



**TRUST FUND BOARD  
REGULAR MEETING MINUTES  
APRIL 2, 2008**

**Location:** Victoria Office Boardroom, Islands Trust

<b><u>In Attendance:</u></b>	<u>Board Members</u> Michael Dunn Peter Lamb Sheila Malcolmson, Chair Christine Torgrimson Bruce Whittington	<u>Staff</u> Jennifer Eliason, Manager Kate Emmings, Ecosystem Protection Specialist Christine Pritchard, Secretary
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**Regrets** Gary Steeves

The meeting came to order at 10:00 a.m.

**1.0 Agenda**

The Board reviewed the agenda. The following items were added:

- 4.5 Cape Keppel road application
- 4.6 Meeting Schedules

**Resolution #TFB 08/982**

**It was MOVED and SECONDED that the April 2, 2008 Regular Meeting agenda be approved as amended.**

**CARRIED**

**1.1 Staffing Update**

The Board deferred this agenda item to after section 2.0 *In Camera Session*.

**2.0 In Camera Session (Confidential Items)**

**Resolution #TFB 08/983**

**It was MOVED and SECONDED that this portion of the meeting is closed to the public pursuant to the following sections of the Community Charter: section 90, subsection (1) (k), negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the committee, could reasonably be expected to harm the interests of the municipality if they were held in public, section 90, subsection (2) (b), the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both, and a third party, and section 90, subsection (2) (d), a matter which must not be disclosed under FOIPP because of an unreasonable invasion of a third party's personal privacy, and that the following individuals be invited to remain in the meeting: Jennifer Eliason, Kate Emmings, and Christine Pritchard.**

**CARRIED**

The regular meeting reconvened at 11:10 am.

**1.1 Staffing Update**

The Manager informed the Board that successful applicant Christine Pritchard will commence her new role of Communications and Fundraising Specialist with the Islands Trust Fund on April 14, 2008. As Sandi Miller, Secretary, has requested a six month unpaid leave following the completion of her parental leave April 30<sup>th</sup>, 2008, the Manager will commence a competition for a temporary Secretary.

**3.0 Items for Approval****3.1 Minutes of Previous Meeting****3.1 a) December 4, 2007**

The Board reviewed the draft minutes.

**Resolution # TFB 08/984**

**It was MOVED and SECONDED that the minutes of the February 13, 2007 meeting be adopted as presented.**

**CARRIED**

**3.1 b) Resolutions Without Meeting**

The Board reviewed the following Resolutions Without Meeting for information:

- RWM Budget Revision, February 18, 2008
- RWM ILMB Referrals, March 4, 2008

**3.2 Follow Up Action List**

The Board reviewed the Follow Up Action List for information. The Manager notified the Board of a meeting between the Islands Trust Fund and the Directors of Trust Area Services and Local Planning Services regarding the Protected Areas Network Guidelines. To date, Local Planning Services is anticipated to undertake this project.

**3.3 RFD: Land Trust Alliance of British Columbia Follow-up re Climate Change and Carbon Offsets**

Chair Malcolmson introduced a recommendation to the Trust Fund Board from the Trust Fund Board Long Term Funding Committee. Since the recommendation was made, the Director of Trust Area Services recommended the Board request the Land Trust Alliance of British Columbia (LTABC) evaluate the implications of including land protection in carbon offset programs.

**Resolution # TFB 08/985**

**It was MOVED and SECONDED that the Trust Fund Board direct the Chair to encourage the Land Trust Alliance of British Columbia to analyze how protected lands could fit the criteria of a carbon offset, and to request that the Land Trust Alliance of British Columbia encourage designers of carbon markets to evaluate the implications of including stored carbon protection and ongoing property management costs as a carbon offset measure.**

**Further Discussion**

Board members discussed the implications of requesting further evaluation of options surrounding carbon offset measures and land trust activities in comparison to that of requesting definitive action surrounding the incorporation of land trust activities as carbon offset measures. Board members discussed demonstrating the Trust Fund Board's recognition of the positive contributions land trust organization's activities

have to carbon storage. However, board members concluded that the most recent LTABC report, *Mitigating and Adapting to Climate Change through the Conservation of Nature*, lacked definite recommendations regarding the future actions land trust organizations should take in an effort to mitigate climate change.

**MOTION CARRIED**

### 3.4 RFD: On-line Credit Card Donations

#### Resolution # TFB 08/986

It was **MOVED** and **SECONDED** that the Trust Fund Board direct staff to register for a business account with PayPal and to add the option of paying by credit card to our website and donation form.

**CARRIED**

Board members also suggested staff utilize this new tool to develop a monthly donation program.

### 3.5 RFD: Property Manager Rationale

The Manager presented a request from the Trust Fund Board Long Term Funding Committee regarding the development of a rationale for the creation of a new Islands Trust Fund Property Manager position. This request was generated in recognition of a backlog in work regarding management issues on the properties the Trust Fund Board holds conservation covenants on and owns. Staff are currently analyzing the implications that a property manager position would have for the current property monitoring contract. Board members directed staff to include the following information within the briefing note:

- Amount of financial resources committed to each hectare the Trust Fund Board protects;
- Financial resources required for the future management of properties protected by the Trust Fund Board through conservation covenants.

#### Resolution # TFB 08/987

It was **MOVED** and **SECONDED** that the Trust Fund Board direct staff to prepare a briefing note on the rationale for creating a full time Property Manager position. This briefing will be provided to the Trust Fund Board at their May 7<sup>th</sup>, 2008 meeting and to Executive Committee at their May 20<sup>th</sup> meeting and will also be used as part of the Long-term Funding Strategy presentation at the June Trust Council meeting.

**CARRIED**

#### Resolution # TFB 08/988

It was **MOVED** and **SECONDED** that the Trust Fund Board direct staff, in consultation with the Long Term Fundraising Committee, to prepare a budget request for a full-time Property Manager position for submission to the Financial Planning Committee prior to September Trust Council.

**CARRIED**

### 3.6 RFD: Regional Conservation Plan Review

The Ecosystem Protection Specialist presented the 2008 Annual Regional Conservation Plan Review. Key points highlighted included:

- Due to a lack of staff time allocated to property management, there are many tasks still to be completed.

- Staff proposed climate change be added as an ecosystem threat and that the Plan begin to consider how management actions should be adapted in consideration of this threat.
- Staff proposed the Plan include an objective to protect islands or areas facing increased development pressures.

Board member Torgrimson highlighted a number of issues within the annual review and suggested these be included in the rationale of the Long Term Funding Strategy for the Trust Fund Board's acquisition of long term funding sources.

Board member Lamb referred to the adaptive management principle behind the annual review and questioned whether the Board can adapt the Plan's action items in order to focus staff resources on issues that require immediate attention.

Board members discussed the delay of the development of the Protected Areas Network Guidelines. Chair Malcolmson noted that Terrestrial Ecosystem Mapping had not been completed for all islands as of yet and it would therefore be premature to move ahead on implementation of the guidelines. Board member Lamb expressed concern that due to rapid development on some islands, waiting for the completion of ecosystem mapping throughout the entire Trust Area before commencing the development of the guidelines may result in missed conservation opportunities in key high intensity development areas.

Board member Torgrimson expressed concern surrounding the lack of flexibility the Plan offers regarding projects the Trust Fund Board can invest in based on the conservation objectives of the Plan.

The Board made minor amendments to the text of the 2008 Annual Review.

Board members suggested staff share the information presented in this annual review with Local Trust Committees.

#### **Resolution # TFB 08/989**

**It was MOVED and SECONDED that the Trust Fund Board approve the 2008 Annual Review of the Regional Conservation Plan as amended.**

**CARRIED**

#### **4.0 Items for Discussion/Direction**

##### **4.1 Joint Meeting with Executive Committee**

Board members considered the topics to be brought forward to the Trust Fund Board's joint meeting with Trust Council's Executive Committee. Board members directed staff to develop the following topics:

- The conditions under which Local Trust Committees should refer development applications to the Trust Fund Board and the role of the Trust Fund Board during this application referral process
- The Trust Fund Board Long Term Funding Strategy
- A review of the memorandum of understanding between Trust Council and the Trust Fund Board
- Trust Area Services Programs: Free Crown Grant program and NAPTEP

##### **4.2 Ministerial Approval of Five Year Plan**

Staff had not received an update from the Ministry of Community Services regarding the ministerial approval of the Trust Fund Board Five Year Plan.

**4.3 Long Term Funding Committee Report**

The Board reviewed the minutes from the February 14<sup>th</sup>, 2008 Long Term Funding Committee meeting.

**4.4 Regional Conservation Plan and Agricultural Lands**

Board member Lamb proposed the Trust Fund Board consider the possibility of protecting agricultural lands through property acquisition. TLC The Land Conservancy of BC has taken a more active role in acquiring farmland. Board members discussed the ecosystem attributes of farmland that cannot currently be protected through conservation covenants due to Agricultural Land Commission policy. Board members discussed the financial and legal implications of acquiring and managing agricultural lands. Board members directed staff to research examples of land trust organizations acquiring agricultural lands and other managed lands (forestry) and consider how this activity could fit into the Trust Fund Board's workplan.

**Resolution # TFB 08/990**

**It was MOVED and SECONDED that the Trust Fund Board direct staff to brief Trust Fund Board on options to respond to Peter Lamb's April 2<sup>nd</sup> memo on protecting agricultural land.**

**CARRIED**

**4.5 Cape Keppel**

The Manager presented an application referred from the Integrated Land Management Branch (ILMB) regarding the construction of a public roadway within the vicinity of the Trust Fund Board Cunningham Covenant and Nature Reserve. This application was referred to the Islands Trust Local Planning Services, however, was not received by Islands Trust Fund staff until after IMLB commenting deadlines had passed. The implications of an approval to this application would include increased public access to a Salt Spring Island Conservancy ecological reserve as well as the Trust Fund Board protected areas.

**Resolution # TFB 08/991**

**It was MOVED and SECONDED that the Trust Fund Board direct staff to communicate to the Ministry of Agricultural and Lands' Integrated Land Management Branch the Trust Fund Board's desire to comment on the application for a public roadway at the westerly end of Mountain Road (Cape Keppel), Salt Spring Island ILMB File No 1413945 (or Ministry of Transportation if it has been referred to them) and establish timeline for doing so and determine potential impacts of this application on Trust Fund Board owned and covenanted lands in the vicinity**

**CARRIED**

**4.6 Meeting Schedules**

The Board directed staff to attempt to consolidate the May 2008 meeting dates and split the Trust Fund Board and Long Term Funding Committee July meetings into two dates.

**5.0 Updates for Information****5.1 Public Acquisitions, Covenants and Dispositions Update**

The Board reviewed the Public Acquisitions, Covenants and Dispositions Update for information. The Manager notified the Board of an anticipated completion of the Mt. Artaban transfer agreement.

The Manager informed the Board of increased negotiations surrounding a subdivision development in the vicinity of the proposed Fairy Fen Nature Reserve involving a

potential donation of additional land. Staff have requested the Integrated Land Management Branch allow an extension of the Free Crown Grant process to accommodate these new developments. The Bowen Island Conservancy have requested an extension on their Vancity grant until such time as the nature of the development and associated land donation is determined.

The Ecosystem Protection Specialist notified the Board of two new NAPTEP applications received April 1<sup>st</sup>.

Board members requested staff include area stats on the Public Acquisition and Covenant Update documents for future Board meetings.

**5.2 Communications and Fundraising Update**

The Board reviewed the Communications and Fundraising Update for information.

**5.3 2007-2008 Budget Report**

The Board reviewed the 2007-2008 Budget Report for information. The Manager informed the Board that in regards to the Fisher property tax issue, staff are planning to contact Mr. Fisher to discuss NAPTEP and other conservation issues.

**Resolution #TFB 08/992**

**It was MOVED and SECONDED that the Trust Fund Board Meeting be adjourned at 2:55 p.m.**

**CARRIED**

The next meeting is scheduled for May 7, 2008, from 10:00 a.m. to 3:00 p.m. in the Victoria Office Boardroom.

*[Revision Note: May 7<sup>th</sup> meeting moved to May 14<sup>th</sup>]*