



# Trust Fund Board Minutes of Regular Meeting

**Date:** Monday, September 19, 2016  
**Time:** 10:00 am  
**Location:** Islands Trust Victoria Boardroom  
200-1627 Fort Street, Victoria, BC

**Board Members Present**  
Tony Law, Chair  
Ronald Bertrand  
Kate-Louise Stamford (by teleconference)  
Susan Morrison  
Hoops Harrison

**Staff Present**  
Jennifer Eliason, Islands Trust Fund Manager  
Kate Emmings, Ecosystem Protection Specialist  
Nuala Murphy, Property Management Specialist  
Corlynn Strachan, Secretary  
Crystal Oberg, Communications & Fundraising Specialist

## 1. CALL TO ORDER

Chair Law called the meeting to order at 10:00 am, welcomed the new appointed Trust Fund Board member, Hoops Harrison, and initiated introductions.

## 2. APPROVAL OF AGENDA

The following agenda items were added under item 6.2 Items for Discussion:

- Item 6.2.2 Draft 2017 Trust Fund Board Meeting Dates
- Item 6.2.3 TFB Holding Property for Affordable Housing Purposes
- Item 6.2.4 Questions from TFB Member Stamford

Due to possible time constraints, agenda items under item 6.2 Items for Discussion were moved to discussion after item 6.4 Updates for Information.

**By general consent**, the agenda was approved as amended.

## 3. CLOSED MEETING

The Trust Fund Board convened the closed portion of the meeting at 10:10 am and resumed in open meeting at 12:12 pm to Rise and Report.

### TFB-2016-028

**It was MOVED and SECONDED,**

that the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, section 90 (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 Trust Fund Board; and that Jennifer Eliason, Kate Emmings, Nuala Murphy, Corlynn Strachan, and Crystal Oberg be invited to remain in the meeting.

**CARRIED**

## 4. RISE AND REPORT

The Trust Fund Board reported on the following items:

- The Trust Fund Board approved a conservation proposal to covenant approximately 2 hectares on Isabella Point, Salt Spring Island.
- The Trust Fund Board directed staff to proceed with the purchase of a 21-hectare property on Thetis Island.
- The Trust Fund Board approved a conservation proposal to covenant approximately 26 hectares on Reginald Hill, Salt Spring Island.
- The Trust Fund Board accepted the Islands Trust Fund Covenant Monitoring Report 2016.
- The Trust Fund Board will monitor but take no action regarding the conservation of Owl Island at this time.

## 5. MINUTES/COORDINATION

### 5.1 Minutes of Meetings/Resolutions without Meetings

#### 5.1.1 Approval of the July 19, 2016 Regular Meeting Minutes

**By general consent**, the Trust Fund Board regular meeting minutes of July 19, 2016 were adopted.

### 5.2 Follow-up Action List

The Trust Fund Board reviewed the Follow-up Action List for information.

## 6. BUSINESS

### 6.1 Items for Approval

- 6.1.1 Islands Trust Fund Nature Reserve and NAPTEP Monitoring Report 2016  
The ITF Property Management Specialist reported “no significant issues were identified” but highlighted a few issues that will be followed up on by staff.

**TFB-2016-029**

**It was MOVED and SECONDED,**

that the Trust Fund Board accept the “Islands Trust Fund Nature Reserve and NAPTEP Monitoring Report 2016”.

**CARRIED**

- 6.1.2 2017-2018 Budget Request

The ITF Manager reviewed the formula for estimating property management costs, emphasizing the need to request an increase to the property management budget to maintain current management levels.

**TFB-2016-030**

**It was MOVED and SECONDED,**

that the Trust Fund Board request an increase of \$5,000 to the Property Management Budget in 2017-2018.

**CARRIED**

## 6.2 Items for Discussion/Direction

### 6.2.1 Process to Recognize First Nations Rights and Interests in Islands Trust Fund Policies, Key Documents and Communications

Member Morrison briefed Board members on three resolutions recently passed by the Executive Committee regarding First Nations reconciliation, and discussed a project charter that will be developed to guide this work. Board members identified that the Trust Fund Board should be part of the same project charter to ensure a consistent approach across the organization. Staff reported they are working with the Senior Intergovernmental Policy Analyst, Fiona MacRaid, on the management plans in progress to improve recognition of First Nations rights and interests in ITF's key documents.

### 6.2.2 Draft 2017 Trust Fund Board Meeting Dates

Board members reviewed the draft meeting dates. The dates noted below are preferred dates to be approved at the November Trust Fund Board meeting.

Tuesday, February 7

Tuesday, April 4

Tuesday, May 30

Tuesday, July 18

Tuesday, September 26

Tuesday, November 21

### 6.2.3 Trust Fund Board Holding Property for Affordable Housing Purposes

Chair Law reported on a resolution of Trust Council asking all entities of the Islands Trust to consider their potential role in holding land for affordable housing. Board members agreed that the Trust Fund Board is no better suited to hold land for this purpose than any other entity of the Islands Trust. Board members discussed that while Islands Trust Fund staff have natural area management expertise, this is very different from residential property management, and that for the Trust Fund Board to become involved in affordable housing would require a complete revision of the Islands Trust Fund's mission, strategic planning documents and policies, as well as additional staffing. Board members also discussed that there may be unique projects that achieve both conservation and affordable housing goals through collaboration with other agencies. Member Morrison will report to the Executive Committee on the discussion.

### 6.2.4 Questions from TFB Member Stamford

Board members did not discuss this item due to limited meeting time. Member Stamford agreed to coordinate with the ITF Manager to defer items to the November meeting agenda.

## 6.3 Correspondence

### 6.3.1 Trans Canada Trail/Salish Sea Marine Trail Email and Briefing

Board members accepted the letter for information and discussed a response letter from staff.

- 6.3.2 Ministry of Forests, Lands and Natural Resource Operations (FLNRO) Response to CDFCP Steering Committee  
Board members accepted the correspondence for information.

#### **6.4 Updates for Information**

6.4.1 Public Acquisitions Update

The Trust Fund Board reviewed the Public Acquisitions Report for information.

6.4.2 Public Covenants Update

The Trust Fund Board reviewed the Public Covenants Report for information.

6.4.3 Communication and Fundraising Report

The Trust Fund Board reviewed the Communication and Fundraising Report for information.

6.4.4 Property Management Specialist Report

The Trust Fund Board reviewed the Property Management Specialist Report for information.

6.4.5 Budget Report

The Trust Fund Board reviewed the Budget Report for information.

#### **7. NEW BUSINESS**

There was no new business.

#### **8. NEXT MEETING**

The next meeting will take place on November 22, 2016 at 10:00 am.

#### **9. ADJOURNMENT**

**By general consent**, the meeting adjourned at 1:42 pm.