



# Islands Trust Council

## Minutes of Quarterly Meeting

<b>Date:</b>	June 20-22, 2017
<b>Location:</b>	Lasqueti Island Community Hall, Main Rd, Lasqueti Island, BC
<b>Members Present:</b>	
Executive Committee:	Peter Luckham, Chair (Thetis) Laura Busheikin, Vice Chair (Denman) George Grams, Vice Chair (Salt Spring) Susan Morrison, Vice Chair (Lasqueti)
Local Trustees:	David Critchley, Denman Melanie Mamoser, Gabriola Heather O'Sullivan, Gabriola George Harris, Galiano Sandy Pottle, Galiano Dan Rogers, Gambier Kate Louise Stamford, Gambier Alex Allen, Hornby Tony Law, Hornby Tim Peterson, Lasqueti Brian Crumblehulme, Mayne Dianne Barber, North Pender Peter Grove, Salt Spring Lee Middleton, Saturna
Municipal Trustees:	Sue Ellen Fast, Bowen Alison Morse, Bowen
<b>Regrets:</b>	Derek Masselink, North Pender Paul Brent, Saturna Bruce McConchie, South Pender Wendy Scholefield, South Pender Ken Hunter, Thetis Island Jeanine Dodds, Mayne
<b>Staff Present:</b>	Russ Hotsenpiller, Chief Administrative Officer David Marlor, Director, Local Planning Services Cindy Shelest, Director Administrative Services (June 20-21, 2017) Clare Frater, Director, Trust Area Services Carmen Thiel, Legislative Services Manager Jennifer Eliason, Manager, Islands Trust Fund (June 20-21, 2017) Marnie Eggen, Planner 1, Northern Office (June 20, 2017) Emma Restall, Executive Coordinator/Recorder

**1. CALL TO ORDER**

The meeting was called to order at 1:38 p.m. Chair Luckham acknowledged that the meeting was being held in Coast Salish First Nations territory.

**2. APPROVAL OF AGENDA**

**2.1 Introduction of New Items**

- 6.1** Roundtable – Chamber of Shipping
- 6.2** Bowen Island Council Meeting Update
- 6.3** MLA Meeting Southern Gulf Islands

**2.2 Approval of Agenda**

**By general consent** the agenda was approved as amended.

**3. GENERAL BUSINESS ARISING**

**3.1 Resolutions Without Meeting**

None

**3.2 March 2017 Trust Council Minutes**

**By general consent** the Islands Trust Council adopted the minutes of the March 2017 Trust Council meeting as amended.

**3.3 Trust Council Follow Up Action List**

Provided for information.

**3.4 Trustee Round Table**

Trustees participated in a round table session to discuss common issues, concerns and successes.

The meeting recessed for a break at 2:42 p.m. and reconvened at 3:03 p.m.

**4. EXECUTIVE**

**4.1 Chief Administrative Officer's Report**

CAO Hotsenpiller reviewed internal and external organizational matters, including office space and leases, Trust Area relationships and LTC projects.

**4.2 Executive Committee Work Program**

The top priorities in the work program were:

- 1. Islands Trust Act amendments;
- 2. Oil spill and shipping safety;
- 3. Revisions to Crown Land protocol agreements and letters of understanding;  
and
- 4. First Nations relationship building.

**By general consent** the Islands Trust Council approved the top priorities of the Executive Committee Work Program Report.

**4.3 Continuous Learning Plan**

Trust Council reviewed the Continuous Learning Plan and received it for information.

**4.4 Strategic Plan Update**

CAO Hotsenpiller gave an overview of the revised Strategic Plan format and answered questions regarding the Quarterly Update.

Discussion ensued over the most effective way to report on progress and next steps.

**4.5 Islands Trust Transition Plan Report**

CAO Hotsenpiller gave an update on the potential Salt Spring Island incorporation, which included an updated timeline.

There was discussion over change of government and whether or not a change will impact incorporation and the timeline for Letters Patent.

**4.6 Islands Trust Act - RFD**

**TC-2017-025**

**MOVED by Trustee Busheikin, SECONDED by Trustee Morrison,**

that Trust Council delegate to Executive Committee the development of a process for identification and prioritization of potential amendments to the *Islands Trust Act*.

**CARRIED**

The order of business on the agenda was varied to address item 5 ahead of item 4.7

**5. SPECIES AT RISK SESSION**

Marnie Eggen presented on the species at risk within the Islands Trust Area and introduced two guest speakers:

Brad Langman, Environment Canada, spoke about the legislation guiding species at risk protection within British Columbia and the methods available to protect habitat;

Pamela Zevit, Registered Professional Biologist, gave a presentation on the tools and resources for conserving species at risk and critical habitat.

There was discussion over how to motivate passion for protecting species at risk.

The meeting recessed for the day at 5:15 p.m.

**Wednesday, June 21, 2017**

The meeting reconvened at 8:26 a.m. with 20 trustees present. Regrets: Derek Masselink (North Pender), Paul Brent (Saturna), Bruce McConchie (South Pender), Wendy Scholefield (South Pender), Ken Hunter (Thetis Island) and Jeanine Dodds (Mayne Island).

**TC-2017-026**

**MOVED by Trustee Grove, SECONDED by Trustee Stamford,**

that Trust Council add Species at Risk to the Islands Trust Policy Statement Topic Review Inventory.

**CARRIED**

**TC-2017-027**

**MOVED by Trustee Grove, SECONDED by Trustee Morrison,**

that Trust Council request that the staff provide recommendations to Trust Council for adding protection of Species at Risk to the Strategic Plan.

**CARRIED**

**TC-2017-028**

**MOVED by Trustee Grove, SECONDED by Trustee Morrison,**  
that Trust Council request that the Executive Committee consider Species at Risk Recovery Plans in interpreting s. 3.1.3 of the Islands Trust Policy Statement when approving local trust committees' and island municipalities' official community plans and regulatory bylaws.

**CARRIED**

**TC-2017-029**

**MOVED by Trustee Stamford, SECONDED by Trustee Grove,**  
that Trust Council request that the Trust Fund Board investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.

**CARRIED**

The order of business on the agenda resumed at item 4.7

**4.7 Hosting Trust Council – Briefing**

CAO Hotsenpiller reported back to Trust Council on the decisions behind hosting December Trust Council meetings in Victoria.

Trustees offered feedback on the evaluation that was done and requested changes be made to better reflect the capabilities of individual islands to host Trust Council.

**4.8 2018 Trust Council Quarterly Meeting Schedule**

**TC-2017-030**

**MOVED by Trustee Busheikin, SECONDED by Trustee Morrison**

that the Islands Trust Council establish the meeting schedule for 2018 as written.

**CARRIED**

**4.9 Visioning – RFD**

A lengthy discussion ensued over the draft Visioning Statement presented by CAO Hotsenpiller. Clarification over how the statement was developed and where the ideas came from and who the Vision represents (Trust Area, not Trust Council) was given.

**TC-2017-031**

**MOVED by Trustee Fast, SECONDED by Trustee Crumblehulme,**

that the Trust Council adopt a header saying "Council's Vision For the Islands Trust Area:" followed by the graphic and vision paragraph and add to our strategic plan.

Trustees speaking in support of the motion noted:

- The process has been lengthy, and quicker outcome would be preferred;
- The visual speaks for itself and could stand alone as a statement; and
- Inspiring communities and change is separate from a statement.

Trustees speaking against the motion raised the following points:

- The impracticality of a single approach to First Nations management rather than individual approaches and concern over how the relationships is presented;
- Desire for the statement to be more aspirational and a need for a more inspirational rather than informational tone;
- Bigger focus on the environment is required;
- Elevated language and refined wording is required;
- Due to lack of input during the drafting process, a professional writer should be considered; and
- The statement should assist in focusing the Islands Trust Act amendments and should be a beacon of hope and capture attention.

The question on the motion was then called,

**DEFEATED**

Trustees Crumblehulme, Fast, Law, Harris and Mamoser In Favour

**TC-2017-032**

**MOVED by Trustee Grove, SECONDED by Trustee O'Sullivan,**

that Trust Council request Executive Committee to retain a consultant to draft an inspirational Vision Statement for the Islands Trust, based on the existing Object and recent work on a Vision Statement.

Debate ensued on whether the tone should be inspirational, aspirational or both, what type of consultant should be hired and what he/she should focus on.

The question on the motion was then called,

**CARRIED**

Trustee Pottle Opposed

## **6. NEW BUSINESS**

### **6.1 Roundtable - Chamber of Shipping**

Chair Luckham gave an update on a recent meeting with the Chamber of Shipping.

### **6.2 Bowen Island Council Meeting Update**

Chair Luckham gave an overview of a recent meeting with the Bowen Island Mayor and councillors.

### **6.3 MLA Meeting Southern Gulf Islands**

There was discussion on engagement with MLA Adam Olsen and MLA Sonia Furstenau.

## **7. LOCAL PLANNING SERVICES**

### **7.1 Director of Local Planning Services Report**

Director Marlor discussed employment updates for each office and a review of project delivery processes.

**7.2 Local Planning Committee Work Program Report**

Chair Luckham advised that the Chair of Local Planning Committee, Paul Brent, has stepped down and thanked him for his work on the Committee.

The top three priorities in the work program were:

1. Community Housing Needs;
2. Shoreline Marine Planning; and
3. Land Use Consultation for Radio Communication Towers.

Discussion ensued over progression on the Community Housing Needs project and the approach to project completion and staffing challenges.

**TC-2017-033**

**MOVED by Trustee Mamoser, SECONDED by Trustee Peterson,** that the Islands Trust Council approve the top priorities of the Local Planning Committee Work Program Report.

**CARRIED**

The meeting recessed for a break at 10:15 a.m. and reconvened at 10:30 a.m.

**7.3 EC-TC RFD Policy 4.1.ix – RFD**

**TC-2017-034**

**MOVED by Trustee Mamoser, SECONDED by Trustee Morrison,** that Islands Trust Council request staff to amend draft Policy 4.1.ix Inter-Local Trust Committee Community Planning Bylaw Referral Policy, to change Section C 1.1 from “must” to “should”, section 1.3b to prior to public hearing for comment and the second section 1.1 to 1.4.

There was discussion over the accuracy of proposed revised wording.

The question on the motion was then called,

**DEFEATED**  
All Opposed

**TC-2017-035**

**MOVED by Trustee Mamoser, SECONDED by Trustee Allen,** that Islands Trust Council request staff to amend draft Policy 4.1.ix Inter-Local Trust Committee Community Planning Bylaw Referral Policy, in section 1.3b to read “prior to public hearing for comment”.

**CARRIED**

**TC-2017-036**

**MOVED by Trustee Busheikin, SECONDED by Trustee Harris,** that Islands Trust Council adopt amended Policy 4.1.ix Inter-Local Trust Committee Community Planning Bylaw Referral Policy with a change.

**CARRIED**

- 7.4 **First Nations Charter Update**  
Received for information.
- 7.5 **Marine Protection Tools - Briefing**  
Received for information.
- 7.6 **Bylaw Enforcement Report - Briefing**  
Director Marlor gave a brief update on Bylaw Enforcement.

The order of business on the agenda was varied to address item 8 after item 14.

**9. ADMINISTRATIVE SERVICES**

- 9.1 **Administrative Services Report**  
Provided for information.
- 9.2 **Financial Planning Committee Work Program Report**  
The top three priorities in the work program were:
  1. Finalize the 2017-2018 budget;
  2. Complete the 2016-2017 forecast; and
  3. Conduct the 2016/17 Year-End Audit.

**TC-2017-037**  
**MOVED by Trustee Grove, SECONDED by Trustee Grams,**  
that the Islands Trust Council approve the top priorities of the Financial Planning Committee Work Program Report.

**CARRIED**

- 9.3 **Policy 6.5.1 General Revenue Fund Surplus - RFD**  
There was discussion about spending surplus on hiring staff to complete projects.

**TC-2017-038**  
**MOVED by Trustee Grove, SECONDED by Trustee Grams,**  
that the Islands Trust Council amend Policy 6.5.1 General Revenue Surplus Fund Policy as presented, including the creation of Specific Reserve Funds, and rename the policy Reserves and Surplus Policy.

**CARRIED**

**TC-2017-039**  
**MOVED by Trustee Grove, SECONDED by Trustee Grams,**  
that the Financial Planning Committee consider the creation of a specific reserve fund for Local Trust Committee Projects during the 2018/19 budget cycle.

**CARRIED**

- 9.4 **Policy 7.2.1 Trustee Remuneration - RFD**  
**TC-2017-040**  
**MOVED by Trustee Grove, SECONDED by Trustee Grams,**  
that the Islands Trust Council amend Policy 7.2.1 Trustee Remuneration as presented.

**CARRIED**

- 9.5 March 31, 2017 Audited Financial Statements - RFD**  
**TC-2017-041**  
**MOVED by Trustee Grove, SECONDED by Trustee Morse,**  
that the Trust Council accept the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets and the Statement of Cash Flows, for the year ended March 31, 2017.

**CARRIED**

**10 TRUST AREA SERVICES**

**10.1 Director of Trust Area Services Report**

Director Frater highlighted several points in the report, which was provided for information.

**10.2 Trust Programs Committee Work Program Report**

The top three priorities in the work program were:

1. Protect Quality and Quantity of Water Resources;
2. Amend Crown Land Cooperation Agreements; and
3. Review the Islands Trust Policy Statement.

**TC-2017-042**

**MOVED by Trustee Crumblehulme, SECONDED by Trustee O’Sullivan,**  
that the Islands Trust Council approve the top priorities of the Trust Programs Committee Work Program Report.

**CARRIED**

**10.3 Trust Fund Board Report**

Jennifer Eliason, Manager, Trust Fund Board presented the highlights of the report.

Chair Luckham acknowledged Trust Fund Board member Robin Williams’ appointment to the Financial Planning Committee.

**10.4 2016-2017 Annual Report - RFD**

**TC-2017-043**

**MOVED by Trustee Grams, SECONDED by Trustee Crumblehulme,**  
that the Islands Trust Council approve the 2016-2017 draft Annual Report (as amended) for submission to the Minister of Community, Sport and Cultural Development.

**CARRIED**

**10.5 Policy Statement Amendment Project Scope- RFD**

**TC-2017-044**

**MOVED by Trustee Morrison, SECONDED by Trustee Crumblehulme,**  
that the Islands Trust Council assign the Executive Committee, with involvement from Trust Programs Committee as appropriate, to coordinate a review of the Introduction, Part I, Part II and Schedule 1 – Definitions sections of the Policy Statement.



Trustees speaking in support of the motion noted:

- The intent in referring it to the Executive Committee meetings is to provide it to a Committee that meets frequently and can handle the issue in a timely manner;
- The Executive Committee will fully engage with the Trust Programs Committee when doing the work.

Trustees speaking against the motion raised the following points:

- Some trustees who are not on the Executive Committee are interested in taking on more work;
- By referring tasks to the Executive Committee that Council Committees can take on restricts opportunities for non-Executive Committee members.

There was discussion over the committee structure and whether it should be reviewed.

The question on the motion was then called,

**CARRIED**

Trustees Middleton and Critchley Opposed

**10.6 Policy 5.7.i Bylaw Checklists - RFD  
TC-2017-045**

**MOVED by Trustee Busheikin, SECONDED by Trustee Morrison,**

that the Islands Trust Council replace Policy 5.7.i Bylaw Checklists dated June 16, 2005 with Policy 5.7.1 Local Trust Committee Bylaws Checklists dated June 20, 2017.

**CARRIED**

**10.7 Legislative Monitoring - Briefing**  
Provided for information.

Chair Luckham acknowledged the addition of Karen Hurley, Senior Policy Advisor, to Trust Area Services staff.

**10.8 Well Water Workshops Project –Briefing**  
Provided for information.

Trustee Stamford requested feedback from trustees whose islands have hosted a workshop.

**10.9 2017 Community Stewardship Awards - Briefing**  
Provided for information.

**10.10 Trust Fund Board Working Landscape Study – Briefing**

Jennifer Eliason gave an overview of the report and answered questions regarding policies and resources, marine tenure possibilities and advocacy.

The order of business on the agenda was varied to address item 13 ahead of item 11.

**13 CORRESPONDENCE**

**13.1 Association for Denman Island Marine Stewards re Geoduck Aquaculture on Denman and the Strait of Georgia.**

Received for information.

**TC-2017-046**

**MOVED by Trustee Critchley, SECONDED by Trustee Morrison,** that Trust Council request Executive Committee to investigate the potential impacts associated with geoduck aquaculture in the Islands Trust Area and, as appropriate, initiate advocacy.

**CARRIED**

The meeting recessed at 12:22 p.m. and resumed at 1:00 p.m.

The order of business on the agenda resumed at item 11.

**11 COMMUNITY PRESENTATION**

**11.1 Field Trip to the Last Resort Society**

Trustees and staff toured the Judith Fisher Centre and learned about its health services, respite care, elder care and its off-grid power sources.

**11.2 Lasqueti Island Nature Conservancy**

Gordon Scott, President of Lasqueti Island Nature Conservancy, gave a presentation on conservation within the Coastal Douglas-Fir Zone.

**12 TOWN HALL**

**Town Hall Participant - Peter Johnson**

Mr. Johnson spoke to Trust Council about his desire to see Trust Council meet only on islands within the Trust Area and to see a public engagement activity built into Trust Council schedules.

**Town Hall Participant - Jack Barret**

Mr. Barret spoke about sustainability within the Trust Area. He posed the question: Will the Islands Trust create a policy that limits population growth?

The meeting recessed at 3:00 p.m. and resumed at 3:15 p.m.

**14 TFB REGIONAL CONSERVATION PLAN SESSION**

Jennifer Eliason gave a presentation on emerging themes in conservation planning, protected areas on the islands and recent workshop results.

Discussion points included:

- Data collection tools and procedures;
- Trust Fund Board funding
  - Islands Trust contribution
  - Endowment reserves and self-sustainability
  - The potential for core funding through provincial government;
- Marine protected areas and water protection zoning; and
- TFB achievements and successes

**8. ROLE OF THE TRUSTEE SESSION**

CAO Hotsenpiller re-delivered the March 2017 Role of the Trustee presentation due to low attendance at the last session.

There was a lengthy discussion over appropriate interaction with applicants.

The order of business on the agenda resumed at item 15.

**15. SUMMARY/UPDATE**

**15.1 Trustee Updates**

**15.1.1 BC Ferries (Ferry Advisory Committee Chairs)**

Reports included the following points:

- Upcoming consultation on Sunshine Coast about what is important to residents;
- People for a Healthy Community has facilitated selling of low-value Experience Cards; and
- New medically assured loading system.

**15.1.2 First Nations**

None – updated earlier on the agenda

**15.1.3 Gulf Islands National Park Reserve Advisory Committee (Trustee Masselink)**

There was discussion on the challenges facing the Parks Advisory Board.

**15.1.4 Salt Spring Island Watershed Protection Authority (SSIWPA) (Vice Chair Grams)**

Trustee Grams gave an overview of his report.

**15.1.5 Howe Sound Community Forum**

The recent Howe Sound Community Forum on May 5<sup>th</sup>, 2017 was discussed.

**15.1.6 Freighter Roundtable Update**

Discussed during Trustee Roundtable.

**15.2 Priorities Chart**

**By general consent** the Islands Trust Council adopted the Priorities Chart as presented.

**15.3 Proposed September 2017 Trust Council Agenda Program**

Provided for Information.

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

None

The meeting recessed for the day at 5:06 p.m.

**Thursday, June 22, 2017**

The meeting reconvened at 8:19 a.m. with 19 trustees present. Regrets: Derek Masselink (North Pender), Paul Brent (Saturna), Bruce McConchie (South Pender), Wendy Scholefield (South Pender), Ken Hunter (Thetis Island) and Jeanine Dodds (Mayne Island). Absent: Timothy Peterson (Lasqueti).

**16. CLOSED MEETING**

**TC-2017-047**

**It was MOVED Trustee Morrison and SECONDED Trustee Grams,**

that the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the *Community Charter* in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

**CARRIED**

Trustee Peterson arrived at the meeting at 8:50am.

**17. RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)**

It was reported that the Islands Trust Council awarded the 2017 Community Stewardship Awards on the following basis:

**Individual Category**

- Bob Turner, Bowen Island
- Liz Ciocea, Gabriola Island

**Organization Category**

- Denman Island Memorial Society
- Gabriola Arts Council

**Enduring Achievement**

- Bob Weeden, Salt Spring Island
- Everhard van Lidth de Jeude, Bowen Island
- Hornby and Denman Community Health Care Society
- Saturna Community Club

**18. NEXT MEETING – September 14<sup>th</sup> on Denman Island**

**19. ADJOURNMENT**

The meeting adjourned at 9:19 a.m.

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Peter Luckham, Chair

Certified Correct

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Emma Restall, Recorder