



Islands Trust Conservancy

Regular Meeting Agenda

Date: July 13, 2021
Time: 10:00 am
Location: Electronic Zoom Meeting

	Pages
1. CALL TO ORDER	
1.1. Staff Updates	
2. APPROVAL OF AGENDA	
3. MINUTES/COORDINATION	
3.1. Minutes of Meetings/Resolutions without Meetings	
3.1.1. Approval of the May 25, 2021 Regular Meeting Minutes	3 - 9
3.2. Follow-up Action List	10 - 16
4. RISE AND REPORT	
4.1. ITC-IC-2021-022 Saturnina Island	
The Islands Trust Conservancy Board entered into a lease agreement with the BC Parks Foundation for Saturnina Island	
5. AUDIT REPORT APPROVAL (delayed)	
6. BUSINESS	
6.1. Items for Approval	
None	
6.2. Items for Discussion/Direction	
6.2.1. Islands Trust Conservancy - Executive Committee Liaison Meeting	17 - 18
6.2.2. Saturnina Island Update (verbal)	
6.3. Correspondence	
6.3.1. Lasqueti Island Nature Conservancy Crown Land Letter, dated July 6, 2021	19 - 20

6.4.	Updates for Information	
6.4.1.	Public Acquisitions Report	21 - 22
6.4.2.	Public Covenants Report	23 - 31
6.4.3.	Regional Conservation Plan Progress Report	32 - 36
6.4.4.	Budget Report	37 - 37

7. PUBLIC COMMENTS AND DELGATIONS

8. NEW BUSINESS

9. NEXT MEETING

The next meeting will be held October 5, 2021 at 10:00 am.

10. CLOSED MEETING

10.1. Motion to Close the Meeting

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 Islands Trust Conservancy board; and that staff be invited to remain in the meeting.

11. ADJOURNMENT



Islands Trust Conservancy

Minutes of the Regular Meeting

Date: Tuesday, May 25, 2021
Time: 10:00 am
Location: Electronic Zoom Meeting

Board Members Present Kate-Louise Stamford, Chair
Sue Ellen Fast, Vice Chair
Donald Clarke
Doug Fenton
Linda Adams

Staff Present Kate Emmings, Islands Trust Conservancy Manager (left the meeting at 11:39 am and returned at 11:59 am)
Clare Frater, Director, Trust Area Services (joined the meeting at 10:30 am)
Carla Funk, Acting Fundraising Specialist
Corlynn Strachan, Administrative Assistant/Recorder
Devin Hentschel, Co-op Student and Conservancy Technician
Dilani Hippola, Senior Policy Advisor (left the meeting at 12:15 pm)
Jemma Green, Covenant Management and Outreach Specialist
Kathryn Martell, Ecosystem Protection Specialist
Nuala Murphy, Property Management Specialist

1. CALL TO ORDER

Chair Stamford called the meeting to order at 10:05 am and acknowledged that the meeting was gathering virtually from locations across the treaty and unseeded territories the Coast Salish peoples.

1.1 Fund Development Training

The acting Islands Trust Conservancy Fundraising Specialist provided a presentation to Board members touching on the culture of philanthropy, roles, why people give, story-telling, inspiring and influencing others, and developing a personal elevator pitch.

2. APPROVAL OF AGENDA

By general consent, the Islands Trust Conservancy Board approved the agenda as presented.

3. RISE AND REPORT

The Islands Trust Conservancy Board reported on the following items:

- The Islands Trust Conservancy approved a Morrison-Waxler Biodiversity Protection Legacy Fund Grant of \$5,500 to pay for survey and baseline report costs for a NAPTEP covenant on lands owned by Lisa Baile and Peter Paré, of North Pender Island.

- The Islands Trust Conservancy approved an Opportunity Fund Grant of \$4,000 to be awarded to the Denman Conservancy Association.
- The Islands Trust Conservancy approved an Opportunity Fund Grant of \$2,500 to be awarded to the Salt Spring Island Water Preservation Society.

4. MINUTES/COORDINATION

4.1 Minutes of Meetings/Resolutions without Meetings

4.1.1 Approval of the March 30, 2021 Meeting Minutes

By general consent, the Islands Trust Conservancy meeting minutes of March 30, 2021 were adopted.

4.2 Follow-up Action List

The Islands Trust Conservancy Board accepted the document for information.

5. BUSINESS

5.1 Items for Approval

5.1.1 Islands Trust Conservancy Annual Report 2020-21 Draft - Request for Decision

Board members discussed edits to the resolution and suggested using the report for financial advisors and donors.

The Islands Trust Conservancy Manager advised the audience is the Minister of Municipal Affairs and staff are simultaneously working on a communications report for donors.

ITC-2021-018

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approves the attached text for inclusion in the 2020/2021 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs, with the following amendments:

- Within the Chair letter, possible removal of quotation marks and prioritization of 30th Anniversary;
- Notation within comments about SAR Grant that ITC was well poised for acceptance of funds with respect to existing programs;
- Notation within section about financial statements that ITC manages lands valued at \$X,XXX,XXX, with a budget of \$XXX,XXX;
- Note within section about land management that as ITC conservation lands grow, budgets for management are also required;
- Change to concluding statement as provided by Chair Stamford; and,
- Change to language about “public facing” to “community focussed.”

CARRIED

5.1.2 Crystal Mountain Nature Reserve Proposal, Galiano - Request for Decision

The Islands Trust Conservancy Manager advised a conflict of interest for this item and excused herself from the meeting.

The Islands Trust Conservancy Ecosystem Protection Specialist reviewed the background and recent changes to the proposal, highlighting this is the latest version of the proposal, revised to meet the conditions the Islands Trust Conservancy Board has presented to Crystal Mountain Society.

Board members discussed the location of the pagoda and suggested changing the wording regarding trails, page 38, from “public safety and ecological impact” to “ecological impact and public safety”.

ITC-2021-019

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board accept the updated approximate lot configuration proposed by the Crystal Mountain Society, subject to staff assessment that adjusted lot boundaries meet ITC conservation goals and policies, based upon a site visit and review of any necessary additional ecological information from the applicant.

CARRIED

ITC-2021-020

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board accept the Crystal Mountain Society proposal to register a Statutory Right of Way across Lot A on the upper ridge, in favour of Islands Trust Conservancy, to provide legal access to the eastern part of Lot A via the legal easement across neighbouring Lots B and C.

CARRIED

ITC-2021-021

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board express support for the Crystal Mountain Society proposal to alter the lot boundaries of Lot 9 and Lot 10, prior to land transfer to Islands Trust Conservancy, to remove the pagoda from the proposed nature reserve, subject to staff assessment that adjusted lot boundaries meet ITC conservation goals and policies, based upon a site visit and review of any necessary additional ecological information from the applicant.

CARRIED

ITC-2021-022

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board request that the Crystal Mountain Society update the Ecological Inventory report and other relevant documents to reflect the proposed boundary changes, prior to transfer of the land.

CARRIED

ITC-2021-023

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board accept the Crystal Mountain Society proposal to register a Statutory Right of Way for emergency access on Lot A in favour of the Capital Regional District prior to subdivision, subject to Crystal Mountain Society's working with ITC staff to develop an appropriate agreement.

CARRIED

ITC-2021-024

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board Chair write a letter to Crystal Mountain Society, indicating that any decisions about trail location and use would be determined through a management planning process.

CARRIED

5.2 Items for Discussion/Direction

5.2.1 Islands Trust Policy Statement Amendment Project - Briefing

The Islands Trust Senior Policy Advisor provided a presentation regarding the Islands Trust Policy Statement Amendment Project.

Board members discussed and commented on the following:

- What stage would the Islands Trust Conservancy Board provide written feedback? *After 1st reading.*
- Why is there not more explicit mention of the Islands Trust Conservancy and the Regional Conservation Plan throughout the document? *This document outlines Trust Council's action and ITC has not been identified as a separate entity.*
- This is a living document.
- Suggested focus on "island" or island ecosystem, island biodiversity.

5.2.2 Ruby Alton House, Salt Spring Island, Update – Briefing

The Islands Trust Conservancy Property Management Specialist briefed Board members on anticipated upcoming expenditures required for maintenance of the Ruby Alton house.

5.2.3 Executive Committee - Islands Trust Conservancy Board Liaison Meeting Agenda - Briefing

The Islands Trust Conservancy Manager provided a draft agenda to Board members for review and input. This draft agenda was provided to Executive Committee for comment at its May 26th meeting.

Board members requested the round table discussion be moved to after item three.

5.2.4 Gabriola Landowner Contact – Briefing

The Islands Trust Conservancy Covenant Management and Outreach Specialist briefed Board members on landowner contact partnership with Gabriola Land and Trails Trust, which will be formalized through a service contract for 2021/22 and a partnership agreement for 2021-2023.

Board members commented the brochure looks good and suggested linking “A Place in the Islands” document to information provided.

5.2.5 Sidney Island Ecological Restoration Plan – Briefing

The Islands Trust Conservancy Manager and Covenant and Outreach Specialist briefed the Board on the Sidney Island Ecological Restoration Plan.

Board members noted that the plan is compatible with its actions around First Nations reconciliation and climate change, that it is an informed document due to level of contributions from partners, and that the Board likes the emphasis on as restoration of ecosystems and animal welfare.

Staff will return to the Board for approval of the final plan at the July 13th meeting.

5.3 **Correspondence**

There was no correspondence.

5.4 **Updates for Information**

5.4.1 Executive Committee Updates (verbal)

Trustee Fast reported on the following:

- Executive Committee meets May 26th, the agenda is online, and is focussed on the June Trust Council meeting.
- There is a management and governance review of Islands Trust underway that does not include Islands Trust Conservancy or Bowen Island Municipality. Consultants have been hired.
- Freshwater strategy is underway – region wide mapping and strategy building.
- Association of Vancouver Island and Coastal Communities and Meets Friday.

5.4.2 Public Acquisitions Report

The Islands Trust Conservancy Board reviewed the Public Acquisitions Report for information.

5.4.3 Public Covenants Report

The Islands Trust Conservancy Board reviewed the Public Covenants Report for information. Erle Batista Covenant has been registered.

5.4.4 Budget Report

The Islands Trust Conservancy Board accepted the Budget Report for information. The Islands Trust Conservancy Manager advised the transition between fiscal years has not happened yet and amounts are subject to change.

6. PUBLIC COMMENTS AND DELGATIONS

There were no public comments or delegations.

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next meeting is scheduled for Tuesday, Jul 13, 2021 at 10:00 am.

9. CLOSED MEETING

9.1 Motion to Close the Meeting

ITC-2021-025

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) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the Islands Trust Conservancy or another position appointed by the Islands Trust Conservancy; and (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 Islands Trust Conservancy board; and that staff be invited to remain in the meeting.

CARRIED

The Islands Trust Conservancy Board convened the closed portion of the meeting at 1:40 p.m. Rise and Report from the in camera session will occur during the next regular board meeting on July 13, 2021.

10. ADJOURNMENT

By general consent, the meeting adjourned at 1:00 pm.

Kate-Louise Stamford, Chair

Certified Correct:

Corlynn Strachan, Recorder

DRAFT



Follow Up Action Report

Trust Conservancy Board

24-Sep-2010

Activity	Responsibility	Dates	Status
1 Staff to work with landowners to clarify wording of Cunningham Covenant (Salt Spring) regarding vegetation removal, while maintaining conservation as a priority.	Jemma Green Kate Emmings	Target: 17-Dec-2021	In Progress

26-Nov-2019

Activity	Responsibility	Dates	Status
1 Staff to: a) develop a modification agreement to allow for maintenance of the septic field in the Woodwinds NAPTEP Covenant (North Pender); and, b) allow for maintenance of the septic field in the Woodwinds NAPTEP Covenant; and, c) provide resources about alternatives to traditional septic fields to land owners contemplating septic field maintenance or replacement, and new covenants.	Jemma Green Kathryn Martell	Target: 31-Dec-2021	In Progress

26-May-2020

Activity	Responsibility	Dates	Status
1 Determine and develop access for Fairyslipper Forest Nature Reserve (Thetis Island). *See IC minutes of May 26, 2020 meeting.	Kathryn Martell Nuala Murphy	Target: 31-Oct-2021	In Progress

Follow Up Action Report

Trust Conservancy Board

26-May-2020

Activity	Responsibility	Dates	Status
2 It was MOVED and SECONDED, that the Islands Trust Conservancy Board approve the Climate Change Project Charter as drafted and request that staff forward the Climate Projections for Islands Trust Area final report to Trust Council and Bowen Island Municipality for information.	Kathryn Martell	Target: 31-Dec-2021	In Progress

06-Oct-2020

Activity	Responsibility	Dates	Status
1 Staff to complete an ITC Reconciliation Action Plan that incorporates actions in Goal 2 of the Regional Conservation Plan.	Kate Emmings Lisa Wilcox	Target: 05-Oct-2021	In Progress

24-Nov-2020

Activity	Responsibility	Dates	Status
1 Staff to investigate the use of electronic meetings and return to the Board with a revised meeting bylaw to increase use of electronic meetings if possible.	Carmen Thiel Kate Emmings	Target: 05-Oct-2021	In Progress
2 Staff to report back to board on the progress of of sustainable investing using the "Impact GIC" offered by Cash Management Group at Canaccord Genuity.	Julia Mobbs Kate Emmings	Target: 13-Jul-2021	In Progress



Follow Up Action Report

Trust Conservancy Board

26-Jan-2021

Activity	Responsibility	Dates	Status
1 Staff to provide recommendations about revised objectives to the Interim SAR Project Charter after a SAR Program Coordinator is in place.	Kate Emmings	Target: 30-Jun-2021	In Progress
2 Staff to develop guidelines for public participation during Islands Trust Conservancy meetings and bring them back to the ITC Board for approval.	Kate Emmings	Target: 25-May-2021	In Progress
3 Staff to proceed with the approved actions regarding the Morrison Waxler Biodiversity Protection Legacy Fund. *See IC minutes January 26, 2021	Carla Funk	Target: 31-Dec-2021	In Progress

30-Mar-2021

Activity	Responsibility	Dates	Status
1 Staff to request that Trust Council develop policy guidance for sponsorship of Natural Area Protection Tax Exemption Program (NAPTEP) applications.	Clare Frater Kate Emmings	Target: 13-Aug-2021	In Progress

25-May-2021

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Trust Conservancy Board

25-May-2021

Activity	Responsibility	Dates	Status
1 Staff to include the attached text for inclusion in the 2020/2021 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs, with the following amendments: - Within the Chair letter, possible removal of quotation marks and prioritization of 30th Anniversary; - Notation within comments about SAR Grant that ITC was well poised for acceptance of funds with respect to existing programs; - Notation within section about financial statements that ITC manages lands valued at \$X,XXX,XXX, with a budget of \$XXX,XXX; - Note within section about land management that as ITC conservation lands grow, budgets for management are also required; - Change to concluding statement as provided by Chair Stamford; and, - Change to language about "public facing" to "community focussed."	Erin Coulson	Target: 15-Jun-2021	Completed
2 Staff to change the wording regarding trails in the Crystal Mountain Nature Reserve Proposal, page 38, from "public safety and ecological impact" to "ecological impact and public safety".	Kathryn Martell	Target: 30-Jun-2021	In Progress

Follow Up Action Report

Trust Conservancy Board

25-May-2021

Activity	Responsibility	Dates	Status
3 Staff to indicate to the Crystal Mountain Society that the Islands Trust Conservancy Board accepts the updated approximate lot configuration proposed by the Crystal Mountain Society, subject to staff assessment that adjusted lot boundaries meet ITC conservation goals and policies, based upon a site visit and review of any necessary additional ecological information from the applicant.	Kathryn Martell	Target: 30-Jun-2021	In Progress
4 Staff to move forward with the Crystal Mountain Society proposal to register a Statutory Right of Way across Lot A on the upper ridge, in favour of Islands Trust Conservancy, to provide legal access to the eastern part of Lot A via the legal easement across neighbouring Lots B and C.	Kathryn Martell	Target: 31-Dec-2021	In Progress
5 Staff to express support from the ITC Board for the Crystal Mountain Society proposal to alter the lot boundaries of Lot 9 and Lot 10, prior to land transfer to Islands Trust Conservancy, to remove the pagoda from the proposed nature reserve, subject to staff assessment that adjusted lot boundaries meet ITC conservation goals and policies, based upon a site visit and review of any necessary additional ecological information from the applicant.	Kathryn Martell	Target: 30-Jun-2021	In Progress
6 Staff to request that the Crystal Mountain Society update the Ecological Inventory report and other relevant documents to reflect the proposed boundary changes, prior to transfer of the land.	Kathryn Martell	Target: 30-Jun-2021	In Progress

Follow Up Action Report

Trust Conservancy Board

25-May-2021

Activity	Responsibility	Dates	Status
7 Staff to indicate to the Crystal Mountain Society that the Islands Trust Conservancy Board accepts their proposal to register a Statutory Right of Way for emergency access on Lot A in favour of the Capital Regional District prior to subdivision, subject to Crystal Mountain Society's working with ITC staff to develop an appropriate agreement.	Kathryn Martell	Target: 30-Jun-2021	In Progress
8 Trust Conservancy Board Chair write a letter to Crystal Mountain Society, indicating that any decisions about trail location and use would be determined through a management planning process.	Kate-Louise Stamford Kathryn Martell	Target: 30-Jun-2021	In Progress
9 Staff to move the round table discussion for the July 13, 2021 Executive Committee Liaison meeting agenda to after item 3.	Kate Emmings	Target: 06-Jul-2021	In Progress
10 Staff to link "A Place in the Islands" document to information provided for the landowner contact partnership with Gabriola Land and Trails Trust.	Jemma Green	Target: 30-Jun-2021	In Progress
11 Staff to return to the Board for approval of the final Sidney Island Ecological Restoration Plan at the July 13th meeting.	Jemma Green Kate Emmings	Target: 30-Jun-2021	In Progress
12 ITC Board Chair to sign the Lease Agreement between the BC Parks Foundation and the Islands Trust Conservancy for Saturnina Island. ITC Board to rise and report that it has entered into a lease agreement with the BC Parks Foundation for Saturnina Island, once the lease agreement is registered on the land title.	Kate-Louise Stamford	Target: 07-Jul-2021	In Progress

Follow Up Action Report

Trust Conservancy Board

25-May-2021

Activity	Responsibility	Dates	Status
13 Staff to provide required documents to the Crown Agencies and Board Resourcing Office requesting Board appointments for September 2021.	Kate Emmings Kate-Louise Stamford	Target: 30-Jun-2021	In Progress



Islands Trust Conservancy - Executive Committee

Liaison Meeting Agenda

Date: July 13, 2021
Time: 1:00 pm - 3:00 pm
Location: Electronic Zoom Meeting

1. CALL TO ORDER

1.1. Introductions and context for annual meeting

2. APPROVAL OF AGENDA

3. MINUTES/COORDINATION

3.1. Review of the July 14, 2020 meeting minutes.

4. BUSINESS

4.1. Items for Information

4.1.1. ITC 2020/21 Year in Review (presentation)

- Property Management
- Regional Conservation Plan Updates
- Reconciliation with First Nations
- Species at Risk Program
- Climate Change Project
- Donor Engagement

4.1.2. 2020/21 Executive Committee Updates (verbal)

- Provincial Funding Request
- NAPTEP Exemption Increase

4.2. Roundtable - Focus on Collaboration

4.3. Items for Collaboration

4.3.1. Strategic Fund Development - Briefing

4.3.2. Working with Crown Agencies for Forest Protection (verbal)

4.3.3. Policy Statement Amendment Project (verbal)

4.3.4. Islands Trust Strategic Plan / Regional Conservation Plan Overlap - Briefing

4.3.5. Nature Smart Climate Solutions Fund Grant Application - Briefing

5. NEXT MEETING

To be determined in late 2021.

6. ADJOURNMENT

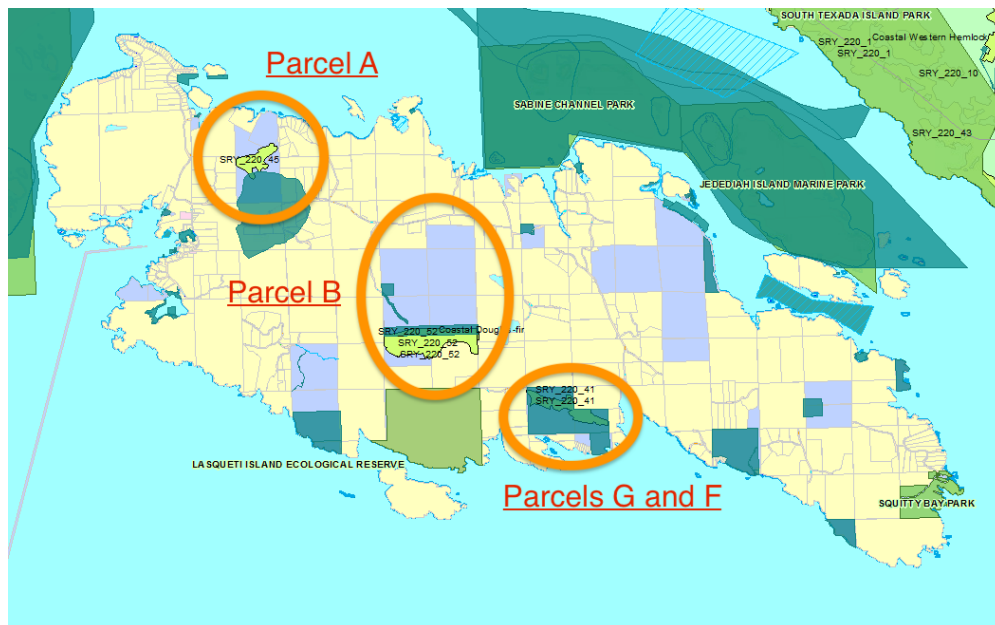
July 6th, 2021
Islands Trust Conservancy Board
200 – 1627 Fort Street
Victoria, BC
V8R 1H8

Dear Islands Trust Conservancy Board:

In response to a letter from Lasquetians about a FNWL recently granted to the Snaw-naw-as First Nation, FLNRORD replied that there are two parcels of Crown Land on Lasqueti that the Islands Trust had requested to be transferred into a protected status and that FLNRORD would be considering this request. According to a letter from FLNRORD dated April 8, the, 2021:

While none of the Crown land on Lasqueti is currently under CDF ecosystem protection, the ministry has received from Island Trust a proposal to protect two Crown land parcels on Lasqueti Island (not the same parcels within the proposed FNWL). The ministry will be considering them in the list of future candidate sites for CDF protection.

There are four parcels of Crown land on Lasqueti that have provisional Old Growth Management Area (OGMA) designations, located on Crown land parcel A, B, G and F. (see map).



Provisional Old Growth Management Areas Crown Land-Lasqueti Island-FLNRORD

I have visited these four parcels and can confirm that they do contain groves of old growth trees. (see photo).



Old Growth Douglas-fir and Western Red Cedar on Crown Land Parcel B

The Ministry has transitioned the OGMA protection designations to the Coastal Douglas-fir Protection Order under a Ministerial orders published starting in 2011. I believe this was the mechanism, the *CDF Moist Maritime biogeoclimatic zone Protection Order*, used to afford protection to several Crown land parcels on Salt Spring Island in 2017.

Given the fact that the Province has been considering designating Crown land on Lasqueti for protection under the CDF order, it seems that it would be a most opportune time for the ITC to renew its request to FLNRORD to request protection, but for all four Crown land parcels (A, B, F and G) that contain remaining, intact old growth CDF forest.

The Lasqueti Island Nature Conservancy (LINC) is willing to assist ITC in any way necessary to protect these valuable natural assets from commercial or industrial development. Thank-you for considering this request.

Sincerely,
Gordon Scott
President, LINC
11 Main Road

Lasqueti Island, BC
VOR 2J0
(250) 228-8970
gordon55scott@gmail.com



Public Acquisitions Update July 13, 2021

Property Name and Island	Date (yyyy/mm/dd)	Notes
PUBLICLY CONSIDERED PRIVATE LAND ACQUISITIONS		
Crystal Mountain (Galiano) 18.3 ha.	2017/11/21	ITC previously considered a conservation covenant proposal and land transfer proposal for this property.
	2017/11/21	TFB-2017-031 It was MOVED and SECONDED, that the Trust Fund Board accept the updated Conservation Proposal from the Crystal Mountain Society, agreeing to accept transfer of approximately 18.3 hectares of Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200, (PID 000-851-035) and part of Lot A, District Lots 88 and 89, Galiano Island, Cowichan District, Plan VIP68079, (PID 024-351-041), subject to: 1. The release of the rent charge and related easements on the title of Lot A and any other charges determined, through legal review, to be problematic for the Trust Fund Board; 2. Establishing legal access for the Trust Fund Board to the most eastern part of Lot A; 3. Receipt of \$30,000 upon transfer of the land, with at least \$15,000 to be held in a pooled Nature Reserve Management Fund, and \$10,000 to \$15,000 to be put towards the development of a management plan and management activities for the nature reserve; 4. Staff reaching mutual agreement with the water license holders to limit the impact of accessing and maintaining the permitted water works; 5. Agreement with the Society that the portion of the proposed Emergency Access over the nature reserve would be used only in the case of emergency; 6. Written agreement with the Society about the use and maintenance of the pagoda; 7. Installation of boundary and corner pin markers at the time of survey at the expense of the applicant (locations to be determined in consultation with ITF staff); and 8. Final approval of the Trust Fund Board of the final survey plan, transfer agreement and all other associated agreements.
	2019/07/24	Received subdivision proposal plan from the planning department.
	2020/09/08	Applicant provided a revised proposal to the Galiano Island Local Trust Committee.
	2020/12/10	File transferred to TAS Director Frater due to declared conflict of interest by ITC Manager, Kate Emmings.
	2021/01/28	ITC Staff met with applicant. An application update is anticipated for the May ITC Meeting.
	2021/05/25	Update provided to ITC Board.
	2021/05/25	ITC-2021-019



Public Acquisitions Update July 13, 2021

		It was MOVED and SECONDED, that the Islands Trust Conservancy Board accept the updated approximate lot configuration proposed by the Crystal Mountain Society, subject to staff assessment that adjusted lot boundaries meet ITC conservation goals and policies, based upon a site visit and review of any necessary additional ecological information from the applicant. ITC-2021-020 It was MOVED and SECONDED, that the Islands Trust Conservancy Board accept the Crystal Mountain Society proposal to register a Statutory Right of Way across Lot A on the upper ridge, in favour of Islands Trust Conservancy, to provide legal access to the eastern part of Lot A via the legal easement across neighbouring Lots B and C. ITC-2021-021 It was MOVED and SECONDED, that the Islands Trust Conservancy Board express support for the Crystal Mountain Society proposal to alter the lot boundaries of Lot 9 and Lot 10, prior to land transfer to Islands Trust Conservancy, to remove the pagoda from the proposed nature reserve, subject to staff assessment that adjusted lot boundaries meet ITC conservation goals and policies, based upon a site visit and review of any necessary additional ecological information from the applicant ITC-2021-022 It was MOVED and SECONDED, that the Islands Trust Conservancy Board request that the Crystal Mountain Society update the Ecological Inventory report and other relevant documents to reflect the proposed boundary changes, prior to transfer of the land. ITC-2021-023 It was MOVED and SECONDED, that the Islands Trust Conservancy Board accept the Crystal Mountain Society proposal to register a Statutory Right of Way for emergency access on Lot A in favour of the Capital Regional District prior to subdivision, subject to Crystal Mountain Society's working with ITC staff to develop an appropriate agreement.
	2021/07/07	Staff site visit scheduled.
	Current Total ITC Acquisitions:	31



PUBLIC COVENANTS UPDATE July 13, 2021

NAPTEP COVENANTS		
<i>25 NAPTEP Covenants on title, 3 NAPTEP covenants in progress.</i>		
Property	Date	Notes
Paré-Baile Covenant North Pender Island (3.73 ha)	2021/02/23	Application received.
	2021/03/30	ITC-2021-011 It was MOVED and SECONDED , that the Islands Trust Conservancy Board approve the conservation proposal submitted by Peter Paré and Lisa Baile to place a conservation covenant on approximately 3.7 ha on North Pender Island, 3209 Armadale Road (PID 029-414-890) and 3210 Clam Bay Road (PID 000-543-527).
	2021/04/15	Application referred to CRD.
	2021/04/22	Letter received from Pender Islands Conservation Association (PICA) with official Board agreement to co-hold covenant with ITC.
	2021/05/04	ITC staff approved owner's request to hire Caurinus Consulting to conduct Baseline Inventory of the covenant area.
	2021/04/29	Referred for information to North Pender LTC. No comments received.
	2021/05/06	ITC received survey of proposed Covenant Area.
	2021/05/10	Referred to Trust Council for approval of Exemption Certificate at June meeting.
	2021/05/12	Amalgamation of lots registered on title.
	2021/06/11	Draft covenant sent to co-holder (PICA) for review.
	2020/09/10	Application received.



PUBLIC COVENANTS UPDATE

July 13, 2021

Moss Mountain Covenant Salt Spring Island (45 ha)	2020/11/24	ITC-2020-037 It was MOVED and SECONDED , that the Islands Trust Conservancy Board approve the conservation proposal submitted by Gay Young to place a NAPTEP covenant on approximately 45 ha on Salt Spring Island, PID: 006-760-112, LOT 12, SECTIONS 64, 65, 66, 67 AND 68, SOUTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 1914.
Moss Mountain Covenant (Cont'd)	2020/12/02	TC-2020-111 It was Moved by Trustee Stamford and Seconded by Trustee Fenton , that the Islands Trust Council request the Secretary issue a Natural Area Protection Tax Exemption Certificate for the covenanted portion of the property described as "Lot 12, Sections 64, 65, 66, 67 and 68, South Salt Spring Island, Cowichan District, Plan 1914, Parcel Identifier 006-760-112" subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.
	2020/12/15	Referred for information to the Salt Spring Island Local Trust Committee.
	2021/01/26	Comments received from CRD referral. Staff will accommodate in covenant.
	2021/02/02	Phase II application fee received
	2021/02/12	ITC contract surveyor to conduct survey of property boundaries and Covenant Area.
	2021/03/24	ITC staff visit to property to determine Covenant Area boundary.
	2021/04/29	First covenant draft sent to landowner for review.
	2021/06/07	Contract sent to contractor for baseline inventory work. Note that species-at-risk (bat, sharp-tailed snake) surveys are already underway on the property.
	2021/06/09	Surveyor reported need to conduct additional work due to differences between the present natural boundary and the natural boundary on title. Staff discussed funding opportunity with Environment and Climate Change Canada to cover these costs.
	2020/06/16	Application received.



PUBLIC COVENANTS UPDATE

July 13, 2021

R Leader Covenant Salt Spring Island (3.54 ha)	2020/11/24	ITC-IC-2020-039 It was MOVED and SECONDED , that the Islands Trust Conservancy Board approve the conservation proposal submitted by Robert Leader to place a NAPTEP covenant on approximately 5 ha on Salt Spring Island, PID: 000-395-081, LOT 2, SECTION 72, SOUTH SALT SPRING ISLAND, COWICHAN DISTRICT, PLAN 36292 Except Plan 40974
	2020/12/02	TC-2020-112 It was Moved and Seconded , that the Islands Trust Council request the Secretary issue a Natural Area Protection Tax Exemption Certificate for the covenanted portion of the property described as 'Lot 2, Section 72, South Salt Spring Island, Cowichan District, Plan 36292 Except Plan 40974, Parcel Identifier 000-395-081' subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.
R Leader Covenant (Cont.)	2020/12/15	Referred for information to the Salt Spring Island Local Trust Committee. No comments received.
	2021/04/08	Phase II application fee received
	2021/04/12	ITC staff discussion with TLC about discharging existing covenant on the property. Ongoing.
	2021/04/26	ITC staff approves contractor to conduct baseline inventory. Work underway.
	2021/05/04	ITC staff discussion with SSIC about discharging existing covenant on the property. Ongoing.
	2021/05/11	First covenant draft sent to landowner for review.
	2021/05/14	Draft covenant sent to TLC and SSIC for their Board to review as part of their discussions about discharging the existing covenant these organizations co-hold on the property. ITC staff to participate in upcoming Board meetings of these organizations to provide information about NAPTEP and this proposed covenant.
	2021/05/14	Request for legal advice about impact of clause in existing covenant, restricting ability to place additional easements on the property.
	2021/05/22	Staff participate in TLC Board meeting to provide background information about NAPTEP program and to discuss details of this application for a NAPTEP covenant to replace or be placed in addition to existing TLC / SSIC covenant.
	2021/05/28	Received legal counsel that the existing covenant contains no restrictions on ability to place NAPTEP covenant on the property.
	2021/06/16	Discussion with landowner about rights and restrictions in the draft covenant. Ongoing.



PUBLIC COVENANTS UPDATE

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	2021/07/05	SSIC and TLC agree to discharge existing covenant subject to registration of NAPTEP covenant. SSIC has requested becoming co-covenant holder for NAPTEP covenant.
REGULAR COVENANTS		
<i>51 regular covenants on title, 3 regular public covenant in progress, 3 in-camera covenants in progress.</i>		
Property	Date	Notes
Brooks Point Covenant South Pender Island (1.17 ha, 6.02 ha if combined with surrounding covenants) Brooks Point Covenant South Pender Island (Cont.)	2014/03/23	It was MOVED and SECONDED, that the Trust Fund Board agrees to hold a covenant on the 2010 addition to Brooks Point Regional Park, South Pender Island, subject to agreement on the terms of the covenant and a satisfactory baseline report, and directs staff to continue working with CRD Parks and partners to determine the best way to covenant the three protected areas at Gowlland and Brooks Points.
	2014/04/08	Staff provide CRD staff with a template covenant for review.
	2014/04/15	Staff met with partners to discuss combining covenants for the Brooks Point and Gowlland Point properties.
	2014/05/22	Covenant Draft 1 sent to PICA, Friends of Brooks Point, HAT and CRD.
	2014/08/01	CRD response to Covenant Draft 1 received.
	2014/08/19	ITC/HAT/PICA express concerns to CRD with respect to Management Plan approval and other selected clauses.
	2014/08/20	Baseline Report completed.
	2014/08/22	CRD respond to ITC/HAT/PICA concerns.
	2014/09/17	ITF/HAT/PICA response re draft covenant sent to CRD.
	2014/10/08	Kate Emmings appointed to the Brooks Point Management Plan advisory group by the CRD.
	2014/10/16	ITF staff attended CRD Parks Open House for public review of the Brooks Point Management Plan update.
	2014/12/03	CRD submit revised covenant draft to ITC and HAT.
	2014/12/10	CRD Board approves revised Management Plan.
	2014/12/12	Covenant sent to legal counsel for review.
	2014/12/18	Covenant revisions and comments sent to CRD.
	2015/07/29	Met with the CRD to discuss the covenant. There are several unresolved clauses.
	2015/08/28	Met with PICA and HAT. Agreed that we were at an impasse and required more direction from PICA.
	2015/09/02	CRD returned a covenant draft for review, staff are concerned with several clauses, including the strength of restrictions and the enforcement mechanisms.



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Brooks Point Covenant (cont'd)	2015/09/09	Staff provided a briefing to PICA requesting info about the type of covenant contemplated. Staff updated the CRD that a response to the covenant draft would be post-poned until further information is available from PICA.
	2015/09/24	Staff met with HAT, Friends of Brooks Point (Paul Petrie) and the CRD to discuss covenant concerns. CRD staff agreed to revise covenant and circulate.
	2015/10/28	Staff met with HAT and CRD staff to review revised covenant draft and CRD will do further revision and circulate.
	2015/12/18	CRD Staff provided revised covenant.
	2016/01/25	ITF/HAT responded to CRD revisions.
	2016/07/15	CRD Staff provide a revised version of the covenant for further review.
	2016/08/16	HAT/ITF/CRD staff meet to discuss CRD edits. HAT/ITC agree to add definition regarding the permitted activities and will forward legal edits. CRD to re-approach NCC and TLC regarding process for discharge of prior covenants.
	2016/11/28	ITF/HAT forwarded the draft list of restricted and permitted uses for CRD review.
	2016/01/11	CRD response received, ITF/HAT to forward revised covenant draft for CRD review. Conversations ongoing regarding details.
	2017/09/07	Brooks Point covenant revised and reviewed by ITF legal and HAT.
	2017/09/21	Revised Brooks Point covenant sent to CRD Parks for review
	2018/06/14	Revised covenant received from the CRD, currently under review.
	2018/07/06	Legal review of covenant identifies ongoing concerns.
	2018/07/31	CRD notified of ITC covenant concerns and meeting of all parties with legal representatives requested.
	2019/05/01	ITC provided reviewed covenant to CRD with a request to meet with all parties and legal counsel.
	2020/12/23	Revised draft covenant received from CRD for review.
Earl Batista Covenant Salt Spring Island Property size: (0.85 ha) (previously 200 Collins Rd)	2019/07/16	It was moved and seconded that the Islands Trust Conservancy Board approve the conservation proposal submitted by Jordan Litke on behalf of Manuel and Cythia Batista, approximately 0.85 ha on Collins Road, Salt Spring Island: PID 009-595-694, Section 3, Range 2 West, North Salt Spring Island, Cowichan District, Except part in plan 3985, subject to the removal of any vehicles or equipment that are located in the covenant area.
	2019/07/25	Staff provided applicant with a covenant template for review.
	2019/08/27	Development Variance Permit approved by Salt Spring Local Trust Committee



PUBLIC COVENANTS UPDATE July 13, 2021

Earl Batista Covenant (cont'd)	2019/10/01	Comments received on Draft 1 of the covenant.
	2019/10/04	Draft 2 of the covenant sent to Applicant for review.
	2019/11/05	Baseline Report received. Comments provided Nov. 7, 2019.
	2019/11/25	Revised, Final Baseline Report received.
	2020/03/31	Survey plan of covenant area received.
	2020/03/21	Draft covenant updated and sent for legal review.
	2020/06/18	Final covenant draft sent to applicant for review. Applicant expresses desire to call it the 'Earl Batista Covenant'.
	2020/06/25	ITC staff and applicant agree on final covenant. Covenant provided to ITC Board for approval, July 14.
	2020/07/14	ITC Board approved signing covenant upon confirmation that garbage noted in the Baseline Report had been removed from the covenant area, and corollary updating of Baseline Report.
	2020/07/29	Landowner indicated that garbage had been removed and staff agreed to conduct site visit to confirm.
	2020/08/21	EPS and CMOS visited the property and found that the boundary lines had been misinterpreted by the landowner, and the garbage (abandoned tent camp) remains in the covenant area. Landowner will now coordinate removal, and confirmation / updated Baseline Report using independent contractor.
	2020/09/15	Landowner sent photos of garbage being removed, EPS confirmed that condition has now been met.
	2020/09/30	Updated baseline report, sent final covenant draft to landowner's agent; discussion about order of registration and whether old charges will be discharged from title upon subdivision.
	2020/10/21	Confirmed with landowner's agent that all is complete from ITC perspective, and we do not require undertaking to secure covenant registration after subdivision registration.
	2021/02/24	IT signoff for the 200 Collins Rd subdivision issued and sent to MOTI. The covenant will be registered at time of subdivision.
	2021/04/21	Signed covenant received from landowners, for ITC Board Chair signature
	2021/05/17	Covenant signed by Chair Stamford and returned to landowner for registration.
ITC NATURE RESERVES WITH COVENANTS OUTSTANDING		
<i>9 ITC Nature Reserves are without covenants, 2 ITC Nature Reserve covenants in progress.</i>		
Property	Date	Notes
Sandy Beach Nature Reserve Keats Island	2015/03/02	Consultant has indicated that the landowners would like a covenant registered on the land at the time of transfer. ITC has approached Gambier Island Conservancy (GIC) and Sunshine Coast Conservation Association (SCCA). GIC has declined, but SCCA is potentially interested.



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	2020/07/06	Staff respond to BC Hydro process regarding Statutory Rights of Way and request further information from the landowners regarding cost recovery for required surveys and fees.
	2020/12/18	Land transfer complete. Covenant still to be finalized as per Transfer Agreement by Dec. 18, 2021.
	2021/02/01	ITC Staff renew covenant discussions with TLC and SCCA.
	2021/05/15	ITC staff is including completion of baseline inventory in contract for Management Planning. Contract procurement process underway.
Fairyslipper Forest Nature Reserve Thetis Island (16.6 ha)	2018/03/20	ThINC Board approves resolution to hold a covenant on Fairyslipper Forest.
	2018/03/21	CCLT Board approves resolution to hold a covenant on Fairyslipper Forest.
	2018/04/03	TFB approves negotiation of conservation covenant in favour of ThINC and CCLT.
	2018/04/06	First draft of ITC template covenant sent to partners. Trail relocation is needed before finalizing baseline report.
	2018/10/13	Hosted Management Plan Open House on Thetis Island.
	2019/02/22	Draft management plan and baseline report sent to ThINC and CCLT staff for review.
	2019/03/11	Contractor and ITC complete ThINC and CCLT's requested revisions to management plan and baseline report. The baseline report will be finalized once the trail is relocated.
	2019/03/19	ITC consults with Islands Trust's Senior Intergovernmental Policy Advisor on opportunities to introduce First Nations content throughout management plan.
	2019/03/20	Further revisions completed by ITC and contractor to address additional edits from ThINC.
	2019/05/08	ITC completes addition of First Nations content throughout management plan and content is reviewed by Islands Trust's Senior Intergovernmental Policy Advisor.
	2019/05/12	Contractor approves First Nations content added to management plan by ITC.
	2019/05/21	ITC Board approves management plan with minor revisions.
	2019/06/12	ThINC Board approves revised management plan.
	2019/09/26	CCLT Board approves revised management plan. Staff posted Management Plan to the website.
	2020/02/03	Trail relocation completed by contracted trail builder, Penelakut youth and volunteer labour. A Statutory Right of Way is required from the adjacent property where the trailhead and parking area are planned.



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	2020/03/19	ThINC is working with the Thetis Island Residents and Ratepayers Association to obtain a trail license over adjacent private lands for access and parking for the Fairyslipper Forest Nature Reserve.
	2020/05/08	ThINC informed ITC that the trail license is not proceeding.
	2020/05/26	ITC Board directs staff to work with ThINC on an appropriate trail access.
	2020/07/14	Landowner signs Trail Licence Agreement with TIRRA (Thetis Island Residents and Ratepayers Association). Staff continues to work with owner to develop permanent legal access.
Total	76 covenants registered	

Regional Conservation Plan (2018-2027)2018-2020 Workplan Progress Highlights, July 2020 - July 13, 2021	
Goal 1. Identify, investigate and communicate about important natural areas to generate action on conservation priorities	
Mapping, Data and Analysis	
Complete	Training for staff in using new contact database (CRM)
	Updated Conservation Profiles for each LTA, using current protected areas maps and statistics
	Species at risk surveys conducted on properties throughout the ITA [lichens/bryophytes survey (confidential property); Moore Hill NR & Fairyslipper NR (TH) - bats and W. Screech owl (incl nest box install); Trincomali NS (GL) - Cormorant Nest monitoring; Moss Mountain covenant (SSI) - bats]
Ongoing	Annual updates for Species and Ecosystems at Risk Data and Critical Habitat designations
	Developing internal database (within TAPIS) for storage of property management information
	Annual protected areas updates
	Maintain information on priority conservation lands
In Progress	Sharp-tailed snake population distribution study on Salt Spring (Cyril Cunningham NR, Moss Mountain covenant) and Thetis (Moore Hill NR)
	Updating metadata (information about data) for existing datasets
	Worked with LPS to prepare RFP to expand / complete eelgrass mapping throughout Islands Trust Area
	Participating in LPS Salt Spring Island Scientific Working Group to identify priority areas for CDF Forest conservation
	Participating in study using eDNA to determine presence of forage fishes, for Salt Spring Island Nature Reserve sites
	Refining Protected Areas display in TAPIS, and data cleaning of protected areas information
	Exploring partnership for Bull Kelp mapping for possible execution in the 2021-2023 work plan.
Workplan Changes/Notes	Migrating information from spreadsheets into new internal database (within TAPIS)
	Considering mapping expected shift in ecosystems due to climate change for 2050 and 2080 and integrating these predictions into conservation model
	Conservation priority modelling updated in 2019 but analysis and integrating these new data delayed. Staff plan to incorporate into 3rd or 4th Q workplan for 2021.
Information Sharing	Forage fish mapping remains incomplete. Staff continue to investigate options to complete mapping for Gabriola and Saturna, but options are currently limited.
	Local Trust Area/Island Municipality Profiles created with data highlights--updated annually
	Data shared with 12 agencies
Complete	Annual updates to BC Conservation Areas Database, complete for 2018, 2019, & 2020
	Provided training to LPS staff and newly elected trustees and ITC Board members
	Assisted Islands Trust with Stewardship Series Webinars about eelgrass, climate change, and land care
	Completed transition to digital data collection during site visits and property monitoring
	Provided input to Islands Trust Policy Statement Amendment
Ongoing	Provide annual information training to LPS staff and Trust Council
	Participate in Climate Change Working Group with Islands Trust staff to improve collaboration
	Meet annually with Islands Trust Executive Committee

In progress	Updating website to integrate with Islands Trust website and provide streamlined information
	Training staff and revising digital data collection tools
Workplan Changes/Notes	Considering best approaches to providing open data (refining data sharing process)
	Will need to update materials with new website address
	Extensive work developing and revising new web site content and layout
Goal 2. Strengthen relationships with First Nations to identify and collaborate on shared conservation goals	
Looking internally	
Complete	Updated Conservation Covenant template with language to protect archaeological and cultural sites, and acknowledge FN rights to harvest
	Updated Management Plan and Baseline Report templates to improve First Nations information
	Staff and ITC Board training regarding reconciliation and the Nations in the Islands Trust region
	Budgeted to allow increased First Nations engagement for property management
	Updated contract templates to ensure contractors adhere to best practices around language and acknowledgment of First Nations presence on the landscape, and chance finds protocols
Ongoing	Continued learning for staff and ITC Board
	Working to include better language and recognition of First Nations throughout policies and communications
	Drafted template for Management Plan for Areas of Cultural Heritage and Sacred Significance
	First Nations territory acknowledged in news releases, indigenous place names used where appropriate
In progress	Creating ITC Reconciliation Action Plan
	Revising ITC Vision Statement to include acknowledgement of First Nations
	Working to increase First Nations engagement in ITC Property Management
Workplan Changes/Notes	Soon to initiate policy revisions to better reflect engagement of First Nations in land securement and management
Working with First Nations	
Complete	Encouraged First Nations participation in wetlands restoration projects on Lasqueti and Sidney islands
	Invited FN engagement with wetlands restoration projects on Lasqueti and Sidney Islands
	Worked with First Nations artist to develop signs for Elder Cedar Nature Reserve, that include and honour culturally important plants and indigenous language
Ongoing	Site visits with Coast Salish Cultural Knowledge Holder to existing and potential acquisition properties
	Continue to identify and pursue opportunities to share resources with First Nations in areas of mutual interest
In Progress	Participating in Sidney Island Forest Restoration Program with Penelakut, Tsawout, Pauquachin, Lyackson and Tsartlip First Nations
	Developing relationship with Penelakut for land management on Thetis Island
Workplan Changes/Notes	Continue to seek opportunities to work collaboratively with Islands Trust to build relationships with First Nations
	Continue to explore tools to protect cultural and archaeological sites where compatible with ITC land conservation work
Goal 3. Continue to secure and manage Islands Trust Conservancy lands and conservation covenants to maximize ecological integrity	
Property Management	
	Completed transition to in-house property monitoring
	Secured funding and conducted preliminary planning for Species at Risk Program

Complete	Management Plans approved for three nature reserves on Denman Island (Inner Island NR, Valens Brook NR and Lindsay Dickson NR) and one on Lasqueti Island (Salish View NR).
	Information panels and kiosk developed and installed at Fairyslipper Forest Nature Reserve, Thetis Island
	Restoration projects including planting and protective caging on Gambier and Lasqueti
	Staff training to incorporate climate change considerations in land management
	Secured funding for wetlands restoration projects on Lasqueti Island and Sidney Island
Ongoing	Invasive species management on Denman, Gabriola, Galiano, Lasqueti, Salt Spring and Thetis nature reserves
	Trail management on Bowen, Denman, Gabriola, Galiano, Lasqueti, Salt Spring and Thetis
	Work with covenant landowners to manage invasive species
	Developing and maintaining partnerships with local conservancies for nature reserve monitoring and management activities
	Annual monitoring of seventy-six conservation covenants and twenty-nine nature reserves
	Member of Capital Region Invasive Species Partnership
In progress	Management Plans for Moore Hill NR (TH), Elder Cedar NR (GB), Coats Millstone NR (GB) and Ruby Alton NR (SSI) with partners for editing before final approval
	Improving TAPIS database for better storage of property management information
	Designing and installing signs at Elder Cedar NR, honouring FN language and cultural use of plants
	Wetland restoration project on Lasqueti on three nature reserves (Salish View NR, John Osland NR and Mt. Trematon NR)
	Invasive species management on covenant properties on Sidney Island
	Working with First Nations, Parks Canada and others on the Sidney Island Ecological Restoration Project
	Develop property-specific management goals / activities that explicitly consider climate change
Workplan Changes/Notes	Considering best approaches to include climate change adaptation / mitigation actions in land management
	Adapted monitoring and on-the-ground work due to CoViD-19 pandemic
	Develop region-wide wildfire response strategy for conservation lands in consultation with island fire departments and BC Wildfire Service
Land Conservation	
Complete	Lisa Baile Nature Reserve (North Pender Island) and Sandy Beach Nature Reserve (Keats Island) transferred to ITC
	Approved Morrison-Waxler Biodiversity Protection grant for a NAPTEP covenant on North Pender Island (\$5,500)
	Registered Earl Batista covenant on Salt Spring Island
	Outreach to 375 landowners across the Islands Trust Area with large forest patches (part of Coastal Douglas-fir outreach)
	Issued Opportunity Fund Grants for three projects
	Rare species inventories for current securement projects (Mayne Island, Salt Spring Island)
Ongoing	Meet with landowners interested in conservation (3 onsite meetings, 2018/2019, 3 onsite meetings 2019/2020, 4 onsite meetings 2020/2021, respond to 10-15 inquiries annually with detailed information)
	Continue to develop relationships with landowners who have expressed interest in conservation
	Steering Committee member for Coastal Douglas-fir and Associated Ecosystems Conservation Program (CDFCP) and member of Securement Working Group
In Progress	Four covenants and four nature reserve acquisitions in active negotiation
Workplan Changes/Notes	Considering best approaches to include climate change adaptation / mitigation actions in securement strategy and conservation planning

Goal 4. Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area	
Strong Finances	
Complete	Developed a Fund Development Strategy
	Training for staff, Board, and Trust Council in cultivating culture of philanthropy
	Developed funding partnership with the Federal Government for Species at Risk program
Ongoing	Manage finances and complete annual financial audits
In Progress	Developing a Strategic Planned Giving Action Program based on recommendations from the Fund Development Strategy
	Calculating impacts of Opportunity Fund grants and developing materials to promote donations
	Creating a donor-oriented "impact report" version of the Annual Report
Workplan Changes/Notes	
Strong Communication	
Complete	Participation in Local Conservation Fund survey for CDFCP
	Presenter with Conservation Tools for Local Government Workshop, hosted by SEAR and CDFCP
	Updated email signatures to new 'corporate identity' and to include new website address
Ongoing	Updating signage to new logo as appropriate
	Update materials to new website address, as appropriate
	Develop image bank for communications materials
	Revise layout and content of new website to address gaps, new information, and user needs
	Issue Enews regularly and Heron newsletter once each year
In Progress	Participation in Islands Trust Freshwater Sustainability Strategy
	Migration of photos to new DigiKam cataloguing tool, as appropriate
	Working with Trust Area Services to conduct landowner outreach regarding forest ecosystems.
	Promotion of 30th Anniversary - newsletter/website stories and profiles, 30th property celebration, celebration (online) , etc.
	Participating in website redesign project with Islands Trust, integrating Islands Trust Conservancy webpage with Islands Trust webpage.
	Plan celebrations for new nature reserves and covenants, as and when pandemic health restrictions allow
Workplan Changes/Notes	Celebrations for new nature reserves delayed due to pandemic health restrictions
	Updated the ITC webpage and developed and communicated out regarding revised workplans in response to CoViD-19 pandemic.
Ongoing Learning	
Complete	Board and staff participated in awareness training regarding working with First Nations
	Staff and a board member participated in the Land Trust Alliance of BC Seminar Series
	Board and staff Fund Development training
	ITC property and covenant management staff participated in Invasive Alien Species database training
	The ITC Chair participated in the annual Union of BC Municipalities conference
	ITC Manager participated in the annual Local Government Management Association conference
	Attended the Salish Sea Ecosystem Conference remotely

Ongoing	Continue to improve awareness of First Nations and engagement work with First Nations
In Progress	
Workplan	Board training plan still in development
Changes/Notes	

Islands Trust Conservancy Expenditure Tracking 2021-2022

GL	Description	Budget	Revenue	Total Available	Spent	Remaining	% Remaining	Committed Funds
54500-210	Communications	\$25,650		\$ 25,650	\$2,926	\$ 22,724	89%	\$ 7,253
61100-210	Board Honoraria	\$ 6,600		\$ 6,600	\$1,550	\$ 5,050	77%	\$ 6,150
61200-210	Board Meeting Expense	\$ 6,925		\$ 6,925	\$0	\$ 6,925	100%	\$ -
61210-210	Board Training & Conferences	\$ 2,000		\$ 2,000	\$0	\$ 2,000	100%	\$ -
61300-210	Property Management	\$183,810		\$ 183,810	\$7,405	\$ 176,405	96%	\$ 74,719
61500-210	Cons Planning / Land Securement	\$30,000		\$ 30,000	\$0	\$ 30,000	100%	\$ 15,324
63000-210	Legal	\$ 18,000		\$ 18,000	\$3,705	\$ 14,295	79%	\$ 3,634
61600-210	Ecosystem Mapping	\$ 20,000		\$ 20,000	\$1,253	\$ 18,747	94%	\$ -
80300-210	Mobile Devices	\$ 2,470		\$ 2,470	\$312	\$ 2,158	87%	\$ -
81300-210	Training & Conferences	\$ 4,950		\$ 4,950	\$0	\$ 4,950	100%	\$ 100
81305-210	Travel for Training	\$ 2,200		\$ 2,200	\$0	\$ 2,200	100%	\$ -
82300-210	Travel	\$ 15,950		\$ 15,950	\$2,506	\$ 13,444	84%	\$ 1,196
		\$ 318,555	\$ -	\$ 318,555	\$ 19,657	\$ 298,898	94%	\$ 108,376
Restricted Funds		Opening Balance						
	Alton Maintenance Account	\$ 108,003	\$ 5,496	\$ 113,499	\$ 8,553	\$ 104,947		\$ 12,801
	Ruby Alton Endowment Fund	\$ 148,105	\$ -	\$ 148,105		\$ 148,105		
	Opportunity Fund	\$ 14,498	\$ 621	\$ 15,119	\$ 2,522	\$ 12,597		\$ 4,000
	Covenant Mgmt and Defence Fund	\$ 115,273	\$ 0	\$ 115,273		\$ 115,273		
	Property Management Fund	\$ 12,000	\$ -	\$ 12,000		\$ 12,000		\$ 2,000
	Lasqueti Island Acq Fund	\$ 35,304	\$ 8	\$ 35,312		\$ 35,312		
	Gambier Island Acq Fund	\$ 129,121	\$ 443	\$ 129,563		\$ 129,563		
	Morrison Waxler Legacy Fund	\$ 20,287	\$ 4	\$ 20,291		\$ 20,291		\$ 5,500
	Thetis Island Acq Fund	\$ 1,295	\$ 0	\$ 1,295		\$ 1,295		
	McFadden Creek	\$ 23,634	\$ 5	\$ 23,639		\$ 23,639		

Updated: 5-Jul-21