Islands Trust Conservancy Board

Minutes of the Regular Meeting

Date:	**Friday, October 3, 2025**
Time:	**10:00 am**
Location:	**Electronic Meeting**
	Physical location to view the livestream of the meeting: **Islands Trust Victoria Office** **#200 - 1627 Fort Street** **Victoria, BC V8R 1H8**
Board Members Present	Lisa Gauvreau, Trustee, Chair nənqəm (Tanner Timothy), Vice-Chair, Appointed Trustee Susan Yates, Trustee Risa Smith, Appointed Trustee Tobi Elliott, Trustee
Board Members Regrets	Jeannine Georgeson, Appointed Trustee
Staff Present	Clare Frater, Director, Trust Area Services Wendy Tyrrell, ITC Manager Joe Elliott, Senior Indigenous Relations Advisor Kathryn Martell, ITC Ecosystem Protection Specialist Jill Allan, ITC Administrative Assistant
Members of the public	One member of the public attended briefly.

1. CALL TO ORDER

The meeting was called to order at 10:00 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Gauvreau acknowledged that the meeting was being held in the traditional territory of the Coast Salish First Nations.

3. APPROVAL OF AGENDA

3.1 Review of Agenda and Introduction of New Items

There were no new items added to the agenda.

Chair Gauvreau noted that the Request for Decision item: 7.1.3 Ruby Alton Nature Reserve Updated Management Plan, was removed from the agenda to provide more time for staff to prepare extensive materials, these items will be presented at a future meeting.

3.2 Approval of Agenda

By general consent the agenda was approved, as amended.

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

No items for Rise and Report.

5. ADOPTION OF MINUTES

5.1 Draft ITC Board Meeting Minutes of July 22, 2025

By general consent, the Islands Trust Conservancy meeting minutes of July 22, 2025 were adopted as presented.

5.2 Draft ITC Special Board Meeting Minutes August 27, 2025

By general consent, the Islands Trust Conservancy meeting minutes of August 27, 2025 were adopted as presented.

6. FOLLOW UP ACTION LIST

Board Members reviewed the Follow Up Action List and Manager Tyrrell answered questions and provided updates about:

- Status of '*exploring options and research potential climate change projects on ITC protected areas'*;
- Exploring a whistleblower law for ITC Board;
- Ruby Alton Endowment Fund – investigating alternative investment opportunities;
- strategizing the work around the climate change emergency on ITC protected areas – how it fits into the potential indicators plan – and how to work in tandem with Islands Trust (Clare Frater); and
- Managing and stewarding ITC protected lands.

7. BUSINESS

7.1 Items for Approval

7.1.1 2026-27 Budget Request – Request for Decision

Manager Tyrrell presented 2026/27 draft Budget information for the Board's consideration.

Discussion ensued to clarify:

- Budget requests and business cases to expand staffing;
- Timing of hiring process;
- Extension of the SAR Coordinator position by one month;
- How ITC Board's use of the Opportunity Fund relates to the presented budget - that this could be a discussion for the November meeting, and to ensure we discuss with First Nations during engagement on the Five -Year Plan;
- How the new staff positions requested will support the development of the Five-Year Plan;
- The timing of hiring for new staff positions;
- Clarification regarding the roles of staff for monitoring protected areas and that the proposed new approach is to bring on a contractor to complete a majority of the compliance monitoring to relieve some of the strain on the Protected Areas Management (PAM) Team and allow them to focus on key protected areas to address management concerns and violations;
- The significance of the lack of a data management software system for protected areas and how it impacts and limits pro-active planning, budgeting and the management of lands protected by ITC;
- Draft Reconciliation Action Plan and the importance of asking the First Nations for feedback early in the process and defining policy to support this (Director Frater);
- Support for a trust-wide policy instead of an isolated ITC policy;
- The desire to increase the business case ask for the First Nations engagement capacity funding, the Board choosing the $110,000 option; and
- Board requested staff provide edits to the protected area management business case to make it clearer.

ITC-2025-035

It was MOVED and SECONDED

that the Islands Trust Conservancy Board approve the draft 2026/27 ITC Budget as amended per discussion at the board meeting of October 3, 2025 and direct staff to provide it to the Director of Administrative Services and the Director of Trust Area Services for inclusion in the Islands Trust draft 2026/27 budget, along with associated amended business cases.

CARRIED

ITC-2025-036

It was MOVED AND SECONDED

that the Islands Trust Conservancy Board recommend that Trust Council add an additional budget guideline for 2027/28 that considers the Conservancy's Regional Conservation Plan and the need for increases to accommodate protected area management planning and operation costs of newly acquired protected areas to ensure the Islands Trust Conservancy is adequately resourced.

CARRIED

7.1.2 WSÁNEĆ Lands Trust's ȻENEṈITEL Community of Practice - Request for Decision

Staff Martell presented on ITC participating in the W̱SÁNEĆ Lands Trust's ȻENEṈITEL Community of Practice.

Discussion ensued about:

- The opportunity to be a part of the W̱SÁNEĆ Lands Trust's ȻENEṈITEL Community of Practice;
- Staff capacity to attend additional Communities of Practice as other First Nations develop them and invite ITC to participate; and
- The Trustees' support for developing more inclusive policies and seeing engagement relationships come together.

ITC-2025-037

It was MOVED and SECONDED,
that the Islands Trust Conservancy Board endorse the continued participation of staff in the ȻENEṈITEL Community of Practice as authorized by the Islands Trust Conservancy Manager.

CARRIED

ITC-2025-038

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board endorse the ȻENEṈITEL Community of Practice (CCP) Terms of Reference and request the Islands Trust Conservancy Chair or Authorized Signatory to sign on behalf of the Islands Trust Conservancy Manager.

CARRIED

7.2 Items for Discussion/Direction

7.2.1 Bylaw Referral - Policy Statement Bylaw No. 183 - Briefing

Director Clare Frater presented the Bylaw Referral - Policy Statement Bylaw No 183 Briefing. The Board received the briefing for information.

Discussion followed about:

- The nuance of the language chosen;
- The long process to understand what we can and can't do;
- Our growing partnership and relationship with First Nations;

- Board members request to meet about the Policy Statement in January instead of November;
- Request Policy Statement reports be provided to board, attached to the briefing; and
- Inviting Senior Policy Advisor Jason Youmans to the January 20, 2026 meeting or a dedicated session with Staff Youmans.

7.2.2 2026-2027 Financial Planning Committee Pre-Budget Survey - Briefing

Director Clare Frater presented the Financial Planning Committee Pre-Budget Survey Briefing and Report to the Board.

Discussion followed about:

- Good to read that there was both positive and critical comments from the public;
- The public's confusion between *Islands Trust Conservancy* and *Islands Trust Council;* and
- The respect for the work of Islands Trust Conservancy.

7.3 Correspondence

No Correspondence

7.4 Updates for Information

7.4.1 Public Acquisitions Report

The Islands Trust Conservancy Board received the Public Acquisitions Report for information and requested staff to update the report to reflect recent Crystal Mountain correspondence.

7.4.2 Public Covenants Report

The Islands Trust Conservancy Board received the Public Covenants Report for information.

7.4.3 Budget Report

Received for information.

7.4.4 ITC Quarterly Report

Received for information.

7.4.5 Executive Committee Update

Trustee Elliott presented the Executive Committee Update:

- Policy update: EC clarified its legislative role — now makes *recommendations* (not approvals) to Council for nonprofit fee sponsorships and heritage grants.
- Union of British Columbia (UBCM) convention: Chair Patrick, Vice-Chair Elliott and Vice-Chair Peterson attended the UBCM Convention in September. Vice-Chair Elliott presented on the *Tiny Homes for Rural Housing* session with strong provincial and media interest. Trustees also met with the Minister of Water, Land & Resource Stewardship to discuss renewal of the Crown Lease Protocol Agreement and improved referral processes with First Nations.
- Two staffing-related business cases were discussed and approved for forwarding to FPC: one to make the current Planning Services Biologist position permanent, ensuring consistent environmental review of applications without relying on Conservancy staff; and another to extend the Senior Policy Advisor position, with 50% of the role dedicated to supporting Conservancy work.
- Staff noted that having a Biologist in the planning department has been a huge benefit, having a permanent Biologist would strength collaborations with Species at Risk Coordination.

7.4.6 Financial Planning Committee Update

Trustee Yates noted that there are no new updates until the next Financial Planning Committee meeting.

7.4.7 Trust Council Update

Trustee Yates and Trustee Elliott presented the Trust Council Update:

- ITC Board Vice-Chair nənqəm (*Tanner Timothy*), also attended the UBCM Convention as a delegate from Tla’amin Nation. The Nation presented a resolution calling on the Province to support local governments to transform their approach to reconciliation with the development of a distinctions-based toolkit for UNDRIP implementation and associated funding.

- A number of trustees who attended the UBCM convention also attended a pre-convention assembly of local governments from ferry-dependent communities, to discuss common issues with BC Ferries.

- September’s Trust Council Meeting on Gabriola Island featured guest speaker Douglas S. White, known by his Snuneymuxw name Kwul’a’sul’tun and his Nuu-chah-nulth name Tlii’shin, former Chief of Snuneymuxw First Nation and now Special Counsel to the Premier on Indigenous Reconciliation. Trustee Elliott shared a link, with encouragement to listen to his talk: starting at the 5 hour, 5 minute mark: https://collaboratevideo.net/MaxPlayer/default.aspx?cid=isthost&pid=vod&vid=250917A&bw=720p&webcastID=IST-250917A

7.4.8 Governance Committee Update

Chair Gauvreau presented the Governance Committee Update:

- Initiative underway to streamline and modernize Trust Council policies to eliminate overlap and update outdated policies
- updated on the remuneration review
- review of 26/27 budget business cases

8. PUBLIC COMMENTS AND DELGATIONS

None

9. NEW BUSINESS

9.1 Referral from Ministry of Water Land Resource Stewardship

Staff Martell and Manager Tyrrell presented information about the referral from Ministry of Water Land Resource Stewardship

10. NEXT MEETING

The next meeting will take place electronically on November 18, 2025 at 10:00 am.

11. CLOSED MEETING

11.1 Motion to Close the Meeting

ITC-2025-039

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, as the board considers that disclosure could reasonably be expected to harm the interests of the Islands Trust Conservancy Board; and that staff remain in the meeting.

CARRIED

12. ADJOURNMENT

By general consent, the meeting adjourned at 2:18pm pm.

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Lisa Gauvreau, Chair

Certified Correct:

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Jill Allan, Acting Administrative Assistant/Recorder