



Trust Programs Committee Minutes of Regular Meeting

Date of Meeting:	Monday, November 16, 2015
Location:	Islands Trust Victoria Boardroom 200-1627 Fort Street, Victoria, BC
Members Present:	Derek Masselink, North Pender Island Local Trustee (Chair) Brian Crumblehulme, Mayne Island Local Trustee (Vice Chair) (by phone) Peter Luckham, Islands Trust Chair (ex officio) David Critchley, Denman Island Local Trustee Tony Law, Hornby Island Local Trustee Bruce McConchie, South Pender Island Local Trustee Sue Ellen Fast, Bowen Island Municipal Trustee Heather Nicholas, Gabriola Island Local Trustee (by phone) Dan Rogers, Gambier Island Local Trustee (by phone)
Regrets:	George Grams, Salt Spring Island Local Trustee (EC Rep)
Staff Present:	Lisa Gordon, Director, Trust Area Services Clare Frater, Trust Area Policy Advisor Lori Foster, Recorder
Media and Others Present:	None

1. CALL TO ORDER

Chair Masselink called the meeting to order at 11:09 a.m.

2. APPROVAL OF AGENDA

For consideration, the following item was presented for addition to the agenda:

- Item 5.4 Discussion Paper - A Vision for the Islands Trust

By General Consent, the agenda was approved as amended.

3. ADOPTION OF MINUTES

3.1 Minutes of Meeting

3.1.1 August 24, 2015 TPC minutes

TPC-2015-035

It was MOVED and SECONDED,

That the minutes of August 24, 2015 be adopted as presented.

CARRIED

3.2 Follow Up Action List

The Follow-Up Action List was provided for information and review.

4. TRUST COUNCIL BUSINESS

4.1 Crown Land Protocol Update

Staff advised that while Islands Trust and Bowen Island Municipality are ready to meet to discuss revisions representatives from the provincial government remain unavailable.

It was noted that Gambier Island has no Crown Land agreement/protocol in place and has an Official Community Plan review coming up. Staff commented that an updated protocol is not necessary for the OCP review process to be successful.

4.2 Community Stewardship Award Program Review - Briefing

Staff advised that a survey would be an effective way of reviewing the Community Stewardship Award program. Trustees discussed that there are a variety of ways the program could be changed and be better leveraged. Trustees also discussed that the e-mail to participants about the news release announcing recipients could be lighter in tone.

TPC-2015-036

It was MOVED and SECONDED,

That the Trust Programs Committee receive the Community Stewardship Award Program Review - Briefing for information.

CARRIED

By General Consent, the Trust Programs Committee requested that the briefing be added to the August 2016 agenda for reconsideration.

5. NEW BUSINESS

5.1 Briefing – Draft tools/methods for advocacy evaluation

Staff advised that trustees could provide more guidance about how the advocacy program is structured and evaluated.

Trustees discussed the relative effectiveness of various advocacy methods and the need for strategic approaches and effective communication methods.

Trustee Bruce McConchie left at 12:00 p.m. and returned at 12:10 p.m.

TPC-2015-037

It was MOVED and SECONDED

That the provided advocacy materials be circulated to all trustees as amended and that the Chair in his report to Trust Council in December recommend that trustees gather in an informal group to discuss advocacy in preparation for a March session.

CARRIED

The meeting recessed at 12:41 p.m.

The meeting reconvened at 1:03 p.m.

TPC-2015-038

It was MOVED and SECONDED,

That the Executive Committee consider including the following topics during a continuous learning opportunity on advocacy for Trust Council with funding up to \$5,000 to support a consultant:

- Prioritization and evaluation of advocacy
- Roles and Responsibilities
- Relationship building
- Partnerships
- Methods

CARRIED

5.2 Briefing – Protocol charter re capacity re water conservation advocacy and education

Staff provided an overview of the water education and advocacy project charter, noting that this project is simply about gaining organizational capacity for future advocacy and education activities. Staff invited trustees to suggest local resources or experts and local events that would support this topic.

There was discussion about the need to coordinate with the Salt Spring Island Water Protection Authority to avoid duplicating work.

TPC-2015-039

It was MOVED and SECONDED,

That the Trust Programs Committee endorse the water conservation advocacy and education project charter as presented.

CARRIED

5.3 Briefing – Amendment of Trust Council policies 1.2.i, 1.3.i and 1.3.ii

Staff spoke about how the Policy Statement is amended and historic efforts to update the Policy Statement. Staff noted that the existing policies are not congruent with current public expectations for consultation and engagement.

TPC-2015-040

It was MOVED and SECONDED,

That the Trust Programs Committee ask staff to include proposed Policy Statement policy amendments as part of the continuous learning session about the Policy Statement at the Trust Council meeting in December.

CARRIED

TPC-2015-041

It was MOVED and SECONDED,

That the Trust Programs Committee recommend to Trust Council the proposed changes, depending on advice from Provincial Staff, to the draft amendments to Policy Statement Amendment Policy (1.2.i.) at its March 2016 meeting.

CARRIED

Linda Adams, Chief Administrative Officer (CAO), joined the meeting at 1:58 p.m.

5.4 Request for Decision – Project charter and budget request re Policy Statement targeted update

Staff reviewed and recapped the rationale and process for updating the Policy Statement. Staff also outlined conditions that could affect the success of the project including a new Chief Administrative Officer, Salt Spring incorporation, and Ministry priorities.

The committee discussed expectations for First Nations engagement and the Province's duty for consultation with First Nations. Staff explained that the Province cannot delegate their requirement to consult, but if Islands Trust engagement is thorough it can expedite the process.

Committee members also discussed the need for a vision and the existing vision statement in island Official Community Plans. Staff confirmed that the vision statement could be a stand alone document which would not require ministerial approval.

Staff stated that a "*state of the islands*" report would give a snapshot of information from indicators that are readily available and would be similar to community profile reports.

There was discussion about the value of updating the Policy Statement versus leaving it as is.

CAO Adams explained that the Policy Statement acts in unseen ways to guide planner decisions. She explained that senior agencies do not view it as a credible document because it is old and because it is not based on input from First Nations.

TPC-2015-042

It was MOVED and SECONDED,

That the Trust Programs Committee recommend that Trust Council amend the Strategic Plan to enable a phased approach to the Policy Statement targeted topic update, as follows:

- a) state of the islands report (2016),
- b) 2050 community visioning process and topic selection process (2017),
- c) targeted topic update (2017/18), and
- d) amend Policy Statement (2018/19).

CARRIED

TPC-2015-043

It was MOVED and SECONDED,

That the Trust Programs Committee recommend that the Financial Planning Committee include in its draft 2016/17 budget to Trust Council a request for \$85,000 for a “state of the islands” report and to conduct an engagement process for visioning and topic selection.

CARRIED

5.5 Draft – Trust Programs Committee Toolkit

TPC-2015-044

It was MOVED and SECONDED,

That the Trust Programs Committee endorse the Trust Programs Committee Toolkit as presented.

CARRIED

6. WORK PROGRAM

6.1 Trust Programs Committee Work Program Report

TPC-2015-045

It was MOVED and SECONDED,

That the Trust Programs Committee forward its work program to the Islands Trust Council with the top three items as amended:

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

CARRIED

7. NEXT MEETING

TPC-2015-046

It was MOVED and SECONDED,

That the Trust Programs Committee adopt the 2016 meeting schedule as follows:

- February 29, 2016, 10 am, Electronic Meeting
- May 16, 2016, 10:45 am, Ladysmith City Hall - in person
- August 22, 2016, 10:45 am, Electronic Meeting
- November 14, 2016, 10:45 am, Victoria - in person

CARRIED

The committee agreed that the Chair and staff would consider the need for a fifth meeting in the New Year.

8. ADJOURNMENT

The Trust Programs Committee meeting was adjourned at 3:13 p.m.

Derek Masselink, Chair

CERTIFIED CORRECT:

Lori Foster, Recorder