



**TRUST FUND BOARD
REGULAR MEETING MINUTES
November 19, 2009**

Location: Victoria Office Boardroom, Islands Trust

<u>In Attendance:</u>	<u>Board Members</u> Louise Bell Michael Dunn Robert Grant Nerys Poole Christine Torgrimson, Chair	<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
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The meeting came to order at 10:00 a.m.

1.0 Agenda

The Board reviewed the agenda. The following addition was made:

- Item 3.7 d Email to BC assessment re: Kikuchi NAPTEP

Resolution #TFB 09/1111

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

CARRIED

2.0 In Camera Session (Confidential Items)

Resolution #TFB 09/1112

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) (e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the municipality. (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 and that Ken Millard be invited to participate in the meeting for agenda item 2.3.3.

CARRIED

The regular meeting reconvened at 11:43 am.

3.0 Items for Approval**3.1 Minutes of Previous Meeting****a) September 24, 2009**

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

- o Resolution TFB 09/1105 ...dated September 24, ~~2010~~ 2009.
- o Item 5.1 The Ecosystems...that the Brumbaum NAPTEP application...
- o Item 5.2 Proceeds from the ~~dinner, dessert and silent~~ auction at the event will go to the Islands Trust Fund's Opportunity Fund.
- o Item 5.3 The Board ~~differeed~~ deferred to staff to...

Resolution # TFB 09/1113

It was MOVED and SECONDED that the minutes of the September 24, 2009 meeting be adopted as amended.

CARRIED

3.2 Follow Up Action List

The Board reviewed the Follow Up Action List for information.

The Board requested staff prepare a background report outlining the process currently in place for referrals from the Integrated Land Management Bureau (ILMB) regarding the sale of Crown lands. Board member Bell suggested that a protocol agreement between the Board and ILMB might be needed to standardize future referral processes.

3.3 2010 Meeting Schedule

The Board directed staff to amend the proposed 2010 Board meeting schedule.

Resolution # TFB 09/1114¹

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

CARRIED

3.4 Revised Covenant Management and Defence Fund Guidelines

The Board directed staff to amend the Covenant management and Defence Fund Guidelines as follows:

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 - o Where a landowner requests that donated funds be used to support the management ~~and~~ or defence of one or more covenants.
 - o Generally, the Board will use the moneys that are allocated to a specific covenant only for purposes relating to the management ~~and~~ or defence of that covenant.
 - o However, the Board may in its discretion use all or a portion of such funds for the management ~~and~~ or defence of other covenants held by the Board.

¹ resolution rescinded at January 21 2010 meeting. Resolution to rescind TFB 10/1126

Resolution # TFB 09/1115

It was MOVED and SECONDED that the Trust Fund Board approve the amendments as amended November 19, 2009 to the Covenant Management and Defence Fund Guidelines dated November 19, 2009 to include funding for covenant owners for litigation costs associated with pursuing compensation for trespass where the trespass results in damage to the covenant area.

CARRIED

Resolution # TFB 09/1116

It was MOVED and SECONDED that the Trust Fund Board direct staff to seek legal advice on whether the Board ought to amend the standard form of the covenant agreements to include a term which allows the board to pursue litigation in its own name or on behalf of the owner in situations of a violation of the covenant in the form of trespass and to advise whether that amendment is available in law and to consider amendments consistent to that covenant if recommended and if so propose the form of the amendment.

CARRIED

3.5 Gambier Island Nature Reserve Management Agreements

The Board directed staff to amend the Mount Artaban, Brigade Bay Bluffs and Long Bay Wetland Nature Reserve Management Agreements as follows:

- Insert the name of the Nature Reserve and the island on the top of the first page for each agreement
- Amend the date to reflect a 10 year term. The management agreements will end in 2019

Resolution # TFB 09/1117

It was MOVED and SECONDED that the Trust Fund Board authorize the Chair to sign the amended Management Agreement, dated December 1 2009, for the Mount Artaban Nature Reserve, Gambier Island.

CARRIED

Resolution # TFB 09/1118

It was MOVED and SECONDED that the Trust Fund Board authorize the Chair to sign the amended Management Agreement, dated December 1 2009, for the Brigade Bay Bluffs Nature Reserve, Gambier Island.

CARRIED

Resolution # TFB 09/1119

It was MOVED and SECONDED that the Trust Fund Board authorize the Chair to sign the amended Management Agreement, dated December 1 2009, for the Long Bay Wetlands Nature Reserve, Gambier Island.

CARRIED

3.6 Trincomali Nature Sanctuary Management Agreement

The Board directed staff to amend the Trincomali Nature Sanctuary Management Agreement as follows:

- Insert the Trincomali Nature Sanctuary, Galiano Island on the top of the first page

- Amend the date to reflect a 10 year term. The management agreements will end in 2019

Resolution # TFB 09/1120

It was MOVED and SECONDED that the Trust Fund Board authorize the chair to sign the amended Management Agreement dated December 1, 2009 for the Trincomali Nature Sanctuary, Galiano Island.

CARRIED

3.7 Kikuchi NAPTEP Application

Staff have received a NAPTEP application for the Kikuchi property on North Pender Island. As the landowner is proposing that the entire property be covenanted, it is possible that a conservation covenant outside of the NAPTEP program might provide a better property tax benefit. The Ecosystem Protection Specialist is consulting with BC Assessment regarding how to advise the landowner. This does not impact the decision of the TFB about whether or not to approve the covenant proposal, but may impact the progression of the application through Trust Council and referral to the North Pender Local Trust Committee. The Board directed staff to update the Board at its January meeting.

Resolution # TFB 09/1121

It was MOVED and SECONDED that the Trust Fund Board approve Koichiro Kikuchi's proposal in principle to covenant the land described as "Lot 21, Section 13 and 14, Pender Island, Cowichan District, Plan VIP74671," PID 025-568-931.

CARRIED

4.0 Items for Discussion/Direction

4.1 TFB/TC Relationship Report

The Board reviewed the report and discussed the specific areas where Trust Council has financial control over the Trust Fund Board. The Board directed staff to amend the report as follows:

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 - the addition of a note that the TFB Chair participates in the hiring of the manager
 - a note that in NAPTEP process the Board approves the covenant instrument

The Board directed the Chair to thank the Financial Planning Committee Chair, Alison Morse, for her feedback and inform her that the Board will consider it in future revisions of the document.

The Board discussed the upcoming presentation to Trust Council on Salt Spring Island. The Board directed staff to allow for five minutes at the beginning of the Trust Fund Board session on Wednesday December 9th to include a brief statement from each of the Board members present regarding his or her experience as a Board member.

4.2 Beaver Pond (Lot 1) Property – Reply letter from ILMB

The A/Manager informed the Board that staff will follow up with Ian Atherton requesting a reply to the Trust Fund Board's letter of August 25, 2009, and for clarification regarding the map reserve protecting the Beaver Pond Property.

4.3 Board Appointment by the Minister

The Board deferred a decision regarding contacting Deputy Minister Dale Wall regarding the Board appointment process to the January Board meeting.

5.0 Updates for Information

5.1 Public Acquisitions, Covenants and Dispositions Update

The A/Manager updated the Board that the Fairy Fen Free Crown Grant application is expected to move forward before the 2009/10 fiscal year end. Board member Bell advised that the Board may hear again from Keats Baptist Camp (Keats Island) in the near future.

5.2 Communications and Fundraising Report

Chair Torgrimson and the Communications and Fundraising Specialist provided a summary on the "Create a Local Conservation Fund in your region" workshop hosted by the East Kootenay Conservation Program.

5.3 Property Management Report

The Property Management Specialist informed the Board that a policy regarding species collection on Trust Fund Board owned properties is needed. Board member Dunn suggested looking at Ecological Reserve Act and Regulations for guidance when developing this policy.

The A/Manager advised the Board that the tenants at the Ruby Alton Nature Reserve house will vacate the property as of December 1st 2009. Staff committed to consulting the Board Chair and the immediate community and to creating a report outlining the Board's options regarding the house, to be presented to the Board in the new year. Staff recommended the house remain vacant until its future is determined.

5.4 2008-2009 Budget Report

The Ecosystems Protection Specialist advised that granted funds for the Regional Conservation Plan were not included in the budget report.

5.5 December 2004 Islands Trust Public Opinion Survey Results (PowerPoint Slides)

The Board directed staff to investigate the possibility of the Trust Fund Board collaborating with the Islands Trust when creating and administering the 2010 survey.

5.6 Ecosystem Mapping Update and Regional Conservation Plan Update

Chair Torgrimson and Board members Dunn and Poole informed the Board that presentations on respective islands had been well received by the public. The Ecosystems Protection Specialist informed the Board that feedback and comments from these sessions will be incorporated into the maps in the spring of 2010 (subject to sufficient funding).

Resolution #TFB 09/1122

It was MOVED and SECONDED that the Trust Fund Board meeting adjourn at 3:05 pm

CARRIED

The next meeting is scheduled for January 21, 2009, from 10:00 a.m. to 3:00 p.m. in the Victoria Office Boardroom.