Gabriola Commons Council

Notes for April 5, 2016

Present: Alison Fitzgerald, Kit Szanto, George Szanto, John Peirce, Muriel Wiens, Jinny Hayes, K. Louise Vincent, Deborah Ferens, Louise Amuir, Brenda Fowler, Linda St. Clair, Charles Silva, Sharon Arnell (Recorder), Judith Roux (Facilitator), Mitch Miyagawa (Observer)

Agenda items arising from March Council::

1. Poetry Yurt
2. Project prioritizing and allocating $4181 in unspent funds
3..Signage & parking
4. Water

Added:
1 Meter discussion with BC Hydro
2. Call for Facilitators after December
3. Geo-caching

1. **Poetry Yurt-discussion:**

Poetry Gabriola wants The Commons to take ownership of the yurt
They are putting together a memorandum of understanding to put to the Trustees
Their Insurance costs are $800
Questions to be worked out with Poetry Gabriola:
We would want assurances that the Yurt is in good repair and clean and will need an update on the woodstove
Financial info to be obtained: What is it worth (as an asset to the Commons)? How much has it depreciated? (would it have to be taken down?)
Who would manage the yurt?
If it becomes Commons property would Poetry Gabriola rent it from us?
Poetry Gabriola would be welcomed at Council

2. Allocation of unspent funds - projects to consider:

- **Overview of Projects under consideration for allocation of funds:**

Equipment Shed
Was on priority list for a long time until the support structure for the solar panel project became the shed, with the $1000 allocated last year covering the costs.
Just needs painting and locks to be a finished project. No need for $$ Yay!

Parking - Phase One
Opening off west entrance, providing 10- 15 parking spaces, plus space for Gertie buses
High urgency: – mud in winter, danger of fire in dry grass in summer .
- need to remove Gertie buses from the Community Kitchen space
Cost estimate from contractor $7300 (mainly to truck in driveway crush via ferry!)
GERTIE has offered to pay $1,000 annually which we could decide to use for this project

Note: A grant from the Agrispirit Fund is being requested to fund this project. If we can provide a portion of the funding this could enhance our application.
Suggestion: Proceed step by step, scraping the area clear initially.
Signage :
2 large signs at extreme ends of Commons along North Road, plus 4 smaller directional signs marking the entries. Estimated budget $5000.
With the $2400 previously allocated, the project would need $2600 more (consider adding signage to the current grant application?)

Discussion:
Objection raised to spending thousands of dollars for signage "when the Rollo Centre only paid $300.00 for their 2 signs and they seem adequate"
Question: would using volunteers help keep costs down? This has been considered.
Only a few teams have responded to the Signage project group, but most of these responses have been in favor of going ahead.
Because of the objection raised, it was decided to postpone the decision until next Council.

Note: All teams need to discuss the project (info was sent out to teams last month) and get back to the group with their opinions

Kitchen
Concerns about the cost of repairing the stoves has been resolved as the repair person thinks it might be just a few adjustments and not an expensive repair.__The kitchen does need a further $500 for an exhaust fan and hood over the convection oven

Timber frame building
Already has enough money allocated to close in the top floor
Should gutters be put on? Challenging with roofline..
Mid-week market happens in the building and will be a go again this summer

Generator Hook-up
Identified as a priority because the Community Kitchen needs it to go ahead with opening
Cost estimate $1500 -$2000
Property management team (PMT) has the money for this project already in their budget (approximately $6500 in their account) and is looking for guidance from Council.

Long term "visioning" event this summer
May not know the cost of this event for awhile as planning is still underway
It will be a smaller event than past sessions and not expected to cost very much

Heat Pumps
It was recommended by the energy audit, that a heat pump should be installed in the upstairs of the Commons House. Cost estimate $4000.00

New Digital Meter Hook-up
A proposal has been made to BC Hydro that the digital meters they are now requiring would

be installed near the road, away from the two buildings, which are vulnerable should there be a fire. To further reduce the effect of Electro-Magnetic Radiation we could decide to pay the additional fee for the "radio-off" function on our two meters. .
The estimated cost for this is $4000, but there is a possibility that BC Hydro would help with the cost since their decision to disallow analogue meters for net metering came half-way through the process.
Further discussion is required:
- There is an urgency for the project as we have solar panels that cannot be used until the installation is approved
- PMT recommends putting 'Radio Off' meters be temporarily installed at the house so we can get the solar panels hooked up asap
- An objection was raised to having any 'Radio Off' meters installed at the house

- **Identified Priority Projects**

*Parking
High priority: To get Gertie out of the way of the Community Kitchen
Summer safety for parking needs re: fire hazard of parking on grassy area

*Kitchen
High priority needs $500 to finish
Suggested we go ahead

Signage Less urgency

New Meters
Urgent, but waiting for BC Hydro response to our proposal
Needs more discussion as objection to the project has been raised

Heat Pumps
PMT suggests this project could be put off until next year

*Generator Hook-up
Identified as most urgent project by PMT as it is a requirement to open the Community Kitchen
Estimated cost $1500 - $2000. Can go ahead with existing PMT funding.

- **Allocation of Funds – Decisions made by consensus:**

Kitchen
Proposed $500 be allocated to the Kitchen for the hood and fan needed**.** **Agreed**

Parking
There is already $500 for this project. Gertie will contribute $1000 which would leave a shortfall of $5800
Proposal that the project be broken into stages, with $2,681 allocated from the current fund to

begin the project before summer (fire hazard). This allows $4,181 total to begin the parking project. **Agreed**

Signage - $1,000 remains unallocated, waiting for the decision next Council **Agreed**

Team/Group Reports:

PHC -Louise Amuir reported for Brenda Fowler who had to leave the meeting early
- the new lease was signed on March 31st and PHC is "Very grateful."
- three year lease with an annual review of the rent
- the rent was set at the same reduced rate as last year

Trustees - George Szanto
- Two generous donations from AGES (through Heide):

1. AGES wants to donate $297 a month for the upkeep of the house, specifically to hire someone to do the cleaning
2. AGES is closing down and would like to donate its assets (between $30,000 to $40,000) to the Commons with the request that they be allocated to
    1. paying down the mortgage
    2. cleaning
    3. creating a legacy fund.

See Discussion following Team Reports
next meeting Thursday April 14th at 2:00pm (see full report attached)

TAGS - Kit Szanto
- Meetings every Saturday morning. Daphne eradication continues non-stop!

FMT - Sharon Arnell-
- Seed bank inventory completed in March
- Kitchen garden, planting started broad beans, cilantro, radishes & asparagus are up
- Greenhouse garden starts are in - Leeks, fennel, tomatoes, cabbages, onions and lavender - - - - Little field -garlic is up and doing fine. Majority of the field has been amended with manure and spoiled hay
- Orchard - Judith and Dave have completed the pruning and mowing and mulching is ongoing Renovation of fence project will proceed now Dave is back

-Allotment Gardens -North gardens, South gardens and Namaste have all had their sign ups and first meetings of the year. The pergola in the North garden has been completed.
The South gardeners want to clear brush from outside of the fence. This will require consultation with TAGS (with concern for riparian areas)

- Next meeting Monday, April 25th 9:30 a.m.

Share the Commons - Kit Szanto (see attached)
-Next meeting Wednesday, April 25th 9:30 a.m.

PMT - John Peirce (see attached)
-Next meeting Thursday, April 15th 5:00 p.m.

EVENTS - Judith Roux
- Spring Fair May 7 (see Communique for next meeting date).
- Need for new people to help with planning of the Fairs!

Kitchen Stewards - Charles Silva
- Hilary Peach did a terrific job of doing welding projects for the kitchen and would not accept any payment. The team has put a THANK YOU in the Sounder.
- Kitchen is soon to open!!

Communications - Jinny Hayes
The Kitchens Stewards will submit an article to the Communications team a month in advance of the opening to be approved and then submitted to the Sounder

Covenant - Kay Louise Vincent
- Latest bio mapping happened on March 22nd
- Next meeting Thursday, April 8th 1:00 p.m.

CPR - Louise Amuir
- Team does not agree with spending lots of money on signs and is concerned that the Signage project group had not received their feedback

Long Range Planning - Debra Ferens (see attached)
- will send a letter for Gertie to be included in these minutes
- Next meeting Wednesday, April 7th 2:00 p.m.

Agenda items added:
2. Schedule for next Facilitation of Council:

May and June :	K.Louise and Rebecca.
July and August:	K. Louise and ????
September and October	Jinny and ???
November, December	Deb and Bob A
January, February	Deb and Bob A

3. Geo Caching - Girl Guides are requesting to do a geo caching event on the Commons
It was suggested they coordinate a meeting with TAGS team. (Kit will take this on, giving them a tour of the Commons, including delicate areas to avoid.

DISCUSSION on gift from AGES (founding society of the Commons):
AGES would like to give the Commons $297 per month from one of their remaining projects with a designated purpose: cleaning and maintenance of the house, including the hiring of a cleaner (@ $20 for 2 to 3 hours weekly. We need to let AGES know asap.
Discussion: - We have found it difficult in the past for someone to commit for so few hours.

- We have a history of not having paid employees of the Commons. This would be unusual.
- Note that for the past year, cleaning of the house bathroom has been done by one volunteer who brings her own cleaning supplies. Is this a fair expectation of a volunteer?
- Perhaps use the money for a deep cleaning every 2 -3 months.

Recommended that the Trustees accept the gift with thanks and discuss the conditions with AGES

Next Council: May 3 at 7 pm. Recording team: Grant Writing

Attachments

July 3, 2012 – Council Notes ***Update: April 2016 - Council***

*Proposals for allocation of **50K *** for projects and maintenance on Commons.* Used criteria of Safety, Timing, Visibility, Synergy, Aesthetics, Completion and Green.

ITEMS		BUDGET	SPENT	REMAIN-ING	STATUS	TEAM
TOTAL ALLOCATION as per 1st donor	***49,133.29***					
Deck: estimated to finish:		*5,000*	*5,000*		*DONE*	*PMT*
Community Kitchen (for outside walls, doors)		*25,000*	*25,000*		*Done*	*CK*
Site Map (will need four but one for now)		*2,000*	*86*	*1914*	*In Progress*	*TAGS*
Goat Barn Roof (Temp. solution to leaking roof) 5-10,000?		*10,000*	*8,413*	*1,587*	**DONE*	*PMT*
Sustainability Centre (re finish Timbers, create picnic space)		*2,000*		*2,000*	*In Progress*	*SCT*
Board walk extension (80 feet)		*200*	*200*		**DONE*	*TAGS*
East west Connector		*1,000*	*776*	*224*	*In Progress*	*TAGS*
Woodworking Shop First Aid Kit		*100*	*100*		**DONE*	*PMT*
Entry Pathway (hedge-house)gravel,lighting		*500*	*158*	*342*	**DONE*	*PMT*
Repair Cob Wall		*1,000*	*165*	*835*	*In Progress*	*PMT*
TOTAL		***46,800***	***39,898***	***6,902***		
- Total Allocation 49,133.29						
Remaining for allocation from original amt	*2,333*					

*Funds remaining from completed projects	*1,929*					
2nd Anonymous Donor	*9,389*					
3rd Anon Donor – Operating or projects	*6,559*					
TOTAL FOR ALLOCATION	***20,210***	***20,210***				
Septic Field/Matching Funds to NCF		*8,579*			*DONE*	
Anon Donor (Canada Helps – Jan)		*1,000*	*(parking & signage*			
TOTAL FOR ALLOCATION		*12,631*				
PROJECTS - Allocated February 2016						
Farm Equipment Storage Shed		*1000*				
Property Management Team		*5000*				
Communications Team – Filing Cabinet		*850*				
Covenant Team		*600*				
Total Remaining for Allocation		***5181***				
PROJECTS – Allocated April 5, 2016						
Parking		*2681*	*Total*	*Parking*	*$3681*	
Parking – (Anon Donor – Canada Helps)		*500*				
Signage – (Anon Donor – Canada Helps)		*500*	*Total*	*Signage*	*$2414*	
Community Kitchen – Hood & Fan		*500*				
BALANCE REMAINING		***1000***				

The Gabriola Commons

. . . a place for everyone

March 10, 2016

GERTIE
Gabriola's Community Bus

Attention: Jim Ramsey, (for) GERTIE Management Committee

Dear Jim,

First, on behalf of the Commons Council congratulations to the GERTIE Team for the successful referendum results!

After discussion at the Commons Coordinating Council and with feedback from Commons Teams,
GERTIE's continued presence at the Commons received strong support. The Council strives to also pay close attention to concerns or comments during discussions that contribute to shaping a satisfactory agreement that meets the needs of both groups.

The Gabriola Commons Foundation, which is the team responsible for legal and financial issues will contact you for the formalization of an agreement based on the following factors:

- GERTIE has a "home" at the Commons for up to three years, with the understanding that GERTIE may find a more permanent home during that time.
- The term period begins May/June 2016.
- An annual review will be held at Council with GERTIE representatives to ensure all is going well, any concerns are addressed and the agreement is still working.
- Space required for a fleet of 4 buses includes parking space, office space and storage for waste vegetable oil.
- $1000 per year from GERTIE for office/parking spaces.
- GERTIE to confirm their own insurance coverage.

There are other considerations still under discussion by Council that you should be aware of, as they may become part of the final agreement. These are:

- The need for parking of the buses away from the Community Kitchen. Phase 1 of recommended changes to parking include parking the buses in new spaces above the Sustainability Building and using the west entrance.
- Estimated costs for constructing this parking is $7600. A suggested contribution towards these capital costs from GERTIE would be appreciated ($2000 has been suggested)
- Designing the new parking area to avoid a "bus depot" look and to ensure sharing the

space safely with other Commons users.
- The Commons will be researching any other insurance implications for the Commons with the new parking spaces.
- GERTIE will work with Commons Property Management Team to repair damage to the Workshop roof and the Community Kitchen gutters once buses are in their new location.

Please let me know if any you require any further clarification on the items above before this moves to the Trustees for drawing up an agreement with GERTIE.

The Commons looks forward to the continued successful relationship with GERTIE and value the service offered by the community bus.

Sincerely,

Deborah Ferens
For the Commons Coordinating Council
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Email: debferens@hotmail.com