



## **Trust Council Minutes of Regular Meeting**

**Date:** June 8, 2021 - June 10, 2021

**Location:** Electronic meeting, Public venue  
Islands Trust  
200-1627 Fort Street  
Victoria, BC V8R 1H8

**Executive Present:** Peter Luckham, Chair, Thetis Island (Victoria Boardroom)  
Sue Ellen Fast, Vice Chair, Bowen Island Municipality  
Laura Patrick, Vice Chair, Salt Spring Island  
Dan Rogers, Vice Chair, Gambier/Keats Island

**Members Attending:** Michael Kaile, Bowen Island Municipality  
Laura Busheikin, Denman Island  
David Critchley, Denman Island  
Scott Colbourne, Gabriola Island  
Kees Langereis, Gabriola Island  
Tahirih Rockafella, Galiano Island  
Jane Wolverton, Galiano Island  
Kate-Louise Stamford, Gambier Island  
Alex Allen, Hornby Island  
Grant Scott, Hornby Island  
Peter Johnston, Lasqueti Island  
Timothy Peterson, Lasqueti Island  
Jeanine Dodds, Mayne Island  
David Maude, Mayne Island  
Ben McConchie, North Pender Island  
Deb Morrison, North Pender Island  
Peter Grove, Salt Spring Island  
Paul Brent, Saturna Island  
Lee Middleton, Saturna Island  
Cameron Thorn, South Pender Island  
Steve Wright, South Pender Island  
Doug Fenton, Thetis Island

**Staff Present:** Russ Hotsenpiller, Chief Administrative Officer (Victoria Boardroom)  
David Marlor, Director, Local Planning Services  
Clare Frater, Director, Trust Area Services  
Julia Mobbs, Director, Administrative Services  
Carmen Thiel, Legislative Services Manager (Victoria Boardroom)  
Lisa Wilcox, Senior Intergovernmental Policy Advisor  
Dilani Hippola, Senior Policy Advisor  
Kate Emmings, Manager, Islands Trust Conservancy  
Carla Funk, Fundraising Specialist, Islands Trust Conservancy  
Lori Foster, Executive Coordinator (Victoria Boardroom)

## **Tuesday, June 8, 2021**

There were approximately 7-9 attendees present. The meeting was live-streamed for public viewing. It was reported that on Tuesday, June 8, 2021, there were 46 live-stream views.

### **1. LAND ACKNOWLEDGMENT / CALL TO ORDER**

Chair Luckham spoke to the recent announcement from the Tk'emlúps te Secwépemc First Nation and the discovery of the remains of 215 children at the residential school in Kamloops B.C. Trust Council members and staff stood for 215 seconds of silence before the meeting was called to order.

The meeting was called to order at 1:03 p.m. Regrets from Trustee McConchie. Trustees Langereis and Thorn were absent. 23 members of Trust Council were present.

### **2. APPROVAL OF AGENDA**

The following late items were circulated in an addendum Monday, June 7:

- REVISED Amendments to Trust Council Policy 2.3.1 Council Committee Systems,
- Correspondence items 15.38 – 15.45 (8 pieces) as listed.

**By general consent**, the agenda was adopted as amended.

### **3. GENERAL BUSINESS ARISING**

#### **3.1 Consent Agenda Items**

**By general consent**, Trust Council adopted the recommendations as presented in items 3.1.1 and 3.1.2.

- 3.1.1 March Trust Council Meeting Draft Minutes  
Adopt the minutes as presented.
- 3.1.2 Resolutions Without Meeting  
For information.

#### **3.2 Discussion / Decision Items**

##### **3.2.1 Trustee Round Table**

Trustees gave verbal updates on their local trust committee work.

Trustee Kaile left the meeting at 2:03 p.m.

The meeting recessed for a break at 2:20 p.m. and reconvened at 2:35 p.m.

### **4. EXECUTIVE**

#### **4.1 Consent Agenda Items**

**By general consent**, Trust Council adopt the recommendations as presented in items 4.1.1 to 4.1.4.

- 4.1.1 Trust Council Follow Up Action List  
Receive for information.
- 4.1.2 Strategic Plan Update  
Receive for information.
- 4.1.3 Continuous Learning Plan  
Receive for information.
- 4.1.4 Executive Committee Work Program Report  
Approve the work program report as presented.

Trustee Langereis joined the meeting at 2:50 p.m.

## **4.2 Discussion / Decision Items**

### 4.2.1 Chief Administrative Officer's (CAO) Report

CAO Hotsenpiller presented his report and responded to questions.

The topic of Islands Trust desire to attain tree protection authority was discussed.

### 4.2.2 Provision of electronic meetings for Trust Council bodies on an ongoing basis – RFD

CAO Hotsenpiller reviewed the three options as presented in the request for decision and answered questions. Discussion ensued.

#### **TC-2021-046**

**It was Moved by Trustee Fast and Seconded by Trustee Busheikin,**  
That Trust Council recommend that Option 3, which provides for the development of a hybrid meeting capability for Local Trust Committee meetings consisting of a fully interactive electronic capacity and an 'in person' capacity, be approved.

**TIED/DEFEATED**

Item 4.4.2 was addressed further on June 9<sup>th</sup>, see pages 6-7 of these minutes.

### 4.2.3 Amendments to Trust Council Policy 2.3.1 Council Committee System – RFD

Legislative Services Manager (LSM) Thiel presented the request for decision and answered questions.

#### **TC-2021-047**

**It was Moved by Trustee Stamford and Seconded by Trustee Fenton,**  
That Trust Council adopt amended Trust Council Policy 2.3.1 Council Committee System (Attachment 1).

**CARRIED**

4.2.4 Amended Policy 7.4.1 Incoming Local Trust Committee Correspondence - RFD

LSM Thiel spoke to the request for decision (RFD). Discussion followed.

**TC-2021-048**

**It was Moved by Trustee Fast and Seconded by Trustee Fenton,**

That Trust Council amend draft policy 7.4.1 to include the word “addressed” in the definition of correspondence, and in the definition of webmail to change the word “mail” to “email”.

**CARRIED**

**TC-2021-049**

**It was Moved by Trustee Fast and Seconded by Trustee Patrick,**

That Trust Council adopt amended Policy 7.4.1 Incoming Local Trust Committee Correspondence (Attachment 1), and as amended by TC-2021-048.

**CARRIED**

At 4:30 p.m., it was noted that Trustees Allan, Brent, Dodds and Morrison had left the meeting.

At 4:45 p.m., Trustee Scott left the meeting.

**TC-2021-050**

**It was Moved by Trustee Rogers and Seconded by Trustee Wolverton,**

That the meeting recess at 4:51 p.m. and reconvene at 7:00 p.m.

**CARRIED**

At 7:00 p.m., Chair Luckham reconvened the meeting addressing the scheduled Delegations and Town Hall session.

Chair Luckham humbly stated gratitude to live and work on Coast Salish First Nations treaty and traditional territory and welcomed the 14 members of public in attendance and those watching the live stream.

Trustees Allan, Brent and Thorn were absent.

**6. ENGAGEMENT**

**6.1 Delegations**

**6.1.1 Michael Sketch**

Michael Sketch addressed Trust Council reading his submission titled, “Constructive criticism for the structure of Council’s trust policy statement draft bylaw 183 and remedy in a different policy statement draft” which included a draft rewrite of the Trust Policy Statement.

6.1.2 Galiano Conservancy Association

Michelle Thompson presented a PowerPoint on behalf of the Galiano Conservancy Association and a project called “One Island, One Earth Project” which is working towards documenting ecological footprint, bio-capacity and ecological fingerprint.

6.1.3 Raincoast Conservation

Shauna Doll presented a PowerPoint which spoke to the public feedback heard regarding the Trust Policy Statement revision process, strengthening environmental policy in the Trust Area, and working together to restore land and culture.

**6.2 Town Hall**

Jennifer Margison, Galiano Island, addressed Trust Council twice in the town hall session asking for stronger policy statement directives to prioritize protection of the natural environment and reviewed planner job descriptions in terms of their role to protect the natural environment.

Maxine Leichter, Salt Spring Island, requested meetings be available in an audio format for review, spoke in support of Raincoast Conservation recommendations, and asked for stronger policy statement directives to protect the environment.

Deborah Ferens, Gabriola Island, spoke on behalf of the Gulf Islands Alliance giving feedback and review on the current draft of the trust policy statement. She submitted these comments in writing for Trust Council’s consideration.

Jacinthe Eastick, Gabriola Island, addressed Trust Council three times commenting on support for reconsideration of council decisions made in March, holding in-person local trust committee meetings, reducing staff travel by using a speaker phone to attend meetings, and enforcement of bylaw infractions. She also commented on the role of a chair at local trust committee meetings.

Tobi Elliott, Gabriola Island, thanked Trust Council for the work they are doing balancing the environment with communities and work on reconciliation.

Michael Sketch, North Pender Island, commented on planner job descriptions following Jennifer Margison’s comments earlier.

**TC-2021-051**

**It was Moved by Trustee Langereis and Seconded by Trustee Stamford,**

That the meeting be recessed at 8:15 p.m.

**CARRIED**

**Wednesday, June 9, 2021**

At 9:00 a.m., Chair Luckham reconvened the meeting and shared a photo he took last night of the B.C. Legislature steps showing a memorial to the 215 lost children of the Kamloops residential school.

Chair Luckham welcomed the 6 attendees present and those watching the live-stream. It was noted that there were 47 live-stream views on this day.

All trustees were present when the meeting was called to order.

Chair Luckham began with unfinished business from Tuesday's session starting at item 4.2.5.

4.2.5      Legal Services Policies – RFD

Legal Services Manager Theil spoke to the request for decision (RFD).

**TC-2021-052**

**It was Moved by Trustee Rogers and Seconded by Trustee Fast,**  
That Trust Council adopt amended Policy 2.1.6 – Legal Advice (Attachment 1).

**CARRIED**

**TC-2021-053**

**It was Moved by Trustee Rogers and Seconded by Trustee Fast,**  
That Trust Council adopt amended Policy 6.9.2 – Legal Services Access and Management (Attachment 3).

**CARRIED**

**TC-2021-054**

**It was Moved by Trustee Fast and Seconded by Trustee Wolverton,**  
That Trust Council repeal Policy 6.9.1 – Legal Services Management.

**CARRIED**

**By general consent,** Trust Council considered further business under item 4.2.2.

4.2.2      Provision of electronic meetings for Trust Council bodies on an ongoing basis – RFD

**TC-2021-055**

**It was Moved by Trustee Rogers and Seconded by Trustee Wolverton,**  
That Trust Council refer the matter of electronic meetings back to Executive Committee for further consideration including cost/benefits and all comments at Trust Council.

**CARRIED**

**TC-2021-056**

**It was Moved by Trustee Johnston and Seconded by Trustee Busheikin,**  
That staff be directed to draft amendments to the Trust Council Meeting Procedures Bylaw 101 regarding electronic regular meetings once anticipated legislative changes are approved.

**CARRIED**

**5. SELECT COMMITTEE GOVERNANCE AND MANAGEMENT REVIEW**

**5.1 Discussion / Decision Item**

5.1.1 Select Committee Chair's Update

Chair of the Select Committee, Trustee Middleton, gave a verbal update on the status of the Governance and Management Review project and answered trustee questions.

The meeting recessed for a break at 10:35 p.m. and reconvened at 10:50 p.m., Trustee Brent was absent.

**7. LOCAL PLANNING SERVICES**

**7.1 Consent Agenda Items**

**By general consent,** that Trust Council adopted the recommendation as presented in item 7.1.1.

7.1.1 Regional Planning Committee Work Program Report  
Approve the work program report as presented.

Items 7.1.2 and 7.1.3 were pulled from the consent agenda for discussion.

7.1.2 Director of Local Planning Services (DLPS) Report

In response to a question, DLPS Marlor reported that the number of planners allocated to regional planning is currently 3. Discussion about freshwater strategy and groundwater mapping ensued.

Received for information.

7.1.3 Update on Regional Planning Team Work Program - Briefing

Discussion on the timeline for completion of various projects ensued.

Received for information.

**7.2 Discussion / Decision Items**

7.2.1 Application Processing Services Policy and Model Fees Bylaw - RFD

Director of Local Planning Services (DLPS) Marlor gave an overview of the policy and bylaw as containing in the request for decision and answered trustee questions.

**TC-2021-057**

**Moved by Trustee Busheikin, Seconded by Trustee Peterson,**

That Trust Council repeal Policy 5.6.1 "Application Process Services", Policy 5.6.2 "Cost Recovery Agreements", and Policy 5.6.3 "Extraordinary Processing Services Guidelines" and replace them with Policy 5.6.1 "Application Processing Services".

**CARRIED**

**TC-2021-058**

**It was Moved by Trustee Busheikin and Seconded by Trustee Langereis,**

That Trust Council request all local trust committees to consider adoption of a new application processing fees bylaw based on the model fees bylaw attached to Policy 5.6.1 "Application Processing Services".

**CARRIED**

**By general consent,** Trust Council agreed to address item 9. next then, following the lunch break, hear the Islands Trust Conservancy presentation.

**9. ADMINISTRATIVE SERVICES / FINANCE**

**9.1 Consent Agenda Items**

**By general consent,** that Trust Council adopt the recommendations as presented in items 9.1.2 and 9.1.3.

9.1.2 March 31, 2021, Financial Report (unaudited) - Briefing  
Receive for information.

9.1.3 Director of Administrative Services Report  
Receive for information.

Item 9.1.1 was pulled from the consent agenda for discussion.

9.1.1 Financial Planning Committee Work Program Report – DRAFT

Discussion on moving the item of trustee remuneration from the projects list to a top priority item was heard.

**By general consent,** Trust Council approved the work program report as presented.

The meeting recessed for lunch at 11:58 a.m. and reconvened at 1:00 p.m.

**8. ISLANDS TRUST CONSERVANCY**

**8.1 Encouraging Donations and Gifts for Nature - Session Outline**



Chair of the Islands Trust Conservancy (ITC), Trustee Stamford, introduced the presentation.

ITC Manager Emmings and Fund Raising Specialist Funk gave a PowerPoint presentation titled "Building a Culture of Philanthropy". A question period ensued. Staff were thanked for their work with the Conservancy.

Trustee Thorn left the meeting at 2:00 p.m.

**10. NEW BUSINESS – None**

**11. TRUST AREA SERVICES**

**11.1 Consent Agenda Items**

**By general consent**, Trust Council adopted the recommendations as presented in items 11.1.1, 11.1.2 and 11.1.4.

- 11.1.1 Trust Programs Committee Work Program Report  
Approve the work program report as presented.
- 11.1.2 Director of Trust Area Services Report  
Receive for information.
- 11.1.4 Islands Trust Conservancy Quarterly Report  
Receive for information.

Items 11.1.3 and 11.1.5, were pulled from the consent agenda for discussion.

11.1.3 Legislative Monitoring Briefing

Trustee Allen noted on page 256 of the agenda package, regarding the Blue Economy Strategy engagement, would be open for comment until June and encouraged trustees to contact their constituents regarding this item.

**By general consent**, the briefing was received for information.

Trustee Wright left the meeting at 2:17 p.m.

11.1.5 Policy Statement Amendment Project Update – Briefing

Director of Trust Area Services (DTAS) Frater answered questions on the process for first reading of the Policy Statement bylaw.

**By general consent**, the briefing was received for information.

**11.2 Discussion / Decision Items**

11.2.1 Pare-Baile Property NAPTEP Certificate, North Pender Island – RFD

DTAS Frater spoke to the request for decision.

**TC-2021-059**

**Moved by Trustee Morrison, Seconded by Trustee Stamford,**

That the Islands Trust Council request the Secretary issue a Natural Area Protection Tax Exemption Certificate (NAPTEP) for the covenanted portion of the property on North Pender Island described as “3209 Armadale Road, Parcel Identifier 029-414- 890, and 3210 Clam Bay Road, Parcel Identifier 000-543-527” subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.

**CARRIED**

11.2.2 Annual Report – RFD

DTAS Frater spoke to the request for decision and noted that Financial Planning Committee still needs to endorse its section of the report.

**TC-2021-060**

**Moved by Trustee Fast, Seconded by Trustee Fenton,**

That the Islands Trust Council approve the 2020/21 Draft Annual Report for submission to the Minister of Municipal Affairs.

**CARRIED**

The meeting recessed for a break at 2:30 p.m. and reconvened at 2:45 p.m.

Chair Luckham addressed Trust Council to consider moving forward with the agenda and the possibility of wrapping up the meeting ahead of schedule.

**TC-2021-061**

**Moved by Trustee Dodds and Seconded by Trustee Brent,**

That Trust Council continue the agenda until 5:00 p.m. today.

**CARRIED**

**Trustees opposed Critchley, Peterson and Langereis**

**12. CLOSED MEETING**

**By general consent,** this item was deferred to the next meeting.

**13. RISE AND REPORT - NONE**

**14. SUMMARY / UPDATES**

**14.1 Trustee Updates**

14.1.1 First Nations

14.1.1.1 Xwe'etay/Lasqueti Archaeology Project - Trustee Johnston

The report was received for information.

14.1.2 Salt Spring Island Watershed Protection Alliance (SSIWPA) – Update

The report was received for information.

14.1.3 Át'ka7tsem / Howe Sound Community Forum – Update

The report was received for information.

14.1.4 Gulf Islands National Park Reserve Advisory Committee

Trustee Middleton noted the committee does not currently meet and had no report.

14.1.5 Southern Gulf Islands Community Forum

Trustee Wolverton gave a verbal update noting an upcoming forum.

14.1.6 Baynes Sound Forum

Trustee Critchley gave a verbal update noting an upcoming forum.

14.1.7 Freighter Roundtable Update

Trustees gave verbal updates.

14.1.8 BC Ferries (Ferry Advisory Committee Chairs)

Trustee Maude gave a verbal update.

**14.2 Priorities Chart**

**By general consent**, the Priorities Chart was received for information.

**14.3 Proposed September Trust Council Agenda Program**

Executive Committee will consider all feedback for the next meeting.

**14.4 Disposition of Delegations and Town Hall Requests**

Trust Council discussed a proposed notice of motion as presented by Trustees Critchley and Rogers which may be brought back for consideration.

Trustee Thorn joined the meeting at 4.00 p.m.

**15. CORRESPONDENCE**

**By general consent**, unless noted otherwise, the following correspondence was received for information and forwarded to Trust Programs Committee regarding the Policy Statement review.

- 15.1 F. Attorp re: for inclusion in Trust Council June agenda email dated May 8, 2021
- 15.2 L. Salter re: please reconsider the rejected motion email dated May 11, 2021
- 15.3 T. Beaver re: protecting the natural environment email dated May 12, 2021
- 15.4 M. Gross re: Policy Statement email dated May 12, 2021
- 15.5 E. Wttewaall re: natural environment protection email dated May 12, 2021
- 15.6 B. Young, Transition Salt Spring re: Policy Statement, letter dated May 12, 2021
- 15.7 T. Pickett re: attention Council Members, planners etc. email dated May 13, 2021
- 15.8 N. Wigen re: Protection of the natural environment email dated May 13, 2021
- 15.9 H. Holm re: Policy Statement dated May 16, 2021
- 15.10 C. de Menyhart re: Trust Policy Statement email dated May 17, 2021
- 15.11 D. Kennedy re: Policy Statement email dated May 17, 2021
- 15.12 M. Leichter re: a motion to prioritize protecting the natural environment letter dated May 17, 2021
- 15.13 M. Leichter re: revisions to the first draft of the Trust Policy Statement letter dated May 17, 2021
- 15.14 J. Henshall re: Islands Trust Policy review email dated May 18, 2021
- 15.15 M. MacMillen & G. Macdonald re: Revising the Islands Trust Policy Statement email dated May 18, 2021
- 15.16 J. Margison re: Policy Statement review letter dated May 18, 2021
- 15.17 G. Dusting re: Islands Trust Policy Review email dated May 19, 2021
- 15.18 M. Mikkelsen letter to reconsider motion received May 19, 2021
- 15.19 K. Maser re: grave concerns email dated May 19, 2021
- 15.20 D. McCreedy re: Changes in Trust Mandate email dated May 19, 2021
- 15.21 H. Shilladay re: Trust Policy Statement and Gabriola Island email received May 23, 2021
- 15.22 J. Power FWD: IT letter for your consideration email received May 23, 2021
- 15.23 L. McKnight re: Please Consider email received May 23, 2021
- 15.24 S. Yeend re: preservation please email received May 23, 2021
- 15.25 A. Steele re: The role of the Islands Trust email received May 24, 2021
- 15.26 C. Bowers re: TPS review process email received May 24, 2021
- 15.27 D. Mace Re: change in IT mandate email received May 24, 2021
- 15.28 J. Ellison re: Islands Trust mandate email received May 24, 2021
- 15.29 M. Wilde re: please protect our islands! email received May 24, 2021
- 15.30 N. Ballash & G. MacDonald re: Review of Islands Trust Policy Statement email received May 24, 2021
- 15.31 S. Brooks re: Islands Trust mandate email received May 24, 2021
- 15.32 Dave Secord Input re: Islands Trust Policy Statement email received May 25, 2021
- 15.33 J. Kalvaitis FWD: Islands Trust letter email received May 25, 2021
- 15.34 J & S Lewis re: Trust Policy Statement concerns email received May 25, 2021
- 15.35 S. Hutchen Lay re: in support of email received May 25, 2021
- 15.36 Salt Spring Solutions re: Letters to Trust Council for upcoming meeting letter received May 25, 2021
- 15.37 H. Schofield re: Trust Policy Statement Review action needed email received May 26, 2021
- 15.38 MP Manly re: support letter to Minister Alghabra freighter anchorages email received June 1, 2021

Discussion was heard on responding to the request for support.

**15.39 M. Green re: Presentation of Findings of the Vessel Drift and Response Analysis email dated June 2, 2021**

**By general consent**, staff will draft a letter inviting San Juan to make a presentation to September Trust Council.

**15.40 Minister Conroy re: Modernizing Forest Policy letter dated June 2, 2021**

**15.41 A. Yardly re: Policy Statement email received May 28, 2021**

**15.42 J. Laing re: Trust Policy for 2050 letter received May 31, 2021**

**15.43 J. Margison re: Islands Trust Policy Statement Review email received May 31, 2021**

**15.44 J. Henshaw re: Trust Policy Statement review email received May 31, 2021**

**16. STRATEGIC PLAN (Amendments) - None**

**17. NEXT MEETING**

A Special Trust Council meeting is scheduled for July 7-8, 2021. The next Islands Trust Council quarterly meeting is scheduled September 21 - 23, 2021.

**18. ADJOURNMENT**

**By general consent**, the meeting adjourned at 4:50 p.m.

Staff will update the website and send out a subscriber notice that the meeting adjourned early.

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**Peter Luckham, Chair**

**Certified Correct**

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**Lori Foster, Executive Coordinator/Recorder**