



**TRUST FUND BOARD
REGULAR MEETING MINUTES
August 13, 2009**

Location: Victoria Office Boardroom, Islands Trust

<u>In Attendance:</u>	<p><u>Board Members</u> Louise Bell *Nerys Poole Christine Torgimson, Chair Bruce Whittington *arrived at 10:24 a.m.</p>	<p><u>Staff</u> Shawn Black, A/Manager Kate Emmings, Ecosystem Protection Specialist Christine Pritchard, Communications & Fundraising Specialist Jeff Ralph, A/Property Management Specialist Natalie Tamosiunas, Secretary</p>
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Absent: Michael Dunn

The meeting came to order at 10:06 a.m.

1.0 Agenda

The Board reviewed the agenda. The following changes were made:

- Item 3.3 to be discussed after Item 1.0 Agenda
- Item 5.2 to be discussed after Item 2.0 In Camera session

Resolution #TFB 09/1084

It was **MOVED** and **SECONDED** that the August 13, 2009 Regular Meeting agenda be approved as amended.

CARRIED

2.0 In Camera Session (Confidential Items)

Resolution #TFB 09/1085

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) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act, and 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 council, could reasonably be expected to harm the interests of the municipality if they were held in public and (2) (b), the considerations of information received and held in confidence relating to negotiations between the Trust Fund Board 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 that staff be invited to remain in the meeting.

CARRIED

The regular meeting reconvened at 11:49 am.

3.0 Items for Approval

3.1 Minutes of Previous Meeting

a) June 11, 2009

The Board reviewed the draft minutes. The following corrections were made:

- o Item 4.2 Board Member Bell...the administrative procedure be required to follow the matrix.
- o Item 5.3 The Board reviewed the...from the Islands Trust General Ledger accounts.

Resolution # TFB 09/1086

It was MOVED and SECONDED that the minutes of the June 11, 2009 meeting be adopted as amended.

CARRIED

b) July 22, 2009

The Board reviewed the draft minutes.

Resolution # TFB 09/1087

It was MOVED and SECONDED that the minutes of the July 22, 2009 meeting be adopted as presented.

CARRIED

c) April 23, Long term Funding Committee

The Board reviewed the draft minutes.

Resolution # TFB 09/1088

It was MOVED and SECONDED that the minutes of the April 23, 2009 Long Term Funding Committee meeting be adopted as presented.

CARRIED

3.2 Follow Up Action List

The Board reviewed the Follow Up Action List for information.

3.3 2008-2009 Financial Statements

Craig Elder, Director of Administrative Services presented the 2008-2009 audited financial statements to the Board.

Resolution # TFB 09/1089

It was MOVED and SECONDED that the Trust Fund Board receive and approve the financial statements for the fiscal year 2008-2009.

CARRIED

3.4 Mount Artaban Nature Reserve Management Plan

a) RFD – Mount Artaban Nature Reserve Management Plan

Board member Whittington requested staff remove the Pine Grosbeak *carlottae* subspecies from Table 6 as this subspecies does not exist in the subject geographic area.

Resolution # TFB 09/1090

It was **MOVED** and **SECONDED** that the Trust Fund Board approve the Mt. Artaban Nature Reserve Management Plan dated June 2009 as amended.

CARRIED

3.5 Ruby Alton Nature Reserve**a) RFD – Ruby Alton Nature Reserve Composting Toilet**

The Board discussed the state of the septic system on the Ruby Alton Nature Reserve and alternatives that would allow for complete or partial relief of the stress on the current system in a timely manner. The Board directed staff to investigate the steps needed to decommission the septic system. The Board suggested staff address the issue of grey-water from the shower that would flow into the septic system despite the use of a composting toilet.

Resolution # TFB 09/1091

It was **MOVED** and **SECONDED** that the Trust Fund Board approve the purchase and installation of a Centrex 2000 AC/DC composting toilet at the Ruby Alton House.

CARRIED

b) RFD – Ruby Alton Nature Reserve House

The Board reviewed the report on the state of the Ruby Alton House and discussed its future. Chair Torgrimson suggested an eco-refit of the house may be well received by the community given the growing interest in climate change. Chair Torgrimson further suggested that there may be potential to partner with one or more local groups on Salt Spring Island to undertake eco-refit upgrades and/or management for the Ruby Alton Nature Reserve house.

Resolution # TFB 09/1092

It was **MOVED** and **SECONDED** that the Trust Fund Board direct staff to research and develop a plan for options related to the future of the Ruby Alton Nature Reserve house including eco-retrofit and partnering opportunities.

CARRIED

3.6 Covenant Management and Defence Fund Guidelines

The Board reviewed the Covenant Management and Defence Fund guidelines. The Communications and Fundraising Specialist relayed Board member Dunn's suggestion to include a section stating that the Board may provide financial assistance to landowners seeking restitution from trespass. Board member Poole suggested inserting the word 'or' in the bulleted section. Chair Torgrimson suggested standardizing the font and formatting to match existing policy documents.

Resolution # TFB 09/1093

It was **MOVED** and **SECONDED** that the Trust Fund Board direct staff to investigate the advisability of including trespass and vandalism prosecution as one of the permitted uses of the Covenant Management and Defence Fund and return to the Board with recommendations.

CARRIED

Resolution # TFB 09/1094

It was **MOVED** and **SECONDED** that the Trust Fund Board approve the Covenant Management and Defence Fund Guidelines as amended.

CARRIED

3.7 RFD – Terms of Reference, Salish Sea Conservation Plan

The Board reviewed the revised Terms of Reference for the Salish Sea Conservation Plan. The Ecosystems Protection Specialist noted that the Nature Trust of British Columbia has joined the group. There was discussion on the timeline presented in the Terms of Reference and whether it was realistic. It was agreed that the timeline would likely be revised.

Resolution # TFB 09/1095

It was **MOVED** and **SECONDED** that the Trust Fund Board approve the Terms of Reference for the Salish Sea Natural Area Conservation Plan as circulated at the August 2009 Board meeting with the understanding that the proposed timeline is tentative.

CARRIED

3.8 RFD – Management Agreement Negotiations**Resolution # TFB 09/1096**

It was **MOVED** and **SECONDED** that the Trust Fund Board authorize staff to negotiate a management agreement with the Habitat Acquisition Trust (HAT) for the Trincomali Nature Sanctuary, Galiano Island.

CARRIED

Resolution # TFB 09/1097

It was **MOVED** and **SECONDED** that the Trust Fund Board authorize staff to negotiate a management agreement with the Gabriola Lands and Trails Trust (GaLLT) for the Elder Cedar Nature Reserve, Gabriola Island.

CARRIED

Resolution # TFB 09/1098

It was **MOVED** and **SECONDED** that the Trust Fund Board authorize staff to negotiate a management agreement with the Gambier Island Conservancy (GIC) for the Mt. Artaban, Brigade Bluffs and Long Bay Nature Reserves, Gambier Island.

CARRIED

4.0 Items for Discussion/Direction**4.1 NAPTEP Covenant – Steil NAPTEP Covenant**

The Board reviewed the draft covenant for the Steil property which outlines two different covenant areas (designated A and B). The applicant proposed the standard NAPTEP covenant restrictions only apply to area A with area B subject to covenant restrictions that only prohibit the cutting of trees. The Board considered the benefit Area B would offer the ecosystem values of the property, the potential for violation of the restriction and the costs associated with enforcement.

Resolution # TFB 09/1099

It was **MOVED** and **SECONDED** that the Trust Fund Board approve the intent of the current covenant draft and that staff communicate that to the Steils and make adjustments as necessary.

CARRIED

5.0 Updates for Information

5.1 Regional Conservation Planning Update

The Ecosystems Protection Specialist informed the Board that staff are working with Local Planning Services to integrate the Regional Conservation Plan into Official Community Plans. Community information sessions are projected to start in the fall.

5.2 Electronic Meetings

Linda Adams, Chief Administrative Officer updated the Board on the anticipated legislation change that will allow the Board to hold meetings electronically. The Chief Administrative Officer recommended that the Board brainstorm the parameters in which the Board would potentially allow the use of electronic meetings.

The Board considered the use of electronic meetings in cases where a Board member was unable to attend the meeting due to extenuating circumstances.

5.3 Trust Fund Board Appointments

The A/Manager updated the Board of the Minister's appointment of Robert Grant to the Board. The Board requested staff consult the TAS Director about past communications between the Board and the Board Resourcing and Development Office (BRDO). The Board directed the Chair to send a letter to the BRDO and the Minister highlighting the Board's nominations for appointment.

5.4 Public Acquisitions, Covenants and Dispositions Update

The A/Manager informed the Board that the unauthorized trail on the Deep Ridge Nature Reserve has been decommissioned.

5.5 Communications and Fundraising Report

The Board reviewed the Communications and Fundraising report.

The Communications and Fundraising Specialist distributed a two-page insert regarding the Trust Fund Board and its work that was included in the information package distributed to new MLA's in the Trust Area. Board member Bell suggested including a date on the insert.

The Board discussed the potential for funds from planned giving. The Communications and Fundraising Specialist informed the Board that some communication materials around making gifts through a will are in development.

5.6 2008-2009 Budget Report

The Board reviewed the current budget report.

Resolution #TFB 09/1100

It was MOVED and SECONDED that the Trust Fund Board meeting adjourn at 3:00 pm

CARRIED

The next meeting is scheduled for September 24, 2009, from 10:00 a.m. to 3:00 p.m. in the Victoria Office Boardroom.