



## BOARD MINUTES

Swan Lake Christmas Hill Nature Sanctuary Society

Thursday, 23 September 2021

Virtual Meeting via Microsoft Teams 5:30 pm

*The Society acknowledges with respect the Lekwungen peoples on whose traditional lands and waterways we work, and the Songhees, Esquimalt and WSÁNEĆ peoples whose historical relationships with the land continue to this day.*

### **PRESENT:**

Fallon Lindsay (Chair)  
Sharon Daly (Vice-Chair),  
Mary-Ethel Audley (Secretary)  
Hugh Carruthers (Treasurer)  
Carrie Anderson  
Claudia Copley  
Robert Dick  
Rick Marshall  
Christine Morissette  
Kalina Noel  
Jordan Sandwith  
Lynn Young

Staff Members: Cara Gibson (Executive Director)

**REGRETS:** None

**Quorum:** Yes

**MINUTES:** Recorded by Christine Morissette

1. Call to Order: 5:30 pm
2. Territory Acknowledgement: Fallon Lindsay
3. Approval of Agenda:

**Moved by:** Hugh Carruthers

**Seconded:** Mary-Ethel Audley

**Carried**

4. **Motion:** “Minutes of the 28 July 2021 Board Meeting be adopted as presented.”

**Moved:** Robert Dick

**Seconded:** Lynn Young

**Carried**

5. Chair’s Remarks (Fallon Lindsay)

Fallon reminded Directors to complete the Board assessment. It will be used by the Nomination Committee for strategic recruitment of new Directors for the next AGM.

Fallon reminded Directors that all staff and Board issues originating at the Board or Committee level be directed to her for resolution.

Fallon expressed her appreciation to Directors for their input so far in the strategic planning process. Sharon report Committees that provided new content. There was some feedback on the scope of the plan, and Sharon clarified that every direction and action is scalable, and the plan as a whole gives intention to our strategic directions.

6. Executive Director’s Report (Cara Gibson) – report on Teams

Cara referenced her report on Teams, noting specifically the CRD’s decision to widen and provide lighting on the section of the Lochside Regional Trail adjacent to the Nature Sanctuary, and to widen the Lochside Trestle. Directors discussed whether the Board should express its concerns to Saanich Councillors who sit on the CRD Board and Parks Committee.

7. Executive Committee Report (Fallon Lindsay) - report on Teams

8. Treasurer’s Report (Hugh Carruthers) - report on Teams

Hugh reported that the Society will again see a surplus of funds year end. He stressed that project funds should be spent before we go to Saanich Council for our next budget, as any surplus could send the message that we don’t need as much municipal funding as in previous years. It is understood that COVID has had an effect on the availability of supplies and contractors, which puts us behind to some degree.

9. Governance Committee Report (Mary-Ethel Audley)

There were no specific Governance Committee activities to report as the recent meeting focused solely on the Strategic Plan.

10. Ecosystems and Facilities Committee Report (Lynn Young) - report on Teams



Lynn moved and Robert seconded the motion that the Society forward the Nature Sanctuary's 2022 Master Plan to the District of Saanich, and that the Board approve \$5500 for architectural drawings for the proposed Nature House washroom renovations.

11. Community Relations Committee Report (Sharon Daly) - report on Teams

Sharon reported on next steps for strategic planning: look at the infographic again to identify any gaps, reflect on the Society's needs going forward, and provide comments to Sharon for the next Executive Committee by 4 October. The next iteration of the strategic plan will be forwarded to the Board by mid November for a working meeting of the Board on 9 December.

12. Other Business: None

13. Adjournment Regular Meeting: 6:48 pm

14. In Camera meeting call to order: n/a

15. Adjournment In Camera Meeting: n/a

16. Next Board Meeting: Thursday, 28 October 2021



Board Member Name



Board Member Signature