



Islands Trust Conservancy

Regular Meeting Agenda

Date: Tuesday, November 22, 2022
Time: 10:00 am
Location: Electronic Zoom Meeting

Pages

1. CALL TO ORDER

1.1. ORIENTATION

1.2. ELECTIONS

1.2.1. Chair

1.2.2. Vice Chair

1.2.3. Financial Planning Committee Representative

2. APPROVAL OF AGENDA

3. CLOSED MEETING

3.1. 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; (k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the Islands Trust Conservancy if they were held in public; and that staff be invited to remain in the meeting.

4. RISE AND REPORT

5. MINUTES/COORDINATION

5.1. Minutes of Meetings/Resolutions without Meetings

5.1.1. Record of Resolution without Meeting - ITC-RWM-2022-002

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Adoption of Regular Meeting Minutes from October 4, 2022

5.1.2. Record of Resolution without Meeting - ITC-RWM-2022-003

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Special Meeting to Review Provincial Board Appointments prior to November 15, 2022

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6.	BUSINESS	
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6.4.5.	Financial Planning Committee Update (verbal)	
6.4.6.	Trust Council Update (verbal)	
6.4.7.	Trustee Roundtable (verbal)	
7.	PUBLIC COMMENTS AND DELGATIONS	
8.	NEW BUSINESS	
9.	NEXT MEETING	
10.	ADJOURNMENT	

ISLANDS TRUST CONSERVANCY BOARD RESOLUTION WITHOUT MEETING

RESOLUTION WITHOUT MEETING NO. ITC-RWM-2022-002

The following matter is considered urgent and necessary in order to adopt the draft minutes of the October 4, 2022, Islands Trust Conservancy Board meeting prior to the end of the term.

It was MOVED by Trustee Adams and SECONDED by Trustee Fast,

that the Islands Trust Conservancy Board adopt the Islands Trust Conservancy Board regular minutes of October 4, 2022 as presented.

The board was notified of the call for resolution via email: October 13, 2022

The board was notified of the call for vote via email: October 14, 2022

Please vote on the above motion by completing the ballots below:

☒ IN FAVOUR

☐ OPPOSED

Kate-Louise Stamford

Email Approval

October 14, 2022

Date

☒ IN FAVOUR

☐ OPPOSED

Sue-Ellen Fast

Email Approval

October 14, 2022

Date

☒ IN FAVOUR

☐ OPPOSED

Linda Adams

Email Approval

October 17, 2022

Date

☒ IN FAVOUR

☐ OPPOSED

Doug Fenton

Email Approval

October 14, 2022

Date

☒ IN FAVOUR

☐ OPPOSED

Risa Smith

Email Approval

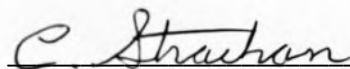
October 14, 2022

Date

THE CHAIR DECLARED THE ABOVE NOTED RESOLUTION **CARRIED** IN ACCORDANCE WITH SECTION 13 OF THE ISLANDS TRUST ACT, THIS 17 DAY OF OCTOBER, 2022.



Chair's Signature



Secretary's Signature



Islands Trust Conservancy

Minutes of Regular Meeting

Date: Tuesday, October 4, 2022
Time: 10:00 a.m.
Location: Islands Trust Victoria Boardroom – Electronic Zoom Meeting
200-1627 Fort Street, Victoria, BC

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

Staff Present Aislyn King, Conservation & GIS Technician Co-op Student
Carmen Smith, Acting Communications Specialist
Clare Frater, Director, Trust Area Services, joined at the meeting at 12:22 p.m.
Corlynn Strachan, Administrative Assistant/Recorder
Kate Emmings, Islands Trust Conservancy Manager
Kathryn Martell, Ecosystem Protection Specialist
Nuala Murphy, Property Management Specialist
Jemma Green, Covenant Management and Outreach Specialist
Wendy Tyrrell, Species at Risk Coordinator

1. CALL TO ORDER

Chair Stamford called the meeting to order at 10:00 a.m. and acknowledged that the meeting was being held virtually from locations across the treaty and unceded territories of the Coast Salish people.

2. APPROVAL OF AGENDA

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

3. RISE AND REPORT

There was no rise and report.

4. MINUTES/COORDINATION

4.1 Minutes of Meetings/Resolutions without Meetings

4.1.1 Approval of the July 13, 2022 Regular Meeting Minutes

The following amendment to the minutes was presented for consideration:

- Item 5.4.7 Trustee Roundtable – remove “funding” and add “Thetis Island Nature Conservancy’s rollout of phase two”.

By general consent, the minutes were adopted as amended.

4.1.2 Approval of July 13, 2022 ITC-EC Meeting Minutes

By general consent, the Islands Trust Conservancy-Executive Committee meeting minutes of July 13, 2022 were adopted.

ITC Staff will circulate the adopted minutes to the Executive Committee.

4.2 **Follow-up Action List**

Received for information.

5. **BUSINESS**

5.1 **Items for Approval**

5.1.1 Sandy Beach Nature Reserve Covenant (Gambier) – Request for Decision

The ITC Ecosystems Protection Specialist presented the request for the decision to Board members and highlighted there a BC Hydro right of way on the property.

Discussion ensued on management plans for areas of cultural significance, coordination with First Nations, and eliminating barriers to traditional use for lands by First Nations, including collection of plants and hunting.

ITC-2022-040

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board directs the Chair to sign the Conservation Covenant agreement among TLC The Land Conservancy of British Columbia, the Sunshine Coast Conservation Association, and the Islands Trust Conservancy, over the land identified as Lot 1 District Lot 696 Group 1 New Westminster District Plan EPP89532 (PID: 031-259-731) and known as Sandy Beach Nature Reserve.

CARRIED

5.1.2 Enchanted Forest Covenant Tree Planting (South Pender) - Request for Decision

The ITC Covenant Management and Protections Specialist presented the request for decision to Board members.

Discussion ensued on appropriate tree species planted to adapt to climate change, maintenance required for successful habitat restoration, and adding a request for reporting on the project to the resolution.

Board members discussed the *Islands Trust Cultural Protocol for Chance Finds and Ancestral Remains* document and requested to review the document. Manager Emmings noted the document is under development, but has been

shared with contractors. Manager Emmings will follow up with Director Frater regarding sharing the protocol.

ITC-2022-041

It was MOVED and SECONDED,

that the ITC Board approve the request for tree planting by the Pender Islands Parks and Recreation Commission in Enchanted Forest Covenant, EG75146, PID 003-483-037, South Pender Island, by issuing a temporary waiver, and that requests attempts be made to plant more than two native species, of several age classes, and to steward the planted trees to increase the probability of establishment.

CARRIED

ITC-2022-042

It was MOVED and SECONDED,

that the ITC Board request the Pender Islands Parks and Recreation Commission prepare a brief report on the success of the tree planting three years after planting.

CARRIED

5.1.3 ITC Budget Request - Request for Decision

The ITC Manager presented the request for decision to Board members and highlighted that an approximate 13% increase is proposed. The increase is comparable to other Islands Trust departments and includes BCGEU tentative agreement salary increases.

The ITC Manager noted that, although the Board requested inclusion of budget cases for Property Management software and Contact Management Software at its July meeting, these have not been provided because they will be addressed by Information Systems and the Executive Committee in their respective budget requests. The ITC Manager will keep the Board informed on the progress of these budget items.

Discussion ensued on the budget amounts for First Nations engagement and contact management software upgrades.

ITC-2022-043

It was MOVED and SECONDED,

that the Board approve the draft 2023/24 ITC Budget as presented 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 2023/24 budget.

CARRIED

5.1.4 Business Case for First Nations Engagement Capacity Funding, ITC Plan – Request for Decision

The ITC Manager provided an overview of the business case to Board members.

Discussion ensued on staff capacity, hiring for the First Nations Intergovernmental Liaison position, and adding “Project” to the resolution wording.

ITC-2022-044

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board submit its Business Case, *Islands Trust Conservancy (ITC) Plan: First Nations Engagement Project - \$10,000*, to Financial Planning Committee for inclusion in the draft 2023/24 Islands Trust Budget.

CARRIED

5.1.5 Nighthawk Hill NAPTEP Covenant Addition (North Pender) - Request for Decision

The ITC Ecosystems Protection Specialist presented the request to Board members.

ITC-2022-045

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approves the revised Nighthawk Hill NAPTEP Covenant (NIHN) and authorizes the Chair to sign the NIHN with Andreas Nowak and Mary Reher, over a portion of the land described as Lot 38, Section 7, Pender Island, Cowichan District, Plan 32261, Except Part in Plan 35333, PID 001-081-110, subject to receiving an updated Baseline Documentation Report that is acceptable to the Islands Trust Conservancy Manager, and directs staff to register the covenant.

CARRIED

ITC-2022-046

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board authorizes the Chair to sign a discharge for covenant CA2826689 and directs staff to register the discharge subject to registration of a covenant over the expanded protected area.

CARRIED

5.2 Items for Discussion/Direction

5.2.1 COP15, Convention on Biological Diversity

Trustee Smith will attend the Conference of the Parties (COP) to the UN Convention on Biological Diversity (CBD) December 7–19, 2022. COPs take place every 2 years, but every 10 years a larger COP takes place where the international biodiversity targets for the next ten years are set. This meeting is one of those every 10 year meetings. The meeting is taking place in Canada and the Government of Canada will have a Canadian pavilion. Trustee Smith put in a proposal to include information on the biodiversity climate change nexus, and asked if ITC would want to be a partner? Trustee Smith will make the presentation and could include a slide on the unique work we are doing at ITC.

Board members expressed support and suggested Trustee Smith work with Manager Emmings to create an ITC slide to increase ITC profile.

5.2.2 ITC Board Elections, Appointment & Orientation – Briefing

The ITC Manager provided an update on the local government election, noted ITC staff are preparing orientation materials for incoming trustees, and welcomed suggestions from ITC Board members regarding the orientation process and materials.

Discussion and suggestions included:

- Provide a copy of the ITC slides from the Union of BC Municipalities 2022 highlights presentation (page 7 of the breakfast binder) to new trustees.
- Post reference documents for elected trustees on WebDAV in an organized fashion, easy to find at a later date.
- Include an ITC promotional brochure with the Islands Trust welcome letter to newly elected trustees.
- Provide a copy or link to ITC Annual Report.
- Begin the impression that ITC is designed to grow, not that it is a subset of Island Trust, equivalent arm, separate from Trust Council.
- Provide orientation to elected trustees about what ITC is prior to giving notice of intent. Recommend this to the Management team.
- Keep the first ITC agenda light with focus on orientation items not covered at Trust Council.

5.2.3 Sandy Beach Nature Reserve Management Plan (Keats) – Briefing

The ITC Property Management Specialist provided an update on a response from the Siwxwú7mesh (Squamish) Nation recommending wording changes to the Sandy Beach Nature Reserve Management Plan and is working on clarifying the changes correctly.

Chair Stamford requested clarification on the correct name for Keats Island for Gambier Island Local Trust Committee meetings.

5.3 **Correspondence**

5.3.1 Denman Conservancy Association, Denman Crown Lands Response Letter, dated 2022-08-19

Received for information.

5.3.2 Mayne Island LTC, Response Letter: Fallow Deer, dated 2022-10-03

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. The ITC Manager clarified this budget report only represents the first quarter of year, with some items from the second quarter included as known.

5.4.4 Covenant Landholder Newsletter Fall 2022

Board members expressed support for the document and requested a stand alone electronic copy of the document to provide to Board members. The ITC Communications Specialist will provide a copy.

5.4.5 Report - Forever Protected

Received for information.

5.4.6 Executive Committee Update

Trustee Fast commented that she presented an ITC slide at the recent Islands Trust breakfast at the invitation of Chair Luckham. Trustee Patrick and Trustee Fast represented the Executive Committee. The workshop was positive and well attended.

Trustee Fast advised there is an Executive Committee meeting October 5, 2022, and the agenda will include discussion of trustee orientation. There is another orientation session planned for January. The Executive Committee agenda is posted to the website for those interested.

5.4.7 Financial Planning Committee Update

Chair Stamford advised the Financial Planning Committee is expecting increases in budget due to the tentative BCGEU agreement and several project requests, and is currently developing the 2023/24 budget. There is a meeting scheduled for October 12, 2022.

5.4.8 Trust Council Update

The ITC Manager advised the Board that Trust Council received two noteworthy ITC-related items:

- 1) Referral of the draft ITC Plan: Trust Council had no comments; and,
- 2) NAPTEP Fees Bylaw and Guidelines: an amended NAPTEP Fees Bylaw was given three readings and guidelines for Executive Committee sponsorship of NAPTEP fees were approved. This will allow the Board and applicants to NAPTEP to apply to the Executive Committee for waiver of NAPTEP fees.

5.4.9 Trustee Roundtable

Trustee Fast thanked everyone for their work, commented it has been such a pleasure to be part of the Board, and provided an update on the following:

- Bowen Island Council passed a conservation development policy and a site alteration bylaw.
- Metro Vancouver is proposing to wrap around the new Cape Roger Curtis Nature Refuge, that the Bowen Island Conservancy runs, with a big 240 acre park, the remains of the former development. This has become an election issue on Bowen Island and people are concerned about camping, a potential for transportation issues, due to cars on the ferry and roads.
- Bonny Brokenshire, Manager of Environment, Parks Planning and Bylaw Services, is moving on to work with the City of Vancouver. At some point there will be a new contact person for the environmental liaison.
- Heron watch program – many biologists and volunteers have retired or moved on. Trustee Fast will work on developing new contacts after the election.

Trustee Smith thanked everyone for their work, noted her one-year anniversary on the board, and provided an update on Saturna Island's Cetacean Watch Program, noting Galiano has also joined.

Trustee Adams thanked Board members, staff, and especially Chair Stamford for keeping meetings on track. Trustee Adams commented on the conservation work happening on Salt Spring and noted the Vital Signs Report for Salt Spring Island, to be published this month, could be helpful to staff.

Trustee Fenton provided an update on work of the Thetis Local Trust Committee, work with Frist Nation's communities, and thanked everyone for an amazing four years as a Trustee. He also advised he is running again for the Thetis Island Local Trust Committee and hopes to return to the ITC Board.

Chair Stamford thanked Board members and staff, commented it has been an amazing eight years working with the Islands Trust Conservancy, and advised she has been acclaimed as a Trustee for the Gambier Island Local Trust Committee and as Regional Director for Sunshine Coast. She is not intending to run for ITC for the 2022-2026 term.

The ITC Manager provided highlights of the last four years to Board members and thanked them for their support.

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 will take place on November 22, 2022 at 10:00 a.m.

9. CLOSED MEETING

9.1 Motion to Close the Meeting

ITC-2022-047

It was MOVED and SECONDED,

that the meeting be closed to the public in accordance with the Community Charter, Part 4 Division 3, section: 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the Islands Trust Conservancy Board; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the Islands Trust Conservancy if they were held in public; and that staff be invited to remain in the meeting.

CARRIED

10. ADJOURNMENT

By general consent, the meeting adjourned at 12:39 p.m.

Kate-Louise Stamford, Chair

Certified Correct:

Corlynn Strachan, Recorder

ISLANDS TRUST CONSERVANCY BOARD RESOLUTION WITHOUT MEETING

RESOLUTION WITHOUT MEETING NO. ITC-RWM-2022-003

The following matter is considered urgent and necessary in order for the Islands Trust Conservancy Board to review information about Provincial Board Appointments.

Chair **Stamford** wishes to call a special meeting to consider a resolution to go in camera.

**It was MOVED by Chair Stamford and SECONDED by Trustee Fenton,
that the Board direct staff to schedule a Special Meeting of the Islands Trust Conservancy
Board at a time prior to November 15th, 2022.**

The board was notified of the call for resolution via email: November 1, 2022

The board was notified of the call for vote via email: November 1, 2022

Please vote on the above motion by completing the ballots below:

☒ IN FAVOUR

☐ OPPOSED

Kate-Louise Stamford

Email Approval

01-Nov-2022

Date

☒ IN FAVOUR

☐ OPPOSED

Sue-Ellen Fast

Email Approval

01-Nov-2022

Date

☒ IN FAVOUR

☐ OPPOSED

Linda Adams

Email Approval

01-Nov-2022

Date

☒ IN FAVOUR

☐ OPPOSED

Doug Fenton

Email Approval

01-Nov-2022

Date

☒ IN FAVOUR

☐ OPPOSED

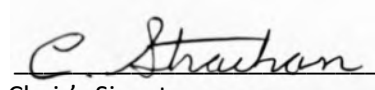
Risa Smith

Email Approval

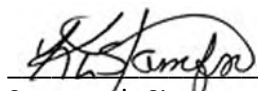
01-Nov-2022

Date

THE CHAIR DECLARED THE ABOVE NOTED RESOLUTION **CARRIED** IN ACCORDANCE WITH SECTION 13 OF THE ISLANDS TRUST ACT, THIS 01 DAY OF NOVEMBER, 2022.



Chair's Signature



Secretary's Signature

ISLANDS TRUST CONSERVANCY BOARD

RESOLUTION WITHOUT MEETING

RESOLUTION WITHOUT MEETING NO. ITC-RWM-2022-004

The following matter is considered urgent and necessary in order to adopt the draft minutes of the November 8, 2022 Special Islands Trust Conservancy Board meeting prior to the end of the term.

It was MOVED by Trustee Fast and SECONDED by Chair Stamford,

that the Islands Trust Conservancy Board adopt the Islands Trust Conservancy Board Special Meeting minutes of November 8, 2022 as presented.

The board was notified of the call for resolution via email: November 10, 2022

The board was notified of the call for vote via email: November 14, 2022

Please vote on the above motion by completing the ballots below:

☒ IN FAVOUR

☐ OPPOSED

Kate-Louise Stamford

Email Approval

2022-11-14

Date

☒ IN FAVOUR

☐ OPPOSED

Sue-Ellen Fast

Email Approval

2022-11-14

Date

☒ IN FAVOUR

☐ OPPOSED

Linda Adams

Email Approval

2022-11-14

Date

☒ IN FAVOUR

☐ OPPOSED

Doug Fenton

Email Approval

2022-11-14

Date

☒ IN FAVOUR

☐ OPPOSED


Risa Smith

Email Approval

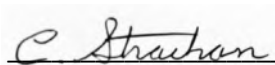
2022-11-14

Date

THE CHAIR DECLARED THE ABOVE NOTED RESOLUTION **CARRIED** IN ACCORDANCE WITH SECTION 13 OF THE *ISLANDS TRUST ACT*, THIS 14 DAY OF NOVEMBER, 2022.



Chair's Signature



Secretary's Signature



Islands Trust Conservancy

Minutes of the Special Meeting

Date: Tuesday, November 8, 2022
Time: 11:30 a.m.
Location: Electronic Zoom Meeting

Board Members Present Kate-Louise Stamford, Chair
Sue Ellen Fast, Vice-Chair
Linda Adams, Board Member
Risa Smith, Board Member

Board Members Regrets Doug Fenton, Board Member

Staff Present Corlynn Strachan, Administrative Assistant
Kate Emmings, Manager

1. CALL TO ORDER

Chair Stamford called the meeting to order at 11:30 a.m. and acknowledged that the meeting was being held in Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

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

3. RISE AND REPORT

Item 3.1.1 Nighthawk Hill NAPTEP Covenant Permission to use Pond for Irrigation, North Pender

The Board approved Andreas Nowak & Mary Reher's request for consent to use the man-made pond in the Covenant Area of the Islands Trust Conservancy covenant (the "Covenant") over Parcel Identifier: 001-081-110, Lot 38, Section 7, Pender Island, Cowichan District, Plan 32261, Except Part in Plan 35333 (the "Land") as provided for in section 4.2(c), 4.2(a)(ii), 4.2(a)(iii), 4.2(a)(iv), 4.2(a)(vi) and 4.2(a)(viii) of the Covenant, with significant conditions to protect the covenant area.

4. MINUTES/COORDINATION

4.1 Minutes of Meetings/Resolutions without Meetings

4.1.1 Approval of Previous Meeting Minutes

Deferred to November 22, 2022 meeting

5. BUSINESS - None

6. PUBLIC COMMENTS AND DELGATIONS - None

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next meeting will take place on November 22, 2022 at 10:00 am.

9. CLOSED MEETING

9.1 Motion to Close the Meeting

ITC-2022-048

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 board or another position appointed by the board; and that staff be invited to remain in the meeting.

CARRIED

10. ADJOURNMENT

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

Kate-Louise Stamford, Chair

Certified Correct:

Corlynn Strachan, Recorder



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: 31-Dec-2022	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-Mar-2023	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-Mar-2023	In Progress

Follow Up Action Report

Trust Conservancy Board

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	Target: 31-Jan-2023	In Progress

26-Jan-2021

Activity	Responsibility	Dates	Status
1 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-Mar-2023	In Progress

25-May-2021

Activity	Responsibility	Dates	Status
1 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-Mar-2023	In Progress

24-Aug-2021

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Trust Conservancy Board

24-Aug-2021

Activity	Responsibility	Dates	Status
1 Staff to work with the Steering Committee of the Sidney Island Ecological Restoration Project to develop appropriate waivers to the Sidney Island conservation covenants for the Sallas Forest Strata once an operations plan is developed to implement the Sidney Island Ecological Restoration, and to return to the Board for approval of proposed waivers	Jemma Green	Target: 31-Mar-2023	In Progress

24-May-2022

Activity	Responsibility	Dates	Status
1 Staff to refer the draft ITC Three-Year Plan to local trust committees, the Bowen Island Municipality, Trust Council and First Nations and to bring a final draft to the Board for approval at its November 2022 meeting.	Kate Emmings	Target: 22-Nov-2022	Completed
2 Staff to prepare a Project Charter for the next ITC Five-Year Plan (2026-2030) with an emphasis on First Nations engagement.	Kate Emmings	Target: 31-Jan-2023	In Progress
3 Staff to draft and sign an amended contribution agreement with Environment and Climate Change Canada (ECCC), extending the existing Species at Risk Program funding until March 31, 2026, including a budget increase for the 2022/23 fiscal year of \$25,000 and the addition of \$220,000/year in funding for the next three fiscal years (2023/24 through 2025/26).	Kate Emmings Wendy Tyrrell	Target: 16-Dec-2022	In Progress

Follow Up Action Report

Trust Conservancy Board

04-Oct-2022

Activity	Responsibility	Dates	Status
1 ITC Staff to circulate the adopted ITC-EC liaison meeting minutes to the Executive Committee.	Corlynn Strachan	Target: 14-Oct-2022	Completed
2 Islands Trust Conservancy Board Chair to sign the Conservation Covenant agreement among TLC The Land Conservancy of British Columbia, the Sunshine Coast Conservation Association, and the Islands Trust Conservancy, over the land identified as Lot 1 District Lot 696 Group 1 New Westminster District Plan EPP89532 (PID: 031-259-731) and known as Sandy Beach Nature Reserve.	Kathryn Martell	Target: 16-Dec-2022	In Progress
3 Manager Emmings to follow up with Director Frater regarding sharing the Islands Trust Cultural Protocol for Chance Finds and Ancestral Remains.	Kate Emmings	Target: 16-Nov-2022	In Progress
4 Staff to issue a temporary waiver for tree planting by the Pender Islands Parks and Recreation Commission in Enchanted Forest Covenant, EG75146, PID 003-483-037, South Pender Island, and that requests attempts be made to plant more than two native species, of several age classes, and to steward the planted trees to increase the probability of establishment.	Jemma Green	Target: 31-Oct-2022	Completed
5 Staff to request the Pender Islands Parks and Recreation Commission prepare a brief report on the success of the tree planting three years after planting in the Enchanted Forest Covenant, EG75146, PID 003-483-037, South Pender Island.	Jemma Green	Target: 31-Oct-2022	Completed



Follow Up Action Report

Trust Conservancy Board

04-Oct-2022

Activity	Responsibility	Dates	Status
6 Staff to provide the draft 2023/24 ITC Budget to the Director of Administrative Services and the Director of Trust Area Services for inclusion in the Islands Trust draft 2023/24 budget.	Kate Emmings	Target: 05-Oct-2022	Completed
7 Staff to submit the ITC Business Case, Islands Trust Conservancy (ITC) Plan: First Nations Engagement Project - \$10,000, to Financial Planning Committee for inclusion in the draft 2023/24 Islands Trust Budget.	Kate Emmings	Target: 05-Oct-2022	Completed
8 The ITC Board Chair to sign the Nighthawk Hill NAPTEP Covenant NIHN with Andreas Nowak and Mary Reher, over a portion of the land described as Lot 38, Section 7, Pender Island, Cowichan District, Plan 32261, Except Part in Plan 35333, PID 001-081-110, subject to receiving an updated Baseline Documentation Report that is acceptable to the Islands Trust Conservancy Manager, and staff to register the covenant.	Kathryn Martell	Target: 16-Dec-2022	In Progress
9 The ITC Board Chair to sign a discharge for revised Nighthawk Hill NAPTEP Covenant (NIHN) covenant CA2826689 and staff to register the discharge subject to registration of a covenant over the expanded protected area.	Kathryn Martell	Target: 16-Dec-2022	In Progress
10 Trustee Smith to work with Manager Emmings to create an ITC slide to increase ITC profile for the COP15, Convention on Biological Diversity.	Kate Emmings Risa Smith	Target: 04-Nov-2022	In Progress



Follow Up Action Report

Trust Conservancy Board

04-Oct-2022

Activity	Responsibility	Dates	Status
11 The ITC Property Management Specialist to follow up with the Siwxwú7mesh (Squamish) Nation regarding wording changes to the Sandy Beach Nature Reserve Management Plan and provide an update to Chair Stamford clarifying the the correct name for Keats Island for Gambier Island Local Trust Committee meetings.	Nuala Murphy	Target: 17-Nov-2022	Completed
12 The ITC Communications Specialist to provide a digital pdf copy of the Covenant Landholder Newsletter Fall 2022 to ITC Board members.	Carmen Smith	Target: 31-Oct-2022	In Progress



REQUEST FOR DECISION

To: ITC Board

For the Meeting of: November 22, 2022

From: Staff

Date Prepared: November 14, 2022

SUBJECT: ITC Plan Review and Approval

RECOMMENDATION(S): That the Islands Trust Conservancy Board approve the draft 2023-2025 Islands Trust Conservancy Interim Plan and direct staff to forward it to the Minister of Municipal Affairs by December 31, 2022, for review and approval.

1 PURPOSE: To provide the Islands Trust Conservancy (ITC) Board with a draft ITC Three-Year Plan for review and approval to forward to the Minister of Municipal Affairs before the end of 2022.

2 BACKGROUND:

The *Islands Trust Act* requires that the ITC prepare and submit to the Minister, at least once every five years, a Trust Fund Plan (ITC Plan), including policies on acquisition, management, and disposal of property, investment of money, goals for major acquisitions, and other matters as required.

The ITC Plan is administrative in nature, and includes ITC policies on land acquisition, management and disposition of land, and investment of funds. More recently, it has also summarized the goals of the draft Regional Conservation Plan¹.

At its May 2022 meeting, the ITC Board considered a three-year interim ITC Plan and passed the following resolutions.

ITC-2022-023

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approve the draft ITC Three-Year Plan and direct staff to refer it to local trust committees, the Bowen Island Municipality, Trust Council and First Nations and to bring a final draft to the Board for approval at its November 2022 meeting.

ITC staff began an internal referral process for the ITC Plan in July 2022 and referred the ITC Plan to First Nations governments and agencies in September 2022.

Internal Referral Responses:

Staff referred the ITC Plan to Trust Council, Bowen Island Municipal Council and local trust committees. The following responses were received:

¹ It is important to distinguish between the Trust Fund Plan, which requires Ministerial approval under the *Islands Trust Act*, and the Regional Conservation Plan, which provides science-based operational direction to the Islands Trust Conservancy Board and its staff. The documents are complementary, but serve different functions.

Bowen Island Municipal Council:

RES#22-555

It Was Moved and Seconded,

That Council receive the Islands Trust Conservancy Three-Year Plan for information.

Mayne Island Local Trust Committee: Letter attached

Salt Spring Island Local Trust Committee:

SS-2022-150

It was MOVED and SECONDED,

That the Salt Spring Island Local Trust Committee request staff to respond to the referral of the Islands Trust Conservancy Three-Year Plan 2023-2025 from the Island Trust Conservancy and thank them for their work.

With the exception of the Ballenas-Winchelsea Local Trust Committee, which hasn't met since June 29, 2022, all other local trust committees and Trust Council received the ITC Plan without comments.

First Nations Referral Responses:

The ITC Plan and draft First Nations referral correspondence were reviewed by Ministry of Indigenous Relationships and Reconciliation (MIRR) staff prior to being sent.

On September 29, 2022, ITC sent out referrals to thirty-seven First Nations governments and referral agencies in the Islands Trust Area. Because of email bounce backs and referral requirements, the Skwxwú7mesh (Squamish) Nation, Tla'amin (Sliammon) First Nation, and Lyackson First Nation received referrals on October 6, 2022 and the Ts'uubaa'asatx First Nation (Lake Cowichan First Nation) received its referral on October 25, 2022. ITC staff also missed a bounce back from x̱m̱əθḵw̱əy̱əm Musqueam Indian Band and did not send the referral through until November 14 with apologies and an offer to discuss late incorporation of feedback. ITC staff requested all responses by November 15, 2022.

The status of Referrals is as follows:

First Nation Government/Agency	Referral status
Lyackson First Nation	Capacity funding requested Oct 13; Lyackson staff considering a response
MÁLEXEL (Malahat) Nation	Response received, including an expression of interest to participate in development of the 2026-2030 ITC Plan
Nanwakolas Council	Further information requested Nov 8; sent response Nov 9 / Nov 14
Naut'sa mawt Tribal Council	Referral response received Oct 24; feedback incorporated into draft ITC Plan
Shíshálh (Sechelt) Nation	FILE NUMBER: SNR22240.01; referral response received Nov 7; feedback incorporated into draft ITC Plan
Skwxwú7mesh (Squamish) Nation	SUBMISSION ID: 1327 Under analysis; no referral response received to date
Tla'amin (Sliammon) First Nation	SUBMISSION ID: 332 Under analysis; no referral response received to date

Tsawout First Nation	Request for extended timeline received Nov 8; response regarding timeline requirements sent Nov 14; Tsawout have asked for ITC to send a letter from Tsawout to the Minister along with the draft plan and staff have agreed to do so
Tsawwassen First Nation	Reply received to say that they are experiencing high volumes of emails and will respond as they are able
Ts'uubaa'asatx First Nation (Lake Cowichan First Nation)	Under analysis; no referral response received to date
All other First Nations Governments and Agencies	No responses received

Discussion of First Nations Responses

To date, ITC has only received three full responses to the referral; however, consideration of these responses trigger potentially major changes to the way that ITC does its work. In particular, requests that ITC only acquire land where First Nations have provided consent to the acquisition. It is unclear if this request extends to conservation covenants. These requests require significant analysis and staff will engage with staff at the Ministry of Municipal Affairs to discuss next steps. It is likely that consideration of these requests cannot be properly done within the statutory deadline for the Board to submit the plan by December 31, 2022. Staff will convey First Nations feedback to the Minister for consideration.

3 IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: The ITC Plan will direct the work of the ITC for the next three years. In particular, a focus on First Nations engagement will require a portion of each staff member's time to be diverted from other work, including, but not limited to, land negotiations and communications/engagement work with other partners. Staff will bring a proposal to the Board with work plan recommendations to accommodate the Board's direction at the next ITC Board meeting.

FINANCIAL: Approval of the ITC Plan will have minimal financial implications, but may require some graphic design following the approval of the Minister, likely under \$1,000. Implementation of the plan will require funds to properly engage with First Nations over the next three years as the Board works towards the 2026-2030 plan. The ITC Board has approved a business case for \$10,000 to go to Trust Council to assist with these costs and funding from other budget areas, such as the Conservation Planning and Securement budget may be allocated to assist with engagement. There may also be legal costs associated with working with First Nation governments and agencies. These costs are anticipated to be under \$5,000. ITC staff will work within current budgets to accommodate costs.

POLICY: None anticipated.

IMPLEMENTATION/COMMUNICATIONS: Staff will forward the approved ITC Plan to the Minister of Municipal Affairs for consideration and approval. Once approved, staff will update the website to reflect the new ITC Plan and will communicate out to Trust Council, local trust committees, Bowen Island Municipality and First Nations to share the new ITC Plan. The ITC Plan will also be shared via eNews to the ITC subscribers and shared via social media.

FIRST NATIONS: The ITC Plan includes a clear direction for increased engagement of First Nations. It is hoped that this increase in engagement will result in stronger relationships with First Nations in the region.

CLIMATE CHANGE: The ITC Plan includes some updates to explicitly note that ITC will collect and secure information related to impacts of climate change on the Islands Trust Area, including requiring that Management Plans include a description of anticipated change of ecosystems over time and recommendations for mitigation of and adaptation to climate change.

OTHER: At the May 2022 ITC Meeting, the ITC Board passed the following resolution:

ITC-2022-025

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board direct staff to prepare a Project Charter for the next ITC Five-Year Plan (2026-2030) with an emphasis on First Nations engagement.

ITC staff will bring a Project Charter to the ITC Board early in 2023 for review.

4 RELEVANT POLICY(S):

[Islands Trust Act, Sec. 44](#)

5 ATTACHMENT(S): Draft 2023-2025 Islands Trust Conservancy Interim Plan

RESPONSE OPTIONS

Recommendation(s): That the Islands Trust Conservancy Board approve the draft 2023-2025 Islands Trust Conservancy Interim Plan and direct staff to forward it to the Minister of Municipal Affairs by December 31, 2022, for review and approval.

Alternatives:

- 1) That the Islands Trust Conservancy Board approve the draft 2023-2025 Islands Trust Conservancy Interim Plan and direct staff to forward it to the Minister of Municipal Affairs by December 31, 2022, for review and approval with the following amendments:
 - *[insert amendments]*
 - 2) That the Islands Trust Conservancy Board direct ITC staff to make the following amendments to the 2023-2025 Islands Trust Conservancy Interim Plan
 - *[insert amendments]*and schedule a Special Meeting of the Board prior to December 9, 2022 for the purpose of considering an amended 2023-2025 Islands Trust Conservancy Interim Plan.
-

Prepared By: Kate Emmings, Islands Trust Conservancy Manager

Reviewed By / Date: Clare Frater, Director, Trust Area Services / November 17, 2022



ISLANDS TRUST CONSERVANCY
THREE-YEAR INTERIM PLAN
2023-2025

DRAFT



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I. TERRITORIAL ACKNOWLEDGEMENT

Islands Trust Conservancy respectfully acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and that their deep connection to the islands continues to this day. We are committed to reconciliation, to upholding the rights of Indigenous peoples, and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

The Islands Trust Area is located in the **treaty and territorial lands** and waters of the BORECEN, Cowichan Tribes, K'omoks, Lyackson, MALEXEL, Qualicum, scawallon, səlilw'ətəl, SEMYOME, shishalh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spuné luxutth', STAUTW, St'uminus, la/əmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOLELP, WSIREM, Xeláltxw, Xwémalhkwi, Xwsepsum, and x'məðk'əy.

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2. INTRODUCTION

Islands Trust Conservancy¹ manages over 1,375 hectares of diverse island ecosystems in 113 protected areas, in collaboration with private landholders, land trusts and other conservation partners. Islands Trust Conservancy recognizes that the ability to protect these island ecosystems is possible because of the thousands of years of stewardship by First Nations with interests in the lands and waters of the Salish Sea, which has created a lasting natural legacy in the islands.

Islands Trust Conservancy was created by the Province of British Columbia in 1990 as a regional land trust and conservation arm of the Islands Trust to protect in perpetuity some of the most ecologically and culturally significant places in the Islands Trust Area. To do so, Islands Trust Conservancy works closely with partners to protect sites through land donation, conservation covenants, land purchase and public education.

Islands Trust Conservancy plays an important role in preserving and protecting the unique and fragile ecosystems found in the [Salish Sea](#). The area is among the most biologically diverse regions in British Columbia and is globally significant. Within the Islands Trust Area, there are a total of 193 red-listed (extirpated, endangered, or threatened) species (25% of the provincial total) and 163 blue-listed (special concern) species (14% of the provincial total) (BC Conservation Data Centre, 2022).² There are also a high proportion of the province's red and blue-listed ecological communities.

The Islands Trust Area supports some of Canada's last remaining Garry oak ecosystems and the associated rare plants, mosses, butterflies and reptiles. Island coastlines support eelgrass meadows, [clam beds and other shellfish populations](#), forage fish habitat, glass sponge reefs and other extraordinary marine environments. These numerous rare and endangered species and ecosystems will not survive unless sufficient habitat is protected and carefully managed for its ecological integrity and [biodiversity](#). Islands Trust Conservancy's work encouraging and assisting private landholders to protect ecologically valuable land in this region is vital to the provincial government's efforts to protect these important and imperiled ecosystems.

Since the adoption of the 2017-2022 Islands Trust Conservancy Plan, Islands Trust Conservancy has deepened its learning about the connection of Indigenous Peoples to the land and waters of the islands. Typically, Islands Trust Conservancy adopts five-year plans to guide its work; however, Islands Trust Conservancy has not had sufficient time to engage with First Nations [governments and agencies](#) regarding its strategic directions to be able to submit a five-year plan. Consequently, Islands Trust Conservancy has created an [interim](#) three-year plan that is substantively an update to the previous plan. The three-year plan will guide the work of Islands Trust Conservancy while it conducts early and meaningful First Nations engagement prior to adoption of a 2026-2030 plan. By collaborating with First Nations [governments and agencies](#) and [with support from the Ministry of Municipal Affairs](#), Islands Trust Conservancy hopes to create a Five-Year Plan that advances the objectives of the [United Nations Declaration on the Rights of Indigenous Peoples](#) (UN Declaration), [clarifies Islands Trust Conservancy's role under the Declaration on the Rights of Indigenous Peoples Act \[SBC 2019\] Chapter 44](#), and supports the outcomes in the provincial [Declaration on the Rights of Indigenous Peoples Action Plan](#) 2022-2027.

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¹ Previously known as the Islands Trust Fund Board. Name change effective May 31, 2018

² B.C. Conservation Data Centre. 2022. BC Species and Ecosystems Explorer. B.C. Minist. of Environ. Victoria, B.C. Available: <https://a100.gov.bc.ca/pub/eswp/> (accessed May 7, 2022).

3. ISLANDS TRUST CONSERVANCY MANDATE, MISSION AND VISION

The Legislated Mandate of Islands Trust Conservancy

In 1974, the Province of British Columbia recognized the islands between Vancouver Island and the mainland as a special place within the province where the unique beauty, rural character and rare ecosystems should be protected from overdevelopment. Through the *Islands Trust Act*, the province established the Islands Trust, with the following mandate (known as the Object of Islands Trust):

*To preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia.*³

In 1990, through the enactment of a section of *Islands Trust Act*, Islands Trust Conservancy (at that time, Islands Trust Fund) was established as a conservation land trust to assist in carrying out the “preserve and protect” mandate. Part 6 of the *Islands Trust Act* establishes the corporate status, responsibilities, and governance structure of Islands Trust Conservancy.

Islands Trust Conservancy is one of 16 corporate entities⁴ charged to uphold the Object of Islands Trust. It carries out the preserve and protect mandate through the conservation of land as nature reserves, nature sanctuaries ~~and~~ conservation covenants and through public education.

Under the *Islands Trust Act* (Section 44)

1. Islands Trust Conservancy must prepare and submit to the Minister, at least once every five years, a plan for the trust fund respecting
 - a) policies on acquisition, management and disposal of property of the trust fund,
 - b) policies on investment of money of the trust fund,
 - c) goals for major acquisitions of property by the trust fund, and
 - d) other matters as required by the Minister
2. Islands Trust Conservancy must not, without the prior approval of the Minister, acquire, hold or dispose of land except in accordance with a trust fund plan under subsection (1) that has been approved by the Minister.

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³ In November 2021, the Province of BC passed the Municipal Affairs Statutes Amendment Act (No. 2), 2021 (Bill 26), which included specific reference to First Nations in the Islands Trust's Object.

⁴ The Corporate entities charged to uphold the Object of Islands Trust include Trust Council, Executive Committee, thirteen local trust committees and Islands Trust Conservancy.

The Mission and Vision of Islands Trust Conservancy

The **mission of Islands Trust Conservancy** is to protect special places by encouraging, undertaking, and assisting in voluntary conservation initiatives within the Islands Trust Area.

The **vision of Islands Trust Conservancy** is for a network of protected areas that preserve in perpetuity the natural systems of the islands in the Salish Sea.

Reconciliation Declaration

In July 2019, Islands Trust Conservancy approved a Reconciliation Declaration:

Islands Trust Conservancy acknowledges that the islands and waters that encompass the Salish Sea have been home to Indigenous Peoples since time immemorial. We recognize that we are all intertwined in the ecosystems that are the lands, waters, culture, and ecology that embody this place.

Islands Trust Conservancy will strive to create opportunities for knowledge-sharing, understanding and collaboration as people come together to preserve and protect the special nature of the islands within the Salish Sea.

Islands Trust Conservancy is committed to the protection and preservation of this place through processes that respect and honour reconciliation and mutually respectful relationships with Coast Salish Indigenous Peoples. We express our recognition for the past, present, and future stewardship and knowledge that has been shared by Indigenous Peoples and are humbled and grateful.

4. GOALS AND OBJECTIVES OF ISLANDS TRUST CONSERVANCY

Building on Achievements

Protected Lands

Since its inception in 1990, Islands Trust Conservancy has protected 1,375 hectares (3,400 acres) of ecologically-significant natural area on the islands. As of November 2022, Islands Trust Conservancy manages 34 Nature Reserves, and works with island landholders to steward 79 conservation covenants for a total of 113 protected areas. Twenty-eight of these protected places are certified as Ecological Gifts by Environment and Climate Change Canada.

In the next three years: Islands Trust Conservancy will continue to refine the knowledge used for its decision making by developing a renewed 10-year Regional Conservation Plan to ensure that the organization's time and resources are directed towards high-priority land protection projects.

Islands Trust Conservancy will continue to pursue new and innovative sources of funding to ensure that it can seize time-sensitive land securement opportunities and prevent further loss of the rare and fragile ecosystems of the Islands Trust Area. Islands Trust Conservancy also intends to increase funding available for property management and restoration of its protected lands.

See Appendix A for a list of properties protected by Islands Trust Conservancy.

Collaboration

Islands Trust Conservancy works in partnership with land trusts, conservation groups, First Nations [governments and agencies](#), parks agencies and others focused on conservation in the region. Staff participate in the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership, the Land Trust Alliance of British Columbia, and the Species and Ecosystems at Risk Local Government Working Group to further the organization's conservation mandate.

Islands Trust Conservancy supports and enhances the capacity of the local island-based land trusts by providing grants from its Opportunity Fund, working collaboratively on projects, and facilitating education and networking opportunities. Islands Trust Conservancy's Opportunity Fund is funded by private donations and has provided more than \$125,000 in grants to local land trusts, helping protect more than 589 additional hectares of land, since it was created in 2005.

In the next three years: Islands Trust Conservancy will seek to establish and deepen relationships with First Nations [governments and agencies](#) and will work towards building trust by finding opportunities to collaborate with First Nations to integrate Traditional Ecological Knowledge into management planning, reconnect youth with island ecosystems and other mutually beneficial initiatives. Islands Trust Conservancy will also meaningfully engage with First Nations [governments and agencies](#) in the development of the 2026-2030 plan to create a Five-Year Plan that advances the objectives of the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration) and the supports the outcomes in the provincial Declaration on the Rights of Indigenous Peoples Action Plan 2022-2027.

Financial Sustainability

The administration of Islands Trust Conservancy is funded by Islands Trust Council, through property taxes collected from the residents and landholders of the Islands Trust Area.

Land securement and any other projects outside of core operations must be funded through external sources, including grants and private donations.

Grants: Because of the density of rare species found in the Islands Trust Area, Islands Trust Conservancy has been successful in negotiating over \$600,000 in federal funding between April 2020 and March 2023 to support land protection and management for species at risk. Islands Trust Conservancy intends to work with the Government of Canada to continue conservation for species at risk.

Private Donations: To augment its ability to protect and manage land, Islands Trust Conservancy approved a Fund Development Strategy in early 2020. To support the Strategy, a part-time Strategic Fund Development Specialist position was created in 2022. In 2022, Islands Trust Conservancy was successful in raising over \$100,000 in donations, including being the recipient of two bequests.

Current Funds: Islands Trust Conservancy holds three geographically-restricted funds dedicated to land acquisition – the Lasqueti Island Acquisition Fund, the Gambier Island Acquisition Fund, and the Thetis Island Acquisition Fund – and has guidelines to assist with the future development of other geographically restricted funds. Additionally, Islands Trust Conservancy has a Covenant Management and Defense Fund, and Property Management Fund and two property-specific land management endowments.

In the next three years: The board will continue to promote legacy gifts as a way to fund the protection and stewardship of ecologically significant lands in the region.

Encouraging Private Land Stewardship

Islands Trust Conservancy's innovative tax incentive program for private landholders to place conservation covenants on their properties, the Natural Area Protection Tax Exemption Program (NAPTEP), provides a permanent 65% reduction on property taxes on the portion of an eligible property protected by a conservation covenant.

In the next three years: Islands Trust Conservancy will continue to promote its programs to island landholders, focusing its outreach efforts on the highest priority landscapes. Islands Trust Conservancy Board will welcome conversations with provincial, federal and First Nations governments about new or innovative tools that might motivate increased land stewardship in this region and will look to these governments to partner on such programs.

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Planning for Regional Conservation

In January 2018, Islands Trust Conservancy Board approved a ten-year Regional Conservation Plan. The Regional Conservation Plan is the tool used by Islands Trust Conservancy to focus its resources on areas with the highest biodiversity values and greatest need for conservation. Islands Trust Conservancy has designed the Regional Conservation Plan as an information resource for citizens and organizations working towards conservation of biodiversity within the Islands Trust Area.

Based on scientific information and other forms of knowledge, the Regional Conservation Plan identifies areas of interest for conservation within the Islands Trust Area and strategies for achieving better levels of land conservation. Some of the strategies involve land acquisition and conservation covenants with willing landholders. Other strategies involve working with First Nations, partner agencies, local trust committees and Bowen Island Municipality to increase our knowledge base, encouraging protection of ecologically significant land within the Islands Trust Area and managing existing conservation lands effectively.

Goals of the 2018-2027 Regional Conservation Plan

The 2018-2027 Regional Conservation Plan sets out four high level long-term goals that reflect the enduring ambitions of Islands Trust Conservancy to work with island landholders and conservation partners to protect the rich biodiversity of the Islands Trust Area:

1. Identify, investigate and communicate about important natural areas to generate action on conservation priorities

To contribute to effective conservation of biodiversity and ecological integrity in the Islands Trust Area, Islands Trust Conservancy needs an understanding of the status of ecosystems and species in the region, including an understanding of the impacts of climate change on the Islands Trust Area. Islands Trust Conservancy manages over 1,375 hectares of land and can use data to improve and inform its land acquisition and stewardship practices. Islands Trust Conservancy will continue to invest in research and data acquisition that supports the conservation of island ecosystems as well as preservation of archaeological & indigenous cultural features.

2. Strengthen relationships with First Nations to identify and collaborate on shared conservation goals

The Islands Trust Area is in the territories of many First Nations. As part of its current practice, Islands Trust Conservancy invites comment from First Nations in management planning processes and refers public conservation proposals to First Nations governments where archaeological sites are identified. Islands Trust Conservancy seeks to gain support of First Nations governments and to establish and deepen relationships with First Nations governments and agencies. Islands Trust Conservancy will work towards building trust and finding opportunities to collaborate with First Nations governments and agencies on projects and policy development where there are opportunities for shared benefits.

3. Continue to secure and manage Islands Trust Conservancy lands and conservation covenants to maximize ecological integrity

The core work of Islands Trust Conservancy is to maintain and contribute to protected area networks which preserve ecological function and high levels of biodiversity in the Islands Trust Area. Islands Trust Conservancy will continue to acquire new nature reserves and conservation covenants as well as use other tools for conserving nature while ensuring that it cares for the lands that it is trusted to manage. Where conservation areas have the potential to protect archaeological sites and areas of cultural significance, Islands Trust Conservancy will work to respectfully manage these important cultural resources. Securing adequate funding to pursue new acquisitions as well as manage all protected lands responsibly will be an area of considerable focus for Islands Trust Conservancy. Land securement and management activities are also expanding to include meaningful engagement with First Nations and mitigation and adaptation to the impacts of climate change.

4. Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

Islands Trust Conservancy was established in 1990. It has been a consistent presence in conservation of species and ecosystems in the Islands Trust Area for almost thirty years. As it moves into the fourth decade of its work, Islands Trust Conservancy will ensure that it is can responsibly care for its management responsibilities and participate effectively in partnership opportunities into the future. It will also work to be resilient enough to gracefully navigate change, both on the landscape and as an organization.

The Regional Conservation Plan is available at: islandstrust.bc.ca/conservancy/conservation-planning/

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5. ISLANDS TRUST CONSERVANCY POLICIES

Below is a summary of key Islands Trust Conservancy policies affecting the public interest. A full list of policies, hyperlinked to the Islands Trust website, can be found in Appendix B.

Section 1: Fundraising, Investment and Financial Accountability

General Accounting

The financial transactions of Islands Trust Conservancy are managed using standard accounting procedures and are subject to an annual independent audit. The Audited Financial Statements of Islands Trust Conservancy are available on the Islands Trust website.

To ensure financial accountability, Islands Trust Conservancy will:

- follow the procurement policy established by Islands Trust Council;
- require prior approval of the board for expenditures in excess of \$10,000 unless a prior resolution from the board approves a plan, project or policy authorizing such an expenditure;
- require all financial transactions related to approved projects to be authorized by the Islands Trust Conservancy Manager;
- direct the Islands Trust Conservancy Manager to act on behalf of the board to oversee the management of the bank accounts and investments of the board; and,
- review an updated financial report at each regular board meeting.

Islands Trust Conservancy will not incur any liabilities without the prior approval of the Minister responsible for Islands Trust.

Fundraising and Investment of Funds

Islands Trust Council approves an annual budget for the administrative operations of Islands Trust Conservancy. This funding covers operating expenses including, but not limited to, board meetings and training, staff salaries and benefits, conservation planning, land and covenant negotiations, communications, fundraising, legal counsel and property management costs. However, the operating budget is not used for direct acquisition of properties (i.e. purchase costs). Accordingly, to purchase land or contribute to acquisitions by other agencies, Islands Trust Conservancy must raise additional funds. The *Islands Trust Act* provides Islands Trust Conservancy with the ability to raise funds in a variety of ways.

The board and staff will solicit funds for the purposes outlined in existing Fund Guidelines⁵ and Fund Agreements⁶. Islands Trust Conservancy will not solicit funds for purposes outside of those approved in Fund Guidelines or Fund Agreements unless it has first reviewed and approved the additional fundraising activity. Islands Trust Conservancy currently manages ten funds.

⁵ As of November 2022, Islands Trust Conservancy has Fund Guidelines for the following funds: Opportunity Fund, Geographically Restricted Funds, Property Management Fund and Covenant Management and Defense Fund.

⁶ Fund Agreements are negotiated agreements with donors regarding the specific use of a restricted donation.

Islands Trust Conservancy will not engage in commission-based fundraising, and will not employ contractors utilizing this method for fundraising activities. Islands Trust Conservancy will reserve the right to decline to accept a donation at its discretion.

Islands Trust Conservancy routinely requests cash endowments with land conservation projects associated with development applications. Islands Trust Conservancy invests these endowments only in accordance with the requirements of the *Trustee Act* for the investment of trust property by a trustee. The board ensures that it invests only in forms of property or security in which a prudent investor might invest, and which enable retrieval of the full investment if required.

Islands Trust Conservancy is a corporation that is, for all purposes, an agent of the provincial government, and accordingly is a qualified donee and can issue receipts for income tax purposes for donations. Islands Trust Conservancy is exempt from paying property taxes on its lands.

Section 2: Acquisition, Management and Disposition of Property

General

Under the *Islands Trust Act*, Islands Trust Conservancy can accept donations and grants of land, conservation covenants, other interests in land, cash, securities and other real property in support of the protection of the Islands Trust Area. Islands Trust Conservancy is an approved recipient of gifts of land and interests in land through Environment and Climate Change Canada's Ecological Gifts Program.

When considering proposals, the board will give priority to those proposals that protect larger areas of land, and may defer or decline smaller proposals. The board will only consider accepting covenants and land acquisitions of less than two hectares (4.9 acres) if specific significant features are present.

The board will assess the need for the ongoing management and future legal defense of conservation properties and may, as part of an approval, request or require an endowment or donation to cover management and defense costs associated with the land or covenant.

Land Acquisition

Islands Trust Conservancy will normally only consider the acquisition of lands that meet the Board's definition of *Nature Reserve*: *an area that has been set aside because it has regionally significant natural ecosystems (landscape units with little or no human development) and may contain nationally and provincially identified ecosystems and species that are considered endangered, threatened or of special concern. The primary purpose of a Nature Reserve is the preservation and protection of the natural ecosystem. The size of a Nature Reserve should be sufficient to ensure that these ecosystems remain viable over the long term. Activities permitted on a nature reserve will have minimal impact on the land and in general will only include hiking and only in areas that are considered not sensitive to this activity. The location and extent of hiking trails will be determined through the management plan process.*

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Commented [KE6]: Some First Nations have expressed that they would like ITC to request 'free, prior and informed consent' prior to acquiring land. Prior to offering advice to the Board on this addition, staff will need to undertake a thorough analysis, including discussion with Provincial staff. There has not been time to undertake this analysis and staff will relay the request to the Minister.

With every land acquisition proposal, Islands Trust Conservancy will evaluate any risks that may hamper the organization's ability to protect the land's natural values in perpetuity. Islands Trust Conservancy will only consider accepting land that needs extensive ecological restoration or substantial management if:

- a) Islands Trust Conservancy has adequate staff resources to manage the on-going requirements;
- b) a substantial cash donation that is adequate to cover on-going restoration and/or management

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rvancy has adequate funds available to undertake immediate restoration and/or management requirements.

Islands Trust Conservancy will not accept or acquire any lands where there is an obligation to maintain buildings or structures. The Conservancy may accept and acquire lands that have buildings on-site that can be removed or maintained at the board's discretion.

Islands Trust Conservancy may refuse to acquire properties with existing conservation covenants or other charges on title and may refuse to encumber lands that it acquires for conservation. Should Islands Trust Conservancy be required to restrict the use of land acquired for conservation as part of land negotiations, it will ensure that restrictions expressly exclude any implication of impact on Aboriginal Rights Section 35 of the Canadian Constitution.

As a further measure of protection, Islands Trust Conservancy may develop and register a conservation covenant on each of its nature reserves if an appropriate conservation agency can be found to hold the covenant and if the values on the land warrant the investment of staff time and legal fees. Islands Trust Conservancy will not accept land that is subject to a rent charge³.

Conservation Covenants

Islands Trust Conservancy will encourage landholders within ecologically significant areas or with significant characteristics or values to protect their land using binding conservation covenants and will work with interested landholders to achieve protection of significant areas.

Islands Trust Conservancy will continue to work with Trust Council to promote and administer the Natural Area Protection Tax Exemption Program (NAPTEP). The program provides a property tax incentive for landholders who register conservation covenants on their lands to protect the natural features and values of their properties.

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Islands Trust Conservancy may refuse to acquire properties with existing conservation covenants or other charges on title that include rent charges⁶. Rent charges will not be included in covenants to be registered on Islands Trust Conservancy owned properties as the Conservancy cannot incur liabilities without ministerial approval.

³ "Rent charge" is similar to a fine and is a charge registered against the land to enable enforcement of a breach of a covenant agreement.

Management of Property and Covenants

The acquisition of land or registration of conservation covenants does not by itself guarantee the long-term protection of significant features and values. Active management of protected areas is also necessary. Islands Trust Conservancy's primary objectives in managing its properties are to protect public safety and ecological values. Lands held by Islands Trust Conservancy are not parks but are nature reserves and nature sanctuaries, and this concept is considered in acquisition discussions, management planning, insurance and land use zoning.

To effectively manage ecologically significant areas, Islands Trust Conservancy works cooperatively with First Nations governments and agencies, landholders, contractors, partner conservation groups and other government agencies. Qualified staff, partners and contractors develop management plans for all lands held by Islands Trust Conservancy. Management plans provide long-term direction regarding allowable public use, the reduction of risk to public safety, and the reduction of risk to ecological values and other significant features.

When Islands Trust Conservancy receives donations of land, it consults with the donor(s) regarding any specific wishes they might have for the property and considers these wishes in the management planning process. Generally, management plans will address the following matters:

- purpose and objectives for the site;
- background information including the site history;
- First Nations input and engagement including naming of nature reserves, as appropriate;
- Ecological inventory;
- management issues such as the extent and nature of protection required, appropriate uses and level of use, research guidelines, risk management, signage, and special needs at the site;
- description of the predicted impacts of climate change and options for mitigation of and adaptation to impacts;
- strategies and actions to achieve the purpose and objectives for the site and to address management issues and needs; and
- use and protection of cultural/archaeological sites.

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Management plans are referred for comment to First Nations governments identified through the Contacts for First Nation Consultation Areas mapping tool provided by the Province of British Columbia at <https://maps.gov.bc.ca/ess/hm/cadb/>. Wherever possible and appropriate, Islands Trust Conservancy works with First Nations governments to appropriately name protected areas and to develop plans for the management of culturally sensitive areas. In most cases, plans showing locations of cultural features or describing cultural feature will be kept confidential or edited to maintain the confidentiality of sensitive information.

Islands Trust Conservancy will seek assistance from partners to implement management plans and, where appropriate, will request partners to enter into contracts with Islands Trust Conservancy regarding management operations and responsibilities.

Islands Trust Conservancy monitors all of its lands and covenanted areas regularly to assess the character and key features of the sites, evaluate the effectiveness of the management program,

identify any new issues that need to be addressed, and identify and respond to any breaches to the terms of a covenant or trespasses on protected lands.

Islands Trust Conservancy will request, where necessary, that local trust committees or island municipalities rezone Nature Reserves and Nature Sanctuaries to the most appropriate designation and zone for nature protection when it is reviewing Official Community Plans and/or Land Use Bylaws and will work with local trust committees or island municipalities to determine the most appropriate designation and zone.

Disposition of Property

Islands Trust Conservancy intends to maintain its protected areas in perpetuity. However, there are circumstances where Islands Trust Conservancy will consider transferring property (or interests in a property, such as a conservation covenant) it has acquired to another agency.

Subject to requirements for Consultation with First Nations, if Islands Trust Conservancy receives an unrestricted donation of land with little or no ecological value, and if no other barriers to disposition exist, Islands Trust Conservancy may sell the land and place the proceeds in a fund of Islands Trust Conservancy to be decided by the board.

Subject to requirements for Consultation with First Nations, if Islands Trust Conservancy receives a proposal to transfer an ecologically significant property (or an interest in land) to another conservation agency, and determines that there is no legal barrier to transfer and that the proposal is worthy of consideration, Islands Trust Conservancy will direct staff to conduct and prepare a thorough assessment of the proposal for consideration by the board.

Islands Trust Conservancy will only dispose of a fee simple title or an interest in ecologically significant land if it can be determined that the recipient agency has the expertise and long-term financial resources to manage the property or interest as well as, or better than, Islands Trust Conservancy. If the land, or interest in land, was acquired as an Ecological Gift, Islands Trust Conservancy will notify Environment and Climate Change Canada of the disposition.

Islands Trust Conservancy will consider the following tools to ensure that any transferred land and associated values will be protected in perpetuity for the residents of the Trust Area and the people of British Columbia:

- a) Islands Trust Conservancy may transfer land on condition that it be used for conservation purposes, or transfer land as determinable fee simple providing that the land will revert to Islands Trust Conservancy if the land is no longer being used for the specified purposes.
- b) Islands Trust Conservancy may register a conservation covenant on title to land before a transfer, to ensure the protection of the land's ecological values, provided an appropriate agency can be found to hold the covenant, and the recipient agency has the legal authority to accept the encumbrance.

Section 3: Communication, Cooperation and Liaison

Communication

Islands Trust Conservancy board members and staff conduct activities in a manner that enhances Islands Trust Conservancy's reputation as an organization that works proactively, constructively and collaboratively to advance Islands Trust Conservancy Three-Year Plan.

Islands Trust Conservancy's land conservation negotiations are confidential and will be treated as such by all board members and staff of Islands Trust Conservancy. Generally, information about on-going covenant and land donation projects will not be discussed or announced publicly until the project is complete, unless the project is associated with a development application, or the applicant has specified that the project may be discussed publically. To meet its commitments under its Reconciliation Declaration, Islands Trust Conservancy may elect to refer conservation proposals to First Nations. Where referral is desired or required, staff will inform applicants and partners that details of the conservation proposal will be shared with First Nations.

Collaboration

Islands Trust Conservancy works collaboratively with other agencies, First Nations and individuals to promote conservation in the Islands Trust Area. Staff and Board members participate regularly in partnerships with various levels of government, non-profit organizations, community groups and other agencies to further preservation of nature in the Islands Trust Area. Islands Trust Conservancy wishes to maintain good communications with First Nations and other agencies working in the region. The approach to First Nations engagement will be consistent with Islands Trust First Nations Engagement Principles Policy 6.1.1.

Advocacy

Islands Trust Conservancy will ensure that its advocacy positions are consistent with Islands Trust Conservancy Three-Year Plan and Islands Trust Advocacy Policy 6.10.3 and are supported by a resolution of the board. Advocacy letters from Islands Trust Conservancy to elected officials will be signed by a board member.

6. CONCLUSION

Guided by the Regional Conservation Plan, Islands Trust Conservancy will continue to pursue its mandate in accordance with its policies and in partnership with individuals, island communities and First Nations governments and agencies, as well as local, regional, provincial and national conservation and government agencies.

Islands Trust Conservancy will continue to strive for organizational excellence, and to eliminate barriers to its continued success. With excellent working relationships with the island-based and regional land trusts and strong connections to local and regional governments, Islands Trust Conservancy is well positioned to take a lead role in the protection of the ecologically significant areas found in Canada's islands in the Salish Sea.

With a focus on building relationships with First Nations governments and agencies over the next three years, Islands Trust Conservancy will ground its conservation actions firmly in respectful relationships with First Nations and Indigenous Peoples. Islands Trust Conservancy looks forward to the next three years of conservation successes, inspired by the generosity and perseverance of our partners, collaborators and supporters, and the endless beauty of fragile island ecosystems.

APPENDIX A: List of Islands Trust Conservancy protected areas, by fiscal year

FISCAL YEAR	PROPERTY NAME	HECTARES PROTECTED	ISLAND
1992-1993			
Nov. 1992	Scott Covenant Lands	1.00	Salt Spring
Dec. 1992	Inner Island Nature Reserve	9.40	Denman
Dec. 1992	Deep Ridge Nature Reserve	14.20	Salt Spring
			Hectares Protected: 24.60
1993-1994			
Jun. 1993	Enchanted Forest Regional Park Covenant	4.20	South Pender
Dec. 1993	Coats Millstone Nature Reserve	0.25	Gabriola
Feb. 1994	Cunningham Covenant	12.17	Salt Spring
Feb. 1994	Cyril Cunningham Nature Reserve	3.95	Salt Spring
			Hectares Protected: 20.57
1995-1996			
Jun. 1995	Medicine Beach Nature Sanctuary	8.00	North Pender
			Hectares Protected: 8.00
1996-1997			
Jun. 1996	Lower Mt. Erskine Nature Reserve	22.00	Salt Spring
Mar. 1997	Tate Covenant	72.20	Salt Spring
			Hectares Protected: 94.20
1997-1998			
Jan. 1998	Cable Bay Covenant	61.51	Galiano
Jan. 1998	Kwel Nature Sanctuary	21.00	Lasqueti
			Hectares Protected: 82.51
1998-1999			
Jun. 1998	South Winchelsea Island Covenant	10.28	South Winchelsea
Mar. 1999	Reid Chapman Covenant	0.54	Gabriola
Mar. 1999	Ledingham Covenant	1.10	North Pender
			Hectares Protected: 11.92
1999-2000			
Jun. 1999	Retreat Island Covenant	1.60	Galiano
Jul. 1999	McIntyre Covenant	1.20	Bowen
Nov. 1999	Dennis Covenant	0.40	North Pender
Dec. 1999	Singing Woods Nature Reserve	9.00	Bowen
Dec. 1999	Terminal Creek Covenant North	0.30	Bowen
Dec. 1999	Terminal Creek Covenant South	0.85	Bowen
Jan. 2000	Brooks Point Regional Park Covenant	4.00	South Pender
			Hectares Protected: 17.35

2000-2001

Dec. 2000	Floating Cattails Marsh Covenant	1.92	Saturna	
Dec. 2000	Strand-Dohan Covenant	0.52	Saturna	
Feb. 2001	Trincomali Nature Sanctuary	12.00	Galiano	
			Hectares Protected:	14.44

2001-2002

Jun. 2001	Lindsay Dickson Nature Reserve	52.40	Denman	
Jul. 2001	Green Frog Farm Covenant	24.30	Galiano	
Jul. 2001	Longini Covenant	8.00	Galiano	
Aug. 2001	Burnt Snag Covenant	6.60	Sidney	
Aug. 2001	Dragonfly Pond Covenant	4.40	Sidney	
Aug. 2001	Kingfisher Pond Covenant	1.40	Sidney	
Aug. 2001	Sandbanks Covenant	3.01	Sidney	
Aug. 2001	Sunrise Covenant	0.47	Sidney	
Aug. 2001	Windthrow Covenant	26.60	Sidney	
Aug. 2001	Woodpecker Pond Covenant	0.94	Sidney	
Oct. 2001	Lot 31 Covenant	67.43	Salt Spring	
Jan. 2002	Ruffed Grouse Covenant	11.5	Salt Spring	
Feb. 2002	Ruby Alton Nature Reserve	1.60	Salt Spring	
Feb. 2002	Horton Bayviary Nature Reserve	0.52	Mayne	
			Hectares Protected:	209.17

2002-2003

Aug. 2002	Keough Covenant	0.66	Salt Spring	
Sept. 2002	Where 'Ere You Walk Covenant	0.34	Salt Spring	
Dec. 2002	Winter Wren Wood Covenant	2.50	Denman	
Jan. 2003	Loretta's Wood Nature Reserve**	40.00	North Pender	-40.00
Mar. 2003	Manzanita Ridge Covenant	20.00	Salt Spring	
			Hectares Protected:	63.50

2003-2004

Dec. 2003	Cottonwood Creek Covenant	4.31	North Pender	
Dec. 2003	Treetop Covenant	10.22	Sidney	
Feb. 2004	Old Point Farm Covenant	8.89	Saturna	
			Hectares Protected:	23.42

2004-2005

May 2004	Laughlin Lake Covenant	11.00	Galiano	
May 2004	Sharp-tailed Snake Covenant	0.03	North Pender	
Jan. 2005	Brigade Bay Bluffs Nature Reserve	5.14	Gambier	
Jan. 2006	Long Bay Wetland Nature Reserve	38.00	Gambier	
			Hectares Protected:	54.17

**transfer of Loretta's Wood to Parks Canada, March 2005

2005-2006

Mar. 2005	Meadow Valley Covenant	1.40	Thetis
Nov. 2005	Bachmann Covenant	2.07	Gabriola
Oct. 2005	Shacum Covenant	4.00	Salt Spring
Oct. 2005	Walter Bay NAPTEP Covenant	2.38	Salt Spring
Oct. 2005	Owls Call NAPTEP Covenant	3.31	Salt Spring
Oct. 2005	Leader NAPTEP Covenant	1.80	Salt Spring
Oct. 2005	Arthur Lineham NAPTEP Covenant	23.69	Salt Spring
Dec. 2005	Mount Trematon Nature Reserve	57.87	Lasqueti
Jan. 2006	Morrison Marsh Nature Reserve	51.73	Denman
			Hectares Protected: 148.25

2006-2007

May 2006	Vogt Covenant	29.74	Salt Spring
May 2006	Elder Cedar (S'ul-hween X'pey) Nature Reserve	64.67	Gabriola
Jul. 2006	Little D'Arcy NAPTEP Covenant	8.15	North Pender LTA
Oct. 2006	Barrineau NAPTEP Covenant	1.76	Galiano
Nov. 2006	David Otter Nature Reserve	3.04	Bowen
			Hectares Protected: 107.36

2007-2008

Aug. 2007	Oscar's Landing Covenant	0.69	North Pender
Aug. 2007	Richardson NAPTEP Covenant	1.75	Salt Spring
Oct. 2007	My Whim NAPTEP Covenant	2.20	Salt Spring
Oct. 2007	Polden NAPTEP Covenant	3.39	Salt Spring
			Hectares Protected: 8.03

2008-2009

May. 2008	Mount Artaban Nature Reserve	107.00	Gambier
Oct. 2008	Wennanec NAPTEP Covenant	1.64	Salt Spring
Oct. 2008	Frog Haven NAPTEP Covenant	3.60	Salt Spring
Oct. 2008	Woodwinds NAPTEP Covenant	0.76	North Pender
Oct. 2008	Lot 16 NAPTEP Covenant	0.31	North Pender
Oct. 2008	Lot A NAPTEP Covenant	0.95	North Pender
			Hectares Protected: 114.26

2009-2010

Oct. 2009	Steil's Woods NAPTEP Covenant	1.49	North Pender
Nov. 2009	Westbourne NAPTEP Covenant	1.69	Galiano
Mar. 2010	McRae NAPTEP Covenant	7.37	Gabriola
			Hectares Protected: 10.55

2010-2011

Jul. 2012	Fairy Fen Nature Reserve	18.10	Bowen
Oct. 2010	Frog Song Forest Covenant	1.78	North Pender
			Hectares Protected: 19.88

2011-2012

Nov. 2011	John Osland Nature Reserve	66.37	Lasqueti	
Aug. 2011	Lot 44 (Ogden Road)	0.76	North Pender	
Dec. 2011	Great Beaver Swamp Covenant	10.20	Galiano	
Sep. 2011	Lot 45 (Ogden Road) Covenant	0.86	North Pender	
Oct. 2011	Lot 16 addition NAPTEP Covenant	0.18	North Pender	
Oct. 2011	Garry Oaks NAPTEP Covenant	0.50	North Pender	
			Hectares Protected:	78.87

2012-2013

Oct. 2012	Nighthawk Hill NAPTEP Covenant	0.91	North Pender	
Oct. 2012	Myra Powers NAPTEP Covenant	4.69	Hornby	
Oct. 2012	Valens Brook Nature Reserve	3.74	Denman	
Dec. 2012	Laughlin Lake Nature Reserve addition	0.50	Galiano	
			Hectares Protected:	9.84

2013-2014

Apr. 2013	Mount Tuam Covenant	13.40	Salt Spring	
Apr. 2013	Vanilla Leaf Land Nature Reserve	40.50	Galiano	
May 2013	Burren's Acres Nature Reserve	2.03	Gabriola	
Sep. 2013	Stanley Point Covenant (Lot 21)	1.31	North Pender	
			Hectares Protected:	57.24

2014-2015

Sep. 2014	Old Divide NAPTEP Covenant	0.81	Salt Spring	
Oct. 2014	McFadden Creek Nature Sanctuary	5.09	Salt Spring	
Feb. 2015	Goldenback Fern Covenant	0.29	Salt Spring	
			Hectares Protected:	6.19

2015-2016

May 2015	Finlay Lake Covenant	6.73	Galiano	
Oct. 2015	Wallace Point NAPTEP Covenant	1.63	North Pender	
Nov. 2015	Clam Bay Farm Covenant	8.26	North Pender	
			Hectares Protected:	16.62

2016-2017

Aug. 2016	Fischer Covenant	6.12	Hornby	
Feb. 2017	Moore Hill Nature Reserve	21.04	Thetis	
Mar. 2017	Isabella Point Covenant	2.15	Salt Spring	
			Hectares Protected:	29.31

2017-2018

Sep. 2017	Settlement Lands Covenant	63.25	Denman	
Jan. 2018	Fairyflipper Forest Nature Reserve	16.60	Thetis	
			Hectares Protected:	79.85

2018-2019

Sep. 2018	Swift Family Link Island NAPTEP Covenant	19.30	Link		
Dec. 2018	Valens Brook Nature Reserve Addition	2.55	Denman		
				Hectares Protected:	21.85

2019-2020

Jul. 2019	Salish View Nature Reserve	11.47	Lasqueti		
				Hectares Protected:	11.47

2020-2021

Dec. 2020	Sandy Beach Nature Reserve	3.30	Keats		
Feb. 2021	Lisa Baile Nature Reserve	4.05	North Pender		
				Hectares Protected:	7.35

2021-2022

Jul. 2021	Earl Batista Covenant	0.86	Salt Spring		
Sep 2021	Saturnina Island Nature Sanctuary (Lease)	4.05	Saturnina		
Oct. 2021	Woodpecker Forest NAPTEP Covenant	3.73	North Pender		
Oct. 2021	Moss Mountain NAPTEP Covenant	45.43	Salt Spring		
				Hectares Protected:	54.07

2022-2023

April 2022	Link Island Nature Sanctuary	21.45	Link		
July 2022	Livingstone NAPTEP Covenant	11.35	Lasqueti		
				Hectares Protected:	32.80

Total Hectares Protected: 1377.9

Notes: Properties called Nature Reserves or Nature Sanctuaries are owned or leased by Islands Trust Conservancy.

NAPTEP - Natural Area Protection Tax Exemption Program

APPENDIX B: Complete List of Islands Trust Conservancy Policies

BYLAW #2	A Bylaw to Regulate the Meetings of the Islands Trust Conservancy Board and Committees of the Islands Trust Conservancy Board
POLICIES	Policies are online at islandstrust.bc.ca/about-us/accountability/policies/
SECTION 1	ORGANIZATIONAL
1.1	Islands Trust Conservancy Board Member Appointments, Reappointments and Elections
1.2	Board and Committee Elections
1.3	Islands Trust Conservancy Board Roles and Responsibilities
1.4	Board Standards of Conduct
1.5	Board Member Attendance and Participation and Member Removal
1.6	Annual Budget Submissions
1.7	Fundraising and Donations
1.9	Funds For Partnership Acquisition Projects Policy
SECTION 2	LAND TRANSACTIONS AND PROPERTY MANAGEMENT
2.1	Board Approval of Projects and Transactions
2.2	Assessing Conservation Proposals
2.3	Acquisition and Management of Land
2.4	Conservation Covenants
2.5	Natural Area Protection Tax Exemption Covenants
2.6	Heritage Forest Land Acquisition and Protection
2.7	Disposition of Land
2.8	Covenant Enforcement
2.9	Management Plan Costs
SECTION 3	COMMUNICATIONS, COOPERATION AND LIAISON
3.1	Islands Trust Conservancy and Local Planning Services Coordination
3.2	Communicating Information Regarding Covenant and Acquisition Projects
3.3	Relationships with External Groups
3.4	Islands Trust Conservancy Role in Partnership Acquisition Projects
3.5	Consulting Trust Council, Local Trust Committees, Island Municipalities, and Local Trustees on Islands Trust Conservancy Board Matters
3.6	Research
3.7	Freedom of Information and Protection of Privacy – Routinely Released Information
3.8	Freedom of Information and Protection of Privacy
3.9	Freedom of Information and Protection of Privacy – Designation of Fees



200 – 1627 Fort Street, Victoria BC V8R 1H8

Telephone **(250) 405-5151** Fax (250) 405-5155

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

Email information@islandstrust.bc.ca

Web www.islandstrust.bc.ca

November 7, 2022

The Islands Trust Conservancy
1627 Fort St, Victoria BC
V8R 1H8

Dear Islands Trust Conservancy,

The Mayne Island Local Trust Committee would like to congratulate you for all the good work you do to acquire and manage diverse ecosystems throughout the Islands Trust Area. We support and encourage your continued commitment to research, securing additional lands for conservation and strengthening relationships with First Nation as outlined in the Islands Trust Conservancy Three-Year Plan.

Sincerely,

Dan Rogers
Chair, Mayne Islands Local Trust Committee

cc Kate Emmings
cc Mayne LTC



REQUEST FOR DECISION

To: ITC Board **For the Meeting of:** November 22, 2022
From: Staff **Date Prepared:** November 16, 2022
SUBJECT: **Galiano Local Trust Bylaw 231/232 Referral – Nature Protection Rezoning**

RECOMMENDATION(S): That the Islands Trust Conservancy (ITC) Board recommend that the Galiano Island Local Trust Committee approve Bylaws 231 and 232 because they bring zoning into agreement with the use of conservation lands and further strengthen the conservation status for District Lots 64 and 68, which are adjacent to Islands Trust Conservancy covenanted areas.

1 PURPOSE: To review the referral of Galiano Island Local Trust Committee (Galiano LTC) Bylaw 231 and 232 and to provide a response from the Islands Trust Conservancy (ITC) Board to the Galiano LTC.

2 BACKGROUND:

As noted in the referral form, the proposed amendments to the Galiano Island Official Community Plan Bylaw No. 108 (OCP) and Land Use Bylaw No. 127 (LUB) are intended “to re-designate and rezone portions of District Lots 68, 72 and all of DL 87 parcels from a Forestry designation and Forest 1 (F1) zoning to Nature Protection and District Lot 64 from a Rural designation and Rural 2 (R2) zoning to Nature Protection.”

ITC has received this referral because DL 68 and DL 64 are adjacent to two ITC conservation covenants – Laughlin Lake covenant and Cable Bay covenant, respectively (Figure 1). Staff have reviewed the bylaws for impacts to ITC managed lands and find them to be compatible with the preservation of conservation values on those lands. The proposed Nature Protection zoning allows the following:

11. NATURE PROTECTION ZONES

11.1 Nature Protection Zone - NP

Permitted Uses

11.1.1 In the Nature Protection zone the following uses are permitted, subject to the regulations set out in this section and the general regulations set out in Parts 2 and 3, and all other uses are prohibited.

- 11.1.1.1 ecological reserves and nature conservancies
- 11.1.1.2 research and educational activities
- 11.1.1.3 groundwater retention and recharge
- 11.1.1.4 ecological restoration
- 11.1.1.5 passive recreation

Buildings and Structures

11.1.2 No buildings or structures of any kind, other than signs, are permitted.



Figure 1. DL 68 (left yellow parcel) and DL 64 (right yellow parcel) on central Galiano Island are adjacent to Islands Trust Conservancy's Laughlin Lake covenant and Cable Bay covenant, respectively.

3 IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: None.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: ITC staff will provide the ITC Board response to the Galiano LTC referral coordinator.

FIRST NATIONS: The bylaw has been referred to First Nations for comment, as noted on the cover page of the referral.

CLIMATE CHANGE: ITC Staff have not conducted an in-depth analysis of the climate change implications of Bylaws 231 and 232; however, in general, rezoning forested land from forestry to nature protection supports climate change mitigation by protecting forests that sequester carbon.

OTHER: None.

4 RELEVANT POLICY(S):

[Policy 3.1: ITC/LPS Coordination Policy](#)
[Galiano Island Official Community Plan](#)
[Galiano Island Land Use Bylaw](#)

5 ATTACHMENT(S): Bylaw Referral Form and Bylaw

RESPONSE OPTIONS

Recommendation(s): That the Islands Trust Conservancy (ITC) Board recommend that the Galiano Island Local Trust Committee approve Bylaws 231 and 232 because they bring zoning into agreement with the use of conservation lands and further strengthen the conservation status for District Lots 64 and 68, which are adjacent to Islands Trust Conservancy covenanted areas.

Alternatives: None recommended

Prepared By: Jemma Green, Covenant Management and Outreach Specialist



Islands Trust

BYLAW REFERRAL FORM

Suite 200, 1627 Fort Street
Victoria, B.C. V8R 1H8
Ph: (250) 405-5151
Fax: (250) 405-5155
information@islandstrust.bc.ca
www.islandstrust.bc.ca

Island: Galiano Island Local Trust Area Bylaw No.: 231/232 Date: October 11, 2022

You are requested to comment on the attached Bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

APPLICANTS NAME / ADDRESS:

Galiano Island Local Trust Committee Project

PURPOSE OF BYLAW:

Proposed amendments to the Galiano Island Official Community Plan Bylaw No. 108 (OCP) and Land Use Bylaw No. 127 (LUB) to re-designate and rezone portions of District Lots 68, 72 and all of DL 87 parcels from a Forestry designation and Forest 1 (F1) to zoning to Nature Protection and District Lot 64 from a Rural designation and Rural 2 (R2) zoning to Nature Protection.

Professional reports and staff reports are available on the Galiano Island webpage:

<https://islandstrust.bc.ca/island-planning/galiano/projects/>

GENERAL LOCATION:

Galiano Island Local Trust Area

LEGAL DESCRIPTION:

Portions of District Lots (DLs) 68, 72 and all of DLs 64 and 87

SIZE OF PROPERTY AFFECTED:

N/A – multiple parcels

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

Rural and Forestry

OTHER INFORMATION:

Additional information, including the current bylaws, is available at: www.islandstrust.bc.ca

Please fill out the Response Summary on the back of this form. If your agency's interests are "*Unaffected*", no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

BSmith

(Signature)

Name: Brad Smith

Title: Island Planner
Contact Info: Tel: 778-679-5185
Email: bsmith@islandstrust.bc.ca

PLEASE TURN OVER 

This referral has been sent to the following agencies:

Agency Referrals

Ministry of Environment – BC Parks and MOE Lands Acquisition
Ministry of Indigenous Relations and Reconciliation

Non-Agency Referrals

Galiano Island Parks and Recreation Commission
Galiano Island Trails Society

Regional Agencies

Capital Regional District – Regional Parks and Community
Services

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee
Salt Spring Local Trust Committee
Thetis Island Local Trust Area
Islands Trust Conservancy Board

First Nations

Cowichan Tribes
Halalt First Nation
Lake Cowichan First Nation
Lyackson First Nation
Malahat First Nation
Musqueam Indian Band
Pauquachin First Nation
Penelakut Tribe
Semiahmoo First Nation
Snuneymuxw First Nation
Stz'uminus First Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
WSANEC Leadership Council

**BYLAW REFERRAL FORM
RESPONSE SUMMARY**

- ☐ Approval Recommended for Reasons Outlined Below
- ☐ Approval Recommended Subject to Conditions Outlined Below
- ☐ Interests Unaffected by Bylaw
- ☐ Approval Not Recommended Due to Reason Outlined Below

Galiano Island Local Trust Area

(Island)

(Signature)

(Date)

231/232

(Bylaw Number)

(Name and Title)

(Agency)

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 231

A BYLAW TO AMEND THE GALIANO ISLAND OFFICIAL COMMUNITY PLAN BYLAW NO. 108, 1995

The Galiano Island Local Trust Committee in open meeting assembled enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as “Galiano Island Official Community Plan Bylaw No. 108, 1995, Amendment No. 14, 2011.”

2. SCHEDULES

Galiano Island Official Community Plan Bylaw No. 108, 1995 is amended as shown on Schedule 1, attached to and forming part of this bylaw.

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS 4TH DAY OF APRIL , 2022.

READ A SECOND TIME THIS 4TH DAY OF JULY , 2022.

PUBLIC HEARING HELD THIS 6TH DAY OF SEPTEMBER , 2022.

READ A THIRD TIME THIS 6TH DAY OF SEPTEMBER , 2022.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
DAY OF , 20__.

APPROVED BY THE MINISTER OF MUNICIPAL AFFAIRS THIS
DAY OF , 20__.

ADOPTED THIS DAY OF , 20__.

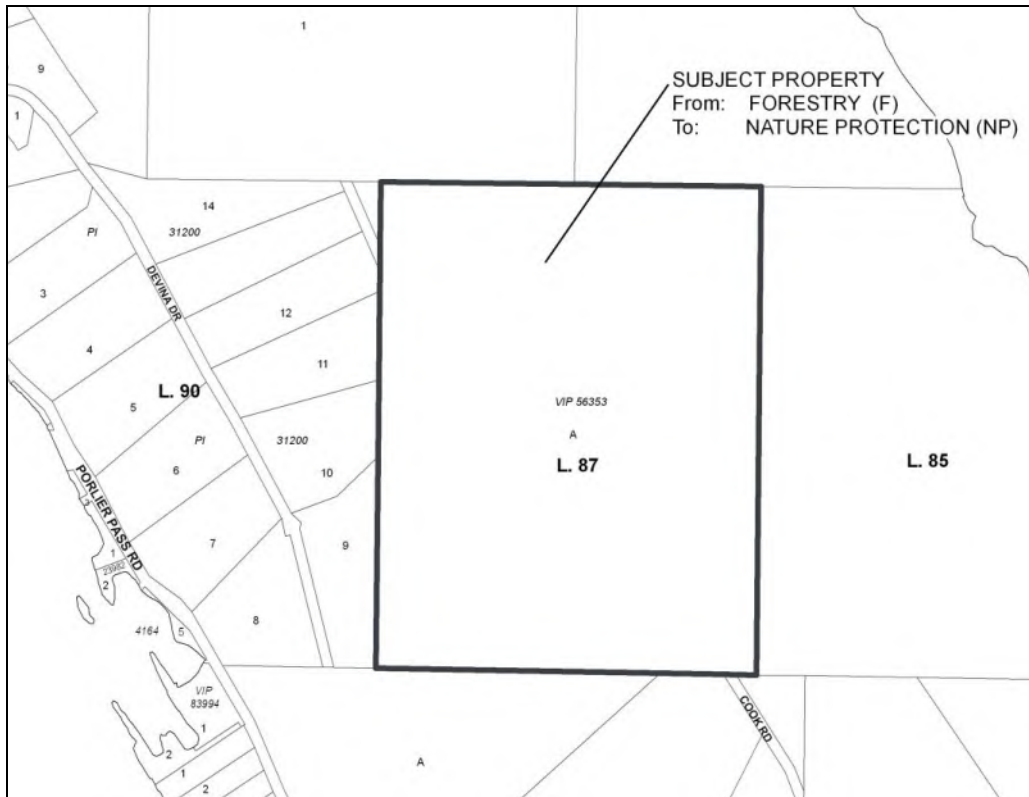
CHAIR

SECRETARY

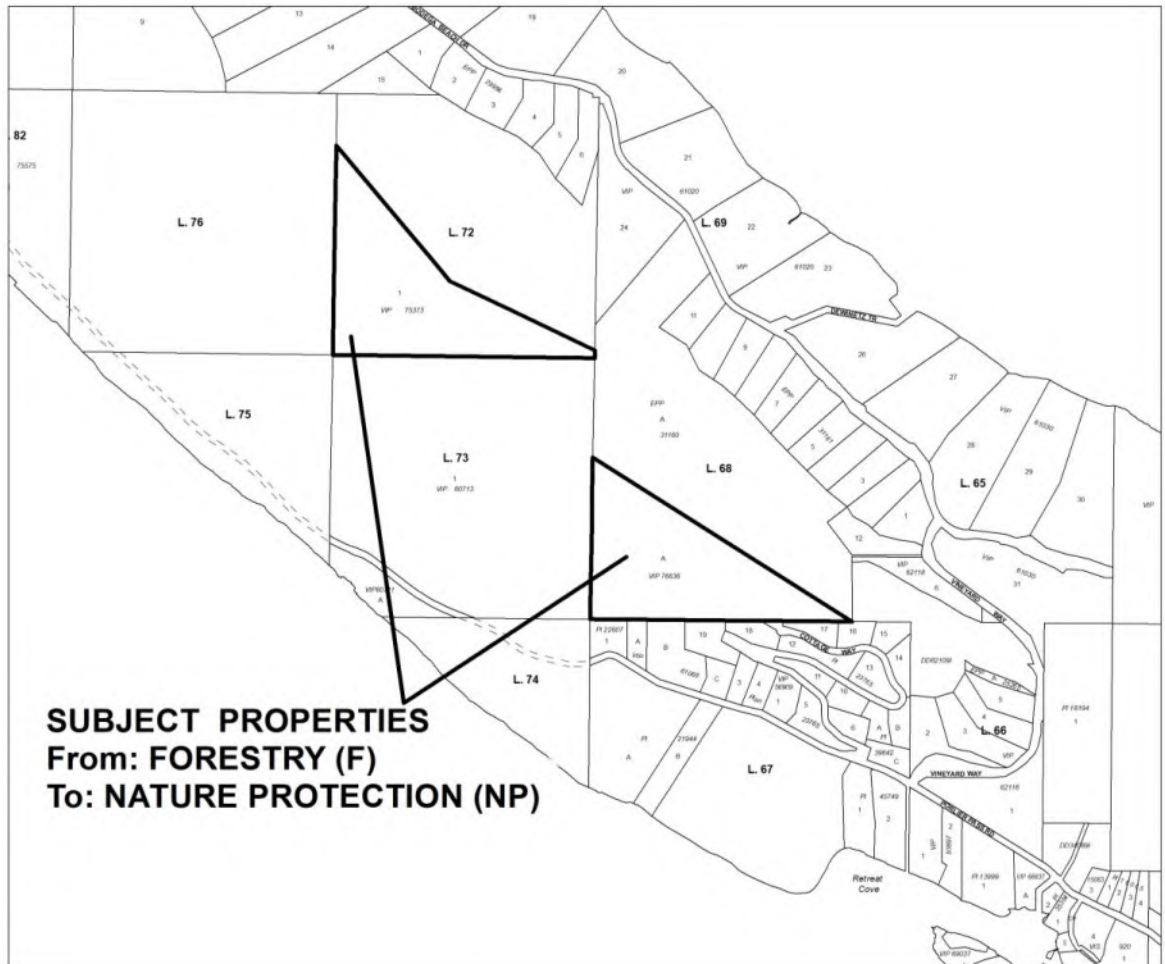
GALIANO ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 231
SCHEDULE 1

Schedule B (Land Use Designation) is amended by changing the land use designations on the lands legally described as follows:

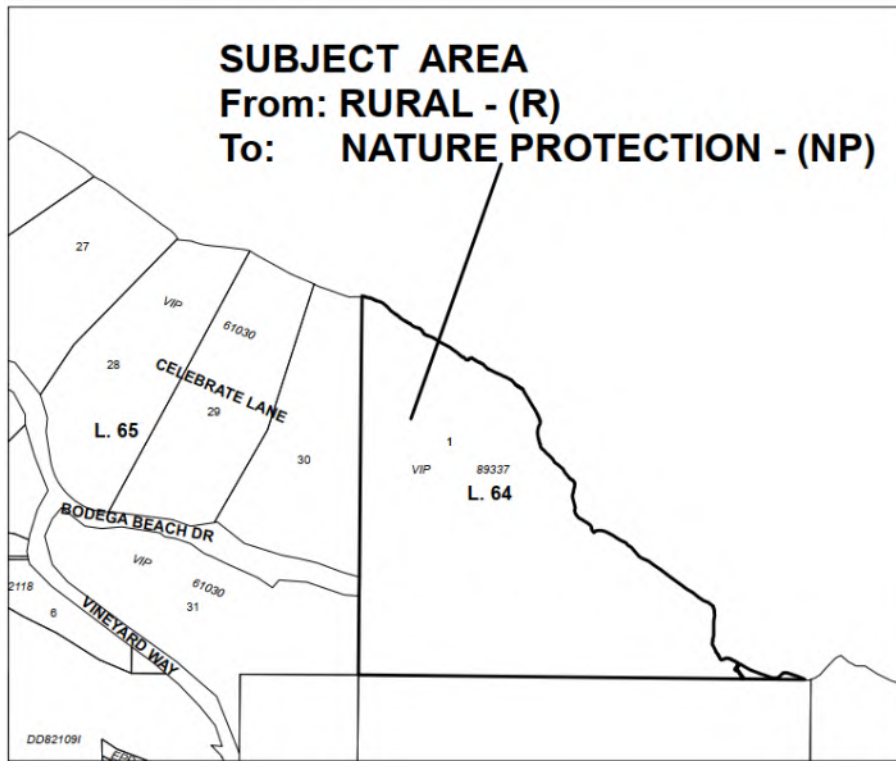
1. Lot A, Plan VIP56353, District Lot 87, Galiano Island, Cowichan District, except part in Plan VIP61539 from the Forestry (F) Land Use Designation to the Nature Protection (NP) Land Use Designation, in accordance with the map below.



2. Lot A, Plan VIP76636, District Lot 68, Galiano Island, Cowichan District; and Lot 1, Plan VIP75373, District Lot 72, Galiano Island, Cowichan District from the Forestry (F) Land Use Designation to the Nature Protection (NP) Land Use Designation in accordance with the map below.



3. Lot 1 District Lot 64 Galiano Island Cowichan District Plan VIP89337 from the Rural (R) Land Use Designation to the Nature Protection (NP) Land Use Designation in accordance with the map below.



PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE

BYLAW NO. 232

A BYLAW TO AMEND GALIANO ISLAND LAND USE BYLAW NO. 127, 1999

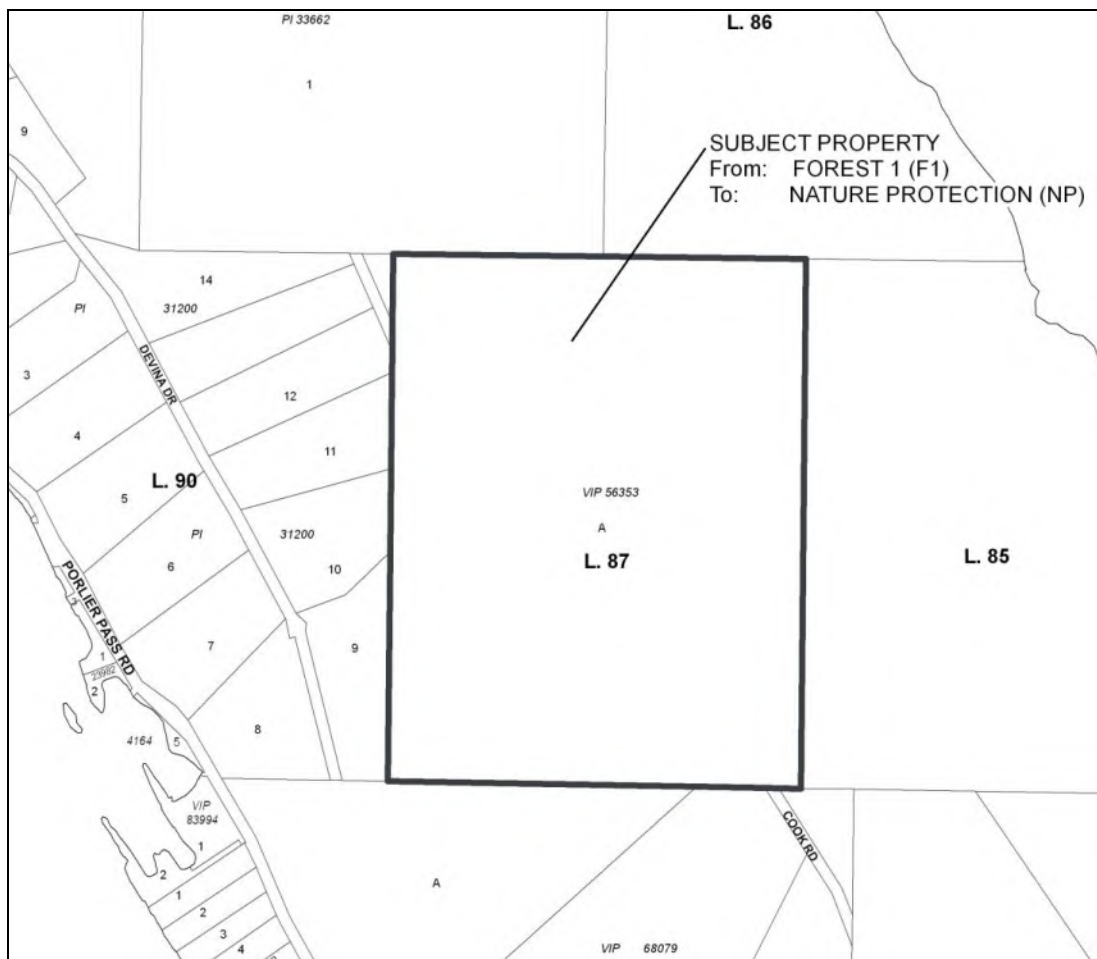
The Galiano Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Galiano Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation

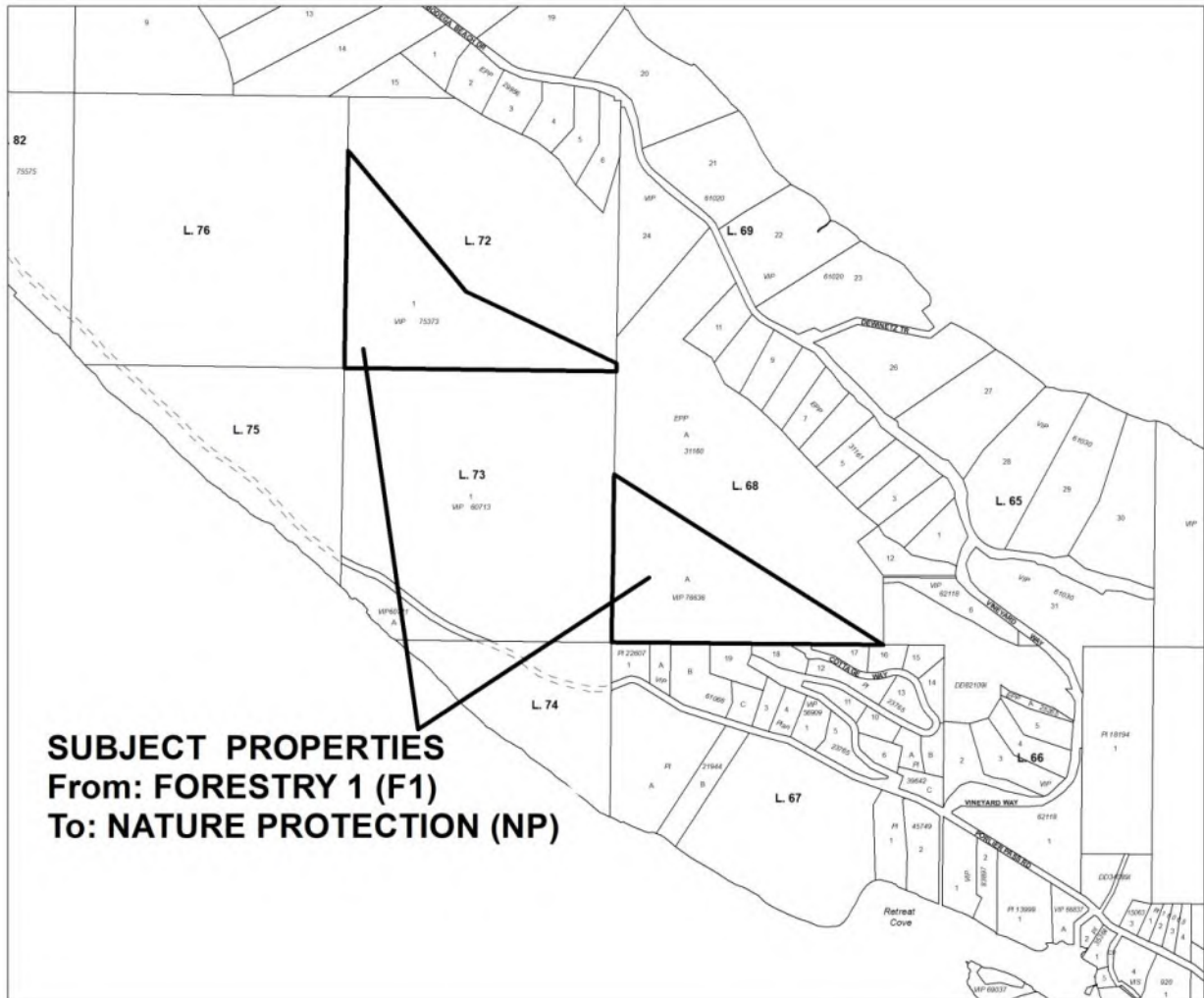
This bylaw may be cited for all purposes as “Galiano Island Land Use Bylaw No. 127, 1999, Amendment No. 3, 2011”.

2. Galiano Island Local Trust Committee Bylaw No. 127, cited as “Galiano Island Land Use Bylaw No. 127, 1999” is amended as follows:

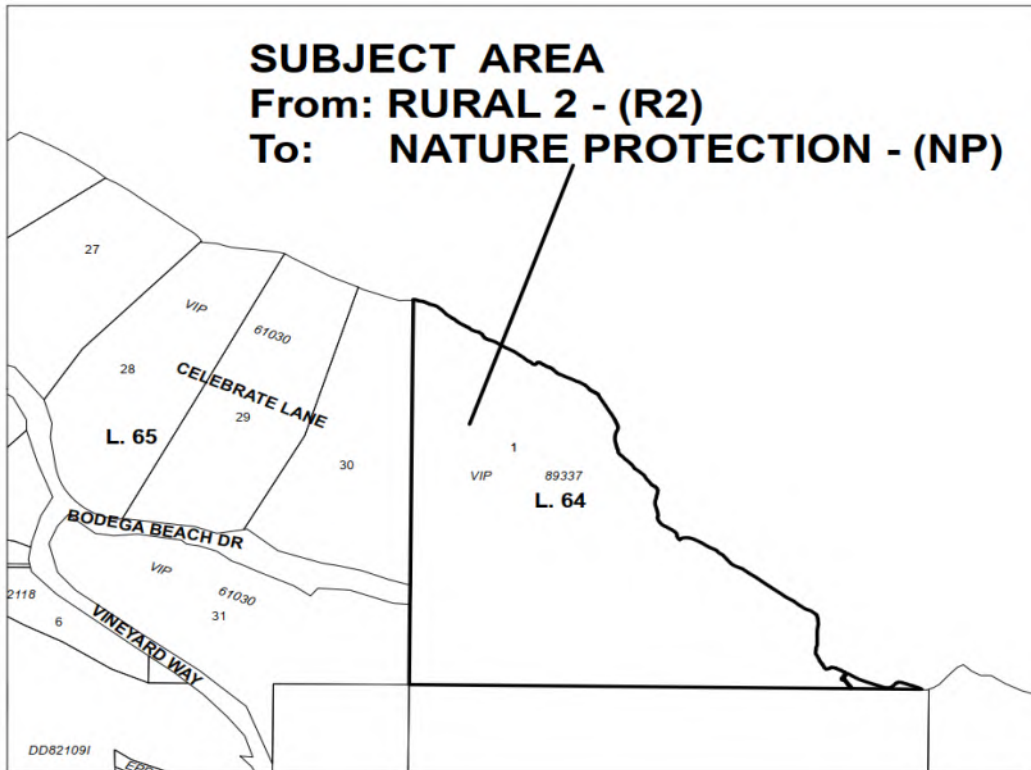
- 2.1 Lot A, Plan VIP56353, District Lot 87, Galiano Island, Cowichan District, except part in Plan VIP61539 from the Forest 1 (F1) zone to the Nature Protection (NP) zone, in accordance with the map below.



- 2.2 Lot A, Plan VIP76636, District Lot 68, Galiano Island, Cowichan District; and Lot 1, Plan VIP75373, District Lot 72, Galiano Island, Cowichan District from the Forest 1 (F1) zone to the Nature Protection (NP) zone, in accordance with the map below.



- 2.3 Lot 1 District Lot 64 Galiano Island Cowichan District Plan VIP89337 from the Rural 2 (R2) zone to the Nature Protection (NP) zone in accordance with the map below.



3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS 4TH DAY OF APRIL , 2022.

READ A SECOND TIME THIS 4TH DAY OF JULY , 2022.

PUBLIC HEARING HELD THIS 6TH DAY OF SEPTEMBER , 2022.

READ A THIRD TIME THIS 6TH DAY OF SEPTEMBER , 2022.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
DAY OF 20__

ADOPTED THIS DAY OF 20__

CHAIR

SECRETARY



REQUEST FOR DECISION

To: Islands Trust Conservancy Board

For the Meeting of: November 22, 2022

From: Staff

Date Prepared: October 28, 2022

SUBJECT: Islands Trust Conservancy Board Proposed 2023 Meeting Schedule

RECOMENDATION:

1. That the Islands Trust Conservancy Board adopt the proposed meeting dates for the 2023 calendar year, as presented.
2. That the Islands Trust Conservancy Board direct staff to schedule the 2023 Islands Trust Conservancy Board meeting dates of _____, _____, _____, _____, and _____, 2023 as electronic meetings, and list the Victoria office board room as the public meeting location.
3. That the Islands Trust Conservancy Board direct staff to schedule one in-person meeting on _____, 2023.

1 PURPOSE:

1. To determine the 2023 meeting schedule for the Islands Trust Conservancy Board (ITCB); and
2. To determine which 2023 ITCB meeting will be held in person.

2 BACKGROUND:

Meeting Dates

Near the end of each calendar year, the ITC Board determines the meeting dates for the next calendar year by way of resolution. The ITC Meeting Procedure Bylaw states that six meetings should be held each year spread evenly through the calendar year, and that the first meeting of the year shall be held in January or February. Proposed meetings dates for the 2023 calendar year are as follows:

- Tuesday, January 24
- Tuesday, March 14
- Tuesday, May 30
- Tuesday, July 18 **Annual meeting with the Executive Committee*
- Tuesday, October 3
- Tuesday, November 21

The Director of Administrative Services has requested the May 2023 ITCB meeting be held May 30 2023, to accommodate timing of the financial audit.

At its October 2021 meeting, Financial Planning Committee (FPC) passed the following resolution:

FPC-2021-032

It was MOVED and SECONDED, that Financial Planning Committee recommend that ITC, FPC, TPC and RPC hold all but one meeting electronically annually and the budget be amended accordingly.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Staff support is required to coordinate and administer electronic meetings and to post recordings of meetings online and to coordinate the one in-person meeting.

FINANCIAL: The ITC's proposed 2023/24 budget anticipates that all meetings except one will be remote. An increase to in-person meetings would result in an impact to the ITC budget request provided to Trust Council

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Approved meeting schedule will be posted to the Islands Trust website and added to relevant electronic calendars.

FIRST NATIONS: Holding meetings electronically and posting meeting recordings to the website may provide greater transparency and access to First Nations.

4 RELEVANT POLICY:

[Bylaw 2 - A Bylaw to Regulate the Meetings of the Islands Trust Conservancy Board and Committees of the ITC Board](#)

5 ATTACHMENTS:

- Draft 2023 Islands Trust Conservancy Meeting Schedule

RESPONSE OPTIONS

Recommendations:

1. That the Islands Trust Conservancy Board adopt the proposed meeting dates for the 2023 calendar year, as presented.
2. That the Islands Trust Conservancy Board direct staff to schedule the 2023 Islands Trust Conservancy Board meeting dates of _____, _____, _____, _____, and _____, 2023 as electronic meetings, and list the Victoria office board room as the public meeting location.
3. That the Islands Trust Conservancy Board direct staff to schedule one in-person meeting on _____, 2022.

Alternative:

1. That the Islands Trust Conservancy Board adopt the proposed meeting dates for the 2023 calendar year with amendments [as directed].

Prepared By: Corlynn Strachan, Administrative Assistant

Reviewed By/Date: Kate Emmings, ITC Manager / November 17, 2022



ISLANDS TRUST CONSERVANCY

Islands Trust Conservancy Board

2023 Meeting Schedule

DRAFT

DATE	TIME	LOCATION
Tuesday, January 24 th	10:00 am – 2:30 pm	Electronic
Tuesday, March 14 th	10:00 am – 2:30 pm	electronic
Tuesday, May 30 th	10:00 am – 2:30 pm	electronic
Tuesday, July 18 th	10:00 am – 12:30 pm	Victoria
<i>*Annual Meeting with the Executive Committee (EC meet July 19th)</i>	1:00 pm – 3:00 pm	
Tuesday, October 3 rd	10:00 am – 2:30 pm	electronic
Tuesday, November 21 st	10:00 am – 2:30 pm	electronic

Whether electronically or in-person, the place where the public may attend to watch the proceedings that are open to the public is the Islands Trust Victoria office (#200, 1627 Fort Street) unless otherwise noted.

For meeting details visit the Meetings and Events webpage <https://islandstrust.bc.ca/whats-happening/meetings-and-events/> and click on the associated date in the calendar tool.

Meetings will be conducted electronically (Zoom) unless otherwise noted.



200 – 1627 Fort Street, Victoria BC V8R 1H8

Telephone **(250) 405-5151** Fax (250) 405-5155

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

Email information@islandstrust.bc.ca

Web www.islandstrust.bc.ca

November 7, 2022

The Islands Trust Conservancy
1627 Fort St, Victoria BC
V8R 1H8

Dear Islands Trust Conservancy,

The Mayne Island Local Trust Committee would like to congratulate you for all the good work you do to acquire and manage diverse ecosystems throughout the Islands Trust Area. We support and encourage your continued commitment to research, securing additional lands for conservation and strengthening relationships with First Nation as outlined in the Islands Trust Conservancy Three-Year Plan.

Sincerely,

Dan Rogers
Chair, Mayne Islands Local Trust Committee

cc Kate Emmings
cc Mayne LTC



Public Acquisitions Update November 22, 2022

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: <ol style="list-style-type: none"> 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.



Public Acquisitions Update November 22, 2022

	2021/05/25	<p>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.</p> <p>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.</p> <p>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</p> <p>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.</p> <p>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.</p>
	2021/07/07	Staff site visit scheduled.
	2021/07/21	Follow-up staff visit to discuss lot boundary options.
	2022/02/09	Applicant and staff discuss coordinating a visit from a Cultural Knowledge Holder.
	2022/08/16	Meeting with applicant to discuss their meeting with Penelakut Elders and leadership.
Current Total ITC Acquisitions:		34



PUBLIC COVENANTS UPDATE November 22, 2022

NAPTEP COVENANTS		
<i>27 NAPTEP Covenants on title, 3 NAPTEP covenants in progress, 0 new application</i>		
Property	Date	Notes
Larmour NAPTEP Covenant Salt Spring Island (2.45 ha)	2021/10/15	Application received.
	2022/01/24	ITC-2022-003: It was MOVED and SECONDED , that the Islands Trust Conservancy Board approves the conservation proposal submitted by Rodney Polden, on behalf of Skye Larmour, to donate a 2.45 ha NAPTEP covenant on Salt Spring Island, over a portion of Lot 1, Section 87, South Salt Spring Island, Cowichan District, Plan VIP 27894, PID: 000-138-452, to protect mature forests, wetlands, and connectivity to other protected areas, and advise the applicant that ITC will defer this securement project until late 2022/early 2023 due to staff capacity constraints.
	2022/02/04	Staff informed applicant of Board decision.
Nighthawk Hill NAPTEP Covenant expansion North Pender Island (~1ha)	2021/03/30	Application received.
	2021/11/23	ITC-2021-050: It was MOVED and SECONDED , that the Islands Trust Conservancy Board approve the conservation proposal submitted by Andreas Nowak and Mary Reher to add approximately 1 ha to the existing NAPTEP conservation covenant over a portion of the land described as Lot 38, Section 7, Pender Island, Cowichan District, Plan 32261, Except Part in Plan 35333, PID 001-081-110, to protect small seasonal wetlands and connectivity to the already-protected mature dry Douglas-fir forests.
	2021/12/01	TC-2021-119: It was MOVED by Trustee Stamford and SECONDED by Trustee Morrison , that the Islands Trust Council approves the amendment of the NAPTEP Certificate for the covenanted portion of the property described as PID 001-081-110, Lot 38, Section 7, Pender Island, Cowichan District, Plan 32261, Except Part in Plan 35333, to extend the Certificate to cover the increased protection area, and to reference the registration number of the new conservation covenant and survey plan that will be registered.
	2021/12/04	Referred for information to North Pender LTC. No comments received.
	2021/12/15	Phase II next steps correspondence sent to landholder.
	2022/02/10	Phase II application fee received.
	2022/07/20	Landowner has hired surveyor.
	2022/09/06	Final survey received.
	2022/09/12	Draft covenant amendment and letter of permission sent for ITC legal review.



PUBLIC COVENANTS UPDATE November 22, 2022

	2022/10/04	<p>ITC-2022-045 It was MOVED and SECONDED, that the Islands Trust Conservancy Board approves the revised Nighthawk Hill NAPTEP Covenant (NIHN) and authorizes the Chair to sign the NIHN with Andreas Nowak and Mary Reher, over a portion of the land described as Lot 38, Section 7, Pender Island, Cowichan District, Plan 32261, Except Part in Plan 35333, PID 001-081-110, subject to receiving an updated Baseline Documentation Report that is acceptable to the Islands Trust Conservancy Manager, and directs staff to register the covenant.</p> <p>ITC-2022-046 It was MOVED and SECONDED, that the Islands Trust Conservancy Board authorizes the Chair to sign a discharge for covenant CA2826689 and directs staff to register the discharge subject to registration of a covenant over the expanded protected area.</p>
	2022/10/13	<p>ITC-IC-2022-029 It was MOVED and SECONDED, that the Islands Trust Conservancy Board rise and report that it has approved Andreas Nowak & Mary Reher's request for consent to use the man-made pond in the Covenant Area of the Islands Trust Conservancy covenant (the 'Covenant') over Parcel Identifier: 001-081-110, Lot 38, Section 7, Pender Island, Cowichan District, Plan 32261, Except Part in Plan 35333 (the 'Land') as provided for in section 4.2(c), 4.2(a)(ii), 4.2(a)(iii), 4.2 (a)(iv), 4.2(a)(vi) and 4.2 (a)(viii) of the Covenant, with significant conditions to protect the covenant area.</p>
	2022/10/24	Board decision letter sent to landowner and to PICA.
R. Leader NAPTEP Covenant Salt Spring Island (3.54 ha)	2020/06/16	Application received.
	2020/11/24	<p>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</p>
	2020/12/02	<p>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.</p>
	2020/12/15	Referred for information to the Salt Spring Island Local Trust Committee. No comments received.



PUBLIC COVENANTS UPDATE November 22, 2022

R. Leader (cont.)	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 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.
	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.
	2021/07/29	Landowner begins discussions with mortgage provider about granting priority to the Covenant and Rent Charge. Ongoing.
	2021/09/09	ITC received and accepted final baseline inventory report.
	2022/01/21	Staff called to discuss need to get mortgage provided to grant priority to the Covenant. Followed up with email to credit union representative.
	2022/02/21	No response from credit union, informed landowner and indicated that they will need to pursue this issue.
	2022/09/26	Staff emailed to remind landowner that NAPTEP application expires December 2nd and enquire about progress with mortgage provider. Landholder discussed issue with credit union account manager and forwarded request for ITC staff to follow-up.
	2022/09/28	Staff contacted credit union account manager via email and left phone message.
	2022/11/05	Staff left follow-up phone message for credit union account manager.



PUBLIC COVENANTS UPDATE November 22, 2022

REGULAR COVENANTS		
<i>52 regular covenants on title, 1 regular public covenant in progress, 2 in-camera covenants in progress.</i>		
Property	Date	Notes
Brooks Point Covenant South Pender Island (6.02 ha)	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.
	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.



PUBLIC COVENANTS UPDATE November 22, 2022

Brooks Point Covenant (cont.)	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.
	2021/02/08	HAT, PICA and ITC meet to discuss covenant revisions. HAT to follow up with CRD regarding ongoing concerns and PICA input.
	2022/01/17	Letter received from CRD with a request to approve the covenant.
	2022/01/31	HAT, PICA and ITC meet to discuss covenant revisions. HAT and ITC staff agree to forward covenant to respective boards subject to agreement from PICA that it meets their requirements.
	2022/02/04	Joint letter sent to CRD from HAT and ITC noting HAT and ITC staff agree to forward covenant to respective boards subject to agreement from PICA that it meets their requirements.
	2022/02/06	PICA provides a letter to the CRD outlining requested changes to the covenant.
	2022/02/17	CRD responds to PICA letter with amended covenant.



PUBLIC COVENANTS UPDATE November 22, 2022

Brooks Point Covenant (cont.)	2022/02/24	PICA provided a letter to the CRD indicating that the covenant edits are acceptable.
	2022/03/15	<p>ITC-2022-017: It was MOVED and SECONDED, that the Islands Trust Conservancy (ITC) Board authorizes the Chair to sign the covenant, dated February 17, 2022, with the Capital Regional District and Habitat Acquisition Trust, over the lands described as:</p> <ul style="list-style-type: none"> i) Parcel Identifier 005-873-860, Lot 16, Section 1, Pender Island, Cowichan District, Plan 6670; ii) Parcel Identifier 005-873-894, Lot 17, Section 1, Pender Island, Cowichan District, Plan 6670; iii) Parcel Identifier 005-873-924, Lot 18, Section 1, Pender Island, Cowichan District, Plan 6670; iv) Parcel Identifier 005-873-975, Lot 19, Section 1, Pender Island, Cowichan District, Plan 6670; and, v) Parcel Identifier 003-977-188, Lot C, Section 1, Pender Island, Cowichan District, Plan 16049; <p>and, directs staff to register the covenant subject to receiving an update to the Baseline Documentation Report that is acceptable to the ITC Manager.</p> <p>ITC-2022-018: It was MOVED and SECONDED, that the Islands Trust Conservancy Board authorizes the Chair to sign a discharge for covenant EP3182, subject to receiving approval from the Nature Conservancy of Canada to also discharge the covenant, and directs staff to register the discharge subject to registration of a covenant over the whole of Brooks Point Regional Park in favour of Islands Trust Conservancy and Habitat Acquisition Trust.</p>
	2022/04/14	ITC/HAT board decisions conveyed to the CRD, with a copy to TLC and NCC.
	2022/04/29	CRD correspondence sent to NCC and TLC requesting agreement to release existing covenants.
	2022/07/14	ITC staff send correspondence to CRD regarding Interrim Strategic Plan as the designation of Brooks Point Regional Park is inconsistent with the negotiated covenant.
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 (3.3 ha)	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.
	2015/05/07	SCCA agrees to hold covenant; suggests TLC as a co-holder as they have worked together before.
	2015/08/18	Draft conservation covenant provided to ITC staff for review.



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Sandy Beach Nature Reserve (cont.)	2015/08/26	Edits to covenant provided to applicant and covenant holders for review.
	2015/12/15	Comments on covenant draft received from TLC.
	2015/01/12	Covenant revised with TLC edits and returned to TLC and SCCA for comment. TLC is happy with the draft. SCCA has sent the covenant for legal review, still awaiting SCCA comments.
	2016/02/10	SCCA comments received.
	2016/03/04	ITF responded to SCCA edits. SCCA reviewing with lawyer.
	2016/04/11	Requested that landowner contract development of baseline report for covenant.
	2016/06/05	SCCA comments received for covenant.
	2016/10/05	Draft 3 covenant sent to covenant holders for review. TLC and SCCA have agreed to the draft.
	2017/03/02	Covenant sent for legal review.
	2017/04/13	Revised covenant draft sent to TLC and SCCA. Comments received from both agencies.
	2017/08/31	Edits made to covenant and reviewed by legal. Draft 5 sent to TLC and SCCA for review. TLC has no further comment; awaiting SCCA comment. Both TLC and SCCA have requested a site visit.
	2017/09/07	Draft baseline report received from the applicant.
	2017/10/24	Feedback on baseline report submitted to applicant and revisions requested.
	2018/05/28	Site visit with ITC staff, trustees & SCCA
	2018/07/19	Next draft of baseline received and provided to covenant holders for feedback.
	2018/08/28	Baseline report feedback provided to applicant and biologist for review and revision.
	2019/01/04	Applicant's biologist revised draft baseline report. Forwarded baseline to covenant holder for review.
	2019/11/18	Received survey from the Applicant. Also notified that a new trail has been developed to access the beach within the proposed Sandy Beach Nature Reserve.
	2019/12/19	Met on site with applicant to review the location of the newly developed beach access trail.
	2020/04/23	ITC Staff begin a conversation with BC Hydro regarding removal of BC Hydro Statutory Rights of Way.
	2020/06/24	BC Hydro staff respond with information about mechanisms for discharge of existing Statutory Rights of Way and reregistration of a revised Statutory Right of Way.
	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.



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Sandy Beach Nature Reserve (cont.)	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.
	2021/11/01	ITC staff is including completion of baseline inventory in contract for Management Planning. Contract work is underway. Draft baseline inventory due November 15 th , and draft Management Plan due January 17 th .
	2021/11/09	Draft baseline report received and reviewed. Contractor will be conducting an additional site visit in mid- to late January to gather more data for updated baseline.
	2021/12/08	Management Plan Open House.
	2022/03/29	Final draft of Management Plan received from contractor. Reviewed and approved with amendments at May 24, 2022 Board meeting. Final Management Plan sent to proposed covenant holders for agreement.
	2022/04/29	Final baseline report and covenant sent to covenant co-holders for review and agreement.
	2022/05/24	ITC-2022-028: It was MOVED and SECONDED , that the Islands Trust Conservancy Board approve the Sandy Beach Nature Reserve Management Plan as amended.
	2022/06/16	Staff sent final covenant for legal review.
	2022/10/04	Final covenant reviewed and approved by covenant co-holders. RFD for ITC Board in this package.
Fairyslipper Forest Nature Reserve Thetis Island (16.6 ha)	2022/10/04	ITC-2022-040: It was MOVED and SECONDED , that the Islands Trust Conservancy Board directs the Chair to sign the Conservation Covenant agreement among TLC The Land Conservancy of British Columbia, the Sunshine Coast Conservation Association, and the Islands Trust Conservancy, over the land identified as Lot 1 District Lot 696 Group 1 New Westminster District Plan EPP89532 (PID: 031-259-731) and known as Sandy Beach Nature Reserve.
	2022/11/08	Staff is preparing final documents and coordinating with property donor for conveyancing.
	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.



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Fairyslipper Forest Nature Reserve (cont.)	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 reclamation 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.
	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.
	2020/07/14	Adjacent landowner signs Trail Licence Agreement with TIRRA (Thetis Island Residents and Ratepayers Association). Staff continues to work with owner to develop permanent legal access.
	2022/04/25	Adjacent landowner extends Trail Licence Agreement with TIRRA. Adjacent landowner has not expressed a willingness to enter into a more formal arrangement with ITC. ITC to continue covenant negotiations.
	2022/06/06	Staff discussed proposed conservation covenant with ThINC, agreement to defer. Staff will reengage with adjacent landowner to discuss more formal access arrangement.
	2022/07/27	Adjacent landowner indicates intent to continue with informal access agreement. Staff are exploring next steps.
Total	79 covenants registered	

Islands Trust Conservancy Expenditure Tracking 2022-2023									
GL	Description	Approved Budget	Islands Trust Contribution	SAR Grant	Total Available	Spent	Remaining	% Remaining	Committed Funds
75100-210/									
75110-210	Salaries and Benefits	\$ 656,368	\$ 513,168	\$ 143,200	\$ 656,368	\$322,464	\$ 333,904	51%	\$ 352,281
50700-210	Admin. Support	\$ 262,780	\$ 262,130	\$ 650	\$ 262,780	\$147,919	\$ 114,861	44%	\$ 145,500
54500-210	Communications	\$14,780	\$11,630	\$8,150	\$ 19,780	\$5,029	\$ 14,751	75%	\$ 4,194
79500-210	Subscriptions	\$1,000	\$1,000		\$ 1,000	\$55	\$ 945	95%	\$ 300
67500-210	Memberships	\$0			\$ -	\$627	\$ (627)	0%	\$ 691
61100-210	Board Honoraria	\$ 6,600	\$ 6,600		\$ 6,600	\$3,250	\$ 3,350	51%	\$ 2,400
61200-210	Board Meeting Expense	\$ 1,425	\$ 1,425		\$ 1,425	\$1,044	\$ 381	27%	\$ -
61210-210	Board Training & Conferences	\$ 1,600	\$ 1,600		\$ 1,600	\$1,478	\$ 123	8%	\$ -
61300-210	Property Management	\$137,780	\$97,780	\$60,000	\$ 157,780	\$38,974	\$ 118,806	75%	\$ 51,861
61500-210	Cons Planning / Land Securement	\$26,550	\$13,050	\$ 13,500	\$ 26,550	\$8,030	\$ 18,520	70%	\$ 4,000
63000-210	Legal	\$ 13,000	\$ 10,000	\$ 3,000	\$ 13,000	\$7,454	\$ 5,546	43%	\$ 4,000
61600-210	Ecosystem Mapping	\$ 18,000	\$ 13,000	\$ 5,000	\$ 18,000	\$0	\$ 18,000	100%	\$ -
74900-210	Safety	\$ -			\$ -	\$739	\$ (739)	0%	\$ -
80300-210	Mobile Devices	\$ 1,350	\$ 1,350		\$ 1,350	\$1,824	\$ (474)	0%	\$ 1,258
81300-210	Training & Conferences	\$ 4,200	\$ 4,200		\$ 4,200	\$3,194	\$ 1,006	24%	\$ 725
81305-210	Travel for Training	\$ 2,200	\$ 2,200		\$ 2,200	\$120	\$ 2,080	95%	\$ 1,199
82300-210	Travel	\$ 17,880	\$ 12,880	\$ 5,000	\$ 17,880	\$19,750	\$ (1,870)	0%	\$ 13
	Trustee Remuneration "Employer								
84150-210	Health Tax"	\$ -	\$ -	\$ -	\$ -	\$12	\$ (12)	0%	\$ 12
		\$ 1,165,513	\$ 952,013	\$ 238,500	\$ 1,190,513	\$561,962	\$ 628,562	53%	\$ 568,422
									Committed Funds
Restricted Funds			Opening Balance	Revenue	Total Available	Spent	Remaining		
Alton Maintenance Account			\$ 103,636	\$ 7,840	\$ 111,476	\$ 10,878	\$ 100,598		\$ 3,625
Ruby Alton Endowment Fund			\$ 144,609	\$ (10,609)	\$ 134,000		\$ 134,000		
Opportunity Fund			\$ 114,151	\$ 1,592	\$ 115,744		\$ 115,744		\$ 21,350
Covenant Mgmt and Defence Fund			\$ 115,790	\$ 636	\$ 116,426		\$ 116,426		
Property Management Fund			\$ 10,651	\$ 58	\$ 10,709		\$ 10,709		
Lasqueti Island Acq Fund			\$ 27,541	\$ 156	\$ 27,697		\$ 27,697		
Link Island Fund			\$ -	\$ 36,708	\$ 36,708		\$ 36,708		
Gambier Island Acq Fund			\$ 125,398	\$ (1,617)	\$ 123,781		\$ 123,781		
Morrison Waxler Legacy Fund			\$ 14,809	\$ 112	\$ 14,921		\$ 14,921		\$ 3,000
Thetis Island Acq Fund			\$ 1,301	\$ 7	\$ 1,308		\$ 1,308		
McFadden Creek			\$ 23,162	\$ 130	\$ 23,292	\$ 1,795	\$ 21,498		\$ 833