



Toronto Bruce Trail Club  
Annual General Meeting  
Saturday April 17th, 2021  
1:00 P.M.  
Zoom Webinar

**Agenda**

- 1.Call to Order
- 2.Opening Remarks
- 3.Minutes of Annual General Meeting 2020
- 4.President's Report – Graham Allen
- 5.Treasurer's Report – Margaret Corner
- 6.Directors' Reports and Questions
- 7.Report from the Nominating Committee
- 8.Amendments to Constitution
- 9.Presentation of Awards
- 10.Any Other Business

# Board of Directors Annual Report

## Table of Contents

**1. Minutes of Annual General Meeting 2020 – Robert Gillespie**

**2. President’s Report – Graham Allen**

**3. Treasurer’s Report – Margaret Corner**

**4. Directors’ Reports**

4.1 BTC Board Director – Marlis Butcher

4.2 Trail Maintenance Director – Marlis Butcher

4.3 Hiking Director – David Royle

4.4 Land Stewardship Director – Matt D'Oliveira

4.5 Membership Director – Peter Leeney

4.6 Communications Director – David Rowney

4.7 Public Relations and Education Director – Alina Lin

4.8 Landowner Relations Director – Peter Pritchard

4.9 Volunteer Coordinator - Graham Allen

4.10 Halton Hills Chapter- Janet Le Lievre

**5. Nominating Committee Report – David Royle**

**6. TBTC Constitution – David Royle**

## 1.Minutes of Annual General Meeting 2020

### Toronto Bruce Trail Club Minutes

#### 2020 Annual General Meeting

May 23rd, 2020

#### Zoom Webinar

- 1. Call to order:** Robert Gillespie called the 2020 TBTC AGM to order at 1:00 p.m. Robert introduced Jackie Randle, Director Organizational Resources at BTC Head Office who reviewed Zoom Webinar procedures including voting, Q&A and speaker recognition.

Moved by Robert Gillespie, Seconded by Graham Allen,

*That the agenda for the 2020 AGM be adopted as presented*

Motion Carried

**2. Opening Remarks**

Graham Allen welcomed the members to the 2020 TBTC AGM and thanked the Webinar organizers, Jackie Randle and Meghan Croll from BTC Head Office Organizational Resources.

**3. Minutes of the 2019 AGM**

Moved by Robert Gillespie, Seconded by David Royle,

*That the minutes of the 2019 AGM be accepted as presented.*

Motion Carried

**4. President's Report – Graham Allen**

This is Graham's first annual report to the Club as President. Graham thanked the 2019/20 TBTC Directors and sent best wishes of the club to the directors who are stepping down this year: John Grandy, David Tyson, Sarah-Louise Quig and Natalia Svechnikova. Highlights of the past year include:

- Completion of position descriptions for all Board positions
- Beginning upgrades to the club web site and starting a greater club presence on social media
- Beginning an initiative to ensure that the TBTC Board reflects the diversity of the community it serves
- Suspending the hardcopy Footnotes newsletter and upgrading the club e-notes to replace it with special thanks to the e-notes editors, Magdalena Vanderkooy and Wayne Crockett
- Working more closely with BTC Head Office
- Maintaining the hiker initiation program and hike leader training with special thanks to the Hiking Director, David Royle
- Installation of a 10-meter bridge on the main Bruce Trail at Appleby Line with special thanks to the Maintenance Director, Marlis Butcher and the club maintenance volunteers

## 5. Treasurer's Report – Margaret Corner

Margaret reviewed the 2019 Financial Statements

- In 2019 revenues from membership fees were comparable to budget and the prior year.
- Revenues from bus hikes and special events were higher than the 2019 budget and prior year.
- Hikes and special events contributed \$8,318 to the Club's bottom line
- In 2019 expenses were 97% of the amount budgeted due to an increase in the cost of buses and completion of the Appleby bridge being offset by savings from the use of mail chimp to distribute Footnotes and the deferring of the Landowner Appreciation Event.
- The Club's cash position at year end was \$36,133.
- The impact of COVID-19 on the club finances in 2020 has been decreased expenses and revenues including deferring of plans to replace some boardwalks such that the club currently has an operating surplus of \$5,200.

Moved by Margaret Corner, seconded by Marlis Butcher,

*That the December 31, 2019 Financial Statements be accepted as presented.*

Motion Carried

## 6. Director's Reports and questions

Graham introduced the Club's Directors and noted that each director's annual report was posted on the club web site for review 30 days prior to the 2020 AGM. The club member's questions then were addressed in a session led by TBTC Past-President, John Grandy:

Q: How many are logged in to the 2020 TBTC Zoom Webinar? A: 61 are logged in.

Q: What are the locations for camping on the Toronto Section of the Bruce Trail? A: There is one large camping area in Kelso and a small rustic campsite (4-5 tents) in the Terra Cotta Conservation Area at km 40.

Q: Are there plans to start charging for urban hikes? A: No but the plans for holding more urban hikes could increase club revenues by increasing membership

Q: Can we get weekly updates on club events by email? A: E-notes are issued once per month but the Board's 2020 goal is to increase use of social media.

Q: When will the hiking program restart? A: The hiking program is scheduled to restart on July 1 with loop and there & back hikes only, i.e., no car-pooling. Offered hikes will be for BTC members only. Registration will be on-line only. Urban hikes will be limited to 20 people and all other hikes to 10 people.

Q: Will there be more urban hikes? A: Yes, and we are looking to reinstate "slow-poke" hikes.

Q: Will there be senior hikes? A: The club prefers offering diverse group hikes for all ages.

Q: Did the government close trails? A: The government did not close trails. BTC followed the approach taken by conservation areas and provincial parks based on their medical professional recommendations.

Q: How is COVID-19 affecting BTC? A: BTC HO is closed. Trail maintenance has come to a halt. Trail Captain trail inspections are about 2 months behind schedule.

Q: How can TBTC encourage younger members? A: We are raising TBTC presence on social media and we are encouraging younger volunteers on the TBTC Board. Hike leader training is recruiting younger people.

Q: How will Meetup be used when restarting will be members only and many of those using Meetup are not members? A: The use of Meetup has increased TBTC membership; however, safety and security is our primary objective. TBTC will open hikes to non-members at the appropriate time.

Q: How does TBTC handle new members who do not have an email address? A: If a new member does not provide an email address then they can get club information by checking the club web site.

Q: What is the Board vision of the TBTC for the next 5 years? A: The Board priorities are: 1) support BTC "preserve ribbon of wilderness", 2) inclusivity and diversity, 3) attract younger membership and 4) digitally nimble such as on-line registration/waiver.

Q: Will there be hikes in June? A: No, restart is scheduled for July 1.

Q: Can we get a badge for younger hikers? A: This will be discussed at the next hike leaders meeting.

Q: Urban hikes should start in parking lots to avoid public transit. A: Excellent suggestion.

## 7. Nominating Committee Report – John Grandy

John Grandy presented the Nominating Committee slate of fourteen members for the Toronto Bruce Trail Club Board for 2020-21:

### Returning Board Member Nominees:

<u>Name</u>	<u>Position as of May 2020</u>
Graham Allen	President
Marlis Butcher	BTC Director from TBTC; Trail Maintenance Director
David Royle	Vice President, Hiking Director
Robert Gillespie	Secretary
Orest Nahacziwec	IT Director
Peter Leeney	Membership Director, interim Chair Land Management Committee
Alina Lin	Public Relations and Education Director
Janet McColeman	Director-at-large, Bookkeeper
Janet Le Lievre	Chairperson Halton Hills Chapter

First-time nominations to the Board for 2020-21 (and the positions they are interested in):

David Rowney	Communications Director
Margaret Corner	Treasurer
Juliet Williams	Special Events Director
Matt D'Oliveira	Land Stewardship Director
Mario Rigby	Director-at-large

Special thanks to those who served during the past year but are not returning:

John Grandy	President
David Tyson	Chair Land Management Committee
Sarah-Louise Quig	Treasurer
Natalia Svechnikova	Director-at-large

Moved by John Grandy, Seconded by David Royle,

*That the slate of fourteen members be elected to the Board of Directors for the year 2020-2021.*

Motion Carried.

**8. Amendments to Constitution: None**

**9. Nina Carlisle Award and Todd Bardes Award for Volunteer Service**

The Nina Carlisle Award is given annually to a long-standing volunteer who is active in the activities of the Club. This year the recipient of the Nina Carlisle volunteer appreciation award is Vladimir Bosnar for his work as a Land Stewardship Director, co-founder of the Conservation Committee, and many other roles as a long-term member of the Board. The Todd Bardes Award was not awarded in 2020. Marlis Butcher awarded the trail captain service year awards and awarded the Trail Maintenance Volunteer of the year award to Jude Keast

**10. Other Business: None**

**The meeting adjourned**

**at 2:10 p.m.**

**Minutes by**

**Robert Gillespie**

## **2. President's Report – Graham Allen**

2020 has been an extraordinary year which has shown the adaptability and resilience of the TBTC community. At this time last year, we were in lockdown and many, including myself, thought COVID-19 would be a relatively brief affair. Here we are a year later for our second virtual AGM.

I would like to acknowledge the hard work and dedication of the TBTC Board of Directors, many of whom fulfil dual roles on the board and for the BTC. Current board members include Marlis Butcher, Margaret Corner, Matt D'Oliveira, Robert Gillespie, Peter Leeney, Alina Lin, Janet Le Lievre, Janet McColeman, Orest Nahacziwec, Mario Rigby, David Royle, David Rowney and Juliet Williams. Without their hard work many of the club activities would not occur. You can read about their accomplishments in the attached reports.

This year we are saying goodbye to board members Robert Gillespie, Peter Leeney, Janet Le Lievre and Mario Rigby. I have appreciated their contributions. I would like to particularly acknowledge Peter Leeney's assistance during my transition to your club President.

Despite COVID the board accomplished many things.

- we launched our new website under the leadership of David Rowney, Communication Director, and team.
- we introduced a new Youth Hiking Badge, an initiative led by Alina Lin, Director Public Relations and Education, to encourage the next generation of hikers.
- we sponsored a design contest for a new Winter End-to-End Hiking Badge. which was won by Shawna Reeve. The first badge was awarded in late December. Thanks to David Royle, Vice President and Hiking Director for leading this initiative.
- we converted our accounting to the BTC Sage system and moved our banking to Meridian Credit Union. This move allowed us to start receiving e-transfers from hikers. Thanks are extended to our Treasurer Margaret Corner for managing these transitions.

As you can see from the Treasurer's report the club's finances are in good order - though revenue has been negatively impacted due to the pausing of our bus hikes and special events including the annual End-to-End.

During the year, the nine member clubs continued to meet quarterly via Zoom with Michael McDonald, BTC CEO, to discuss common issues and share best practices.

In March our board meetings went to Zoom. While we were not able to meet in person the business of the TBTC continued to be carried out.

At the BTC AGM in October 2020, the Club received the Phillip and Jean Gosling Award for the replacement of the 10m long footbridge at the start of the Toronto section, between Appleby and Campbellville Roads. This work was completed in the previous year by a dedicated crew of volunteers. The award recognizes projects that improve the environmental quality of the trail, reduces the impact on the environment or helps hikers get across difficult areas such as streams and wetlands.

On behalf of the Board, I would like to thank the members for their continued support of the Toronto Bruce Trail Club and the Bruce Trail Conservancy especially during this challenging year.

I look forward to a time when we can again meet in person, to celebrate the many achievements of the Toronto Bruce Trail Club.



### **3. Treasurer's Report – Margaret Corner**

The year ended December 31, 2020 was a successful financial year for the Toronto Bruce Trail Club as you will see in the attached financial statements and highlights detailed below.

#### **Statement of revenue and expenses**

Membership fee revenues were \$1,000 over budget and comparable to the 2020 actual amounts. Due to COVID 19 we were not able to hold as many bus hikes and special events as we had planned. These hikes were successful fundraising events for us in the past. The Club had budgeted for these events to resume in the fall of 2020 which unfortunately did not happen. Accordingly, both revenues and expenses are below budget and the previous year's figures in these categories. Net of expenses hikes and special events contributed \$1,647 (2019 - \$8,638) to the bottom line.

Even though the trail was closed for two months, there were a lot of hikers out on the Toronto section of the trail. A record number of independent end-to-end badges were issued. 258 (2019 -186) end-to-end badges were issued and 32 (2019 – 16) side trail badges were issued during 2020. Several of these hikers made generous donations to our Club.

Badge expenses reflect the introduction of two new hiking badges this year - the winter end to end badge and the youth badge.

Trail maintenance expenditures were well below budget due to the trail being closed for two months and the lack of available lumber. There were no special maintenance projects undertaken this year whereas last year a new bridge south of Campbellsville Road was constructed. The Club purchased a battery-operated weed trimmer this year to help with trail maintenance. Trail equipment purchases are over budget due to an unbudgeted purchase of a reciprocating saw for \$275.

One of the Club's major undertakings during the past year was the updating of our website. It had been several years since the site had been upgraded and accessing the old website on a mobile phone was very cumbersome. Our new website was successfully launched in early 2021 and accounts for many of our web expenses in 2020.

COVID19 also resulted in the Club cancelling our landowner's dinner for which we had budgeted \$5,000.

Our surplus for the year was \$4,093 which included a \$10,466 donation to the BTC.

#### **Statement of Financial Position**

The statement of financial position shows the Club in to be in an extremely healthy financial position. As of December 31, 2020, the Club was holding \$38,756 in cash. Receivables include December membership and trail maintenance fees owing from the BTC and HST owing from the government. Receivables have decreased from the prior year as we no longer have advertising revenue receivables with the discontinuation of Footnotes. Prepaid expenses include the two payments made to the Kortright Centre which will be applied towards our next Annual General Meeting scheduled to be held in

April of 2022 as well as some t-shirts that were ordered for the Hiker's Initiation Program planned for some time in 2021.

The payable to the BTC relates to the \$1 donation collected from hikers on bus and special event hikes that will be forwarded to the BTC in the new year. This payable has decreased significantly from the prior year due to a decrease in bus and special event hikes held during 2020.

**Toronto Bruce Trail Club**  
**Statement of financial position**  
as at December 31, 2020

	2020 \$	2019 \$
<b>Assets</b>		
Cash	38,756	36,113
Accounts receivable	3,700	5,257
Prepaid expenses	3,226	4,002
	<b>45,682</b>	45,372
<b>Liabilities</b>		
Accounts payable	104	1,095
Due to the Bruce Trail Conservancy	466	3,258
	<b>570</b>	4,353
<b>Net assets</b>	<b>45,112</b>	41,019
	<b>45,682</b>	45,372

## Toronto Bruce Trail Club

### Statement of operations and changes in net assets

year ended December 31, 2020

	Note	2020 Budget \$	2020 Actual \$	% Annual Budget	2019 Actual \$
<b>Revenues</b>					
Memberships	1	26,700	27,790	104%	27,856
Trail fees	1	1,500	1,865	124%	1,697
HST rebate	1	800	1,703	213%	831
Hike revenue (schedule 1)		23,600	15,957	68%	72,690
Events (schedule 1)		14,500	8,050	56%	20,985
Donations		700	747	107%	3,258
Advertising		-	-		6,948
Annual general meeting		-	-		1,500
		<b>67,800</b>	<b>56,112</b>	<b>83%</b>	135,765
<b>Expenses</b>					
Hike (schedule 1)		21,920	14,419	66%	67,858
Events (schedule 1)		12,860	6,251	49%	17,179
Web expenses		12,000	11,535	96%	2,074
Trail development and maintenance					
Supplies		7,126	1,979	28%	2,032
Equipment		1,744	1,919	110%	847
Storage		1,592	1,640	103%	1,592
Special projects		-	-	-	2,814
Annual general meeting		-	79		7,562
Advertising/ publicity/ E-notes		2,410	1,565	65%	-
Office and general		1,300	1,333	103%	1,231
Non-annual general meeting expenses		1,130	396	35%	759
Bad debt expense, donation made to BTC in lieu of payment		-	244		-
Bank charges		260	143	55%	256
Landowner relations		5,000	50	1%	35
Halton Hills chapter		250	-		-
Newsletter					
Production		-	-		8,816
Distribution		-	-		564
Biodiversity team		-	-		970
		<b>67,592</b>	<b>41,553</b>	<b>61%</b>	114,589
Excess of revenue over expenses before the undernoted		208	14,559	7000%	21,176
Donations to the Bruce Trail Conservancy		15,000	10,466	70%	38,258
Excess of (expenses over revenue) revenue over expenses for the year		<b>(14,792)</b>	<b>4,093</b>	<b>-28%</b>	(17,082)
Net assets, beginning of year		41,019	41,019		58,101
<b>Net assets, end of year</b>		<b>26,227</b>	<b>45,112</b>		41,019

Note 1 - These items are transfers from the Bruce Trail Conservancy

**Toronto Bruce Trail Club**

**Schedule 1 - Revenue and expense details**

year ended December 31, 2020

	2020 Budget \$	2020 Actual \$	% Annual Budget	2019 Actual \$
<b>Hikes</b>				
Revenues				
Winter ski coaches	13,000	13,087	101%	14,735
Bus hikes	10,000	1,036	10%	50,317
End to end	-	-		5,720
Badges	600	1,834	306%	1,108
Other	-	-		810
	<u>23,600</u>	<u>15,957</u>		<u>72,690</u>
Expenses				
Winter ski coaches	11,400	11,432	100%	12,772
Bus hikes	9,500	1,043	11%	48,101
End to end	-	-		2,532
Badges	-	963		3,042
Hike leader training	750	702	94%	1,145
Meetup, Hike line	270	279	103%	266
	<u>21,920</u>	<u>14,419</u>		<u>67,858</u>
Net	<u>1,680</u>	<u>1,538</u>		<u>4,832</u>
<b>Events</b>				
Revenues				
Hiker initiation program	-	-		290
Val David	8,000	8,050	101%	8,240
Kingston	-	-		6,040
Peninsula	6,500	-		6,415
	<u>14,500</u>	<u>8,050</u>		<u>20,985</u>
Expenses				
Hiker initiation program	-	-		560
Val David	6,250	6,251	100%	6,251
Kingston	-	-		4,625
Peninsula	5,000	-		5,067
Bruce trail day	500	-		-
Earth/ Biodiversity day	1,000	-		566
Hike-a-thon	110	-		110
	<u>12,860</u>	<u>6,251</u>		<u>17,179</u>
Net	<u>1,640</u>	<u>1,799</u>		<u>3,806</u>

## **2021 Budget**

The Board of Directors met in January to review the various board member/ committee submissions and a draft budget.

The 2021 Budget forecasts a small surplus of \$1,270 which includes a donation of \$5,000 to the BTC. We have not budgeted for any major fundraising events in 2021.

We have budgeted \$18,065 for trail maintenance expenses. Special projects included in this category are the replacement of the boardwalk west of the 6<sup>th</sup> line and the inspection of the Dufferin Quarry Gap bridge.

We have also budgeted \$7,000 for web expenses. This will cover the costs of completing the launch of our new website that was started in 2020, annual maintenance costs, integration with the BTC online calendar/ registration system as well as a payment system.

The 2021 Budget was approved at the February 16th, 2021 Board meeting.

## **4. Director's Reports**

### **4.1 BTC Board Director – Marlis Butcher**

Each of the Bruce Trail's nine Clubs recommends a member to sit on the BTC's 19-member board. The BTC board is responsible for the overall governance of the organization, including oversight of Management and the effective stewardship of BTC financial resources. In general, its responsibilities are strategic in nature and focus on decisions that affect BTC's relationships and long-term sustainability and recognize that operational decisions and activities are the responsibility of the BTC management.

I have had the privilege of being the BTC board director from the Toronto Club for the last five years, and four previous years as a BTC board director as well. During my tenure from 2011 to 2021, I contributed to the growth of the BTC:

- Optimum Route secured from 48% to almost 69%
- Total Assets (primarily land) from \$10 million to \$43 million.
- Land secured from 7,500 to 16,000 acres
- Membership from 8,500 to 12,000

Now I have reached the maximum nine years on the BTC board and must step down so that others might have the opportunity to support the organization to

*Preserve a ribbon of wilderness, for everyone, forever.*

Thank-you,

## **4.2 Trail Maintenance Director – Marlis Butcher**

The big news in 2020 was of course COVID-19. The pandemic affected trail maintenance activities in some unexpected ways: Early in the year our volunteers were not allowed onto the trails; then being bored at home volunteers were eager to help more than ever. Also, a shortage pressure-treated lumber and the resulting inflated prices thereof, caused us to defer some major structure replacements. So instead, we took advantage of the opportunity to get many other repairs done, including:

- Trail Captains cleared their trail sectors, trimmed branches, cut grass and weeds, removed litter, repainted blazes, and filed 3 Trail Status Reports each.
- Major repairs to the side logging on the Credit Valley Footpath.
- Major repairs to 2 sets of lost stairs on the Great Esker Side Trail.
- Repairs of the stairs on the Irwin Quarry Side Trail.
- Moved 710 meters of main trail off Highway 7, to under the hydro lines parallel to the highway. This reroute included building a 5m long footbridge.
- Installed “Follow the Blazes” signs in and around the conservation areas, so that novice hikers know what the blazes mean.
- Rerouted part of the Terra Cotta Side Trail at the request of the Credit Valley Conservation Authority.
- Reblazed the Vanderleck Side Trail between 15<sup>th</sup> and 17<sup>th</sup> Side Roads.
- Installed steppingstones on wet section of the Canada Goose Side Trail.

### **Just the stats:**

The Toronto Bruce Trail Club has

- 50.3km of main trail
- 66.1km of side trail: 26 side trails
- 56 trail sectors of 0.5 to 5 kilometers, each maintained by a Trail Captain
- 162 Trail Status Reports submitted by Trail Captains to the BTC
- 38 Trail Maintenance volunteers who worked on

<b>Tasks:</b>	<b>Building &amp; Repairing Structures</b>	<b>Chain sawing</b>	<b>Mowing Grassy Trails</b>	<b>Building New Trails</b>	<b>Installing Donor Plaques</b>	<b>Misc. Other Work</b>	<b>Total</b>
<b># of Work Parties:</b>	36	35	11	9	3	48	<b>142</b>
<b>Total Hrs Worked:</b>	301.5	217	121	93.5	30	260.3	<b>1023.3</b>

A big THANK-YOU to all our hardworking volunteers:

### **Trail Captains, co-ordinated by Rose Mary Mitter are:**

Christine Curry & Tim Janes & Kelly Schwieg, William Hamilton, Reg & Colette Crosgrey, Meghan Croll, Zack Carlan & Sydney Bracken, Veronique Habel, Neal Stein, Linda & David Noble, Peter & Gail Pritchard, Connie Soros & Mark Pottruff, Vladimir Bosnar, Pat Ferris & Sara Maedel, Janet McColeman, Jacques & Karen Martin, Paul Vanhanen, Adam & Katherine McCormack, Rose Mary Mitter, John Cunningham, Shimeem Al-Ayash, Brain Morrell, Shawn McDonald, Lois Bastell, Ian Grindall, Andre Rudnicky, Imelda &

Ernie Fullante, Pamela Newson, Carmen Braund & Don Beatty, Jude & Helen Keast, David Rowney, Badar Bashir, Janet Lelievre, Angelika Sommer, Steve & Julie McCallum, Patti Guminny, Laurent Thibault, and Dave Tyson.

Trail Maintenance volunteers include:

Rose Mary Mitter, Dave Paape, Paul Vanhanen, Don Sargent, Sara Maedel, Lois Bastell, Laurent Thibault, Neil Stein, Matt D'Oliviera, Pete Pritchard, Gail Pritchard & family, Dave Martin, Jude Keast, Andre Rudnicky, Ian Grindalls, David Noble, Angelika Sommer, Peter Kahn, Brad Bennett, Connie Sorros, Monica Winnett, Jerry Winnett, Brian Winnett, David Rowney, Badar Bashir, Sharon Kerr, Elizabeth Garel, Riley Bastell, Martin Butcher, Sue Neal, Hugh Hyndman, Michael Topel, Shimeem Al-Ayash, Peter Leeney, Carmen Braund, Byron Guptall, and myself.

I have enjoyed my five years as the TBTC's Trail Director. I have learned and accomplished a lot, but most of all, I have enjoyed working with so many talented volunteers. At my term limit, I now pass on this position to a new Trail Director to continue developing and maintaining our wonderful main trail and all our interesting side trails. Thank-you,



### **4.3 Hiking Director – David Royle**

The pandemic has presented many challenges. During these challenging times we have adapted our Hiking Program. On returning to guided hikes in July, hike leaders enhanced our health and safety protocols by adhering to a maximum of 10 hikers. This was in line with government guidance. By doing so, we kept the disruption to a minimum while maintaining the spirit of our group hikes. In the Fall the maximum was increased to 30.

While health care is obviously essential, so too is our social well-being. This is where being outdoors has played a critical role. I can attest to the adaptability and creativity of our hike leaders in finding ways to bring people together and reduce our sense of social isolation. Their consummate goodness, decency and generosity is acknowledged. Some hike leaders joined together and organized two hikes starting from the same trail head: this proved popular.

Many thanks to the following 26 hike leaders who led hikes July – December 2020.

Ray Berzins	Glynn Richardson
Alex Brown	Marie-Josée Roy
Camara Chambers	Mohamed Shafiq
Tanya Cora	Tessa Shelvey
Wayne Crockett	Taizo Shinkoda
Mike Dehsi	Tom Swales
Barbara Euler	Kadhim Taki
Martina Furrer	Victor Ramautar
Johanna Lanfranco	David Royle
George Lennon	Ruth Zimmerman
Alina Lin	Charles Whitlock
Fayaz Mahmood	
Danny Pivnick	
Andrew Proczek	

## **Car Hikes**

Car hikes again counted for more than half of all the hikes listed. These outings traversed the length of the Bruce Trail as well as portions of many other trails. While the club does not collect the numbers attending car hikes, we could estimate based on a sampling at about 15 people per outing suggesting that near 400 were out on the trail in these groups.

## **Urban Hikes**

The urban hikes in the schedule drew more than 80 people. Many urban events are more like outings and there is obviously a constituency for this type of activity.

## **Ski and Snowshoe Program**

Martina Furrer the TBTC Winter Ski and Snowshoe Coordinator crafted an outstanding Ski and Snowshoe Program.

Martina scheduled 10 Saturday trips from January 4 to March 14. Eight were a great success, with many happy skiers and snowshoers. Unfortunately, we had to cancel the January 11 trip due to a rain and freezing rainstorm, and the March 14 trip (the last trip of the season) due to low registration and poor conditions. Three of our trips were full. Season totals: 448 full seats and 8 empty seats. We made an average of \$276 per trip. We were able to collect payments from some of the members who cancelled at the last minute.

Many thanks to our awesome snowshoe hike leaders!

Sophie Chuchra

Tanya Cora

Ed Brown

Wayne Crockett

David Royle

Duro Vukman.

A super special thanks to Shaya Petroff who collected the fees on most trips.

### **Ski and Snowshoe Day Trip Notes**

On January 4, we were scheduled to go to Scenic Caves. Conditions at Scenic Caves were poor so we went to Highlands Nordic instead. We offered a guided snowshoe hike on the Bruce Trail which our members really enjoyed. The skiers enjoyed the trails at Highlands as usual. We rescheduled our visit to Scenic Caves and our potluck party for February 8.

On January 18, the skiers had a fabulous time at Horseshoe Resort while the snowshoers had an awesome back-country adventure at McCrae Lake Wilderness Preserve with hike leaders Duro and Wayne. Participants were incredibly happy with this outing.

On February 8, a perfect winter wonderland welcomed us at Scenic Caves. After a super day of skiing and snowshoeing we enjoyed our potluck party in the log cabin where we welcomed new members and caught up with old friends.

On February 15, the skiers had a fabulous time at Horseshoe Resort while those who joined the guided snowshoe hike had a great time with Tanya and Wayne discovering the Friends of the Copeland Forest's trails in the north end of the Copeland Forest. Those who attended really enjoyed this outing and the hike leaders said they would like to repeat this snowshoe hike in 2021.

Al Brown was scheduled to lead the snowshoe hike at Arrowhead on February 22. Al was unable to come due to a back injury. David stepped in at the last minute and he and Ed did a great job.

On February 29, we returned to Scenic Caves. Sophie and Wayne offered two guided snowshoe hikes, one at a moderate pace and one at a slightly faster pace. After a super day of skiing and snowshoeing the group gathered in the log cabin for our season ending potluck party. Thanks to the TBTC board for the wine and beer, and thanks to all the participants for the delicious treats. On the drive home Barbara and our awesome driver, Fred Wachta, took us on a special excursion in search of Snowy Owls. We found four!

### **Winter Weekend Trip to Val David**

Our weekend trip to Val-David (the Toronto Bruce Trail Club's forth) was also a success. We were super lucky with the weather, and snow conditions were good. The trip was sold out and those who attended

enjoyed good food, good company, and amazing winter adventures. We changed things up and spent one day exploring the trails in nearby Sainte-Agathe-des-Mont.

### **Planning for 2022 Winter Ski and Snowshoe Program**

We hope to offer ten-day trips and a weekend trip. Based on the survey conducted in 2019 Arrowhead Provincial Park, Highlands Nordic and Horseshoe Resort are our members favourite destinations. Members are interested in back-country/wilderness snowshoe trips. Hopefully we can repeat the McRae Lake outing in 2022 and add a few others like it. Several people suggested we add Georgian Nordic to the schedule. If we can find good snowshoeing near Georgian Nordic and a willing leader, this would be a welcome addition. The parties were well received and will be repeated in 2022. A few leaders who volunteered to lead trips in 2019 were not available in 2020. Hopefully Barbara Euler and Marie-Josée Roy will return to our team in 2022.

### **We need more snowshoe hike leaders and bus captains!**

We are hoping that after completing hike leader training in 2021, we could welcome regular snowshoers Lisa Lifshitz, Mick Carberry, and Roland Mark to our team in 2022! We really need more snowshoe hike leaders/bus captains!

There is interest in a return trip to Val-David in 2022. If scouting is possible (uncertain at this time due to the Coronavirus pandemic) Martina would like to switch things up and research alternative destinations such as Gatineau Park, Saint-Donat, or the Eastern Townships. Or, at the very least, pre-hike Mont Kaaikop and add this adventure to the Val-David itinerary.

### **Nurturing Diversity and Inclusion**

The Club continues to be involved in community programs this year. George Lennon, one of our hike leaders, introduced a group of Newcomers to Canada to the spectacle of observing raptors migrating through our city. This walk came about through a partnership with the Centre for Immigrant and community Services (CICS) and is one of the ways in which our Club is nurturing diversity and inclusion in its programming and leadership.

In appreciation to all our hikers and hike leaders! David Royle

#### **4.4 Land Stewardship Director – Matt D'Oliveira**

With updated COVID guidelines the land stewardship team has been quiet for the second half of 2020. Only minor concerns from land stewards have been reported mostly concerning signage, property boundaries or small amounts of garbage.

##### **Reporting 10 of 14 annual reports:**

McKague: evidence of minor campfire

Speyside Sanctuary: unable to locate southern survey stakes

Opavsky: one survey stake missing at 3rd line and 17 SR road allowance

Speyside Woods: no signs of recent ATV use on property after spring surge

Sinclair: new signage ordered for this property

Hammer: no signs of unauthorized use

Springle: biodiversity team items cleaned up

Lan Kwan Sum: trail entrances missing Land Stewardship signage

Weiser: property boundary marker not found at north end; more signage needed?

Kerr: reattach sign to stake in NW corner, decide which signs be posted on property

##### **Unreported:**

Robertson, Hardy, Maple Ridge, Cunningham (inspected but not yet officially reported)

##### **Summer / Fall 2020 Work Parties**

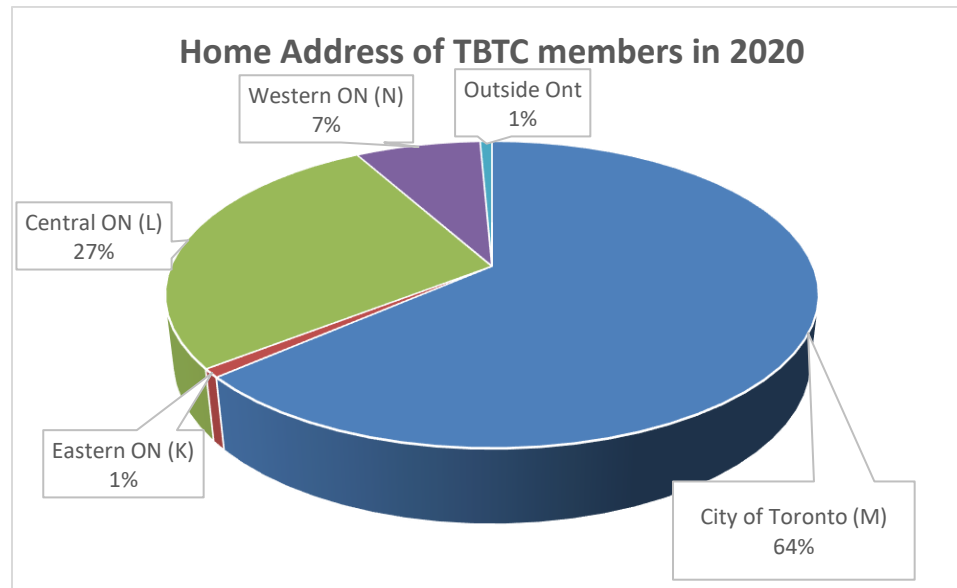
Walk through with Ron Granger on Cunningham property in summer as he takes on Land Steward role.

Work party completed in November 2020 with Ron Granger (Cunningham Land Steward) and Nancy Tilt (Opavsky Land Steward) on Speyside Woods/Sanctuary and Opavsky properties. Several "Bruce Trail Managed Land" signs erected and updated. Property boundaries located and T-bars with yellow markers put in place. Completed tasks requested from Adam and Brian from head office and helped deter ATV use on Bruce Trail lands.

## **4.5 Membership Director Report – Peter Leeney**

### ***Where do Toronto Club members live?***

The chart below is based on the Postal Address Code of members:



**City of Toronto “M”** – has remained constant over the years at just under 2/3 of total members.

**Central ON “L”** – (Brampton, Georgetown, Burlington, Milton, Oakville, Mississauga, Hamilton). Since 2008 the proportion of members from PAC “L” has declined slightly from 29.1% to 27.4%.

**Eastern ON “K”** – Ottawa and area has remained constant at just under 1%.

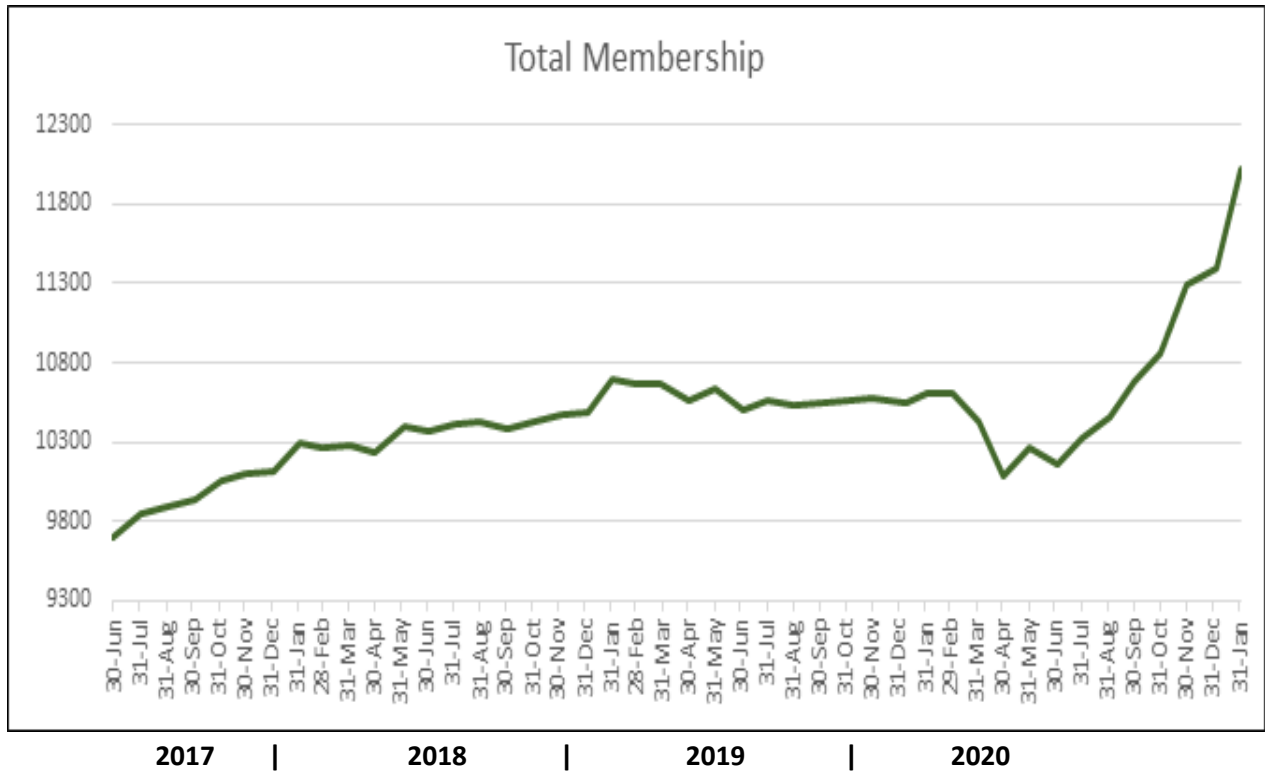
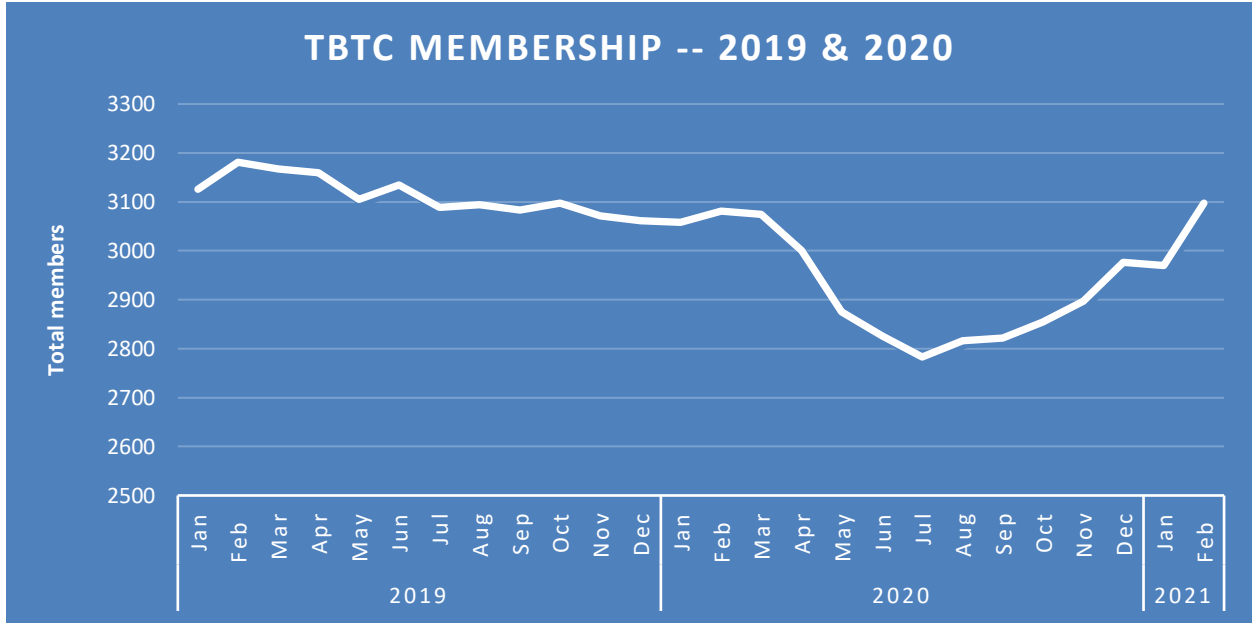
**Western ON “N”** – (Guelph, Kitchener-Waterloo, Cambridge). This area has increased significantly over the last 12 years, from 154 members in 2008 (5% of total) to 224 members in 2020 (7.4% of total).

### ***What is happening with membership in the Toronto Club?***

At the end of 2019, thanks to the efforts of former Membership Director, Alina Lin, and her diligent use of social media, our membership was near 3200 and heading up but we experienced a marked decline beginning in April of 2020. By June of 2020, our membership was 10% below June of 2019. Oddly enough, seven of the other nine clubs experienced significant *increases* over the past summer. The only other Club that reported a decline (-4%) was Iroquoia – also a Club located in a large urban area. Since the low point on July 1 membership has picked up so we are currently 1% above the total in February of 2020 for a total of 3097. The first graph below shows Toronto Club membership over the last two years.

The year 2020 has been a difficult time but despite that, membership for the BTC is at a record level: **12,015** as of February 1, 2021. The second graph below shows BTC membership since June of 2017.

As of April 2021, I am pleased to pass on the Membership role to our new Director, Louise Kent.



#### **4.6 Communications Director – David Rowney**

As was mentioned in last year's AGM report, modernizing, improving, and integrating our communications tools has been a priority. This journey started in December 2019 with the monthly digital newsletter, E-Notes, launched and managed by editors Wayne Crockett and Magdalena Vanderkooy. E-Notes has over 5,700 readers and its reach has increased by 9% over the past year. We thank Wayne and Magdalena for their stewardship of this successful newsletter.

#### **SOCIAL MEDIA**

Many of our Club members are becoming more social media savvy and our team has sought to improve our on-line presence using Facebook, Twitter, and Instagram. Through the efforts of Alina Lin (Facebook), David Rowney (Twitter) and Krisha Arbour (Instagram) we have nearly 6,000 followers and we are posting an average of three times a week, per channel. Compared to the previous year, this is a 64% increase. Facebook following is up 11% and Instagram following is up 40% from last year. Our engagement with members continues to be strong with our second Facebook Group – Share Your Hike, which has 207 participants who are posting photos and comments. Through the social channel, Meetup, the Club has 245 photo albums and there are 2,977 participants who can post comments or ask questions to hike leaders. Thank you to Alina Lin for managing Share Your Hike and Meetup.

#### **NEW WEBSITE**

A redesign of your website has been a major focus to make the site easier to navigate, modernize its look and feel, and be mobile-friendly. The site was launched in early January, thanks to efforts of our Club's web task force which included Orest Nahacziwec, David Rowney, Juliet Williams and Alina Lin, advised by President Graham Allen, VP and Hiking Director David Royle and Treasurer Margaret Corner. The web designer/developer Adwebcom was chosen after a competitive bid process involving seven companies. Adwebcom was able to deliver a site that is visually appealing and reflects our intention to better educate, inform and inspire site visitors. We would like to acknowledge and thank volunteer Stephen Kamnitzer who has done so much over the past 20 years to create and manage the "member-only" document section, the previous website, and hike registration system.

#### **FUTURE GOALS**

One of the Club's objectives this year has been to provide an on-line payment and updated registration system for bus trips and winter coach excursions. After exploring several options, in March 2021, the Board accepted a proposal from the Bruce Trail Conservancy to create a payment system for us. The completed calendar and registration should be ready in late spring. This will unify our hike registration and payment systems with other Bruce Trail Clubs. Additionally, it will reduce costs for our members. Built on a common software platform, we will be able to make additional customizations for hike registrations in the future, if required. Thanks to Hiking Director David Royle for his leadership and involvement with this important project.

The team also intends to increase its video content on our new YouTube channel, seek out opportunities for advertisers and evaluate data more fully to improve our types of messages and participation. A new



electronic document management system has been created and will be improved to organize our archived files and materials used primarily by board members.

David Rowney, Director Communications  
Orest Nahacziwec, IT / Web Coordinator

#### **4.7 Public Relations and Education Director – Alina Lin**

The social-distancing featured 2020 has presented challenges to the relations building with the nature and the community. Nevertheless, we have taken opportunities to design new program, experiment new initiatives and explore new ways to connect, communicate and engage our members, volunteers, and the public.

#### **“Showcase the Bruce Trail” Photo Sharing Campaign**

To keep the community sentimentally engaged and connected to the Bruce Trail during the lockdown, we launched “Showcase the Bruce Trail” photo sharing events in March and April to encourage hikers to share their favourite pictures of the Bruce Trail. The campaign was hosted on TBTC Meetup and promoted through website, E-notes, and Facebook. 12 galleries were created, one for each of the 9 Bruce Trail Clubs and three for Oak Ridges Trail, Ganaraska Trail and Grand Valley Trail with intention to help promote our sisters’ trails.

Close to 500 photos were submitted, creating a big gallery for our social media and website to use in the future. A series of 12 “Picture of the day” posts were created on TBTC Facebook page to showcase some selected photos, which have collectively reached over 8,000 people.

#### **Young Education Program and Event**

##### **Youth Hiker Badge**

Youth education is part of the strategy to preserve the green ribbon forever. To show the Club’s commitment in nurturing the next generation for the Bruce Trail, we launched the Young Hiker Badge in Dec. The badge design highlights the nature, the blaze, the hikers, and the inclusion of the community, and was widely acclaimed by the members and even by the other club. The badge is offered to all eligible young hikers as an award without badge fee and is the first free badge among all Bruce Trail’s club. The badge was a huge success with 22 being dispensed within the first two weeks after launch.

Thanks to our volunteer designers Fred Berktin and Shawna Reeve.

##### **Girls Guides Virtual Talk**

We offered an information session at the Girls Guides virtual meeting attended by over 50 Guides and Guiders from units in GTA. The Club's President Graham Allen made a presentation on the stories and features of the Bruce Trail and Alina Lin introduced Youth Hiker Badge program. The virtual session was very well received, and Guiders have expressed high interest in co-hosting hikes with the Club in the future.

### **Community Education Event**

Diversity is our strength and we have been exploring the opportunities to bring the Bruce Trail to different ethnicity groups. In December we offered a virtual information session in Cantonese to Markham Wesley Center, talking about the Bruce Trail and winter hiking. The session was a success with close 90 people attendees and a lot of questions being asked and addressed.

### **Zoom Virtual Urban Hikes**

To provide members and the public information of self-guided hiking in the city, we hosted two virtual urban hikes to share some popular and hidden trails in GTA. Found hike leaders, Tom Swales, Wayne Crockett, Camara Chambers and Danny Pivnick were invited to present their favourite urban trails including route maps, photos, attractions, etc. The two sessions were attended by a total of twenty people.

### **Social Media Engaging Improvement with Videos and Group**

To diversify the content and engage followers, we have been adding small video footages to the Facebook page. A handful of videos were created to feature volunteers, trail attractions and hiking activities, which proved effective in increasing the engagement.

We also created a “Toronto Bruce Trail Club – Share Your Hikes” Group under the Facebook page to provide a place for followers to share photos and stories of hiking. The Group has 559 members as of now and has become a complementary page to the Toronto Bruce Trail Club home page.

#### **4.8 Landowner Relations Director – Peter Pritchard**

**“The Landowner Relations Director shall be responsible for maintaining good relations with landowners; and shall be responsible for maintaining the Club’s landowner inventory.”**

In the Fall of 2020, Paul Vanhanen stepped down in this role and I subsequently assumed the role. I would like to thank Paul for all the work he has done over the past number of years.

As with many things, this past year was made much more difficult due to COVID. Highlights are as follows:

- Reported on landowner issues at monthly LMC board meetings via Zoom
- The landowner appreciation dinner at Eagle Ridge Golf Club has been deferred until 2021
- Our Invasive Species program is being re-organized
- 86 calendars were delivered this fall, many thanks to Paul Vanhanen and Dave Pape for their assistance in delivering the calendars.
- Currently working with several landowners to obtain “handshake agreements” for the use of their land.
- Have had a couple of minor issues with landowners that were upset with hikers, but we have been able to amicably resolve the issues.
- Off-road parking has become a major issue as many more people are using the trail this year due to COVID restrictions. People are not respecting property owners, they are leaving garbage, blocking driveways, being offensive. It is a big concern as it is taking away the goodwill we have established with landowners over the years. Some landowners on northern sections have cancelled existing agreements, so we must be very vigilant in addressing parking issues.

#### **BTC Land Acquisition Committee**

This is sensitive information, therefore, properties under discussion for acquisition, cannot be named until the agreement is finalized.

I assumed the vacant position of Toronto Land Acquisition January 2020. I attended one in-person meeting prior to switching to ZOOM meetings, due to COVID-19 restrictions, for the remainder of the year.

BTC head office started a program this year that has prioritized the procurement of all outstanding lands. Each of the committees representing the 9 sections of the Bruce Trail, has created a priority list of its properties and we are all making a concerted effort to increase the current 68% of acquired land.

To this end I can report the following for the Toronto section:

- Duff Pitt: 40-038: We were successful in getting a signed contract to purchase these 104 acres, closing date April 6, 2021.

- We have one contract pending with a closing in May. This will secure a section of land that will replace a current “handshake” trail on an adjacent property.
- There are four additional properties that are currently under discussion for acquisition
- I have re-established contact with a number of landowners that are key ‘connecting pieces’ and have set up a schedule for regular contact with them.

#### **4.9 Volunteer Coordinator - Graham Allen**

This is my last report as your Volunteer Coordinator.

Over the last five years the role has evolved to being more targeted by actively seeking volunteers that meet the requirements of the Toronto Club. This includes working closely with the BTC and the other Clubs to advertise our volunteer requirements. TBTC continues to seek younger and more diverse volunteers to better represent its membership. To this end the Volunteer Coordinator has worked with the Nominating Committee to recruit new Board members.

A noticeable change over the last five years has been an increase in families and groups interested in volunteering for roles such as Land Stewards and Trail Captains.

Like many activities, if not most, COVID has had a significant impact on the volunteer coordinator function. Social distancing and the limitation on gatherings resulted in the cancellation of the annual Outdoor Adventure Show (OAS) which is a significant event for showcasing the BTC and recruiting members.

Similarly, the annual BTC "Working Together Conference", which offers the opportunity for all BTC volunteers to share ideas, collaborate on projects and plan for future activities, was rescheduled to 2021. Bruce Trail Day went virtual, and we have also rescheduled for the second consecutive year our bi-annual Landowners Appreciation Dinner.

The Club has adapted well to the new reality. For example, a Zoom presentation about the Bruce Trail and, most importantly about the Youth Hiking Badge, was made to several GTA Girl Guide Units. The interactive presentation was well received with many questions and ideas about how to hike the Bruce Trail.

The 2020 recipient of the Nina Carlisle Award was Vlad Bosnar. The award is given to a longstanding volunteer with at least five years of service with the Toronto Bruce Trail Club.

The Todd Bardes award, created in memory of Todd Bardes, TBTC past president, to recognize the contribution of a volunteer over the last two or three years was not awarded this year.

I look forward to the next Volunteer Coordinator working with all TBTC members to provide opportunities to all those who wish to volunteer.

Thank you to all the TBTC volunteers who make the TBTC what it is. I have enjoyed meeting many of you either in person or via email.

#### **4.10 Halton Hills Chapter- Janet Le Lievre**

2020 marked the Halton Hills Chapter's 20<sup>th</sup> year anniversary in Halton Hills. It was founded in 2000 by Maureen Smith and is an affiliate of the Toronto Bruce Trail Club, a member of the Bruce Trail Conservancy. The Chapter was founded to provide residents of Halton Hills, surrounding communities and members of the Conservancy with a connection to the Trail and an opportunity to participate in hikes, trail maintenance and other activities and events.

2020 was a year like no other. Due to the pandemic all our public promotional events were cancelled this year. i.e., Limehouse Sweet Taste of Spring – Pancake Breakfast/Hike, Sustainability Fair/Community Open House, Georgetown Farmer's Market Booth/Display; Limehouse Annual Corn Roast, Table Talks at Halton EcoFest Film Festival and Canada Day Parade in Glen Williams. Our hike schedule was minimized and later in the year suspended until further notice.

We did put up a two-week Bruce Trail Display in the Georgetown Young's Pharmacy Community Showcase Window in July.

The Chapter team consists of Angelika Sommer (Hike Co-ordinator and Hike Leader), Frances Walker (Treasurer, administration), Paul Vanhanen (Hike Leader), Teresa Rigg (Hike Leader), Sara Maedel (Hike Leader), Margaret Teasdale.

Special thank you to all our volunteers.

## **5.0 Nominating Committee Report – Chair David Royle**

The TBTC Nominating Committee present the slate of 13 members for the Toronto Bruce Trail Club Board for 2021-22:

### **Returning Board Member Nominees:**

<u>Name</u>	<u>Position as of May 2021</u>
Graham Allen	President and B.T.C. Director from TBTC
David Royle	Vice President and Hiking Director
Margaret Corner	Treasurer
David Rowney	Communications Director and Halton Hills Chapter
Alina Lin	Public Relations and Education Director
Juliet Williams	Special Events Coordinator
Marlis Butcher	Volunteer Coordinator
Orest Nahacziwec	IT Coordinator
Janet McColeman	Bookkeeper

### **First time nominations to the Board for 2021-22 (and the position they are interested in):**

Louise Kent	Membership Director
Rhea Rasquinha	Secretary
Laurent Thibault	Trail Maintenance Director
Peter Pritchard	Land Acquisition and Landowner Relations Director

### **Special thanks to those who served during the past year but are not returning:**

Matt D'Oliveira	Land Stewardship Director
Robert Gillespie	Secretary
Peter Leeney	Membership Director and Chair Land Management Committee
Janet Le Lievre	Chairperson Halton Hills Chapter
Mario Rigby	Director-at-Large



## 6.0 TBTC Constitution – David Royle

### Toronto Bruce Trail Club Constitution

TBTC Constitution 2004	TBTC Constitution 2020	Rational
<b>Objectives</b> Cooperation with the BTC given low priority while promoting hiking afforded higher ranking	Prioritizes objectives: primary responsibility is not only to maintain our section but to <b>cooperate with BTC</b>	Priorities have changed: consultation/guidance of BTC is more complicit.
<b>Annual &amp; Special Meetings</b> meetings may be called by a majority vote of the Directors or by a petition signed by 50 members	Petition now signed by <b>100 members.</b>	Recognizes increased interest in governance among members numbers.
<b>Duties of Officers</b> No member of the Board shall hold a portfolio position for more than 5 consecutive years.	Statement added: Directors are limited to a <b>lifetime maximum</b> of 15 years in total.	Recognizes impact is significantly reduced beyond 15 years: provides incentive for new Board members to aspire to leadership roles
<b>Nomination &amp; Election</b> Additional nominations accepted by Nominating Committee 5 days before A.G.M. Board declares vacant directorship of any director who has neglected to attend 2 consecutive meetings of the Board	changed to <b>10</b> days  changed to <b>3</b> consecutive meetings	Recognizes more time required by Nomination Committee for consultation  Recognizes there are extenuating circumstances
<b>Fiscal Year and Review</b> Financial records reviewed by an accountant approved by the membership	<b>Internal audit by team</b> of 3 non-Board members canvassed by Treasurer approved by Board.	provides transparency creates succession plan

### **Mission**

To support the mission of the Bruce Trail Conservancy.

### **Name**

The organization shall be known as the Toronto Bruce Trail Club, hereinafter called 'the Club'.

### **Affiliation**

The Club is a Bruce Trail Club within the Bruce Trail Conservancy. The Club Constitution, approved by the Club's Board, directs the operations of the Club in alignment with the Bruce Trail Conservancy by laws.

### **Objectives**

1. To maintain that section of the Bruce Trail assigned to the care of the Club by the Bruce Trail Conservancy.
2. To cooperate with the Bruce Trail Conservancy in preserving the Bruce Trail and the Niagara Escarpment.
3. To foster positive relationships with the landowners.
4. To promote hiking as a form of healthy activity.
5. To foster and encourage the preservation and appreciation of the natural environment.
6. To accept monies on behalf of the Bruce Trail Conservancy.

### **Structure**

- A. Members: Individuals, families and organizations who are members of the Bruce Trail Conservancy may choose to be members of the Toronto Bruce Trail Club.
- B. Board of Directors: shall consist of a maximum of 15 active members elected at the Annual General Meeting or, in the case of a vacancy, appointed by the Board of Directors.
- C. Honorary Lifetime Members: a person may become an honorary lifetime member upon appointment by the Board of Directors who will purchase a lifetime membership of the Bruce Trail Conservancy for the honorary member.

### **Governing Authority**

The affairs of the Club shall be governed by its membership in the following manner:

- through action taken at the Annual or Special General Meeting or by electronic mail vote of the members
- through actions and decisions of the Board of Directors between General Meetings
- the Board of Directors may, by resolution and for just cause, recommend to the BTC Board of Directors the suspension and/or termination of any member of the Club

### **Annual and Special Meetings of Members**

The Annual or any Special General Meeting of the members shall be held at a place chosen by the Board of Directors.

Special meetings may be called by a majority vote of the Directors or by a petition signed by 100 members. Upon receipt of a petition, the Board shall give notice of a special meeting within 21 days. The meeting shall take place within 90 days of receipt of the petition.

An agenda and notice of the time and place of every such meeting shall be posted on the TBTC website at least 30 days before the time appointed for the holding of such meeting.

The business to be covered at the Annual General meeting shall include the following:

1. Minutes of the previous Annual General Meeting
2. President's Report
3. Treasurer's Report
4. Other Directors' Reports
5. Nomination and election of Directors
6. Amendments to Club Constitution
7. Other business

### **Conduct of Meetings and Quorum**

Membership meetings and any other business of the Club shall be conducted under this Constitution and in conformity with the procedural by-laws of the Bruce Trail Conservancy.

The Board of Directors shall meet not less than 6 times per annum. For meetings of the Board of Directors, 50% or more members of the Board shall constitute a quorum.

The number of members constituting a quorum for an Annual or Special General Meeting shall be 50 members.

### **Appointment and Duties of Officers**

No member of the Board shall hold a portfolio position for more than 5 consecutive years.

Directors are limited to a lifetime maximum of 15 years in total.

The Board of Directors shall appoint annually from its members the following Officers:

President

Past President

Vice President

Secretary

Treasurer

Representative to the Bruce Trail Conservancy Board of Directors

Public Relations and Education Director

Trail Maintenance Director

Hiking Director

Communications Director

Membership Director

Land Management Committee Representative

Volunteer Coordinator

Special Events Coordinator

### **Other Positions**

The Board of Directors shall appoint from its members or from the general membership persons to fill positions such as Bookkeeper, Director at Large, Information Technology.

Duties of Officers have been outlined in Position Descriptions.

### **Executive Committee**

The Executive Committee shall consist of the President, Vice President, Secretary and Treasurer.

The Executive Committee shall have the authority to deal with events and make decisions that are outside the norm of an individual Officer's authority or responsibility when immediate action is required.

Questions arising at any meeting of the Executive Committee shall be decided by a majority of votes. In case of a tie, the president, in addition to his or her original vote, shall have a second or casting vote. A quorum for executive committee meetings shall be a majority of committee members.

Decisions and actions of the Executive Committee must be tabled at the next Board of Directors meeting.

### **Signing Authority**

Cheques must be signed by any 2 of the following: President, Vice President, Secretary or Treasurer.

### **Nomination and Election of the Board of Directors**

#### **Nominating Committee**

The Board of Directors shall appoint not less than 3 months in advance of the Annual General Meeting a Nominating Committee of 5 members of the Club, of which not more than 3 shall be members of the current Board.

The Nominating Committee shall produce a slate of members in good standing and who are willing to serve on the Club's Board. The Nominating Committee shall invite potential nominees from the membership via the Club's E Notes newsletter prior to the meeting. Additional nominations shall be accepted by the Nominating Committee no later than 10 days before the Annual General Meeting, providing the proposer and seconder are members in good standing and provided the nomination includes the written consent of the nominee to stand.

The Nominating Committee shall present to the members at an Annual General Meeting, a motion to accept the nominees. Once the motion has been accepted, all nominees shall be subject to election during that Annual General Meeting.

#### **Elections**

Elections to the Board of Directors shall be by acclamation or ballot of those attending the Annual General Meeting.

## **General Provisions**

To be eligible to serve as a director, a person:

- shall be a member (or belong to a family or organization that is a member) in good standing of the Club, but in the case of a family or organization only 1 member of the family or organization may run for or be appointed to the board of directors
- Shall be at least 18 years of age

The Board of Directors shall take office immediately after the Annual General Meeting and shall hold office for 1 year.

The term of the Club's Representative to the Bruce Trail Conservancy Board of Directors is determined by the Bruce Trail Conservancy's by laws.

The Board of Directors may declare vacant the directorship of any director who has neglected to attend 3 consecutive meetings of the Board. No such declaration shall be made unless such director has been given at least 10 days' notice in writing that his or her seat may be declared vacant at the next meeting of the Board of Directors.

If a director ceases to be a member of the BTC, he or she thereupon ceases to be a director and a vacancy is declared.

## **Vacancies**

Vacancies in any office shall be filled by appointment of the Board of Directors at their next meeting or as soon as possible. Such appointments are only valid until the next board elections.

## **Amendments to Constitution**

1. Any motion requesting amendment to the Constitution shall be received by the Club's Secretary no less than 90 days prior to an Annual or Special General Meeting.
2. This Constitution may be amended by a two-thirds vote of the members present at an Annual or Special General Meeting
3. Notice of Amendment including present and amending wording shall accompany notice of an Annual or Special General Meeting

### **Fiscal Year and Review**

The fiscal year of the Club shall be January 1 to December 31 of each year.

An internal audit committee shall be formed to review the financial records of the Club on an annual basis. This Committee shall be comprised of three, non - Board members of the Club with a financial background. The members of this committee shall be approved by the Board of Directors and the committee will report directly to the President of the Club. The Committee will report their findings to the President of the Club and the Board of Directors within two months of having completed their annual review.

### **Dissolution**

Upon the dissolution of the Club and after payment of all debts and liabilities, the remaining property of the Club shall become the property of the Bruce Trail Conservancy.

### **Adoption**

This Constitution shall be adopted upon the approval of a majority of the members voting upon their adoption at the 2021 Annual General Meeting.

This **draft** Constitution adopted by Club Board of Directors June 17, 2020

TBTC Constitution, as approved at the Club's A.G.M. April 17, 2021