



Islands Trust

**Minutes of Islands Trust Council Meeting
Keats Island (September 9 and 11, 2014)
Gambier Island (September 10, 2014)**

Present:

Executive Committee: Sheila Malcolmson, Chair (Gabriola)
David Graham, Vice Chair (Denman)
Ken Hancock, Vice Chair (North Pender)
Peter Luckham, Vice Chair (Thetis)

Trustees: Alison Morse, Bowen
Andrew Stone, Bowen (September 10 and 11)
Laura Busheikin, Denman
Louise Decario, Galiano
Sandy Pottle, Galiano
Jan Hagedorn, Gambier
Kate Louise Stamford, Gambier
Alex Allen, Hornby
Tony Law, Hornby
Peter Johnston, Lasqueti
Susan Ann Morrison, Lasqueti
Brian Crumblehulme, Mayne
Peter Grove, Salt Spring
Paul Brent, Saturna
Pam Janszen, Saturna
Mike Jones, South Pender
Liz Montague, South Pender
Sue French, Thetis

Regrets: Gisele Rudischer, Gabriola
Jeanine Dodds, Mayne
Gary Steeves, North Pender
George Grams, Salt Spring
Andrew Stone, Bowen (September 9)

Staff: Linda Adams, Chief Administrative Officer
Lisa Gordon, Director, Trust Area Services
David Marlor, Director, Local Planning Services
Cindy Shelest, Director, Administrative Services
Marie Smith, Executive Coordinator (Recorder)

TUESDAY, SEPTEMBER 9, 2014

Call to Order

The meeting was called to order at 1:22 pm. Chair Malcolmson acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

Twenty trustees were in attendance. Trustees absent: Andrew Stone, Bowen; Gisele Rudischer, Gabriola; Jeanine Dodds, Mayne; Gary Steeves, North Pender; George Grams, Salt Spring.

Notice of New Items/Approval of the Agenda

TC-2014-081

It was MOVED by Trustee Stamford and SECONDED by Trustee Hagedorn,

To add "Advocacy to expand the boundaries of Halkett Bay Provincial Marine Park" as a new business item.

CARRIED

TC-2014-082

It was MOVED by Trustee Luckham and SECONDED by Trustee Hancock,

To add "Trustee reporting out on contractual agreement" as a new business item.

CARRIED

By General Consent, the agenda was approved, as amended.

CLOSED SESSION

TC-2014-083

It was MOVED by Trustee Luckham and SECONDED by Trustee Graham,

That the Islands Trust Council meeting be closed to the public subject to Sections 90(1) (c),(f),(g),(i) of the Community Charter in order to consider matters related to labour relations and other employee relations, bylaw enforcement, litigation or potential litigation affecting the Islands Trust, receipt of advice that is subject to solicitor-client privilege; and that CAO Linda Adams be invited to attend the entire meeting, and that Islands Trust staff be invited to attend Parts 2 and 3 of the meeting.

CARRIED

The meeting closed to the public at 1:33 p.m. and reopened to the public 2:02 p.m.

DECISION AND INFORMATION ITEMS

1. GENERAL

1.1 Resolutions Without Meeting

Resolutions Without Meeting TC-RWM-2014-002, 003, 004 and 005 were provided for information.

1.2 September 2014 Trust Council Meeting Draft Minutes

By General Consent, the June 2014 Trust Council Meeting Minutes were adopted, as presented.

1.3 Trust Council Follow-Up Action List

Provided for information.

2. LOCAL PLANNING

2.1 Director of Local Planning Services Report

Provided for information.

2.2 Advisory Planning Commission Policy Review and Bylaw Development

TC-2014-084

It was MOVED by Trustee Decario and SECONDED by Trustee Crumblehulme,
That the Islands Trust Council remove “Review of the Advisory Planning Commission Policy and Development of Model Advisory Planning Commission Bylaw” from the Local Planning Committee’s Work Program.

CARRIED

2.3 Local Planning Committee Terms of Reference

TC-2014-085

It was MOVED by Trustee Decario and SECONDED by Trustee Janszen,
That the Islands Trust Council request that the Local Planning Committee undertake a review of its terms of reference and recommend amendments to Trust Council Policy 2.3.ii Local Planning Committee Terms of Reference.

CARRIED

2.4 Local Planning Committee Work Program Report

The top work program priorities of the Local Planning Committee as of August 2014 were:

1) Local Planning Committee Policy Review; 2) Green Shores for Homes; and 3) Renewable Energy Technology in the Trust Area.

TC-2014-086

It was MOVED by Trustee Decario and SECONDED by Trustee Crumblehulme,
That the Islands Trust Council approve the top priorities of the Local Planning Committee Work Program Report.

CARRIED

2.5 Bylaw Enforcement Report

A report noting the number of enforcement files organized by local trust area and by the type of enforcement was provided for information, along with a report on the status of open files and the length of time current files have been open.

2.6 Bylaw Violation Implementation

A briefing outlining the implementation and current status of the Bylaw Violation Notice system was provided for information.

2.7 Local Planning Services Three Year Work Plan

Provided for information.

3. EXECUTIVE

3.1 Chief Administrative Officer's Report

Provided for information.

3.2 Executive Committee Work Program Report – Decision

The top work program priorities as of August 2014 were: 1) Governance, Policy, Strategic Planning, Trust Council; 2) Communications, Advocacy, Policy Statement, Interagency and Public Relations; and 3) Organizational Improvements.

TC-2014-087

It was MOVED by Trustee Hancock and SECONDED by Trustee Luckham,
That the Islands Trust Council approve the top priorities of the Executive Committee Work Program Report.

CARRIED

3.3 Revisions to Local Trust Committee Resolutions Without Meeting Policy

The proposed amendments to this policy reflect improvements and greater clarity to the procedures, many of which require change to reflect a greater reliance on digital communications.

TC-2014-088

It was MOVED by Trustee Luckham and SECONDED by Trustee French,
That the Islands Trust Council adopt revised Policy 4.1.v Local Trust Committee Section 26 Resolutions Without Meeting (attachment 1, dated September 10, 2014) and amend Policy 2.1.i Statutory Rules of Conduct, sec. 4(d) and Appendix "B", dated September 9, 2014, as shown on attachment 4 of the report.

CARRIED

3.4 2014 Elections Administration

The Election Services Agreements with each Regional District recommended are similar to those approved by Trust Council in 2011, with the exception that they would enable mail balloting in the Regional Districts within the Islands Trust Area that have now approved this form of balloting for resident and non-resident electors, with the exception of the Sunshine Coast Regional District (SCRD). Staff addressed questions related to what the process was to lobby the SCR D Board to allow mail in ballots, and whether scrutineers could oversee allocation of ballots to non-resident property owners.

TC-2014-089

It was MOVED by Trustee Luckham and SECONDED by Trustee French,
That the Islands Trust Council agree to enter into service contracts with the Boards of 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, and Greater Vancouver Regional District (for Bowyer and Passage Islands mail ballot process only), for the purpose of sharing the costs of conducting elections, and

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.

TC-2014-090

It was MOVED by Trustee Decario and SECONDED by Trustee Pottle,

To sever part 2 from the motion:

That the Islands Trust Council agree to enter into service contracts with the Boards of 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, and Greater Vancouver Regional District (for Bowyer and Passage Islands mail ballot process only), for the purpose of sharing the costs of conducting elections. ~~and~~

~~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.~~

On the Amendment

CARRIED

On the motion as amended

CARRIED

TC-2014-091

It was MOVED by Trustee Luckham and SECONDED by Trustee Brent,

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.

IN FAVOUR – 20
OPPOSED – 1
(Decario-Galiano)
CARRIED

3.5 New Policy: Planning, Regulation and Advocacy Initiatives
- Outer Boundary of Islands Trust Area

This policy will guide Islands Trust bodies in a consistent approach towards initiatives related to the outer boundary of the Islands Trust Area, considering the available resources, planning data, the Islands Trust's tax base and electoral representation. It identifies the adjacent tidal waters up to 300 metres and areas already zoned as the priority areas for expenditure of new planning resources.

TC-2014-092

It was MOVED by Trustee Hancock and SECONDED by Trustee Busheikin,

That the Islands Trust Council adopt Policy 5.9.ii – Planning, Regulation and Advocacy Initiatives: Outer Boundary of the Islands Trust Area.

TC-2014-093

It was MOVED by Trustee Law and SECONDED by Trustee Hancock,
That the Islands Trust Council adopt Policy 5.9.ii – Planning, Regulation and
Advocacy Initiatives: Outer Boundary of the Islands Trust Area, as amended, by
including the following change to section 6.1 Advocacy Initiatives:

Should an Islands Trust body propose an advocacy or other initiative that is relevant
to an area outside that described in E.1.1, it is encouraged to base its initiative
primarily on the Islands Trust object or and the *Islands Trust Policy Statement, or*
advocacy policies as appropriate rather than on the potential exercise of land use
planning or regulatory authority.

On the amendment

CARRIED

On the motion as amended

IN FAVOUR - 20
OPPOSED – 1
(Johnston-Lasqueti)
CARRIED

3.6 Trust Council Followup Action List Item re: Food Security

TC-2014-094

It was MOVED by Trustee Graham and SECONDED by Trustee Hancock,
That the Islands Trust Council remove from its Follow-Up Action List the task “Review
food security topics in existing protocols and in protocol development process.”

CARRIED

3.7 2011-14 Continuous Learning Plan

Provided for information.

3.8 2011-14 Strategic Plan Update

Provided for information. This item will also be referred to during the 2011-14 Term Review
Session on September 10.

The meeting recessed at 5:00 p.m.

WEDNESDAY, SEPTEMBER 10, 2014

The meeting was reconvened on Gambier Island at 9:15 a.m.

Twenty-one trustees were in attendance. Trustees absent: Gisele Rudischer, Gabriola; Jeanine
Dodds, Mayne; Gary Steeves, North Pender; George Grams, Salt Spring.

4. ORGANIZATIONAL/FINANCE

4.1 Director of Administrative Services Report

Provided for information.

4.2 Financial Planning Committee Work Program Report – Decision

The top work program priorities for the Financial Planning Committee as of August 2014 were:
1) First Draft 2015/16 Budget; and 2) Complete 2013/14 Year End.

TC-2014-095

It was MOVED by Trustee Grove and SECONDED by Trustee Brent,
That the Islands Trust Council approve the top priorities of the Financial Planning
Committee Work Program Report.

CARRIED

4.3 June 30, 2014 Audited Financial Statement and Report

TC-2014-096

It was MOVED by Trustee Grove and SECONDED by Trustee Brent,
That the Islands Trust Council approve the June 30, 2014 Quarterly Financial Report as
presented.

CARRIED

4.4 Statement of Financial Information – Trustee Remuneration and Expenses 2013

Provided for information.

4.5 Draft 2015/16 Budget Principles and Assumptions Briefing

Provided for information.

4.6 2015-16 Budget Timeline

Provided for information.

5. TRUST AREA SERVICES

5.1 Director of Trust Area Services Report

Provided for information.

5.2 Trust Fund Board Report

Trustee Tony Law, Chair of the Trust Fund Board, highlighted the Board's accomplishments as of August 2014 in the areas of Strategic Planning/Administration, Covenant and Property Acquisition, Property and Covenant Management, Communications and Fundraising. A written report was provided for information.

5.3 Trust Programs Committee Work Program Report – Decision

The top work program priorities of the Trust Programs Committee as of August 2014 were: 1) BC Ferries Advocacy Program; 2) Community Stewardship Awards; and 3) Vacant Crown Land Profiles.

TC-2014-097

It was MOVED by Trustee Brent and SECONDED by Trustee Busheikin,

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

CARRIED

5.4 Draft Amendments to Community Stewardship Awards Policy

TC-2014-098

It was MOVED by Trustee Brent and SECONDED by Trustee Stone,

That the Islands Trust Council replace Policy 2.1.xi Administration of the Community Stewardship Awards Program dated September 16, 2009 with Policy 2.1.xi Community Stewardship Awards Program dated September 9, 2014.

CARRIED

5.5 Protocol Agreements About Crown Land

TC-2014-099

It was MOVED by Trustee Hancock and SECONDED by Trustee Decario,

That the Islands Trust Council add to its 2011-2014 Strategic Plan a new item: "Negotiate a new protocol agreement and letter of understanding with the Ministry of Forests, Lands and Natural Resource Operations," and recommend that the next Trust Council retain this item as a strategic priority."

CARRIED

5.6 Advocacy Program Evaluation 2011-14

Briefing provided for information.

5.7 Advocacy Decision-Making Framework

Briefing provided for information.

2011-2014 TERM REVIEW

CAO Linda Adams presented a review of Trust Council's 2011-2014 Strategic Plan, identifying challenges and celebrating achievements. Chairs of the Financial, Local Planning, and Trust Programs Committees and Chair of the Trust Fund Board summarized accomplishments, and a trustee representative from each local trust area reported on their challenges and successes.

The meeting recessed at 12:18 p.m. and reconvened at 1:02 p.m.

COMMUNITY PRESENTATION

On behalf of the Marine Life Sanctuary Society of BC, Adam Taylor provided a presentation about glass sponge reefs in Howe Sound, including a basic overview of their biology, possible habitat roles, photographs and videos, as well as maps of known locations.

DELEGATIONS AND TOWN HALL

Stephen Foster

On behalf of the David Suzuki Foundation, Stephen Foster addressed Council members about the time and resources that the Foundation is investing in issues affecting the Howe Sound region and his involvement with the Howe Sound Community Forum.

Ruth Simons

On behalf of the Future of Howe Sound Society, Ruth Simons addressed Council members about the role the Society is taking as part of the Howe Sound Community Forum.

Peter Scholefield

On behalf of the Gambier Conservancy, Peter Scholefield spoke to trustees about the Conservancy's work, including opposition to proposed woodlots on Gambier Island and next steps, establishment of new nature reserves on the island and preparation of a new trails standards guide.

DECISION AND INFORMATION ITEMS

Chair Malcolmson advised that New Business Item 8.1 will be addressed next while members of the public are still in attendance, as it relates to the Community Presentation on glass sponge reefs.

8. NEW BUSINESS

8.1 Advocacy to expand the boundaries of Halkett Bay Provincial Marine Park

TC-2014-100

It was MOVED by Trustee Stamford and SECONDED by Trustee Hagedorn,

That the Islands Trust Chair write a letter to BC Parks supporting, in principle, the request of the Marine Life Sanctuary Society of BC, to expand Halkett Bay Provincial Marine Park boundaries to include the Glass Sponge Reef and Garden off Halkett Point, Gambier Island.

CARRIED

6. CORRESPONDENCE

6.1 Eion Finn re Howe Sound Woodfibre LNG

Received for information. It was noted that Council is on record from 2008 as being opposed to shipping of LNG in the Salish Sea and that Islands Trust is represented on the Environmental Assessment Office Working Group on LNG, and that Council has sent letters on the subject already.

7. SUMMARY/UPDATES

7.1 Trustee Updates

7.1.1 BC Ferries (T. Law)

Trustee Law, Ferry Advisory Committee Chairs (FACC), provided a verbal report on recent activities of the Ferry Advisory Committee Chairs, noting that he has recently stepped down as Co-Chair and that Trustee Morse has taken over. Various trustees also provided verbal updates on their local Ferry Advisory Committees.

On behalf of Council, Chair Malcolmson expressed appreciation for Trustee Law's many years of involvement on the FACC.

Chair Malcolmson left the meeting and turned over chairing duties to Vice Chair Hancock.

7.1.2 First Nations

Various trustees provided verbal reports on recent activities with First Nations in their respective local trust areas.

7.1.3 Salt Spring Island Water Protection Authority (G. Grams)

Written report provided for information.

7.1.4 Howe Sound Report (J. Hagedorn)

Trustee Hagedorn provided a verbal report for information.

7.1.5 Disclosure of Contract Arrangement

Trustee Luckham reported his pecuniary interest as a successful candidate to provide handmade picture frames for the Community Stewardship Awards.

Trustee Stone reported his freelance camera work for the Thetis Island Local Trust Committee regarding the Greenshores for Homes Project.

7.2 Priorities Chart – General Consent

By General Consent, the Islands Trust Council approved the Priorities Chart, as presented.

7.3 Proposed December 2014 Trust Council Agenda Program – Information

The draft agenda program for the next meeting of the Islands Trust Council, scheduled for December 3-5, 2014 in Victoria was provided for information.

7.4 Disposition of Delegations and Town Hall Requests – General Consent

By General Consent, the Islands Trust Council requested the Chair to write to the delegation participants and to thank them for their submissions.

Chair Malcolmson returned to the meeting and resumed Chair duties.

CLOSED MEETING

TC-2014-101

It was MOVED by Trustee Hagedorn and SECONDED by Trustee Pottle,
That the Islands Trust Council close this meeting to the public subject to Section 90(1)(e) and 90(2)(b) of the Community Charter in order to consider matters related to the acquisition of land and confidential negotiations with the Provincial Government and that the staff be invited to remain in the meeting.

CARRIED

The meeting closed to the public at 3:44 p.m. and reopened to the public at 4:05 p.m.

The meeting recessed at 4:06 p.m.

THURSDAY, SEPTEMBER 11, 2014

The meeting was reconvened on Gambier Island at 8:24 a.m.

Twenty-one trustees were in attendance. Trustee absent: Gisele Rudischer, Gabriola; Jeanine Dodds, Mayne; Gary Steeves, North Pender; George Grams, Salt Spring.

Notice of New Items/Approval of the Agenda

Trustee Brent requested consideration of a new business item in relation to the recently released 'BC Ferry Socio Economic Impact Study' that will be addressed at the Union of BC Municipalities Convention on September 23, 2014.

TC-2014-102

It was MOVED by Trustee Brent and SECONDED by Trustee Morse,
To add "BC Ferry Socio Economic Impact Study" as a new business item.

CARRIED

Election Best Practices

Chief Administrative Officer Linda Adams provided a presentation about best practices to follow during the upcoming election period, referring to the 'Guidelines for Trustees and Staff, Best Practices during the Election Period' approved by Trust Council in 2008.

Staff will ensure that consistent advice is provided for planners regarding public hearings during campaign period.

8. NEW BUSINESS

8.2 Socio Economic Impact Analysis of BC Ferries

TC-2014-103

It was MOVED by Trustee Brent and SECONDED by Trustee Law,
In light of the Union of BC Municipalities' report, 'A Socioeconomic Impact Analysis of BC Ferries', Islands Trust Council calls upon the province to recognize coastal ferry service as a crucial part of provincial transportation infrastructure by providing the funding to address identified socioeconomic impacts of fare increases and service cuts.

CARRIED

Advice to Incoming Council

Trustees provided roundtable advice and recommendations for the 2014-2018 term of Islands Trust Council to consider. Council members expressed appreciation for the staff in all three offices and for the support and friendship of fellow trustees in serving the public and carrying out the 'preserve and protect' mandate of the Islands Trust.

9. ADJOURNMENT

TC-2014-104

It was MOVED by Trustee Luckham and SECONDED by Trustee Hancock,
To adjourn the meeting.

CARRIED

The meeting adjourned at 11:15 a.m.

Next meeting: December 3-5, 2014, Victoria, BC.

Sheila Malcolmson, Chair, Islands Trust Council

CERTIFIED CORRECT

Marie Smith, Recorder and Deputy Secretary