

Trust Council Quarterly Meeting Schedule
March 13-15, 2018
Harbour House Hotel, 121 Upper Ganges Road, Salt Spring Island

| Tuesday, March 13 | Wednesday, March 14 | Thursday, March 15 |
|--|--|--|
| | 7:30 Breakfast | 7:30 Breakfast |
| | 8:30 New Business Items* 8:45 Executive CAO's Report * EC Work Program Continuous Learning Plan Strategic Plan Quarterly Update * Legislative Amendments Open Space Analysis - RFD * Revisions to TC Policies 2.3.1 and 2.4.2 to reflect change in Trustees' Term of Office - RFD * Amendments to IT Election Procedures Bylaw No. 124 - RFD | 8:30 Closed Meeting 9:15 Trust Area Services' Director's Report * TPC Work Program Trust Fund Board Report * Regional Conservation Plan (2018-2027) - RFD |
| 12:00 Executive Committee Meeting | | 10:00 Break |
| 12:30 Lunch | 9:30 Adapting to Climate Change Session | 10:15 Summary/Updates Trustee Updates Priorities Chart Proposed June TC Draft Agenda Program |
| 1:30 Call to Order and Approval of Agenda 1:35-2:00 First Nation address(es) RWMs * Adoption of Minutes FUAL Trustee Round Table | 10:15 Break | 11:30 Correspondence |
| 3:00 Break | 10:30 Adapting to Climate Change Session cont'd | 12:00 Adjournment (approx.) |
| | 11:30 Closed meeting | |
| | 12:30 Lunch Tour / Salt Spring Island Conservancy Bus Trip & Bag Lunch | |
| 3:15 2018/19 Budget Review and Discussion on Amendments Budget Session Outline Budget Overview Changes to the Budget since Dec. Budget Assumptions and Principles Budget Detail Projects * SSLTC Special Property Tax Requisition - RFD Public Consultation | 2:00 Delegations & Town Hall | |
| | 3:00 Community Presentation SSI Affordable Housing 3:15 Break | |
| 4:15 Local Planning Services Director's Report * LPC Work Program Bylaw Enforcement - Briefing * Bylaw Enforcement Notice Dispute Adjudication Services - RFD * Amendment to Application Fee Bylaws for First Nation Engagement - RFD * History, Heritage and Conservation Grants in-aid - RFD | 3:30 Administrative Services Director's Report * FPC Work Program Report * Quarterly Financial Report - RFD Financial Forecast - Briefing | |
| 5:15 Adjourn for the day | 4:00 2018/19 Budget Overview and Approval * Bylaw 172 Financial Plan Bylaw - RFD * Bylaw 173 Borrowing Anticipation Bylaw - RFD | |
| | 5:15 Adjourn for the day | |



* Denotes resolution/decision items

Members of the public are invited to attend all sessions except any closed meetings and meals.



Islands Trust Council

Quarterly Meeting Agenda

Date: Tuesday, March 13, 2018
Location: Harbour House Hotel
121 Upper Ganges Road, Salt Spring Island, BC

| | Pages |
|--|--------------|
| 1. CALL TO ORDER | |
| 2. APPROVAL OF AGENDA | |
| 3. GENERAL BUSINESS ARISING | |
| 3.1 Resolutions Without Meeting | 6 - 6 |
| 3.2 December 5-7, 2017 Trust Council Meeting Draft Minutes | 7 - 22 |
| 3.3 Trust Council Follow Up Action List | 23 - 25 |
| 3.4 Trustee Round Table | |
| 4. BUDGET SESSION | |
| 4.1 Budget Session Outline | 26 - 26 |
| 4.2 Budget Overview | 27 - 30 |
| 4.3 Changes to the Budget since December Trust Council - Briefing | 31 - 33 |
| 4.4 Budget Assumptions and Principles | 34 - 39 |
| 4.5 Budget Detail | 40 - 41 |
| 4.6 Project Requests | |
| 4.6.1 Summary of all Project Requests | 42 - 42 |
| 4.6.2 Salt Spring LTC Special Property Tax Requisition - RFD | 43 - 53 |
| that the Islands Trust Council include a special property tax requisition for the Salt Spring Island Local Trust Area in the amount of \$98,500 in its 2018/19 annual budget, to fund additional operations of the Salt Spring Island Local Trust Committee in preserving and protecting the quality and quantity of water resources within the Salt Spring Island Local Trust Area. | |
| 4.7 Public Consultation | 54 - 93 |
| 5. LOCAL PLANNING | |
| 5.1 Director of Local Planning Services Report | 94 - 96 |

| | | |
|------------|--|-----------|
| 5.2 | Local Planning Committee Work Program Report | 97 - 98 |
| | that the Islands Trust Council approves the top priorities of the Local Planning Committee Work Program Report. | |
| 5.3 | Bylaw Enforcement - Briefing | 99 - 104 |
| 5.4 | Bylaw Enforcement Notice Dispute Adjudication Services - RFD | 105 - 107 |
| | <ol style="list-style-type: none"> 1. that Trust Council authorize Staff to withdraw the Islands Trust from the North Shore Bylaw Notice Dispute Adjudication Registry by giving six months written notice to the parties to the North Shore Bylaw Notice Dispute Adjudication Registry Agreement. 2. that Trust Council authorize Staff to obtain dispute resolution services directly from Mediate BC. | |
| 5.5 | Amendment to Application Fee Bylaws for First Nation Engagement - RFD | 108 - 121 |
| | that Trust Council adopt amended Policy 5.6.1 "Application Processing Services" policy that includes a Model Fee Bylaw with a \$450 fee for First Nation site visits. | |
| | that Trust Council request Staff to circulate the amended Policy 5.6.1 to local trust committees and request that all local trust committees amend their fee bylaws to include a fee for First Nation engagement as indicated in the Model Fee Bylaw attached to Policy 5.6.1. | |
| 5.6 | History, Heritage and Conservation Grants in-aid - RFD | 122 - 128 |
| | that Trust Council adopt Policy 2.1.14 [History, Heritage and Conservation Grants in-aid]. | |
| 6. | NEW BUSINESS | |
| 7. | EXECUTIVE | |
| 7.1 | Chief Administrative Officer's Report | 129 - 130 |
| 7.2 | Executive Committee Work Program Report | 131 - 132 |
| | that the Islands Trust Council approves the top priorities of the Executive Committee Work Program Report. | |
| 7.3 | Continuous Learning Plan | 133 - 134 |
| 7.4 | Strategic Plan Update | 135 - 163 |
| 7.5 | Legislative Amendments Open Space Analysis - RFD | 164 - 182 |
| 7.6 | Revisions to Trust Council Policies 2.3.1 and 2.4.2 to Reflect Change in Trustees' Term of Office - RFD | 183 - 193 |
| | that the Islands Trust Council amend Policy 2.3.1 Council Committee System and Policy 2.4.3 Executive Committee Election, as indicated in attachments 1 and 2 to the report, to reflect legislative changes to trustees' terms of office and the election date. | |

| | | |
|------------|---|-----------|
| 7.7 | Amendments to Islands Trust Election Procedures Bylaw No. 124 to Update Legislative References - RFD | 194 - 201 |
| | <ol style="list-style-type: none"> 1. that Islands Trust Council Bylaw No. 174, cited as “Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 2, 2018” be read a first time. 2. that Islands Trust Council Bylaw No. 174, cited as “Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 2, 2018” be read a second time. 3. that Islands Trust Council Bylaw No. 174, cited as “Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 2, 2018” be read a third time. | |
| 8. | ADAPTING TO CLIMATE CHANGE SESSION | 202 - 202 |
| 9. | CLOSED MEETING (Separate Agenda) | |
| | <p>That the Islands Trust Council meeting be closed to the public subject to Section 90(1) of the Community Charter in order to consider matters related to:</p> <p>(i) receipt of advice that is subject to solicitor-client privilege;</p> <p>and that staff be invited to attend the closed session.</p> | |
| 10. | COMMUNITY PRESENTATION - SALT SPRING ISLAND CONSERVANCY | 203 - 203 |
| 11. | DELEGATIONS AND TOWN HALL | |
| | 11.1 Community Energy and Climate Action Groups re Climate Change | 204 - 204 |
| | 11.2 Michael Sketch re Local Planning Services advice to Islands Trust Decision Makers and the Agricultural Land Commission | 205 - 205 |
| 12. | COMMUNITY PRESENTATION - SALT SPRING AFFORDABLE HOUSING | 206 - 206 |
| 13. | ADMINISTRATIVE SERVICES | |
| | 13.1 Director of Administrative Services Report | 207 - 209 |
| | 13.2 Financial Planning Committee Work Program Report | 210 - 210 |
| | <p>that the Islands Trust Council approves the top priorities of the Financial Planning Committee Work Program Report.</p> | |
| | 13.3 Quarterly Financial Report - RFD | 211 - 216 |
| | <p>that the Islands Trust Council approve the December 31, 2017 Quarterly Financial Report as presented.</p> | |
| | 13.4 Financial Forecast - Briefing | 217 - 221 |

14. 2018/19 BUDGET OVERVIEW AND APPROVAL

14.1 Financial Plan Bylaw No. 172 - RFD

222 - 227

1. that Islands Trust Council Bylaw 172, cited as the “Financial Plan Bylaw, 2018/19” be Read a First Time.
2. that Islands Trust Council Bylaw 172, cited as the “Financial Plan Bylaw, 2018/19” be Read a Second Time.
3. that Islands Trust Council Bylaw 172, cited as the “Financial Plan Bylaw, 2018/19” be Read a third Time.
4. that Islands Trust Council Bylaw 172, cited as the “Financial Plan Bylaw, 2018/19” be forwarded to the Minister of Municipal Affairs and Housing for approval consideration.

14.2 Revenue Anticipation Bylaw No. 173 - RFD

228 - 230

1. that Islands Trust Council Bylaw 173, cited as the “Revenue Anticipation Borrowing Bylaw 2018-19” be Read a First Time.
2. that Islands Trust Council Bylaw 173, cited as the “Revenue Anticipation Borrowing Bylaw 2018-19” be Read a Second Time.
3. that Islands Trust Council Bylaw 173, cited as the “Revenue Anticipation Borrowing Bylaw 2018-19” be Read a Third Time.
4. that Islands Trust Council Bylaw 173, cited as the ‘Revenue Anticipation Borrowing Bylaw 2018-19’ be forwarded to the Minister of Municipal Affairs and Housing for approval consideration.

15. CLOSED MEETING (Separate Agenda)

That the Islands Trust Council meeting be closed to the public subject to Section 90(1) of the Community Charter in order to consider matters related to:

- (c) labour relations or other employee relations,
- (g) litigation affecting the Islands Trust; and
- (i) receipt of advice that is subject to solicitor-client privilege;

and that CAO Russ Hotsenpiller be invited to attend the closed session.

16. TRUST AREA SERVICES

16.1 Director of Trust Area Services Report

231 - 234

16.2 Trust Programs Committee Work Program Report

235 - 236

that the Islands Trust Council approves the top priorities of the Trust Programs Committee Work Program Report.

16.3 Trust Fund Board Report

237 - 238

16.4 Regional Conservation Plan (2018-2027) - RFD

239 - 386

that Islands Trust Council endorse the Islands Trust Fund’s Regional Conservation Plan (2018-2027).

- 17. SUMMARY / UPDATES**
 - 17.1 Trustee Updates**
 - 17.1.1 BC Ferries (Ferry Advisory Committee Chairs)
 - 17.1.2 First Nations
 - 17.1.3 Gulf Islands National Park Reserve Advisory Committee (Trustee Masselink)
 - 17.1.4 Salt Spring Island Watershed Protection Authority (SSIWPA) (Vice Chair Grams)
 - 17.1.5 Howe Sound Community Forum
 - 17.1.6 Freighter Roundtable Update
 - 17.2 Priorities Chart** 387 - 388
 - By General Consent
 - 17.3 Proposed June 2018 Trust Council Schedule** 389 - 389
 - For information.
 - 17.4 Disposition of Delegations and Town Hall Requests**
 - By General Consent
- 18. CORRESPONDENCE**
- 19. NEXT MEETING - June 19-21, 2018, Saturna Island**
- 20. ADJOURNMENT**