



**TRUST FUND BOARD
REGULAR MEETING MINUTES
SEPTEMBER 30, 2008**

Location: Victoria Office Boardroom, Islands Trust

<u>In Attendance:</u>	<u>Board Members</u> Michael Dunn Peter Lamb Sheila Malcolmson, Chair Gary Steeves Christine Torgrimson Bruce Whittington	<u>Staff</u> Jennifer Eliason, Manager Kate Emmings, A/Ecosystem Protection Specialist Christine Pritchard, Communications & Fundraising Specialist Nuala Murphy, A/Secretary
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The meeting came to order at 9:55 a.m.

1.0 Agenda

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

- Item 1.1 Staffing update
- Item 4.5 BRF Biological Inventory of Crown Lots on Gabriola

Resolution #TFB 08/1028

It was MOVED and SECONDED that the September 30, 2008 Regular Meeting agenda be approved as amended.

CARRIED

1.1 Staffing Update

The Manager confirmed that Ecosystem Protection Specialist Ardice Todosichuk will be returning to work on November 17, 2008. ITF Secretary Sandi Miller has resigned and will not be returning. The Secretary position will be posted and permanently filled.

2.0 In Camera Session (Confidential Items)

Resolution #TFB 08/1029

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) (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for the purpose 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, Christine Pritchard, Kate Emmings and Nuala Murphy.

CARRIED

The regular meeting reconvened at 11: 25pm.

3.0 Items for Approval

3.1 Minutes of Previous Meeting

3.1 a) August 19, 2008

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

- Resolution #TFB 08/1023 It was **MOVED** and **SECONDED**...next meeting of the improvement of internal processes ~~improved~~ to facilitate internal referrals.
- Item 5.1 The Bowen Island...the offer of Crown land from the Province may expire.

Resolution # TFB 08/1030

It was MOVED and SECONDED that the minutes of the August 19, 2008 meeting be adopted as amended.

CARRIED

3.1 b) Resolutions Without Meeting

The Board received the following Resolutions Without Meeting for information:

- RWM Conservation Covenants- Lindsay Dickson Nature Reserve, September 8, 2008
- RWM Cancellation of September Long-term Funding Committee Meeting September 17, 2008

3.2 Follow Up Action List

The Manager informed the Board that an initial meeting between Local Planning Services and Trust Area Services Director Lisa Dunn showed a strong willingness among all parties to work together and review the internal referrals procedures. A future meeting has been arranged to review all relevant policies and procedures.

An event held on September 27, 2008 for the Elder Cedar Nature Reserve naming ceremony was well attended by the community. Chair Malcolmson and Board member Whittington were in attendance, as well as staff members Jennifer Eliason and Christine Pritchard.

3.3 RFD: Area E Keats Island property assessment**Resolution # TFB 08/1031**

It was MOVED and SECONDED that the Trust Fund Board direct staff to remove the undertaking of a preliminary ecological assessment of the Keats Island Area E from the Follow Up Action List.

CARRIED

3.4 RFD: Wttewaall NAPTEP Covenant

The Ecosystem Protection Specialist presented the draft Wttewaall covenant. At the request of the applicant, the covenant contains a clause which allows the limbing of trees to provide sunlight to a passive solar house. The covenant also includes a definition for passive solar house.

Board member Whittington noted that some of the birds listed in the baseline are unlikely to be found in the area. Staff will update the relevant pages after reviewing the list and speaking with the consultant who conducted the survey.

Resolution # TFB 08/1032

It was MOVED and SECONDED that the Trust Fund Board authorizes the Chair to sign a conservation covenant, essentially in the form of the attached, with

Eileen Wittewaall van Wickenburgh and the Salt Spring Island Conservancy over a portion of Lot 7, Section 86, South Salt Spring Island, Cowichan District, Plan 25790, PID 002-677-555.

CARRIED

3.5 RFD: Penn NAPTEP Covenant

The Ecosystem Protection Specialist presented the draft Penn Covenant. Board members directed staff to include the following edits to the Baseline Report (page 18):

- Removal of "BASELINE DOCUMENTATION REPORT (to be inserted)" from the top of the page;
- Section 3.1: "...The Menhenicks bought it ~~off of~~ from Monty Weaver..." and "...Bridgman bought it ~~off of~~ from the Trage/ Spikerman families..."

Resolution # TFB 08/1033

It was **MOVED** and **SECONDED** that the Trust Fund Board authorizes the Chair to sign a conservation covenant, essentially in the form of the attached, with Briony and Caroline Penn and TLC The Land Conservancy of British Columbia over a portion of Lot 2, Section 54, South Salt Spring Island, Cowichan District, Plan VIP83204, PID 027-097-781.

CARRIED

3.6 RFD: Pincott Covenant

The Ecosystem Protection Specialist presented the draft Pincott NAPTEP covenant. The applicant requested permission to collect firewood by thinning the forest rather than collecting downed wood. At its last meeting the Board expressed a willingness to allow thinning for firewood for the current owner, but not for subsequent owners. Legal counsel recommended that the covenant not include the requested clause if it will not apply to future land owners. Instead, a letter reflecting the Board's willingness to consider this on an annual basis should be sent to the applicant.

Resolution # TFB 08/1034

It was **MOVED** and **SECONDED** that the Trust Fund Board authorizes the Chair to sign a conservation covenant, essentially in the form of the attached, with Sylvia and Keith Pincott and Pender Islands Conservancy Association over a portion of Lot 20, Section 23, Pender Island, Cowichan District, Plan 23051, PID 003-201-937.

MOVED AND SECONDED

Further Discussion

The Board directed staff to include the following edits to the Baseline Report:

- Item 2.2 The covenant area covers approximately 0.76 ha (1.88 acres) of the 0.91 ha (2.26 acres) property.
- Item 3.1 The Pincott's purchased Lot 20, (~~2.26 acres~~) 1102 Stanley Pt. Dr., in 2003.

MOTION CARRIED

The Board directed staff to include the following edits to the draft September 30, 2008 letter :

- Additions
 - Item b) no tree removed is greater than 30 cm in diameter measured 60 cm from the ground;

- Cut trees may only be used as firewood in the home on the same property and proposals for any given year must be received prior to June 1 of the same year or prior to the annual monitoring visit.

Board members suggested that staff and Board resources be considered when entertaining amendments to standard covenant language that involves additional requirements from the staff and/or Board and which may decrease capacity to take on other projects. Remuneration from landowners for covenant clauses that require additional staff/Board interaction should be considered.

The Board directed staff to send the amended letter to the applicant and the Pender Islands Conservancy Association.

3.7 RFD: 2009-2010 Preliminary Budget Proposal

The Manager requested direction from the Board regarding the 2009-2010 Preliminary Budget Proposal.

Board members discussed the funding required for the next phase of the Long-term Funding Strategy. Funding should be requested if third party reports are required to assess options that require legislative change.

The Board directed staff to include the following edits:

- \$10 000 for the Long-term Funding Strategy implementation and development of a communications strategy.
- Explanatory notes be included with the budget submission to the Finance Committee to further explain that the Fisher property tax applies to the current owner only.

Resolution # TFB 08/1035

It was MOVED and SECONDED that the Trust Fund Board approve the attached 2009-2010 base budget proposal, as amended, as the Islands Trust Fund's submission for the 2009-2010 budget.

CARRIED

3.8 RFD: Geographically Restricted Fund Guidelines

The Manager informed the Board of the decision to expand the guidelines to refer to geographically restricted funds in general, rather than individual guidelines for Island-specific funds.

The Board directed staff to include the following edits to the Geographically Restricted Fund Guidelines, dated September 23, 2008:

- Additions
 - Purpose: A geographically restricted fund's purpose is to provide funding for land acquisition and associated costs within a defined geographical area in the Islands Trust Area.
 - Reviewing and Revising These Guidelines: The Geographically Restricted Fund Guidelines will be reviewed ~~annually~~, and revised as if needed.
- Deletions
 - Purpose: A geographically restricted fund's purpose is to provide funding for land acquisition within a defined geographical area. ~~A geographically restricted fund is established by Board resolution in its discretion, and can be initiated by the Board or at the request of one or more donors.~~
- Correction

- Criteria for Creating a Geographically Restricted Fund: The Board may create... in the following ~~three~~ four circumstances:
- 3. There are excess... donors agree to the Board's request that the funds be placed in such a fund ~~funds being placed in such a fund at the Board's request.~~

Resolution # TFB 08/1036

It was MOVED and SECONDED that the Trust Fund Board approve the Geographically Restricted Fund Guidelines as amended.

CARRIED**4.0 Updates for Information****4.1 Public Acquisitions, Covenants and Dispositions Update**

The Manager informed the Board that the full proposal for Cape Roger Curtis (CRC) is not yet available. The Manager is in discussions with the Bowen Island Conservancy as to whether we should wait to undertake the Land Act survey required for the Free Crown Grant application until a more is known about the CRC proposal.

Chair Malcolmson suggested staff, for the benefit of new Board members, include detailed heading descriptions and status updates in these update lists to clarify why projects are listed.

4.2 Communications and Fundraising Update

The Board reviewed the Communications and Fundraising Update for information.

Board member Whittington suggested staff issue a news release regarding 15% of the Islands Trust being protected. Board member Torgrimson suggested staff work in conjunction with the Island Tides to create a feature article.

4.3 2008-2009 Budget Report

The Board reviewed the 2008-2009 Budget Report for information.

4.4 Background Reading

The Board reviewed 'Conservation Easements and Property Values: Selection Effects and Differential Impacts on Vacant and Residential Properties' by Jeffrey A. Michael.

4.5 Briefing Biological Inventory

The Manager provided a biological inventory completed by Streamline Environmental Consulting Ltd on behalf of the Integrated Land Management Bureau (ILMB) of two of the Crown lots on Gabriola Island that ILMB intends to sell. The report, completed in August 2008, indicates no species or ecological communities at risk were found.

Resolution #TFB 08/1037

It was MOVED and SECONDED that the Trust Fund Board requests staff to communicate to Local Planning staff its concerns regarding the biological inventory of August 23, 2008 conveying that an assessment done in August can not clear the properties of rare and endangered species, and that four of the six lots were not assessed, and ask that these concerns are communicated to the Integrated Land Management Bureau.

CARRIED

Further Discussion

Board members discussed the possibility of obtaining information on all the Crown lots that ILMB has proposed to sell in the Trust Area.

Resolution #TFB 08/1038

It was MOVED and SECONDED that the Trust Fund Board Direct staff to work with Local Planning Services to contact the Integrated Land Management Bureau and seek a formal response as to the status of Crown Lands subsequent to referral response from various Local Trust Committees in the Islands Trust protected area.

CARRIED

Resolution #TFB 08/1039

It was MOVED and SECONDED that the Trust Fund Board Meeting be adjourned at 2:15 p.m.

CARRIED

The next meeting is scheduled for October 29, 2008, from 12:30 a.m. to 4:00 p.m. in the Victoria Office Boardroom.