



Islands Trust Council

Quarterly Meeting Agenda

Date: Tuesday, November 6 - Thursday, November 8, 2018

Location: Parkside Hotel & Spa

810 Humboldt Street, Victoria BC

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1. CHAIR'S WELCOME REMARKS AND INTRODUCTIONS	
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1.2 Approval of Agenda	
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14. ADJOURNMENT



November 7, 2018
Islands Trust Council
THE BIG PICTURE: AN OVERVIEW OF THE ISLANDS TRUST

Background: To provide the new 2018-2022 Islands Trust Council with an overview of the Islands Trust including governing legislation, key stakeholders and organizations that impact the Islands Trust, organizational structure, and other contextual information. These elements are the foundation of the upcoming term and key to a common understanding of service delivery.

Purpose:

1. To review guiding legislation of the Islands Trust and other relevant legislation.
2. To understand stakeholders and external forces that act upon the Islands Trust.
3. To introduce core policies and structures of the Islands Trust including Trust Council, Executive Committee, Local Trust Committees, and the professional organization.
4. To identify current First Nations engagement principles of the Islands Trust.

Resources: Russ Hotsenpiller, Chief Administrative Officer (CAO)

TIME	TOPIC	WHO
9:00 a.m. – 10:00 a.m.	Introduction: External scan	CAO Hotsenpiller
	Authorities of the Islands Trust	
	Decision Makers: Trust Council Islands Trust Conservancy Executive Committee Local Trust Committees Council Committees	
	Staff services and organization	
	First Nations engagement principles	



November 7, 2018
Islands Trust Council
NOTICE OF ELECTIONS & NOTICE OF INTENT

Background: To provide the Notice of Elections & Intent for Executive Committee and Islands Trust Conservancy positions.

Purpose:

1. To review the date and time where trustees can indicate their interest to run for positions of chair or vice chair of Executive Committee and/or Islands Trust Conservancy positions.
2. To review the date and time where an Executive Committee and Islands Trust Conservancy Candidates Panel will be held.
3. To review how trustees can indicate their interest in serving on any of the three Trust Council standing committees: Financial Planning, Local Planning and Trust Programs.

Resources: Russ Hotsenpiller, Chief Administrative Officer (CAO)
Carmen Thiel, Legislative Services Manager (LSM)

TIME	TOPIC	WHO
10:15 a.m. – 10:45 a.m.	Notice of Elections & Intent for Executive Committee & Islands Trust Conservancy	LSM Thiel



November 2018 Islands Trust Council

NOTICE OF ELECTIONS

EXECUTIVE COMMITTEE

An election will be held for the position of Chair of Islands Trust Council at **10:15 am, THURSDAY, NOVEMBER 8, 2018**

After that election is concluded, an election for 3 positions of Vice-Chair of Islands Trust Council will be held.

(Please refer to these policies for further information: [Executive Committee Elections](#), [Executive Committee Terms of Reference](#), [Executive Committee Legislative Role](#) and [Local Trust Committee Chair Guidelines](#).)

ISLANDS TRUST CONSERVANCY

An election for 2 positions on the Islands Trust Conservancy will be conducted following the Executive Committee elections on **THURSDAY, NOVEMBER 8, 2018**.

The Executive Committee will elect one of its members to the Islands Trust Conservancy at its meeting on **THURSDAY, NOVEMBER 8, 2018**.

(Refer to this policy for further information: [Policy 1.3 Islands Trust Conservancy – Roles and Responsibilities](#).)

NOTICE OF INTENT

Those trustees wishing to give notice of their intent to run for a position on the Executive Committee and/or Islands Trust Conservancy may do so at **10:15 am, WEDNESDAY, NOVEMBER 7, 2018**. The formal Call for Nominations will take place at **10:15 am, THURSDAY, NOVEMBER 8, 2018**.

Candidates for Executive Committee and Islands Trust Conservancy positions will have the opportunity to make presentations beginning at **4:00 pm, WEDNESDAY, NOVEMBER 7, 2018**.

COUNCIL COMMITTEES

Those trustees wishing to serve on any of the three Council committees: Financial Planning, Local Planning and Trust Programs, will have the opportunity to indicate their interest during the Trust Council meeting. Committee members will be appointed by the Trust Council Chair, subject to Council ratification, in accordance with Trust Council policies.

(Refer to these policies for further information: [Council Committee System](#); [Financial Planning Committee Terms of Reference](#); [Local Planning Committee Terms of Reference](#) and [Trust Programs Committee Terms of Reference](#).)



November 7, 2018
Islands Trust Council

GOVERNANCE AND GETTING THINGS DONE

Background: To provide an orientation session focused upon governance, role clarity and effective means of achieving Trust Council objectives and trustee interests. An overview of Trust Area Services, the Islands Trust Conservancy and Administration will be provided.

Purpose:

1. To review the Islands Trust governance model including the one employee concept
2. To receive an overview of Trust Area Services, the Islands Trust Conservancy, and Administration
3. To receive a list of 'quick tips' focused upon new trustees in terms of communications policy, Freedom of Information and conflict of interest.

Resources: Russ Hotsenpiller, Chief Administrative Officer (CAO)
Clare Frater, Director, Trust Area Services (DTAS)

TIME	TOPIC	WHO
10:45 a.m. – 12:00 p.m.	Governance models	CAO Hotsenpiller
	Role of the Trustee	
	Role clarity, professional excellence	
	Getting things done!	
	Trust Area Services (TAS) presentation	DTAS Frater
	Islands Trust Conservancy (ITC) presentation	Kate Emmings, Acting Manager ITC
	Administration presentation	Julia Mobbs, Director Administrative Services
	'Quick tips'	



November 7, 2018
Islands Trust Council
WHAT IS IMPORTANT: TRUST COUNCIL ROUNDTABLE

Background: Trust Council has directed that all trustees be provided an extended opportunity to speak to issues that are important to them early in the first Council meeting of the term.

Purpose:

1. To receive a brief overview of important issues and projects, including highlights from the 2014-2022 Strategic Plan.
2. To hear from trustees on important issues from a local and Trust wide perspective and to begin informally identifying areas of focus for the term.
3. To have specific discussions with Regional Office staff and LTCs

Resources: Russ Hotsenpiller, Chief Administrative Officer (CAO)
Clare Frater, Director of Trust Area Services (DTAS)

TIME	TOPIC	WHO
1:15 p.m.	Review of key themes and work projects from 2014-2018: what is left to do?	CAO Hotsenpiller
	General review of strategic plan 2014-2018	
1:30 p.m. – 2:45 p.m.	Roundtable 1. What is important to your Island? 2. How are you going to make a difference for your community and the Islands Trust? 3. What are your interests?	Chair
2:45 p.m.– 3:15 p.m.	Trustees will have an opportunity to gather with Regional Office planning staff to discuss Local Trust Committee organization and upcoming meetings.	Regional Planning Managers (RPMs)



Wednesday November 7, 2018

Islands Trust Council

TRUSTEE QUESTION AND ANSWER SESSION

Background: Previous Trust Council's have identified a desire to have a free flowing exchange of information on topics generated by trustees. These questions could be administrative in nature and directed to staff that are present or be directed to trustees with regard to strategic planning, key priorities, practises of Trust Council or some other area of interest.

Purpose:

1. **For new trustees to ask questions of staff or other trustees on topics of interest**

Resources: Russ Hotsenpiller, Chief Administrative Officer (CAO)

TIME	TOPIC	WHO
3:30 p.m. – 4:00 p.m.	Questions and Answers	Chair



Islands Trust

November 7, 2018

Islands Trust Council

**EXECUTIVE COMMITTEE/ISLANDS TRUST CONSERVANCY
CANDIDATE PRESENTATIONS**

Background: Candidates have the opportunity to make presentations to their fellow trustees and to respond to any questions they may have.

- Purpose:**
1. To provide those trustees who have expressed an interest in being nominated for Executive Committee and Islands Trust Conservancy positions an opportunity to address Trust Council.
 2. To provide Trust Council members with an opportunity to ask questions of those trustees who have expressed an interest in being nominated for Executive Committee and Islands Trust Conservancy positions.

Resources: Russ Hotsenpiller, Chief Administrative Officer (CAO)
Carmen Thiel, Legislative Services Manager (LSM)

TIME	TOPIC	WHO
4:00 p.m. – 5:00 p.m.	1. <u>Candidate presentations for Executive Committee</u> *(1 - Chair, 3 - Vice Chair positions to be elected) • Presentations for Chair • Presentations for Vice-Chair • Trustee Questions of Candidates for Executive Committee Candidates for Executive Committee: ○ Sue Ellen Fast, Bowen ○ Peter Luckham, Thetis ○ Benjamin McConchie, North Pender ○ Laura Patrick, Salt Spring ○ Timothy Peterson, Lasqueti ○ Dan Rogers, Keats/Gambier 2. <u>Candidate presentations for Islands Trust Conservancy</u> *(2 positions to be elected) • Presentations for Islands Trust Conservancy Membership • Trustee Questions of Candidates for Islands Trust Conservancy Candidates for Islands Trust Conservancy: ○ Doug Fenton, Thetis ○ Peter Johnston, Lasqueti ○ Kate-Louise Stamford, Gambier ○ Jane Wolverton, Galiano	LSM Thiel
* 5 minutes is allocated to each candidate for initial presentations. If necessary, this session may be lengthened to accommodate all interested candidates		

Please consider

Sue Ellen FAST for Executive Committee



- Re-elected after four years on Trust Council and Bowen Municipal Council
- Conservation professional in parks, protected areas and greenways
- Enjoy chairing meetings; experienced and inclusive
- Over 25 years as an island-dweller

I love Bowen and have been deeply involved in community life for over 20 years, contributing to and leading various projects and committees. My husband and I raised our son on Bowen and we run our consulting company from our home near Snug Cove. We walk the trails daily with binoculars, cameras and dog.

To be part of the federation of islands in the Salish Sea “entrusted” with the mission to protect this special part of the world is wonderful. I see it as a sort of greenbelt between Metro Vancouver and southern Vancouver Island. I have relished the opportunity to protect the trust area’s beauty, wildlife, and unique island communities through Trust Council. I look forward to doing more.

Chairing Committees: I chaired the Official Community Plan steering committee for Bowen in 2011. I’m proud of the work we did in leading such an open collaborative process with high community input. It’s like our island’s constitution. I have also chaired the Parks Trails and Greenways Advisory Committee for eight years and the Bowen Island Conservancy for nine years.

Preserve and Protect: While public education is my professional focus, by working closely with others on Bowen I have helped to protect nature and access to it. In fact I have been involved in most of the municipal parks that have been created since Bowen became a municipality. Years ago I was honoured to be presented with an Islands Trust Community Stewardship award.

Agriculture: I have enjoyed helping Collins Farm continue to produce vegetables and berries. Today families share the work and the produce with farm owners.

Nature and Community.

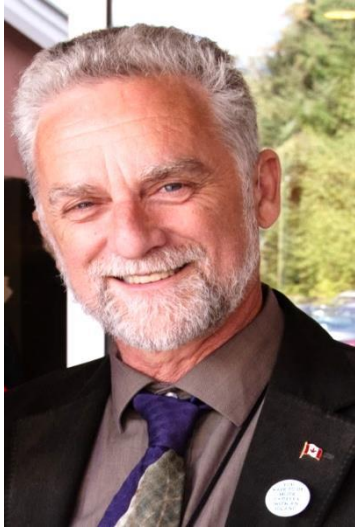
Looking forward to working together!

sueellenfast.ca

 Sue Ellen Fast

sefast3@icloud.com

 @sueellenonbowen



Peter Luckham seeking your support for Chair of Island Trust Council

Thirteen years elected on Thetis Island
Six years Vice-chair of Trust Council
Four years Chair of Trust Council

I have been a full time resident of Thetis Island since 1987, my wife Simone and I have built our home and raised two children here. Our son Alexander is a builder and commercial pilot, our daughter Tegan is studying at university in Chilliwack and works on a dairy farm. Simone, a Stone sculptor by profession works as an educational assistant at the elementary school on Thetis Island.

Before dedicating myself to the work of the Islands Trust, I had a career in electronics and computer systems, working in Marine research, education, health care and with First Nations. I have been exploring the Salish Sea as a scuba diver since 1999. With over a 1200 dives, I have spent hundreds of hours immersed in the cold waters of the Pacific Northwest. This in-depth experience has given me a significant understanding of the waters surrounding the Islands of the Trust.

It was my honour to serve as a Vice Chair for two terms between 2008 and 2014 under the leadership of Sheila Malcolmson. Working on EC and chairing Local Trust committees brought home to me the significance of the work we do as a federation and the uniqueness of each of the communities in the Islands Trust. It was during this time that I came to appreciate the necessity of respecting policy and process to effectively advance the business of Council. I also learned that working in communities has many challenges and I believed it was important to understand ways to support individuals and community in respectful and safe conversations in order to resolve community issues. As a result of these beliefs I went back to school in 2011 to start a 2 year Conflict Resolution program at The Justice Institute of British Columbia (at my own expense). I graduated in 2013 as a

certified Mediator and Negotiator. I have found the insights and the skills learned during my time at the Justice Institute to be invaluable. As a result I have been an effective chair at both executive committee and at Trust Council.

This past term 2014-2018 I have served as Chair of Trust Council, this is a responsibility which I have taken seriously. I am a 100% committed to fulfilling the role as spokesperson and representative of the Islands Trust to government and agencies, with which we must liaise, advocate and conduct business. This term, with your support I would like to be able to continue to facilitate better conversations with our constituents, the provincial government, and our First Nations neighbours to build lasting and respectful relationships, and work collaboratively together to preserve and protect the Islands in trust for future generations.

There are significant issues ahead of us that are going to require us to look closely at our strategic planning, our policies and, our Legislation, the Islands Trust Act.

Trust Council this past term has created a vision of the Trust as an organization, developed a strategy for amending the Policy Statement, and has created a list of potential amendments to the Islands Trust Act. These are early days, first and foremost this Council needs to determine if it supports this work and the proposed changes. Regardless of what we do, or how we do it, I think we need to ask ourselves, how can we govern better, how can we support community needs, and continue to fulfil the object of the Island Trust Act.

I ask you to support me in the upcoming elections for Trust Council Chair to allow me to work with you to answer these questions and support you in the work Council chooses to undertake.

I wish you all the best and want to support you with the work you have been elected to undertake in your communities.

Peter Luckham, Thetis Island.

Ben McConchie
Trustee - North Pender Island
2770 Schooner Way
Pender Island B.C.
250-885-5534
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Hello, I'm North Pender Island Trustee Ben McConchie, and I hope you will consider me for the position of Vice-Chair on the Executive Committee.

Since the 1920's, my family has long held roots in these islands - particularly Pender Island/S,DA,YES (S,DA,YES is the Tsawout First Nations name place for the middle of Pender, it means "wind drying salmon"). My father, Bruce McConchie, was a two-term trustee on South Pender, and I feel incredibly privileged to now be representing the vibrant and growing community of North Pender Island.

For those who don't know me, I run many of the music programs on Pender, I'm completing my Doctorate in Music through University of Toronto, and I hold a double major degree in Political Science and History from the University of Victoria.

I am the Chair and Pender Island Commissioner of the (CRD) Commission on Economic Sustainability in the Southern Gulf Islands (CESC), I am a member of the Community Hall Board (PIRHA), a former member of the Islands Trust Advisory Planning Committee (NPAPC), and I am the founder of Magic Lake Records - a not-for-profit record label dedicated to promoting Gulf Island Musicians.

I have chaired many meetings in both government and academic venues, and I have a firm belief in order and process in order to accomplish our shared community goals. Despite my new status as a North Pender Trustee, I have attended nearly all of the monthly meetings of the NPLTC for over five years and have observed the nuances and details associated with Islands Trust process.

Through my work with School District 64 and the South Pender Historical Society Truth and Reconciliation youth leadership initiatives, I have built relationships with the TSAWOUT First Nations, and would use my position on the executive to continue to foster improving this relationship through advocacy work.

As we endure one of the driest summers in the history of Gulf Island weather records (May 2018 was the driest month ever recorded on the west coast), we are reaching a critically important juncture in how we proceed with dealing with the massive impact that climate change will have on our islands.

There has never been a more critical time to educate and inform the newer generation about the critical role the Islands Trust plays in land zoning and the balance of our island

ecosystem. We need to continue to work hard towards using our governance model to help us prepare for the impending climate change, while balancing the economic health and vibrancy of our island communities.

As a representative of the many hard-working young families that are impacted greatly by our housing shortage, I can help foster a fresh approach to many of the issues surrounding our Trust Area, particularly from someone raising five kids, and who lives and works in the Gulf Islands. The Executive Committee would greatly benefit from having this perspective, and my presence on the committee would help encourage our next generation of islanders to become more involved in the Islands Trust community.

Moving forward, this year's executive committee must begin the incredibly hard work of planning for our island's future, knowing that climate change is a serious threat to our sustainability. The Islands Trust's goals should include becoming a governance model for the world in how to properly address adaptation to climate change.

I look forward to coming up with positive solutions and working with our staff and local trust committees to help make this possible.

Thank you very much for taking the time to review my candidacy. Please do not hesitate to contact me with any questions -

Ben McConchie - North Pender Trustee
benmcconchie@gmail.com / 250-885-5534

Notable Community Involvement:

- Trustee - North Pender Island Local Trust Committee
- Chair and Commissioner - (CRD) Southern Gulf Islands Community Economic Sustainability Commission (CESC)
- Board Member - Pender Island Community Hall Association
- Member - North Pender Advisory Planning Commission (APC)
- Facilitator/Mentor - TSAWOUT First Nations/Pender Island Youth Leadership Project Truth and Reconciliation Commission - South Pender Historical Society
- Music Coordinator - Ptarmigan Arts Society - School District 64
- Owner/Creator - Magic Lake Records - Not-For-Profit Record Label promoting island musicians.
- Director - Pender Island Community Choir, Pender Island Youth Orchestra, Pender Island Jazz Orchestra
- Small Business Owner - Music School on Pender - "The Music Room on Pender"

Education:

University of Toronto - Doctorate of Music (Candidate) - Jazz Performance (2019)

University of Toronto - Masters Degree (MFA) - Jazz Composition and Performance (2014)

Humber College - Bachelor of Fine Arts (Music, Honours) - (2012)

University of Victoria - Bachelor of Fine Arts (Political Science/History) (2005)

Laura Patrick, P.Geo.

230 Sarah Way, Salt Spring Island, BC V8K 2X8

After spending eleven years splitting time between Salt Spring Island and the Lower Mainland, Laura and her family moved full time to Salt Spring in 2006, where she continued her career as a professional geoscientist. Through her professional work, Laura demonstrated an ability to work collaboratively with diverse groups and First Nations to find innovative solutions to manage a variety of environmental and community issues. Until recently, Laura operated her own consulting firm, providing environmental management services related to airport construction and operation. Working for major clients such as the World Bank and other development banks, she helped airport operators assess their environmental and social impacts, conduct community engagement and outreach, and improve their environmental management practices. Prior to setting up her own firm, Laura had gained a broad base of experience, expertise and leadership skills. She previously managed the environment department for Vancouver International Airport Authority (YVR), where her role included chairing the Environmental Advisory Committee, composed of citizen representatives, non-government organizations, government and tenants, as well as liaison with First Nations. Before joining YVR, she worked as an Environmental Specialist at BC Hydro, a Project Hydrologist for an international consulting firm (Golder Associates), and an environmental specialist for a public utility district in Washington State.

On Salt Spring, Laura has been active with the local Toastmasters club for over 10 years. She never turns down an opportunity to volunteer and has enjoyed many assignments with the public schools, the Literacy Society, the Centre for Child Honouring, and others. As the current (but soon to be past) Vice Chair of the Community Economic Development Commission (CEDC), Laura is very proud of the recent progress this commission has made towards sustaining a resilient island economy. She is the CEDC's lead for monitoring workforce housing. In this role, she conducted a survey of the impacts housing on island employers and co-hosted a roundtable to discuss impacts and identify solutions. She supports the Salt Spring Housing Council and is working collaboratively to find sustainable funding solutions for the organization.

Through her work at the CEDC, Laura became knowledgeable of the Islands Trust and its important role in supporting a healthy economy for the islands. As a CEDC member, Laura co-authored the April 18, 2017 Driftwood Viewpoint article "Comprehensive Village Plan Needed", which articulated the need for thoughtful co-operation among various local groups in order to develop a meaningful plan for Ganges future. She also gave a delegation to the Local Trust Committee (LTC) on the need for legalizing cottages for year round rental, which resulted in the LTC restoring this action as a priority.

Laura has been preparing for her role as a Trustee by taking Linda Adam's "Land Use Planning on Salt Spring" course in early 2018, and regularly attending LTC meetings since June, and looks forward to playing an active and engaging role with the Islands Trust in future.

Tim Peterson for Vice-Chair of Trust Council



I ask that my fellow Trustees read this, talk to me at Trust Council, and consider giving me your vote.

I have spent my adult life, as well as most of my youth, living on Lasqueti Island. I have been a labourer, business owner, cook, musician, gardener, and more, and I hold a deep appreciation for the natural world we are so fortunate to experience on our unique islands. I have been very much involved in varied aspects of island life, including being Vice-Chair of the Lasqueti Community Association, holding music and performance events, and spearheading our winter by-donation weekly dinners.

I also have experience as Chair of the Lasqueti Last Resort Society, which has built our Health Centre. In this capacity, I have chaired close to one hundred meetings over the last seven years.

I am a passionate believer in the object of the Islands Trust, and I believe that this term will be an exciting and challenging time for us, as a local government, and as advocates to other levels of government and non-governmental groups.

I recognize that on each of our islands, the issues are approached from a variety of ways, unique to themselves, but often with a commonality that can help inform discussion on other islands. This overlapping of interests, and diversity of approach, is one of the strengths of our Federation.

Vice-Chairs have two major roles.

As members of the Executive Committee, they take direction from Trust Council, working on the priorities as set out in the Strategic Plan, and via motions from Council. They are also representatives of the Trust in the advocacy work and relationship building which is so important to furthering the object and interests of the Islands Trust. In addition, they are tasked with evaluating bylaw changes from across the Trust Area, and ensuring these are consistent with the Trust mandate and Policy Statement.

As Chairs of the Local Trust Committees, Vice-Chairs need to be good listeners first, respecting the unique character of each Local Trust Area, and the goals and aspirations of the community. They need to be able to allow for respectful communication, while maintaining order and focus to support the decision making process of the LTC. They also need to be open minded, and approachable to community members, Trustees, and staff, and to help foster an inclusive and respectful climate for local meetings.

I am seeking the position of Vice-Chair because I believe in the object of the Trust, and I am ready for an enhanced role in advancing the interests of our islands. As a second term Trustee, I am aware of, but not daunted by, many of the challenges we face as individual Trust Areas, and as a Federation. Having recently retired, I have the time and the energy to devote myself with enthusiasm to the varied duties of a Vice-Chair. I look forward to a term of listening to ideas and opinions, learning more about our communities and partners, and serving by facilitating respectful discussion of the important issues facing us as Trustees and members of Trust Council.

Tim Peterson
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tpeterson@islandstrust.bc.ca

Trustees

I have decided to put my name forward to be a Vice Chair and serve on the Executive Committee. I have considered this carefully as the time commitment is substantial but I have determined it is the right role for me at this time. I also believe I have much to offer the Trust.

Returning Trustees will of course know me from this past four year term. For new Trustees, I am in my second term as a Trustee from the Gambier Island Trust Area having a home on Keats Island in Howe Sound/Alt'Kitsem. I served on the Trust Programs Committee as well as on the Office Relocation committee. I am a retired lawyer with a long history of service on various volunteer boards and professional committees.

In my mind the role of a Vice Chair is primarily 2 fold. I'd like to suggest what I might bring to each of those roles.

First, as a member of the Executive a Vice Chair is tasked with assisting in guiding the work of the Trust between Trust Council meetings. Working with senior staff, the Executive takes the directions of the Council and guides the implementation of those decisions. The Executive serves also as the face of the Trust in many circumstances. While this role is primarily filled by the Chair, the rest of the Executive engages in that public function as well.

I am well spoken, keep abreast of issues and am committed to the mandate and purpose of the Trust. I have worked as litigator and am very used to making decisions and helping to guide the directions of organizations. While the Trust presents a unique challenge in many ways, my skills will be useful for the Trust as a whole. I am also committed to finding ways to engage Trustees more meaningfully in the work of the Trust as a whole and improving communication between Trustees and the Executive.

The second role for a Vice Chair is as Chair of Local Trust Committees. This is the role that is most directly observed at a local level and the ability to chair LTC's and both engage and control local engagement is a key skill. I am very conscious that every Local Trust Area has its own character and its own set of characters. The local dynamics can be very challenging for staff and for Trustees and for the community particularly when there are contentious issues facing an LTC. A steady hand as Chair can be the difference between productive engagement and divisive interactions.

I believe in engagement and the ability of people to be heard in a respectful atmosphere. I tend to be favour more comment and engagement than less. I think this assists in people feeling like they've been heard. With that general context however, safe workplaces for our staff and trustees is the direct responsibility of vice-chairs. I am committed to that. I was involved in adversarial work all my life and had a reputation for constructive dealings with all sides. I have chaired meetings of various boards and committees for decades and feel I can bring those skills to the local trust committee table.

In closing you should know I am committed to the direction and mission of the Trust. Our focus on true reconciliation and engagement with First Nations is inspiring, challenging and essential. Our commitment to this over the last 4 years has been, in my mind, our proudest achievement. And while

our local planning function is key, our advocacy role on behalf of this unique and special place sets us apart from other local governments. It makes us who we are.

I will be seeking your support when it's time to select the Vice-Chairs of the Trust. If at any time you have any questions or comments, I would be happy to talk to you either before Trust Council or when we gather commencing November 6th.

Dan Rogers

drogers@islandstrust.bc.ca

604-220-1500

Subject:

Doug Fenton Islands Trust Conservancy Board

I would like to express my interest in being considered/run/ for one of the two trustee positions on the Islands Trust Conservancy.

The Islands Trust Conservancy is helping to reduce and in the potentially preserve species biodiversity. In 2010 there was approximately 12% of the Earth's land surface and much less marine protected areas (but goals of >10% have been set, and marine protected areas are growing), and there is a desperate need for more.

As part of my Masters in Environmental Practice (RRU), it became evident to me that there is a need to move beyond the conventional valuation processes. And, there is a need to discuss and consider policy where other essential elements be found, such as incorporation of the notion of economics of ecosystem services (food, fibre and fuel, regulating – e.g. water purification, climate regulation, groundwater recharge, pollination) as part of the overall valuation and planning strategy as it has demonstrated important links to:

- The connections between Sustainable Development and the management of Natural Capital and Poverty Reduction;
- Marine Protected Areas (MPAs);
- Cultural Values (especially indigenous peoples) – UNDRIP

All critical elements of the Islands Trust's mandate to preserve and protect the Trust Area, but also the overall health of the Salish Sea and its future ability to provide for all who live in and around her. I am a passionate environmental professional with established connections with ThINC (Thetis Island Nature Conservancy) and a growing number of local First Nations communities who would able to provide the collaborative guidance needed.

Thank you in advance for your assistance in this process and considering me for a position on the Islands Trust Conservancy.

Kind regards,

Df

Doug Fenton
Dfenton12@gmail.com
250.804.6480

Islands Trust Conservancy candidacy – Peter Johnston, Lasqueti

It is my intention to seek one of the two Trust Council seats on the Islands Trust Conservancy board. Here is some information about me:

Born 1947 in Rochford, Essex, England

Immigrated to Canada with family aged 6½. Lived in North Battleford Saskatchewan

Attended University of Saskatchewan, Saskatoon, and Simon Fraser University, Burnaby; BA in philosophy from UofS

Attended Simon Fraser University, diploma in education

Taught elementary school in Terrace, BC 1970-72

Teacher and principal, False Bay School, Lasqueti Island, BC 1974 to 1976 (two rooms ~25 students)

Remained on Lasqueti, becoming involved with school and community. Developed small organic farm

Involved with development of organic standards and certification processes in BC

Founding member of and administrator for Islands Organic Producers Association, certifying farms on Vancouver Island and the Gulf Islands

Board member and executive member of Certified Organic Associations of BC

Served as Lasqueti Island Local Trustee and Trust Council member 2011-14

Still operate my small farm, with assistance and support from family.

I have always been interested and aware of natural history of my locale. I developed a strong interest in forestry issues, and attended workshops, conferences and educated myself on forestry, silviculture and related issues,

I have participated in Christmas Bird Counts, Summer Waterbird Surveys, and have coordinated and run Nocturnal Owl Surveys on Lasqueti. I participated in the Clayoquot Sound blockades, which helped to change forest policy in BC

Active participant in conflict between Lasqueti community and off-island owners wanting to log all the trees from their newly acquired quarter section without regard for anything but profit. We reached a compromise agreement that resulted in them removing 100 truck loads of logs, and leaving patches of forest on the property.

I have encouraged and participated in the preservation and care of the Nature Reserves on Lasqueti, especially the Kwel and Osland properties from before they were donated. Continue to volunteer for activities on them and also for re-forestation efforts on the Mt. Trematon parcel. I also participated in the establishment, and then the expansion of, Squitty Bay Park.

I was a founding member of the Friends of Jedediah Island, which worked to convince the province to purchase the island (for well below assessed value) by raising funds, doing publicity and outreach, and then worked with BC Parks to make it ready for the public, and to establish its park plan.

We live in the Coastal Douglas-fir biogeoclimatic zone, which is the smallest, most intensely populated, developed and de-forested of the 14 ecological zones in BC. People, businesses and industries are having an ever-increasing effect on our natural environment. The first rule of tinkering is ***save all the pieces!***. We must do everything possible to preserve and enhance the natural spaces that remain, and I want to help encourage government and incentivise private landowners to value, steward and preserve natural areas. The Islands Trust Conservancy is a wonderful opportunity

If you have questions or comments for me, please telephone or email me, or talk to me when we gather in Victoria November 6. I'm planning to arrive on Monday evening.

Peter Johnston
Lasqueti Island, BC V0R 2J0
250-333-8785
pjohnston@lasqueti.ca



Kate-Louise Stamford

For Islands Trust Conservancy

Welcome fellow trustees to the first council of the 2018-2022 Term

I am forwarding my candidacy to you as one of the two elected Trustees to the Islands Trust Conservancy.

This is my third term representing the island communities in the Gambier Island Local Trust Area. It has also my privilege to serve on the Islands Trust Conservancy Board during these past four years.

The Islands Trust Conservancy does what the general public thinks the Islands Trust does; it supports islanders in their goal to save special ecological areas of their islands - or the “preserve” part of our preserve and protect mandate. The ITC has an international reputation for professional, science-based conservation and land management. It is very successful; holding around \$14,000,000 in ecologically fragile land assets on behalf of all British Columbians.

This success has its challenges and now, with the name change finalized, it is time to make use of the opportunities it presents.

As your representative I will:

- Promote a strong and open link between Trust Council and the Islands ITC ensuring that all decisions by Trust Council are considered within the context of the Conservancy and visa versa.
- Develop further opportunities for promotion of the Regional Conservation Plan both within the Islands Trust and to external organizations.
- Spearhead new financial initiatives in recognition of the increasing pressures on the Islands Trust as a whole.
- Ensure that all ITC activities on individual islands are communicated in a timely manner to relevant LTC's
- Support the structural needs in the ITC to maintain management of both private and public conservancy lands

I bring the following skills to the Islands Trust Conservancy:

- Experience as the only returning Trust Council member from the 2014-2018 ITC Board.

- An understanding that all conservation in the Salish Sea area is with the cooperation of First Nations that have stewarded these islands for millennia.
- Action orientated collaboration in a multi-agency environment (Ocean Watch Task Force)
- Strong layperson's background in the complexities of biological systems and conservation.
- Professional experience in the non-profit sector at a provincial level.
- Recognition of the practicalities of conservation in context with the challenges of human needs in island environments.

We love our islands for their natural beauty and healthy lifestyle. The Islands Trust Conservancy, along with its local partners, provides the most direct impact in preserving those pockets of ecological heaven we value so dearly.

**Please consider me as one of your representatives to the Islands Trust
Conservancy Board**

Kate-Louise Stamford

Gambier Island Local Trust Committee Trustee

778-235-2240

kstamford@islandstrust.bc.ca

Don't hesitate to contact me if you have any questions.

Subject:

Islands Trust Conservancy Board

I am interested in submitting my name For the Islands Trust Conservancy Board for consideration by my fellow Trustees. Please include the following brief statement along with my name in the agenda package:

“I am interested in serving on the Islands Trust Conservancy Board. For 17 years I was on the Board of the Galiano Conservancy Association and participated in several land acquisitions including the Millard Learning Centre, home of the GCA. I also have sat on the Board of the Galiano Club for 14 years, 7 as President. The Club owns and manages 830 acres of land on Galiano with over 500 acres Zoned Nature Protection. I have a keen interest in the protection of ecologically sensitive areas for the coming generations. Thank you for considering my interest in the ITC Board. Regards, Jane”

Jane Wolverton

Galiano Island Tel. (250) 539 2427

Cell 778 848 1504

jwolverton@telus.net



November 8, 2018
Islands Trust Council
BUDGETING

Background:

To provide the new 2018-2022 Islands Trust Council with an overview of the Islands Trust budget and budget development process.

Purpose:

1. To provide Trust Council with an overview of the Islands Trust Budget Process.
2. To review the assumptions and principles upon which the Islands Trust budget is developed, and highlight known or potential changes in specific 2019/2020 revenue and expenditure items from previous years.
3. To provide an opportunity for questions, comments, and recommendations from Trustees before the first draft of the budget is presented to the new Financial Planning Committee for detailed review, prior to Trust Council receiving the draft in January 2019.

Resources: Julia Mobbs, Director, Administrative Services (DAS)
Russ Hotsenpiller, Chief Administrative Officer (CAO)

TIME	TOPIC	WHO
8:30am – 9:30am	Introduction	Trustee, Peter Luckham
	Budget Process and Timelines	DAS Mobbs
	Fiscal 2018/19 Budget	
	Budget Assumptions and Principles • Overview of standing items • Highlights of proposed changes from previous fiscal budgets	
	Questions and Comments	



November 8, 2018
Islands Trust Council
Local Planning Services Orientation

Background: This outline is presented in support of Trust Council orientation

Purpose:

1. To provide an overview of Local Planning Services

Resources: David Marlor, Director of Local Planning Services (DLPS)
Stefan Cermak, Regional Planning Manager (RPM)
Robert Kojima, Regional Planning Manager (RPM)
Ann Kjerulf, Regional Planning Manager (RPM)
Miles Drew, Bylaw Enforcement Manager (BEM)
Carmen Thiel, Legislative Services Manager (LSM)

TIME	TOPIC	WHO
9:00 am	Introduction to Local Planning Services • Regional offices • Bylaw enforcement	DLPS Marlor RPM Cermak BEM Drew RPM Kojima RPM Kjerulf LSM Thiel
9:30 am	LTC Meeting Procedures	
9:40 am	Islands Trust Policy Statement and LTC Bylaws	
9:50 am	Further LPS Orientation	



November 8, 2018
Islands Trust Council
EXECUTIVE COMMITTEE AND
ISLANDS TRUST CONSERVANCY ELECTIONS

Purpose:

1. To elect the Chair and three Vice Chairs of the Islands Trust Executive Committee.
2. To elect two trustees to sit on the Islands Trust Conservancy.

Resources:

Russ Hotsenpiller, Chief Administrative Officer (CAO)
Carmen Thiel, Legislative Services Manager (LSM)

TIME	TOPIC	WHO
10:15 a.m. – 11:00 a.m.	1. Election for Chair a. Nominations b. Election of a trustee to assist in ballot counting c. Voting by secret ballot d. Announce result of vote	LSM Thiel
	2. Election for Vice-Chairs (3 positions) a. Nominations b. Election of a trustee to assist in ballot counting c. Voting by secret ballot d. Announce results of vote	
	3. Election for Islands Trust Conservancy (2 positions) a. Nominations b. Election of a trustee to assist in ballot counting c. Voting by secret ballot d. Announce results of vote	

Follow Up Action Report

Trust Council

Chief Administrative Officer

No	Activity	Activity	Responsibility	Target Date	Status
1	06-Dec-2016	That Trust Council approve in principle a review of the Islands Trust Act.	Russ Hotsenpiller		On Going
2	14-Mar-2018	Staff to prepare a short list of legislative amendments for the June 2018 Trust Council meeting and that a working session be scheduled to develop a prioritized list of potential amendments. That a public engagement plan regarding legislative change be developed and presented to Trust Council.	Russ Hotsenpiller Andrew Templeton	06-Jun-2018	Done
3	19-Jun-2018	Trust Council endorse the list of <i>Islands Trust Act</i> potential amendments for further work by staff and prepare the list for the UBCM in September.	Russ Hotsenpiller	10-Sep-2018	Done
4	19-Jun-2018	That Trust Council amend the Continuous Learning plan by removing the Legal and Governance topic, "subdivision authority and bare land strata" and keeping the <i>Water Sustainability Act</i> .	Russ Hotsenpiller	31-Jul-2018	Done
5	19-Jun-2018	Trust Council maintain the status quo (re council committees) and direct that specific improvements: trustee remunerations, maintaining working groups and electronic communications, be considered within the current structure to improve various service elements.	Russ Hotsenpiller	31-Jul-2018	On Going

Follow Up Action Report

6	19-Sep-2018	Identification of preferred Islands Trust Act Amendments THAT the Islands Trust write to the Minister requesting amendments to the Islands Trust Act, specifically: 1. Allowance for entry warrants by bylaw officers; 2. Development permit area enforcement via municipal ticketing; 3. Adoption of development approval information bylaws by LTCs; 4. Amending the Act to add "First Nations" to the list of those with whom we work "in co-operation;" 5. The ability to delegate to staff the granting of development permits; 6. Seeking clarification of foreshore zoning authority; 7. Broadening of Islands Trust entities under the Local Government Act, relative to s. 294, allowing for "incidental or conducive power;" 8. Ability to provide an affordable housing agreement with a third party and to create a Housing Service. To amend the motion and add to the list one bullet missing from the report: 9. Include reference to the ecosystem in section 8.2 of the Islands Trust Act. To amend the motion and add to the list: 10. Enact the ability to charge fees for telecommunication applications.	Russ Hotsenpiller	15-Jan-2019	On Going
7	19-Sep-2018	That Trust Council recommend that the incoming Trust Council consider modifying the schedule of future Trust Council meetings, to allow for more time to deliberate Council business.	Russ Hotsenpiller	15-Jan-2019	On Going

Follow Up Action Report

Director, Administrative Services

No	Activity	Activity	Responsibility	Target Date	Status
1	14-Mar-2018	Financial Plan Bylaw No. 172 and Revenue Anticipation Bylaw No. 173 be forwarded to Minister of Municipal Affairs and Housing for approval.	Julia Mobbs Jas Chonk	28-Mar-2018	Done
2	19-Jun-2018	Trust Council approves the creation of a specific reserve fund for LTC projects and approves an initial transfer to this fund of \$100,000 from the General Revenue Surplus Fund.	Julia Mobbs	31-Aug-2018	Done
3	19-Sep-2018	June 30th 2018 Quarterly Financial Report . That the Islands Trust Council approve the June 30, 2018 Quarterly Financial Report as presented.	Julia Mobbs	15-Jan-2019	Done
4	19-Sep-2018	To amend Trust Council Policy 7.2.6 Municipal Tax Requisition Calculation so that Amortization Expense is only included in the Municipal Pool in years when amortization is included in the financial plan as an amount that taxes are to be requisitioned for.	Julia Mobbs	15-Jan-2019	Done
5	19-Sep-2018	Effective April 1, 2019, trustees be remunerated for their participation in the Local Planning, Trust Area and Financial Planning Committees at rate of \$100 per meeting attended for committee members, and \$150 per meeting attended for committee Chairs; and That Trust Council Policy 7.2.1 Trustee Remuneration be amended to reflect this change in remuneration structure; and That staff be directed to bring the draft amendments to Policy 7.2.1 Trustee Remuneration to the next Trust Council meeting for approval of the Policy wording.	Julia Mobbs	15-Jan-2019	On Going

Follow Up Action Report

Director, Local Planning Services

No	Activity	Activity	Responsibility	Target Date	Status
1	13-Mar-2018	That the Executive Committee provide recommendations to Trust Council on means to address compensation for First Nations site visits.	David Marlor	01-Mar-2019	On Going
2	13-Mar-2018	That Trust Council Policy 2.1.14 History, Heritage and Conservation Grants in-aid as amended by adding section 3.5 With the approval of affected local trust committees or island municipality, be adopted.	David Marlor Jas Chonk	20-Apr-2018	Done
3	19-Jun-2018	Islands Trust Council request staff to return with a review and update of the recommendations in the report, "Community Housing in the Islands Trust Area (2016)", and make recommendations for how Islands Trust can help address the needs identified by the 2018 Housing Needs Assessments.	David Marlor	03-Dec-2018	On Going
4	19-Sep-2018	That draft policy 4.1.2 Local Trust Committee Meeting Guidelines be amended as follows: in 3.2.1, all material after the word agenda"be deleted, and the comma be changed to a period and that in Appendix One, the Item Town Hall be moved below Call to Order. That Islands Trust Council adopt the amended Policy 4.1.2 Local Trust Committee Meeting Guidelines that includes a model local trust committee meeting agenda format.	David Marlor	15-Jan-2019	On Going
5	19-Sep-2018	That Trust Council receive the Local Planning Committee Work Program Report as presented.	David Marlor	15-Jan-2019	Done

Follow Up Action Report

Director, Trust Area Services

No	Activity	Activity	Responsibility	Target Date	Status
1	16-Sep-2015	Identify and act on opportunities re freighter anchorages.	Clare Frater	31-Mar-2019	On Going
2	14-Jun-2016	Issue NAPTEP certificate subject to survey, covenant and baseline report.	Clare Frater	14-Jun-2019	Done
3	19-Jun-2018	Trust Council request staff to provide a report to Trust Council with information about the implications of the Islands Trust taking on a secretariat role for the Howe Sound Community Forum that considers the needs of existing and potential regional coordination processes in the Baynes Sound/Lambert Channel and Saanich Inlet regions and that the Trust Programs Committee is authorized to provide initial support if it deems it advisable out of its existing budget.	Clare Frater	31-Mar-2019	On Going
4	19-Jun-2018	That the Islands Trust Council extend the timeline for issuing the Natural Area Protection Tax Exemption Certificate for NAPTEP application GB-NAP-2016.1 (Link Island) for one year, until June 2019.	Clare Frater	30-Jun-2019	Done
5	19-Jun-2018	Trust Council request staff to update and improve climate change information on the Islands Trust website and that Local Trust Committees and Bowen Island be encouraged to disseminate this information in their communities.	Clare Frater	31-Aug-2018	On Going
6	19-Jun-2018	That Trust Council request that the Chair write to the provincial review process about BC Hydro net metering to comment that net metering is an important element of making solar energy viable in the Trust Area.	Clare Frater	31-Dec-2018	Done
7	19-Jun-2018	Trust Council request that the Executive Committee work with regional districts in the Trust Area to develop a strong, united voice in support of solar energy.	Clare Frater	31-Jan-2019	On Going

Follow Up Action Report

8	19-Sep-2018	That the Islands Trust Council makes the following public statement: Islands Trust Council calls upon the federal government to take all measures possible to reduce, and ultimately eliminate, the use of the 33 commercial freighter anchorage sites throughout the Southern Gulf Islands collectively referred to by Transport Canada as the South Coast of British Columbia. - These anchorage sites were designated without consultation with local First Nations and coastal communities. - First Nations Rights and Title have not been adequately addressed when it comes to anchorages and large vessel traffic within their traditional territories as is required under the United Nations Declaration on the Rights of Indigenous Peoples, Article 32. - The acoustic disturbance of freighters excessively transiting the endangered Southern Resident Killer Whales foraging areas is a significant factor in contributing to their extinction. - The use of these anchorages has resulted in a significant increase in noise, light, and air pollution; damage to the local marine ecosystems; a threat to local economies and most worrisome, an increased risk of catastrophic bunker-fuel spills. - And that it be communicated directly to the Prime Minister, Federal Minister of Transport, Federal Minister of Fisheries and Oceans, Federal Minister of Environment and Climate Change, Coast Guard, Premier of British Columbia, Provincial Minister of Environment and Provincial Minister of Transport.	Clare Frater	15-Jan-2019	Done
9	19-Sep-2018	That Trust Council sign onto the Citizens' Climate Lobby open letter requesting that the national price on carbon plan for a rising fee be extended to the year 2030.	Clare Frater	15-Jan-2019	Done
10	19-Sep-2018	That the Islands Trust Council approves the top priorities of the Trust Programs Committee Work Program Report.	Clare Frater	15-Jan-2019	Done
11	19-Sep-2018	Staff to draft thank you letters from the Chair to delegates and community presenters	Clare Frater	30-Sep-2018	Done

Follow Up Action Report

Executive Coordinator

No	Activity	Activity	Responsibility	Target Date	Status
1	19-Jun-2018	Islands Trust Council request Staff to forward the Housing Needs Assessment, Northern Region of Islands Trust, dated June 2018, as amended, to planning staff and relevant local trust committees as amended.	Lori Foster	31-Jul-2018	Done
2	19-Jun-2018	Islands Trust Council request Staff to forward the Southern Gulf Islands Housing Needs Assessment, dated February 2018, to planning staff and relevant local trust committees.	Lori Foster	31-Jul-2018	Done

Follow Up Action Report

Legislative Services Manager

No	Activity	Activity	Responsibility	Target Date	Status
1	14-Mar-2018	That the Islands Trust Council amend Policy 2.3.1 Council Committee System and Policy 2.4.3 Executive Committee Election, as indicated in attachments 1 and 2 to the report, to reflect legislative changes to trustees terms of office and the election date.	Carmen Thiel Jas Chonk	20-Apr-2018	Done
2	14-Mar-2018	Staff to conduct an RWM to adopt Trust Council Election Procedures Bylaw No. 124.	Carmen Thiel Jas Chonk	18-Apr-2018	Done
3	19-Jun-2018	That the Islands Trust Council agree to enter into service contracts with the following regional districts: Nanaimo Regional District, Comox Valley Regional District, Cowichan Valley Regional District, Powell River Regional District, Sunshine Coast Regional District, Capital Regional District for the purpose of sharing the costs of conducting elections. That the Islands Trust Council authorize the Chair and Legislative Services Manager to sign the service agreements on behalf of Council that will be substantially similar to the attached template, and which will allow for the use of mail ballots where authorized by the elections administration bylaws of the respective regional districts.	Carmen Thiel	20-Oct-2018	Done

Follow Up Action Report

4 19-Sep-2018	To amend the draft policy 7.4.2 Chair & Executive Committee Correspondence section 1.8 to include reference to section 1.7. with a friendly amendment as follows: in Section 1.8 delete reference to 1.6 and replace with 1.7. That Islands Trust Council adopt “Policy 7.4.2 Chair & Executive Committee Correspondence” dated September 18, 2018 as further amended, AND amend the motion by adding Executive Committee may consider requests for delegations after the deadline at the discretion of the Chair.	Carmen Thiel	15-Jan-2019	On Going
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DRAFT

Trust Council Minutes of Regular Meeting

Date: September 18, 2018
Location: Squamish Nation Address: Barnabas Dining Room
Meeting: Keats Camp Hall
Hoakqhus or Chaich-ph , Keats Island, BC

Executive Committee: Peter Luckham, Chair, Thetis
Laura Busheikin, Vice Chair, Denman
Susan Morrison, Vice Chair, Lasqueti

Local Trustees Alison Morse, Bowen Municipal Trustee
Sue Ellen Fast, Bowen Municipal Trustee
David Critchley, Denman
Melanie Mamoser, Gabriola
George Harris, Galiano
Sandy Pottle, Galiano
Dan Rogers, Gambier-Keats
Kate-Louise Stamford, Gambier
Alex Allen, Hornby
Tony Law, Hornby
Timothy Peterson, Lasqueti
Brian Crumblehulme, Mayne
Peter Grove, Salt Spring
Paul Brent, Saturna
Bruce McConchie, South Pender

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director Local Planning Services
Carmen Thiel, Legislative Services Manager
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Administrative Services
Nigel Hughes, Computer Apps & Systems Technician
Lori Foster, Executive Coordinator

Regrets: George Grams, Vice Chair, Salt Spring
Heather O'Sullivan, Gabriola
Jeanine Dodds, Mayne
Dianne Barber, North Pender
Derek Masselink, North Pender
Lee Middleton, Saturna
Wendy Scholefield, South Pender
Ken Hunter, Thetis

1.1 SQUAMISH NATION ADDRESS

talalsámkin siyám, Chief Bill Williams travelled to Hoakqhus or Chaich-ph, Keats Island along with Trust Council where he welcomed members to Squamish First Nation territory. Chief Williams shared a traditional blessing through song and drumming then addressed Council with history and spoke to meaningful engagement.

1. CALL TO ORDER

The meeting was called to order at 2:36pm. Chair Luckham welcomed Trust Council members and went through regrets.

Local Trustees Stamford and Rogers welcomed Trust Council to Keats.

2. APPROVAL OF AGENDA

7.6 Lessons Learned Session as scheduled

Under **12. NEW BUSINESS** add the following:

12.1 Commercial freighter anchorages advocacy throughout the Southern Gulf Islands.

12.2 Trustee remuneration for committee participation.

12.3 Citizens Climate Lobby open letter signatory.

12.4 Increasing Trust Council time by ½ day for future meetings.

By General Consent, the agenda was approved amended.

3. GENERAL BUSINESS ARISING

3.1 Resolutions Without Meeting (RWM)

3.1.1 TC-RWM-2018-03 and TC-RWM-2018-004
Presented for information.

3.2 June 2018 Trust Council Meeting Draft Minutes

Delete from item 9 page 10 of 17 – 6th bullet “If work is not completed it should be removed from the plan”.

By General Consent, the June Trust Council minutes were adopted as amended.

3.3 Trust Council Follow up Action List (FUAL)

Staff reviewed the list and answered questions.

3.4 Trustee Round Table

Trustees provided verbal updates on recent meetings, bylaw amendments, and projects in their local trust areas.

Trustee Mamoser read Trustee O’Sullivan’s regrets as she was unable to attend this term last Trust Council meeting.

The meeting recessed at 3:46 p.m. and was reconvened at 4:00 p.m.

4. EXECUTIVE

4.1 Chief Administrative Officer's Report

CAO Hotsenpiller presented his report and spoke on the recent UBCM Whistler convention meetings.

4.2 Executive Committee Work Program Report

Chair and Council reviewed the Work Program Report with staff and discussed recent meetings attended including the Union of BC Municipalities held in Whistler. A conversation on Islands Trust top priorities followed.

By General Consent, the Executive Committee Work Program Report was received for information.

4.3 Continuous Learning Plan

By General Consent, the Continuous Learning Plan was received for information.

4.4 Strategic Plan Quarterly Report

By General Consent, the Strategic Plan Quarterly Report was received for information.

4.5 New Term Orientations – Briefing

Chief Administrative Officer (CAO) Hotsenpiller presented the briefing and spoke to the schedule and orientation plan for the new term of trustees.

Trustee suggestions for learning sessions included Roberts Rules of Order, chair training, and land use application toolkits.

4.6 Connected Coast Fiber Optics – Briefing

CAO Hotsenpiller updated Council on the Connected Coast project and its future connectivity services where individual communities would have to access funding and work with regional districts.

Council was emailed the link to the Connected Coast website.

4.7 Islands Trust Act Amendments – RFD

CAO Hotsenpiller reviewed the project progress and the next steps for Council moving forward with its specific amendment requests in writing to the minister.

Discussion continued on prioritizing the list items.

TC-2018-077

It was MOVED by Trustee Brent and SECONDED by Trustee Grove

THAT the Islands Trust write to the Minister requesting amendments to the *Islands Trust Act*, specifically:

1. Allowance for entry warrants by bylaw officers;
2. Development permit area enforcement via municipal ticketing;
3. Adoption of development approval information bylaws by LTCs;
4. Amending the Act to add "First Nations" to the list of those with whom we work "in co-operation.";
5. The ability to delegate to staff the granting of development permits;
6. Seeking clarification of foreshore zoning authority;
7. Broadening of Islands Trust entities under the *Local Government Act*, relative to s. 294, allowing for "incidental or conducive powers.";
8. Ability to provide an affordable housing agreement with a third party and to create a Housing Service.

CARRIED

TC-2018-078

It was MOVED by Trustee Rogers and SECONDED by Trustee Law

To amend the motion and add to the list one bullet missing from the report:

9. include reference to the ecosystem in section 8.2 of the *Islands Trust Act*.

CARRIED

TC-2018-079

It was MOVED by Trustee Fast and SECONDED by Trustee Mamoser

To amend the motion and add to the list:

10. and enact the ability to charge fees for telecommunication applications.

CARRIED

Discussion on the amendment requests raised questions on holding land and incurring debt, the holding of housing agreements, and "incidental and conducive powers."

TC-2018-080

It was MOVED by Trustee Critchley and SECONDED by Trustee Mamoser

To amend the request to the minister by adding to the list those items that gained 50% or more approval as follows:

- Add funding for provincial levy for Islands Trust Conservancy;
- Development Permit and Temporary Use Permit delegation to Staff;
- Expand Executive Committee by one person;
- Provision in *Islands Trust Act* to provide positive obligation for cooperation from other ministries and districts.

DEFEATED

Chair Luckham recessed the meeting for the day at 5:46 p.m.

Wednesday, September 19, 2018

Chair Luckham reconvened the meeting at 8:36 a.m. with the same roll call of September 18th with eighteen trustees present and eight absent. He acknowledged the meeting was being held on Coast Salish territory.

The order of business on the agenda resumed at item 4.7.

Trustee Critchley raised items on the list for discussion and consideration.

TC-2018-081

It was MOVED by Trustee Critchley and SECONDED by Trustee Crumblehulme

To amend the letter to the minister requesting amendments to the *Islands Trust Act* by adding to the list, Provision in *Islands Trust Act* to provide positive obligation for cooperation from other ministries and districts.

DEFEATED

TC-2018-082

It was MOVED by Trustee Critchley and SECONDED by Trustee Stamford

To amend the letter to the minister requesting amendments to the *Islands Trust Act* by adding to the list, expand the Executive Committee by one person.

DEFEATED

Trustees for: Rogers, Fast, Mamoser, Stamford, Busheikin, Crumblehulme, Peterson, Critchley

Trustees against: Pottle, Law, Morse, Grove, Luckham, Morrison, Brent,
Allen, Harris, McConchie

4.8 Victoria Office Renovation Project – Briefing

CAO Hotsenpiller provided an update on the office renovation project.

4.9 Chair and Executive Committee Correspondence Policy – RFD

Legislative Services Manager, Thiel presented highlights from the Request for Decision (RFD).

Discussion on delegation requests and timing ensued.

TC-2018-083

It was MOVED by Trustee Mamoser and SECONDED by Trustee Brent

To amend the draft policy 7.4.2 Chair & Executive Committee Correspondence, section 1.8 to include reference to section 1.7.

Trustee Morse, friendly amendment to the motion as follows:
in Section 1.8, delete reference to 1.6 and replace with 1.7

CARRIED

TC-2018-084

It was MOVED by Trustee Grove and SECONDED by Trustee Brent

That Islands Trust Council adopt “Policy 7.4.2 Chair & Executive Committee Correspondence” dated September 18, 2018 as further amended.

CARRIED

TC-2018-085

It was MOVED by Trustee Busheikin and SECONDED by Trustee Mamoser

Amend the motion by adding Executive Committee may consider requests for delegations after the deadline at the discretion of the Chair.

CARRIED

5. LOCAL PLANNING

5.1 Director of Local Planning Services Report

Director of Local Planning Services (DLPS) Marlor presented highlights from the report.

5.2 Local Planning Committee Work Program Report

Chair of the Local Planning Committee, Trustee Mamoser, reviewed the work program report.

TC-2018-086

It was MOVED by Trustee Mamoser and SECONDED by Trustee Peterson

That Trust Council receive the Local Planning Committee Work Program Report as presented.

CARRIED

5.3 LPS Review – Briefing

DLPS Marlor reviewed the briefing and presented a Power Point giving background and options regarding the review. This work would be carried forward to next term's council.

5.4 LTC Agenda Model – RFD

DLPS Marlor presented the report and request for decision which, if adopted would amend Islands Trust Council policy 4.1.2 Local Trust Committee Meeting Guidelines.

Discussion on local trust committee ownership of model structure and amendment of agendas at the LTC level ensured.

TC-2018-087

It was MOVED by Vice Chair Busheikin and SECONDED by Trustee Harris

That the draft policy be amended as follows:

Page 3, item 3.2.1 wording be changed to delete the material after the word agenda and that on page 4 the model agenda be amended to place town hall after the call to order.

CARRIED

TC-2018-088

It was MOVED by Trustee Harris and SECONDED by Trustee Crumblehulme

That Islands Trust Council adopt the amended "Policy 4.1.2 Local Trust Committee Meeting Guidelines" that includes a model local trust committee meeting agenda format.

CARRIED

5.5 Bylaw Enforcement Local Summaries – Briefing

DLPS Marlor presented the summary on behalf of Bylaw Enforcement Manger (BEM) Drew who would be arriving later.

There was discussion about the range of application fees for short term vacation rentals.

At 4:35 p.m. BEM Drew arrived and addressed Council where he reviewed the report and answered questions. He discussed proactive enforcement on a policy driven basis versus complaint driven enforcement on issues such as seawalls and foreshores.

Discussion ensued on LTC bylaws, trust wide issues and compliance.

The report was received for information.

6. ADMINISTRATIVE SERVICES

6.1 Director of Administrative Services Report

Director Mobbs spoke to highlights from the report and timelines for the next fiscal year. She addressed outgoing trustees returning iPads.

6.2 Financial Planning Committee (FPC) Work Program Report

Trustee Grove, FPC Chair spoke briefly on the report. There were no questions.

TC-2018-089

It was MOVED by Trustee Groves and SECONDED by Trustee Harris,
That the Islands Trust Council approves the top priorities of the Financial Planning Committee Work Program Report.

CARRIED

6.3 June 30, 2018 Quarterly Financial Report – RFD

Director Mobbs reviewed the report. There were no questions.

TC-2018-090

It was MOVED by Trustee Grove and SECONDED by Trustee Harris,
That the Islands Trust Council approve the June 30, 2018 Quarterly Financial Report as presented.

CARRIED

6.4 Statement of Financial Information (SOFI) Report – Briefing

Director Mobbs pointed out highlights of the report which will be forwarded to the ministry.

Received for information.

6.5 2019-20 Budget

6.5.1 2019/20 Draft Budget Assumptions and Principles – Briefing

Received for information.

6.5.2 2019/20 Draft Budget Cycle Timelines
Received for information.

- 6.6 Amendment to Policy 7.2.6 Municipal Tax Requisition Calculation - RFD**
Director Mobbs commented in support of the amendment presented by Trustee Morse regarding requisition of local tax dollars.

TC-2018-091

It was MOVED by Trustee Morse and SECONDED by Trustee Brent,
To amend Trust Council Policy 7.2.6 Municipal Tax Requisition Calculation so that Amortization Expense is only included in the Municipal Pool in years when amortization is included in the financial plan as an amount that taxes are to be requisitioned for.

CARRIED

Trustee Morse noted that Bowen Island Municipality (BIM) would agree to waive the notice and this would be a policy change that could be implemented now and has been received in writing.

By General Consent, it was agreed to address item 12. New Business upon return from a break.

The meeting recessed for a break at 10:24 a.m. and was reconvened at 10:45 a.m.

12. NEW BUSINESS

12.1 Trustee McConchie re Commercial freighter anchorages advocacy throughout the Southern Gulf Islands - RFD

Trustee McConchie presented on the request for decision and motion for consideration.

TC-2018-092

It was MOVED by Trustee McConchie and SECONDED by Trustee Mamoser
That the Islands Trust Council makes the following public statement:

Islands Trust Council calls upon the federal government to take all measures possible to reduce, and ultimately eliminate, the use of commercial freighter anchorage sites throughout the Southern Gulf Islands.

These anchorage sites were designated without consultation with local First Nations and coastal communities.

First Nations Rights and Title have not been adequately addressed when it comes to anchorages and large vessel traffic within their traditional territories as is required under the United Nations Declaration on the Rights of Indigenous Peoples, Article 32.

The acoustic disturbance of freighters excessively transiting the endangered Southern Resident Killer Whales' foraging areas is a significant factor in contributing to their continued demise.

The use of these anchorages has resulted in a significant increase in noise, light, and air pollution; damage to the local marine ecosystems; a threat to local economies and most worrisome, an increased risk of catastrophic bunker-fuel spills.

Discussion on advocacy strategy ensued.

TC-2018-093

It was MOVED by Trustee Fast and SECONDED by Trustee Mamoser

To amend the motion in the first paragraph and replace “Southern Gulf Islands” with “throughout the Trust Area including the Southern Gulf Islands.”

Discussion on the amendment regarding defining the Trust Area ensued.

DEFEATED

TC-2018-094

It was MOVED by Trustee Brent and SECONDED by Trustee Grove

That motion TC-2018-092 be tabled.

CARRIED

12.2 Trustee Remuneration - RFD

Vice Chair Busheikin spoke to the rationale behind the proposal to remunerate trustees for meeting attendance.

It was noted that council committee members are appointed by the Chair while Islands Trust Conservancy members are elected.

By General Consent, Trust Council acknowledged that remuneration for meeting attendance applies to both physical and non-physical attendance (electronic meetings).

TC-2018-095

It was MOVED by Trustee Busheikin and SECONDED by Trustee Brent

Effective April 1, 2019, trustees be remunerated for their participation in the Local Planning, Trust Programs and Financial Planning Committees at rate of \$100 per meeting attended for committee members, and \$150 per meeting attended for committee Chairs; and

That Trust Council *Policy 7.2.1 Trustee Remuneration* be amended to reflect this change in remuneration structure; and

That staff be directed to bring the draft amendments to *Policy 7.2.1 Trustee Remuneration* to the next Trust Council meeting for approval of the Policy wording.

CARRIED

12.3 Citizens Climate Lobby Open Letter Signatory

Trustee Grove introduced the open letter noting it has already been endorsed by Vancouver, Victoria and Toronto.

TC-2018-096

It was MOVED by Trustee Grove and SECONDED by Trustee Harris

That Trust Council sign onto the Citizens' Climate Lobby open letter requesting that the national price on carbon plan for a rising fee be extended to the year 2030.

CARRIED

Trustee Morse opposed

12.4 Increasing Trust Council Time By ½ Day For Future Meetings

Trustee Peterson spoke on the motion he would present for consideration.

TC-2018-097

It was MOVED by Trustee Peterson and SECONDED by Trustee Harris

That Trust Council recommend that the incoming Trust Council consider modifying the schedule of future Trust Council meetings, to allow for more time to deliberate Council business.

CARRIED

7. TRUST AREA SERVICES

7.1 Director of Trust Area Services Report

Director Frater reviewed her report highlighting recent advocacy work, letters sent and meetings attended. She noted the policy statement review and work has been deferred due to urgent and timely advocacy work.

7.2 Trust Programs Committee (TPC) Work Program Report

Trustee Crumblehulme, TPC Chair presented the report and spoke on recent activities of the committee.

TC-2018-099

It was MOVED by Trustee Crumblehulme and SECONDED by Trustee Harris,

That the Islands Trust Council approves the top priorities of the Trust Programs Committee Work Program Report.

CARRIED

7.3 Islands Trust Conservancy Quarterly Report – Briefing

Trustee Law, Chair of the Islands Trust Conservancy reviewed the briefing and spoke on the Opportunity Fund.

Received for information.

7.4 Islands Trust Fund Audited Financial Statement – Briefing

Received for information.

7.5 Service Integration Committee – Briefing

Received for information.

By General Consent, Council addressed the Lesson Learned Session as shown on the schedule but not itemized on the agenda item, as item 7.6 followed by item 11.

7.6 Lessons Learned Session

A roundtable discussion by trustees on lessons learned ensued.

11. SUMMARY / UPDATES

11.1 Trustee Updates

11.1.1 BC Ferries (Ferry Advisory Committee Chairs)

Trustee Fast reported on a meeting with Minister Trevena and future consideration for electric or hybrid ferry service.

11.1.2 First Nations

Trustee Stamford spoke noted a pole raising on Gambier.

11.1.3 Gulf Islands National Park Reserve Advisory Committee

Director Frater noted a council representative from the new term will be appointed to this committee

11.1.4 Salt Spring Island Watershed Protection Authority (SSIWPA)

No report.

11.1.5 Howe Sound Community Forum

Trustee Stamford noted that Ocean Watch is the action group of the forum.

11.1.6 Freighter Roundtable Update

Trustee McConchie noted an October roundtable is planned.

The meeting was recessed for lunch at 12:00 p.m. and reconvened at 1:00 p.m.

8. COLLABORATION / ENGAGEMENT

8.1 Trustee Stamford - Gambier Island

Trustee Stamford addressed Council with a Power Point featuring Gambier Island and its unique amenities.

8.2 Community Presentation - Howe Sound Biosphere Region Initiative Society

Ruth Simmons presented on behalf of the Howe Sound Biosphere Region Initiative Society and the conservation initiatives of the society.

8.3 Delegations & Town Hall

8.3.1 SeaChange Marine Conservation Group

Fiona Beaty, representing the SeaChange Marine Conservation Group and Willem van Reit of the David Suzuki Society used Power Point presentations to convey the work of the group which has used scientific data and mapping to present the environmental changes that have occurred in the Howe Sound region.

By General Consent, Trust Council resumed consideration of Motion **TC-2018-092**.

Trustee McConchie made a friendly amendment to the motion:

TC-2018-100

It was MOVED by Trustee McConchie and SECONDED by Trustee Mamoser;
That the Islands Trust Council makes the following public statement:

“Islands Trust Council calls upon the federal government to take all measures possible to reduce, and ultimately eliminate, the use of the 33 commercial freighter anchorage sites throughout the Southern Gulf Islands collectively referred to by Transport Canada as the South Coast of British Columbia.

These anchorage sites were designated without consultation with local First Nations and coastal communities.

First Nations Rights and Title have not been adequately addressed when it comes to anchorages and large vessel traffic within their traditional territories as is required under the United Nations Declaration on the Rights of Indigenous Peoples, Article 32.

The acoustic disturbance of freighters excessively transiting the endangered Southern Resident Killer Whales’ foraging areas is a significant factor in contributing to their extinction.

The use of these anchorages has resulted in a significant increase in noise, light, and air pollution; damage to the local marine ecosystems; a threat to local economies and most worrisome, an increased risk of catastrophic bunker-fuel spills.”

And that it be communicated directly to the Prime Minister, Federal Minister of Transport, Federal Minister of Fisheries and Oceans, Federal Minister of Environment and Climate Change, Coast Guard, Premier of British Columbia, Provincial Minister of Environment and Provincial Minister of Transport

CARRIED

9. IMPLICATIONS OF THE WATER SUSTAINABILITY ACT LEARNING SESSION

Senior Fresh Water Specialist, William Shulba presented to Trust Council and answered questions regarding implications of the *Water Sustainability Act*. The power point presentation was circulated to trustees for information.

10. CORRESPONDENCE

None

11.2 Priorities Chart

By General Consent, the Priorities Chart was received as presented.

11.3 Proposed November 2018 Trust Council Agenda Program

For information.

11.4 Disposition of Delegations and Town Hall Requests

By General Consent, Trust Council request that staff acknowledge today's presenters with thank you letters.

13. CLOSED MEETING (Separate Agenda)

TC-2018-101

It was MOVED by Trustee Busheikin and SECONDED by Trustee Brent

That the Islands Trust Council meeting be closed to the public subject to Section 90(1) of the Community Charter in order to consider matters related to:

- (c) labour relations or other employee relations,
 - (g) litigation affecting the Islands Trust; and
 - (i) receipt of advice that is subject to solicitor-client privilege;
- and that CAO Russ Hotsenpiller and staff be invited to attend the closed session.

CARRIED

14. NEXT MEETING - November 6-8, Victoria

The next Trust Council meeting will be held in Victoria at the Parkside Hotel, 810 Humbolt Street.

15. ADJOURNMENT

By General Consent the meeting was adjourned at 5:30 p.m., September 19, 2018

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator

Island Trust Council Priorities Chart

Islands Trust Council Goals	Executive Committee	Islands Trust Conservancy
1. Ecosystem Preservation and Protection 2. Ensure human activity and development are compatible with maintenance of Trust Area ecosystems 3. Sustain Island Character and Healthy Communities 4. Effective, Efficient and Collaborative Governance	1. Islands Trust Act Amendments 2. Anchorages Advocacy Strategies 3. Update Islands Trust Policy Statement	1. Strategic Planning/Administration 2. Covenant and Property Acquisitions 3. Property and Covenant Management 4. Communications 5. Fundraising and Conservancy Support

Financial Planning Committee	Local Planning Committee	Trust Programs Committee
1. Budget Assumptions and Principles & Draft Budget 2. Allocated Financial Statements 3. KPMG Audit Observations	1. Community Housing Needs 2. Protect Coastal Douglas-fir and Associated Ecosystems	1. Review the Islands Trust Policy Statement 2. Trust Secretariat 3. Sea Level Rise Workshops



Northern Islands

Ballenas-Winchelsea, Denman, Gabriola,
Gambier, Hornby, Lasqueti, Thetis

Ballenas-Winchelsea Islands

1. Advocacy for the protection and appropriate use of Crown islets.
2. Nanoose First Nation Relationship Building.

Denman Island

1. Denman Island Farm Plan Implementation
2. Relationship building with Komoks First Nation
3. Facilitating Affordable, Attainable and Seniors Housing
4. Temporary Use Permits for Short-term Vacation Rentals

Gabriola Island

1. Mudge Island targeted review of OCP/LUB
2. Water taxi feasibility
3. Housing Options OCP/LUB Review Project - Phase 2

Gambier Island

1. Riparian Areas Regulation
2. Gambier OCP Comprehensive Review
3. Keats Island OCP/LUB Amendments
4. OCP Advocacy Policies - Implementation & Support

Southern Islands

Galiano, Mayne, North Pender,
South Pender, Saturna

Galiano Island

1. Affordable Housing Strategy
2. Dock Review

Mayne Island

1. Commercial Land Use Review
2. Review of Zoning for Contractors Yards
3. Riparian Area Regulation Implementation

North Pender Island

1. Land Use Planning for Waste Management
2. Housing
3. First Nations Interests

Saturna Island

1. First Nations Relationship Building
2. LUB Technical Review
3. Secondary Suite Review

South Pender Island

1. First Nations Reconciliation
3. Pedestrian and Cycle Routes



Northern Islands

Ballenas-Winchelsea, Denman, Gabriola,
Gambier, Hornby, Lasqueti, Thetis

Hornby Island

1. Land Use Bylaw Amendments
2. Groundwater Protection and Water Conservation Project
3. Vacation Home Rental Community Education and Bylaw Compliance Campaign
4. Addressing Housing Needs

Lasqueti Island

1. Review of Lasqueti subdivision regulations
2. OCP/LUB Review
3. Freshwater Project

Thetis Island

1. Riparian Areas Regulation Implementation
2. Ruxton Island Private Moorage Review
3. Relationship Building with Local First Nations

Salt Spring Island

Salt Spring Island

1. Watershed Management+SSIWPA
2. Ganges Village Area Planning - Harbourwalk
3. LUB Update -Industrial Zones
4. LUB Update - Rural Watershed Uses. Agricultural uses appear incompatible with watershed drinking water quality.
5. Affordable Rental Housing - Cottages

REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** November 8, 2017
From: CAO Hotsenpiller **Date Prepared:** October 18, 2018
SUBJECT: Selection of 2019 Trust Council Meeting locations

RECOMMENDATION: That the following dates and locations are recommended for the 2019 Trust Council meetings:

- March 12-14 Galiano Island
- June 18-20 Gabriola Island
- September 17-19 Bowen Island
- December 3-5 Victoria

CHIEF ADMINISTRATIVE OFFICER COMMENTS: By policy, Trust Council approves dates and locations for quarterly Trust Council meetings.

- 1) PURPOSE:** To identify three local trust area locations for Trust Council meetings for 2019.
- 2) BACKGROUND:** At the last meeting of the year, traditionally December, Trust Council identifies and directs the date and location of Trust Council meetings for the upcoming year.

Staff provide Trust Council a tentative or suggested list of times and locations which are then adopted by Trust Council or amended as it sees fit. Typical considerations for locations are ensuring an equal rotation between Local Trust Areas, the ability of the island to host Trust Council, transportation, weather and availability.

The following dates and locations are recommended for the 2019 Trust Council meetings:

- March 12-14 Galiano Island
- June 18-20 Gabriola Island
- September 17-19 Bowen Island
- December 3-5 Victoria

Following adoption of meetings by Trust Council, Executive Committee and Council Committees will then confirm their annual meeting schedule. This will in turn allow for confirmation and publication of Local Trust Committee meeting schedules.

3) IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Staff resources, particularly the Executive Coordinator are allocated towards organization of Trust Council meetings.

FINANCIAL: With reference to the study received by Trust Council in 2017 regarding comparison of hosting capabilities by Trust Area, the costs for the recommended locations, per meeting, are approximately \$19,800.00

POLICY: Section 2.1 of Meeting Procedures bylaw No. 101 states that: *the first regular meeting of Trust Council shall be held on the first Wednesday of November following a general local election. At the first regular meeting, the Council shall establish the schedule of the date, time and place of Regular Council meetings for the following calendar year, one of which shall be in each of the months of March, June, September and December.*

Further policy direction is provided by Policy 2.2.2 'Council meeting preparation.'

IMPLEMENTATION/COMMUNICATIONS: Public information of Trust Council meetings will be conducted as per policy.

FIRST NATIONS: There are no specific First Nations implications associated with the selection of time and location for Trust Council meetings.

OTHER:

4) RELEVANT POLICY(S):

5) ATTACHMENT(S):

- a. List of proposed Executive Committee dates for 2019
- b. Full Trust Council, EC and Committee schedule in calendar form

RESPONSE OPTIONS

Recommendation: THAT the following dates and locations are recommended for the 2019 Trust Council meetings:

- | | |
|-------------------|-----------------|
| • March 12-14 | Galiano Island |
| • June 18-20 | Gabriola Island |
| • September 17-19 | Bowen Island |
| • December 3-5 | Victoria |

Alternative: Trust Council may wish to change locations for one or more of their quarterly meetings.

Prepared By: Chief Administrative Officer (CAO), Russ Hotsenpiller

Reviewed By/Date: October 18, 2018.



Islands Trust Executive Committee 2019 DRAFT Meeting Schedule

All meetings will be held in the Islands Trust Victoria office (#200, 1627 Fort Street) on Wednesdays, starting at 9:00 AM unless otherwise noted.

January 2

January 15, 8:30 AM (Tuesday) @ Trust Council Nanaimo

January 30

February 13

February 27

March 6, 10:00 AM (Ballenas-Winchelsea LTC Mtg)

March 12, 12:00 PM (Tuesday) @ Trust Council Galiano

March 27

April 17

May 8, 10:00 am (Northern Office)

June 5

June 18, 12:00 PM (Tuesday) @ Trust Council Galiano

July 3

July 10 (Ballenas-Winchelsea LTC Mtg)

July 16, 1:00 – 2:30 AM (Tuesday) Islands Trust Conservancy Liaison Mtg

July 24

August 14, 10:00 am (Salt Spring Island)

September 4

September 17, 12:00 pm (Gabriola – Trust Council)

October 2

October 16 (Ballenas-Winchelsea LTC Mtg)

October 30

November 27

December 3 12:00 PM (Tuesday @ Trust Council Victoria)

December 18

TRUST COUNCIL MEETINGS

January 15 – 16 Nanaimo (adopted)

March 12-14– Galiano

June 18-20 – Gabriola

September 18-20 – Bowen

December 3-5 - Victoria

COUNCIL COMMITTEE MEETINGS*

TPC – Jan 23, May 13, Aug 19, Oct 21

LPC – Feb 7, May 23, Aug 22, Oct 10

FPC – Jan 21, Feb 20, May 22, Aug 28, Oct 23, Nov. 20

*TPC = Trust Programs Committee, LPC = Local Planning Committee, FPC = Financial Planning Committee

2019 DRAFT Islands Trust Master Meeting Schedule

January						
S	M	T	W	Th	F	S
		1 STAT	2 EC	3	4	5
6	7	8	9	10	11	12
13	14	15 EC	16	17	18	19
20	21 FPC	22	23 TPC	GA SS	25	26
27	28 MA	29 ITC	30 EC	NP GB		

February						
S	M	T	W	Th	F	S
					1	2
3	4 GL	5 DE	6	7 LPC	8 HO	9
10	11	12	13 EC	14 SS	15	16
17	18 STAT	SP TH	20 FPC	21 SA	22	23
24	MA LA	26	27 EC	NP GB		

March						
S	M	T	W	Th	F	S
					1	2
3	4 GL	5 DE	6 BW	GM SS	8	9
10	11	12 EC	13	14	15	16
17	18	19	20	21	22	23
24	25 MA	26	27 EC	NP SS	29	30
31						

April						
S	M	T	W	Th	F	S
	1 GL	2 ITC	3	4	5 HO	6
7	8 LA	9 SP	10	SA GB	12	13
14	15 TPC	16 TH	17 EC	18 SS	19 STAT	20
21	22 STAT	23	24	25 NP	26	27
28	29 MA	30 DE				

May						
S	M	T	W	Th	F	S
			1	2 GM	3	4
5	6 GL	7	8 EC	9	10	11
12	13 TPC	14	15	GB SS	17	18
19	20 STAT	21	22 FPC	23 LPC	24	25
26	MA LA	28 ITC	29	30 NP	31	

June						
S	M	T	W	Th	F	S
						1
2	3 GL	4 DE	5 EC	SA GM	7	8
9	10	11	12	13 SS	14 HO	15
16	17	18 EC	19	20	21	22
23	24 MA	SP TH	26	NP GB	28	29
30						

July						
S	M	T	W	Th	F	S
	1 STAT	2	3 EC	4	5	6
7	8 GL	9 DE	10 BW	GB SS	12 HO	13
14	15	16 EC/ITC	17	18	19	20
21	22 LA	23	24 EC	NP GM	26	27
28	29	30 TH	31			

August						
S	M	T	W	Th	F	S
				1	2	3
4	5 STAT	6	7	8	9	10
11	12	13	14 EC	15 SS	16	17
18	19 TPC	20	21	22 LPC	23	24
25	26	27	28 FPC	29	30	31

September						
S	M	T	W	Th	F	S
1	2 STAT	3	4 EC	5 NP	6	7
8	9 GL	10 SP	11	GB SA SS	13 HO	14
15	16	17 EC	18	19	20	21
22	23	24 ITC	25	26	27	28
29	MA LA					

October						
S	M	T	W	Th	F	S
		1 DE	2 EC	3 GM	4	5
6	7 GL	8 TH	9	10 LPC	11	12
13	14 STAT	15	16 BW	17 SS	18	19
20	21 TPC	22	23 FPC	24 GB	25	26
27	LA MA	29	30 EC	31 NP		

November						
S	M	T	W	Th	F	S
					1	2
3	4 GL	5	6	7 GM	8 HO	9
10	11 STAT	SP DE	13	14 SS	15	16
17	18	19 TH	20 FPC	21 SA	22	23
24	25 MA	26 ITC	27 EC	NP GB	29	30

December						
S	M	T	W	Th	F	S
1	2	3 EC	4	5	6	7
8	9 GL	10	11	12 SS	13	14
15	16	17	18 EC	19	20	21
22	23	24	25 STAT	26 STAT	27	28
29	30	31				

LEGEND

	Trust Council Quarterly Meetings (includes 4 EC meetings)
	Executive Committee Meetings (14 meetings)
	UBCM – Vancouver
BW	Ballenas-Winchelsea
TPC	Trust Programs Committee
FPC	Financial Planning Committee
LPC	Local Planning Committee
ITC	Islands Trust Conservancy

LOCAL TRUST COMMITTEES

DE	Denman	North
GB	Gabriola	North
GL	Galiano	South
GM	Gambier	North
HO	Hornby	North
LA	Lasqueti	North
MA	Mayne	South
NP	North Pender	South
SS	Salt Spring	Central
SA	Saturna	South
SP	South Pender	South
TH	Thetis	North
	Potential Conflicts – depending on Chair assignments	



BRIEFING

To:	Trust Council	For the Meeting of:	November 8, 2018
From:	CAO Hotsenpiller	Date Prepared:	October 30, 2018
SUBJECT:	Orientation for Executive Committee		

PURPOSE: To review the schedule and topics that have been identified as part of the orientation scheduled for the 2018-2022 Executive Committee

BACKGROUND: At their October 24 meeting, Executive Committee directed that a report previously included in the September Trust Council agenda detailing proposed training for Executive Committee be forwarded to the new Trust Council in November 2018. Executive Committee presumably wishes incoming and returning trustees to be aware of the training topics and schedule in order to assist those considering running in the elections for Executive Committee and to explain the general nature of the proposed training.

For Executive Committee this term there will be two dedicated orientation days provided in November as well as and an extended list of learning topics as the term progresses. There have been extra EC meetings scheduled on a two week basis prior to March, at which time the schedule returns to a 3-4 week rotation. The topics of the session on November 14 will cover the legislative role, policy framework and legal responsibilities of the Executive Committee. For the second meeting, Tracey Lorensen, of Paradigm Strategic, has been hired to conduct the governance and team building session on November 28. Points of emphasis will be upon governance-staff relations, training for running public meeting/Local Trust Committee meetings and advocacy on behalf of the Trust.

ATTACHMENT(S):

1. Report dated September 18, 2018 regarding the 2018-2022 Trust Council Orientation Schedule

FOLLOW-UP: Any direction provided by Trust Council will be incorporated into the upcoming sessions.

Prepared By: Russ Hotsenpiller, Chief Administrative Officer (CAO)

Reviewed By/Date: October 30, 2018

BRIEFING

To: Trust Council **For the Meeting of:** September 18, 2018
From: Executive Committee **Date Prepared:** September 5, 2018
SUBJECT: 2018-2022 Trust Council Orientation Schedule

PURPOSE: To provide Trust Council with the 2018-2022 orientation and training program.

BACKGROUND: On September 5, 2018 the Executive Committee approved a Trust Council 2018-2022 local election orientation program.

The Executive Committee had previously received a briefing at their May 2, 2018 meeting with a tentative schedule for orientation, the key themes being:

- a) Approval of an additional Trust Council session on January 16-17
- b) Spreading trustee orientation over the November 6-8 meeting and the January 16-17 meeting.
- c) Ensuring that there is appropriate 'space' made in both Trust Council agendas for collaboration, discussion and team building.

In September, the Executive Committee received staff advice recommending:

- i. That the November 6-8, 2018 meeting be amended to include a budget session so new trustees have a basic understanding of where the budget preparations stand prior to Financial Planning Committee (FPC) having meetings and prior to passing the budget in March;
- ii. That a governance/conflict resolution workshop be scheduled with an outside consultant for Executive Committee and Committee Chairs for either November 14 or November 28, depending upon schedule availability;
- iii. That the January Trust Council meeting in Nanaimo be rescheduled from the 16th and 17th to the 15th and 16th.
- iv. That in order to prepare trustees for their local trust committee (LTC) responsibilities, during the January Trust Council meeting consideration be given to having a ½ session on Wed January 16, to focus on LTC land use training. This would focus on information common to all LTCs, including a basic land use applications, authorities and procedures. Subsequent regional office meetings would be scheduled to address specific LTC procedures and process training.

ATTACHMENT(S): 2018-2019 Post Election Training and Orientation schedule for Trust Council and Committees

FOLLOW-UP: The Executive Committee will continue to work with staff to prepare the 2018-2022 local election orientation and training program.

Prepared By: Russ Hotsenpiller, CAO

Reviewed By/Date: Executive Committee, September 5, 2018

2018-2019 Post Election Training and Orientation schedule for Trust Council and Committees Attachment 1.

Governance	Date	Orientation & Training	Who
	October 24/29	Joint Council Orientation (Regional event hosted by Township of Esquimalt. General elected official orientation attended by local officials across Capital Regional District)	Township of Esquimalt
Trust Council	Nov 5/6 Nov 7 Nov 8	■ Trustee visits to Victoria office ■ Big Picture #1: Overview of the Islands Trust CAO ■ Big Picture #2 TAS/LPS/Admin/Conservancy – Directors ■ Governance and Good Decision making session ■ 2019-2020 Budget and Financial Plan	CAO and Admin CAO CAO Dir of Administration
	Jan 15	■ Standards of Conduct / Conflict of Interest ■ Trust Area Services ■ Local Planning Services ■ Administrative Services	CAO Directors
	Jan 16	■ Strategic Planning #1 (Strat Plan #2 at March Trust Council)	consultant
Executive Committee	Nov 14	First EC meeting ■ Legislative role ■ Policy framework ■ Role of Chair and Vice Chairs ■ LTC bylaw approvals ■ Committee Toolkit Review	staff
	Nov 28	Professional consultant: TBD ■ Governance principles ■ Chairing public meetings, conflict resolution ■ Legal ■ Conflict of interest	consultant staff
Committee members	Jan TC ongoing	Committee Toolkits Staff sessions on service areas	
LTCs	Nov 7 Jan 16	LTC Roundtables Regional Planning Managers General LTC session: land use planning basics, authorities, applications	CAO, Director of LPS, RPMs



REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** November 8, 2018
From: Executive Committee **Date Prepared:** October 24, 2018
SUBJECT: ISLANDS TRUST LIAISON TO THE GULF ISLANDS NATIONAL PARK RESERVE

RECOMMENDATION: That the Islands Trust Council recommend to Parks Canada that Trustee (*to be determined by Council*) be Trust Council's liaison to the Gulf Islands National Park Reserve and direct that the Executive Committee recommend an Islands Trust Council Vice-Chair who is Chair of a Local Trust Committee affected by National Park policies as an additional Islands Trust Council liaison.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Recommending trustees as liaisons to the Gulf Islands National Park Reserve provides the Islands Trust Council with an opportunity for close cooperation with Parks Canada. Ideally, Council's representatives are from islands most affected by National Park policies.

1) PURPOSE: To inform Trust Council's decisions regarding selection of two trustees to act as Trust Council's liaisons to the Gulf Islands National Park Reserve.

2) BACKGROUND:

Previously, Trust Council recommended a representative and alternate representative for appointment to the Park Advisory Board for the Gulf Islands National Park Reserve. The Gulf Islands National Park Reserve's Advisory Board had seven members, including a Trust Council representative, a Capital Regional District Board representative, three public members, and two non-voting Parks Canada representatives. The Parks Advisory Board met at least four times per year for a half or full day, normally a weekday. The key purpose of the Parks Advisory Board was to assist in the development of the Park Management Plan and to advise the Superintendent on annual business planning and on matters of interest to the public/surrounding communities relating to planning, management and operations of the park reserve. The Chairperson and Vice Chair of the Advisory Board were elected annually from the membership and the terms of reference required that an Islands Trust member must be at a meeting to have a quorum.

Previously, Trust Council was represented by:

- 2005-2008: Tom Johnstone of Saturna Island and the late John Henshaw (alternate 2005-2007) and Gary Rowe of Mayne Island (alternate 2007-2008).
- 2008-2011: Wendy Scholefield of South Pender Island and Derek Masselink of North Pender Island (alternate).
- 2011-2014: Pam Janszen of Saturna Island and Brian Crumblehulme of Mayne Island (alternate).
- 2014-2017: Derek Masselink of North Pender and Lee Middleton of Saturna (alternate).

With the creation of the National Park Reserve, Parks Canada made a commitment to develop cooperative working relationships with those Coast Salish First Nations that wished to do so. As a result of this commitment Parks Canada is working with First Nations to develop a new governance model for the Park. While this process is ongoing, the Parks Advisory Board is not meeting and it is expected that a new advisory model will emerge.

3) IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: Few organizational demands are expected from the recommendation. Trust Council's liaisons will attend meetings as required and report to Trust Council on a regular basis.

FINANCIAL: None (Parks Canada pays an honorarium and expenses to attend meetings).

POLICY: No policy implications.

IMPLEMENTATION/COMMUNICATIONS: Staff will add the topic of an Executive Committee recommendation of a Vice-Chair to the Gulf Islands National Park Reserve to the Executive Committee's November 2018 agenda. Once the Executive Committee has selected a Vice-Chair, staff will advise the Superintendent of Gulf Islands National Park Reserve of Islands Trust Council's recommended liaisons. The park Superintendent will then contact the selected trustees.

FIRST NATIONS: Having trustees dedicated for liaison with the Gulf Islands National Park Reserve provides an opportunity to build relationships and learn about co-management frameworks being developed in the Trust Area with the Coast Salish First Nations.

OTHER: None

4) RELEVANT POLICY(S): First Nations Engagement Policy (6.1.1)

5) ATTACHMENT(S): None

RESPONSE OPTIONS

Recommendation: That the Islands Trust Council recommend to Parks Canada that Trustee (*to be determined by Council*) be Trust Council's liaison to the Gulf Islands National Park Reserve and direct that the Executive Committee recommend an Islands Trust Council Vice-Chair who is Chair of a Local Trust Committee affected by National Park policies as an additional Islands Trust Council liaison.

Alternative: None recommended.

Prepared By: Lisa Wilcox, A/Senior Policy Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services, October 17, 2018
Russ Hotsenpiller, CAO, October 17, 2018
Executive Committee, October 24, 2018

**Trust Council Quarterly Meeting Schedule
January 15-16
Nanaimo, Coast Bastion Hotel, 11 Bastion Street**

Tuesday, January 15	Wednesday, January 16
7:30 Breakfast	7:30 Breakfast
8:30 Executive Committee Meeting	8:30 Strategic Planning
9:00 Chair's Welcome	10:00 Break
9:10 Standards of Conduct / Conflict of Interest - session 1 Making Fair Decisions	10:15 Strategic Planning - continued
10:00 Break	
10:30 Trust Area Services - session	
11:30 Islands Trust Conservancy - session	
12:30 Lunch	12:00 Lunch
1:30 Standards of Conduct / Conflict of Interest - session 2	1:00 Business Decision Items and Town hall
2:30 Administrative Services	2:00 LTC Session
3:30 Break	3:00 Break
3:45 Local Planning Services - session	3:15
4:45 First Nations	
5:30 Adjournment for the day	5:00 Adjournment
	 Islands Trust
5:45 Dinner	5:45 Dinner

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