



**Islands Trust Council  
Minutes of Quarterly Meeting  
December 7- 9, 2010  
Victoria, BC**

**Present:**

Executive Committee:

Sheila Malcolmson, Chair (Gabriola)  
Louise Bell, Vice Chair (Denman)  
Peter Luckham, Vice Chair (Thetis)

Local Trustees:

Deborah Ferens, Gabriola  
Louise Decario, Galiano  
Sandy Pottle, Galiano  
Joyce Clegg, Gambier  
Jan Hagedorn, Gambier (December 8 & 9)  
Fred Hunt, Hornby  
Tony Law, Hornby  
Jen Gobby, Lasqueti  
Jeanine Dodds, Mayne  
Colin Shew, Mayne  
Derek Masselink, North Pender  
George Ehring, Salt Spring  
Christine Torgrimson, Salt Spring  
Beverley Neff, Saturna  
David Greer, South Pender  
Sue French, Thetis

Municipal Trustees:

Alison Morse, Bowen  
Nerys Poole, Bowen

Staff:

Linda Adams, Chief Administrative Officer  
Lisa Dunn, Director, Trust Area Services  
Craig Elder, Director, Administrative Services  
Mac Fraser, Director, Local Planning Services  
Marie Smith, Executive Coordinator

**Absent:**

David Graham, Denman  
Susan Morrison, Lasqueti  
Gary Steeves, North Pender  
Wendy Scholefield, South Pender  
Jan Hagedorn, Gambier (December 7)

**TUESDAY, DECEMBER 7, 2010**

**Call to Order/Notice of New Items**

The meeting was called to order at 1:00 p.m.

Twenty members of the Islands Trust Council were present.

Trustees Absent: David Graham, Denman; Jan Hagedorn, Gambier; Susan Morrison, Lasqueti; Gary Steeves, North Pender; Wendy Scholefield, South Pender.

Chair Malcolmson welcomed everyone and acknowledged that the meeting was being held in traditional first nations territory.

Chair Malcolmson acknowledged the recent resignation of Trustee John Money, highlighting his numerous years of service as a trustee for Saturna Island and as a former member of the Islands Trust Executive Committee.

Notice of New Items: There were no new items added to the agenda at this time.

By General Consent, the 3 day Schedule and Decision and Information Items Agenda were approved as presented.

**Closed Session**

**Resolution TC 173/10**

It was Moved by Peter Luckham and Seconded:

*That the Islands Trust Council meeting be closed to the public subject to Sections 90(1)(c) and (g) of the Community Charter in order to consider matters related to labour relations and other employee relations, and litigation affecting the Islands Trust and that CAO Linda Adams be invited to attend the entire meeting, and that Islands Trust staff be invited to attend Parts 2 and 3 of the meeting.*

**CARRIED**  
**UNANIMOUSLY**

The meeting closed to the public at 1:05 p.m.  
The meeting reopened to the public at 2:10 p.m.

**Regional Conservation Plan**

Ecosystems Specialist, Kate Emmings provided a presentation to trustees about the Islands Trust Fund's RCP (Regional Conservation Plan). The RCP provides a scientific basis for making decisions about conservation, zoning and other planning tools that could protect sensitive ecosystems.

**Resolution TC 174/10**

It was Moved by Trustee Christine Torgrimson and Seconded:

*That the Islands Trust Council endorse the 2011-2015 Regional Conservation Plan as written; direct staff to draft proposed updates to Trust Council Policy 3.3.ii that would integrate consideration of the Regional Conservation Plan into Local Planning Services procedures; and recommend that local trust committees and island municipalities consider the goals and objectives of the Regional Conservation Plan when making land-use decisions.*

**CARRIED**  
**UNANIMOUSLY**

## **2011-2012 Budget Session**

Director of Administrative Services Craig Elder provided an overview of the Financial Planning Committee's draft recommendations for the 2011/12 budget, including discretionary and non-discretionary revenue and expenses, a review of the proposed OCP/LUB budget, a preliminary proposal for a general property tax increase, and the impact of the proposed budget on the General Revenue Fund surplus.

He noted that the Financial Planning Committee will be finalizing the proposed budget in January 2011 after which it will be open for public comment. The final budget proposal will be forwarded to Trust Council for debate and approval at its March 2011 meeting.

CAO Linda Adams provided an overview of the impact of the proposed budget on the 2008-2011 Strategic Plan.

Trustees provided comments about the proposed budget and raised issues on items they felt should or should not be included in the proposed budget.

### **Resolution TC 175/10**

It was Moved by Trustee George Ehring and Seconded:

*That the Islands Trust Council request the Financial Planning Committee to reconsider the necessity of including funding for climate change and RAR (Riparian Area Regulation) communications and to continue the work of the Community Housing Task Force.*

Discussion ensued on whether there was a need for assistance in 2011 to communicate to communities about RAR and climate change.

IN FAVOUR – 11

OPPOSED – 9

(Morse-Bowen; Bell-Denman; Ferens-Gabriola; Malcolmson-Gabriola; Pottle-Galiano; Clegg-Gambier; Shew-Mayne; Dodds-Mayne; Luckham-Thetis)

CARRIED

The meeting recessed at 5:30 p.m.

## **WEDNESDAY, DECEMBER 8, 2010**

The meeting reconvened at 8:35 a.m.

Twenty-one members of the Islands Trust Council were present.

Trustees Absent: David Graham, Denman; Susan Morrison, Lasqueti; Gary Steeves, North Pender; Wendy Scholefield, South Pender.

### **Information and Decision Items**

By General Consent, the agenda was approved as amended.

#### **1. General**

##### **1. Trust Council Follow-Up Action List**

The Trust Council Follow-up Action List as of November 23, 2010 was provided as information.

##### **2. Previous Minutes of Islands Trust Council**

By unanimous consent, the minutes of the September 2010 Trust Council meeting were approved as amended.

##### **3. Resolutions Without Meeting**

RWM 04-10 was provided as information.

## **2. Trust Area Services**

### **1. Director of Trust Area Services Report**

Provided as information.

### **2. Trust Programs Committee Report**

By General Consent, the Trust Programs Committee Report was endorsed as presented. The top work program priorities as of November 2010 were: 1) Advocacy Program; 2) Indicator Program; and 3) Natural Area Protection Tax Exemption Program Expansion.

#### **a. Policy Statement Task Force**

Trustee Nerys Poole provided a verbal update on the recent activities of the Policy Statement Task Force.

### **3. Trust Fund Board Report**

The Trust Fund Board quarterly report was provided as information, highlighting the accomplishments as of November 2010 in the areas of Strategic Planning/Administration, Covenant and Property Acquisition, Property and Covenant Management, Communications and Fundraising.

### **4. NAPTEP Bylaw 140 to include Lasqueti Island**

Trust Council Bylaw No. 140 will designate the Lasqueti Island Local Trust Area as an area for which tax exemptions may be provided under Part 7.1 of the *Islands Trust Act*. Work continues on reaching 100% NAPTEP coverage to include Bowen Island Municipality.

#### Resolution TC 176/10

It was Moved by Trustee Christine Torgrimson and Seconded:

*That Islands Trust Council Bylaw No. 140, cited as "Islands Trust Council Designation of Natural Area Protection Tax Exemption Areas Bylaw No. 140, 2010," be read a first time.*

CARRIED  
UNANIMOUSLY

#### Resolution TC 177/10

It was Moved by Trustee Christine Torgrimson and Seconded:

*That Islands Trust Council Bylaw No. 140, cited as "Islands Trust Council Designation of Natural Area Protection Tax Exemption Areas Bylaw No. 140, 2010," be read a second time.*

CARRIED  
UNANIMOUSLY

#### Resolution TC 178/10

It was Moved by Trustee Christine Torgrimson and Seconded:

*That Islands Trust Council Bylaw No. 140, cited as "Islands Trust Council Designation of Natural Area Protection Tax Exemption Areas Bylaw No. 140, 2010," be read a third time.*

CARRIED  
UNANIMOUSLY

### **5. Regional Conservation Plan**

This item was addressed during the Regional Conservation Plan Session on December 7, 2010.

## 6. Policy Statement Topic Review Inventory

The November 2010 Policy Statement Topic Review Inventory was provided for information. It provides staff and trustee suggestions received by the Policy Statement Task Force on topics needing clarification or expansion, background and rationale for new topics identified, and general comments on the Policy Statement and its implementation.

## 7. Policy Statement Task Force Terms of Reference

### Resolution TC 179/10

It was Moved by Trustee Tony Law and Seconded:

*That the Islands Trust Council expand the terms of reference of the Islands Trust Policy Statement Assessment Task Force to include seeking external funding to enable the 2011-2014 Trust Council to effectively conduct a moderate or full-scale review of the Policy Statement.*

Discussion followed on whether to go forward with the request, knowing that the 2011-2014 term trustees may not support the initiative.

### Resolution TC 180/10

It was Moved by Trustee Christine Torgrimson and Seconded:

*That the Islands Trust Council expand the terms of reference of the Islands Trust Policy Statement Assessment Task Force to include seeking external funding to enable the 2011-2014 Trust Council to effectively conduct a moderate or full-scale review of the Policy Statement, and return to Trust Council for further consideration of the external funding proposal.*

On the Amendment

IN FAVOUR – 11

OPPOSED - 10

(Morse-Bowen; Dodds-Mayne; Clegg-Gambier; Ferens, Gabriola; Malcolmson-Gabriola; Hunt-Hornby; Law-Hornby; Masselink-North Pender; French-Thetis; Luckham-Thetis)

CARRIED

On the Amended Motion

CARRIED

UNANIMOUSLY

## 4. Organizational/Finance

### 1. Financial Planning Committee Report

By General Consent, the Financial Planning Committee Report was endorsed as presented. The top work program priorities as of November 2010 were: 1) Prepare the 2010/11 Budget; 2) Update the Financial forecast to March 31, 2011; and 3) Development Application Fees Analysis (with Local Planning Committee).

### 2. Director of Administrative Services Report

Provided as information.

### 3. September 30, 2010 Financial Statement and Report

#### Resolution TC 181/10

It was Moved by Trustee Alison Morse and Seconded:

*That Islands Trust Council approve the September 30, 2010 Quarterly Financial Report as presented.*

CARRIED  
UNANIMOUSLY

### 4. Financial Forecast to March 31, 2011 - Briefing

A Briefing, detailing financial and OCP/LUB forecasts to March 31, 2011, based on expenditures to September 30, 2010, was provided for information.

### 5. Trustee Remuneration Policy

This policy provides a formula for calculation of trustee remuneration that would come into effect after the next local elections in November 2011. Trust Council will consider public input on this proposal and the the proposed 2011-2012 budget before finalizing it at the March 2011 Council meeting. At that time, Trust Council could revise the Trustee Remuneration policy and the 2011-2012 budget and confirm the approach in the 2011-2012 Trustee Remuneration Bylaw.

#### Resolution TC 182/10

It was Moved by Trustee Alison Morse and Seconded:

*That the Islands Trust Council approve Policy 7.2.i -- Trustee Remuneration dated December 8, 2010.*

#### Resolution TC 183/10

It was Moved by Trustee Peter Luckham and Seconded:

To Amend the Policy as follows:

*Section D.3 - Implementation: The annual compensation amounts calculated for trustees based on this policy will be ~~described in the most current~~ subject to Trust Council's adoption of an annual Trustee Remuneration Bylaw.*

On the Amendment

CARRIED  
UNANIMOUSLY

Trustees noted the challenges that trustees face in undertaking time-consuming and demanding roles, the comparisons to the remuneration of other elected officials, and support to provide an incentive to community members to consider running and devoting time to this type of public service. Others expressed reluctance to support an increase, noting remuneration was originally intended to be an honourarium rather than a salary and that communities were facing economic challenges

On the Amended Motion:

*That the Islands Trust Council approve Policy 7.2.i -- Trustee Remuneration dated December 8, 2010, as amended.*

IN FAVOUR – 18  
OPPOSED – 3  
(Law-Hornby; Dodds-Mayne; Shew-Mayne)  
CARRIED

Staff will be preparing a public communications backgrounder that will provide clarification on the process of the remuneration policy, including information about the compensation review, cost to taxpayers, and the current and proposed remuneration figures.

## 6. Trustee Remuneration and Expenses Report for 2009-2010

Provided for information.

## 7. 2011-2012 Budget

Resolution TC 184/10

It was Moved by Trustee Tony Law and Seconded:

*That the Islands Trust Council request the Financial Planning Committee to:*

- *Make recommendations to Trust Council with respect to a “Budget Principle” that addresses growth in operation expenses (such as through a multi-year relationship with CPI);*
- *Consider establishing budget lines for project expenses to enable multi-year planning for projects (management, Trust Area and Local Trust Areas); and*
- *Provide Trust Council, as part of all budget presentations, a multi-year context, including budget history and outline financial plan.*

CARRIED  
UNANIMOUSLY

The meeting recessed at 11:30 a.m.  
The meeting reconvened at 1:00 p.m.

Trustees Nerys Poole and Alison Morse left the meeting.

### Salt Spring Island Climate Action

Salt Spring Island Local Trustee Christine Torgrimson provided a presentation about Salt Spring Island activities related to the reduction of greenhouse gases. Other trustees followed with brief updates on what their communities were doing in relation to climate change.

### Delegations and Town Hall Session

#### 1. **Gulf Islands Alliance**

On behalf of the Gulf Islands Alliance, Chair Misty MacDuffee addressed trustees regarding the impact of carbon trading on land use and customizing the standard oath of office with mention of the Islands Trust mandate.

#### 2. **Tom Varzeliotis, Salt Spring Island**

Dr. Tom Varzeliotis addressed Trust Council on a variety of issues regarding his concerns with the administrative fairness complaint system, support for audio recording as a form of record keeping, concerns with ALR applications and Section 946 of the *Local Government Act*, and Islands Trust’s jurisdiction over shoreline boundaries.

## **Information and Decision Items** (continued)

### **Call for New Business Items**

#### **6. Correspondence**

- 6.1 Gulf Islands Alliance re: Bylaw Enforcement - Nov 24/10
- 6.2 Jacinthe Eastick re: Bylaw Enforcement - Nov. 29/10
- 6.3. Peter Frinton re: New Business Item 7.1 – Dec. 5/10

#### **7. New Business**

- 7.2 Oath of Office

By General Consent, the agenda was approved as amended.

### **3. Local Planning**

#### **1. Local Planning Committee Report**

By General Consent, the Local Planning Committee report was endorsed as presented. The top work program priorities as of November 10, 2010 were: 1) Community Housing; 2) Riparian Area Regulation Implementation; and 3) Protocol with the Ministry of Transportation and Infrastructure.

#### **Resolution TC 185/10**

It was Moved by Trustee Peter Luckham and Seconded:

*That the Islands Trust Council request the Local Planning Committee to consider including a review of development application fees in its work program.*

**CARRIED**  
**UNANIMOUSLY**

#### **2. Director of Local Planning Services Quarterly Report**

Provided as information.

#### **3. OCP/LUB Status Report**

A status report regarding the scheduled review of Official Community Plans (OCPs) and Land Use Bylaws (LUBs) by Local Trust Committees, was provided as information and discussed by trustees.

#### **4. Bylaw Enforcement Investigations Report**

A Briefing outlining the current status of bylaw enforcement investigations in the Trust Area was provided as information.

#### **5. Local Planning Services Time Tracking Report**

Staff provided a time tracking report for Local Planning Services, including a summary of hours reported by planning region and unit category for June – August 2010. Some trustees raised concern on the percentage of time planning staff spent on applications versus community planning.

Trustees Poole and Morse returned to the meeting.

## 6. Food Security

The following recommendations suggest a number of ways that the Islands Trust Council, local trust committees and Bowen Island Municipality could support local food security through decisions about land use planning, regulation and advocacy.

### Resolution TC 186/10

It was Moved by Trustee George Ehring and Seconded:

*That Islands Trust Council continue to include food security in the Strategic Plan and that “success” be measured by how many protocols are revised or developed to include food security; and how many local trust committee OCPs/LUBs are amended to address food security.*

CARRIED  
UNANIMOUSLY

### Resolution TC 187/10

It was Moved by Trustee George Ehring and Seconded:

*That Islands Trust Council forward the report “Exploring Food Security in the Islands Trust Area” to the Islands Trust Fund Board, local trust committees and Bowen Island Municipality for consideration of the recommendations.*

CARRIED  
UNANIMOUSLY

### Resolution TC 188/10

It was Moved by Trustee George Ehring and Seconded:

*That Islands Trust Council make the report “Exploring Food Security in the Islands Trust Area” available to the Provincial agencies, regional districts, First Nations, interest groups and the general public by posting to the Islands Trust website and through a news release.*

CARRIED  
UNANIMOUSLY

### Resolution TC 189/10

It was Moved by Trustee George Ehring and Seconded:

*That Islands Trust Council suggest that the Trust Fund Board explore the feasibility of establishing a farm land trust.*

CARRIED  
UNANIMOUSLY

### Resolution TC 190/10

It was Moved by Trustee George Ehring and Seconded:

*That the Islands Trust Council instruct Staff to:*

- *report back on recommended further work required in gathering food security background and context information, including timelines, budgets requirements and First Nations interests;*
- *develop internal organizational policies and procedures regarding procurement that supports local food security;*
- *include provisions for food security and reflect the inter-disciplinary nature of food in our communities in the topic review inventory of the Islands Trust Policy Statement;*
- *report back on appropriate topic areas for the development of model bylaws to address food security issues; and*
- *include food security in any reviews of existing protocols and explore opportunities to develop new protocols around food security.*

CARRIED  
UNANIMOUSLY

## 7. Community Housing Task Force Update – Briefing

A Briefing was presented, providing a status report to Trust Council on the recent activities of the Community Housing Task Force.

## **5. Executive**

### **1. Executive Committee Report**

By General Consent, the Executive Committee Report was endorsed, as presented. The top work program priorities as of November 2010 are : 1) Strategic Planning; 2) Communications; and 3) Organizational Effectiveness, was provided as information.

Staff was requested to send a copy of the Communications Strategy to all trustees.

### **2. Chief Administrative Officer's Report**

Provided for information.

### **3. Strategic Plan Update – Briefing**

Provided for information.

### **4. Council Committee – New Appointments**

By General Consent, the Islands Trust Council endorsed Trustee Susan Morrison as a new member of the Financial Planning Committee and Trustee Jan Hagedorn as a new member of the Local Planning Committee.

## **6. Correspondence**

- 6.1 Gulf Islands Alliance re: Bylaw Enforcement – Nov. 24/10
- 6.2 Jacinthe Eastick re: Bylaw Enforcement - Nov. 29/10
- 6.3. Peter Frinton re: New Business Item 7.1 – Dec. 5/10

Provided for information.

## **7. New Business**

### **1. Proposed Amendment to Policy 2.1.ii: Standards of Conduct**

Trustee Ehring proposed the addition of a new clause to the Standard of Conduct policy as follows: *As an elected official, respect local autonomy and avoid becoming publicly involved in the local politics or controversial local issues in an area outside a local trust area or island municipality that he or she was elected to represent unless the elected official first consults with local trustees or municipal trustees.*

#### Resolution TC 191/10

It was Moved by Trustee George Ehring and Seconded:

*That the Islands Trust Council amend Policy 2.1.ii by inserting a new clause 2.7 as noted in the amended draft dated December 8, 2010.*

Discussion and comment followed regarding its appropriateness and whether it could hinder Executive Committee members in their roles as local trust committee chairs. It was noted that this new clause acts as a guideline only, not a stipulation.

Resolution TC 192/10

It was Moved by Trustee Louise Bell and Seconded:

To Amend Policy 2.1.ii, proposed Clause 2.7 as follows:

*As an elected official, respect local autonomy and avoid becoming publicly involved in the local politics or controversial local issues in an area outside ~~the~~ a local trust area or island municipality that he or she ~~was elected to~~ represents unless the elected official first consults with local trustees or municipal trustees.*

On the Amendment

IN FAVOUR – 20  
OPPOSED – 1  
(Masselink-North Pender)  
CARRIED

On the Amended Motion

IN FAVOUR – 17  
OPPOSED – 4  
(Hunt-Hornby; Masselink-North Pender; Greer-South Pender; Luckham-Thetis)  
CARRIED

**2. Oath of Office**

Resolution TC /193/10

It was Moved by Trustee Louise Decario and Seconded:

*That the Islands Trust Council request the Executive Committee to investigate the potential to change the Islands Trust's Oath of Office and make recommendations to Trust Council.*

CARRIED  
UNANIMOUSLY

**8. Summary/Updates**

**1. Trustee Updates**

**a. BC Ferries**

Trustee Tony Law provided a written update on recent activities of the Ferry Advisory Committees. He noted that Trustees Clegg and Morse and himself were on Ferry Advisory Committees and that this was a particularly important time to influence the provincial government regarding ferry services. Trustees were encouraged to read a recent news release on the topic.

**b. Gulf Islands National Park**

Trustee Derek Masselink, an Islands Trust representatives on the GINPR (Gulf Islands National Park Reserve) Advisory Board provided a verbal report to Council about the December 7 meeting with GINPR staff from Parks Canada and Southern Gulf Island Trustees. He reported that coordination on an improved working relationship is coming along.

The question of whether the proposed national park on Bowen Island would become part of the GINPR was raised. CAO Linda Adams advised that if Bowen Island had not been included in the original agreement that a separate agreement may have to be done to include them. Staff will seek clarification from Parks Canada on this issue.

**c. First Nations**

Trustees Peter Luckham, Tony Law, Jan Hagedorn and Chair Sheila Malcolmson reported on recent activities and issues with various first nation groups in the Trust Area.

#### **d. National Park Reserve on Bowen Island**

Trustee Nerys Poole, Chair of the Bowen Island National Park Council Committee provided a written update on the National Park Feasibility Assessment on Bowen Island.

#### **2. Priorities Chart**

By General Consent, the Priorities Chart dated November 2010 was approved as presented.

#### **3. Trust Council – Plan for Continuous Learning 2008-11**

Provided for information. Trustees suggested adding Working with First Nations and Conservation and Carbon Offsets to 2011.

#### **4. Quarterly Trust Council Meetings Schedule**

By General Consent, the Islands Trust approved the 2011 Trust Council Meetings Schedule as presented: March 8-10, Galiano Island; June 14-16, Denman Island; September 13-15, Salt Spring Island; and December 6-8, Victoria.

#### **5. 2011 Calendar**

A calendar for 2011, noting proposed Trust Council, Council committees, local trust committees and other meetings and activities of interest scheduled to date was provided as information.

#### **6. Proposed March 2011 Trust Council Agenda Program**

A draft 3 day schedule for the March 8-10, 2011 Trust Council meeting to be held on Galiano Island was provided for information.

#### **7. Disposition of Delegations and Town Hall Requests**

By General Consent, the Islands Trust Council requested the Chair to write to the Delegation participants and thanking them for their submissions.

The meeting recessed at 5:40 p.m.

#### **THURSDAY, DECEMBER 9, 2010**

The meeting reconvened at 8:35 a.m.

Twenty-one members of the Islands Trust Council were present.

Trustees absent: David Graham, Denman; Susan Morrison, Lasqueti; Gary Steeves, North Pender; Wendy Scholefield, South Pender.

#### **Planning Session**

Randell Arendt, a landscape architect and noted author provided a presentation via webconference on his vision of zoning compact communities in a rural setting.

Team meetings were held with trustees and senior planning staff to review regional issues of the respective Northern and Southern Planning teams.

The meeting adjourned at 11:00 a.m. Next meeting: March 8-10, 2011 on Galiano Island.

Sheila Malcolmson, Chair  
Chair, Islands Trust Council

Marie Smith  
Deputy Secretary and Recorder