

## Commons Coordinating Council (CCC) Agenda for Meeting of July 7, 2015

1. 20 Minute Discussion  
Signage/Communication (Communication/Signage Task Force)
2. Reports: Teams, Projects and Groups  
Security Task Force first
3. Follow-up from previous meetings
  - a. New facilitators needed.
    1. June – August 2015: John Peirce and Linda St. Clair
    2. Sept. – Nov., 2015: Linda St. Clair and Muriel Wiens
    3. Dec. 15 – Feb, 2016: Muriel Wiens and ???
    4. March – May, 2016: ???
    5. June – August, 2016: ???
    6. Sept. – Nov., 2015: ???
  - b. Backup coordinator needed for Commons Booking System – Gloria Filax has offered to take on prime role – Need an assistant
4. New Business
  - a. Letter in Sounder re Commons traffic on Redwood Drive to South allotment gardens. Is some communication needed, and if so, by whom, in the spirit of good neighbourliness.
  - b. People using water from the Commons for water jugs – are we OK with volume and risk as water is untreated?
  - c. NO SMOKING – This is Commons policy. Need for more signs as most /many people are not aware of policy.
5. Next meeting:  
August 4, 2015

***Ideas for Upcoming 20 minute discussion:***

- What process do we put in place to invite and respect all input and at the same time move from the community input stage of planning to the decision-making action. (CPR team to lead??)
- Should/can the Commons be a long-term home for GERTIE, assuming that the referendum passes in November? (STC to lead??)
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***Note takers for Council Meetings:***

- July: Covenant  
Aug.: Learning Opportunities  
Sept.: Share the Commons

## Notes from July 7, 2015 Meeting

### **20-MINUTE DISCUSSION**

(Initial 20 minute discussion on Signage/Communication postponed. Discussion of Fire Safety and Smoking Control instead.)

### **FIRE SAFETY**

Linda found someone smoking, "not thinking", on the Commons one day last week, raising the issue of fire hazards on the Commons in general.

Extra parking adjacent to the Timber Frame building is closed because vehicle pipes are too close to underlying grasses and ground.

Total shut down of fires right now. Need to learn how to turn on hose, and where. Patrick reported on where on the property the fire extinguishers are. We have 8 fire extinguishers (3 upstairs, 1 in downstairs hall, 2 in Community Kitchen, 1 in workshop, 1 in GERTIE office) + 2 in PHC. Hoses and bibs are also available. Extinguishers and water sources need a guided tour. Could use a map - Judith will do.

Fire Hall (fire chief- Rick Jackson) offers courses on how to use fire extinguishers.

**Smoking restrictions:** PHC designates specific area for smoking.

**DECISION:** NO SMOKING ON COMMONS EXCEPT IN DESIGNATED AREAS, (eg. Commons gravel area on west side of building will be the final and only designated area; could have a small roof built for winter).

In transition, the band stage area will continue to be used for a bit longer until everyone gets used to the one designated site. (Legal: cannot smoke within three meters of a building opening.) Policy to go into effect now, and be revisited at October Council.

### **SECURITY TASK FORCE**

Had a first meeting initiated by Linda with Muriel, Stef, Cheryl and Brenda which raised the issues. Good discussion. Group will be widened (each member to bring one more rep. from their team/group). Needs a person to convene the group as Linda had volunteered to convene only the first meeting. Second meeting set, and Brenda will pull that one together.

Robbie reported on a recent break-in –fire extinguisher removed from wall, and garbage spread. Forensic evidence of a past break in may result in charges being laid. The security task force was informed that requests could be made to the judge asking that the accused challenges and conditions be considered in determining what steps to be taken. Police think big meeting door should be nailed shut.

Window in kitchen has also been fixed, by donation of the Glass Guy. Stu Davidson (?). He replaced the window in the kitchen for free, saying the Commons had given

so much to the community, he would like to give something to the Commons. George will put a Smile in the *Souder* to thank him.

Question by Louise: Where is the balance between being “open” to the community/safety security? Discussion needed.

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## **TEAM REPORTS**

### **COM (Jinny)**

On-going meetings with signage task force. (Cameron has taken a series of photos featuring the North Road frontage of the Commons).

Need for P.R. letter to Redwood Road resident, Harvey Fox. This should be a soft letter with an offer to meet him if he wishes and a note that the South Gardeners have requested the allotment gardeners keep the automobile traffic to a minimum.

**ACTION:** JINNY TO DRAFT LETTER, PASS BY OTHER COM MEMBERS AND JANET, SOUTH GARDENS REP, AND SEND BY CANADA POST.

### **COV (Deb)**

Baseline data collection - polygons mapped for Covenant. Two seasonal biomapping days held so far and three more planned. All are encouraged to observe and record at any time. Forms are in the lower hall. Personal “adoption” of a mine-ecosystem polygon is working well.

Jinny and Hans are working on developing a template for the data base. To be discussed at next Cov meeting.

Question: Do we still want random observations about sightings of flora and fauna recorded? yes! New forms will be supplied in foyer of house! (Action: Judith?)

Team is working on template for Stewardship Plan. We are working on this template for all 3 aspects of the Commons covenant (i.e. environmental, agricultural, cultural/community).

Covenant itself: A new draft is in the works, with a new description in legal language what a community commons is.

Question: Are we under the gun to get the Covenant done since mortgage fulfillment is so close? Answer: Not really; not yet.

Next Meeting: July 13, 1.00 pm, campground.

**SHARING THE COMMONS (Kit)**

Susan Yates has received an Individual Islands Trust Community Stewardship Award for “contributing to literary arts and environmental stewardship for 30 years” as reported in the July 7 *Sounder*.

Discussion on parking (proposals drafted by Infrastructure Team). Concerns expressed, request to keep parking to a minimum.

Next Meeting: July 15 at 10 AM.

**TAGS (Kit)**

North parking area development: there are reservations. Kit read one person's concerns about mega-parking at Commons and Commons role in helping to reduce use of cars on Gabriola.

Next Meeting at Workbee July 18, 10 am.

**EVENTS (Stef)**

Short of helpers for Garage Sale this coming Saturday. Please put call-out to teams. Also need a food service, plus running of the Commons table.  
No meetings.

**PHC (Brenda)**

20<sup>th</sup> anniversary event of PHC was a success and well attended.  
Brickyard Beast is August 2 and begins and ends at the Commons. Proceeds to PHC.  
Questions to Julia Jefferson – Gabriola Athletic Movement - on the organizing Committee.  
Raffle of a motor scooter by PHC at Community Garage Sale this weekend.

**FARM (Sharon)**

Busy farming. Will be recruiting a volunteer point person for Little Field next year.  
Request to go out in Communiqué.  
Midweek Market is truly a success. Good PR for the commons. Thanks to Judith and Christine.  
Birds are getting caught in orchard netting; David Chorneyko has devised an escape hatch will be established soon.  
No Workbee this Sat due to Garage Sale.  
Saturday workbee Soup Chef's Cookbook in progress - still waiting for recipes, eg. Potluck.

Next meeting: July 27 at 9.00 am.

### **TRUSTEES (Robbie)**

Interesting discussion around trustee mandate. Looking for a way to mesh financial and legal responsibilities with Commons ways of being. Proposed mandate read aloud (appended). AGM planning is underway. Nominating Committee has been struck.

Attendees discussed Trustee proposal that this year's AGM be added to end of September Council (in place of the 20 minute discussion) since much of agenda of an AGM duplicates what happens monthly at Council, with the addition of the election of new trustees

Trustees to take on more discussion.

Next meeting: August 6 at 2.00 pm.

### **SEPTIC PROJECT (Patrick)**

Septic and fields now in, though electrical not hooked up yet. No cars can drive over field or tank. This no-drive area will be signed and marked off, and will affect the Poetry Gabriola Yurt, unfortunately.

### **INFRASTRUCTURE (Judith)**

Team is in the infancy in its reconstruction.

Septic System for new Community Kitchen has just been installed and engineer has given approval, Island Health (i.e. VHA) will be informed. (Electrical hookup to pump is last detail before it can operate and electrician is away for a few weeks.)

Solar Power project: ground-mounted structure is nearing completion (again awaiting return of electrician) and equipment shed underneath is taking shape. The second portion of the solar power project can be installed on the new roof when completed.

Parking - need to plan well for parking needs at the Commons. 4 proposals were drawn up and distributed to team reps for discussion during this next month at the team level and broader discussion at next Council. Could cost as much as \$15-20,000. Judith providing handouts to share with teams.

Next Meeting: July 9 at 10 am.

### **KITCHEN STEWARDS (Judith)**

Needs to be a recognized as a team with a mandate etc.

Stewards are requesting that they present a proposal for budget to finish equipping the kitchen in preparation for opening. Submission to next Council meeting

(request for funding from unallocated “projects fund.”)

July 9 to tour Camp Miriam’s kitchen, then July 23 to do a group cookout at 4 pm to test the kitchen.

Next meeting: July 23 at 4.00 pm.

**CPR (Muriel)**

Safety and security being discussed. Each member will be enlisting another member.

Next meeting: TBA

**PROPERTY MANAGEMENT (Patrick)**

Septic field is located between Poetry Yurt and Timber Frame Building. Signs are needed to prevent cars from driving over it (also over septic tanks near Kitchen).

Workbee is being planned to install new roof on the farmhouse (standing seam metal roof).

a. WATER REPORT: Water volume is okay, but could suffer in future if general public continues to draw water for personal use. Filter and UV systems need revision. Need a discussion of stewardship of water in general on the island, and on the Commons. Please use water sparingly.

Next meeting: Friday July 10 at 3.00 pm.

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**Addendum to Council Notes**

**Trustee Mandate:**

The Trustee Team oversees the financial and legal aspects of the Commons to meet the requirements of a non-profit registered charity. The Gabriola Commons Foundation (GCF) is the entity which holds title to the property for the benefit of the community and through which charitable donations flow.

Legal and financial issues are addressed with due diligence and transparency in the best interests of the health and well-being of the Commons.

The Trustees are a team in keeping with the governance and organizational structure of the Gabriola Commons, holding a place of shared responsibility with all other Teams around the Gabriola Commons Coordinating Council table.

## GOALS:

Legal and financial structures and systems are aligned with Commons values and principles without automatically assuming that the traditional structures and systems are the way it must be done.

## OJECTIVES:

1. To continually re-assess and re-think traditional ways of interface with legal and financial bodies.
2. To develop creative, effective and transformational strategies and practices while still meeting legal and financial requirements.
3. To promote outreach with other organizations on the island to create unique legal and financial structures and systems that collectively meet community needs.