



Trust Programs Committee Minutes of a Regular Meeting

Date of Meeting:	Wednesday, January 23, 2019
Location:	Paramount Executive Centre 300-848 Courtney St., Victoria, BC
Members Present:	Alex Allen, Hornby Island Local Trustee (via phone) Scott Colbourne, Gabriola Island Local Trustee David Critchley, Denman Island Local Trustee Doug Fenton, Thetis Island Local Trustee Ben McConchie, North Pender Local Trustee – joined meeting at 11:05 am Deb Morrison, North Pender Local Trustee Dan Rogers, Gambier Island Local Trustee (EC Rep) Peter Luckham, Islands Trust Chair (ex officio)
Members Absent:	None
Staff Present:	Russ Hotsenpiller, Chief Administrative Officer Clare Frater, Director, Trust Area Services Lisa Wilcox, Senior Intergovernmental Policy Advisor/Recorder Gillian Nichols, Program Coordinator William Shulba, Freshwater Specialist – joined meeting at 11:45 am
Media and Others Present:	None

1. CALL TO ORDER

Director Frater called the meeting to order at 10:00 a.m.

2. ROUNDTABLE

The committee members discussed their interest in serving on Trust Programs Committee and their hopes for the 2018-2022 term.

3. ELECTIONS

3.1 Election for Chair

Director Frater conducted the election of the Chair and declared Trustee Deb Morrison Chair of Trust Programs Committee **BY ACCLAMATION**.

3.2 Election of Vice-Chair

Director Frater conducted the election of the Chair and declared Trustee Scott Colbourne Vice-Chair of Trust Programs Committee **BY ACCLAMATION**.

3.3 Financial Planning Committee appointee

Trustee Morrison will serve as the Trust Programs Committee representative on the Islands Trust Financial Planning Committee for the 2018-2022 term.

4. APPROVAL OF AGENDA

4.1 Introduction of New Items

No new items.

4.2 Approval of Agenda

By general consent the agenda was approved as presented.

5. ORIENTATION

5.1 TPC Terms of Reference

Director Frater reviewed Trust Programs Committee's Terms of Reference and advised that if the committee wishes to amend the Committee's Terms of Reference, the Committee should seek Trust Council's support to do so through the Work Program report.

Discussion followed in regards to terms of reference for adding members to the committee and if a person is interested in joining after by-election.

5.2 Council Committee Toolkit

Director Frater provided an overview of the toolkit and noted that it is a resource and living document that can be improved.

5.3 Getting items on the TPC agenda

Director Frater described the process for developing the Trust Programs Committee agenda.

6. ADOPTION OF MINUTES/COORDINATION

6.1 Resolutions Without Meeting

TPC-RWM-2018-04 and TPC-RWM-2018-05 were provided for information.

6.2 Follow-Up Action List

The Follow-Up Action List was provided for information.

7. TRUST COUNCIL BUSINESS

The Committee discussed what this section of the agenda is for and the process of getting items to Trust Council.

8. BUSINESS

8.1 Community Stewardship Awards – Briefing

The briefing was provided for information to the Committee to provide background on the Community Stewardship Awards Program and to provide an opportunity to discuss the program before launching it for 2019. Staff described the steps to launch the program and explained how the nominees are recognized.

8.2 Secretariat Services – Briefing

The briefing was provided to inform the Committee of the Islands Trust Council's request for staff to research and prepare a report on the potential of providing administrative support and coordination for regional forums in the Island Trust Area. Staff will be preparing a report for Islands Trust Council's March meeting.

8.3 Policy Statement Amendment Project – Briefing

The briefing was provided and staff will continue to brief Executive Committee and Trust Programs Committee on the Policy Statement engagement process on a regular basis. Staff will return with a revised plan.

8.4 TPC Service Integration Work - Briefing

The briefing was provided as background on the service integration research done by the Trust Programs Committee in 2017 and 2018 and associated resolutions.

8.5 Agreements Monitoring Report - Briefing

Staff noted that the Agreements Monitoring Report provides an inventory of Islands Trust and Islands Trust Conservancy agreements (excluding property management agreements).

By general consent Trust Programs Committee directs staff to forward the report to Trust Council for information.

TPC-2019-001

It was MOVED and SECONDED,

that staff provide insight on how the Draft Agreement Register would be used for tracking and information.

CARRIED

8.6 TPC Sea Level Rise Project – Briefing

The briefing was provided as an update on Trust Programs Committee’s Sea Level Rise Workshop project.

8.7 Roles and Responsibilities under Water Sustainability Act – Briefing

The briefing was provided to Trust Programs Committee to identify roles and responsibilities of Islands Trust with the implementation of the *Water Sustainability Act*.

8.8 Baynes Sound Lambert Channel Learning Exchange Project Charter - RFD

Director Frater provided an overview of the Request for Decision to the Committee.

TPC-2019-002

It was MOVED and SECONDED,

that Trust Programs Committee endorse the Baynes Sound/Lambert Channel Learning Exchange Project Charter dated January 23, 2019.

CARRIED

8.9 Crown Land Agreements Amendment Project - Briefing

Staff outlined the purpose of the Crown Land Agreements Amendment Project to replace outdated agreements with a more comprehensive agreement that establishes a framework for the Province of British Columbia ministries and Islands Trust, along with Bowen Island

Municipality, to cooperate, collaborate, and exchange information in a more effective and efficient manner.

9. NEW BUSINESS

9.1 Anchorage Advocacy

Director Frater provided an update on the Executive Committee's anchorage advocacy to the Committee.

9.2 Communications

Director Frater noted that staff will be bringing forward a corporate communication strategy to Executive Committee.

10. WORK PROGRAM

10.1 Trust Programs Committee Work Program Report

By General Consent Trust Programs Committee directs staff to forward the work program to the Islands Trust Council with the top three items as presented:

1. Review the Islands Trust Policy Statement
2. Trust Secretariat
3. Sea Level Rise Workshops

11. NEXT MEETING

Committee made no decision in setting a meeting date for the next meeting. Staff to look at options and to organize a Resolution Without Meeting to establish the next meeting.

12. ADJOURNMENT

By General Consent the meeting was adjourned at 3:05 p.m.

Deb Morrison, Chair

CERTIFIED CORRECT:

Lisa Wilcox, Recorder