



Islands Trust

Trust Programs Committee Agenda

Date: Monday, Aug 22, 2011 **Time:** 11 am to 12 pm

Location: By phone. Please dial 1-866-222-0249, followed by 8623188#

To: Tony Law, Chair, Hornby
 Jeanine Dodds, Mayne
 George Ehring, Salt Spring
 Sue French, Thetis
 Jen Gobby, Lasqueti
 David Greer, Vice-Chair, S Pender
 Jan Hagedorn, Gambier
 Peter Luckham, Executive Committee Rep
 Susan Ann Morrison, Lasqueti
 Beverley Neff, Saturna
 Sheila Malcolmson, Gabriola (ex-officio)

From: Lisa Gordon

cc: Linda Adams, David Marlor

▶ To be distributed by e-mail only

| TIME | AGENDA ITEM | WHO | ACTION |
|-------|---|-------|----------|
| 11:00 | 1. <u>APPROVAL OF AGENDA</u> | Chair | Decision |
| | 2. <u>PREVIOUS MEETING</u> | | |
| 11:05 | ▶ 1. Approval of Regular Minutes of May 16, 2011 | Chair | Decision |
| 11:10 | ▶ 2. Follow Up Action List | LG | Update |
| | 3. <u>NEW BUSINESS</u> | | |
| 11:15 | ▶ 1. Review TPC Terms of Reference | Chair | Discuss |
| 11:35 | 2. Advice to next Council and future TPC members | Chair | Discuss |
| | 4. <u>REGULAR BUSINESS</u> | | |
| 11:50 | ▶ 1. Trust Programs Committee Report and Work Program | LG | Decision |
| | 5. <u>NEXT MEETING(s)</u> | | |
| 12:00 | November 7, Ladysmith? | | |

**ISLANDS TRUST COUNCIL
TRUST PROGRAMS COMMITTEE**

DRAFT MINUTES OF May 16, 2011
LADYSMITH B.C.

Present: Committee Members

George Ehring, Salt Spring
Jen Gobby, Lasqueti
David Greer, S. Pender (Vice-Chair, TPC) (by phone)
Jan Hagedorn, Gambier (by phone)
Tony Law, Hornby (Chair, TPC)
Peter Luckham, Thetis (EC Rep)
Susan Ann Morrison, Lasqueti
Sheila Malcolmson, Gabriola (ex officio)
Beverley Neff, Saturna

Staff

Lisa Gordon, TAS Director
Clare Frater, Policy Analyst

Absent: Committee Members

Jeanine Dodds, Mayne
Sue French, Thetis

The meeting was called to order at 11:08 a.m.

1. APPROVAL OF THE AGENDA

By unanimous consent, the agenda amended to note that item 3.4 did not have a briefing provided. By unanimous consent, the agenda was approved as amended.

2. PREVIOUS MEETING

2.1 Approval of Regular Minutes of February 14, 2011

It was Moved and Seconded that the Regular Minutes of February 14, 2011 be adopted as amended.

CARRIED

2.2 Follow Up Action List

Lisa Gordon reported on the Follow-Up Action List items and gave a brief outline of tasks underway, some of which were assigned by other committees. After some discussion, by unanimous consent, the Follow Up Action List was amended to include only the items arising from the committee's decisions.

Trustee Hagedorn inquired about the status of the expansion of the Natural Area Protection Tax Exemption Program (NAPTEP) to the Greater Vancouver Regional District (GVRD). Staff explained that a presentation to Bowen Island Municipality and to the GVRD Board is proposed for this summer. Staff explained that expansion of NAPTEP to Bowen Island and Gambier Island Local Trust Area associated islands would ideally be proposed to the GVRD Board at the same time. If for some reason, Bowen Island Municipality delays its decision about participation in NAPTEP, there could be a separate presentation to the GVRD Board for only the associated islands. Staff further explained that discussions on Bowen Island about NAPTEP will need to take into account their municipal tax structure and that NAPTEP will have a higher property tax impact for Bowen Island landowners.

3. COUNCIL REFERRALS

3.1 Policy Statement Task Force final report

Trustee Law provided an overview of the task force's work and staff explained that the report was written by trustees and assembled by staff. Committee members expressed their appreciation to members of the task force and to staff for their work on the report. Committee members discussed that TPC has not been leading a topic review inventory process annually as required by the *Policy Statement Topic Review Framework* policy, and that the committee should either start an annual inventory review process or ask Trust Council to amend the policy. The committee also discussed that Trust Council may wish to take a fresh approach to the Policy Statement resulting in a complete re-write instead of trying to edit the current document. Committee members provided suggested small edits to the document.

It was Moved and Seconded that the Trust Programs Committee forward the Policy Statement Assessment Task Force briefing and final report of May 9, 2011 to Trust Council.

CARRIED

3.2 Indicator Program – economic dependencies report

Staff explained that the report was written by a contractor as neither Islands Trust staff nor BC Stats staff had sufficient expertise. Trustees discussed that it would be useful to be able to compare the results in the report with other rural communities. Trustees expressed concern that the results in the report may not be accurate (e.g. the low tourism incomes on Denman and Hornby islands). Staff explained that the information in the report is based on 2006 Census data and the timing of completion rates of the Census may have influenced the results.

The committee requested the following changes to the briefing before it is presented to Trust Council: remove details about the contract tendering process; include information on how trustees and Islands Trust will use the report and describe the next steps for use of the report. The committee also requested that staff add a link in the report to the economic dependency information produced for the 2006 Tourism Forum; remove reference on front cover to lack of staff capacity; and explain data limitations more clearly.

It was Moved and Seconded that the Trust Programs Committee direct staff to amend the briefing on the economic dependencies report as discussed and forward the amended briefing and the report to Trust Council.

CARRIED

It was Moved and Seconded that the Trust Programs Committee request the Executive Committee to consider a communications strategy for the release of the economic dependencies report before the Trust Council package is released.

CARRIED

3.3 Community Stewardship Awards – In Camera

At 12:45 p.m.:

It was Moved and Seconded that the meeting be closed to the public subject to Section 90(1)(b) of the Community Charter in order to consider matters related to personal information about an identifiable individual who is being considered for a municipal award or honour, and that the following individuals be invited to remain in the meeting: Lisa Gordon and Clare Frater.

CARRIED

The meeting was re-opened to the public at 1:30 p.m. Trustee Morrison had left the meeting at 1:25 p.m.

The committee discussed that they would like to see all Community Stewardship Award nominees profiled in e-news throughout the year, and in other ways as appropriate.

3.4 Indicator Program – draft methodologies for in-house indicators

Staff explained that TAS staff and the GIS Coordinator have encountered numerous challenges while working on indicator methodologies. Staff explained that the farmland indicators were reported as part of the food security report. TPC members discussed that they did not support establishing indicators with unreliable baseline data (e.g. km of roads). TPC members did support staff efforts to develop an indicator for residential properties that indicates what percentage of land titles are held by residents of the local trust area, especially showing residency of waterfront properties, to support the Greenshores-for-homes project. The committee members discussed that information on building starts is useful for annual Trust Council budget estimates and might be a useful indicator in the Indicator Program. The committee also discussed that an indicator tracking destruction of natural ecosystems by land-clearing could also be useful. Staff explained that work will continue to develop draft indicators with a possible briefing planned for the committee's meeting in August 2011.

4. REGULAR BUSINESS

4.1 TPC Committee Report and Work Program

Lisa Gordon presented the Trust Programs Committee work program report. The committee decided to amend the report by removing work items for which the committee does not have continuing responsibility.

It was Moved and Seconded that the Trust Programs Committee amend its work program by making the advocacy program the first priority, climate change the second priority, the Indicator Program the third priority, and by deleting all but the First Nations protocol and vacant Crown land items on the continuing items list.

CARRIED

It was Moved and Seconded that the Trust Programs Committee forward its work program to Trust Council as amended

CARRIED

5. NEXT MEETING

The next meeting time was approved as follows: Monday, August 22, 2011 from 11 a.m. to 3 p.m. at the Town Hall in Ladysmith.

The meeting was adjourned at 2:20 p.m.

Clare Frater
Recorder

Tony Law
Chair

TRUST PROGRAMS COMMITTEE
FOLLOW UP ACTION LIST

Meeting Date: August 22, 2011

File: TAS/TPC-3

Updated: August 16, 2011

| ACTIVITIES | FROM | TO | TARGET |
|------------|------|----|--------|
|------------|------|----|--------|

TOP PRIORITY ITEMS

1. Advocacy Program

- | | | | |
|--|-------|--------|----------|
| • Draft new advocacy policy | LG/CF | EC/TC | Feb 2012 |
| • Update legislative monitoring report (bi-annual) | CF | EC/TC | Feb 2012 |
| • Implement marine advocacy strategy | LG/CF | TPC/EC | Ongoing |

2. Climate Change

- | | | | |
|---|-----------|---------|----------|
| • Mitigation: Draft policy on purchasing carbon offsets (Sept 2011) | TPC / FPC | TC | Dec 2011 |
| • Mitigation: Comply with UBCM Climate Charter (May 2012) | LG/CF/DM | TPC/FPC | 2012 |
| • Adaptation: Continue to seek information about impacts on Trust Area - e.g. shoreline vulnerability mapping (2011-2012) | LG/CF/DM | TPC/LPC | 2012 |

3. Indicator Program

- | | | | |
|---|----|-----|---------|
| • Research other high priority indicators | CF | TPC | Ongoing |
|---|----|-----|---------|

CONTINUING ITEMS

First Nations Protocol

- | | | | |
|--|-------|-------|------|
| • Hire contractor to advise on Trust-wide strategy | LA/LG | EC/TC | 2011 |
|--|-------|-------|------|

Vacant Crown Land Profiles

- | | | | |
|--|----|---------|---------|
| • Bowen Island Vacant Crown Land Profile – edits pending Parks Canada proposal | LG | BIM/TPC | 2011 |
| • Gambier LTC Vacant Crown Land Profiles – consider Gambier LTC request | LG | TPC | 2011 |
| • Balenas-Winchelsea Vacant Crown Land Profiles | LG | TFB | On hold |

Monitoring Agreements

- | | | | |
|--|----|-----|---------|
| • Update charts, review obsolete agreements and, identify which agreements are most important. | LG | TPC | On hold |
|--|----|-----|---------|

2.3.iv. Policy

TRUST PROGRAMS COMMITTEE TERMS OF REFERENCE

Trust Council: June 11, 1994

(Amended: March 6, 1998, December 8, 2000 and March 7, 2003)

A: PURPOSE:

1. To outline the Trust Programs Committee's role in providing policy and planning advice to Islands Trust Council as one of three standing committees of Trust Council. (see 2.3.i. Attachment 1)

B: REFERENCES:

1. Policy Manual: Council Committee System Policy (2.3.i.)

C: POLICY:

1. **The Trust Programs Committee provides advice to the Islands Trust Council and management by:**
 - 1.1. Identifying and reporting to Council on emerging issues related to the Committee's areas of responsibility for Trust Council direction;
 - 1.2. Maintaining a committee work program to manage committee initiatives and Council referrals for quarterly review by Trust Council;
 - 1.3. Developing guidelines, policies and models for use by staff and local trust committees and/or Trust Council as requested by Trust Council;
 - 1.4. Preparing recommendations for interagency initiatives and feedback on proposed interagency agreements;
 - 1.5. Providing input to the continued development and maintenance of a useful research and information system;

ISLANDS TRUST POLICY MANUAL

- 1.6. Providing recommendations for legislation reform initiatives and feedback on proposed legislative amendments and legislation; and
- 1.7. Maintaining a liaison with the Trust Fund Board.
- 2. The responsibilities stated apply to the following areas:**
 - 2.1. **Resource Management** - promoting sustainability in the use of natural resources of the Trust Area;
 - 2.2. **Land Conservation** - promoting protection and preservation of ecosystems throughout the Trust Area;
 - 2.3. **Water Management** - promoting protection and preservation of groundwater and surface water supply and quality;
 - 2.4. **Marine Environment** - promoting protection and preservation of coastal, and deep water marine ecosystems;
 - 2.5. **Sustainable Communities** - promoting liveable communities:
 - with sustainable and viable local economies
 - with housing that accommodates socio-economic diversity
 - with regard for the carrying capacity of supporting island environments;
 - 2.6. **Conservation Strategy** - developing strategies beyond regulatory tools to achieve the Islands Trust's object; and
 - 2.7. **Public Awareness/Education** - promoting enhanced public awareness of environmental, economic and social sustainability in island communities and opportunities for their improvement.

Islands Trust
Trust Programs Committee Report

To: Islands Trust Council

Updated: ~~May-Aug~~ 16, 2011

WORK PROGRAM

1. ADVOCACY PROGRAM

- Draft new advocacy policy based on feedback to March TC briefing (~~Sept 2011~~March 2012)
- Monitor legislative changes and report to staff and Trust Council (~~Sept 2011~~March 2012)
- Continue tasks within marine advocacy strategy (throughout 2011)

2. CLIMATE CHANGE

- ~~Mitigation: Deliver session to June 2011 on carbon neutrality and offsets~~
- Mitigation: Draft policy on purchasing carbon offsets (~~Sept~~December 2011)
- Mitigation: Comply with UBCM Climate Charter (May 2012)
- Adaptation: Continue to seek information about impacts on Trust Area - e.g. shoreline vulnerability mapping (2011-2012)

3. INDICATOR PROGRAM

- Research further high priority indicators, such as housing (2011)

CONTINUING ITEMS

FIRST NATIONS PROTOCOL

- Hire contractor to advise on Trust-wide strategy (\$10,000 program item)

VACANT CROWN LAND PROFILES

- Bowen Island Vacant Crown Land Profile – edits pending Parks Canada proposal
- Gambier LTC Vacant Crown Land Profiles – consider Gambier LTC request
- Balenas-Winchelsea Vacant Crown Land Profiles – on hold

Lisa Gordon
Designate Staff

Tony Law
Chair