTT activity report for POSAC
- Revised briefing note and letters to politicians regarding MoTI property transfer
- Prepared draft email to current monthly donors
- Invited non-board committee chairs to December potluck
- Thank you notes to donors
- Reviewed Link Island draft article

Correspondence and Discussions

- With GaLTT member regarding new and proposed trails in 707 CP
- With GaLTT member about appropriateness of seedling planting at Rollo CP
- With Kristina Baerg regarding strategy to move MoTI property transfer proposal forward
- With Alison Thomas and Lou Skinner regarding volunteer photos for BC Parks appreciation
- With Communications Committee members regarding donor letters
- With Ken Gurr regarding Nature Stewards 2023 budgeting
- With Lou Skinner and Executive regarding AGM planning
- With Alison Thomas and Hugh Skinner regarding BC Parks Partnership annual report

- With Executive regarding LTABC membership renewal
- With MoTI regarding licence to occupy permit for Chichester boardwalk
- With Kate Emmings (ITC) regarding planning for Link Island celebration in early 2023

Planning/Meetings

- Meeting with Swift family and Installation of new signage on Link Island
- Attended POSAC meeting
- Attended seedling planting at Rollo CP
- Attended budget planning meeting

ACCESSIBILITY – Sarah Kopjar

Committee meeting held November 30

- **Mobi Mat Update:** The City of Nanaimo, the RDN and BC Parks all have Mobi Mats in parks close by. We will continue to pursue the possibility of a Mobi Mat on Gabriola. We will talk to both the RDN and BC Parks. If we have Board support, we will push RDN to put in a removable ramp and a Mobi mat at Descanso Bay—there are examples of local governments removing logs from beaches.
- **Resting Stump Project on Jeanette Trail in 707:** The funding for this project has been approved. We are waiting to hear from Vanessa Craig re when GaLTT will receive the money.
- **Twin Beaches:** Improving the existing Service Road to give easier access for everyone, including Park Staff seems the best approach and will be discussed with BC Parks when we approach them again about a Mobi Mat.
- **Drumbeg:** No work has been done on this; it is on our To Do List in collaboration with Trails Committee. Next Steps:
 - GaLTT to provide to BC Parks a revised Accessibility Improvement Options sketch for review and comment.
 - GaLTT to provide to BC Parks with preliminary measurements information.
 - GaLTT to provide BC Parks with information on cart path supplier options.
 - BC Parks to research other potential provincial funding sources (other than BC Parks Regional Park Enhancement Fund) for supporting a "non-engineered" relatively small-scale Phase 1 Accessibility Improvements project and notify GaLTT of potential funding opportunities.
 - GaLTT to plan for Phase 1 Accessibility Improvements in 2023 including:
 - preparing budget details
 - submitting a BC Parks Regional Park Enhancement Fund grant application in spring 2023.
 - If we don't receive the grant, we will find out how else we could fund the project.
- **Trails in general:** we have begun an evaluation of some trails based on accessibility criteria. On-going discussions. We need to consider liability issues when advising safety.
 - **Benches:** The Gabriola Woodworkers' Guild has offered to build a bench for GaLTT. They will charge for materials but not labour. The wood is being donated by Randy and Sarah Kopjar so cost will be minimal.
 - **Maps:** Sarah is participating in discussions about the changes that will be made when updated maps are printed.

COMMUNICATIONS – Jenni Gehlbach/Nola Johnston

- **Paula Brent began her paid work** posting to our Facebook accounts and helping to plan our email and newspaper advertising campaigns going forward. She is working closely with invasives and Community Engagement Committees to ensure cohesive planning and publicity.

- **Managing email list(s) changes:** Rebecca, Nola, and Jenni worked closely with Paula Brent, who also *volunteered* at least 12 hours of unpaid work to make the necessary email list changes. GaLTT's new Mailer Lite account was chosen and started up to manage our email communications with members, volunteers, nature stewards, and donors.
 - These various email lists on NPO.org and/or committee Chairs' personal computers were consolidated (well over 500 names and email addresses) and entered into the new Mailer Lite system, after which notices and two reminders were sent using the old system to all existing list members alerting them to the impending change and requesting them to subscribe and choose the types of messages they wished to receive. Our NPO.org member and volunteer list accounts will be discontinued.
 - Unfortunately, the planned changeover coincided with the recent island-wide BC Hydro power and telecommunications failure, so the carefully timed series of messages about events and fundraising could not proceed as planned.
 - Uptake of the new list was good. (*See report from Paula Brent*).
- **Facebook pages:**
 - Paula is proceeding with her planned posts about GaLTT events and activities working closely with Communication and Community Events committees. She intends some volunteer-appreciation posts.
- **Website:**
 - Administrative work and troubleshooting continue re repeated alerts about excess usage of our Dot Easy plan. It may be necessary to upgrade our plan to accommodate the additional volume of data transfer.
 - Work continues to integrate the Nature Stewards website into the GaLTT website.
- **Digital and print records maintenance** routine. Our fireproof filing cabinet has been transferred from Gehlbach's residence to the Kopjar residence and Frank notified so that insurance paperwork can be adjusted. Gehlbach and Kopjar will meet in March to ensure that the files are in order and complete, and to eliminate any surplus material (such as outdated government brochures).
- **Sounder ads:** The series of Sounder ads re "How much are Gabriola's trails worth to you?" etc. is proceeding with good placement and visibility.
- **Graphic artwork:** Nola is working on a series of posters to promote our committee work. They will be used at the January Arts Council display celebrating GaLTT, but also elsewhere in future.
- **Link Island Nature Reserve:** Nola worked on editing the Link Island announcement blog article and choosing new photos from our enlarged collection. Committee is deciding how the announcement will be made via social media. (it will go out next week, I think, after the official announcement which is scheduled for then).
- **Mapping subcommittee** met to identify a number of directions for mapping materials that will involve Communication. Nola created sticky labels to be used on the hand-marked cycling maps.

COMMUNITY ENGAGEMENT – Lou Skinner

Keeping Gabriola Green presentation:

- Suzanne Campbell organized and facilitated a free event called Keeping Gabriola Green: stewardship (Ken Gurr), covenants (Anne Landry) and legacies (Bill Pope) that was attended by 24 people
- Sarah and Suzanne made treats and Sarah ensured it was reported on the GaLTT website with Nola's assistance

ABC walks:

- scheduled for Plylades channel (walk X) December 3rd but was postponed due to snow and trees down. Lou and walk leader Claudia Brann will reschedule for the new year when the tide is right
- Next walk will be January 7, 10 am in Cox park with Rob Brockley

Social media:

- Working with Paula Brent for posts to promote events and volunteers

Maps:

- Paula Gray continues to do distribution and inventory.
- In a joint project with Share the Trails, Communications, Trails and CE, Sarah had stickers made for bike maps reminding people about etiquette and trail categories. These will be available at North Road sports and the summer market
- Current inventory of regular maps is about 600

End to end walk:

- We will probably move back to the first weekend in June to tie into BC trails day (and to avoid conflict with the museum's annual event in September)

Native plant depot:

- Drought then snow has led to inactivity, but we will ramp up activity and promotion in the next month
- We'd like to find a volunteer to take on coordinating it and the native plant recovery team
- Suzanne Christopher tidied up the depot
- I contacted both nurseries to encourage them to bring in plants on Richard Hebda's list of potentially successful plants in a warming climate. Wild rose said they would bring in what they could source. We would then encourage islanders to buy them from there and we will begin to grow what they can't get (see invasive committee report)

Engaging youth:

- Lou hopes to attend a discussion of how to engage Gabriola youth, on Sunday, Dec 11 at GAC Hall

Tentative Plans for 2023:

- ABC walks first Saturday of January, February, March
- Birds: providing assistance to these harbingers of biodiversity - March
- Nature Steward property tour – April
- **Earth Day, April 22:** the earth day event is designed to highlight some of the challenges and solutions on Gabriola and to show case the work of groups. Last year both Lou and Ken did presentations on invasives and nature stewards
 - Erin Udal is organizing this once again with a collation of about five Gabriola environmental groups including GaLTT
- Gabriola BioBlitz with iNaturalist (Carol McDougall coordinating) – May
- End to end – June
- Summer market – May to October
 - Fall: speakers to be determined. Possible topics include meadow-making with Kristen Miskelly (Satinflower nursery), ecologically friendly fire smarting with Chris Drake, Drumbeq restoration with Erica McLaren and Libby Gunn
 - Member/volunteer event- details to be determined!

CONSERVATION – Anne Landry

- **Management Contract with ITC** – With ingenuity, a tall ladder and the assistance of the Swift family, on November 15th and 18th, Barry and Rob installed seven signs on Link Island. Five are large No Entry signs visible from the water and two are Link Island Nature Reserve signs.

- Link Island Announcement** – The week of December 12th, the ITC and GaLTT will announce the donation of Link Island from the Swift family to ITC and its protection as a nature reserve. The announcement was delayed at the request of ITC. The news release from ITC and article by GaLTT stresses that the island is not open to the public and is meant to serve as a nature sanctuary. The GaLTT article also describes the required expansion of our formal area of work to the Gabriola Island Trust Area to enable GaLTT to become the co-covenant holder with NALT. GaLTT will:
 - put the article up as a post on our website
 - send the article directly to our members via e-newsletter
 - publish a paragraph excerpt linking to our website, with a photo, on Facebook and Instagram
- Link Island Celebration** – ITC is planning a celebration of Link Island to recognize the gift of the family. The tentative date is January 20th, 2023, likely in Nanaimo. GaLTT is invited to send representatives.

INVASIVE SPECIES – Alison Thomas

- November 2 Restoration work at Drumbeg: 4.5 work-party volunteer hours:** Alison, Linda and Suzanne seeded all four expansion sites, as well as the front meadow area where orchard grass removal has left some shallow holes with bare ground. Seed mix (a custom blend from Satinflower Nursery) contains five different native grasses, as well as seeds of eight flowering plants: bare-stem desert parsley, blue-eyed Mary, common camas, field chickweed, sea blush, spring gold, woolly sunflower, and yarrow.
- NALT workshop November 5 growing native plants from seed:** Alison and Linda took part in an excellent workshop held at VIU and offered by NALT as part of their *Pollinator Paradise* project: <https://naltpollinatorproject.ca/>
 - This was a hands-on workshop, in which participants each sowed 18 different kinds of native grass and wildflower seed to take and grow on at home.
 - The organisers generously donated all the remaining seed to us for GaLTT to use for Gabriola restoration projects.
 - This seed will be used immediately by ISC members to do trial seeding to assess the germination and survival success rates; this may enable us to use plants we have grown from seed in our Fall 2023 planting at Drumbeg and elsewhere.
 - We have already agreed with the two workshop facilitators that they will run the same workshop for us on Gabriola in Fall 2023. This could be offered to Nature Stewards and/or to other gardeners interested in creating their own wildflower meadows.
- RDN Tree-planting in Rollo McClay Park, November 20:** About 15 GaLTT members, including many Invasive Species volunteers, took part in a tree-planting work-party organised by new RDN staff member Kaitlin Fader at Rollo McClay Park. Together with other Gabriolans we planted 300 Douglas fir seedlings to compensate for the loss of mature fir trees in Huxley Park during construction of the new Skateboard Park.

MEMBERSHIP – Rebecca Furnell

COUNTS	
1S	68
5S	59
1F	76

5F	91
LIFETIME	7
Monthly AFT	17
Monthly Canada Helps	24
Monthly CCCU direct	1
Subtotal	342
Expired	5
Current total	337

It's been busy the last few weeks, with a lot of back and forth with Paula on email lists, membership details and a bit of restructuring how and what I log for memberships.

NATURE STEWARDS – Ken Gurr

- Site visits continue, though hampered by snow and telephone and power outages.
- Now a total of 135 acres are ID-ed as *conserved* and 65 landholders have made Nature Stewards conservation pledges.
- Ken, Anne L and Bill Pope presented at GaLTT's public presentation about conservation/green legacy at the GAC building November 17. Full house. Very well received.
- Weather and snow staying on the ground forced cancellation of our scheduled riparian zone visits to 3 creeks as part of our NS-Streamkeepers project via RDN -Water Stewardship Program. We will arrange with landholders and PBio for early New Year.
- Prepared draft budget and workplan priorities for 2023.

SHARE THE TRAILS – Tom Wojcik

No Report

TRAILS, TREEFALLS & BOARDWALKS – Barry Moerkerken

Work parties:

- Another bench built by Jamie Doig was installed in the 707 CP on Coats Drive near Fisher Rd
- Built frames for a boardwalk on the Mallet Creek Trail in Cox CP

Other activities:

- Over 2 days Rob & Barry went to Link Island and installed No Entry signs as part of the management plan with ITC. We were assisted by Hally & Eric Swift

Fallen Trees cleared:

- 29 trees in Haven Woods
- 2 on the Evans Trail and rerouting the trail around an uprooted tree
- 1 on the Merlin Trail
- 3 on the Robinson Woods Trail
- 2 on the Cameron Trail Licence
- 1 on the Lois Lane-Garland Trail Licence
- 1 on the Malaspina- James Way connector Trail
- 2 on the Norwich-Spruce Trail
- 1 on the Keith Drive Trail

TREASURER 'S REPORT – Frank Shoemaker

FINANCIAL RESULTS TO NOVEMBER

The financial statements for the 11 months ended November accompany this report. We continue to operate with a small surplus. In December we will have more costs than revenue when we recognize the adjustments at year end. They will include a payment for the communications committee contract for Paula Brent, the account with Arbutus for December, a downward adjustment to our funds with the Nanaimo Foundation and the more routine year-end adjustments.

BUDGET FOR 2023

The committee chairs met and submitted their estimates for 2023. They are planning for a busy year with their requests exceeding the revenue estimates by about \$10,000. Between now and the January meeting we will be working on another draft of the budget that is much closer to break even position. A copy of the draft of the budget accompanies this report.

122) Next meeting Tuesday, January 10, 2023 at the Gabriola Arts and Heritage Centre.

123) Meeting was adjourned by Brockley at 7:05pm.

Minutes recorded by Sarah Kopjar