



# Islands Trust Conservancy

## Minutes of Regular Meeting

**Date:** Wednesday, July 13, 2022  
**Time:** 10:00 a.m.  
**Location:** Islands Trust Victoria Boardroom  
200-1627 Fort Street, Victoria, BC

**Board Members Present:** Kate-Louise Stamford, Chair (attended in-person)  
Sue Ellen Fast, Vice-Chair (attended electronically)  
Doug Fenton, Board Member (attended in-person)  
Linda Adams, Board Member (attended in-person, joined the meeting at 10:27 a.m.)

**Board Member Regrets:** Risa Smith

**Staff Present:** Aislyn King, Conservation & GIS Technician Co-op Student  
Carmen Smith, Acting Communications Specialist  
Corlynn Strachan, Administrative Assistant/Recorder  
Kate Emmings, Islands Trust Conservancy Manager  
Kathryn Martell, Ecosystem Protection Specialist  
Nuala Murphy, Property Management Specialist  
Wendy Tyrrell, Species at Risk Coordinator

### 1. CALL TO ORDER

Chair Stamford called the meeting to order at 10:05 a.m. and acknowledged that the meeting was being held in Coast Salish First Nations territory.

### 2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

- Item 5.1.5 Livingstone Forest NAPTEP Covenant, Hopwood-Ferris (Lasqueti) – Request for Decision

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

### 3. RISE AND REPORT FROM PREVIOUS CLOSED MEETING

Rise and Report Decisions from the May 24, 2022 Island Trust Conservancy Closed Meeting:

- Islands Trust Conservancy approved an Opportunity Fund Grant of up to \$5,000 to the Raincoast Conservation Foundation and Pender Islands Conservancy Association for a matching campaign for 18 ha of land known as KELÁ\_EKE Kingfisher Forest, North Pender.
- Islands Trust Conservancy approved an Opportunity Fund Grant of \$6,000 to the Gabriola Land and Trails Trust for the Gabriola Landholder Contact Program.

- Islands Trust Conservancy approved an Opportunity Fund Grant of \$4,950 to the Galiano Conservancy Association.
- Islands Trust Conservancy approved a Morrison Waxler Biodiversity Protection Legacy Fund Grant of \$3,000 to expand the existing Nighthawk Hill NAPTEP covenant, North Pender.

#### 4. MINUTES/COORDINATION

##### 4.1 Minutes of Meetings/Resolutions without Meetings

##### 4.1.1 Approval of the May 24, 2022 Meeting Minutes

The following amendment to the minutes were presented for consideration:

- Item 5.1.5 ITC/EC Liaison meeting RFD, page 4 - change Islands Trust to Islands Trust Conservancy at the end of the first bullet

**By general consent**, the minutes were adopted as amended.

##### 4.2 Follow-up Action List

Received for information.

#### 5. BUSINESS

##### 5.1 Items for Approval

##### 5.1.1 2023/24 Budget Submission - Request for Decision

The ITC Manager presented the request for decision to Board members.

Discussion ensued on:

- Appropriate budget for First Nations engagement and Indigenous knowledge holder services
- Staff investigation of CiviCRM software as an option
- Clarity on budget increase requests with a breakdown of where budget items come from including Islands Trust budget versus the Species at Risk budget
- Increasing the travel budget by \$2,000 due to rise in water taxi costs

##### **ITC-2022-034**

**It was MOVED and SECONDED,**

that the ITC Board direct staff to prepare an ITC Budget request, including the following items, and to return to the ITC Board for review in October:

- Increases to the ITC budget to reflect the species at risk grant commitments, totaling \$220,000;
- An increase to the property management budget of \$4,650 to reflect new nature reserves;
- An increase to the travel budget of approximately \$2,000 to accommodate additional increases to water taxi fees required to monitor and manage islands not serviced by ferries;

- An increase to the ITC legal budget of \$7,000 to reflect anticipated costs of legal review and to return the budget to amounts consistent with previous years' budgets;
- Consideration of further increases to the property management budget to accommodate management planning needs for new nature reserves;
- Development of a business case for First Nations engagement associated with development of the ITC Five-Year Plan.
- Development of a business case in collaboration with Information Systems Management for property management software to replace the Islands Trust TAPIS system; and,
- Development of a business case in collaboration with Trust Area Services and Information Services for Contact Relationship Management (CRM) software and possible Content Management System (CMS) software to address inefficiencies in public communications management.

**CARRIED**

**5.1.2 Lisa Baile Nature Reserve (North Pender) Management Plan - Request for Decision**

The ITC Property Management Specialist presented the request for decision to Board members.

Board members questioned if a First Nations name had been chosen for the property. The ITC Property Management Specialist advised additional consultation with First Nations is required.

**ITC-2022-035**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board approve the Lisa Baile Nature Reserve Management Plan, dated March 25, 2022.

**CARRIED**

**5.1.3 Capilano University Biodiversity & Species at Risk Research, Long Bay Wetland (Gambier) - Request for Decision**

The ITC Species at Risk Coordinator presented the request for decision to Board members.

Board members expressed support for the project. Discussion ensued on promotion, collaboration, and the importance of the Howe Sound biosphere.

**ITC-2022-036**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board approve biodiversity and species at risk research at the Long Bay Wetland Nature Reserve (Gambier Island) by Capilano University up to December 31, 2023 and allocate up to \$5,000 from the ITC budget to support the work.

**CARRIED**

**5.1.4 Referral, Proposed Bylaw 530 – Housing Action Program (Salt Spring) – Request for Decision**

The ITC Manager presented the request for decision to Board members noting this bylaw impacts many properties on Salt Spring Island that are adjacent to ITC nature reserves and covenants.

Discussion ensued on the consideration of climate change, impacts of building, sustainability, opportunity for using expertise on the bigger picture, and that ITC focus is on covenants and nature reserve properties.

**ITC-2022-037**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy (ITC) Board indicate to the Salt Spring Island Local Trust Committee that ITC interests unaffected by Bylaw 530.

**CARRIED**

**5.1.5 Hopwood-Ferris (Lasqueti) – Request for Decision (Late Item)**

The ITC Manager presented the request for decision to Board members noting a response from Agricultural Land Commission was received late yesterday.

**ITC-2022-038**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board authorizes the Chair to sign a covenant with Douglas Hopwood and Christine Ferris, over the Land described as PID 000-009-474, the West ½ of the South East ¼ of Section 21, Lasqueti Island, Nanaimo District, Except Parts in Plans 17116 and 30313, as approved at its November 23, 2021 meeting (Resolution # ITC-IC-2021-042), with the following amendments, as requested by the Agricultural Land Commission:

1. The addition of language to reference ALC Resolution #116/2022, indicating that the ALC be notified of any covenant amendments; and,
2. Clarification that the trail noted in clause 4.3 (a) is for the use of the landowner and is not intended to be public.

**CARRIED**

**5.2 Items for Discussion/Direction**

**5.2.1 ITC Communications Strategy Development - Briefing**

The ITC Communications Specialist provided a briefing to Board members noting the last ITC Communications Strategy was completed in 2010 and the need for clarification on communication moving forward in current times.

Discussion ensued on use of social media to promote ITC, modernization of communications, and appropriate timing to engage current Board members with current staff prior to the election.

**ITC-2022-039**

**It was MOVED and SECONDED,**

that the ITC Board direct staff to coordinate a special meeting of the board, preferably in person, for discussion of the ITC Communications Strategy.

**CARRIED**

### **5.2.2 ITC-EC Liaison Meeting Agenda**

The ITC Manager advised the agenda had been sent to Executive Committee for review and there were requested item additions including discussion on the Policy Statement Update, Biologist Support for Regional Planning Committee, and ITC information for Ministry staff.

Discussion ensued on:

- Ensuring the ITC Board is comfortable with conversation around the policy and governance reviews and inclusion of ITC in the reviews
- request from Trust Council to the Province for a review of the *Islands Trust Act*, and potential impacts on ITC
- process for the Governance Committee to request ITC participation on the Governance Committee

### **5.3 Correspondence**

#### **5.3.1 Mayne Local Trust Committee Fallow Deer Letter, dated 2022-06-02**

Received for information.

#### **5.3.2 Trust Council Fallow Deer Advocacy Letter, dated 2022-06-15**

Received for information.

### **5.4 Updates for Information**

#### **5.4.1 Public Acquisitions Report**

Received for information.

#### **5.4.2 Public Covenants Report**

Received for information.

#### **5.4.3 Budget Report**

Received for information.

#### **5.4.4 Executive Committee Update**

Trustee Fast advised that the Board would receive updates as part of the ITC/Executive Committee liaison meeting in the afternoon.

#### **5.4.5 Financial Planning Committee Update**

Chair Stamford noted Islands Trust and Islands Trust Conservancy audit statements were completed and approved.

#### **5.4.6 Trust Council Update**

Trustee Fast provided an update noting the following:

- Community stewardship award recipients were announced
- Trust Council established a new standing Governance Committee including seven elected members
- Trust Council directed the Islands Trust Chair to request a Provincial review of the *Islands Trust Act*
- An amended draft Trust Policy Statement may come to the September Trust Council meeting for review
- Trust Council will submit a resolution to the Union of BC Municipalities advocating for legislation to protect biological diversity and ecosystem health
- Draft Islands Trust Annual Report was approved

The Islands Trust Council Highlights document for June 21-23, 2022 is posted on the Islands Trust events page.

#### 5.4.7 Trustee Roundtable

Chair Stamford advised Trustee Smith had submitted comments regarding item 4.3.7. ITC Biologist Support to Regional Planning Committee. This was shared with ITC Board members via email.

Trustee Fenton advised a rollout of Nature Stewards Program funding and attended the Thetis Island Nature Conservancy's 10<sup>th</sup> anniversary celebration on Saturday, July 9.

Trustee Adams highlighted a new initiative to create 75-acre park near Mt. Maxwell. A fundraising campaign is underway. CRD and Salt Spring Solutions are involved.

Chair Stamford noted a Gambier research conservation project is underway for Whispering Creek.

Trustee Fast advised there is another park in the works on Bowen. Metro Vancouver Regional Parks has added Cape Roger Curtis lands onto their acquisition lists and are asking for Official Community Plan information. There is controversy and concern regarding Mount Gardner, Crown Land on Bowen, as the Province is considering allowing motorized vehicle use. Bowen Island Municipal Council is not in support.

## 6. PUBLIC COMMENTS AND DELGATIONS

There were no public attendees.

## 7. NEW BUSINESS

There was no new business.

## 8. NEXT MEETING

The next meeting will take place on October 4, 2022 at 10:00 a.m.

## 9. ADJOURNMENT

**By general consent**, the meeting adjourned at 12:05 p.m.

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Kate-Louise Stamford, Chair

Certified Correct:

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Corlynn Strachan, Administrative Assistant/Recorder

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