Islands Trust Conservancy Board

Minutes of the Regular Meeting

Date: **Tuesday, July 28, 2026**
Time: **10:00 a.m.**
Location: **Islands Trust Victoria Boardroom**
200-1627 Fort Street, Victoria, BC

Board Members Present Lisa Gauvreau, Chair, Trustee
Tanner Timothy | nənqəm, Vice Chair, Trustee
Jeannine Georgeson, Trustee
Risa Smith, Trustee
Susan Yates, Trustee
Tobi Elliott, Trustee

Staff Present Clare Frater, Director, Trust Area Services
Derek Cockburn, A/Director, Financial and Employee Services
Wendy Tyrrell, Manager, Islands Trust Conservancy
Jemma Green, Team Lead, Protected Areas Management Program
Nuala Murphy, Property Management Specialist
Kathryn Martell, Ecosystem Protection Specialist
Caroline Gicheru, A/Administrative Assistant / Recorder
Joe Elliott, Senior Indigenous Relations Advisor
Jill Marrack, Senior Policy Advisor
Narissa Chadwick, Island Planner

Members of Public Present One member of the public was in attendance.

1. CALL TO ORDER

Islands Trust Conservancy Board Chair Gauvreau called the meeting to order at 10:08 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT & ANNOUNCEMENTS

Chair Gauvreau provided a territorial acknowledgment noting that the meeting was being held in the traditional territory of Coast Salish First Nations.

Chair Gauvreau noted that Vice-Chair nənqəm will be joining the meeting later.

Staff introduced two new staff who have recently joined the Islands Trust Conservancy team: Erika Bland, Covenant Management Specialist and Erin Udal, Communications Specialist. A warm welcome was expressed by the meeting attendees.

Chair Gauvreau announced the successful one-year term extension for Provincially-appointed Islands Trust Conservancy Board members - Trustee Smith, for her sixth term and Trustee Georgeson, for her second term. The meeting attendees expressed congratulations to Trustees Smith and Georgeson.

3. APPROVAL OF AGENDA

3.1 Review of Agenda and Introduction of New Items

There were no additions to the agenda.

3.2 Approval of Agenda

By general consent the agenda was approved as presented.

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

None.

5. ADOPTION OF MINUTES

5.1 Draft ITC Board Meeting Minutes of May 12, 2026

The following amendments to the minutes were presented for consideration:

- Page 6 of the agenda, remove "(e.g. Galiano Conservancy Association's Quadra Hill Nature Reserve)" statement as the document is still in draft form.

By general consent the Islands Trust Conservancy meeting minutes of May 12, 2026 were adopted as amended.

5.2 Draft ITC Board Meeting Minutes of June 2, 2026

By general consent the Islands Trust Conservancy meeting minutes of June 2, 2026 were adopted as presented.

6. FOLLOW UP ACTION LIST

6.1 Follow Up Action List Report

The Islands Trust Conservancy Board received the Follow Up Action List for information.

7. BUSINESS

7.1 Items for Approval

7.1.1 2027-28 ITC Budget Request – RFD

Staff presented the proposed 2027-28 ITC budget to the Board.

Discussion ensued on:

- Budget needs for Conservancy activities and engagement with First Nations on the Five-year Plan update;
- Protected Areas Management Database development and implementation project costs that will be in the Information Services department budget request for the 2027-28 fiscal year;
- Business cases need to be drafted for a request to increase the base budget amounts for the following budget lines: Protected Areas Management Planning, Protected Areas Management Operations, and Conservation Planning (for Regional Conservation Plan (RCP) update project);
- The RCP update project business case will be a request for an external project lead to develop a project charter, project plan and, potentially, a data gap analysis; and
- The concept of endowments on new securement projects.

ITC-2026-038
It was MOVED and SECONDED
THAT the Islands Trust Conservancy Board approve the proposed Islands Trust Conservancy 2027-28 budget as presented and direct staff to provide it to the Director of Financial and Employee Services for inclusion in the Islands Trust 2027-28 draft budget.

CARRIED

ITC-2026-039
It was MOVED and SECONDED
THAT the Islands Trust Conservancy Board request staff to draft detailed business cases for significant budget line items for review by the Board in the September 29, 2026 meeting for inclusion in the Islands Trust draft 2027-28 budget.

CARRIED

ITC-2026-040
It was MOVED and SECONDED
THAT the Islands Trust Conservancy Board request staff to provide a Property Management Operations overview for 2027-28 at the September 29, 2026 Board meeting.

CARRIED

7.1.2 Referral - Denman Island LTC Bylaw No. 260 and 264 – RFD

Staff presented the Denman Island LTC Bylaw referral request for decision to the Board and invited the Island Planner leading the Bylaw process to provide details on the Bylaw and answer questions from the Board.

The following details were provided by staff:

- Objective of increasing the diversity of housing options to address housing needs on Denman Island; and
- Minimizing impacts of housing development on the environment while supporting equity, diversity and inclusion.

Discussion ensued:

- The proposed bylaw updates remove outright subdivision potential for the creation of private lots but will make it easier to subdivide for conservation purposes by removing barriers required for land donations and conservation sales;
- Consultations with the K'omoks Nation and its interest in cultural heritage and environmental protection informed the bylaws; and
- The Islands Trust Conservancy Board has the ability to protect land through a Section 99 subdivision for conservation purposes.

ITC-2026-041
It was MOVED and SECONDED
THAT the Islands Trust Conservancy Board request staff to submit the Bylaw Referral Form to the Denman Island Local Trust Committee indicating "Approval recommended for the reasons outlined below"; in addition to general conservation benefits for Denman Island, the amendments are expected to positively affect the interests of Islands Trust Conservancy due to the following benefits on its existing protected areas:

1. Limits on potential development footprint on adjacent lands;
2. Limits on subdivision potential for adjacent lands;

3. Potential to reduce development pressure on undeveloped adjacent lands;
4. Removal of intensive agriculture as a permitted use on adjacent lands; and
5. Introduction of freshwater conservation measures on adjacent lands.

And the following benefits for securement:

6. The proposed changes will encourage conservation as a community benefit identified as part of rezoning applications.
7. The proposed changes will make it easier to subdivide for conservation by removing the barriers required for land donation.

CARRIED

ITC-2026-042
It was MOVED and SECONDED
THAT the Islands Trust Conservancy Board request staff to inform the Denman Island Local Trust Committee of the following additional recommended considerations for Official Community Plan and Land Use Bylaw amendments:

a) Amendments to Section C.1 LANDS AND FOREST should:

   i. Be based on the most recent ecological data available to Islands Trust, which is the Sensitive Ecosystem Mapping;
   ii. Give consideration to the cultural importance of the land;
   iii. Refer to the Islands Trust Conservancy Regional Conservation Plan; and
   iv. Identify known threats to the lands and forest.

b) Consider adding stronger language supporting removal of land from the Agricultural Land Reserve for conservation purposes, and supporting applications to place covenants on land in the Agricultural Land Reserve.

c) Consider adding “sea level rise” in the list of climate-related risks in Objective 2 of the Climate Change Adaptation and Mitigation section.

d) In Section 5.10(1) of the Land Use Bylaw, consider recommendation to add "environmental conservation" or ecological reserve" to permitted uses, as passive recreation implies human use and there should arguably be a provision for the use of land solely for ecological conservation/protection.

CARRIED

ITC-2026-043
It was MOVED and SECONDED
THAT the Islands Trust Conservancy Board amend motion [ITC-2026-042] by removing "as passive recreation implies human use and there should arguably be a provision for the use of land solely for ecological conservation/protection."

CARRIED

7.1.3 Natural Area Protection Tax Exemption Program (NAPTEP) Conservation Proposal – RFD

Staff presented a new conservation proposal for a NAPTEP covenant on North Pender Island. No discussion ensued.

ITC-2026-044
It was MOVED and SECONDED
THAT the Islands Trust Conservancy Board accept the conservation proposal submitted by Mary Anne Paré, Lesley Joy, and Steve Sipos, to place a NAPTEP covenant on approximately 3 hectares of a North Pender Island property, PID: 001-080-849, Lot 18, Sections 6 and 24, Pender Island, Cowichan District, Plan 32261, subject to review of First Nations referral responses and Ministerial approval, to protect woodlands, cliffs, herbaceous habitats, and maturing forests.

CARRIED

7.1.4 Comox Valley Regional District (CVRD) Proposed Trail Improvements for Lindsay Dickson Nature Reserve - Denman Island – RFD

Staff presented the proposed trail improvements for Lindsay Dickson Nature Reserve. No discussion ensued.

ITC-2026-045
It was MOVED and SECONDED
THAT the Islands Trust Conservancy Board request staff to notify the Comox Valley Regional District that the addition of crushed gravel to improve wet sections of trail in Lindsay Dickson Nature Reserve is not permitted due to covenant holder concerns. The Islands Trust Conservancy Board is supportive of the Denman Conservancy Association's alternate suggestion of boardwalks, and will consider other alternative suggestions from the Comox Valley Regional District for addressing wet sections of trail that do not have potential negative ecological impacts, and which are easier to remove and dispose of once the temporary use of this trail for the Cross Island Trail has ended.

CARRIED

7.2 Items for Discussion/Direction

None.

7.3 Correspondence

7.3.1 Letter of Support - A Force of Nature Initiative - July2026

Received for information.

7.3.2 Email addressed to ITC Board regarding Land Transfers

Received for information.

7.4 Updates for Information

7.4.1 Public Acquisitions Report

Received for information.

7.4.2 Public Covenants Report

Received for information.

7.4.3 Executive Committee and Committee of the Whole – Verbal Update

The following updates were provided:

- Executive Committee:
  - Materials for onboarding and orientation for new trustees will be much more fulsome and fill in gaps identified in the previous term
  - Staff have provided Executive Committee with an 'Estimated Resourcing for First Nations Relationship Building' report.

- Committee of the Whole:
  - The July 22, 2026 meeting was set to discuss agency referral responses, but did not meet quorum and therefore no discussion was held.

7.4.4 Financial Planning Committee – Verbal Update

The following updates were provided:

- The draft 2027-28 Budget Assumptions, Principles, and Guidelines (BAPG) were reviewed by Financial Planning Committee and adopted at Trust Council's June 2026 meeting.

7.4.5 Trust Council Update (verbal)

The following updates were provided:

- Trust Council discussed Trustee attendance during the June Quarterly Trust Council meeting
- The Policy Statement project will not advance much more this term, though earlier discussion may come back to September Trust Council for Committee of the Whole discussion

7.4.6 Governance Committee Update (verbal)

Chair Gauvreau did not attend the previous meeting, therefore no updates were provided. Chair Gauvreau informed the Board that she will bring an update to the Board at the September 29, 2026 meeting.

7.4.7 Species at Risk Program Evaluation

The 2026 Species at Risk Program Evaluation Report was presented to the Board for information.

Discussion ensued about the importance of the substantial funding provided to the Islands Trust Conservancy for six years through a contribution agreement with Environment and Climate Change Canada's Priority Places initiative, supporting ITC's Species at Risk Program creation and successes.

ITC-2026-046
It was MOVED and SECONDED

THAT the Islands Trust Conservancy Board received the Species at Risk Program Evaluation Report for information and request that staff issue a media release highlighting the outcomes and accomplishments of the Species at Risk Program.

CARRIED

7.4.8 Budget Report

Received for information.

7.4.9 ITC 1st Quarter Report to Trust Council

Received for information.

8. PUBLIC COMMENTS AND DELEGATIONS

None.

9. NEW BUSINESS

None.

10. NEXT MEETING

The next Islands Trust Conservancy Board meeting is scheduled to take place electronically on September 29, 2026 from 10:00 a.m. to 3:00 p.m.

11. CLOSED MEETING

11.1 Motion to Close the Meeting

ITC-2026-047
It was MOVED and SECONDED
THAT the Islands Trust Conservancy 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 council considers that disclosure could reasonably be expected to harm the interests of the municipality, and
- 90(1)(f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment.

CARRIED

12. ADJOURNMENT

By general consent the meeting adjourned at 12:00 p.m.

_____

Lisa Gauvreau, Chair

Certified Correct:

_____

Caroline Gicheru, Administrative Assistant/Recorder