



**TRUST FUND BOARD  
REGULAR MEETING MINUTES  
January 21, 2010**

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

**In Attendance:**

Board Members

Louise Bell  
Michael Dunn  
Robert Grant  
Nerys Poole\*  
Christine Torgrimson, Chair

Staff

Shawn Black, A/Manager  
Kate Emmings, Ecosystem  
Protection Specialist  
Christine Pritchard, Communications  
& Fundraising Specialist  
Jeff Ralph, A/Property Management  
Specialist  
Natalie Tamosiunas, Secretary

\*left the meeting at 2:46 pm

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The meeting came to order at 10:05 a.m.

**1.0 Agenda**

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

- Remove item 4.3 Draft Communications Strategy
- Add into item 5.6 Note on Provincial Land Use Orders

**Resolution #TFB 10/1124**

**It was MOVED and SECONDED that the November 19, 2009 Regular Meeting agenda be approved as amended.**

**CARRIED**

**1.1 Election of Trust Fund Board Chair**

Elections for the Trust Fund Board Chair were held as per TFB Policy #94008. One board member was nominated and willing to stand for election: Christine Torgrimson. Board member Torgrimson was elected Chair by acclamation.

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

**Resolution #TFB 10/1125**

**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 staff be invited to remain in the meeting.**

CARRIED

The regular meeting reconvened at 11:15 am.

**3.0 Items for Approval****3.1 A. 2010 Meeting Schedule****Resolution # TFB 10/1126**

It was **MOVED** and **SECONDED** that the Trust Fund Board rescind the following motion that was made at its November 19<sup>th</sup> 2009 meeting:

**Resolution # TFB 10/1114**

It was **MOVED** and **SECONDED** that the Trust Fund Board approve the revised 2010 Trust Fund Board meeting schedule dated November 19, 2009.

CARRIED**B. Minutes of Previous Meeting****November 19 2009**

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

- Resolution # TFB 09/1115 It was **MOVED** and **SECONDED**...for trespass ~~were~~ where the trespass...
- Resolution # TFB 09/1116 It was **MOVED** and **SECONDED**...whether the Board ~~ought~~ ought to ~~amended~~ amend...
- Resolution # TFB 09/1121 It was **MOVED** and **SECONDED**...proposal in ~~principal-principle~~ to covenant...
- Item 5.1 Board member Bell...the Board may ~~receive an application~~ hear again from Keats...

**Resolution # TFB 10/1127**

It was **MOVED** and **SECONDED** that the minutes of the November 19, 2009 meeting be adopted as amended.

CARRIED**3.2 RWM – Revised TFB Meeting Schedule for 2010**

The Board reviewed the following Resolution Without Meeting for information:

- RWM 2010 Meeting Schedule.

**3.3 Follow Up Action List**

The Board reviewed the Follow Up Action List for information.

The A/Manager informed the Board that a response from Ian Atherton regarding the Beaver Pond property on Denman Island has been received. The response indicated that there is a Map Reserve on the property designating it for environment, conservation and recreation. This Map Reserve does not have an expiry date.

**3.4 McRae NAPTEP Covenant**

The Ecosystems Protection Specialist advised the Board that the current landowners would like to continue to allow public use of the pre-existing trails on the property, but

they do not want to designate them as public in the covenant. Protection of the ecosystems around the pre-existing trails will require increased signage.

**Resolution # TFB 10/1128**

**It was MOVED and SECONDED that the Trust Fund Board authorizes the Chair to sign a covenant with Stanley and Maxine McRae over a portion of the land described as "Lot 2, Section 20, Gabriola Island, Nanaimo District, Plan 27319 Except Part in Plan VIP55306," PID 002-611-902.**

**CARRIED**

**3.5 Revised TFB Policy 96010 – Islands Trust Fund and Local Planning Services Coordination**

The Board discussed the proposed Policy and directed staff to make the following changes:

B. Procedure, I. General Matters, LTC/TFB Adherence

- #1: Amend the final sentence to read: Failing agreement the TFB chair or LTC chair may elect not to follow the referral procedures in this policy.
- Communications, #4: add to end of sentence: for discussion and possible intervention with senior staff.

B. Procedure, II Referrals, Local Planning Services

Tables 1 and 2:

- Column 4. Amend to read: Directly affects properties within an OCP approved Protected Area Network
- Column 5. Amend to read: Contains an area identified for protection in the RCP

Table 2:

- In title change "no" to "limited"

The Board directed staff to provide an example of a referral response/comment form.

**Resolution # TFB 10/1129**

**It was MOVED and SECONDED That the Trust Fund Board approve revised Policy 96010 Islands Trust Fund and Local Planning Services Coordination including the revisions from the Trust Fund Board and provide the policy to the Executive Committee for review.**

**CARRIED**

**Resolution # TFB 10/1130**

**It was MOVED and SECONDED That the Trust Fund Board instruct staff to work with Bowen Island Municipality Planning staff to adapt revised Policy 96010 Islands Trust Fund and Local Planning Services Coordination including the revisions from the Trust Fund Board for Bowen Island purposes.**

**CARRIED**

**3.6 BC Conservation NGO Lands Database Memorandum of Understanding**

The Board discussed the anticipated time and financial commitments as well as the usefulness of the data collected in the database. The A/Manager advised that there is no financial commitment anticipated at this time, but that participation in working group meetings could require a small amount of staff time.

**Resolution # TFB 10/1131**

**It was MOVED and SECONDED That the Trust Fund Board authorize the A/Manager to sign the BC Conservation NGO Lands Database Memorandum of Understanding with the revision on behalf of the Islands Trust Fund.**

**CARRIED**

**3.7 TFB Property Management Plan Template**

The Board reviewed the Management Plan Template and directed staff to make the following change:

- On page 3 change to read local conservancies and naturalist clubs

**Resolution # TFB 10/1132**

**It was MOVED and SECONDED That the Trust Fund Board approve the Property Management Plan Template dated January 21, 2010 as amended.**

**CARRIED**

**3.8 Public Opinion Survey**

Given the current economic climate, the Islands Trust's budget consultation process, and the advice given to the Board during its meeting with Deputy Minister Dale Wall, the Board declined its authorization for staff to hire a pollster to conduct a public opinion survey, at this time.

The Board discussed how best to reach potential donors and the general public. Chair Torgrimson suggested development of materials to promote NAPTEP and on-islands events with partner conservancies for covenant owners, donors, and the general public. Board member Dunn suggested that a prospectus could be developed in such a way to act as communications about potential acquisition projects.

**Resolution # TFB 10/1133**

**It was MOVED and SECONDED that the Trust Fund Board direct staff to utilize up to \$10,000 of the funds allocated for 2009/2010 for the Long Term Funding Strategy for the furtherance of the Trust Fund Board communications strategy.**

**CARRIED**

**4.0 Items for Discussion/Direction****4.1 Report on Property Management Priorities for 2010-11**

The Board directed staff to separate risk rankings for ecological health from public safety. Board member Dunn suggested the addition of targeted ecosystems identified in the Regional Conservation Plan.

**4.2 Report on Meeting Procedure Bylaw Amendments**

The Board directed staff to prepare a report for the next meeting outlining recommendations for changes to the Trust Fund Board's Meeting Procedure Bylaws that would allow for electronic meetings. Staff was instructed to refer to the revisions made to the Trust Council's Meeting Procedure Bylaws for guidance.

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

The Ecosystems Protection Specialist informed the Board that the Steil's Woods NAPTEP covenant was accepted into the EcoGift program.

Chair Torgrimson suggested that staff develop a system for the Acquisitions, Covenants and Dispositions charts to denote which Trust Fund Board owned properties staff are working on registering covenants on, and subsequently which covenants are currently on hold.

**5.2 Communications and Fundraising Report**

The Board briefly discussed places on the islands at which to sell the Birthday Calendars. Board member Dunn suggested Mayne Island Books.

Chair Torgrimson suggested revisiting the idea of a dinner and auction in 2011 and proposed that the auction items could be 26 key trips or destinations in the Trust Area.

The Board suggested that staff set targets for fundraising in the 2010 year and directed staff to make recommendations about the possibility of raising money for different funds.

**5.3 Property Management Report**

The A/Property Management Specialist advised the Board that the volunteer warden agreement for the Trincomali Nature Sanctuary has been signed.

**5.4 2009-2010 Budget Report**

The Board reviewed the budget report. The A/Manager advised the Board that there are still funds available in the Board member training budget.

*\*Nerys Poole left the meeting*

**5.5 Ecosystem Mapping Update**

The Ecosystems Protection Specialist informed the Board that a memo will be provided at the March Trust Council that introduces Sensitive Ecosystem Mapping (SEM), summarizes the open houses that occurred in November and outlines the next steps for 2010.

Chair Torgrimson recommended that a memo be provided to Local Trust Committees upon request so that Trustees can discuss the project publicly on their islands.

The Ecosystems Protection Specialist informed the Board that the GIS Coordinator is working on interactive maps for the website that will be more easily accessible to the public.

**5.6 Ecosystem Mapping Update and Regional Conservation Plan Update****A. Land Use Orders**

The Ecosystems Protection Specialist informed the Board that the land protected by the Provincial Government under the Land Use Orders is not in the Trust Area, although there are several large tracts of forested Crown land in the Islands Trust Area. The Government is asking for comments from the public.

**Resolution #TFB 10/1134**

**It was MOVED and SECONDED that the Trust Fund Board instruct staff to submit comments to the Integrated Land Management Bureau regarding the land use order for protection of Coastal Douglas-fir crown land blocks on Vancouver Island with a note regarding the Trust Fund Board's interest in protection of Crown lands in the Gulf Islands.**

**CARRIED**

**B. Regional Conservation Plan Update**

The Ecosystems Protection Specialist informed the Board that the Regional Conservation Plan (RCP) should be ready as a first draft for the Board's review in July. The RCP would be presented at the December 2010 Trust Council meeting.

The Ecosystems Protection Specialist advised the Board that the Salish Sea Conservation Plan should be ready in a preliminary form for February 2010. In March 2010 a set of goals and targets specific to the Trust Area will be presented to the Board.

The Ecosystems Protection Specialist updated the Board that some of the targets of the 2004-2009 RCP have not been met.

**5.7 LTABC Seminar Series – March 18-20 in Naramata**

The A/Manager asked any Board members interested in attending the session in Naramata to inform staff so that they can be registered and necessary travel arrangements can be made.

**Resolution #TFB 10/1135**

**It was MOVED and SECONDED that the Trust Fund Board meeting adjourn at 3:12 pm**

**CARRIED**

The next meeting is scheduled for Monday, March 29<sup>th</sup>, 2009, from 10:00 a.m. to 3:00 p.m. in the Victoria Office Boardroom.