



Islands Trust Conservancy

Regular Meeting Agenda

Date: Tuesday, March 26, 2019
Time: 11:30 am - 2:30 pm
Location: Oak Bay Recreation Centre, Sports View Lounge
1975 Bee St, Victoria, BC V8R 5E6

Pages

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. CLOSED MEETING
4. RISE AND REPORT
5. MINUTES/COORDINATION
 - 5.1 Minutes of Meetings/Resolutions without Meetings
 - 5.1.1 Approval of January 29, 2019 Meeting Minutes 3 - 7
 - 5.2 Follow-up Action List 8 - 13
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7. NEW BUSINESS

8. NEXT MEETING

9. ADJOURNMENT



Islands Trust Conservancy

DRAFT Minutes of Regular Meeting

Date: Tuesday, January 29, 2019

Location: Oak Bay Recreation Centre
1975 Bee Street, Victoria, BC

Board Members Present: Kate-Louise Stamford, Chair
Sue Ellen Fast
Doug Fenton
Linda Adams
Robin Williams

Board Members Absent: Hoops Harrison

Staff Present: Kate Emmings, Acting Manager
Nuala Murphy, Acting Ecosystems Protection Specialist
Crystal Oberg, Communications & Fundraising Specialist
Wayne Bourque, Acting Ecosystems Protection Specialist
Jemma Green, Acting Property Management Specialist
Clare Frater, Director, Trust Area Services
Russ Hotsenpiller, Chief Administrative Officer, joined at 10:15 am, left at 12:10 pm
Lisa Wilcox, Senior Inter-governmental Policy Advisor, joined at 11 am
Jas Chonk, Recorder

1. CALL TO ORDER

Islands Trust Conservancy Acting Manager called the meeting to order at 10:01 am and acknowledged, with gratitude, that the meeting was being held in Lekwungen and WSANEC territories.

1.1 Staffing and Renovations Updates

Islands Trust Conservancy Acting Manager provided update on the staffing and Victoria renovations to the Board.

1.2 Election of Chair

As per Islands Trust Conservancy Policy 1.2 Election of Islands Trust Conservancy Board Chair, all Islands Trust Conservancy members are eligible to be nominated and run for the position of Chair of the Islands Trust Conservancy.

The Islands Trust Conservancy Acting Manager called for nominations for Islands Trust Conservancy Board Chair. Trustee Stamford was elected by acclamation as Islands Trust Conservancy Board Chair.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

6.4.3.1 Local Trust Area/Island Municipality Profiles

By General Consent, the agenda was approved as amended.

3. CLOSED MEETING

ITC-2019-001

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) (d) the security of the property of the Islands Trust Conservancy board; (e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the Islands Trust Conservancy board; and, (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 Kate Emmings, Nuala Murphy, Crystal Oberg, Wayne Bourque, Jemma Green, Jas Chonk, Clare Frater and Lisa Wilcox be invited to remain in the meeting.

CARRIED

The Islands Trust Conservancy convened the closed portion of the meeting at 10:25 am and resumed in open meeting at 12:40 pm to Rise and Report.

4. RISE AND REPORT

That the Islands Trust Conservancy rise and report on its decision to provide a \$3,000 Opportunity Fund grant request to the Galiano Conservancy Association; and on the Board's decision to strike a Fund Development Advisory Committee; and request that Trust Council increase the Board's Meeting Expense budget by \$4,000 in the 2019/20 budget to support costs associated with the Fund Development Advisory Committee.

5. MINUTES/COORDINATION

5.1 Minutes of Meetings/Resolutions Without Meetings

5.1.1 Approval of the November 27, 2018 Regular Meeting Minutes

By General Consent, the Islands Trust Conservancy meeting minutes of November 27, 2018 were adopted as amended.

5.2 Follow-up Action List

The Islands Trust Conservancy Acting Manager provided an update on each of the items in the Follow-up Action List.

6. BUSINESS

6.1 Items for Approval

6.1.1 RFD – Denman Cross-island Trail

Nuala Murphy, Acting Ecosystems Protection Specialist presented the Request for Decision on the Denman Cross Island Trail.

ITC-2019-002

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approve in principle a portion of the Denman Cross-island Trail in the Lindsay Dickson Nature Reserve adjacent to East Road and reiterate its approval of using the existing established trail in the southwest corner of the Lindsay Dickson Nature Reserve as an alternate route and its objection to trail development along Corrigan Road on the western boundary of the Nature Reserve.

CARRIED

ITC-2019-003

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board direct staff to outline the Islands Trust policy regarding First Nations engagement and Islands Trust Conservancy's commitment to reconciliation and request more information from the Comox Valley Regional District regarding their First Nations engagement to determine if it meets Islands Trust Conservancy principles and an interest in naming and recognition.

CARRIED

ITC-2019-004

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board direct staff to work with the Comox Valley Regional District and the Denman Conservancy Association on the location and design of the Lindsay Dickson Nature Reserve portion of the Denman Cross-island Trail and return to the Board for approval of the trail location and design prior to dedicating resources to developing the associated legal agreements.

CARRIED

6.2 Items for Discussion/Direction

6.2.1 Board Training Options (Verbal)

The Islands Trust Conservancy Acting Manager asked for and received feedback on the training the Board members would find useful.

By General Consent, the Board members agreed to have the First Nations training added to the next meeting agenda.

6.2.2 Meeting with Squamish Nation (Verbal)

Lisa Wilcox, Senior Inter-governmental Policy Advisor provided information on the upcoming meeting with Squamish Nation.

6.3 Correspondence

6.3.1 Canadian Land Trust Alliance – Standards and Practices

The Board received correspondence for information.

6.4 Updates for Information

6.4.1 Public Acquisitions Report

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

6.4.2 Public Covenants Report

The Islands Trust Conservancy reviewed the Public Covenants Report for information.

6.4.3 Regional Conservation Plan Progress Report

The Islands Trust Conservancy reviewed the Regional Conservation Plan Progress Report for information.

6.4.3.1 Local Trust Area/Island Municipality Profiles

Crystal Oberg, Communications and Fundraising Specialist provided update on the Local Trust Area/Island Municipality Profiles which are meant to synthesize relevant ecological data for each island area. Board members provided feedback.

6.4.4 Budget Report

The Islands Trust Conservancy reviewed the Budget Report for information.

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next meeting will take place on March 26, 2019 at 10:00 am.

9. ADJOURNMENT

By General Consent, the meeting adjourned at 2:15 pm.

Trustee Stamford, Chair

Certified Correct:

Jas Chonk, Recorder

DRAFT

Follow Up Action Report

Trust Conservancy Board

24-Sep-2010

No	Activity	Responsibility	Target Date	Status
1	Staff to work with landowners to clarify wording of Cunningham Covenant regarding vegetation removal, while maintaining conservation as a priority.	Jennifer Eliason	30-Sep-2011	On Going

31-Mar-2015

No	Activity	Responsibility	Target Date	Status
1	Staff to prepare possible revisions to the Trust Council Procedure 2.1.xxi Administration of the Crown Land Acquisition Initiative.	Clare Frater Kate Emmings	21-Mar-2019	On Going

20-Jun-2017

No	Activity	Responsibility	Target Date	Status
1	TC-2017-029 - Investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.	Wayne Bourque	15-Apr-2019	On Going

18-Jul-2017

No	Activity	Responsibility	Target Date	Status
1	Staff to provide a report regarding the organizational implications of acting on the Trust Council request to investigate provincial and federal stewardship agreements as a protection tool	Clare Frater Kate Emmings	21-May-2019	On Going

Follow Up Action Report

29-May-2018

No	Activity	Responsibility	Target Date	Status
1	Provide a summary of the Medicine Beach Mgmt Plan to the Pender Post to identify management issues and raise awareness in the community	Crystal Oberg	29-Jan-2019	Done

17-Jul-2018

No	Activity	Responsibility	Target Date	Status
1	Staff to bring amended discussion paper on funding option to ITC board in January 2019 along with suggested next steps	Kate Emmings	29-Jan-2019	Done

25-Sep-2018

No	Activity	Responsibility	Target Date	Status
1	Staff to recommend a process to annually report to the Executive Committee and Trust Council on implementation of the Regional Conservation Plan.	Kate Emmings	21-May-2019	On Going
2	Staff to issue an Opportunity Fund for the purchase of Salish View on Lasqueti Island up to \$4,500, amount dependent on matching funds received.	Kate Emmings	29-Mar-2019	Done
3	Staff to follow up regarding David Otter Nature Reserve management.	Nuala Murphy	18-Jan-2019	Done

Follow Up Action Report

27-Nov-2018

No	Activity	Responsibility	Target Date	Status
1	Staff to continue to pursue the following options and report back to the ITC board regarding their status at future board meetings until they are complete: 1. Work with Islands Trust and BIM staff to link individual LTC/BIM webpages with their RCP Local Area Profiles located on the ITC website; 2. Provide community engagement tools for LTCs, including an LTC/BIM profile information sheet for each LTC highlighting a few fun facts about the ecology specific to their island. Include a link to the appropriate section of the RCP;	Crystal Oberg	26-Mar-2019	On Going
2	Staff to provide recommendations for revision of Bylaw 1 to add options for an alternate chair and bring back to the next meeting.	Kate Emmings Carmen Thiel	29-Jan-2019	On Going
3	The ITC board members to provide further ideas for LTC incorporation of the RCP to staff for further discussion of "Strategies to reach out to LTCS and BIM" at the January 2019 meeting.	Kate-Louise Stamford Sue Ellen Fast	29-Jan-2019	On Going
4	Staff to continue to pursue the following options and report back to the ITC board regarding their status at future board meetings until they are complete: ... 3. Integrate reminders into planning processes that provide opportunities for the RCP to inform the work of the LTCs and BIM such as integration of RCP consideration into LTC Staff Report and Site Context Report templates and investigate with BIM to see if they can be integrated into BIM templates...	Kate Emmings David Marlor	29-Jan-2019	On Going
5	Staff to continue to pursue the following options and report back to the ITC board regarding their status at future board meetings until they are complete: ... 4. Coordinate with Islands Trust Council to ensure that RCP goals are recognized in the Islands Trust Policy Statement and the Islands Trust Strategic Plan; ...	Kate Emmings Clare Frater	31-Dec-2019	On Going

Follow Up Action Report

6 Staff to continue to pursue the following options and report back to the ITC board regarding their status at future board meetings until they are <u>complete</u>.... 5. Incorporate RCP actions as a regular part of the Chair's ITC Report to LTCs and BIM, possibly bi-annually or on alternating reports. Include how the RCP is being used within the Islands Trust and how others are using the RCP (i.e. David Suzuki Foundation, SeaChange Marine Conservation Society).	Kate-Louise Stamford Crystal Oberg	26-Mar-2019	On Going
7 Staff to communicate with authors of Spatial Decision Support System regarding scholarly article.	Kate Emmings	29-Jan-2019	Done
8 Staff to coordinate signing of Salish View agreements.	Kate Emmings Kate-Louise Stamford	06-Jun-2019	On Going

Follow Up Action Report

29-Jan-2019

No	Activity	Responsibility	Target Date	Status
1	Staff to outline the Islands Trust policy regarding First Nations engagement and Islands Trust Conservancy's commitment to reconciliation and request more information from the Comox Valley Regional District regarding their First Nations engagement to determine if it meets Islands Trust Conservancy principles and an interest in naming and recognition.	Lisa Wilcox Jemma Green	31-Dec-2019	On Going
2	Staff to work with the Comox Valley Regional District and the Denman Conservancy Association on the location and design of the Lindsay Dickson Nature Reserve portion of the Denman Cross-island Trail and return to the Board for approval of the trail location and design prior to dedicating resources to developing the associated legal agreements.	Jemma Green	18-Sep-2019	On Going
3	ITCB to create a Fund Development Advisory Committee.	Kate-Louise Stamford Kate Emmings	26-Mar-2019	Done
4	ITCB to request from TC an increase in board meeting expense budget to accommodate the new FDAC.	Kate Emmings Clare Frater	12-Mar-2019	Done
5	ITCB to add the dollar amount allotted from TC, for increase in meeting expenses due to new FDAC committee, to 2019/20 budget.	Kate Emmings Clare Frater	26-Mar-2019	Done
6	ITCB request that the Fund Development Advisory Committee: a) develop a Terms of Reference, including a proposed budget, for review and approval of the Board; and, b) recommend two-three members of the public for consideration of the ITC Board to be additional members of the Fund Development Advisory Committee.	Kate Emmings Kate-Louise Stamford	26-Mar-2019	Done
7	Staff to investigate options for professional advice that supports advancement of fund development for the Islands Trust Conservancy.	Kate Emmings	31-Dec-2019	On Going



Follow Up Action Report

8 ITC to fund an Opportunity Fund grant request from the GCA for \$3000	Crystal Oberg	21-May-2019	On Going
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REQUEST FOR DECISION

To: Islands Trust Conservancy Board

For the Meeting of: March 26, 2019

From: Staff

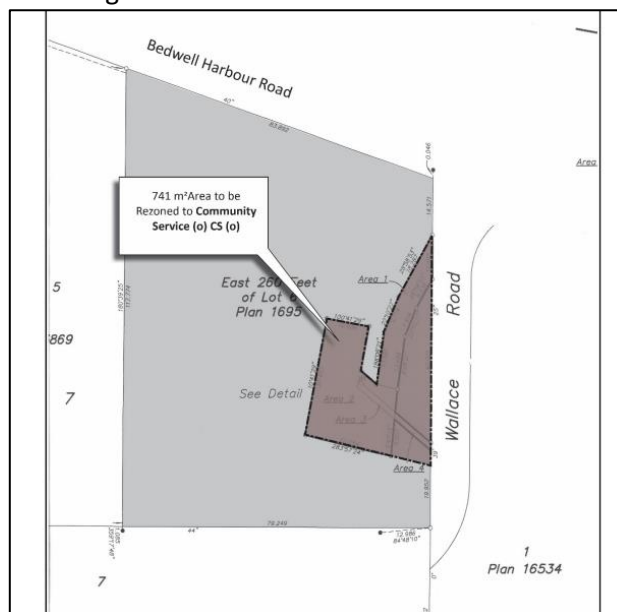
Date Prepared: March 19, 2019

SUBJECT: Bylaw 220 Referral, North Pender Island (NP-RZ-2018.2)

RECOMMENDATION: That the ITC Board indicate to the North Pender Island Local Trust Committee (NPLTC) that its interests are unaffected by Bylaw 220 (NP-RZ-2018.2) but that, due to the sensitivity of the salt marsh in the Medicine Beach Nature Sanctuary, the ITC Board requests that the NPLTC consider options for ensuring that toxic materials are not stored on site or that they are minimized and stored in safe locations.

- 1 **PURPOSE:** To assess implications of the proposed Bylaw 220 on the Medicine Beach Nature Sanctuary.
- 2 **BACKGROUND:** The subject property is adjacent to and upstream of the Medicine Beach Nature Sanctuary. The property includes the Shaw Communications facility (subject of rezoning), a household waste drop off site (under a separate Temporary Use Permit), a retail space for local art, the Medicine Beach Market, a liquor store, a café and a real estate office. The current zoning is primarily Commercial One (f) (C1 (f)) with a small strip that is zoned as Rural (R). The C1 (f) zone allows the following uses:
 - Retail sales;
 - Offices, including banks;
 - Restaurants; and
 - Cafes and bakeries.

The area subject to the rezoning is shown below:



In 2011, the Trust Fund Board (now ITC Board) reviewed a Temporary Industrial Use Permit (Permit NP-TUP-2010.2) for the Shaw Communication facility. The Trust Fund Board response is attached and stated that:

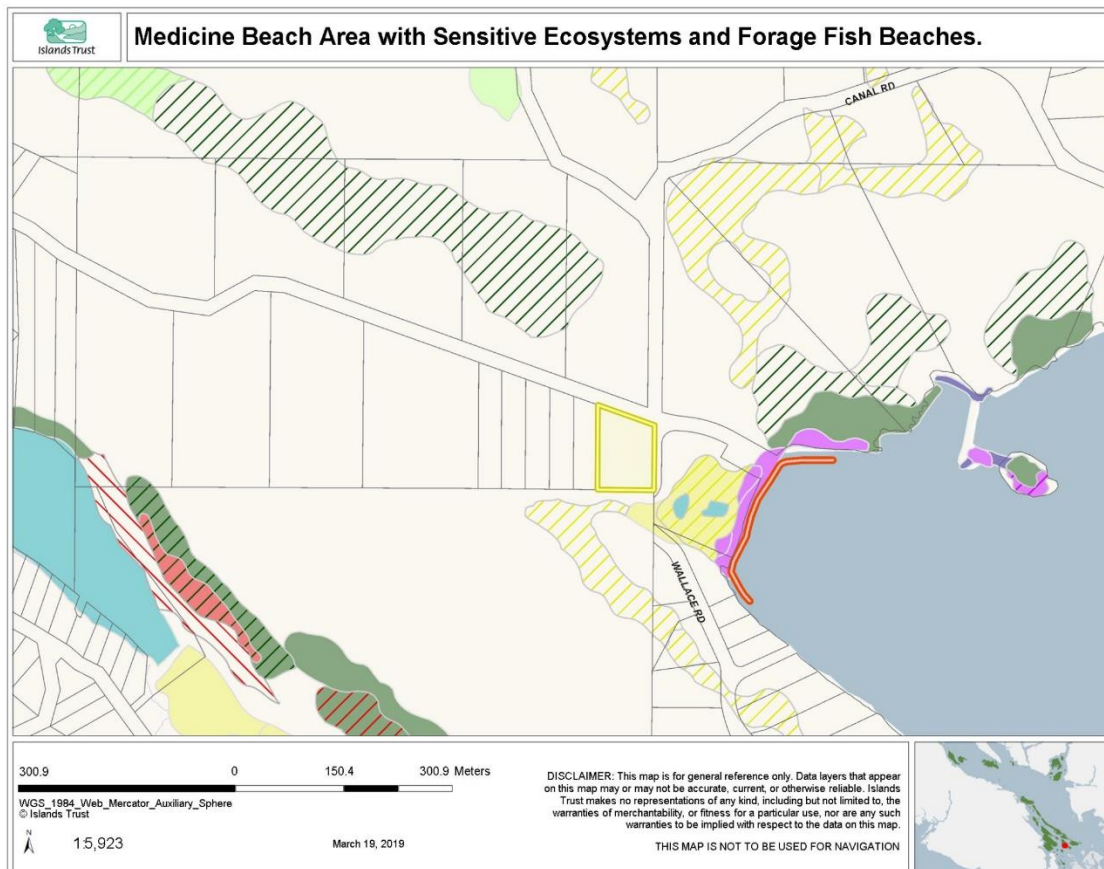
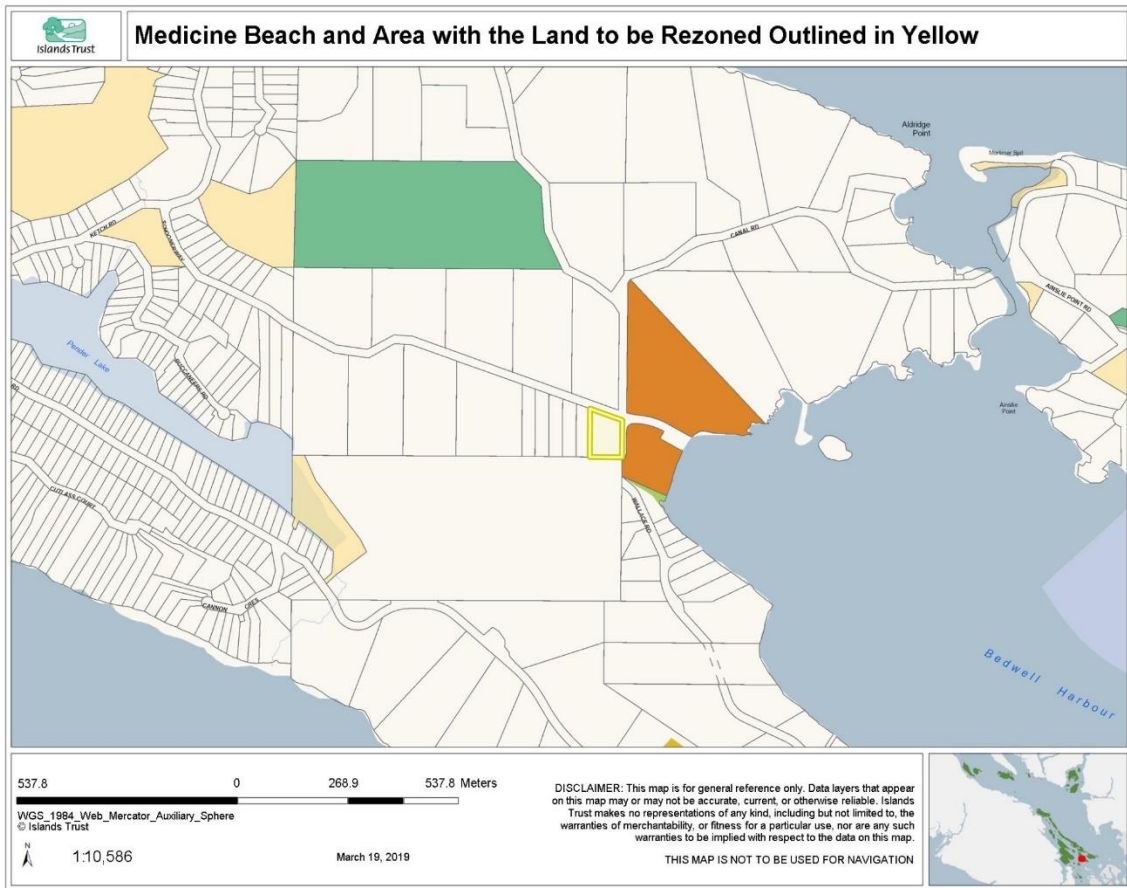
- a) the interests of the Trust Fund Board are unaffected by the proposed Temporary Industrial Use Permit NP-TUP-2010.2 (Shaw Communication facility at Medicine Beach Market) but the board requests that the North Pender Island Local Trust Committee explore its ability to require monitoring for any negative impact on ground water as part of the permit process; and,*
- b) the Trust Fund Board requests that the North Pender Island Local Trust Committee refer to the Board any future applications to extend the use proposed in Temporary Industrial Use Permit NP-TUP-2010.2 or make the use permanent.*

In 2014 the TUP was renewed. Islands Trust planning staff provided a memo to ITC staff regarding the renewal, but there was not sufficient time provided to consult the Trust Fund Board. At the time, ITC staff asked for further information about invasive plant removal.

The current application is to make the use of the site by Shaw Communications permanent. See attached Temporary Use Permit for site maps.

Impact to Medicine Beach Nature Sanctuary

The Medicine Beach Nature Sanctuary is adjacent to the rezoning site and includes a sensitive salt marsh wetland which is home to red listed and blue listed plant species, Threatened bird species (*Species at Risk Act*) and the Little Brown Myotis, an Endangered bat species (*Species at Risk Act*). Medicine Beach itself, is a known Surf Smelt spawning beach. (See maps below.) These areas are extremely sensitive to water quality, increased/decreased water quantity and sedimentation in run-off.



Although Islands Trust staff have been on the site, ITC staff have not conducted a site visit to review the potential impacts of the Shaw Communications facility. However, ITC staff have reviewed the rezoning materials and consulted planning staff. Findings are as follows:

- The Shaw Communications use has been ongoing for 7 years [under a temporary use permit (TUP), attached] without significant issues reported;
- On-site characteristics include an unpaved, gravel parking area for three vehicles, a 107m² building used intermittently only by Shaw employees or contractors, and an emergency generator on a concrete base. These are features that may be found on a commercially zoned lot, which is the current zoning;
- There is no new development proposed at this time, and no new development proposed at this time and any expanded development on the property would require a new Development Permit for Commercial and Industrial Form and Character (DPA 9);
- The application is supported by an environmental assessment that addresses landscaping, site drainage and downstream impacts and there has been follow up by a Qualified Environmental Professional (reports attached).
- During the rezoning process, Islands Trust staff have asked the applicant to address landscaping maintenance (watering, invasive species removal, weeding).

Communications with Covenant Holders and Management Group

Staff have advised the covenant holders (Habitat Acquisition Trust (HAT)) and the Nature Conservancy of Canada (NCC)) and the management group (the Pender Islands Conservancy Association (PICA)) of the bylaw referral. At time of writing, PICA has expressed concerns about the proximity of the site to the Medicine Beach marsh. They requested that the use prevent accidental release of toxic chemicals into the marsh (e.g. via stored electrical transformers or switching gear containing PCBs). No responses have been received from HAT or NCC.

Outstanding Issues of Concern

Following a review of the rezoning, the only remaining issue of concern is the management of potentially toxic materials on the site. There is currently no evidence of use of the site for storage of toxic materials; however, given the rezoning will result in a permanent permitted use, the ITC Board may wish to request that the North Pender LTC ensure that toxic materials will not be stored on site.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: None.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will provide the ITC Board response to the North Pender Island Local Trust Committee and will copy PICA, HAT and NCC on the correspondence.

FIRST NATIONS: None based on information provided by the North Pender Island Planner, but ITC staff have not sought First Nations input.

OTHER: Shaw Communications provides internet, phone and television services to the islands which is considered a community service.

4 RELEVANT POLICY(S):

[ITC Policy 3.1: Islands Trust Conservancy and Local Planning Services Coordination](#)
[MOU Between the NP LTC and the ITC Board](#)

5 **ATTACHMENT(S):**

Bylaw Referral Notice re: North Pender Bylaw 220 to rezone PID 002-885-182

[Management Plan for the Medicine Beach Nature Sanctuary](#)

Trust Fund Board response to TUP Referral (Feb. 11, 2011)

Temporary Use Permit (NP-TUP-2014.3)

QEP Review of Shaw Communications Hub Site (Swell Environmental Consulting, August 13, 2012)

QEP Review of Shaw Communications Hub Site (Swell Environmental Consulting, August 3, 2017)

RESPONSE OPTIONS

Recommendation: That the ITC Board indicate to the North Pender Island Local Trust Committee (NPLTC) that its interests are unaffected by Bylaw 220 (NP-RZ-2018.2) but that, due to the sensitivity of the salt marsh in the Medicine Beach Nature Sanctuary, the ITC Board requests that the NPLTC consider options for ensuring that toxic materials are not stored on site or that they are minimized and stored in safe locations.

Alternatives:

- 1) That the ITC Board indicate to the North Pender Island Local Trust Committee (NPLTC) that its interests are unaffected by Bylaw 220 (NP-RZ-2018.2);
- 2) That the ITC Board recommend bylaw approval as is or subject to conditions; or,
- 3) That the ITC Board not recommend approval of the bylaw and outline its reasons.

Prepared By: Kate Emmings, A/Manager, Islands Trust Conservancy



Islands Trust

BYLAW REFERRAL FORM

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

Island: North Pender Island Local Trust Area **Bylaw No.:** 220 **Date:** December 19, 2018

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:

Shaw Communications Inc. c/o Westbrook Consulting Ltd.

PURPOSE OF BYLAW:

The purpose of **Bylaw 220** is to amend the North Pender Island Land Use Bylaw to rezone portion of THAT PART of Lot 6, Section 7, Pender Island, Cowichan District, Plan 1695, Lying of the East of a Boundary Parallel to and Perpendicularly Distant 260 feet from the Easterly Boundary from **Commercial 1 (e) – C1 (e)** to a site specific **Community Service (p) - CS (p)** zone to permit the Shaw Communications service facility and yard. The only use permitted in the zone is the housing of equipment for the supply and distribution of telecommunications and cable service as a regulated service utility, not to include retail or office uses.

Professional reports and staff reports are available on the North Pender island webpage:

<http://www.islandstrust.bc.ca/islands/local-trust-areas/north-pender/current-applications/current-application-documents/>

GENERAL LOCATION:

North Pender Island Local Trust Area

LEGAL DESCRIPTION:

Portion of THAT PART of Lot 6, Section 7, Pender Island, Cowichan District, Plan 1695, Lying of the East of a Boundary Parallel to and Perpendicularly Distant 260 feet from the Easterly Boundary

SIZE OF PROPERTY AFFECTED:

0.074 ha (0.18 acres)

ALR STATUS:

N/A

OFFICIAL COMMUNITY PLAN DESIGNATION:

C- Commercial

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.

Name: Phil Testemale

Title: Planner
Contact Info: Tel: 250-405-5170
Email: ptestemale@islandstrust.bc.ca

PLEASE TURN OVER

This referral has been sent to the following agencies:

Federal Agencies

N/A

Provincial Agencies

BC Assessment Authority
Ministry of Transportation & Infrastructure

Non-Agency Referrals

Islands Trust Conservancy
Islands Trust – Bylaw Enforcement

Regional Agencies

Capital Regional District – Electoral Area Director
Capital Regional District – Building Inspection
Island Health
North Pender Island Fire Rescue

Adjacent Local Trust Committees and Municipalities

Mayne Island Local Trust Committee
Saturna Island Local Trust Committee
South Pender Island Local Trust Committee
Salt Spring Island Local Trust Committee

First Nations

N/A

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

North Pender Island Local Trust Area

(Island)

220

(Bylaw Number)

(Signature)

(Name and Title)

(Date)

(Agency)

DRAFT

NORTH PENDER ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 220

A BYLAW TO AMEND NORTH PENDER ISLAND LAND USE BYLAW 103, 1996

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

1. Citation

This bylaw may be cited for all purposes as “North Pender Island Land Use Bylaw 103, 1996, Amendment No. 2, 2018”.

2. North Pender Island Local Trust Committee Bylaw No. 103, cited as “North Pender Island Land Use Bylaw 103, 1996,” is amended as follows:

2.1 Subsection 8.10.7 Site Specific Regulations is Community Service (CS) Zone is amended by the insertion of the following row in the table after row CS (o):

CS (p)	Portion of THAT PART of Lot 6, Section 7, Pender Island, Cowichan District, Plan 1695, Lying of the East of a Boundary Parallel to and Perpendicularly Distant 260 feet from the Easterly Boundary	Despite 8.10. 2, the only use permitted in this area is: the housing of equipment for the supply and distribution of telecommunications and cable service as a regulated service utility, not to include retail or office uses.
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2.1 Schedule “D” – Zoning Map, is amended by changing the zoning classification of a portion of THAT PART of Lot 6, Section 7, Pender Island, Cowichan District, Plan 1695, Lying of the East of a Boundary Parallel to and Perpendicularly Distant 260 feet from the Easterly Boundary of Said Lot from Commercial 1 (e) – C1 (e) to Community Service (p) – CS (p), as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule “D” to Bylaw No. 103, 1996, as are required to effect this change.

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 _____ DAY OF _____ 20____

PUBLIC HEARING HELD THIS _____ DAY OF _____ 20____

READ A SECOND TIME THIS _____ DAY OF _____ 20____

READ A THIRD TIME THIS _____ DAY OF _____ 20____

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS

_____ DAY OF _____ 20____

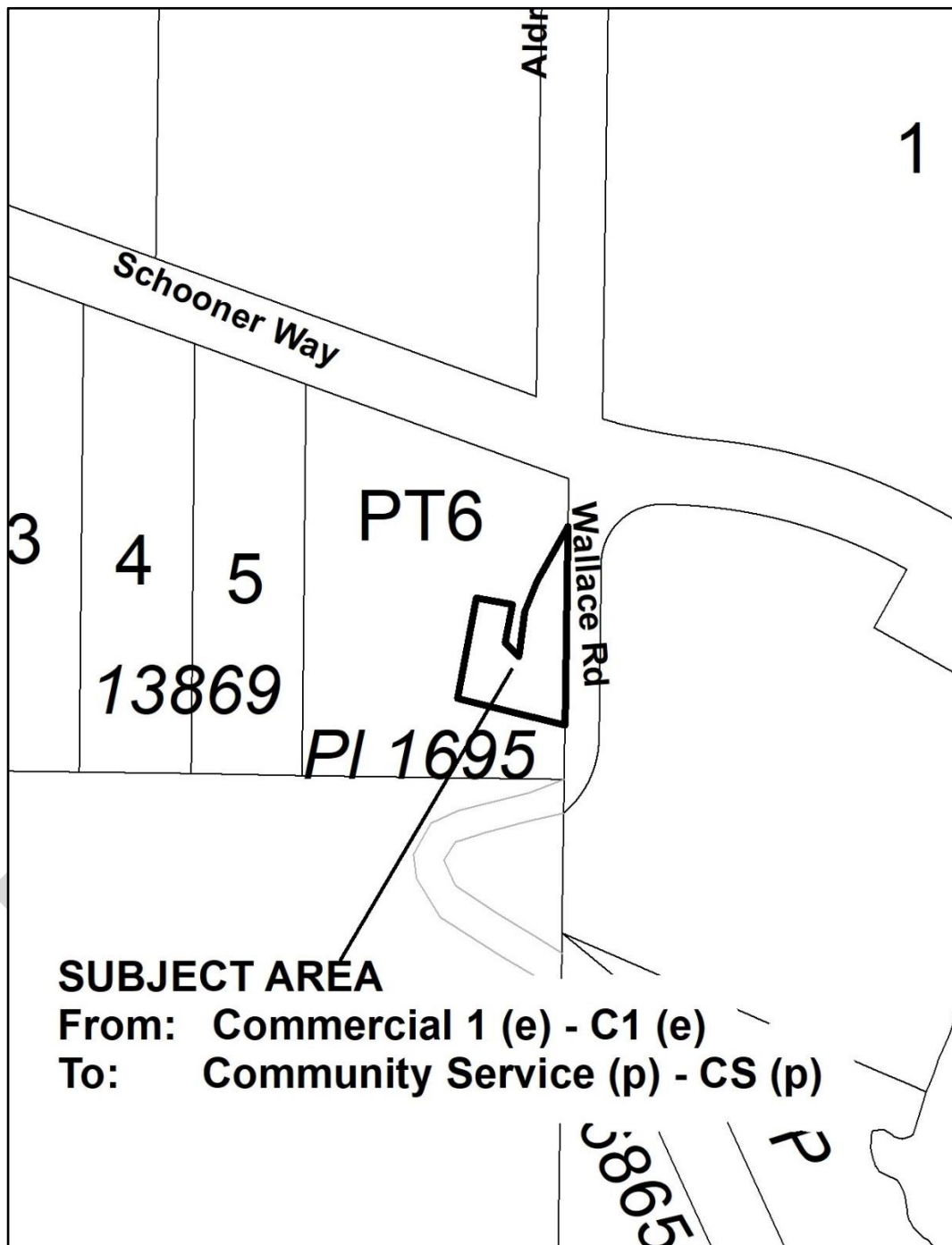
ADOPTED THIS _____ DAY OF _____ 20____

Chair

Secretary

NORTH PENDER ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 220

Plan No. 1





200 - 1627 Fort Street, Victoria, BC V8R 1H8
Telephone **(250) 405-5186** Fax (250) 405-5155

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

Email itfmail@islandstrust.bc.ca

Web www.islandstrustfund.bc.ca

February 9, 2011

Andrea Pickard
Island Planner
Islands Trust
200-1627 Fort Street
Victoria, BC
V8R 1H8

Dear Andrea,

Re: Temporary Industrial Use Permit NP-TUP-2010.2 (Shaw Communication facility at Medicine Beach Market)

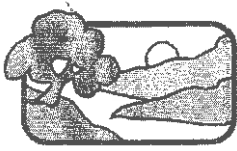
Thank you for referring the application for a Temporary Industrial Use Permit (NP-TUP-2010.2 Shaw Communication facility) at Medicine Beach Market. The Trust Fund Board reviewed the referral at their February 8, 2011 meeting and they asked me to convey the following resolutions to the North Pender Island Local Trust Committee:

a) the interests of the Trust Fund Board are unaffected by the proposed Temporary Industrial Use Permit NP-TUP-2010.2 (Shaw Communication facility at Medicine Beach Market) but the board requests that the North Pender Island Local Trust Committee explore its ability to require monitoring for any negative impact on ground water as part of the permit process; and,

b) the Trust Fund Board requests that the North Pender Island Local Trust Committee refer to the Board any future applications to extend the use proposed in Temporary Industrial Use Permit NP-TUP-2010.2 or make the use permanent.

Sincerely,

Jennifer Eliason
Manager
Islands Trust Fund



Islands Trust

NORTH PENDER ISLAND LOCAL TRUST COMMITTEE

TEMPORARY USE PERMIT

NP-TUP-2014.3

TO: GRL Holdings Ltd.

1. This Temporary Industrial Use Permit applies to the land described below:

That portion of the lot legally described as:

That part of Lot 6, Section 7, Pender Island, Cowichan District, Plan 1695, Lying of the East of a boundary parallel to and perpendicularly distant 260 feet from the easterly boundary of said lot

As indicated on Schedule 'A' attached to and forming part of this permit.

2. This permit is issued for the purpose of allowing the following uses in the subject area:

- a) "the placement of equipment for the supply and distribution of telecommunication and cable services as a regulated service utility, but not including retail or office services."

3. The uses may be carried on subject to the following conditions:

- a) The use permitted in 2(a) shall be limited to the development area and building as attached in Schedules 'A', and 'B'.
- b) The site drainage design shall be in accordance with the site plan labeled as Westbrook Drawing 247801 dated December 5, 2011 and attached as Schedule 'A' and shall ensure there is no significant alteration of the natural drainage pattern.
- c) The retaining wall shall be back filled with free draining material with a perimeter drain at the base and a swale adjacent to the top to manage site drainage as shown in Schedule 'A'.
- d) The access and parking area shall be surfaced with gravel or other permeable surfacing as shown in Schedule 'A'.
- e) During the site preparation and construction phase effective sediment controls in compliance with the provincial *Land Development Guidelines for the Protection of Aquatic Habitat* shall be in place such that there is no increase in sedimentation of the receiving waters.
- f) Post construction erosion control shall ensure sediments are not directed off site and in no circumstance shall sheet, rill or gulley erosion be permitted.
- g) Sediment controls shall be in place before land disturbance is initiated.

- h) Any soil or fill stockpiled for more than 7 days shall be protected with temporary coverings or totally contained by silt fencing.
 - i) Any bare slopes exposed shall have sediment control measures implemented immediately on completion of any work.
 - j) The generator shall be at minimum have a dual walled fuel tank with secondary containment and leak detection.
 - k) Post construction there shall be no exterior storage of any hazardous materials.
 - l) Post construction there shall be no exterior storage of any materials or equipment outside of the fenced area.
 - m) Landscaping shall be in accordance with the plan by LADR Landscape Architects dated November 21, 2012 as attached in Schedule 'C'.
 - n) All debris and waste materials currently on site as of the date of issuance of this permit shall be removed and properly disposed of. No waste materials shall be buried on site.
 - o) At 18 months from issuance of this permit and prior to consideration of a renewal to this permit, a report from a qualified environmental professional commenting on the effectiveness of site drainage control and any impacts on the adjacent Ecological Zone, including any mitigation recommendations, shall be provided.
 - p) Nothing in this permit prohibits deer fencing to protect implementation of the landscaping plan.
 - q) No fungicides, pesticides or herbicides shall be used in the development area.
4. All work will be substantially consistent with that shown on the Schedules attached to and forming part of this permit.
5. This permit is valid for three years from date of issuance of the permit and upon expiry of the permit the owner of the site shall discontinue the temporary use to the satisfaction of the Islands Trust unless the permit is renewed by resolution of the North Pender Island Local Trust Committee.
6. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of "North Pender Island Land Use Bylaw No. 103, 1996" and to obtain other approvals necessary for completion of the proposed development, including approvals from the Capital Regional District, Vancouver Island Health Authority and Ministry of Transportation and Infrastructure.

**AUTHORIZING RESOLUTION PASSED BY THE NORTH PENDER ISLAND LOCAL TRUST COMMITTEE
THIS 15th DAY of SEPTEMBER, 2014**

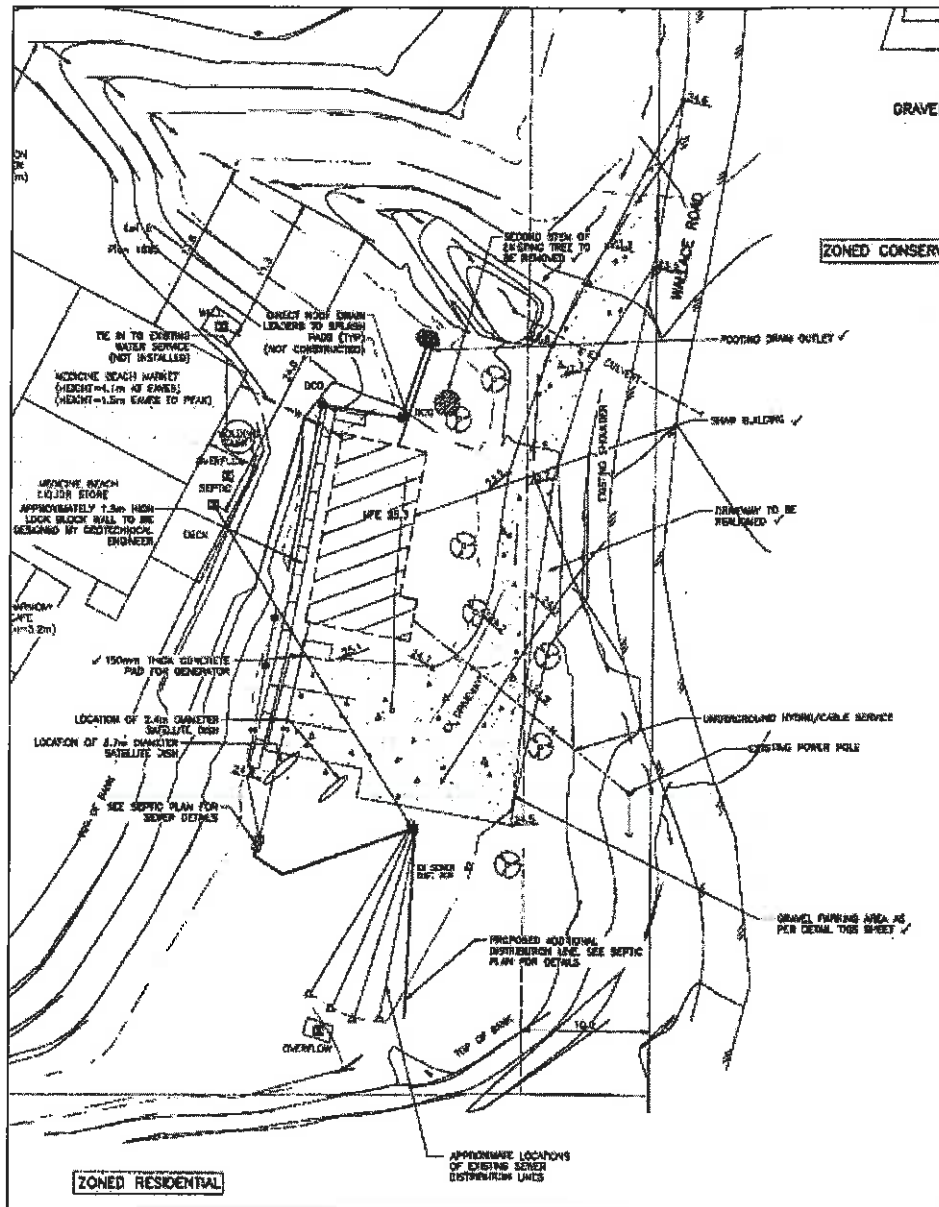


Deputy Secretary, Islands Trust

September 16, 2014

Date of Issuance

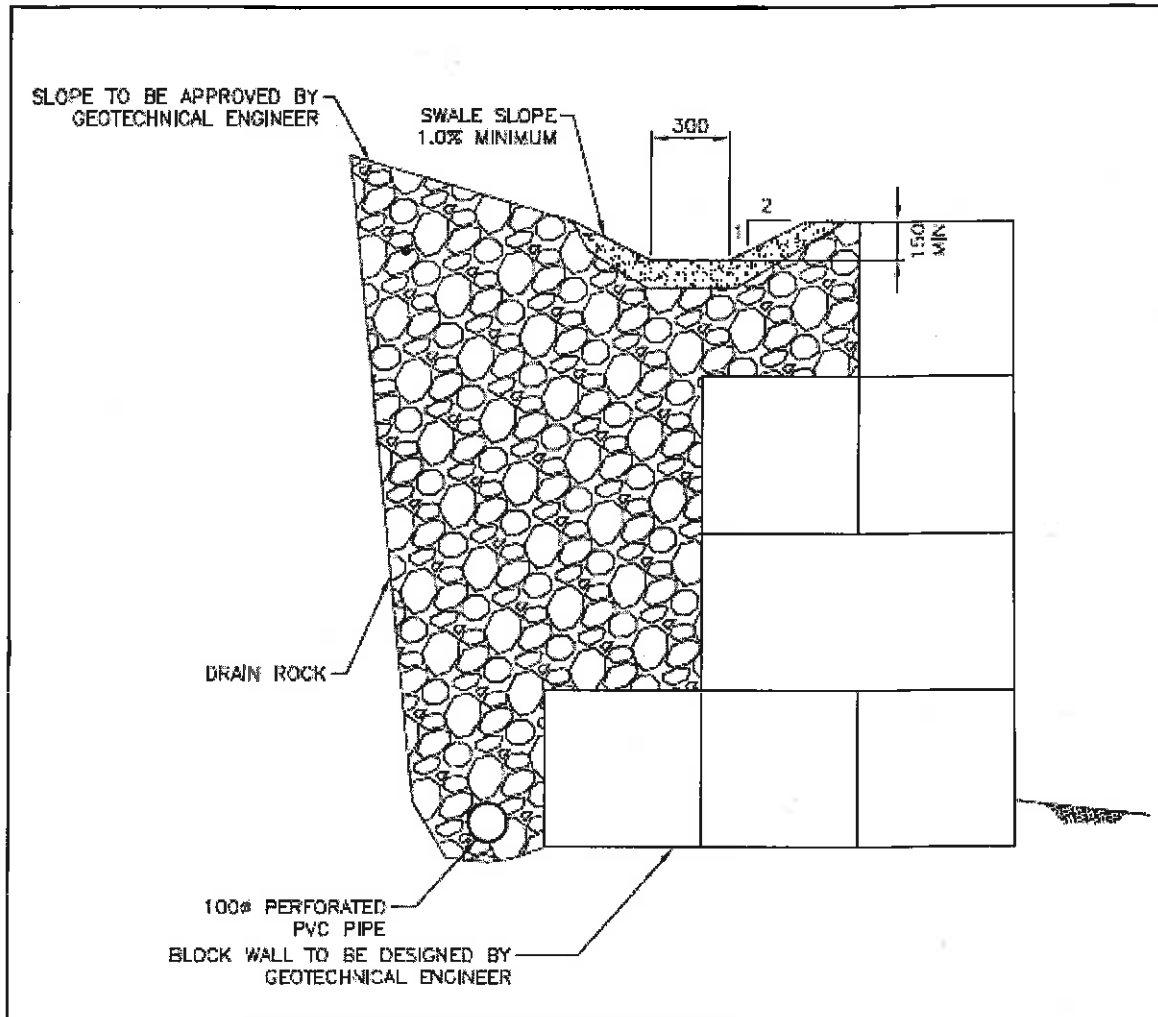
General Site Plan



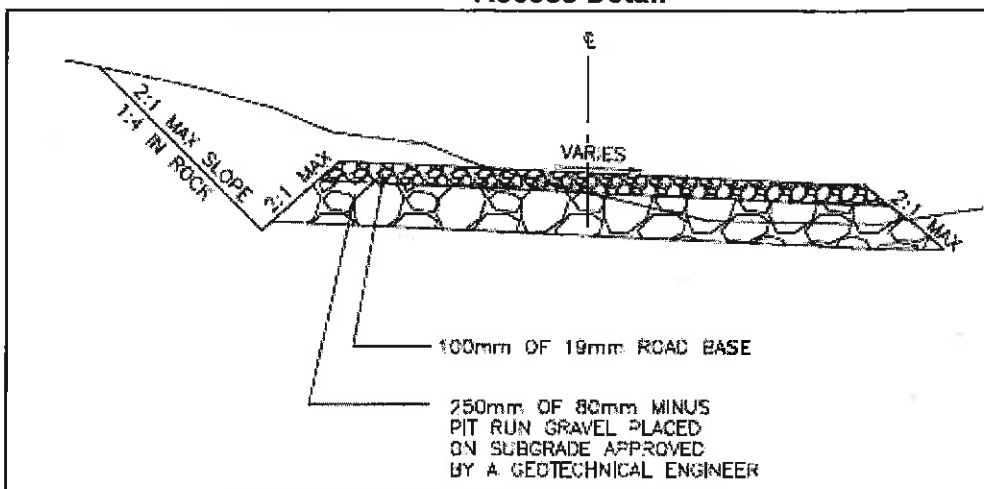
S. L. deRosier

Date of Issuance

Retaining Wall Swale Detail



Access Detail



I hereby certify this to be Schedule 'A' which is attached to and forms part of Temporary Commercial and Industrial Use Permit No. NP-TUP-2014.3.

S. A. de la Cruz

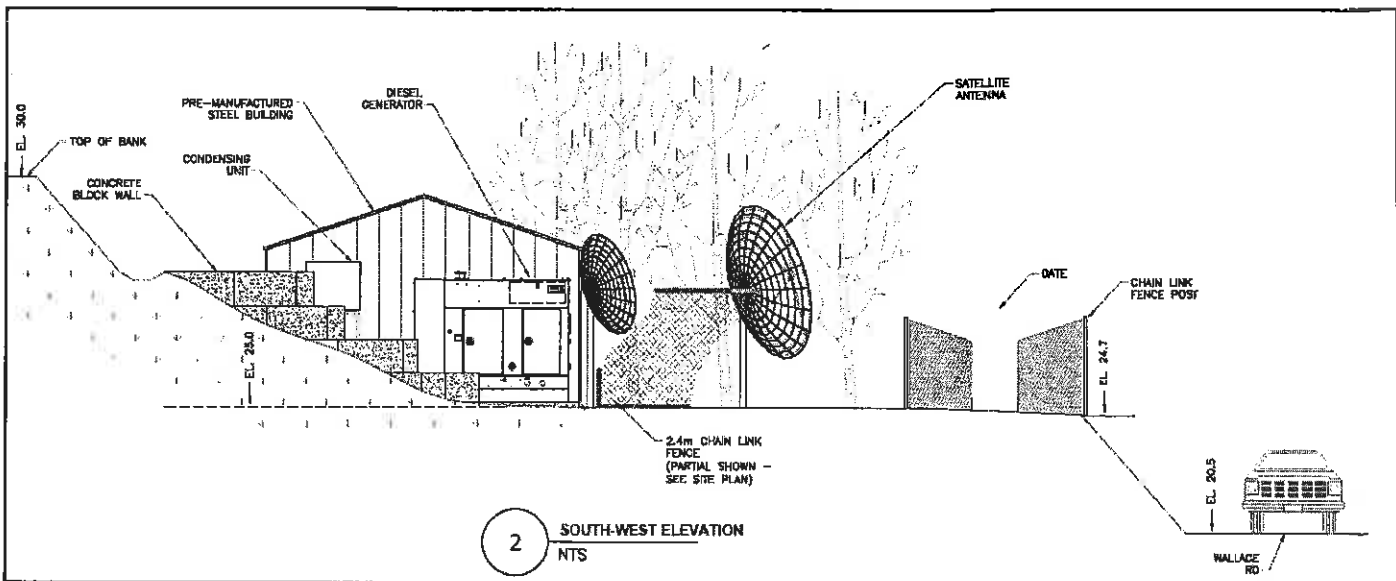
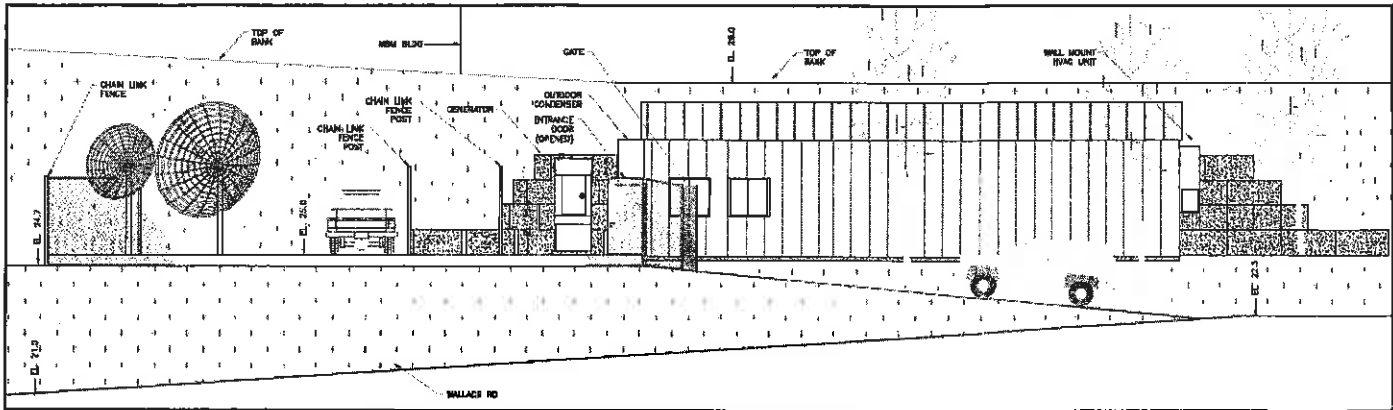
Signature of Islands Trust Official

September 16, 2014

Date of Issuance

**NORTH PENDER ISLAND LOCAL TRUST COMMITTEE
NP-TUP-2010.2
SCHEDULE 'B'**

Building elevation



I hereby certify this to be Schedule 'B' which is attached to and forms part of Temporary Commercial and Industrial Use Permit No. NP-TUP-2014.3.

S. L. deRosier
Signature of Islands Trust Official

September 16, 2014
Date of Issuance

Landscape plan

September 16, 2014
Date of Issuance

Required Nursery Stock

Trees

ID	Quantity	Botanical Name	Common Name
AcMa	2	Acer macrophyllum	Big Leaf Maple
AlRu	14	Alnus Rubra	Red Alder

Large Shrubs

ID	Quantity	Botanical Name	Common Name
HoDi	9	Holodiscus discolor	Oceanspray
PhLe	21	Philadelphus lewisii	Wild Mock Orange

Medium Shrubs

ID	Quantity	Botanical Name	Common Name
CoSt	21	Cornus Stolonifera	Redtwig Dogwood
MaAq	29	Mahonia aquifolium	Tall Oregon Grape
RiSa	64	Ribes sanguineum	Red Flowering Currant
SyAl	21	Symphoricarpos albus	Snowberry

Small Shrubs

ID	Quantity	Botanical Name	Common Name
GaSh	43	Gaultheria shallon	Salal
MaNe	114	Mahonia nervosa	Low Oregon Grape

Groundcovers

ID	Quantity	Botanical Name	Common Name
ArJU	79	Arctostaphylos uva ursi 'Vancouver Jade'	Vancouver Jade Kinnickinnick

Perennials, Annuals and Ferns

ID	Quantity	Botanical Name	Common Name
CaOb	22	Carex obnupta	Slough sedge
JuEf	27	Juncus effusus	Common rush
PoMu	27	Polystichum munitum	Sword Fern

I hereby certify this to be Schedule 'C' which is attached to and forms part of Temporary Commercial and Industrial Use Permit No. NP-TUP-2014.3.


Signature of Islands Trust Official

September 16, 2014
Date of Issuance



Shaw Communications Inc.
Suite 400, 2441 - 37 Avenue NE
Calgary, Alberta, T3J 4T6
Attn: Raffaele Ardolino

August 13, 2012

RE: QEP Review of Shaw Communications Hub Site at Wallace Road and Schooner Way, North Pender Island

On August 13, 2012 I visited the above site to review the drainage works that were constructed with the Shaw building to ensure that the adjacent creek and downstream ecosystems are protected. The weather on August 13 was dry and sunny.

DRAINAGE

The only impervious surface area on the lot is the small building, the roof drainage flows via downspouts onto a gravel pathway surrounding the building. It appears as if the water infiltrates into the ground (potentially into the perimeter drain if there is substantial roof runoff). There was no evidence of excessive runoff (e.g. erosion) around the building.

The parking area and driveway are gravel, and it appears as if most rainfall infiltrates into the gravel, and any surface runoff flows via sheet flow into the vegetated areas surrounding the parking lot and along the driveway. There does not appear to be any concentration of flows (e.g. small channels) or erosion adjacent to the parking lot or driveway.

The outlet for the perimeter drain for the building is a riprapped area approximately 5 metres from the creek channel on the north side of the building. Any drainage from this outlet flows through a vegetated strip prior to reaching the creek. The roof drainage is not anticipated to contain sediments and the riprap and vegetated strip should dissipate the flow from the outlet, delivering clean water to the creek. There was no evidence of erosion around the outlet area.

The rainwater management on the site appears to be sufficient to protect the creek and downstream aquatic ecosystems. It does not appear that there are any areas actively eroding and directing sediment into the channel.

INVASIVE SPECIES

It appears that an area larger than the footprint for the building, driveway, parking area and disposal field was cleared for the construction of these facilities. Within the cleared areas there is extensive colonization of non-native invasive plant species, in particular thistles - both *Cirsium* sp. and milk thistle (*Silybum marianum*), as well as non-native grasses and California poppy (*Eschscholzia californica*) (on the disposal field, with non-native grasses and thistles). Some of the milk thistle on the north side of the building are dead, some are cut or and some possibly treated with herbicide (unconfirmed, but some are standing dead plants).

Additionally, likely pre-existing on the site, in areas with older, established vegetation there are other invasive, non-native species on the site including Himalayan blackberry (*Rubus armeniacus*) (immediately adjacent to the creek), English ivy (*Hedra helix*) (in some of the trees along the east side of the site), Scotch broom (*Cytisus scoparius*), laurel-leaved daphne (*Daphne laureola*), and fox glove (*Digitalis purpurea*).

Removal of the thistles should be done when they are flowering prior to going to seed. Many seedheads have formed on the site, so the thistles should be carefully collected (especially the seed heads), bagged and disposed of where they will not spread (e.g. covered landfill or carefully burned).

Manual removal of the invasive species should be possible with diligent maintenance, however, if herbicides are used to control invasive species, a certified pesticide applicator must do the applications and must follow regulations with regard to the adjacent creek channel. Consideration should be given to the use of organic rather than chemical herbicides.

The shrubby invasive species should be removed manually prior to developing seeds and ensuring that the roots are removed.

The Himalayan blackberry patch is immediately adjacent to the creek channel and should only be removed if a full riparian area restoration will be completed and maintained, otherwise an erosion risk and sediment source may be created and the blackberries will reestablish without regular maintenance to control them.

Summary

The rainwater management on the site appears to be sufficient to protect the creek on the north side of the property and downstream aquatic ecosystems.

Invasive, non-native species have colonized exposed soils in the area cleared for construction, and other species are well established on some areas that were not cleared. In particular, thistle seeds are very mobile (wind distribution) and will spread quickly throughout the rest of the site and far beyond if not managed effectively. The shrubby invasive species could be easily managed by manual removal, with the exception of the Himalayan blackberry patch, which should only be removed if an extensive riparian restoration plan is implemented for the creek area.

Areas cleared of invasive species should be revegetated with native vegetation (particularly between the building and creek), or non-invasive ornamental species, mulch may also help prevent the reestablishment of these undesirable species. As with any type of landscaping, invasive species control (weeding) will be required on going maintenance to prevent reestablishment.

Sincerely,



Lehna Malmkvist, MSc, RPBio (#1613)
Principal, Swell Environmental Consulting Ltd.

CC:
Bruce Crawshaw, PEng. Westbook Consulting Ltd.
Andrea Pickard, Local Planning Services, Islands Trust



Photo 1. Looking north at disposal field, parking lot and building. Parking lot is colonized by non-native grasses, invasive thistles and California poppy.



Photo 2. Between the building and creek, cleared area colonized by thistles and non-native grasses.



Photo 3. East of the building between driveway and building, the north end has well established native vegetation interspersed with invasive, non-native species such as laurel-leaved daphne.



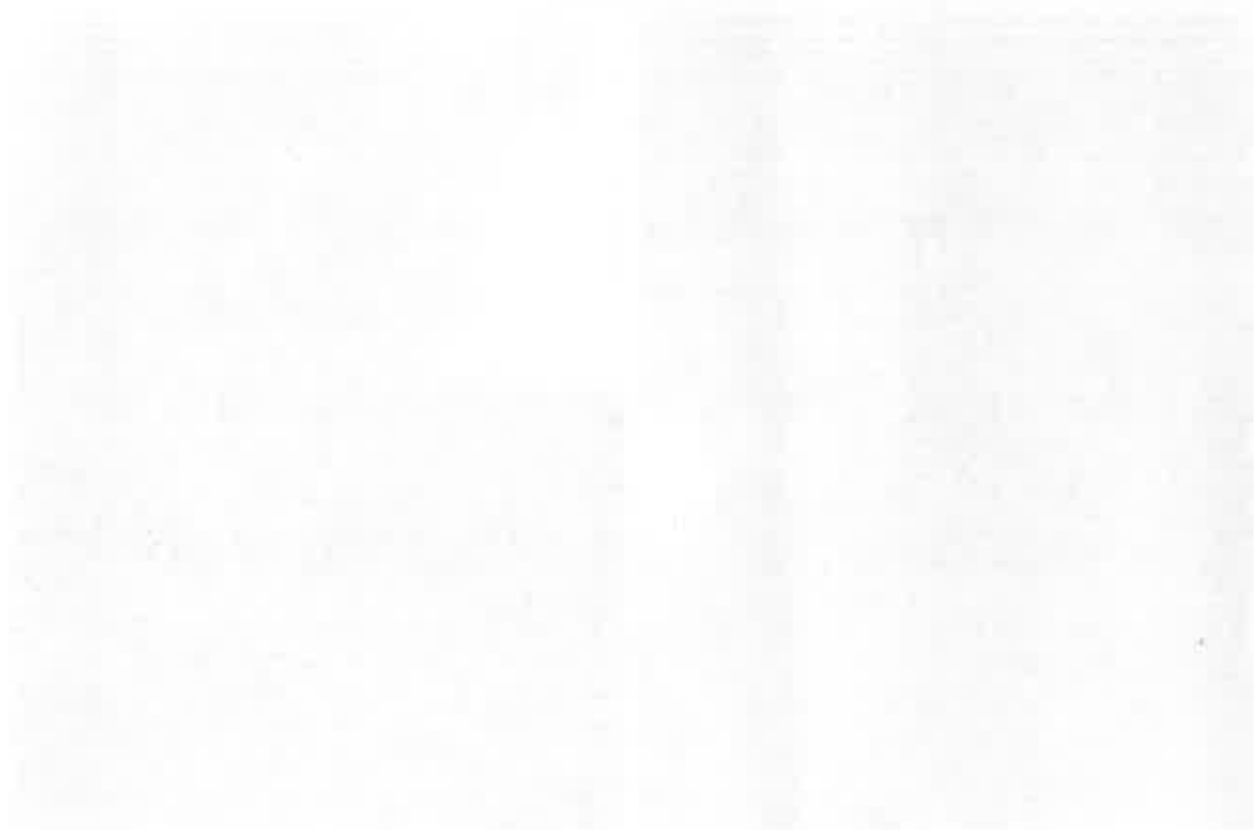
Photo. 4. Downspout from roof, drains onto gravel pathway and infiltrates, in heavy rainfall runoff may flow through the vegetation to the right.



Photo 6. Outlet from the perimeter drains, approximately 5 metres south of the creek channel. Any flows are dissipated by the riprap and flow through a vegetated strip before reaching the creek.



Photo 7. Milk thistle, very large invasive, non-native plant, which is toxic to cattle and competes with native vegetation and forage on rangelands. Some of the thistles are dead, some are cut, others possibly treated with herbicide.



Shaw Communications Inc.
2728 Hopewell Place NE
Calgary, AB T1Y7J7
Attn: Raffaele Ardolino

August 3, 2017

RE: QEP Review of Shaw Communications Hub Site at Wallace Road and Schooner Way, North Pender Island

On July 26, 2017, I visited the Shaw Communications Hub Site at Wallace Road and Schooner Way, North Pender Island to review the site conditions and recommendations from my report from August 13, 2012. I visited the site to review the drainage works that were constructed with the Shaw building to ensure that the adjacent creek and downstream ecosystems are protected.

DRAINAGE

The drainage is in the same condition as it was in 2012, with the only impervious surface area on the lot is the small building, the roof drainage flows via downspouts onto a gravel pathway surrounding the building. It appears as if the water infiltrates into the ground (potentially into the perimeter drain if there is substantial roof runoff). There was no evidence of excessive runoff (e.g. erosion) around the building.

The parking area and driveway are gravel, and it appears as if most rainfall infiltrates into the gravel, and any surface runoff flows via sheet flow into the vegetated areas surrounding the parking lot and along the driveway. There does not appear to be any concentration of flows (e.g. small channels) or erosion adjacent to the parking lot or driveway.

The outlet for the perimeter drain for the building is a riprapped area approximately 5 metres from the creek channel on the north side of the building. Any drainage from this outlet flows through a vegetated strip prior to reaching the creek. The roof drainage is not anticipated to contain sediments and the riprap and vegetated strip appear to dissipate the flow from the outlet, delivering clean water to the creek. There was no evidence of erosion around the outlet area.

The rainwater management on the site appears to have been effective over the past 5 years, and is sufficient to protect the creek and downstream aquatic ecosystems. It does not appear that there are any areas actively eroding and directing sediment into the channel.

INVASIVE SPECIES

The invasive species recommendations from the 2012 report appear to have been successfully implemented on most of the site. There are still a few locations where invasive thistles (both *Cirsium* sp. and milk thistle (*Silybum marianum*) are established:

- Sporadically on the disposal field, in addition a few Himalayan blackberry plants (*Rubus armeniacus*)
- Inside the deer fencing between the road and the disposal field
- Inside the deer fencing between the creek and building

Removal of the thistles should be done prior to going to seed. The thistles should be carefully collected (especially the flowers or seed heads), bagged and disposed of where they will not spread (e.g. covered landfill or carefully burned).

Additionally, in areas with older, established vegetation there are other invasive, non-native species interspersed with native species on the site including Himalayan blackberry (*Rubus armeniacus*) (immediately adjacent to the creek), English ivy (*Hedra helix*) (in some of the trees along the east side of the site), Scotch broom (*Cytisus scoparius*), laurel-leaved daphne (*Daphne laureola*), and fox glove (*Digitalis purpurea*).

Manual removal of the invasive species should continue with diligent maintenance. The shrubby invasive species should be removed manually prior to developing seeds and ensuring that the roots are removed.

As was recommended in 2012, the Himalayan blackberry patch is immediately adjacent to the creek channel and should only be removed if a full riparian area restoration will be completed and maintained, otherwise an erosion risk and sediment source may be created and the blackberries will reestablish without regular maintenance to control them.

Summary

The rainwater management on the site appears to be sufficient to protect the creek on the north side of the property and downstream aquatic ecosystems.

Invasive, non-native species have been controlled on most of the site, however, there are still a few locations where non-native invasive species are established. In particular, thistles patches should be controlled, their seeds are very mobile (wind distribution) and will spread quickly to any exposed soils on the site, and far beyond, if not managed effectively. The shrubby invasive species should be managed by manual removal, with the exception of the Himalayan blackberry patch adjacent to the creek, which should only be removed if an extensive riparian restoration plan is implemented for the creek area.

Areas cleared of invasive species should be revegetated with native vegetation, and mulch may also help prevent the reestablishment of these undesirable species. As with any type of landscaping, irrigation is required to establish new plants, and invasive species control (weeding) will be required on going maintenance to prevent reestablishment.

Sincerely,



Leena Malmkvist, MSc, RPBio (#1613)
Principal, Swell Environmental Consulting Ltd.

CC:

Bruce Crawshaw, PEng. Westbook Consulting Ltd.



Photo 1. Downspout from roof, drains onto gravel pathway and infiltrates, in heavy rainfall runoff may flow through the vegetation to the right.



Photo 2. Outlet from the perimeter drains, approximately 5 metres south of the creek channel. Any flows are dissipated by the riprap and flow through a vegetated strip before reaching the creek.

Swell Environmental Consulting Ltd.

480 Beach Drive, Victoria, BC V8S 2M5 ph. 217-9190 e. lehna@swell.ca www.swell.ca



Photo 3. Thistles in deer fenced area between parking area/disposal field and the road.



Photo 4. Thistles in deer fenced area between the building and the creek.



Photo 5. Disposal field with sporadic thistles and Himalayan blackberry.

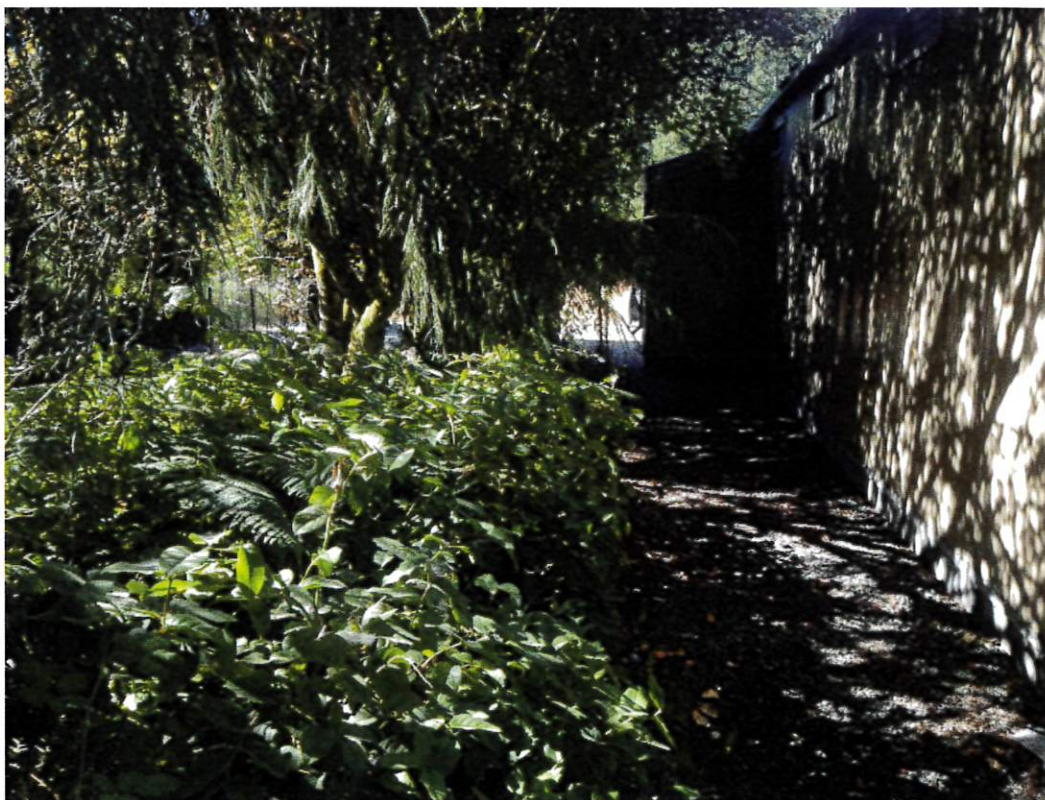


Photo 6. East of the building between driveway and building, the north end has well established native vegetation interspersed with invasive, non-native species such as laurel-leaved daphne.



REQUEST FOR DECISION

To: Islands Trust Conservancy Board

For the Meeting of: March 26, 2019

From: Staff

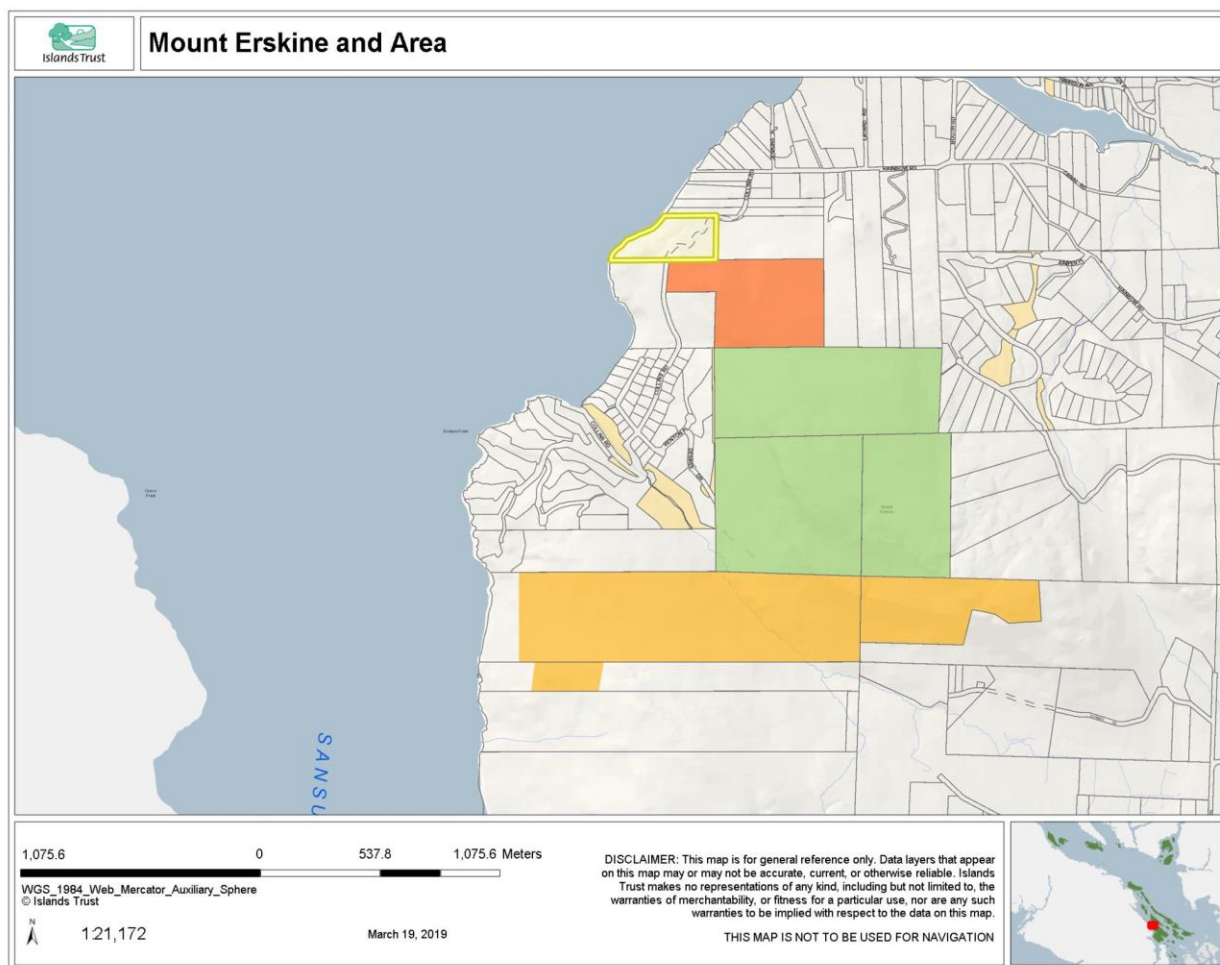
Date Prepared: March 14, 2019

SUBJECT: Development Variance Permit Referral, Salt Spring Island

RECOMMENDATION: That the ITC Board indicate to the Salt Spring Island Local Trust Committee (SSI LTC) that its interests are not significantly impacted by Development Variance Permit Application SS-DVP-2019.1 for Section 3, Range 2 West, North Salt Spring Island, Cowichan District, Except Part In Plan 3955 (200 Collins Rd, PID:009-595-694).

That the ITC Board direct staff to work with the Salt Spring Planner to follow up with the landowner to provide information about covenants and land donation as an option for the lands on the east side of the road.

- 1 **PURPOSE:** To assess implications of the proposed 3 lot subdivision on the Management of the Lower Mount Erskine Nature Reserve.
- 2 **BACKGROUND:** The Development Variance Permit (DVP) application concerns land adjacent to the ITC's Lower Mount Erskine Nature Reserve (see map on following page). The application proposes to vary the Salt Spring Island Land Use Bylaw No. 355 requirement that a split lot not be created through subdivision (Section 5.11.1) to allow a lot that is split by Collins Road (Lot 3 on the attached memo). This application is part of an active subdivision file for a three-lot fee simple subdivision that has not yet received Preliminary Layout Approval (PLA) from the provincial Approving Officer. Each lot is allowed a residence and seasonal cottage.



Map 1. Mount Erskine protected areas with subject property outlined in yellow. ITC's Lower Mount Erskine Nature Reserve is in pink, Provincial Park is green, covenants are in darker orange and community parks in light orange.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The trails in the Lower Mount Erskine Nature Reserve are experiencing erosion. The subdivision will increase traffic to the area and will likely increase use of the Lower Mount Erskine Nature Reserve, but this increase will be likely be small compared by the current usage. The number of properties along the Nature Reserve boundary will remain the same which will keep the risks associated with encroachment similar to the risks prior to subdivision. The Nature Reserve is covenanted by Habitat Acquisition Trust and the Nature Conservancy of Canada and staff have invited both organizations to provide input to the ITC Board regarding the DVP.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will provide the ITC Board response to the Salt Spring Island Local Trust Committee.

FIRST NATIONS: None based on information provided by the Salt Spring Island Planner, but ITC staff have not sought First Nations input.

OTHER: The Lower Mount Erskine Nature Reserve is protected by a covenant with the nature Conservancy of Canada (NCC) and Habitat Acquisition Trust (HAT). NCC has indicated that they have no concerns with the proposed subdivision. HAT has not commented.
The DVP provides an opportunity to open a discussion with the landowner adjacent to the Lower

The DVP provides an opportunity to open a discussion with the landowner adjacent to the Lower Mount Erskine Nature Reserve about potential land or covenant donation.

4 **RELEVANT POLICY(S):**

[ITC Policy 3.1: Islands Trust Conservancy and Local Planning Services Coordination](#)
[MOU Between SSI LTC and ITC Board](#)

5 **ATTACHMENT(S):**

Memo from SSI Planner re: Request for Development Variance Permit for PID: 009-595-694
(February 7, 2019)
[Management Plan for Lower Mount Erskine Nature Reserve](#)

RESPONSE OPTIONS

Recommendation: That the ITC Board indicate to the Salt Spring Island Local Trust Committee that its interests are not significantly impacted by Development Variance Permit Application SS-DVP-2019.1 for Section 3, Range 2 West, North Salt Spring Island, Cowichan District, Except Part In Plan 3955 (200 Collins Rd, PID:009-595-694).

That the ITC Board direct staff to work with the Salt Spring Planner to follow up with the landowner to provide information about covenants and land donation as an option for the lands on the east side of the road.

Alternative: That the ITC Board recommend against approval of the DVP and provide its reasons.

Prepared By: Kate Emmings, A/Manager, Islands Trust Conservancy



Memorandum

1-500 Lower Ganges Rd. Salt Spring Island BC V8K-2N8

Telephone **(250) 537-9144** FAX: (250) 537-9116

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

ssiinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date February 7, 2019 File Number SS-DVP-2019.1

To Islands Trust Conservation Board c/o Kate Emmings, Manager, Islands Trust Conservancy

From Geordie Gordon
Planner 1
Salt Spring Island

Re Request for comment on Development Variance Permit for Section 3, Range 2 West, North Salt Spring Island, Cowichan District, Except Part In Plan 3955 (200 Collins Rd, PID:009-595-694)

Greetings,

Please review and provide comments and recommendations on the attached Development Variance Permit, as per the Islands Trust Policy Manual policy number 3.1 II. 7(a). The DVP application concerns land adjacent to the Lower Mount Erskine Nature Reserve. This application is part of an active subdivision file for a three-lot fee simple subdivision that has not yet received Preliminary Layout Approval (PLA) from the provincial Approving Officer. The application proposes to vary the Salt Spring Island Land Use Bylaw No. 355 requirement that a split lot not be created through subdivision (Section 5.11.1). Note that the current lot is divided by Collins Road, and that the applicant is proposing to create a new lot that is similarly divided by Collins Road.

In your response, please indicate whether:

1. Approval is recommended for outlined reasons
2. Approval is recommended subject to provided conditions
3. ITC interested are unaffected by application
4. Approval is not recommended for outlined reasons

Please contact me at 250-538-5601 if you have any questions or require additional information.

Best,

Geordie Gordon
Planner 1
Salt Spring Island



PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE DEVELOPMENT PERMIT SS-DVP-2019.1

TO: C. Batista and M. Batista

1. This Permit applies to the lands described below:

PID: 009-595-694

SECTION 3, RANGE 2 WEST, NORTH SALT SPRING ISLAND, COWICHAN DISTRICT, EXCEPT
PART IN PLAN 3955

2. Salt Spring Island Local Trust Committee Bylaw No. 355, cited as "*Salt Spring Island Land Use Bylaw, 1999*" is varied as follows:

2.1 Subsection 5.11.1 Split Lots –

No *lot* may be created by *subdivision*, which is divided into two or more portions
by a *highway, park* dedication, common property or other *lot*

is varied to allow the creation of a split lot, in accordance with Schedule No. 1
forming part of and attached to this permit.

3. The land described herein shall be developed in substantial accordance with the terms,
conditions and provisions of this Permit, as signed and dated by the Deputy Secretary of
Islands Trust.
4. This is not a Building Permit, nor does it remove any obligation of the Permittee to obtain
other approvals necessary for the lawful completion of the development.
5. Any further development, redevelopment, or any changes to this permit may require a
New Development Variance Permit.

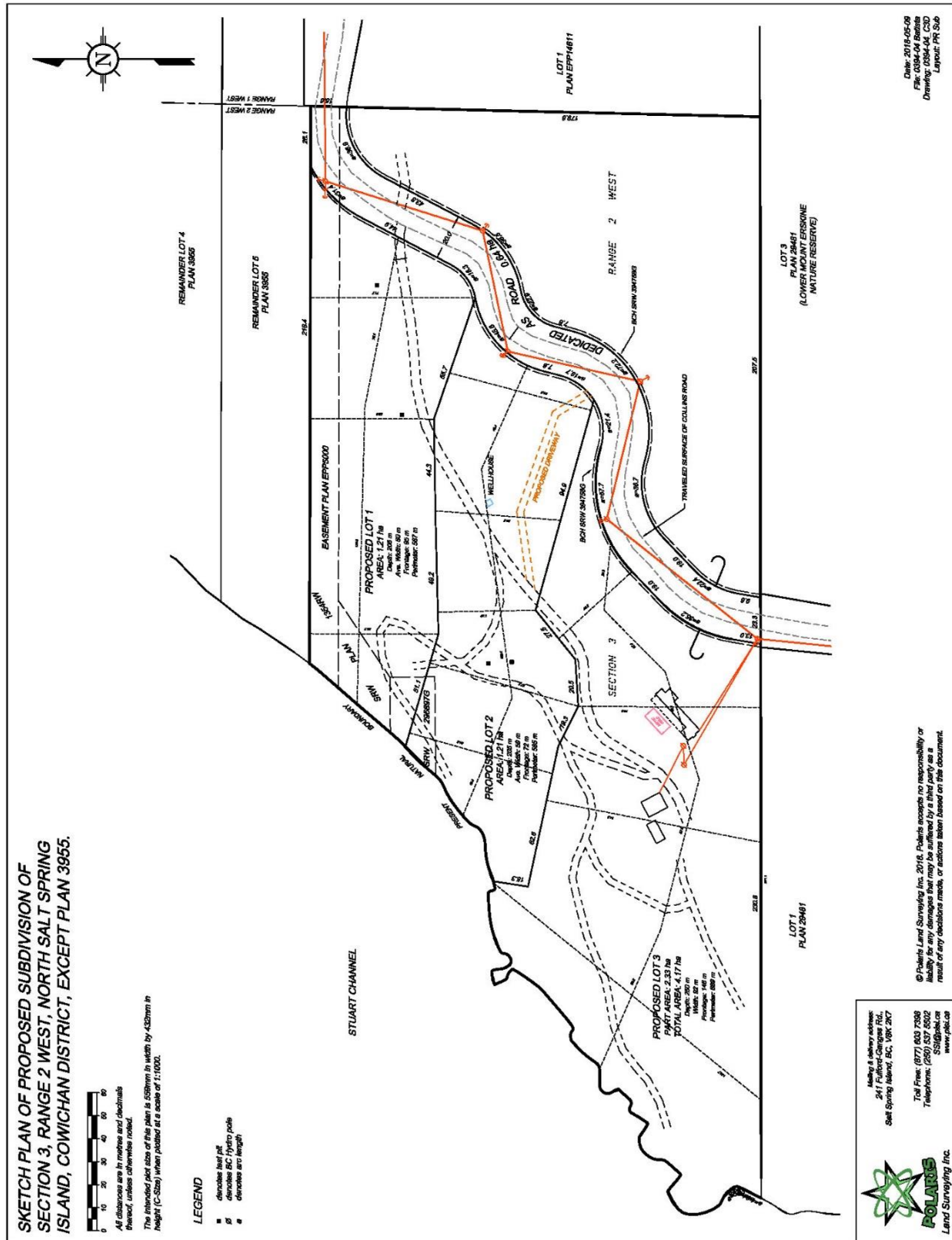
**AUTHORIZING RESOLUTION PASSED BY THE SALT SPRING ISLAND LOCAL TRUST COMMITTEE THIS ____
DAY OF ____, 20__.**

DEPUTY SECRETARY, ISLANDS TRUST

DATE OF ISSUANCE

**IF THE DEVELOPMENT DESCRIBED HEREIN IS NOT COMMENCED BY THE ____ DAY OF ____, 20__
THIS PERMIT AUTOMATICALLY LAPSES.**

Schedule No.1 –Plan of Subdivision





BRIEFING

To: Islands Trust Conservancy Board **For the Meeting of:** March 26, 2019
From: Staff **Date Prepared:** March 7, 2019
SUBJECT: Revised Canadian Land Trust Alliance Standards and Practices

PURPOSE:

The Canadian Land Trust Standards and Practices (CLT S&P) are acknowledged by the Land Trust Alliance of BC as the professional land trust standards in Canada (see attached Backgrounder). In January of this year the Board of the Canadian Land Trust Alliance approved a revised version of the CLT S&P (see attached). A review of the revised standards indicates that while ITC is well aligned to these revised standards, with a number of amendments to its existing practices ITC could be much more compliant to these national standards.

BACKGROUND:

Similar to the earlier version of the CLT S&P, the new version maintains a set of 12 broad standards, each supported by practices considered essential to achieve the respective standard. Unlike the previous version, these revisions are much more accommodating for any organization or government agency that holds lands or conservation agreements for the benefit of the public.

The review of the CLT S&P and ITC compliance with these standards and practices was comprehensive, but did not include a rigorous audit of ITC practices. Based on the review, ITC is considered to be very well aligned (compliant with all supporting practices) with four of the Standards, and well aligned (non-compliant with some practices) with the remaining eight Standards. Of the 91 supporting practices, 75 were considered to be broad based, readily applicable to non-government or government based land trusts. Of these 75 practices, ITC formalized practices (bylaw, policies and procedures) were considered to be non-compliant with 21 of them to varying degrees. ITC through its publications, website, and document standards/templates is in principle compliant in its application of these practices, but they have not been formalized. Attached is an Assessment of these Broad-Based Practices, including a proposed mechanism to bring ITC into formal compliance with the specified practice. All but one proposed compliance mechanism recommends amendments to six existing policies and/ or procedures, and eight mechanisms for compliance collectively propose one new administrative procedure.

In the CLT S&P, 14 practices in the review were considered awkward/ not well suited to government based land trusts. In four cases, existing legislation governing ITC equally satisfy these practices, but there were eight to which ITC cannot be compliant based on its enabling legislation. Attached is an assessment of these eight non-compliant practices, including: the specific CLT S&P practice; subject of non-compliance with the specified practice; and, rational for non-compliance. All of these practices relate to the Board Accountability standard.

ATTACHMENT(S):

1. Backgrounder: Canadian Land Trust Alliance and the Canadian Land Trust Standards and Practices
2. Canadian Land Trust Standards and Practices, 2019
3. Assessment: Broad-Based Practices
4. Assessment: Non-Compliant Practices

FOLLOW-UP: ITC Staff will work to update ITC policies and procedures to become more compliant with the CLT S&P. Staff will seek ITC Board input and approvals as needed.

Prepared By: Wayne Bourque, A/Ecosystem Protection Specialist

Reviewed By/Date: Kate Emmings, A/ Manager, Islands Trust Conservancy / March 18, 2019

BACKGROUNDER

Canadian Land Trust Alliance and the Canadian Land Trust Standards and Practices¹

Land Trust Standards and Practices are the ethical and technical guidelines for the responsible operation of a land trust. The U.S. Land Trust Alliance released an updated version in 2017 that was informed by conservationists and land trust professionals throughout the United States. The Canadian Land Trust Alliance recognized the advantage in using such a rigorously-developed set of Standards and Practices to maintain alignment of industry practices in Canada with the most current, internationally-recognized standards. However, the recent U.S. revision had to be tailored to the Canadian context. A 15-month consultation within the Canadian land trust community resulted in practices that are more readable, accessible and up-to-date.

In January of this year the Board of the Canadian Land Trust Alliance approved the revised version of the Canadian Land Trust Standards and Practices (CLT S&P). The document was revised and modified based on the U.S. 2017 revisions of Land Trust Standards and Practices under the direction of the Canadian Land Trust Alliance (CLTA) Board Members, with assistance from an Expert Committee. The CLT S&P set 12 broad standards, which are broken down into 91 practices. Practices describe the essential actions needed to fulfill the standards.

While the CLT S&P are designed primarily for land trusts with charitable status, they also provide important guidance for any organization or government agency that holds lands or conservation agreements for the benefit of the public. All land trusts operating in Canada are invited to voluntarily adopt the CLT S&P and commit to putting them into effect. Land trusts making such commitments are not only protecting a minimum level of performance, but they are making the entire land trust community aspire to excellence and continuous improvement. While the adoption of CLT S&P is entirely voluntary for land trusts to exist and operate, the adoption is a mandatory eligibility requirement for at least two federal programs: the Ecological Gifts Program (EGP) and the Natural Area Conservation Program (NACP).

- The Ecological Gifts Program requires eligible recipients to demonstrate “that the organization has adopted, or a board resolution that the organization has made a commitment to work towards, adopting a recognized national or provincial set of ethical and technical guidelines for the responsible operation of a land trust to guide the organization’s land securement and management practices”. The CLT S&P are the national set of guidelines recognized by Environment and Climate Change Canada.
- The Natural Area Conservation Program also requires all applicants to be in compliance or substantially in compliance with the CLT S&P.

Implementing the CLT S&P directly helps land trusts to uphold public trust and build strong and effective land conservation programs. Securing the confidence and support of donors and landowners is the way for land conservation to succeed and land trusts to last over the long term. All land trusts must demonstrate effectiveness and credibility. Otherwise, land trusts that fall short could undermine the

¹ Information in this backgrounder was copied from the Canadian Land Trust Alliance website: <https://cltstandardspracticesrevision.ca>; and the *Canadian Land Trust Standards and Practices*, 2019.

whole conservation movement by eroding the confidence of donors and partners. There is currently no verification body to attest that land trusts demonstrate implementation of the CLT S&P.

The CLTA is the only official licensee for the CLT S&P since 2005. This means:

- The Land Trust Standards and Practices is the property of the U.S. Land Trust Alliance (LTA). The CLTA has been granted the permission to change appropriate sections of the S&P so that it reflects Canada's needs, legislation and context.
- The LTA determines the need to revise the Land Trust Standards and Practices, and the CLTA must then proceed with its revision.
- The LTA must approve any revision to make sure the Canadian modifications are not weakening the integrity of the Land Trust Standards and Practices.

The CLTA acknowledges that emerging practices, such as engagement of Indigenous communities, may not have been fully explored or resolved in the 2019 document. The scope of the revision was limited to updating Canadian Land Trust Standards and Practices as a result of the US 2017 revisions (from which Canadian Land Trust Standards and Practices are both licensed and derived), as well as changes to relevant Canadian legislation. Given the very limited resources and time available to CLTA, the significant and emerging question of Indigenous community engagement could not be appropriately addressed. The CLTA recognizes that, going forward, the manner in which land trusts engage with Indigenous communities is a high priority at the governance and operational levels of work undertaken by Canadian land trusts, and should be further explored. With this in mind, the CLTA encourages all Canadian land trusts to actively reach out to and engage with Indigenous partners when engaging in their land conservation activities.



Canadian Land Trust Standards and Practices

2019

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Introduction

The need for standards and practices is imperative for all land trusts, regardless of where they operate. A strong land trust community depends on the long-term viability and management of its organizations. By working towards a consistent set of standards and practices, land trusts can continue to thrive and be successful in perpetuity.

Land Trust Standards and Practices are the ethical and technical guidelines for the responsible operation of a land trust. The U.S. Land Trust Alliance released an updated version in 2017 that was informed by conservationists and land trust professionals throughout the United States. These many voices were an invaluable asset throughout the revision process.

The Canadian Land Trust Alliance recognizes the advantage in using such a rigorously-developed set of Standards and Practices to maintain alignment of industry practices in Canada with the most current, internationally-recognized standards. Further, the recent U.S. revision had to be tailored to the Canadian context. A 15-month consultation within the Canadian land trust community was designed to develop practices that are more readable, accessible and up-to-date.

The Canadian Land Trust Alliance acknowledges that emerging practices, such as engagement of Indigenous communities, may not have been fully explored or resolved under this revision. The scope of the 2018 revision was limited to updating *Canadian Land Trust Standards and Practices* as a result of the US 2017 revisions (from which *Canadian Land Trust Standards and Practices* are both licensed and derived), as well as changes to relevant Canadian legislation. Given the very limited resources and time available to CLTA, the significant and emerging question of Indigenous community engagement could not be appropriately addressed at this time.

The Canadian Land Trust Alliance recognizes that, going forward, the manner in which land trusts engage with Indigenous communities is a high priority at the governance and operational levels of work undertaken by Canadian land trusts, and should be further explored. With this in mind, the CLTA encourages all Canadian land trusts to actively reach out to and engage with Indigenous partners when engaging in their land conservation activities.

While the *Canadian Land Trust Standards and Practices* are designed primarily for land trusts with charitable status, they also provide important guidance for any organization or government agency that holds lands or conservation agreements for the benefit of the public.

Implementing the *Canadian Land Trust Standards and Practices* helps land trusts uphold public trust and build strong and effective land conservation programs. Securing the confidence and support of donors and landowners is key to sustaining land trusts over the long term. This is as true for individual organizations as it is for the land trust community as a whole.

STANDARD 1

Ethics, Mission and Community Engagement

Land trusts maintain high ethical standards and have a mission committed to conservation, community service and serving the public interest¹.

PRACTICES

A. Ethics

1. Adopt a written code of ethics and/or values statement and adhere to it in implementing the land trust's mission, in its governance and in its operations
2. Adopt a written whistleblower policy that protects individuals who come forward with information on illegal practices or unethical behavior
3. Do not participate in transactions that are potentially fraudulent or abusive

B. Mission, Planning and Evaluation

1. Adopt a mission that advances conservation and serves the public interest
2. Establish strategic goals for implementing the mission, and then review and update them, as needed, at least once every five years
 - a) Revisit the mission during the strategic review to confirm it is relevant
3. Review programs and activities at least annually to ensure they are advancing the strategic goals and make adjustments, as appropriate

C. Community Engagement

1. Develop an inclusive, welcoming organizational culture that respects diversity
2. Seek to engage people who are representative of the community in which the land trust works and foster opportunities to connect them with the land
3. Develop an understanding of the land trust's community, and communicate the land trust's work, services and impact in a manner that resonates with and engages that community
4. Build, maintain and enhance relationships with community leaders and other groups interacting with the land trust community
 - a. When applicable, engage with local Indigenous communities to discuss how traditional knowledge and practices can inform the land trust's programs and activities.

¹ In this context, serving the public interest is understood as benefitting the public in general or a sufficient segment of the public, as opposed to conferring private benefits to individuals, corporations or a limited group of persons.

STANDARD 2

Compliance with Laws

Land trusts fulfill their legal requirements as not-for-profit organizations and comply with all laws and regulations.

PRACTICES

A. Compliance with Laws

1. Comply with all applicable federal, provincial and municipal laws and regulations

B. Not-for-profit Incorporation and Bylaws

1. Incorporate or organize according to the requirements of provincial or federal law and maintain legal status
2. Operate in accordance with established bylaws
3. Review the bylaws at least once every five years to ensure consistency with current operations, the organizing documents and provincial and/or federal law

C. Tax Status

1. Maintain status as a non-profit, registered charity or qualified donee under the *Income Tax Act* (Canada)
 - a) File a complete and accurate annual information return with the Canada Revenue Agency and/or federal/provincial government
2. Comply with applicable rules regarding business activity and private or undue benefit
3. Where applicable, comply with federal requirements regarding political activities

STANDARD 3

Board Accountability

Land trust boards act ethically in conducting the affairs of the organization and carry out their legal and financial responsibilities as required by law.

PRACTICES

A. Board Responsibility

1. Individual board members are informed of and understand their role and their responsibilities as not-for-profit board members, including their legal and fiduciary duties
2. The board reviews and approves the land trust's mission and strategic plans, and is responsible for evaluating them
3. The board provides oversight of the land trust's finances and operations by:
 - a) Reviewing and approving an annual budget
 - b) Working to ensure sufficient financial resources are available for the long-term operations of the land trust
 - c) Receiving and reviewing financial reports and statements in a form and with a frequency appropriate for the scale of the land trust's financial activity
 - d) Reviewing the independently prepared financial audit, review or compilation
 - e) Adopting written policies or procedures for the responsible and prudent investment, management and use of financial assets
4. The board hires, oversees and evaluates, at least annually, the performance of any executive director (or chief staff person)
5. The board may delegate decision-making and management functions to committees, provided that committees have clearly defined roles and report to the board or staff

B. Board Composition and Structure

1. Have a board of sufficient size, skills, backgrounds and experiences to conduct its work effectively
2. Have a board substantially composed of independent members to reduce risk arising from conflicts of interest
3. Have a board development process that includes procedures for recruiting and training board members
4. Ensure the board's presiding officer and treasurer are not the same individual
5. If, in rare circumstances, a staff member serves on the board, clearly define the staff role and ensure that any exercise of decision-making authority complies with rules regarding conflicts of interest

C. Board Governance

1. Provide board members with written expectations for their service on the board
2. The board meets a minimum of three times per year and maintains adopted minutes of each meeting
3. Provide board members with sufficient and timely informational materials prior to each meeting to make informed decisions
4. Board members evaluate their performance annually as a group and as individuals at least once every three years
5. Adopt procedures for removing board members who are not fulfilling their responsibilities
6. Have governing documents that contain policies and procedures (such as provisions for a quorum and adequate meeting notices) to encourage broad participation and to prevent a minority of board members from acting for the land trust without proper delegation of authority

D. Board Approval of Transactions

1. The board reviews and approves every land and conservation agreement transaction
 - a) However, the board may delegate decision-making authority on transactions if:
 - i. It establishes written policies or has bylaw provisions that define the limits to the authority given to the delegated entity
 - ii. The delegated entity provides timely notification in writing to the full board of any completed transactions

STANDARD 4

Conflicts of Interest

Land trusts have policies and procedures to avoid or manage real or perceived conflicts of interest.

PRACTICES

A. Dealing with Conflicts of Interest

1. Adopt a written conflict of interest policy that addresses, for all insiders, how conflicts are identified and avoided or managed
2. Document the disclosure and management of actual and potential conflicts
3. When engaging in any transaction with an insider,
 - a) Follow the conflict of interest policy
 - b) Contemporaneously document that there is no private or undue benefit

B. Payments to Board Members

1. Do not financially compensate board members for board service, except for reimbursement of expenses²
2. If, in limited circumstances³, the land trust compensates a board member for professional services that would otherwise be contracted out,
 - a) Document the circumstances surrounding the decision to do so
 - b) Document how the land trust uses appropriate comparability data to determine the amount to be paid and to confirm that there is no private or undue benefit
3. Do not provide loans to members, directors, officers or trustees

C. Land and Conservation Agreement Transactions with Insiders

1. When engaging in land and conservation agreement transactions with insiders
 - a) Follow all transaction policies and procedures
 - b) For land and conservation agreement transactions with insiders, obtain an independent appraisal by a qualified appraiser to justify the purchase or sale price

² This best practice is not a legal requirement. Some land trusts may be able to/choose to pay an honorarium.

³ Special regulation applies in Ontario. Land trusts should obtain legal advice or consult with the Ontario Land Trust Alliance.

STANDARD 5

Fundraising

Land trusts conduct fundraising activities in a lawful, ethical and responsible manner.

PRACTICES

A. Legal and Ethical Practices

1. Conduct an analysis of provincial and federal charitable fundraising laws and register where the land trust determines it is appropriate
2. Do not compensate internal or external fundraisers based on a commission or a percentage of the amount raised

B. Accountability to Donors

1. Provide accurate fundraising materials and other communications to donors and the public
2. Provide timely written acknowledgment of all gifts, including land and conservation agreements, in keeping with Canada Revenue Agency charitable receipting requirements, as appropriate
3. Maintain financial and other systems to document and comply with any donor restrictions on gifts
4. Have a written policy or procedure to ensure donor privacy concerns are honored

C. Fundraising Plan

1. Develop and implement a fundraising plan or program appropriate to the land trust's size and scope to secure adequate support for its activities

D. Non-conservation Real Property for Resale

1. When acquiring non-conservation real property with the intent of selling it to advance the land trust's mission,
 - a) Obtain a written acknowledgment from any donor of the land trust's intent to sell before accepting the property
 - b) Follow applicable transaction policies and procedures
 - c) Maintain the property while in the land trust's ownership in a manner that retains the land trust's public credibility, manages community expectations and minimizes risk

STANDARD 6

Financial Oversight

Land trusts are responsible and accountable for how they manage their finances and assets.

PRACTICES

A. Fiscal Health

1. Establish a financial plan for the long-term operations of the land trust by
 - a) Developing an annual budget that reflects the land trust's annual programs and activities
 - b) Developing and implementing a strategy to address any deficit-spending trends
 - c) Assessing the nature and variability of revenue and seeking to diversify funding sources
2. Build and maintain sufficient operating reserves to sustain operations
3. Adopt and implement a plan to build and maintain dedicated or restricted funds sufficient to cover the long-term costs of stewarding and defending the land trust's land and conservation agreements

B. Financial Records

1. Keep financial records in accordance with Generally Accepted Accounting Principles (GAAP) and, where applicable, Canada Revenue Agency requirements

C. Independent Financial Evaluation

1. Obtain an annual financial audit, review or compilation by an independent certified public accountant or a qualified accounting professional, in a manner appropriate for the scale of the land trust

D. Written Internal Controls

1. Establish written internal controls and accounting procedures, including segregation of duties, in a form appropriate for the scale of the land trust, to prevent the misuse or loss of funds

E. Risk Management and Insurance

1. Routinely assess and manage risks so that they do not jeopardize the land trust's financial health and its ability to carry out its mission and legal responsibilities
2. Carry general liability, directors' and officers' liability, property and other insurance, all as appropriate to the land trust's risk exposure or as required by law

STANDARD 7

Human Resources

Land trusts have sufficient skilled personnel to carry out their programs, whether volunteers (including board members), staff and/or consultants/contractors.

PRACTICES

A. Capacity

1. Regularly evaluate whether the land trust has sufficient volunteers, staff and/or consultants/contractors to achieve its strategic goals and carry out its programs, and then add capacity as needed

B. Volunteers

1. Provide volunteers with training, supervision and recognition

C. Consultants or Contractors

1. Clearly define relationships with consultants or contractors, ensure they are consistent with provincial and federal law and document them in a written contract, as appropriate

D. Transition Planning

1. Develop a written process or plan to provide for continuity in the leadership and management of the land trust's functions

E. Staff

1. Have a written job description for each staff member and conduct periodic performance reviews
2. Document the lines of authority, communication and responsibility between board and staff
3. Ensure staff have appropriate training and experience for their responsibilities and/or opportunities to gain the necessary knowledge and skills
4. Adopt written personnel policies that conform to provincial and federal laws
5. Provide fair and equitable compensation and benefits

F. Occupational Health and Safety

1. Provide staff and volunteers with safe working conditions
2. Comply with provincial and federal occupational health and safety regulations

STANDARD 8

Evaluating and Selecting Conservation Projects

In advance of every land and conservation agreement transaction, land trusts carefully evaluate and select their conservation projects.

PRACTICES

A. Strategic Conservation Planning

1. Identify specific conservation priorities consistent with the land trust's mission and goals

B. Project Selection Criteria

1. Develop and implement a written process to select land and conservation agreement projects
2. Develop and apply written project-selection criteria that are consistent with the land trust's conservation priorities
3. Document the conservation benefit of every land and conservation agreement project

C. Project Evaluation

1. Visually inspect properties before buying or accepting donations of conservation land or conservation agreements to determine and document whether:
 - a) There are important conservation values on the property
 - b) The project meets the land trust's project-selection criteria
2. Evaluate and document potential threats to the conservation values on the property and structure the project to best protect those conservation values
3. Evaluate and document any current or potential risks and liabilities associated with the project, including to the land trust's reputation or to the land trust community, and modify or decline the project if the risks outweigh the benefits

D. Project Planning

1. Individually plan all land and conservation agreement projects so that:
 - a) The land trust identifies the best available conservation strategy for the property
 - b) The property's important conservation values are protected
 - c) The project furthers the land trust's mission and goals
2. Assess the stewardship implications of each project and the land trust's capacity to meet those obligations

E. Partnership Documentation

1. When engaging in a partnership on a joint acquisition or long-term stewardship project or when co-holding conservation agreement, create written agreements to clarify:
 - a) The goals of the project
 - b) The roles and responsibilities of each party
 - c) Legal and financial arrangements
 - d) Communications to the public and between parties

STANDARD 9

Ensuring Sound Transactions

Land trusts work diligently to see that every land and conservation agreement transaction is legally, ethically and technically sound.

PRACTICES

A. Legal Review and Technical Expertise

1. Obtain a legal review of every land and conservation agreement transaction, appropriate to its complexity, by a lawyer or notary experienced in real estate law
2. As dictated by the project, secure appropriate technical expertise, such as in financial, real estate, tax, scientific, indigenous and land and water management matters

B. Legal and Financial Advice

1. Do not give individualized legal, financial or tax advice when providing transaction-related information
2. Recommend in writing that each party to a land or conservation agreement transaction obtain independent legal, financial and tax advice

C. Environmental Due Diligence

1. For every land and conservation agreement transaction, conduct or obtain a preliminary environmental investigation to identify whether there are any conditions that pose environmental risks
2. If evidence of environmental risks is found, conduct or obtain a more thorough investigation, such as a Phase 1 assessment, and take steps to address any significant concerns

D. Determining Property Boundaries

1. Determine both the legal description and physical boundaries of each property or conservation agreement
2. If a conservation agreement contains restrictions or permitted rights that are specific to certain zones or areas within the property, include the locations of these areas in the agreement document so that they can be identified in the field

E. Conservation Agreement Drafting

1. For every conservation agreement⁴,
 - a) Individually tailor it to the specific property
 - b) Identify the conservation values being protected
 - c) Allow only uses and permitted rights that are consistent with the conservation purposes and that will not significantly impair the protected conservation values
 - d) Avoid restrictions and permitted rights that the land trust cannot monitor and/or enforce
 - e) Include all necessary and appropriate provisions to ensure it is legally enforceable
2. Review each conservation agreement for
 - a) Consistency with enabling legislation⁵ of conservation agreements and other provincial and federal applicable legislation
 - b) Internal consistency, omissions and absence of errors within the conservation agreement documents

F. Title Investigation and Registration

1. Prior to closing and preferably early in the process, have a title company, lawyer or notary investigate title for each property or conservation agreement the land trust intends to acquire
 - a) Update the title at or just prior to closing
2. Evaluate any encumbrance and title exception and document how the land trust addressed mortgages, liens, severed mineral rights and other encumbrances prior to closing
 - a) Mortgages, liens and other encumbrances that could result in extinguishment of the conservation agreement or significantly undermine the important conservation values on the property are discharged or properly subordinated to the conservation agreement
3. Promptly register land and conservation agreement transaction documents, including baseline documentation reports or summaries when required, at the appropriate registration office

G. Recordkeeping

1. Adopt a written records policy that governs how and when organization and transaction records are created, collected, retained, stored and destroyed
2. Keep originals of all documents essential to the defense of each real property transaction in a secure manner and protected from damage or loss

⁴ Future interpretation of conservation agreements rests on how clearly the document explains the core elements and their intent. The core elements include provisions, schedules, definitions and other components which may impact the enforceability and readability of the conservation agreement.

⁵ Federal or provincial legislation that sets out the legislative rules for conservation agreements and that gives specific powers to certain body, individuals or organizations with respect to conservation agreements.

3. Create and keep copies of these documents in a manner such that both originals and copies are not destroyed in a single calamity

H. Purchasing Land or Conservation Agreements

1. When buying land, conservation agreements or other real property interests, below, at or, in limited circumstances, above the appraised value, contemporaneously document:
 - a) The justification for the purchase price
 - b) That there is no private or undue benefit
2. Obtain an independent appraisal by a qualified appraiser in advance of closing to support the purchase price based on the fair market value
 - a) However, a short narrative, a letter of opinion or other documentation from a qualified real estate professional may be obtained in the limited circumstances when:
 - i. A property has a very low economic value
 - ii. A full appraisal is not feasible before a public auction
 - iii. Or the amount paid is significantly below the fair market value

I. Selling or Transferring Land or Conservation Agreements

1. When selling land, conservation agreements or other real property interests,
 - a) Establish protections as appropriate to the property
 - b) If the sale is to a party other than another charitable organization or public agency, obtain an independent appraisal by a qualified appraiser or a short narrative, a letter of opinion or other documentation from a qualified real estate professional to determine the value of the asset and to support the selling price
 - c) Select buyers in a manner that avoids any actual or appearance of impropriety
2. When selling or transferring conservation land or conservation agreements to another charitable organization or public agency, consider whether the new holder can fulfill the long-term stewardship and enforcement responsibilities
3. For the sale or transfer of land or conservation agreements certified as ecological gifts, request authorization from the Minister of Environment and Climate Change Canada, or its replacement.

STANDARD 10

Tax Benefits and Appraisals

Land trusts work diligently to see that every charitable gift of land or conservation agreement meets provincial and federal tax law requirements, to avoid fraudulent or abusive transactions and to uphold public confidence in land conservation.

PRACTICES

A. Landowner Notification

1. Inform potential land or conservation agreement donors who may claim a provincial or federal income tax deduction or credit, in writing and early in project discussions, of the following:
 - a) Canada Revenue Agency strongly recommends an independent appraisal prepared by a qualified appraiser for gifts of property valued at more than \$1,000, including information on the timing of the appraisal
 - b) As the beneficiary of the tax receipt, the donor has the primary responsibility for any determination of the value of the donation (even in the case where the appraisal has been arranged for or commissioned by the land trust)
 - c) An independent appraiser who is certified by the Appraisal Institute of Canada and who follows the Canadian Uniform Standards of Professional Appraisal Practice should perform the appraisal, or, in Québec, Les normes de pratique professionnelle des évaluateurs agréés (Les normes de pratique)
 - d) The land trust requires a copy of the completed appraisal in order to issue a charitable donation receipt
 - e) The land trust will not participate in projects where it has significant concerns about the potential for false receipting, tax avoidance, tax abuse or tax fraud
2. Where appropriate, inform potential donors about the Ecological Gifts Program including
 - a) The increased tax benefits associated with making a gift under the program
 - b) The consequences of unauthorized disposition or change in land use of ecological gifts
 - c) That appraisals of ecological gifts must comply with the Ecological Gifts Program Guidelines for Appraisals and will be reviewed independently by the Appraisal Review Panel
3. Do not make assurances as to:
 - a) Individualized legal or tax implications
 - b) Whether a particular land or conservation agreement donation will be eligible for a donation tax deduction or credit
 - c) What monetary value of the donation the Canada Revenue Agency and/or province will accept
 - d) What the resulting tax benefits of the deduction or credit will be, if any

B. Legal Requirements: Land Trust Responsibilities

1. If the land trust holds charitable donations of land or conservation agreements, it meets the requirements for a qualified donee under the applicable provisions of the Income Tax Act
2. Issue donation tax receipts only in accordance with the provisions of the Income Tax Regulations

C. Avoiding Fraudulent or Abusive Transactions

1. Review, on the land trust's own behalf, each transaction for consistency with provincial and federal income tax deduction or credit requirements
2. Evaluate any appraisal to determine whether the land trust has substantial concerns about the appraised value or the appraisal
3. Discuss substantial concerns about the appraisal, the appraised value or other terms of the transaction with legal counsel and take appropriate action, such as:
 - a) Documenting that the land trust has shared those concerns with the donor
 - b) Seeking additional substantiation of value
 - c) Withdrawing from the transaction prior to closing

STANDARD 11

Conservation Agreement Stewardship

Land trusts have a program of responsible stewardship for their conservation agreements.

PRACTICES

A. Funding Conservation Agreement Stewardship

1. Estimate the long-term stewardship and enforcement expenses of each conservation agreement transaction
2. Track stewardship and enforcement costs

B. Baseline Documentation Report

1. For each conservation agreement, have a baseline documentation report signed-off by the necessary technical expertise, with written descriptions, maps and photographs, that documents:
 - a) The conservation values protected by the agreement
 - b) The relevant conditions of the property as necessary to monitor and enforce the agreement
2. Prepare the baseline documentation report prior to closing and have it signed by the landowner and land trust at or prior to closing
 - a) Baseline documentation reports that require technical data collection are prepared with the support of professional(s) having appropriate background and expertise
 - b) In the event that seasonal conditions prevent the completion of a full baseline documentation report by closing, the landowner and land trust sign a schedule for finalizing the full report and an acknowledgement of interim data at closing
3. In the limited circumstances when there are significant changes to the land (such as a result of a wildfire or bank erosion) or the conservation agreement (such as a result of an amendment or the exercise of a permitted right), document those changes in an appropriate manner, such as through monitoring reports, a baseline supplement or current conditions report
4. The landowner and the land trust each hold at least one original copy of the signed baseline documentation report

C. Conservation Agreement Compliance Monitoring

1. Adopt a written policy and/or procedure for compliance monitoring of conservation agreements that establishes consistent monitoring protocols and recordkeeping procedures
2. Monitor each conservation agreement property at least once per calendar year

- a) If the land trust uses aerial monitoring, conduct on-the-ground monitoring at least once every five years
- b) Promptly document the outcomes of annual compliance monitoring activities for each conservation agreement, including communications to and from owners of conservation agreement properties
- c) Conduct on-the-ground verification in a timely manner for any suspected violation or breach of conservation agreements

D. Landowner Relationships

- 1. Maintain regular contact with owners of conservation agreement properties to maintain relationships and avoid potential agreement conflicts
- 2. Establish systems to track changes in land ownership
- 3. When the property changes hands, attempt to meet with the new owner or property manager to ensure the new owner obtains:
 - a) A copy of the conservation agreement documents
 - b) Information in writing about the conservation agreement
 - c) Copies of the land trust's stewardship policies and procedures

E. Conservation Agreement Enforcement

- 1. Adopt a written policy and develop written procedures for documenting and responding to potential conservation agreement violations
- 2. Investigate potential violations in a timely manner and promptly document all actions taken
- 3. Involve pertinent parties, authorities and legal counsel as appropriate to the severity of the violation and the nature of the proposed resolution
 - a) For conservation agreements that have been certified as an ecological gift, report violations that have impacted the natural features of the property to Environment and Climate Change Canada

F. Approvals and Permitted Rights

- 1. Respond to landowner required notices or requests for interpretation or approvals in a timely and consistent manner, as specified in the conservation agreement deed or in a written procedure
- 2. Establish written procedures to guide the land trust's decision-making regarding approvals and permitted rights
- 3. Maintain a permanent record of all notices, approvals, denials, interpretations and the exercise of any significant permitted rights

G. Contingency Strategy

1. Establish a contingency plan for all conservation agreements in the event the land trust ceases to exist or can no longer steward and administer them
2. Maintain contact with the backup holder as appropriate to ensure the ability of the holder to hold conservation agreements is still valid

H. Amendments

1. Adopt and follow a written policy or procedure addressing conservation agreement amendments so that they are consistent with the following principles:
 - a) Are consistent with the land trust's mission
 - b) Comply with all applicable provincial and federal laws
 - c) Do not jeopardize the land trust's charitable status
 - d) Do not result in a private or undue benefit
 - e) Are consistent with the conservation purpose(s) and intent of the conservation agreement
 - f) Are consistent with the documented intent of the donor, grantor and any funding source
 - g) Have a net beneficial or neutral effect on the relevant conservation values protected by the conservation agreement
2. Evaluate all conservation agreement amendment proposals with due diligence sufficient to satisfy the above principles
3. If an amendment is used to adjust conservation agreement boundaries (such as to remedy disputes or encroachment) and results in a *de minimis* extinguishment, document how the land trust's actions address the terms of J.1. below
4. Request authorization from the Minister of Environment and Climate Change Canada for amendments to conservation agreements certified as ecological gifts

I. Expropriation

1. If a conservation agreement is threatened with expropriation,
 - a) Work diligently to avoid a net loss to conservation values and document the actions taken
 - b) Have or obtain appropriate documentation of the percentage of the full value of the property represented by the conservation agreement
 - c) In circumstances where a net loss of conservation values cannot be avoided, document the land trust's attempts to receive its proportional share of the proceeds and use any proceeds in a manner consistent with the conservation agreement deed
 - d) Provide prompt notification to relevant parties, including the expropriating authority and Environment and Climate Change Canada, if the conservation agreement is certified as an ecological gift

J. Partial or Full Extinguishment

1. In the rare case that it is necessary to extinguish a conservation agreement, in whole or in part,
 - a) Follow the terms of the conservation agreement with respect to taking appropriate action, and obtain provincial authorization when required by law
 - b) Ensure there is no undue benefit
 - c) Take steps to avoid or to mitigate harm to conservation values and/or use any proceeds in a manner consistent with the conservation agreement deed
 - d) Consider the land trust's actions in the context of its reputation and the impact on the land conservation community at large
 - e) Provide prompt notification relevant parties, including donors and funders involved in the land transaction
 - f) Request prior authorization from Environment and Climate Change Canada if the conservation agreement is certified as an ecological gift

STANDARD 12

Land Stewardship

Land trusts have a program of responsible stewardship for lands held for conservation purposes.

PRACTICES

A. Funding Land Stewardship

1. Determine the immediate financial and management implications of each conservation property acquisition or contractual stewardship commitment and estimate the long-term implications
2. Anticipate and track costs associated with long-term land management, stewardship and enforcement of conservation properties

B. Land Management and Stewardship

1. Develop a written land management plan for each conservation property within 12 months after acquiring the land to:
 - a) Identify the property's conservation values, including any significant cultural, Indigenous, historical and natural features, and identify threats to those features
 - b) Identify the overall management goals for the property
 - c) Identify activities and timeline to achieve the goals and to reduce any risks or threats to the conservation values
 - d) Specify the uses that are appropriate for the property, in keeping with the property's conservation values, any restrictions and donor or funder requirements
2. Manage each conservation property in accordance with its management plan, and review and update the plan periodically
3. Perform administrative duties (such as paying insurance, filing required forms, keeping records) in a timely and responsible manner
4. Maintain the property in a manner that retains the land trust's public credibility, manages community expectations and minimizes risk consistent with the land trust's mission

C. Inspecting Land Trust Properties

1. Determine the boundaries of land trust properties and physically mark them to the extent possible or necessary
2. Inspect properties at least once per calendar year for potential management problems and promptly document the outcomes of the inspection
3. Address management problems, including encroachments, trespass and other ownership challenges, in an appropriate and timely manner and document the actions taken

- a) For lands that have been certified as an ecological gift, report detected changes or impacts to the natural features of the property to Environment and Climate Change Canada

D. Contingency Strategy

- 1. Establish a contingency plan for conservation lands in the event the land trust ceases to exist or can no longer own or manage them

E. Expropriation

- 1. If a conservation property is threatened with expropriation:
 - a) Work diligently to avoid a net loss to conservation values and document the actions taken
 - b) Provide prompt notification to relevant parties, including expropriating authority and Environment and Climate Change Canada, if the conservation agreement is certified as an ecological gift

GLOSSARY

Board: The governing entity that manages the business of the land trust. The term ‘board members’ is used interchangeably to refer to the administrators, governors, directors or trustees that compose the board.

Capacity: The ability to perform all the actions required to acquire and manage conservation land and manage other programs by having adequate human and financial resources and organizational systems in place.

Conflict of interest: A conflict of interest arises when an employee, director, officer, manager or other “insider,” is in a position, or perceived to be in a position, to be able to benefit personally (or to create a benefit to a family member or other organization with which he or she is associated) from a decision he or she could make or influence.

Conservation agreement: A legally binding agreement voluntarily entered into between a landowner and a land trust to restrict the use of subject real property to protect the conservation values of the property, and may include a servitude for the use and benefit of dominant land, a covenant or an easement.

Conservation values: The key values on a site that are the focus of protection efforts. Important conservation values are determined during property evaluation and project planning.

Enabling legislation: The collection of federal or provincial rules imposed by authority that gives appropriate officials the authority to implement or enforce the law.

GAAP: The Chartered Professional Accountants of Canada (CPA) issues Generally Accepted Accounting Principles (GAAP). CPA Canada Handbook: Standard and Guidance Collection provides standards for financial statements for Not-for-Profit Organizations.

Independent board member: Independent board member means an individual serving on a board who does not have a material or pecuniary relationship with the company or related persons.

Independent appraisal: An independent appraisal prepared in compliance with the Canadian Uniform Standards of Professional Appraisal Practice by a qualified appraiser who has verifiable conservation agreement or conservation real estate experience.

Insiders: Board and staff members, substantial contributors, parties related to the above within the meaning of the *Income Tax Act* (Canada), those who have an ability to influence decisions of the organization and those with access to information not available to the general public.

Land: Conservation properties held in fee simple ownership and any interest or right, including subsurface, surface, air, mineral, water and development rights and any other interests or rights in real property. Conservation agreements are excluded from this definition and are treated separately.

Land trust: A not-for-profit conservation organization that, as all or part of its mission, actively works to conserve land by acquiring land or conservation agreements (or assisting with their acquisition) and/or stewarding/managing land or conservation agreements. May include other types of conservation organizations, including federal, provincial or municipal entities.

Phase I assessment: A formal investigation conducted by a qualified environmental consultant or engineer into the presence or absence of hazardous and toxic materials on or near a property.

Policy: A written, board-adopted document specifying a course of action to guide and determine present and future decisions.

Preliminary environmental investigation: An informal investigation conducted by land trust staff, consultant or volunteer into the presence or absence of hazardous and toxic materials or other environmental threats on or near a property.

Private or undue benefit: A private benefit includes any part of the income, rights, property or resources of a land trust that comes to benefit, directly or indirectly, any member, director/trustee, staff member, or other person other than a reasonable compensation for property acquired or services rendered to the land trust. For registered charities, private benefits are called “undue benefits” and are prohibited.

Public benefit: In the context of the Canadian Land Trust Standards and Practices, serving the public interest is understood as benefitting the public in general or a sufficient segment of the public, as opposed to conferring private benefits to individuals, corporations or a limited group of persons.

Qualified donee: Under the *Income Tax Act* (Canada), qualified donees are organizations that can issue official donation receipts for gifts they receive from individuals and corporations. Registered charities can also make gifts to them.

Short narrative: A written estimation of a property’s value most often prepared by a qualified appraiser and occasionally prepared by a highly experienced real estate professional. A letter of opinion is not considered an acceptable type of appraisal.

ASSESSMENT: BROAD BASED PRACTICES AND ISLANDS TRUST CONSERVANCY CANADIAN LAND TRUST STANDARDS AND PRACTICES, 2019				
PRACTICE			NON-COMPLIANCE	PROPOSED MECHANISM
Standard 1: Ethics, Mission and Community Engagement				
1	A2	Ethics	Whistleblower protection for Board members	1. Amend Policy 1.4: Board Standards of Conduct
Standard 2: Compliance with Laws				
Standard 3: Board Accountability				
2	C4	Board Performance Evaluation	Board members evaluations	1. Amend Policy 1.3: Board Roles and Responsibilities
Standard 4: Conflict of Interest				
Standard 5: Fundraising				
Standard 6: Financial Oversight				
Standard 7: Human Resources				
Standard 8: Evaluating and Selecting Conservation Projects				
3	B1	Project Selection	Standard is compliant, but having a written process could be recognized in procedures ¹	1. Draft new Administrative Procedure: Conservation Securement
Standard 9: Ensuring Sound Transactions				
4	B1	Applicant Advice	Do not give legal, finance or tax advice ¹	1. Amend Policies 2.2 Assessing Conservation Proposals, 2.3 Acquisition and Land Management, 2.4 Conservation Covenants 2. See #3 above
5	B2	Applicant Written Notice	Recommend in writing, applicant obtain legal, financial and tax advice ¹	1. Amend Policies 2.2 Assessing Conservation Proposals, 2.3 Acquisition and Land Management, 2.4 Conservation Covenants 2. See #3 above
6	C2	Environmental Due Diligence	Conduct/obtain preliminary environmental risk assessment ²	1. Amend Policy 2.2 Assessing Conservation Proposals. 2. See #3 above
Standard 10: Tax Benefits and Appraisals				
7	A1	Landowner Notification	Inform in writing of potential tax deductions or credits ¹	1. Amend Policy 2.2 Assessing Conservation Proposals 2. See #3 above
8	A3	Applicant assurances	Do not give assurances to tax deductions or credits	1. Amend Policy 2.2 Assessing Conservation Proposals 2. See #3 above
9 10	C2 C3	Fraudulent/Abusive Transactions	Evaluate Appraisals/ when appropriate Seek Legal Council ³	1. Amend Policy 2.2 Assessing Conservation Proposals 2. See #3 above
Standard 11: Conservation Agreement Stewardship				
11 12 13	B1 B2 B4	Baseline Documentation Report	Standard is informally compliant ⁴	1. Amend Policies 2.2 Assessing Conservation Proposals, 2.3 Acquisition and Land Management, 2.4 Conservation Covenants to reference the Baseline Report Standard 2. See #3 above

14	B3	Natural Events	Document changes	1. Amend Procedure 2.3.1 Annual Monitoring
15 16 17	D1 D2 D3	Landowner Relationships	Maintain regular contact, track changes in ownership, meeting with new owners. ³	1. Amend Procedure 2.3.1 Annual Monitoring 2. See #3 above
18	I1	Expropriation	Document and if possible protect conservation values, valuation of property, notification to partners and government agencies	1. Amend Policy 2.4 Conservation Covenants
19	J1	Agreement Extinguishment	Follow terms, no undue benefit, mitigate harm to conservation values, public relations, notifications, authorization from government	1. Amend Policy 2.4 Conservation Covenants
Standard 12: Land Stewardship				
20	B1	Management Plan	Standard is informally compliant	1. Amend Policy 2.3 Land Acquisition and Management to reference the Management Plan Standard
21	E1	Expropriation	Document and if possible protect conservation values, valuation of property, notification to partners and government agencies	1. Amend Policy 2.3 Land Acquisition and Management

1. Written procedure recognized in the ITC Board approved Securement Strategy at http://www.islandtrustconservancy.ca/media/84625/itc_2017-02-07_land-securement-strategy_rpt_final.pdf
2. ITC staff provide this information through communications materials, website and letter templates, but it is not recorded in policies or procedures.
3. Although ITC staff check the Contaminated Sites Registry and look for potential risks during site assessments, ITC practices do not incorporate legislated provincial procedures for contaminated sites.
4. In practice, all ITC land transactions receive a legal opinion, all appraisals are appropriately reviewed and ITC maintains regular contact with its landowners.
5. ITC baseline documentation reports are drafted in accordance with the Baseline Inventory Report Standard, available at http://www.islandtrustconservancy.ca/media/84794/itc_2018-07-09_baseline-inventory-standard_final.pdf

ASSESSMENT: ISLAND TRUST CONSERVANCY NON-COMPLIANT PRACTICES				
CANADIAN LAND TRUST STANDARDS AND PRACTICES, 2019				
PRACTICE		NON-COMPLIANCE		RATIONALE FOR NON COMPLIANCE
	Standard 1: Ethics, Mission and Community Engagement			
	Standard 2: Compliance with Laws			
	Standard 3: Board Accountability			
1	A3	Annual Budgets	Board Review and Approve Annual Budget	1. The <i>Islands Trust Act</i> requires the Islands Trust to set out a separate budget for ITC that supports its administrative operations. 2. The Islands Trust has adopted policy which prescribes a process by which ITC will prepare an annual budget and submit it to Trust Council for their consideration.
2	A4	Chief Staff Person	Board hires, oversees and evaluates	1. Policy 1.3 Board Roles and Responsibilities, indicates this practice is carried out in collaboration with the Director of Trust Area Services. The ITC practice is not currently compliant with the ITC Board policy and may not be possible as the chief staff person is a member of the BC Public Service
3-8	B 1-5	Board Composition and Structure	Board size, skills, background, experience, independence ⁱ , recruiting	1. The <i>Islands Trust Act</i> prescribes the membership of the Board, with one member elected from the IT Executive Committee, two members elected from Trust Council, and three members appointed by the Minister. Policy 1.1 Board Member Appointments, Reappointments and Elections guides the ITC Board input into the appointment of three of its members.
9	C4	Board Governance	Board evaluates their performance as a group and as individuals	1. Policy 1.3 Board Roles and Responsibilities could be amended to address this practice.
	Standard 4: Conflict of Interests			
	Standard 5: Fundraising			
	Standard 6: Financial Oversight			
	Standard 7: Human Resources			
	Standard 8: Evaluating and Selecting Conservation Projects			
	Standard 9: Ensuring Sound Transactions			
	Standard 10: Tax Benefits and Appraisals			
	Standard 11: Conservation Agreement Stewardship			
	Standard 12: Land Stewardship			

ⁱ As defined in the CLT S&P, an independent board member is an individual serving on a board who does not have a material or pecuniary (financial compensation) relationship with the company or related persons.



BRIEFING

To: Islands Trust Conservancy Board **For the Meeting of:** March 26, 2019
From: Staff **Date Prepared:** March 12, 2019
SUBJECT: Comox Valley Regional District Engagement with First Nations on Denman Cross-island Trail Route Location

PURPOSE: Coinciding with their approval in principal of a portion of the Denman Cross-island Trail in the Lindsay Dickson Nature Reserve adjacent to East Road, Islands Trust Conservancy Board has requested information regarding Comox Valley Regional District's First Nations engagement to determine if it meets Islands Trust Conservancy principles and an interest in naming and recognition (resolution ITC-2019-003). The response from Comox Valley Regional District (CVRD) is that they will follow a protocol agreement held with K'ómoks First Nation, and intend to seek comment from First Nations "once the preliminary high-level investigations into the three [trail] alignments have concluded."

BACKGROUND: The CVRD is investigating three route choices through Lindsay Dickson Nature Reserve for a portion of the Denman Cross-island Trail. In their January 29, 2019 meeting the ITC Board passed resolution ITC-2019-002 in which they stated their approval in principal of the route adjacent to East Road. However, ITC would like First Nations to have an opportunity to express any concerns about the trail locations to the CVRD before the trail route is chosen or built.

The *PROTOCOL AGREEMENT FOR COMMUNICATION AND COOPERATION Building a K'ómoks First Nation and Comox Valley Local Governments Relationship*, signed in 2010, acknowledges that the Comox Valley local governments area falls within the unceded territory of the K'ómoks First Nation and that all parties benefit from a relationship of cooperation and communication. This Protocol Agreement describes Principals of Cooperation, such as regular open and constructive dialogue based on mutual trust, honesty and respect, and identifies Key Interests, such as culture and heritage protection and environmental protection.

The CVRD also has a naming policy for public facilities. As per section 3 of the naming policy, the CVRD is unlikely to support the renaming of the Denman Cross Island trail. However, they have expressed an openness to having some form of recognition should a section of the new trail be built on conservancy lands. Our CVRD contact is unaware if First Nations names were considered (policy section 1.a.ii) or if approval and confirmation of proposed names were sought from First Nations (2.a.iii) during the naming process.

ATTACHMENT(S):

1. *PROTOCOL AGREEMENT FOR COMMUNICATION AND COOPERATION Building a K'ómoks First Nation and Comox Valley Local Governments Relationship*
2. Naming of Regional District Public Facilities Policy, CVRD

FOLLOW-UP: As the Protocol appears to be written in the same spirit as Islands Trust's First Nations Engagement Principles and emphasizes regular communication as well as culture and heritage protection, ITC staff suggest that the ITC Board may be reasonably assured that any First Nations comments and concerns regarding trail alignment will be sought and addressed by the CVRD through

established processes of engagement. ITC staff will follow up with Comox Valley Regional District to ensure that First Nations recognition and naming are addressed during subsequent stages of planning and design.

Prepared By: Jemma Green, A/ Property Management Specialist

Reviewed By/Date: Kate Emmings, A/ Manager, Islands Trust Conservancy / March 12, 2019

PROTOCOL AGREEMENT FOR COMMUNICATION AND COOPERATION Building a K'ómoks First Nation and Comox Valley Local Governments Relationship

This **PROTOCOL AGREEMENT** dated for reference the 14th day of June 2010.

BETWEEN: **K'ÓMOKS FIRST NATION**

3320 Comox Road, Courtenay, BC, V9N 3P8
(referred to as K'ómoks)

AND: **COMOX VALLEY REGIONAL DISTRICT**

600 Comox Road, Courtenay, BC, V9N 3P6
CITY OF COURTENAY
830 Cliffe Avenue, Courtenay, BC, V9N 2J7
TOWN OF COMOX
1809 Beaufort Avenue, Comox, BC, V9M 1R9
VILLAGE OF CUMBERLAND
Box 340, Cumberland, BC, V0R 1S0
(referred to as the Comox Valley local governments)

(collectively referred to as the Parties)

WHEREAS:

- A. K'ómoks translates to 'Land of Plenty'. The K'ómoks First Nation's lands, air, waters and resources extends from Sayward south to Englishman River encompassing some off-shore islands (as identified on schedule 'A').
- B. To this day the K'ómoks First Nation have not ceded, surrendered or extinguished their aboriginal rights and title to their lands and waters as acknowledged under section 25 and 35 of the Canadian *Constitution Act, 1982*.
- C. The Comox Valley local governments' area (as identified on schedule 'B') fall within the K'ómoks First Nation territory.
- D. K'ómoks and the Comox Valley local governments have distinct governance authorities and responsibilities towards their residents and members, and acknowledge that the interests of all persons living in the Comox Valley are best served by working together in the spirit of communication and cooperation.
- E. The Parties recognize that building a K'ómoks First Nation and Comox Valley local governments relationship now will create an increased level of certainty for each other and our neighboring communities and is a first step in a dialogue towards a consultative relationship.

NOW THEREFORE the Parties enter into this Protocol Agreement with the intention and desire to improve the lives of all people in the Comox Valley by providing fair and equitable opportunities through a cooperative K'ómoks First Nation and Comox Valley local governments relationship that shares information, communicates openly and proactively, addresses specific interests and raises awareness and understanding of K'ómoks aboriginal rights and title and the responsibilities of the Comox Valley local governments under the *Local Government Act*, *Community Charter* and other provincial and federal legislation.

PURPOSE

1. The purpose of this Protocol Agreement is to:
 - (a) Enter into a formal arrangement between K'ómoks and the Comox Valley local governments with respect to establishing and maintaining a long-term cooperative relationship through effective and adequate communications; and
 - (b) Provide a venue to encourage discussion related to common areas of interest and responsibility.

PRINCIPLES OF COOPERATION

2. The Parties agree that K'ómoks and the Comox Valley local governments will:
 - (a) Meet regularly to promote and encourage open and constructive dialogue based on mutual trust, honesty and respect;
 - (b) Work cooperatively to ensure that the Parties have a full understanding of each others' governing structures, culture, and roles and responsibilities; and
 - (c) Respect the views and authority of each of the Parties.

KEY INTERESTS

3. (1) The Parties agree to work together to explore and, as required establish cooperative action plans, addressing the following key interests:
 - Culture and heritage protection
 - Environmental protection
 - Intergovernmental coordination: improving communications with a focus on roles, responsibilities and aspirations
 - Joint economic development
 - Land-use planning and management: including but not limited to regional growth strategies, official community plans, treaty land issues, resource management plans, provincial planning processes, park management, and other land use plans and regulations
 - Property taxation issues

- Shared / reciprocal services
 - K'ómoks / local government governance relations
 - Emergency preparedness
 - Consultation and accommodation
 - Other key interests as agreed to by the Parties
- (2) The Parties agree to establish and prioritize key interests on an annual basis to ensure progress on the interests is made.

COMMUNICATIONS

4. The Parties recognize the success of a K'ómoks First Nation and Comox Valley local governments relationship will hinge upon open and transparent communications based on trust, respect and mutual understanding. The Parties agree to share information on matters that affect each other to as great an extent as possible while respecting each other's interests.

CONSULTATION

5. (1) It is the intention of the Parties to ensure consultation practices are exercised to increase the opportunities for collaborative decision-making on common areas of interest and responsibility.
- (2) The Parties recognize there are legal obligations for consultation in particular instances and will work towards defining roles and responsibilities to meet such requirements.
- (3) This protocol agreement does not constitute consultation.

WITHOUT PREJUDICE

6. (1) This protocol agreement is without prejudice to and shall not abrogate or derogate from the Aboriginal rights and title and other rights of the K'ómoks First Nation.
- (2) This protocol agreement is without prejudice to the legal obligations and commitments that may or may not be incumbent upon the Comox Valley local governments

DISPUTE RESOLUTION

7. (1) Where a dispute arises between the Parties, the Parties agree that the chief of K'ómoks, the chair of the Comox Valley Regional District and the mayors of the City of Courtenay, the Town of Comox and the Village of Cumberland, as required, will engage in informal communications in an attempt to resolve specific issues. The chief, chair and mayors can appoint alternate representatives to attend on their behalf.

- (2) Where a dispute between the Parties has not been resolved by informal communications, any Party may, upon reasonable notice, call a special meeting of the Parties to discuss the dispute. Where the Parties are unable to resolve a dispute by special meeting, any Party may request a dispute resolution session.
- (3) The Parties shall mutually agree upon the procedure for carrying out a dispute resolution session.
- (4) The applicable Parties will share dispute resolution costs equitably.

IMPLEMENTATION

8.
 - (1) The Parties will establish a K'ómoks /Comox Valley local governments working committee to assist with implementing this protocol agreement.
 - (2) The working committee will develop terms of reference for approval by the Parties and will report to the Parties as required in implementing and administering the protocol agreement.

TERMS OF THE AGREEMENT

9.
 - (1) The Parties agree this Protocol Agreement shall take effect upon the adoption by resolution by each respective council and board.
 - (2) The Parties agree this Protocol Agreement is a living document and may be subject to revision from time to time by mutual consent. The revisions must be agreed to in writing and adoption by resolution of each respective council and board.
 - (3) This Protocol Agreement will remain in effect unless terminated by K'ómoks by providing sixty (60) days notice in writing, to be delivered to the Parties by hand, facsimile or registered mail.
 - (4) Any of the Comox Valley local governments may provide sixty (60) days notice to withdraw from the Protocol Agreement in writing, delivered to the Parties by hand, facsimile or registered mail. The Protocol Agreement remains in effect for all remaining Parties.

IN WITNESS OF the Parties have hereunto affixed their signatures as of the day and year first written above.

K'ómoks First Nations

E. Hardy
Chief Hardy

Comox Valley Regional District

E. Grieve
Vice-chair Grieve

City of Courtenay

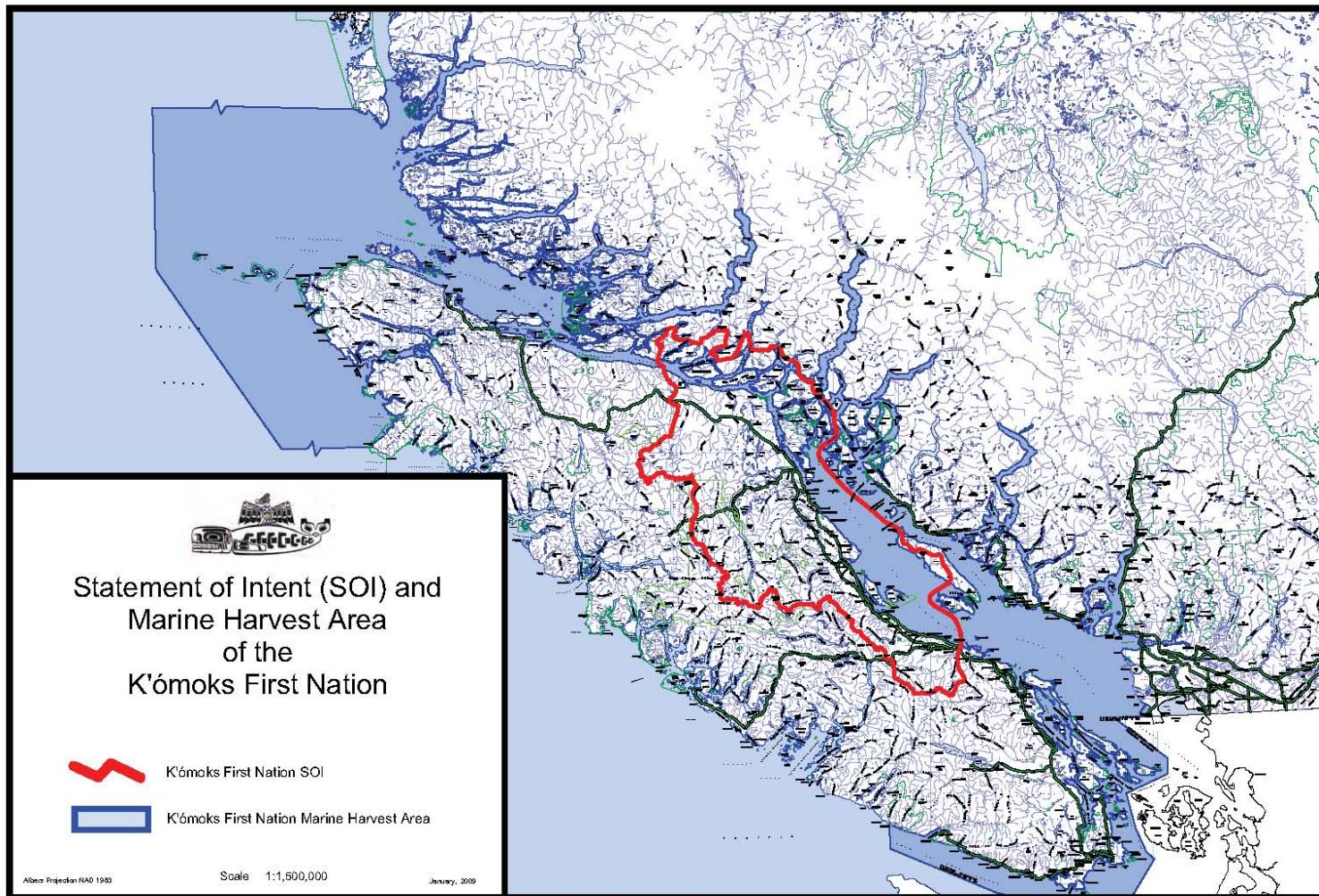
G. T. Phelps
Mayor Phelps

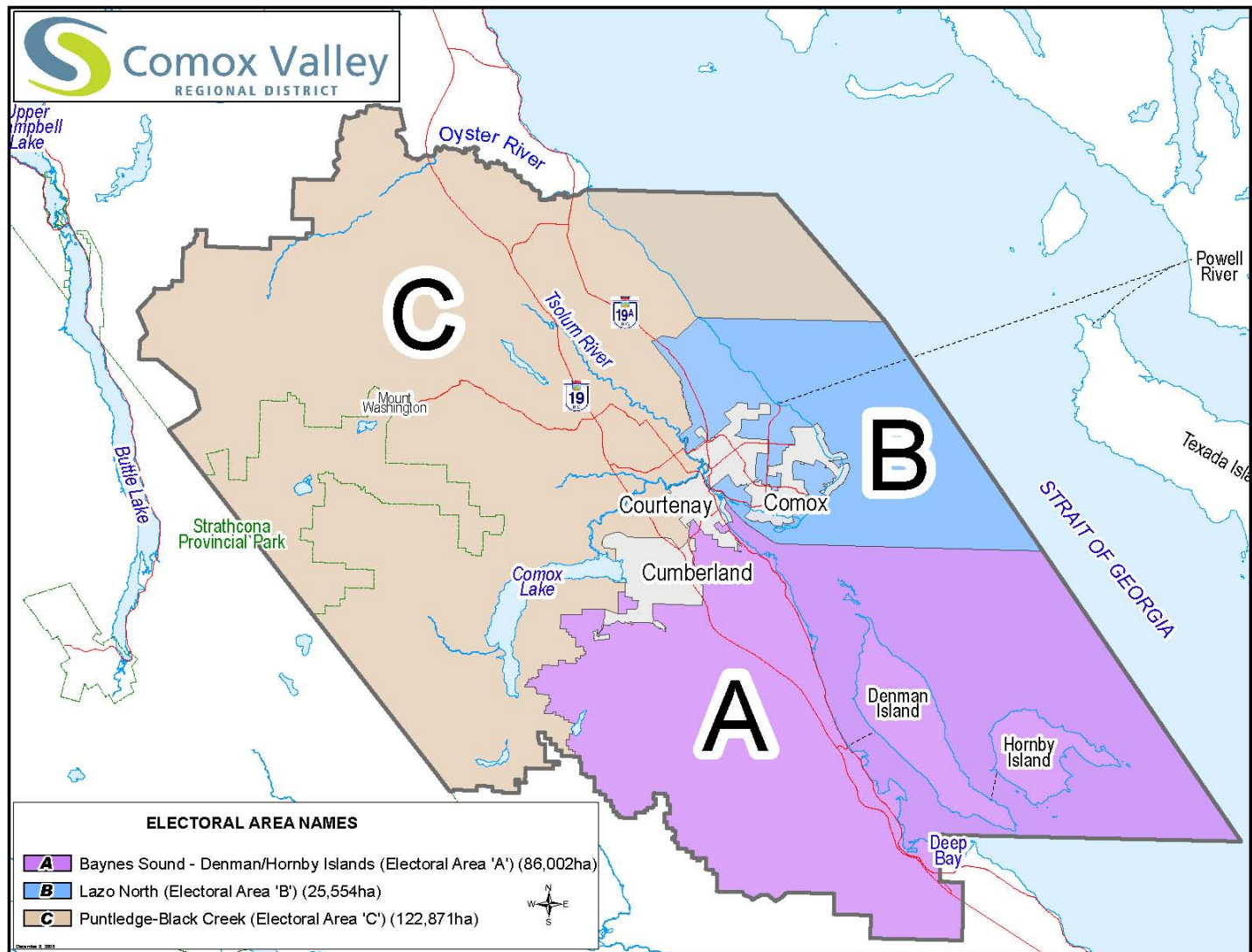
Town of Comox

P. Ives
Mayor Ives

Village of Cumberland

F. Bates
Mayor Bates





Subject: Naming of Regional District Public Facilities	
Category: Governance	Policy Reference: 7900-00

Policy Statement: To establish criteria and procedures for the naming of regional district public facilities. ‘Regional district public facilities’ is defined as any facility, consisting of buildings and/ or lands, owned and/ or leased, that is subject to the direction, control and management of the Comox Valley Regional District, and which are required to support the services and functions provided by the regional district.

Naming criteria for regional district public facilities

1. (a) It is the policy of the board to choose a name for its park facilities on the basis of the following criteria when naming parks and honouring citizens in parks:
 - (i) Parks, trails or other features may be named after a constant feature nearby or within the park. This should be ideally a geographical feature or adjacent street name;
 - (ii) Where a park, trail or other feature is known to have heritage and/ or cultural significance to First Nations, names reflecting these values shall be included as possible candidates;
 - (iii) When it is desired to commemorate a historical event, a park, trail or other feature may be named for that event provided there is substantial acceptance in the community for that name;
 - (iv) Parks may be named after people, living or deceased, only when that person has donated the land for the park and when that person or next of kin specifically requests that the park be named after himself or herself;
 - (v) Trails or other features may be named after individuals, living or deceased, service groups or community partners who have made substantial contributions to the community and where there is substantial acceptance in the community for that name;
 - (vi) That a preference be given to honouring individual citizens through the gift and acknowledgement of a needed facility in the park of choice;
 - (vii) Wherever possible, the name should include a reflection of the category or purpose of the park: i.e. nature, beach access, shoreline protection, community recreation, coastal recreation parks and greenway or trail;
 - (viii) Notwithstanding the above, exceptions to these criteria may be made, with the approval of the regional district board.
- (b) It is the policy of the regional district board to choose a name for its facilities, other than parks, on the basis of the facility’s relationship to the following criteria:
 - (i) A facility may be named after a neighbourhood, geographic, or natural feature in close proximity to the facility;
 - (ii) A facility may be named after an event of historical or cultural significance;
 - (iii) A facility may be named after the articulated preference of the residents in the community served by the public facility;

- (iv) Foremost consideration shall be given to the inclusion of region in the name chosen for a facility in order to reflect the regional district's jurisdiction in the property and/ or facility and its associated service, however it is recognized that in certain cases, inclusion of other descriptors such as "community" may be a more accurate term to use in describing the scale of the facility and/ or the extent of those benefiting from the service of facility;
- (v) Wherever possible naming and/ or signage for the facility shall give clear recognition to its function and any government or community partners if applicable;
- (vi) Naming of interior features of a public facility may be named separately from the main facility;
- (vii) Notwithstanding the above, exceptions to these criteria may be made, with the approval of the regional district board.

Name selection procedure

2. (a) All suggestions, whether solicited, or independently offered, shall be reviewed by staff in light of their compliance with the naming policy criteria as above and assessed in light of the following standards:
 - (i) The name should not confuse the public about location or function of the designated building or facility, but rather should enhance a visitor's ability to identify, locate and use it;
 - (ii) Names shall be reviewed with respect to their consistency and potential for duplication;
 - (iii) Should the naming of a facility include reference to a geographical location, historical event or cultural significance, approval and confirmation of the proposed name (spelling and usage) shall be sought from provincial and federal agencies and First Nations where required;
 - (iv) Proposed names shall be assessed in light of the following:
 - (a) memorability (can residents recall the new facility name after seeing it just once);
 - (b) latent association (what negative and positive associations does the name connote, what is its acronym, what potential for being abbreviated or having a nickname);
 - (c) pronounce-ability (if the name cannot be pronounced how will the public ask for it);
 - (d) emotional connection (does the name emotionally connect with the community that will utilize the named facility).
- (b) Report, which outlines the proposed name candidates, their origin, rationale for selection, and adherence with policy, shall be presented to the appropriate committee of the regional district board for consideration. Wherever possible, this report shall also include details on the proposed signage for the facility (proposed design including wording and logo(s) to be included) and suggested actions to be taken in promoting recognition of the facility with the public it is intended to serve; and
- (c) The name selected for the facility shall be formally recognized through regional district board resolution.

Renaming of facilities

3. A name selected for a public facility should be bestowed with the intention that it will be permanent and changes should not be readily entertained. If a name change is deemed by the regional district board to be warranted, the renaming shall be subject to the criteria and procedures of this policy.

Approval History

Policy adopted:	March 27, 2006
Policy amended:	



200-1627 Fort Street, Victoria BC V8R 1H8
Telephone **(250) 405-5151** Fax (250) 405-5155
Toll Free via Enquiry BC in Vancouver 604.660-2421. Elsewhere in BC **1.800.663.7867**
Email information@islandstrust.bc.ca
Web www.islandstrust.bc.ca

February 14th, 2019

File No.: 11-6000-30

via email: picstheme@uvic.ca

Pacific Institute for Climate Solutions (PICS)
PO Box 1700 STN CSC
Victoria, BC V8W 2Y2 Canada

To Whom It May Concern:

Re: Letter of Intent

On February 13, 2019, the Islands Trust Executive Committee approved being a partner on the Letter of Intent from Dr. Tara Martin, Dr. Ruth Waldick, Dr. John Millson, and Dr. Robert Gifford, for consideration in the Pacific Institute for Climate Solutions (PICS) Theme Partnership Program for the proposed project "Climate risk assessment and regional adaptive planning in rural settings: toolkit development on the southern Gulf Islands".

On behalf of the Islands Trust, we recognize the project's value and believe that as a partner we could benefit from the ability to produce climate risk information that would benefit our land use planning, protected area acquisition and management decisions, inform our cooperative work with partner agencies and support our mandate to preserve and protect the islands for residents of the Trust Area and all British Columbians. The Islands Trust will be pleased to provide details on the level of involvement that we are able to contribute when, and if, advancing to the full proposal stage.

The principal investigator for the Islands Trust through whom project communications should be made is Stefan Cermak, Regional Planning Manager, Salt Spring Island.

The Islands Trust is a federation of local government bodies representing 26,000 people living within the Islands Trust Area and about 10,000 non-resident property owners. The Islands Trust is mandated by the provincial Islands Trust Act to preserve and protect the unique environment and amenities of the Islands Trust Area through planning and regulating land use, development management, education, cooperation with other agencies, and land conservation. The area covers the islands and waters between the British Columbia mainland and southern Vancouver Island. It includes 13 major and more than 450 smaller islands covering 5200 square kilometres. The Islands Trust Area is ecologically significant, not only locally, but globally, and is home to many sensitive ecosystems and hundreds of rare terrestrial and marine ecosystems and species.

.../2

Thank you for your consideration of this project.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'P. Luckham', with a stylized, cursive script.

Peter Luckham

Chair, Islands Trust Council

pluckham@islandstrust.bc.ca

cc: Salt Spring Island Local Trust Committee
Islands Trust Conservancy Board
Bowen Island Municipal Council
Islands Trust Council



March 13, 2019

Islands Trust Conservancy
200-1627 Fort Street
Victoria, BC V8R 1H8

Attention: Katherine Emmings

Re: EGP LASF Application – Valens Brook Nature Reserve Addition

The Nature Conservancy of Canada (NCC) is pleased to inform Islands Trust Conservancy (the “Organization”) that its application for funding was approved under the EGP LASF Program. A grant in the amount of \$2,953.35 (the “Award”) has been awarded to the Organization for the purpose of recovering costs related to the intended Ecological Gift Project of Valens Brook Nature Reserve Addition (the “property”) submitted in the EGP LASF Application Form.

This approval is subject to (but not limited to) the following terms and conditions that were also provided in the [EGP LASF Guidelines](#):

1. This Award is for the sole purpose of recovering eligible expenditures in connection with the Organization’s intended ecological gift property as outlined in the Organization’s EGP LASF Application Form. The Organization shall ensure that it keeps complete and accurate records of all expenses incurred in case of auditing purposes.
2. The organization will be required to enter into a legally binding agreement (known as the “Funding Agreement”), for which a template has been provided on the [EGP LASF Website](#). The Award only becomes effective upon the full execution of the Funding Agreement between NCC and the Organization. NCC will soon provide the Organization with a completed Funding agreement for signature(s).
3. Funding will be disbursed in a single installment of \$2,953.35, which will be released by cheque to the Organization upon full execution of the Funding Agreement.

This approval is based on the application form as submitted; consequently, any material change to any relevant aspect of this application and supporting materials must be discussed with [Kendra Pauley](#) (Federal Programs Manager) prior to execution of the Funding Agreement.

Sincerely,

Linda Stephenson
VP, Regional Operations
The Nature Conservancy of Canada



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

March 19, 2019

BOKÉCEN (Pauquachin) First Nation
Cowichan Tribes
Halalt First Nation
Homalco First Nation
Klahoose First Nation
K'ómoks First Nation
Lake Cowichan First Nation
Lekwungen (Songhees) Nation
Lyackson First Nation
MÁLEXEL (Malahat) Nation
Penelakut Tribe
Qualicum First Nation
Scia'new (Beecher Bay) First Nation
SEMYOME (Semiahmoo) First Nation
shíshálh First Nation

Snuneymuxw First Nation
Skwxwú7mesh (Squamish) Nation Council
Snaw-naw-as (Nanose) First Nation
SÁÁUTW (Tsawout) First Nation
Stz'uminus First Nation
SXIMELEL (Esquimalt) Nation
Tla'amin (Sliammon) Nation
Tsawwassen First Nation
Tsleil-Waututh Nation
T'Sou-ke Nation
Wei Wai Kum (Campbell River) First Nation
We Wai Kai (Cape Mudge) First Nation
WJOŁŁP (Tsartlip) First Nation
WŚIKEM (Tseycum) First Nation
xʷməθkʷəy̓əm Musqueam

Dear Chief & Councils/Hegus and Legislators:

Re: Reconciliation Declaration

On March 14, 2019, the Islands Trust Council unanimously passed a Declaration regarding Reconciliation at our Trust Council meeting on Gabriola Island attended by our 26 Trustees, our Chief Administrative Officer, and senior staff. The resolution was Moved by Trustee Stamford of the Gambier Island Local Trust Area and Seconded by Trustee Peterson of the Lasqueti Island Local Trust Area.

The Islands Trust, as an organization, commits to and acknowledges the important work required toward Reconciliation and will strive through the Declaration to weave the words and intentions into the work that we do. As I stated in our press release regarding the Reconciliation Declaration, it provides a clear and unequivocal message that we will be guided by this historical critical step; this is the way forward for our organization and the community as a whole.

.../2

Reconciliation Declaration
March 19, 2019
Page 2

As we move forward we would like to meet to discuss opportunities to advance the commitment the Islands Trust has to Reconciliation and how we can amend processes and policy now and into the future. My staff will be working on policy, processes, training, and education within the Islands Trust Area for our organization and community and we would like to work on this important work with you.

I look forward to hearing from you. Please do not hesitate to contact me or Lisa Wilcox (Kwakwemtenaat), our Senior Intergovernmental Policy Advisor at lwilcox@islandstrust.bc.ca, if you have any questions.

With great respect,



Peter Luckham
Chair, Islands Trust Council
250-210-2553
pluckham@islandstrust.bc.ca

cc:	Hul'qumi'num Treaty Group	Minister of Indigenous Relations & Reconciliation
	Laich-kwil-tach Treaty Society	Bowen Island Municipal Council
	Nanwakolas Council	Islands Trust Conservancy
	Naut'sa mawt Tribal	Islands Trust Trustees
	Te'mexw Treaty Association	Islands Trust webpage
	Minister of Municipal Affairs & Housing	

Attachments: 1. Reconciliation Declaration
2. Press Release Reconciliation Declaration



The Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

The Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

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

Adopted: March 14, 2019 Trust Council on Gabriola Island

March 19, 2019

2019-08-IT

ISLANDS TRUST COUNCIL MAKES RECONCILIATION DECLARATION

Lekwungen Territory, Victoria—On March 14, 2019, on Gabriola Island, the Islands Trust Council passed a Declaration regarding Reconciliation:

The Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

The Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

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

The Declaration acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial, and outlines the commitment the Islands Trust has to Reconciliation. The journey to this historic declaration has been long. The Islands Trust honours the rich history, stewardship, and cultural heritage of Coast Salish peoples—now and into the future.

“Reconciliation with First Nations is an ongoing process, and for me, this Declaration is a crucially important step in that process,” said Islands Trust Council Chair, Peter Luckham. “The Islands Trust Council had already adopted a policy on First Nations engagement, which has been useful in guiding our work, but we had yet to make a formal declaration about Reconciliation. A declaration like this acts as a mandate or vision statement. It is an expression of intent that provides a clear and unequivocal message that will guide and underpin the work we do towards reconciliation and relationship building with First Nations and communities in the Trust Area.”

The Declaration takes guidance from key documents such as the Truth and Reconciliation Commission Calls to Action (TRC), the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), the Draft Principles that Guide the Province of British Columbia’s Relationship with Indigenous Peoples, and Islands Trust Council’s First Nations Engagement Principles.

The Islands Trust Council Chair will be writing to First Nations in the Islands Trust Area to provide Trust Council’s Reconciliation Declaration.

- 30 -

The Islands Trust is a federation of local government bodies representing 26,000 people living within the Islands Trust Area and another 10,000 non-residents. The Islands Trust is responsible, as mandated by the *Islands Trust Act*, for preserving and protecting the unique environment and amenities of the Islands Trust Area through planning and regulating land use, development management, education, co-operation with other agencies, and land conservation. The area covers the islands and waters between the British Columbia mainland and southern Vancouver Island. It includes 13 major islands and more than 450 smaller islands covering 5200 square kilometres.

Contact: Peter Luckham, Chair, Islands Trust Council 250.210.2553
Russ Hotsenpiller, Chief Administrative Officer, via Andrew Templeton, Communications Specialist
250.405.5156



BRIEFING

To: Islands Trust Conservancy Board **For the Meeting of:** March 26, 2019
From: Crystal Oberg **Date Prepared:** March 15, 2019
SUBJECT: Public Feedback on Draft 2019/20 Budget

PURPOSE:

To provide the Islands Trust Conservancy Board with the results of the public consultation process for the Islands Trust Council's draft 2019/20 budget, with a focus on results relevant to the Islands Trust Conservancy.

BACKGROUND:

Between January 21 and February 11, 2019, the public were invited to comment on the Islands Trust draft 2019/20 budget through an online survey. This year's survey was different from previous years in that it included background information on the work of the Trust, a link to the trustee video about the Islands Trust, as well as a series of questions asking respondents to consider key budget-related questions concerning different parts of the organization. The survey also asked respondents to provide insight into Islands Trust priorities. The survey was completed by 178 members of the public and took, on average, 23 minutes to complete. Results were informative, but not considered statistically valid.

Survey Highlights

When asked about resources allocated to the Islands Trust Conservancy:

- 78% would like more funds allocated to support ITC work;
- 68% gave high or very high value to ITC increasing protected areas in their local trust area;
- 62% gave high or very high value to ITC fundraising in their communities for conservation projects
- 60% gave high or very high value to ITC taking on more active property management;
- 54% gave high or very high value to ITC Outreach in their communities about the importance of nature conservation

ATTACHMENT(S):

1. ITC Excerpt from the "Results of Online Public Survey as Part of Draft 2019/20 Budget Process"

FOLLOW-UP: None proposed.

Prepared By: Crystal Oberg, Communications and Fundraising Specialist

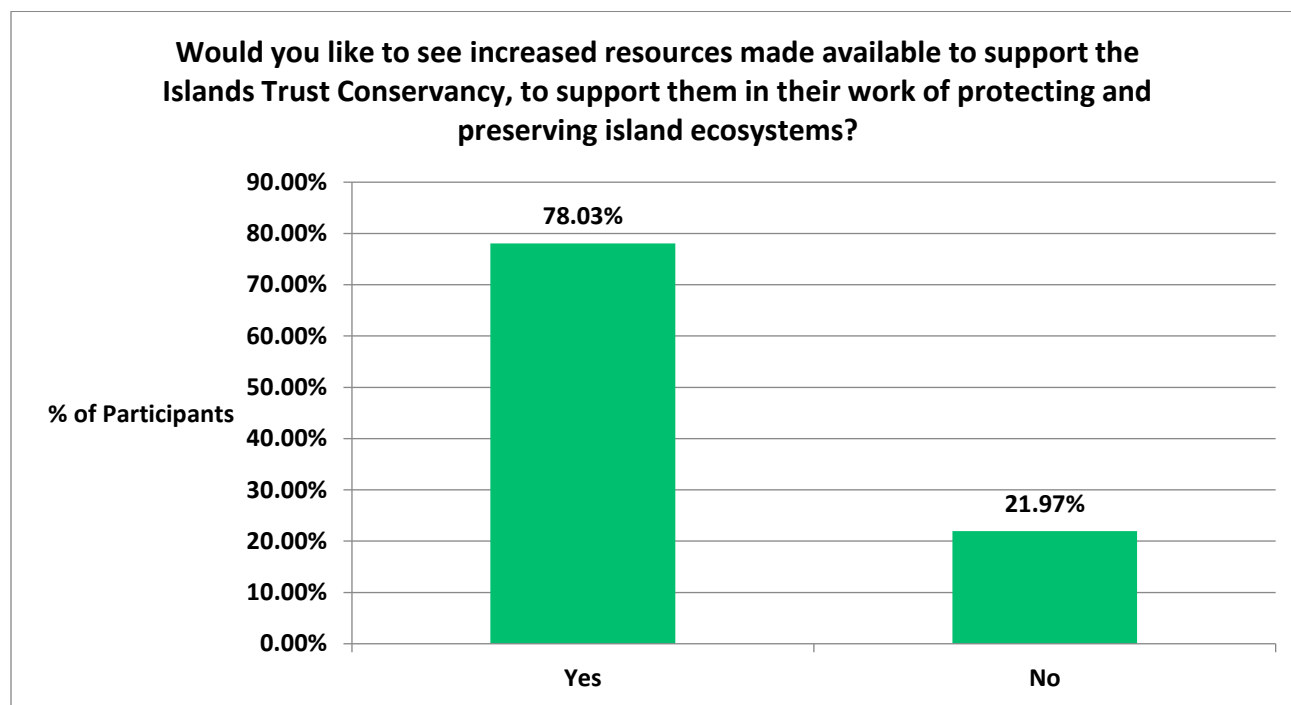
Reviewed By/Date: Kate Emmings, A/ Manager, Islands Trust Conservancy / April 18, 2019

Islands Trust Conservancy

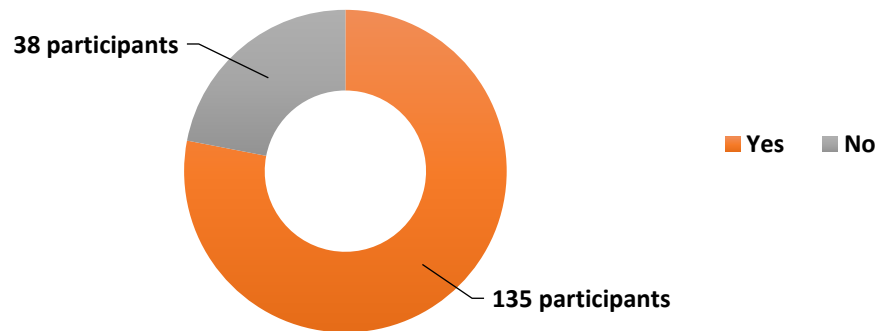
The mission of the Islands Trust Conservancy is to protect special places by encouraging, undertaking, and assisting in voluntary conservation initiatives within the Islands Trust Area. The Conservancy currently protects 1,292 hectares (3,191 acres) of ecologically significant land as nature reserves or conservation covenants, and promotes land stewardship through outreach and collaboration with others. Last year, the conservancy's name was changed from the Islands Trust Fund, in order to more clearly represent the work that it undertakes.

Over the last five years, the Conservancy budget has remained less than 10% of the Islands Trust budget. (Please note: Trust Council funding is not used for the purchase of land or covenants, which are acquired through donations and/or fundraising). The Islands Trust Conservancy Board recently adopted a Regional Conservation Plan to guide its work and this year, the Minister of Municipal Affairs and Housing signed a five year plan for the Conservancy.

Question 15 – Would you like to see increased resources made available to support the Islands Trust Conservancy, to support them in their work for protecting and preserving island ecosystems?



Would you like to see increased resources made available to support the Islands Trust Conservancy, to support them in their work of protecting and preserving island ecosystems?



Question 16 - Share any thoughts about potentially increasing resources for the Islands Trust Conservancy you may have in the box below:

Respondents	Raw Responses
1	Targeted senior's advertising re remembering the Conservancy in wills.
2	NEED more time to consider...
3	As a former member of the ITC when it was ITF, I saw firsthand the incredible work performed by the staff and what value the islands receive from this small group of hardworking people. I would support an increase for the ITC
4	This work is critical and for their budget they have a massive area to take care of and try to protect. More funds need to be allocated this fiscal, not as some far off possibility. The CDF Toolkit emphasizes the unique opportunity of our forests to help sequester carbon and mitigate climate change. bC needs to protect more land if nothing else changes.
5	Per the earlier questions about development fees (DCCs). These should be leveled at a rate that fully recovered the actual costs. They should reflect the cost at each island, not necessarily be equal across the Trust. Exemptions should be community benefit projects. Funds saved from subsidizing development should be dedicated to land conservation, parks, trails, and Conservancy work (I.e. public land protection work).
6	I don't know the possibilities to comment. However, it seems to me that this is more important that dealing with annoying applications and other make-work minutiae.
7	What about applying for grants or seeking donations for particular lands?
8	I would like to see the Trust Conservancy expand its authority to hold land for affordable housing purposes.
9	none
10	Adequate funds are necessary for the conservation plans to be realized.
12	You will just hire more people instead of buying land and preserving land
13	you could solicit donations and bequests, or at least make it known that such donations are possible

14 It may be more effective and in some cases necessary to purchase lands rather than simply
 "encouraging, undertaking and assisting" voluntary efforts.
 I think more funding should come from the federal government to protect our forest. If
 forest lot owners want to log the trust should be given the choice to buy the land through a
 federal funded program. As was explained in the recently published coastal Douglas fir tool
 kit, the forest in the trust are critical for BC's climate mitigation strategy and their
 15 protection should be a provincial and national priority
 16 Nothing new to report
 I support the objectives but question whether the work would better be done by other
 17 organizations such as the SS Conservancy.
 Increasing the contribution made by applicants (land developers) to the actual cost of
 processing their applications would make funds available for the critical work that the Trust
 should be doing for ALL the residents of the Trust area (and the people of BC generally) ...
 specifically: climate change adaptation and mitigation work, including better protection of
 aquifers, forest cover and sensitive ecosystems, as well as ensuring affordable housing
 options in all land development and protecting agricultural soils for community food
 18 security.
 perhaps some existing funds should be dedicated to covenants. People are not aware of
 what the Conservancy does or how it works. A few flashy flyers available only at the Trust
 Office in Victoria do not help. Climate change - which endangers everything and everyone
 19 around the islands is hardly ever mentioned.

ITC should be purchasing special places throughout the Trust Area to protect in perpetuity.
 Resources should also be used to provide incentives for landowners to protect special places
 20 with high conservation value. Connectivity between conservation areas is very important.
 My understanding is that it is hard for islanders to meet the NAPTEP criteria on Bowen. Is
 21 there any flexibility on meeting all the criteria?
 I think much more focus, and funds, should be allocated to the Islands Trust Conservancy.
 22 Protecting natural areas should be a main focus of the Islands Trust.
 23 I think taxes are well spent in this area
 Current level of resourcing is not high enough. I would favour keeping same proportion of
 24 the pot, but a larger pot to allow more to be done.
 25 I'm not sure how the Conservancy funding levels are determined - % of budget ?
 We do not need more planners, more permits, more bureaucratic red tape. The Gulf Islands
 are under a very real threat of being burned to the rock by wild fire, increasing ocean
 pollution, and the loss of young people who volunteer to fight the fires, protect the islands
 because they have nowhere to live due to restrictive housing by-laws (ie. no secondary
 26 suites in houses).
 Are Conservancy Funds used to offset the loss of property tax revenues? I'm not sure I
 27 understand what the funding goes towards.
 Get out of Bowen island issues. I do not know whether the other islands or the people of BC
 benefit at all from the islands trust. I suggest that the islands trust should have their budget
 and resources halved to see what is really important to the taxpayers that fund the
 28 organization

29 If preserving and protecting is your mandate, 50% of the IT budget should go to land
 conservation and acquisition. Despite "planning", the cumulative loss of ecosystems, habitat
 and their services is horrendous for a body purporting to have that mandate. and every ITC
 property should have a PAID manager - full-time.
 I used to like visiting the Garry Oak forest near Duncan, but now it's closed to evil homo
 sapiens. So although I'm a habitat guy and love gods creatures, I view these groups as
 30 blocking access to my non destructive enjoyment of nature
 31 no thoughts

We have done a great job, a significant portion of salt Spring is preserved. We also need an
 economy here and growth. These lands have been purchased, it should not cost so much
 now to leave them in their natural state. Trails should be provided and encouraged to
 32 increase tourism and bring more working families here to settle and grow.

Ground/fresh water needs to be the first priority, as it is a known problem.
 Protecting/managing trees should be second priority, as this has been neglected lately and
 the hazard of dead trees for fires in the summer and falling in wind/snow in winter is a
 growing island "issue". Shores/coasts next highest priority, relating to pollution and staying
 natural. Subtleties of maintaining "ecosystems" for other goals are of lesser priority, as the
 first 3 should do a good bit to protecting plants and animals, etc. Too much attention on
 riparian ecosystems and not enough on trees. New builds are clearing lots at an alarming
 pace. In general, I think most island folks are pretty well-educated on basic preservation,
 and new-comers are informed when they apply for permits. Education isn't a high priority
 33 when so much else is being ignored.
 34 I do not have any suggestions
 They spend more time , energy and money trying to stop people from accessing nature, than
 35 actually conserving it.
 36 Should 100% come form the Province.
 37 Increase taxes.
 38 Not so much about resources, but I would like to see the ITC prioritize key areas where
 protection is urgent and/or could be added to existing protected areas for greater impact --
 39 and get the neighbourhoods involved.
 Lack of coordination among various levels and branches of local, provincial and federal
 governments contributes to much inefficiency and effectiveness of Islands Trust
 40 expenditures.
 41 Not needed

The Islands Trust Conservancy is an excellent program and should be expanded significantly.
 Since the mandate of the Islands Trust is to "preserve and protect" it would be logical to
 allocate far more than 10% of the entire Trust budget to this program. Conservation of
 remaining natural systems across the Trust area needs to be rapidly expanded in order to
 preserve as much biodiversity as possible in order to give us and all living systems time to
 adapt to a changing climate regime. In some thinking, we spend way too much effort
 42 facilitating actions that harm the environment than we spend preserving.
 The Conservancy should seek funding beyond the Trust Council annual budget for its
 43 operations, e.g dedicated property tax
 Land purchases should increase. Active support for home/property owners to beneficially
 44 bequeath property should be encouraged.

If countries can boast percentages as high as 20-40% protected land, SSI/BC should be able to proudly boast the same. There is enough industry in Victoria, Vancouver, Nanaimo to create income for humans. The goal of the Gulf Islands is to provide a buffer zone in the Salish Sea, an area of ecological integrity/protection against the pollution that all other areas are permitted to release.

The best way to preserve and protect land is to purchase it.

Look to universities to provide research internships for ecosystem work
 Not in favour of increasing taxes to support this. Whether it is local, provincial or federal government sourced.

While 1300 ha sounds like a lot of land protected, it is really just a drop in the bucket. We need more land protected.

The amount paid for a property should be reflected in any taxes/costs that benefit the Conservancy

There are pros and cons for all such projects, so rather than yes or no, I say maybe increase funds

It's hard to prioritize where \$\$ should go as we face more and more climate related issues. It's important to preserve diverse ecosystems. And especially those related to water preservation, agriculture animal habitat.

perhaps a surcharge on applications

The islands are now recognized by Parks Canada so let them do the job. Most of the islands have a LOT of protected land already.

Start with hiring someone to police the whale watching boats so our orcas have a better chance of not becoming extinct

Federal assistance
 Fundraising and donations from property owners
 Use a portion of the funds freed up by increase in application fees

Reduce administrative and planning expenses and redirect them to this, which has more impact on climate change

Rather than increasing resources for the Conservancy, I would like to see an introduction of bylaws that limits what landowners can do on their property. So rather than protecting specific areas, I would like to see all land within the Islands Trust protected to a reasonable degree.

They should support locals groups not increase funding

It is more important than ever to protect natural areas to mitigate climate disruptions so more needs to be done. Increase the % of funds dedicated to that purpose and more actively promote NAPTEP by identifying properties that have that potential and directly communicating with those landowners to educate and inform on the vital need for preservation. May be form a committee of volunteers to do that.

Intense use in some nature reserves is having a negative effect on the ecosystem (eg Mt Erskine). More money needs to be invested in signage, trail maintenance, etc.

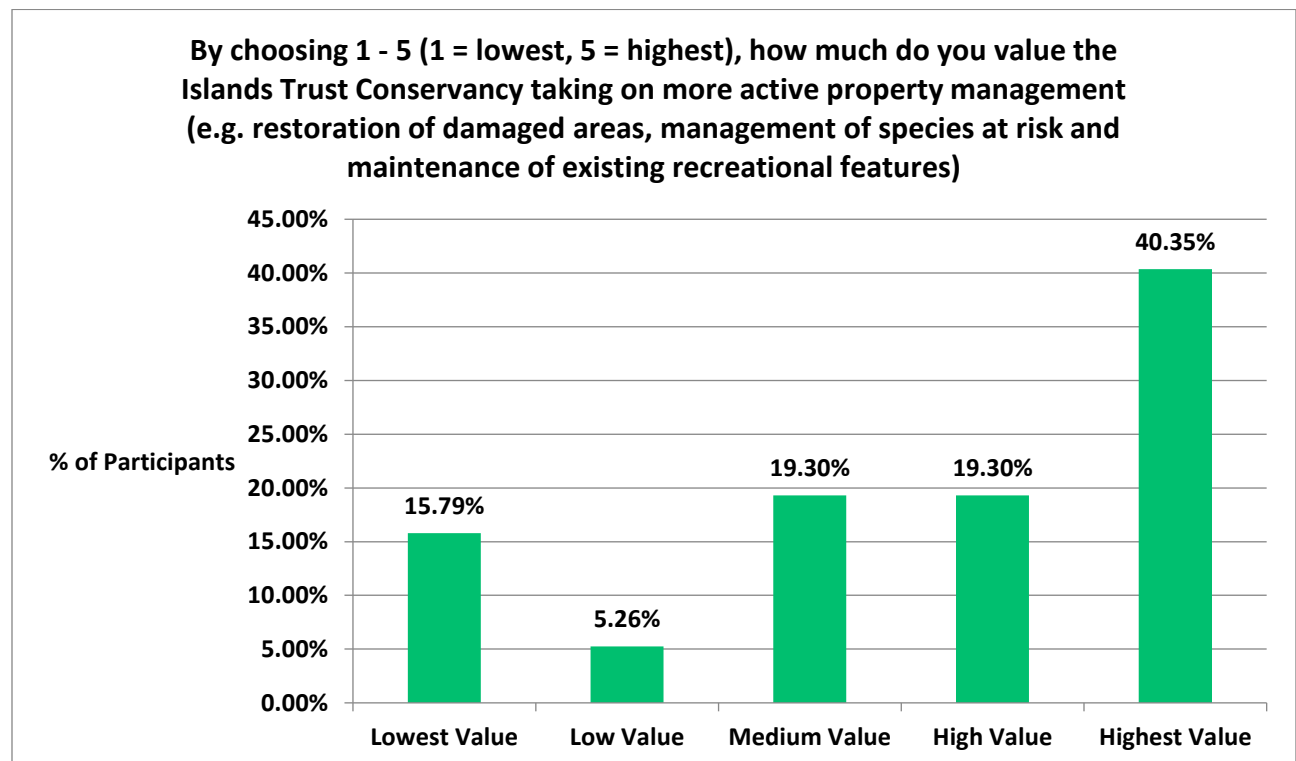
We must be 100% aware of ignoring climate change. We absolutely need to recognize that problem and make it one of our most important problems to solve

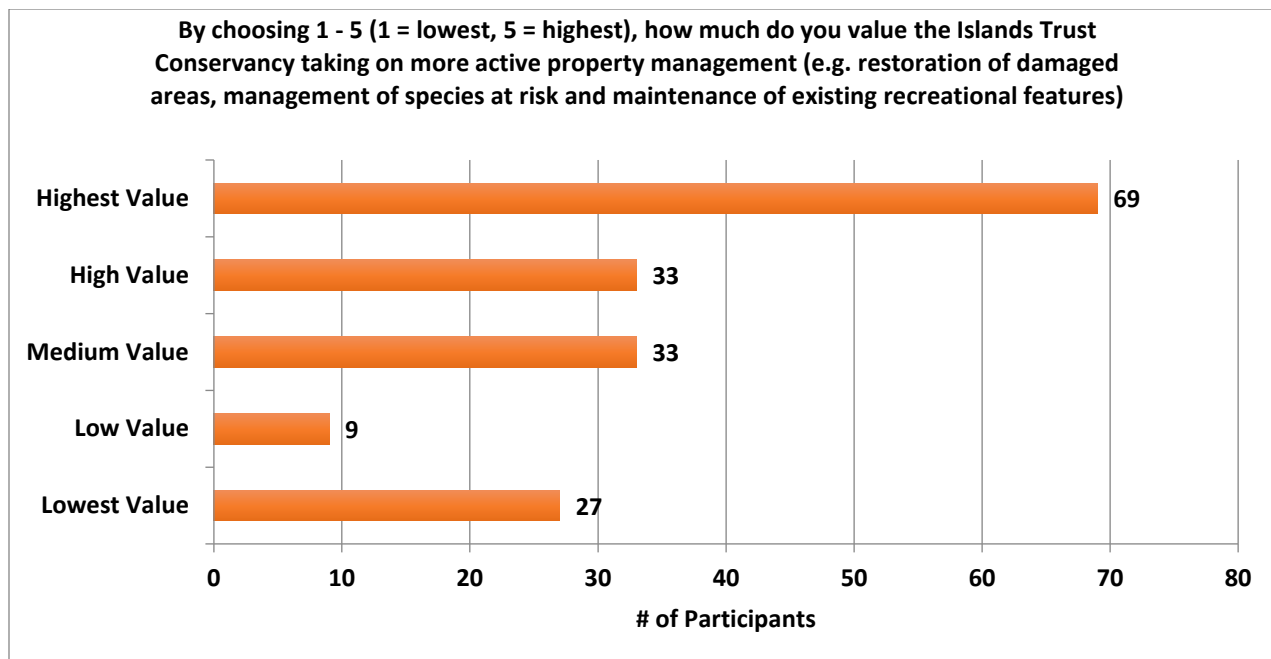
The provincial/federal governments should be lobbied to provide more funds for the ITC, since protection of land helps mitigate climate change. Perhaps a portion of application fees for developments could be specifically allocated for ITC.

64 Land AND shorelines should be protected! But EVERYTHING we have already protected is at
 65 risk due to climate change - it's just a matter of time. Prioritize climate action now.
 66 Budget must first address housing and transportation problems
 67 Every covenant and protected area helps to maintain the rural character and aspects of the
 68 Islands which help to reduce climate change dangers.
 69 I salute the Conservancy for its work and would like to see it fully supported as it works to
 70 protect our critical ecosystems.
 71
 72 Conserve, as much as possible, heavily forested especially old-growth and second-growth
 73 areas, to protect watersheds and reduce risks of fire. Deforestation destroys watersheds and
 74 will turn the Gulf Islands area into a treeless area that will look like the most dry parts of
 75 California.
 76 Thank you for ongoing consideration for the trust conservancy. A priority to protect
 77 land/water indeed
 78 honestly its about the prospective shared amongst the Trust employees - work hard , be
 79 efficient , for every new rule slash three
 80 regarding application fees reflecting full cost to applicant, it's important unrealistic
 81 applications don't get moved forward
 82 Conservation is a core value in the Gulf Islands. It should be adequately supported.
 83
 84 The "yes" is conditional depending on whether an increase in resources is likely to produce a
 85 tangible increase in land preservation. It appears that the limiting factor is financing of land
 86 acquisitions, which appears to be beyond the scope of the Conservancy.
 87 Bowen Island has its own Conservancy Committee of the Municipality. Please decrease our
 88 levy in the costs of administrating these services to Bowen.
 89 By only giving tax exemptions to owners of larger acreages, this can be seen to be a tax
 90 benefit for the wealthy; I would prefer to see more money going towards permanent
 91 parklands
 92 I think the Island Trust should balance their budget first before increasing conservancy
 93 spend. Like other Land Trusts who receive donated land, they mandate an endowment for
 94 ongoing maintenance so the Trust doesn't deplete its reserves.
 95 I cannot support other expenditures until our bylaws are enforced.
 96
 97 I don't mind the idea. But what ends up happening is people from the outside come and
 98 make decisions without having any local knowledge of how the ecosystems actually work or
 99 how whatever decisions are being made may affect the local community.
 100 Development fees, creative agreements re. subdivision applications, use cost recovery from
 101 carbon sequestration (in future but could begin planning for this).
 102 Set up a trust fund that is funded through a levy
 103 The trust should build a community investment co-op to support the acquisition of
 104 ecologically sensitive areas.
 105 I think the conservancy should focus on species at risk and habitat protection and focus less
 106 on land convenants and pursuing additional reserves
 107 How many parks can we tolerate? How much use do they get?

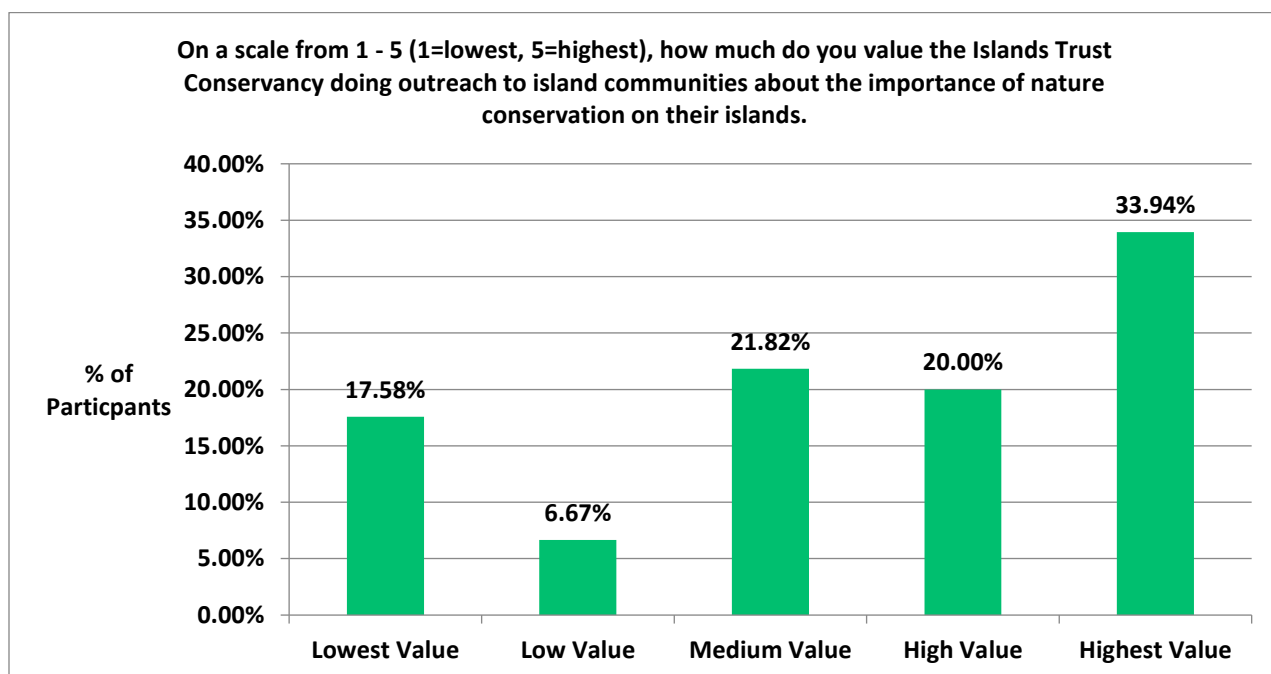
84 Retaining climactic watershed forests is vital for long term fresh water security. Knowledge
 of forest processes as factors in water security should be intrinsic to the Trust
 promotion,mandate and planning.
 85 Any increase should not be at expense of resourcing for local areas who also have mandate
 to protect the environment.
 86 existing support seems adequate
 Use funds you save by not spending on travel, accommodation, per diems, etc. towards
 87 these resources
 the increase in the current proposal is supportable. The ITC is central to the Trust's mandate,
 88 so funding it sufficiently should be a priority.

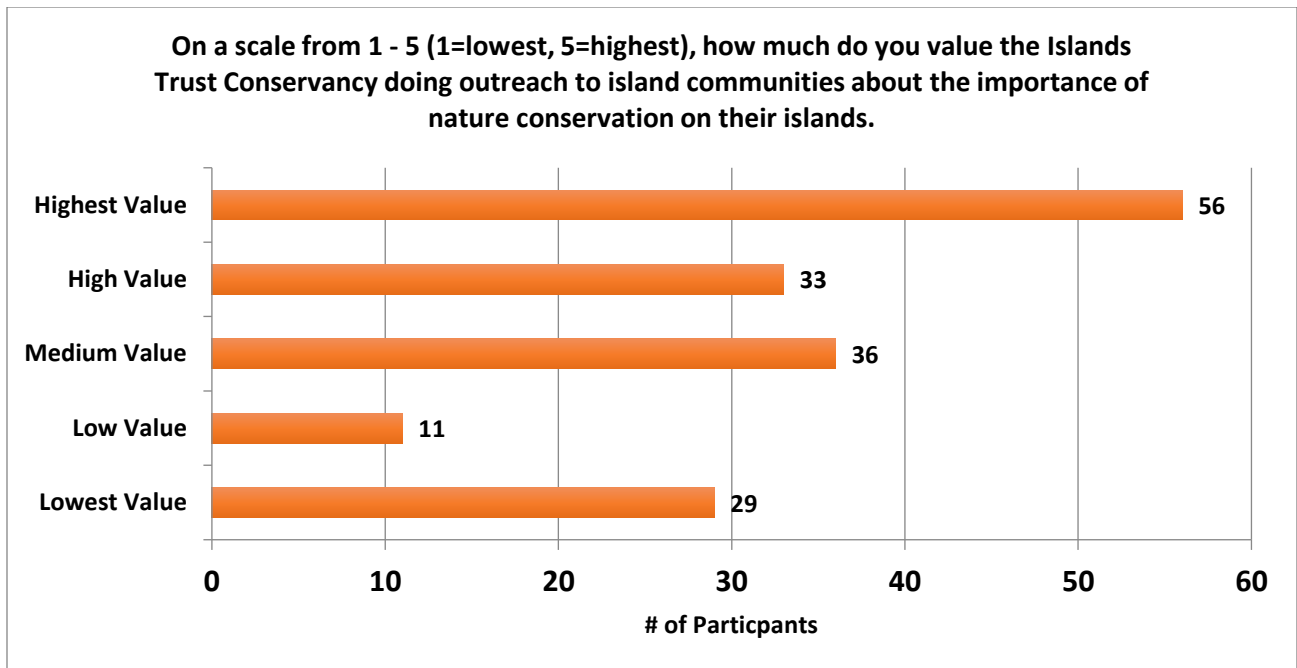
Question 17 - By choosing 1 - 5 (1 = lowest, 5 = highest), how much do you value the Islands Trust Conservancy taking on more active property management (e.g. restoration of damaged areas, management of species at risk and maintenance of existing recreational features).



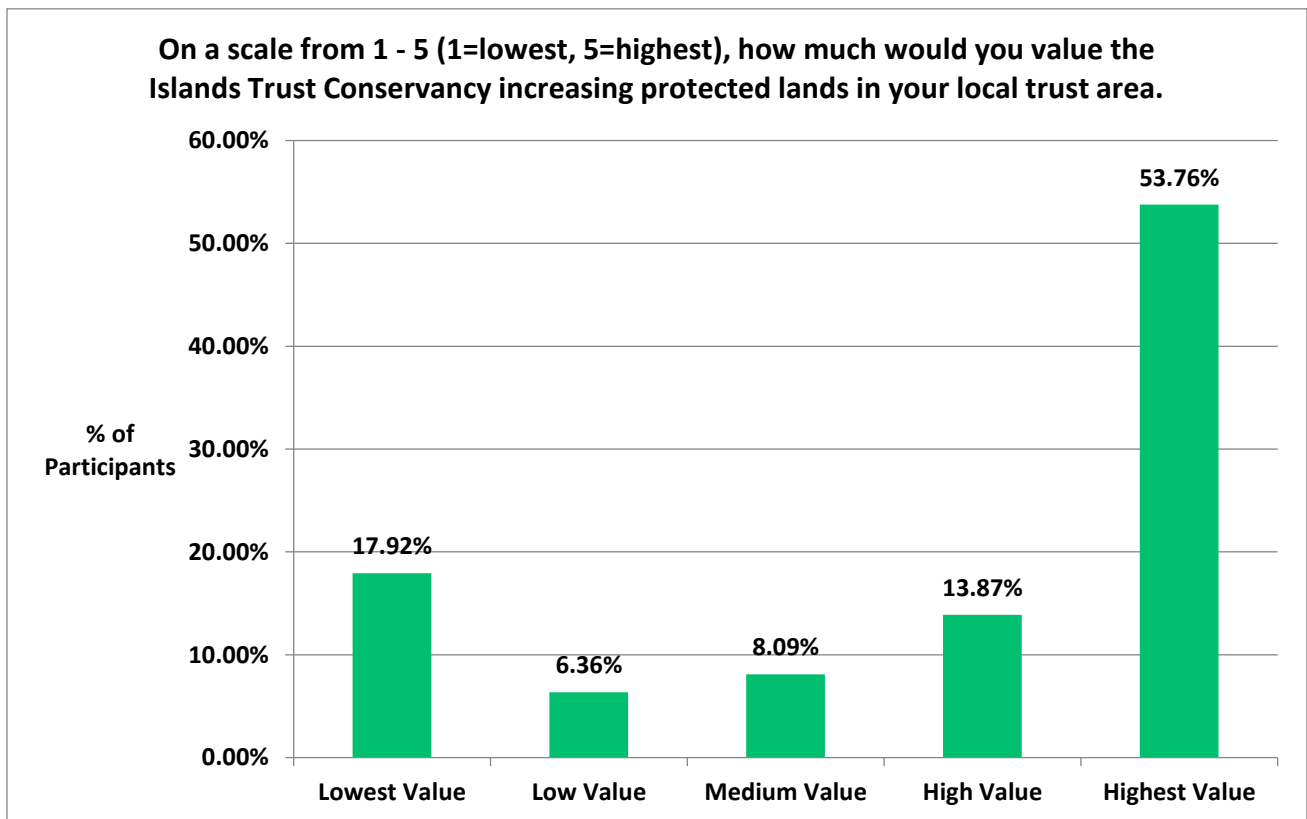


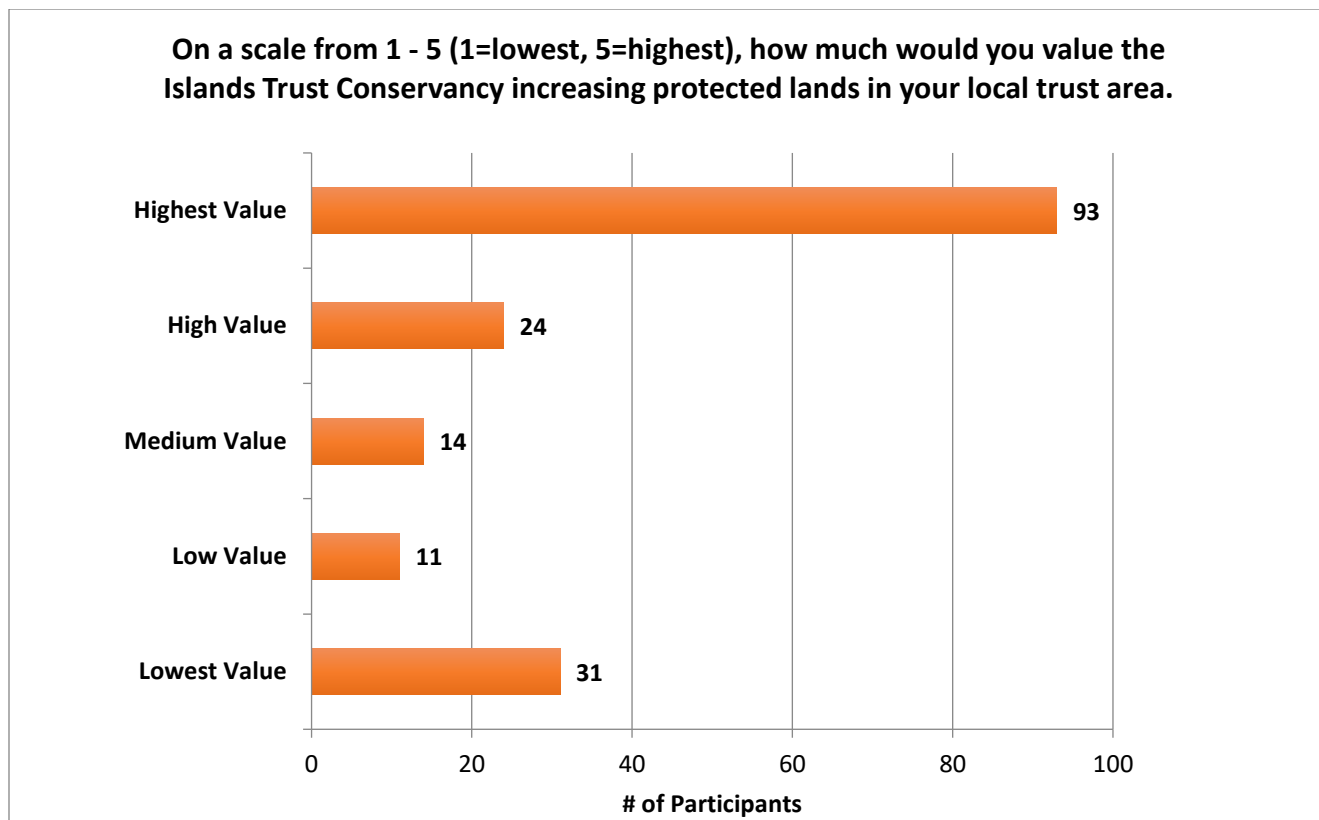
Question 18 – On a scale from 1 - 5 (1=lowest, 5=highest), how much do you value the Islands Trust Conservancy doing outreach to island communities about the importance of nature conservation on their islands.



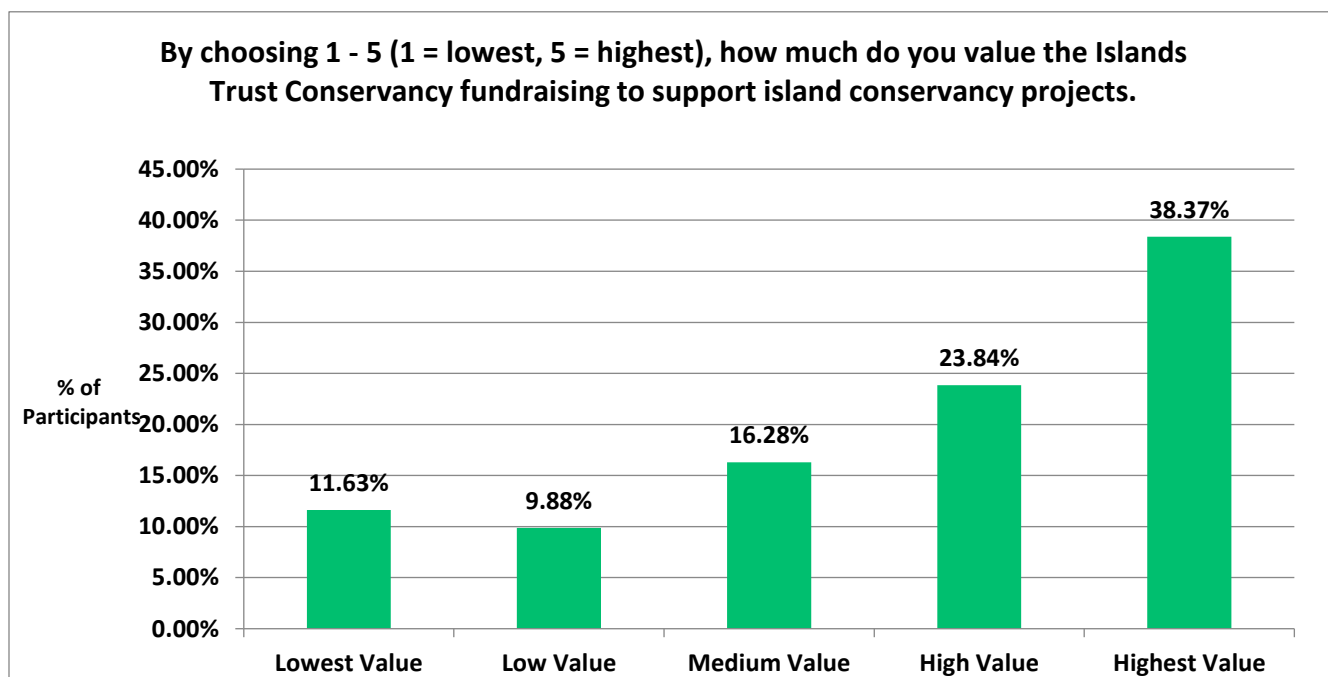


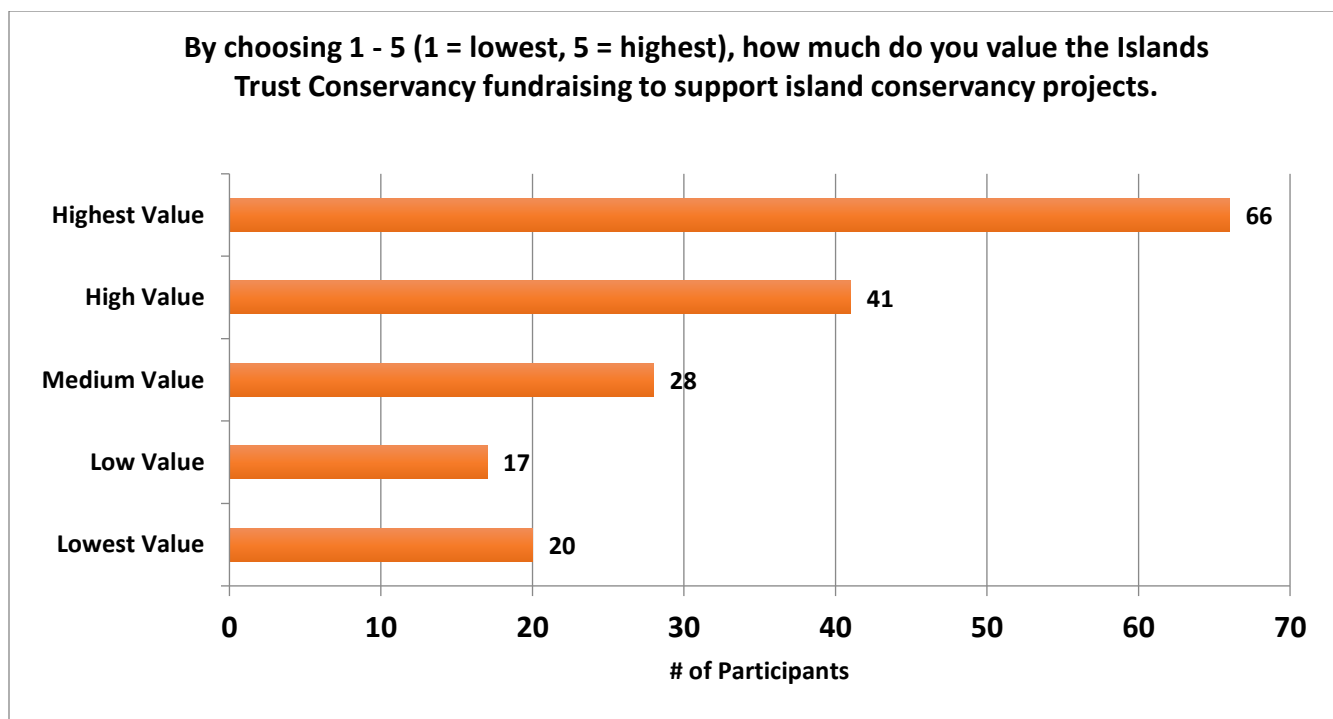
Question 19 – On a scale from 1 - 5 (1=lowest, 5=highest), how much would you value the Islands Trust Conservancy increasing protected lands in your local trust area.





Question 20 – By choosing 1 - 5 (1 = lowest, 5 = highest), how much do you value the Islands Trust Conservancy fundraising to support island conservancy projects.





Bylaw Enforcement

Enforcement actions are primarily triggered when the Islands Trust receives complaints from community members that individuals or corporations may not be complying with their community's land use regulations. Efforts are then made to investigate complaints, inform violators and obtain voluntary compliance with a community's bylaws. In most cases, violators have a variety of options, including ceasing or amending their operations, or applying for variances or required permits. Islands Trust staff estimate that more than 95% per cent of its bylaw investigation files are resolved before legal action is required.

On Bowen Island, the municipality is responsible for enforcement of bylaws.

Although bylaw enforcement is mostly complaint driven some proactive enforcement is undertaken on specific issues at the direction of local trust committees (most notably recently on some islands with short-term vacation rentals).

Despite an increase in the number of enforcement files, the bylaw enforcement budget has only increased 6% since 2014/15 and is proposed to remain the same for this year.

Please note: the steady increase of bylaw enforcement over the years is due to more proactive investigations rather than an increased number of complaints.

Islands Trust

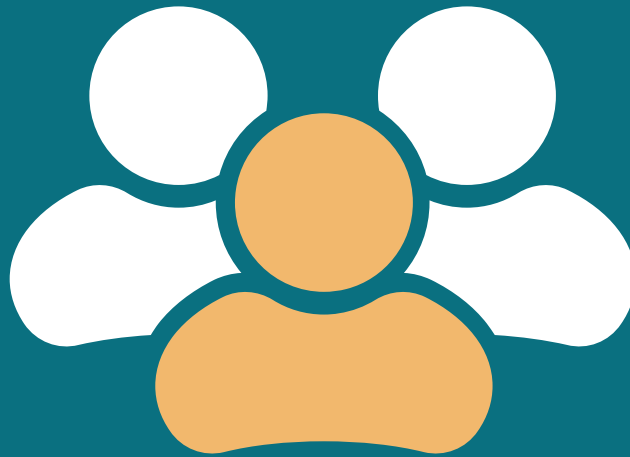
Insights Presentation

Presentation

BE THE CHANGE
GROUP INC.

March 2019

Who we spoke to



**OVERALL NUMBER OF
PEOPLE CONSULTED (N=606)**

How we did it

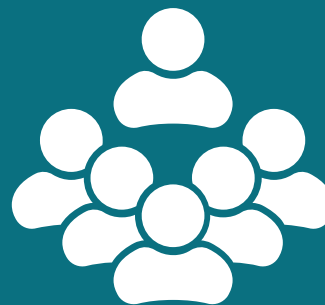


**BRIEF GOOGLE
ANALYTICS REVIEW**



KEY INFORMANT INTERVIEWS

4 STAFF
5 TRUSTEES
1 DONOR
1 LAND SURVEYOR



2

FOCUS GROUPS (N=8)

2 TRUSTEES
6 COMMUNITY MEMBERS
(JOURNALIST, HEAD OF
ECONOMIC COMMISSION,
RESEARCHER, ARTIST, ETC)



COMMUNITY SURVEY (N=550) STAFF SURVEY (N=37)

Website visitors 2018 - 2019

A white outline of a laptop computer. The screen area is a solid teal color, matching the background, and contains the number 46,757 in a bold, orange font.

46,757

ISLANDS TRUST
WWW.ISLANDSTRUST.BC.CA

A white outline of a laptop computer. The screen area is a solid teal color, matching the background, and contains the number 9,859 in a bold, orange font.

9,859

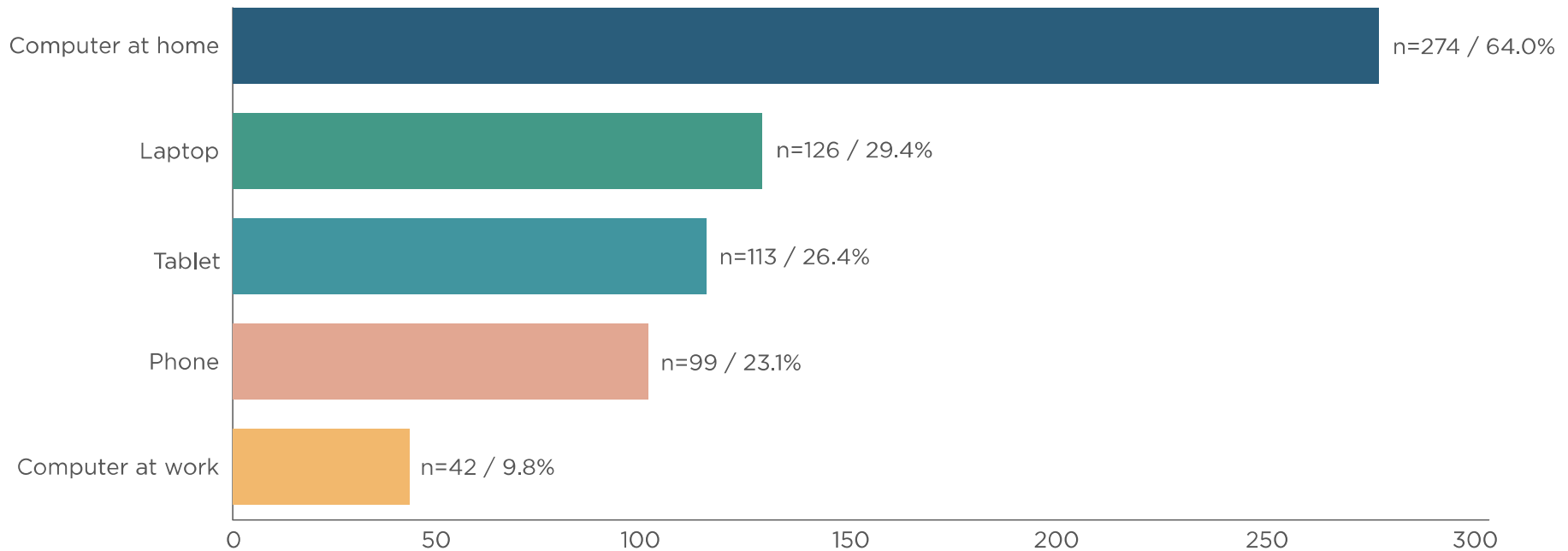
ISLANDS TRUST CONSERVANCY
WWW.ISLANDSTRUSTFUND.BC.CA

8,201

MAP ISLANDS TRUST
[HTTP://MAPFILES.ISLANDSTRUST.BC.CA/](http://MAPFILES.ISLANDSTRUST.BC.CA/)

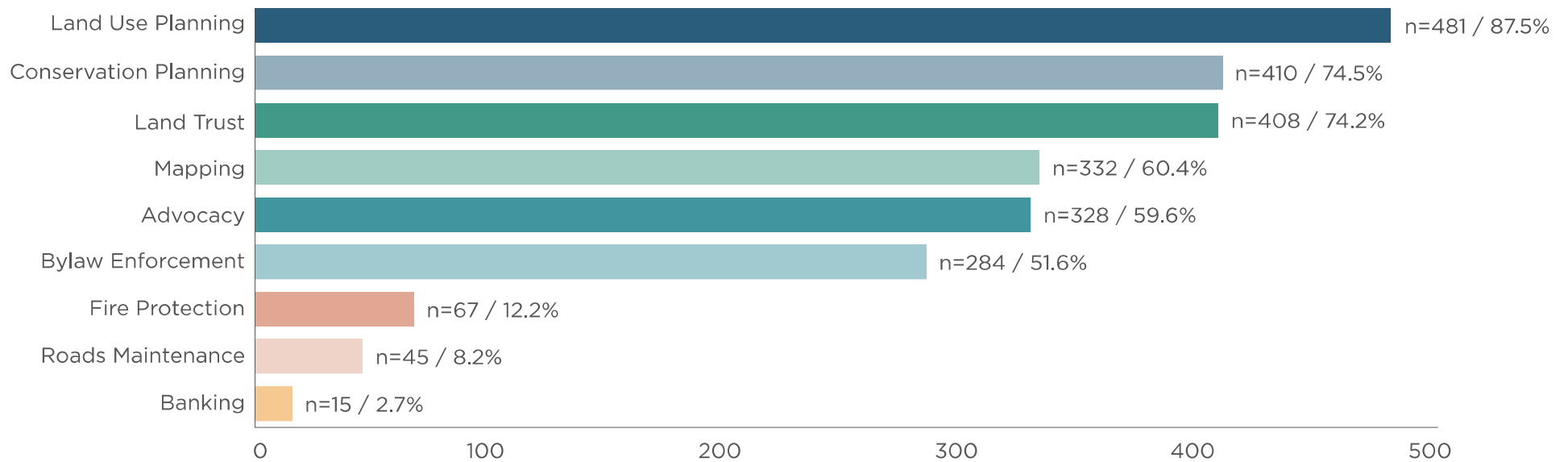
Survey demographics

How do you prefer to access the Islands Trust website? (Check all that apply.)* (n=428)



IT purpose

What services do you think the Islands Trust offers? (Check all that apply.) (n=550)



ITC website survey responses

Why have you visited the Islands Trust Conservancy website?
(Check all that apply.) (n=202)

	NUMBER OF RESPONDENTS	PERCENTAGE OF RESPONDENTS
To find out about Islands Trust Conservancy protected areas (e.g. Management Plans, locations, etc.)	125	61.9%
To learn about island ecosystems	104	51.5%
To find information about the Islands Trust Conservancy (policies, contacts, annual reports, financial statements)	70	34.7%
To access forage fish and protected area maps	60	29.7%
To access the Regional Conservation Plan	59	29.2%
To learn how to protect my land	50	24.8%
To find information on the Natural Area Protection Tax Exemption Program (NAPTEP)	45	22.3%
To access meeting information	32	15.8%
To make a donation	15	7.4%
To access funding programs (e.g. the Opportunity Fund)	13	6.4%
Other	11	5.4%

ITC one word

informative

easy-to-navigate

good-look-and-feel

interesting

bright

appealing concise

interactive engaging educational

clear community

accessible

attractive

adequate

visually-appealing

simpler easy-to-use

nice-pictures

hopeful

pretty

friendly



February 6, 2019

Ref: 242931

Peter Luckham, Chair
Islands Trust Council
200-1627 Fort St
Victoria, BC V8R 1H8

Dear Chair Luckham:

Thank you for your letter regarding a request for legislative changes to the *Islands Trust Act*. I apologize for the delay in responding.

I appreciate all the thought and effort put into the request to modernize the Act. Thank you for providing further details on matters of importance to the Islands Trust, including a prioritized list of legislative amendments to the Act. I understand that Tara Faganello, Assistant Deputy Minister, Local Government, has been in contact with Russ Hotsenpiller, Chief Administrative Officer, Islands Trust, to discuss further steps with respect to this request.

Ministry of Municipal Affairs and Housing staff will follow up with Islands Trust staff in the coming weeks to get a better understanding of the overall context, and to seek more background information for the items in the request. Once that has occurred, Ministry staff will be in a better position to conduct a preliminary assessment of policy impacts and resource requirements, and may be in further touch with your staff to seek clarification if needed. Following these steps, I expect that the Ministry will be better positioned to provide you and your staff with a more detailed response to your request.

In the meantime, if you have any further questions, please contact Tara Faganello at:
Tara.Faganello@gov.bc.ca.

Thank you again for writing.

Sincerely,

Selina Robinson
Minister

pc: Russ Hotsenpiller, Chief Administrative Officer, Islands Trust
Tara Faganello, Assistant Deputy Minister, Local Government



200 - 1627 Fort Street, Victoria BC V8R 1H8
Telephone **(250) 405-5151** Fax (250) 405-5155
Toll Free via Enquiry BC in Vancouver 604.660.2421. Elsewhere in BC **1.800.663.7867**
Email information@islandstrust.bc.ca
Web www.islandstrust.bc.ca

December 18, 2018

File No.: 0110-20

via email: MAH.minister@gov.bc.ca

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Parliament Buildings
Victoria BC V8V 1X4

Dear Minister Robinson:

Re: Request for legislative change

This request follows our January 23, 2018 meeting to discuss matters of importance to the Islands Trust Executive Committee, including potential legislative changes to the *Islands Trust Act* and other relevant legislation. At that time you requested a prioritized list of *Act* amendments that could form the basis for a review by Ministry and Islands Trust staff. I also understood from that discussion that it would be important that the Islands Trust ensure that it was fully utilizing its current authorities to achieve its preserve and protect mandate and that any proposed amendments to the *Act* would need to be demonstrably necessary.

We have taken that advice to heart and believe that we have identified realistic and achievable amendments to our primary legislation that will support the efforts of the Trust on behalf of all British Columbians. At their September 18, 2018 meeting Trust Council requested that I write to you asking for legislative change along three broad themes, as follows:

ENFORCEMENT AND ADMINISTRATION: Improvements to the Islands Trust's ability to enforce its current regulatory and legislative powers in support of the preserve and protect mandate of the Trust and its land use planning function. The Islands Trust does not have the same enforcement tools as other land use jurisdictions in British Columbia but is expected to provide a similar service. The recommended amendments are:

1. Allowance for entry warrants;
2. Development permit area enforcement via municipal ticketing;
3. Adoption of development approval information bylaws by local trust committees;
4. To enable the ability to charge fees for telecommunication applications.

MODERNIZATION: The *Islands Trust Act* has not been substantially amended in a number of years and there are areas that require updating in order for the organization to remain relevant. Recommended amendments are:

5. Amending the *Act* to add "First Nations" to the list of those with whom we work "in co-operation;"
6. The ability to delegate development permit and temporary use permits to staff;
7. Clarification of foreshore zoning authority and jurisdiction throughout the Trust Area;
8. In keeping with broader powers afforded regional districts, relative to S. 294 of the *Local Government Act*, to allow the Islands Trust entities, "incidental or conducive powers;"
9. To include reference to the ecosystem in section 8.2 of the *Islands Trust Act*.

.../2

ADVANCING THE MISSION OF THE ISLANDS TRUST: Diverse communities are a key element of Trust Council's vision for the Trust Area and relates to its current land use authority. Recommended amendments are:

10. Affordable Housing: to be able to enter into agreements with third parties to administer affordable housing, to be able to operate a housing service, and for local trust committees to be able to acquire and dispose of land.

(Appendix A attached provides a brief rationale and implementation requirement for each of the above amendments)

These amendments vary in terms of the difficulty or complexity of implementation with, in our minds, the foreshore jurisdiction and affordable housing service amendments being the most complicated and in need of a cooperative approach.

We would sincerely appreciate your Ministry's feedback on this proposal and how it could be achieved. We are hopeful that you will be able to dedicate some Ministry staff time in order to work with us on developing a defensible and modern update to the *Islands Trust Act*. Of course, we also wish to understand your priorities and if they can be realized through this work. Trust Council considers that this is an important opportunity for the Islands Trust, and the region, and we wish to work with you to implement reasonable change.

A topic as important as legislative change to the *Islands Trust Act* will require public engagement and I would appreciate collaboration with the Ministry on how it would foresee an appropriate process. Undoubtedly full and authentic public engagement will generate additional suggestions for legislative changes from the community itself. We are mindful that Island communities are participatory, feel their future is vested in the Trust and want to contribute to that future.

In closing, I note that Bill 52, : *Agricultural Land Commission Act* 2018 has passed into legislation and I am struck by the symmetry of how the Islands Trust and the Agricultural Land Reserve, born of a certain era in BC politics, have stood the test of time. We believe it is time that the *Islands Trust Act* is given appropriate and similar attention.

Of course, if it would be convenient to you or beneficial to this request, we are happy to meet with you at your convenience.

With appreciation,



Peter Luckham, Chair
Islands Trust Council

cc: Islands Trust Area MPs
Islands Trust MLAs
Islands Trust Electoral Area Directors
Assistant Deputy Minister Faganello
BOKÉĆEN (Pauquachin) First Nation
Cowichan Tribes
Halalt First Nation
Homalco First Nation
Klahoose First Nation
K'ómoks First Nation
Lake Cowichan First Nation
Lekwungen (Songhees) Nation
Lyackson First Nation
MÁLEXEŁ (Malahat) Nation
Penelakut Tribe
Qualicum First Nation
Scia'new (Beecher Bay) First Nation
SEMYOME (Semiahmoo) First Nation
shíshálh First Nation

Snuneymuxw First Nation
Sḵwxwú7mesh (Squamish) Nation
Snaw-naw-as (Nanoose) First Nation
SṪÁUTW (Tsawout) First Nation
Stz'uminus First Nation
SXIMEŁEŁ (Esquimalt) Nation
Tla'amin (Sliammon) Nation
Tsawwassen First Nation
Tsleil-Waututh Nation
T'Sou-ke Nation
Wei Wai Kum (Campbell River) First Nation
We Wai Kai (Cape Mudge) First Nation
WJOŁEŁP (Tsartlip) First Nation
WŚIKEM (Tseycum) First Nation
xʷməθkʷəy̓əm Musqueam
Bowen Island Municipal Council
Islands Trust Council
Islands Trust website

Appendix A

Summary of potential amendments to the *Islands Trust Act, 2018*

ENFORCEMENT AND ADMINISTRATION AMENDMENTS	
1. Allowance for Entry Warrants	S. 28(1.1) of the <i>Local Government Act</i> is applicable to Regional Districts but not the Islands Trust. This authority should not be excluded from Islands Trust/local trust committees and the lack of authority impacts delivery of enforcement of land use planning decisions.
Implementation i. Amend Section 28 (1.1) of the <i>Local Government Act</i> to add “Islands Trust”. ii. Staff training and administrative training would be required. Actual bylaw enforcement procedures would require some change management process to ensure appropriate use. iii. There does not seem to be any cogent policy reason for excluding s. 424 of the <i>Local Government Act</i> (entry warrants) from the bundle of enforcement powers conferred on local trust committees. With this amendment of s. 28(1.1) of the <i>Islands Trust Act</i>, Division 1 of Part 12 of the <i>Local Government Act</i> including s. 424 would apply to the local trust committees and s. 424 in turn applies s. 275 of the Community Charter. Section 275 enables a justice to issue an entry warrant if satisfied that access to property is necessary for the purposes of the <i>Local Government Act</i>, which is the source of the enforcement powers that are conferred on local trust committees by s. 28(1.1) of the <i>Islands Trust Act</i>, in connection with which an entry warrant would be sought.	
2. Development Permit Area Enforcement Using Tickets	The use of ticketing to support the administration and delivery of a robust development permit authority would be the preferred outcome. The Trust has made this request of the Ministry in the past, most recently in 2016.
Implementation i. Pilot project in the Islands Trust Area – by conferring additional enforcement powers by regulation under Section 54(2) of the <i>Islands Trust Act</i>. ii. Add to s. 28 a section to the effect that under s. 264 of the Community Charter, applicable to local trust committees under s. 414 of the <i>Local Government Act</i> and s. 28(1.1) of the <i>Islands Trust Act</i>, a local trust committee may also designate ss. 489 and 501(2) of the <i>Local Government Act</i> for the purposes of s. 264. Section 489 is the section of the <i>Local Government Act</i> that prohibits subdivision, etc. in a development permit area if a development permit hasn’t been obtained. Section 501(2) is the section that requires land to be developed strictly in accordance with the permit. There are currently no jurisdictions that have the authority to issue tickets for development permit violations, so the Islands Trust would be joining municipalities and Regional Districts in requesting this change. While this authority would be useful to all local governments, it is particularly relevant for an entity with a statutory mandate to “preserve and protect” an area of the province that is environmentally sensitive, since the key land use management tools in relation to environmental protection are development permit area designations and development permit conditions. However, allowing local governments to ticket for an offence against a provincial statute is a novel idea. The Ministry may want to consider proposing this amendment as a “pilot project” for the Islands Trust only, following the evaluation of which the Province might consider extending the authority to municipalities and regional districts, and offering to partner with the Province in monitoring and evaluating the enforcement	

approach. This additional authority could be conferred on the local trust committees by Cabinet order under s. 54(2) of the *Islands Trust Act* on a pilot project basis.

3. Adoption of Development Approval Information Bylaws by local trust committees (LTC)	Mainly an administrative improvement, this amendment would increase the efficiency and independent ability of LTCs to administer their areas. This should reduce wait times for applicants.
Implementation i. Amend <i>Islands Trust Act</i> by repealing s.29(3.1) Amendment of s. 29(3.1) of the <i>Local Government Act</i> is required. Implementation by the Islands Trust would be relatively easy, would simplify the process and would reduce staff/administrative time.	

4. For the Islands Trust to obtain the authority to charge a fee for telecommunications applications	A fee structure and process is needed to allow thorough review of antenna and telecom infrastructure applications.
Implementation (to be determined) The Ministry of Innovation, Science and Economic Development Canada (ISED) has jurisdiction over telecommunications. ISED looks for the relevant land use authority to issue a letter of concurrence, the production of which requires a public process. Section 462 of the <i>Local Government Act</i> restricts the ability for local trust committees to charge fees. The <i>Islands Trust Act</i> limits the Islands Trust to only proscribe fees associated with its land use authority. We would request assistance from the Ministry to find a means for the Islands Trust to charge a fee for such an occurrence as is described.	

MODERNIZATION

5. Support in principle for amending the <i>Islands Trust Act</i> to add "First Nations" to the list of those with whom we work "in co-operation"	This amendment is both timely and appropriate with the focus of Trust Council on principles of reconciliation and the adoption of a First Nations Engagement Plan.
Implementation i. amendment to the <i>Islands Trust Act</i>, Part 2, Section 9 to add First Nations. ii. amendment to <i>Islands Trust Act</i>, Part 3 to add "First Nations" This request was made to the Ministry in 2015. It would not be a significant challenge for the Islands Trust to implement. An amendment to Part 2 section 9 'Coordination agreements with other government bodies' would enable the Trust Council and its delegates to enter into coordination agreements with First Nations and this seems uncontroversial.	

6. Development Permit and Temporary Use Permit delegation to Staff	Unlike other jurisdictions in BC with land use authority, the Islands Trust does not have the ability to delegate via bylaw the authority to staff to issue development permits.
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Implementation

- i. Amend Section 29 of the *Islands Trust Act* to enable local trust committees to delegate, by bylaw, the issuance of development permits and development variance permits, subject to the right of the applicant to have the local trust committee reconsider the matter without charge and to the local trust committee, in its procedures bylaw enacted under s. 460 of the LGA, establishing reconsideration procedures.

Each LTC would decide on whether or not to delegate issuance of development permits. This would reduce wait times, simplify the application process and reduce administrative costs. As development permits are issued based upon guidelines in the OCP or LUB, which are approved by LTCs, there is relatively little discretion afforded staff in issuing a permit. Implementation from an operating perspective would be straight forward once the delegation bylaws were adopted.

7. Clarification of foreshore zoning authority

There are jurisdictional inconsistencies with how foreshore zoning is administered with regard Regional Districts throughout the Trust Area. This matter is long standing and is a function of language and mapping in the *Islands Trust Act* and the Islands Trust Regulation.

Implementation (to be determined)

Clarification on this matter would support consistency in interpretation and aid in working with other jurisdictions that have foreshore zoning powers. Implications of implementation of any potential changes are undetermined. Engaging in discussions with the Ministry on this issue would require dedicated staff time and legal analysis.

The matter is sensitive since it potentially affects the enforcement of Islands Trust and regional district bylaws throughout the water areas within the trust area, where some of the most controversial land use issues tend to arise. Jurisdiction should not be controversial in relation to either the foreshore areas immediately adjacent to the various Gulf Islands or the estuary areas immediately adjacent to the upland areas of the regional districts, because effective land use management in either case has to include jurisdiction over immediately adjacent water area. However, a dividing line between jurisdictions has to be established somewhere, and there may be legitimate differences of opinion on where it should be.

8. Add language to *Islands Trust Act* similar to *Local Government Act*, s. 294, allowing for “incidental or conducive powers.”

A minor broadening of corporate power, similar to what Regional Districts have, would allow the Trust to undertake some supportive actions in support of the mandate of Trust.

Implementation

- i. Amend Section 4 of the *Islands Trust Act* by adding “The Trust Council, the executive committee, and the local trust committees have all the necessary power to do anything incidental or conducive to the exercise or performance of any power, duty or function conferred by this or any other enactment.”

This power is not a full ‘corporate person power;’ rather it would provide a backstop to a given jurisdictional issue or challenge. Some recommended language would be something like:

“the Local Trust Committee and, the Executive Committee, have all necessary power to do anything incidental or conducive to the exercise or performance of any power, duty, or function conferred on them by this or any other enactment.”

There is no logical reason that Islands Trust entities exercising exactly the same type of regulatory authority as other land use regulators should not have access to the same complementary authority to do things that are “incidental and conducive” to the exercise of their land use management authority. The wording of s. 294 makes the scope of these complementary powers exactly coterminous with the scope of the basic powers that have otherwise been conferred, so there is no substantive expansion of jurisdiction or authority and this should not be controversial.

9. Include reference to the ecosystem in section 8.2 of the <i>Islands Trust Act</i>	8.2 (f) and (h) of the ITA allows for ‘support and give financial assistance to activities referenced to in paragraphs (f) and (g) that are undertaken by others. This section seems to all LTCs to fund heritage and history related activities but does not include “environment or ecosystem.”
Implementation i. Amend s. 8(2)(f) of the <i>Islands Trust Act</i> to “amenities, environment, history and heritage” Clarity is sought as to whether LTCs can allocate funds for environmental activities undertaken by others, in a similar fashion to history and heritage conservation. We recommend amending “history and heritage” in two places in 8(2)(f) to “amenities, environment, history and heritage”. Amenities and environment are the terms used in the object statement in s. 3 of the <i>Act</i>.	

ADVANCING THE MISSION OF THE ISLANDS TRUST

10. Affordable Housing and Housing service amendments	The Islands Trust has limited ability to provide affordable housing initiatives to communities and is reliant on Regional Districts to establish and deliver affordable housing services, in cooperation with the Trust. Increased authority in this area would be in keeping with both a key vision element of Trust Council and its strategic plan.
Implementation i. Amendments to confer the powers of a regional district board that would be required to establish and operate a non-profit housing service, including the authority to acquire and dispose of land and interests in land The Islands Trust would seek to be able to hold land for the purposes of affordable housing. We would seek to cooperate with relevant Regional Districts but also provide this service if a given Regional District does not provide a satisfactory service. Desired changes: a) To be able to enter into agreements with third parties to administer affordable housing. b) To be able to operate a housing service. c) Local Trust Committees be able to acquire and dispose of land.	



Public Acquisitions Update March 26, 2019

Property Name and Island	Date (yyyy/mm/dd)	Notes
PUBLICLY CONSIDERED PRIVATE LAND ACQUISITIONS		
Crystal Mountain (Galiano) 18.3 ha.	2017/11/21	ITF has previously considered a conservation covenant proposal and land transfer proposal for this property.
	2017/11/21	TFB-2017-031 It was MOVED and SECONDED, that the Trust Fund Board accept the updated Conservation Proposal from the Crystal Mountain Society, agreeing to accept transfer of approximately 18.3 hectares of Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200, (PID 000-851-035) and part of Lot A, District Lots 88 and 89, Galiano Island, Cowichan District, Plan VIP68079, (PID 024-351-041), subject to: 1. The release of the rent charge and related easements on the title of Lot A and any other charges determined, through legal review, to be problematic for the Trust Fund Board; 2. Establishing legal access for the Trust Fund Board to the most eastern part of Lot A; 3. Receipt of \$30,000 upon transfer of the land, with at least \$15,000 to be held in a pooled Nature Reserve Management Fund, and \$10,000 to \$15,000 to be put towards the development of a management plan and management activities for the nature reserve; 4. Staff reaching mutual agreement with the water license holders to limit the impact of accessing and maintaining the permitted water works; 5. Agreement with the Society that the portion of the proposed Emergency Access over the nature reserve would be used only in the case of emergency; 6. Written agreement with the Society about the use and maintenance of the pagoda; 7. Installation of boundary and corner pin markers at the time of survey at the expense of the applicant (locations to be determined in consultation with ITF staff); and 8. Final approval of the Trust Fund Board of the final survey plan, transfer agreement and all other associated agreements.
	2018/03/01	Contacted by CMS re: next steps, and confirmed importance of having preliminary survey completed, and ensuring proposed layout is registrable.
Sandy Beach (Area E) (Keats) 3.3 ha.	2014/09/18	It was MOVED and SECONDED, that the Trust Fund Board approve the conservation proposal submitted by the Convention of Baptist Churches of British Columbia to transfer Area E (Sandy Beach), approximately 3.3 hectares of DL 696, Group 1 NWD, Keats Island (PID: 014-385-694) to the Trust Fund Board for protection as a nature reserve.
	2015/03/02	Consultant has indicated that the landowners would like a covenant registered on the land at the time of



Public Acquisitions Update March 26, 2019

		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.
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.
2016/02/10		Draft Bylaws for DL 696 received.
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.
2018/03/13		Email from Island Planner indicates that the rezoning application will move to a community information meeting and public hearing for bylaw 143 on April 18, 2018. The Island Planner has requested that the applicant contact ITC staff regarding requirements for land transfer and covenant prior to April 18.
2018/04/24		Notice received from GM Planner that GM LTC gave third reading to Proposed Bylaw No. 143 and that applicant is now finalizing plans to subdivide/transfer the Sandy Beach Nature Reserve.
2018/05/28		Site visit with ITC staff, trustees & SCCA
2018/06/14		Staff requested applicant provide legal access to Sandy Beach through private land from the proposed Sandy Beach Nature Reserve (to utilize existing trail).
2018/07/19		Next draft of baseline received and provided to covenant holders for feedback.
2018/08/01		Applicant confirms that they are willing to provide a Statutory Right of Way for Sandy Beach access. ITC to draft agreement.



Public Acquisitions Update March 26, 2019

	2018/08/28	Baseline report feedback provided to applicant and biologist for review and revision.
	2018/09/12	ITC lawyer drafting Statutory Right of Way.
	2019/01/04	Applicant's biologist provided revised draft baseline report. Forwarded baseline to covenant holder for review.
	2019/02/22	Statutory Right of Way reviewed by legal council and forwarded to covenant holder for review
Current Total ITC Acquisitions:		29



PUBLIC COVENANTS UPDATE **March 26, 2019**

Property Name and Island	Date (yyyy/mm/dd)	Notes
NAPTEP COVENANTS		
<i>25 NAPTEP Covenants on title, no current applications.</i>		
REGULAR COVENANTS UPDATE		
<i>(51 regular covenants on title, 1 regular public covenants in progress, 3 in-camera covenants in progress.)</i>		
Brooks Point Covenant South Pender Island (1.17 ha, 6.02 ha if combined with surrounding covenants)	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



PUBLIC COVENANTS UPDATE

March 26, 2019

Property Name and Island	Date (yyyy/mm/dd)	Notes
		CRD that a response to the covenant draft would be post-poned until further information is available from PICA.
	2015/09/24	Staff met with HAT, Friends of Brooks Point (Paul Petrie) and the CRD to discuss covenant concerns. CRD staff agreed to revise covenant and circulate.
	2015/10/28	Staff met with HAT and CRD staff to review revised covenant draft and CRD will do further revision and circulate.
	2015/12/18	CRD Staff provided revised covenant.
	2016/01/25	ITF/HAT responded to CRD revisions.
	2016/07/15	CRD Staff provide a revised version of the covenant for further review.
	2016/08/16	HAT/ITF/CRD staff meet to discuss CRD edits. HAT/ITC agree to add definition regarding the permitted activities and will forward legal edits. CRD to re-approach NCC and TLC regarding process for discharge of prior covenants.
	2016/11/28	ITF/HAT forwarded the draft list of restricted and permitted uses for CRD review.
	2016/01/11	CRD response received, ITF/HAT to forward revised covenant draft for CRD review. Conversations ongoing regarding details.
	2017/09/07	Brooks Point covenant revised and reviewed by ITF legal and HAT.
	2017/09/21	Revised Brooks Point covenant sent to CRD Parks for review
	2018/06/14	Revised covenant received from the CRD, currently under review.
	2018/07/06	Legal review of covenant identifies ongoing concerns.
	2018/07/31	CRD notified of ITC covenant concerns and meeting of all parties with legal representatives requested.
ITC NATURE RESERVES WITH COVENANTS OUTSTANDING		
<i>(22 Nature Reserves have covenants, 6 Nature Reserves are without covenants, 2 ITC Nature Reserve covenants in progress (1 is under negotiation).</i>		
Sandy Beach Nature Reserve (Proposed) Keats Island (3.3 ha.)	2017/01/10	ITC staff are currently negotiating a conservation covenant concurrently with the Sandy Beach Conservation Proposal (see Public Acquisitions Updates).



PUBLIC COVENANTS UPDATE March 26, 2019

Property Name and Island	Date (yyyy/mm/dd)	Notes
Fairyslipper Forest Nature Reserve Thetis Island (16.6 ha)	2018/03/20	ThINC Board approves resolution to hold a covenant on Fairyslipper Forest.
	2018/03/21	CCLT Board approves resolution to hold a covenant on Fairyslipper Forest.
	2018/04/03	TFB approves negotiation of conservation covenant in favour of ThINC and CCLT.
	2018/04/06	First draft of ITF template covenant sent to partners. Relocation of trail necessary before finalizing the baseline report and management plan.
	2018/05/04	Contract issued for management plan. Anticipated completion date is March 1, 2019.
	2018/10/13	Hosted Management Plan Open House on Thetis Island.
	2018/12/18	Draft management plan received.
	2019/02/19	Draft management plan review completed by ITC staff, sent to contractor for revisions.
	2019/02/22	Revised draft management plan sent to ThINC and CCLT staff for review.
	2019/03/07	Draft management plan reviewed by ThINC and CCLT staff and requested revisions sent to contractor.
Total	76 covenants registered	

Regional Conservation Plan (2018-2027) Progress Highlights for ITC Board - May 30, 2018 - March 26, 2019

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

Completed (since January)

Completed 2018 update of protected areas in the BC NGO Conservation Areas Database
 Met with landholders on Keats Island, Keats Conservation Group and Sunshine Coast Conservation Association (May 28, 2018)
 Reviewed WWF Forage Fish Modelling as an information source for Forage Fish Mapping
 Issued E-News with information about updated RCP
 Issued E-News with information on the name change, Salish View campaign and board position
 Issued Heron newsletter with information about updated RCP and Salish View campaign
 Issued Conservancy E-News on the Opportunity Fund deadline, staff changes, name change and Salish View campaign
 Issued two Salish View news releases, news and social media posts
 Awarded \$4,500 Opportunity Fund Grant for Salish View matching campaign
 Issued RFP for continued Forage Fish Mapping
 Issued Forage Fish Habitat Assessment contract for Sidney and James Islands
 Provided ecosystem mapping to Island Planner for use in communications with the Mt. Arrowsmith Biosphere Region Roundtable
 Joined the steering committee of the Parks Canada-led Sidney Island Restoration Project, which will eradicate fallow deer on Sidney Island
 Provided comment on Mt. Tuam SMART's draft brochure on species at risk protection on Mt. Tuam, designed to discourage illegal off-road vehicle activities
 Received Forage Fish Habitat Assessment data for Sidney and James Islands

Current

PAUSED: Working with DFO to provide marine data for Coastal Resource Information Management System (Data sharing agreement in review with DFO)
 Reviewing Forage Fish Habitat Assessment Report for Sidney and James Islands
 Managing Forage Fish Mapping Contract and coordinating delivery of Forage Fish Habitat Assessment data for Gabriola and Saturna with previous contractor

ON HOLD: Working with GaLTT and GB Planner to deliver a public presentation on GB Island ecosystems and conservation priorities
 Working with GIS Staff to update Species at Risk data in internal mapping system (TAPIS) (ongoing)
ON HOLD: Working with GIS Staff to update ecosystems mapping in internal mapping system (TAPIS) and on MapIT
 Contacting the local conservancy groups to identify priorities for 2019-2020 management contracts
 Issued E-News for Valens Brook addition

Upcoming
Staff to update Species at Risk Critical Habitat data upon finalization of Western Painted Turtle Recovery Plan Issue E-News on Link Island and Salish View ON HOLD: Deliver GB public presentation re GB Island ecosystems and conservation priorities
Goal 2. Strengthen relationships with First Nations to identify and collaborate on shared conservation goals
Completed (since January)
Revised Baseline Report and Management Plan Templates to better reference First Nation history, cultural significance and ecological knowledge Letter sent to newly elected Penelakut Tribe council requesting collaboration on naming and management planning for Moore Hill (Thetis) Letters sent to First Nations with information about the new RCP and available ITF resources. ITF offered to meet with First Nations at their request Language developed for covenants that further protects existing and potential archaeological sites and contemplates traditional uses in covenant areas Two meetings with IT and ITF staff on Penelakut, one with the elected council and one with the Elders committee to discuss Management Plans for Thetis Island Nature Reserve Letters sent to First Nations regarding Thetis Island Management Plans Archeological survey completed for Moore Hill Nature Reserve Drafted Management Plan for Areas of Cultural Heritage and Sacred Significance on Thetis Island Nature Reserves
Current
Drafting a Conservation Proposal Assessment Procedure that contemplates archaeological sites and other First Nation interests
Upcoming
Subject to response to letters about RCP, ITC staff will arrange meetings with First Nations Coordinate meeting with Halalt First Nation and Lyackson First Nation as follow up to RCP workshops Review and make recommendations on the language and inclusion in ITC communications materials, incl. website, to to better reference First Nation history, cultural significance and ecological knowledge Contact Penelakut for comment on Fairyslipper Forest draft management plan and to collaborate on naming for Fairyslipper Forest signage Revise management plan template to include acknowledgement, greater emphasis on First Nations history and cultural values, and reference to collaboration with First Nations stakeholders on parallel management plans for Areas of Cultural Heritage and Sacred Significance (e.g. Thetis) ON HOLD: Produce a special 2-page newsletter with a story on the importance of language
Goal 3. Continue to secure and manage Islands Trust Conservancy lands and conservation covenants to maximize ecological integrity
Completed (since January)
2018 monitoring of all ITC properties and covenants complete Awarded contract to revise management plans on the 3 nature reserves on Gambier

Completed restoration event with tree planting and caging on Brigade Bay Bluffs and Long Bay Nature Reserves (Gambier).
 Completed Morrison Marsh (Denman) management plan; waiting for edits from conservation partners to finalize
 Approved Medicine Beach (North Pender) management plan
 Completed application to covenant land in the ALR
 Completed appraisal of Valens Brook land donation
 Sent NAPTEP mailout to high priority landowners and followed up with interested individuals
 Registered NAPTEP covenant on Link Island
 Finalized transfer of Valens Brook Nature Reserve addition
 Completed site visit with project partners to proposed Sandy Beach Nature Reserve (Keats Island)
 Finalized discharge of BIM covenants on Singing Woods Nature Reserve
 Evaluated conservation proposal for Dragonfly Commons (SSI)
 Awarded \$4,500 Opportunity Fund Grant for Salish View matching campaign & an Opportunity Fund Grant for a Saturna Project
 Updated Baseline Report and Management Plan Templates following review of other available templates
 Transferred the Valens Brook Nature Reserve Addition to ITC
 Completed fundraising campaign for Salish View

Current

Fairyslipper Forest Nature Reserve management plan in process
 Three Gambier Nature Reserves management plans in process
 Salish View Nature Reserve management plan in process
 Working to finalize Sandy Beach Nature Reserve land transfer and trail right of way
 Negotiating subdivision and transfer of Salish View
 Negotiating conservation covenants on priority conservation lands
 Negotiating covenant on Fairyslipper Forest Nature Reserve with ThINC and CCLT
 ON HOLD: Determining next steps for working with the ALC/providing feedback to the ALC regarding covenants on ALR land
 Working with IS to design a database to store and manage property information
 Beginning management plan revisions for two Denman Nature Reserves and ecological inventory for the new Valens Brook Nature Reserve
 Negotiating covenant for Salish View Covenant and obtaining the baseline inventory for the covenant to be ready when the transfer goes through

Upcoming

Work with IS to create and test a property information database
 Finalize Brooks Point Regional Park Covenant
 Finalize land transfer for Sandy Beach Nature Reserve
 Register Fairyslipper Forest covenant
 Register Valens Brook covenant
 Management planning for Salt Spring, Denman, and Gabriola nature reserves

Register Salish View transfer and covenant

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

Completed (since Janaury)

Mailed out appeal letters for Salish View campaign to ~100 previous donors
Assisted with LINC's funding proposal to Sitka Foundation for Salish View
Provided letter of support for biologists seeking federal funding for further Species at Risk work on Lasqueti Island
Provided letter for support Salt Spring Island Conservancy's application to federal Habitat Stewardship Program
ITF cover story published in AQUA magazine
Assisted IT to evaluate RFI responses for website
Upgrading signage on all 3 Denman Island nature reserves with new logo and property signs
Social media posts and information sharing on ITF Facebook and Twitter accounts (ongoing)
Worked with IS, Finance departments and web contractor to update e-news and paypal to new ITC name

Worked with designer and web provider to update ITC website and communications materials with name change and refresh, launched updated website

Worked with LPS to develop CDF Tool Kit for Islands Trust
Developed business case for additional ITC staff and property management support for budget consideration
Developed Islands Trust Trustee orientation materials for November Trust Council and provided orientation package to new ITC trustees
Issued news release on name change and Salish View campaign half-way mark
Assisted LPS staff with CDF Tool Kit
Created Island Profiles for each local trust area
Updated PDFs on the website with new ITC branding
Worked with the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) to develop resources for land use planners working in the

Current

ON HOLD: Working with LPS staff to revise Sensitive Ecosystems Fact Sheets

Working with IS department to improve technology use in the field
Drafting News Release for Valens Brook Nature Reserve Addition donation
Continuing to work with CDFCP to advance conservation of the CDF and associated ecosystems
Social media posts and information sharing on ITC Facebook and Twitter accounts (ongoing)
Participating on project team for Islands Trust/Islands Trust Conservancy website review
Transition planning for new donor management software program (expires 2020)
Drafting job description for Covenant Management and Outreach Coordinator position
Redesigning covenant signs
Attending webinars on digitally optimizing websites and content to generate online donations

Upcoming

Amend discussion paper on long term funding options for January with suggested next steps

Issue news releases for Link Island NAPTEP and Salish View

Arrange celebrations for Link Island NAPTEP, Valens Brook Nature Reserve and Salish View Nature Reserve donations

Work with Trust Area Services on Link Island NAPTEP promotional video script

Post and hire for Covenant Management and Outreach Specialist position

Research client management database options for a September 2019 budget request

Arrange print and delivery of key ITC communication documents and promotional materials to island offices

Islands Trust Conservancy Budget Tracking 2018-2019								
GL	Description	Budget	Revenue	Total Available	Spent	Remaining	% Remaining	Additional Committed Funds
54500-210	Communications	\$ 13,000		\$ 13,000	\$ 16,118	\$ (3,118)	-24%	\$ 417
61100-210	Board Honoraria	\$ 8,000		\$ 8,000	\$ 6,150	\$ 1,850	23%	\$ 850
61200-210	Board Meeting Expense	\$ 10,000		\$ 10,000	\$ 9,638	\$ 362	4%	
61210-210	Board Training & Conferences	\$ 2,000		\$ 2,000	\$ 94	\$ 1,907	95%	
61300-210	Property Management	\$ 65,000		\$ 65,000	\$ 42,922	\$ 22,078	34%	\$ 15,204
73001-210-8027	Property Management Plans	\$ 30,000		\$ 30,000	\$ 21,674	\$ 8,326	28%	\$ 9,256
61500-210	Cons Planning / Land Securement	\$ 18,000		\$ 18,000	\$ 13,916	\$ 4,084	23%	\$ 1,000
63000-210	Legal	\$ 15,000	\$ 2,404	\$ 17,404	\$ 8,793	\$ 8,610	49%	\$ 285
61600-210	Ecosystem Mapping	\$ 15,000		\$ 15,000	\$ -	\$ 15,000	100%	\$ 22,500
80300-210	Mobile Devices	\$ 1,800		\$ 1,800	\$ 1,745	\$ 55	3%	
81300-210	Training & Conferences	\$ 7,000		\$ 7,000	\$ 614	\$ 6,386	91%	\$ 100
81305-210	Travel for Training	\$ 2,500		\$ 2,500	\$ 2,543	\$ (43)	-2%	
82300-210	Travel	\$ 4,000		\$ 4,000	\$ 1,757	\$ 2,243	56%	\$ 145
		\$ 191,300	\$ 2,404	\$ 193,704	\$ 125,963	\$ 67,741	35%	\$49,758
Restricted Funds Opening Balance								
	Alton Maintenance Account	\$ 66,677	\$ 15,577	\$ 82,254	\$ 2,674	\$ 79,580		\$ 425
	Ruby Alton Endowment Fund	\$ 137,776		\$ 137,776		\$ 137,776		
	Opportunity Fund	\$ 29,214	\$ 2,459	\$ 31,674	\$ 4,462	\$ 27,211		\$ 7,500
	Covenant Mgmt and Defence Fund	\$ 103,949	\$ 4,140	\$ 108,089	\$ 1	\$ 108,088		
	Lasqueti Island Acq Fund	\$ 34,114	\$ 23,544	\$ 57,658	\$ 342	\$ 57,316		
	Gambier Island Acq Fund	\$ 116,138	\$ 1,329	\$ 117,467		\$ 117,467		
	Morrison Waxler Legacy Fund	\$ 20,070	\$ 55	\$ 20,126	\$ -	\$ 20,126		
	Thetis Island Acq Fund	\$ 1,285	\$ 2	\$ 1,287	\$ -	\$ 1,287		
	McFadden Creek	\$ 23,439	\$76.29	\$ 23,516	\$ -	\$ 23,516		

NB - Contingency budget removed as it is not an ITC budget item. Islands Trust has a contingency budget which may be accessed subject to discussion with Director of Administrative Services.

Z:\05 Finance\1700 Budgets\02 Planning\ITC\2018-2019\2018-2019 Budget Tracking.xlsx

Page 1 of 1

Conservation status of Bowen Island

Bowen Island is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. Located in Howe Sound just a twenty-minute ferry ride from Horseshoe Bay in West Vancouver, it includes Bowen and Hutt islands. Bowen is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

Beautiful Bowen is home to some of the rarest ecosystems in British Columbia that are under threat from development, climate change and habitat degradation.

The Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk

Parks & protected areas

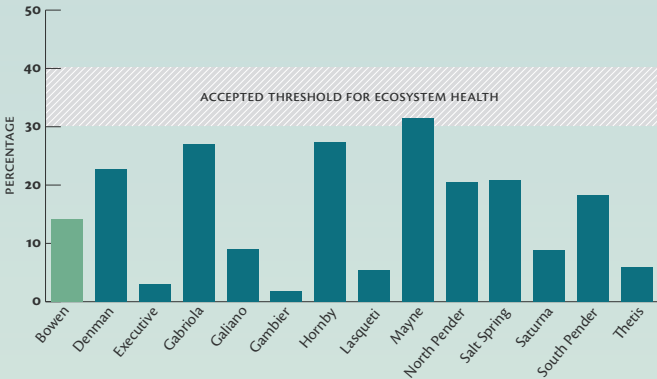


Blue dasher, (*Pachydiplax longipennis*)
 Special Concern (Federally), blue listed (Provincially)
 sensitive to human activities
 Recorded sightings on Bowen Island



Marbled Murrelet, (*Brachyramphus marmoratus*)
 Threatened (Federally), blue listed (Provincially)
 Critical habitat for marbled murrelet on provincial and private lands

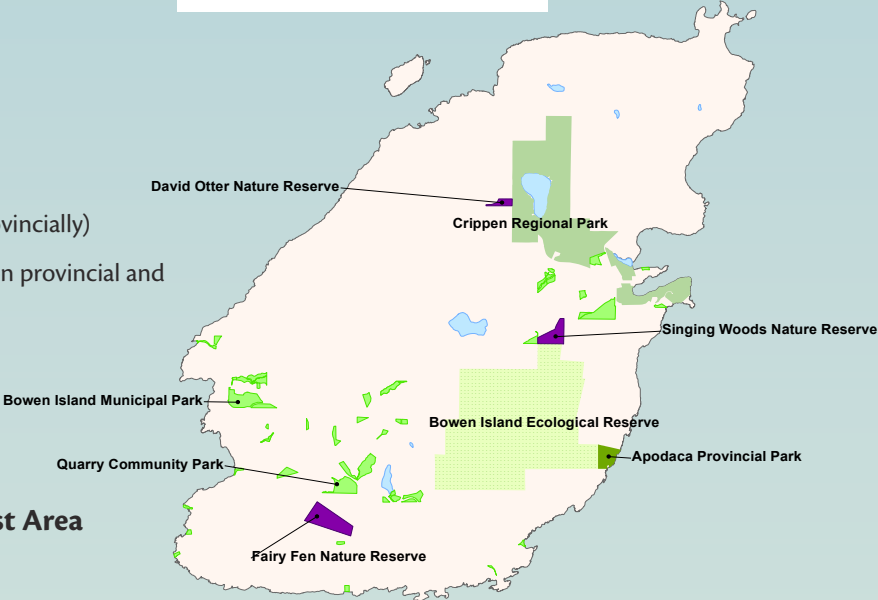
Land Converted to Human Use in the Islands Trust Area



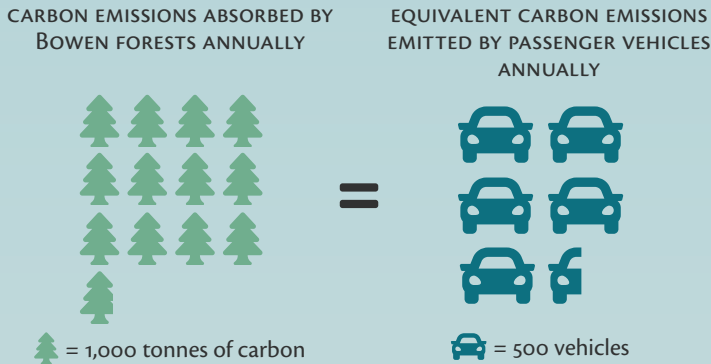
Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.



15% PROTECTED

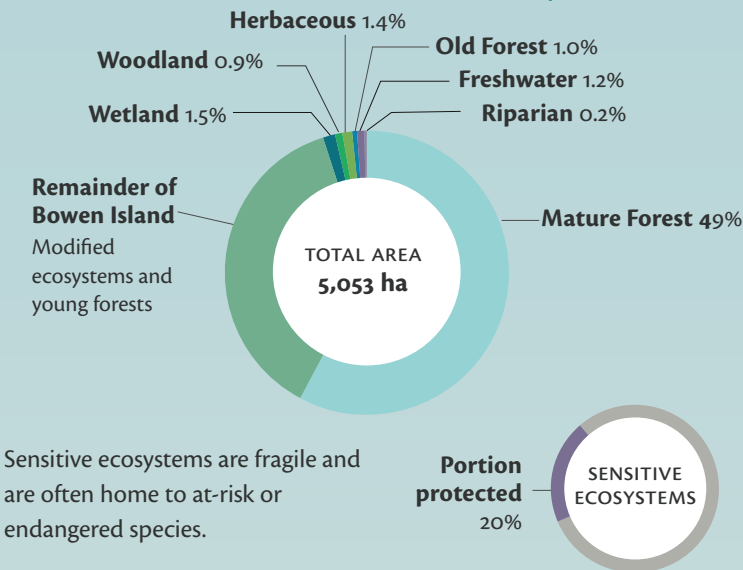


How do Bowen's forests help us?

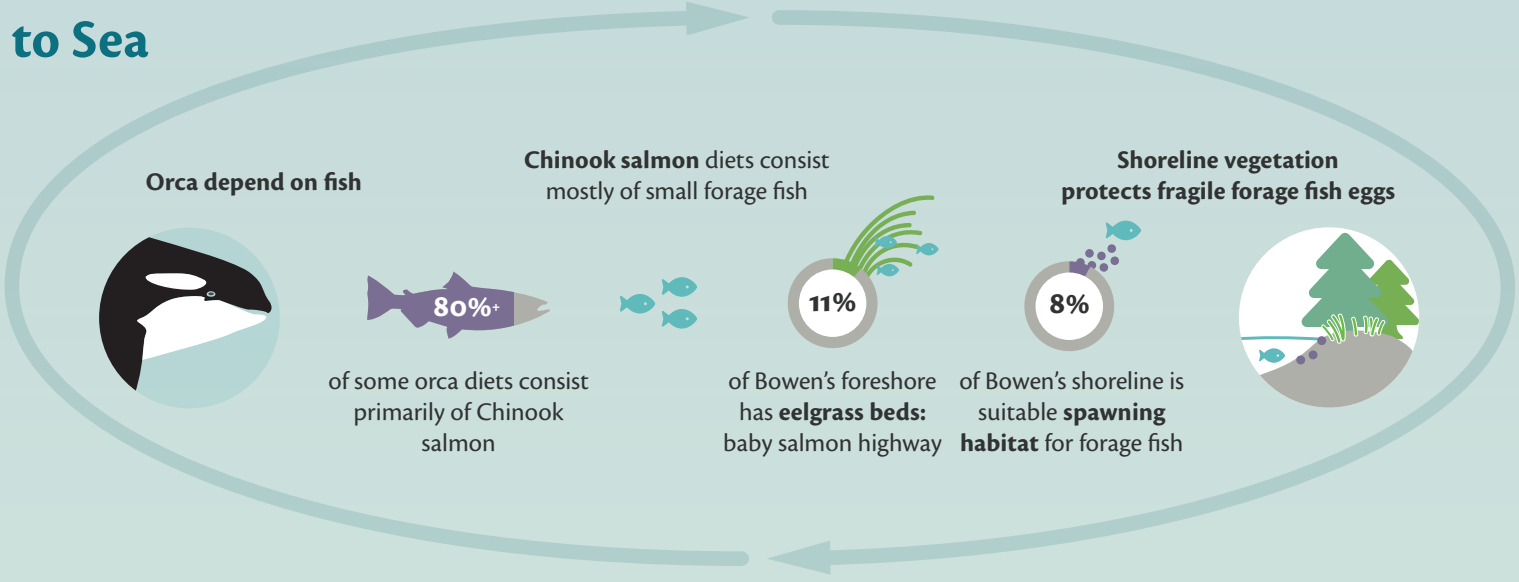


The forests on Bowen sequester approximately 12,880 tonnes of carbon/year which equates to removing the emissions of 2,720 passenger vehicles per year. Bowen's forests quietly absorb the carbon emitted by the vehicles of nearly every islander!

Bowen's sensitive ecosystems



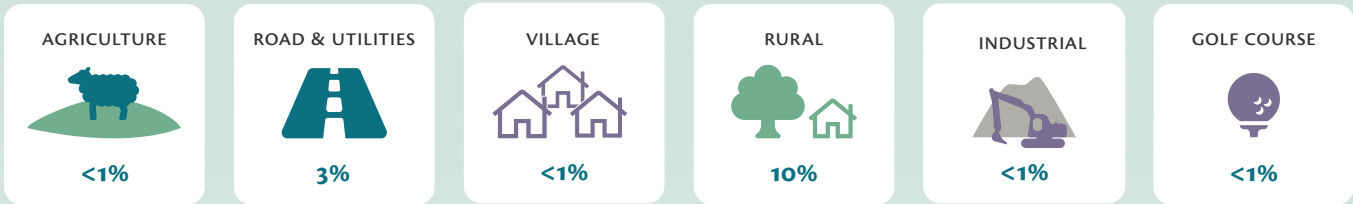
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems on Bowen as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature and stewardship.



Conservation status of Denman Island Local Trust Area

The Denman Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Denman Island Local Trust Area, located southeast of Courtney, includes Denman Island and associated Chrome Island and Sandy and Seal Islets. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

Denman’s beautiful and vibrant islands, home to some of the rarest ecosystems in the world, are under threat from development, climate change and habitat degradation. The

Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk

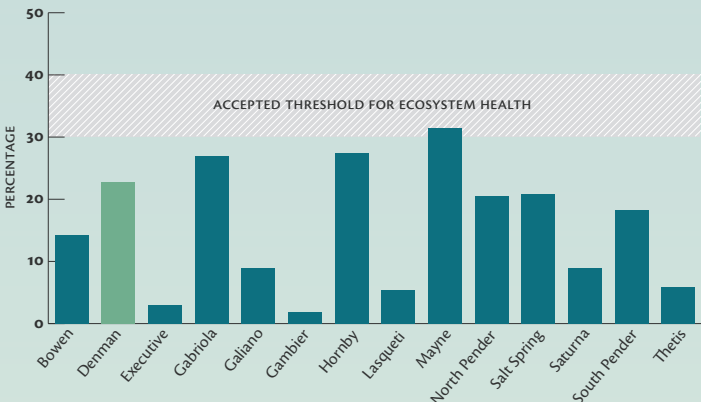


Great Blue Heron
(Ardea herodias fannini)
Special Concern (Federally),
blue listed (Provincially)



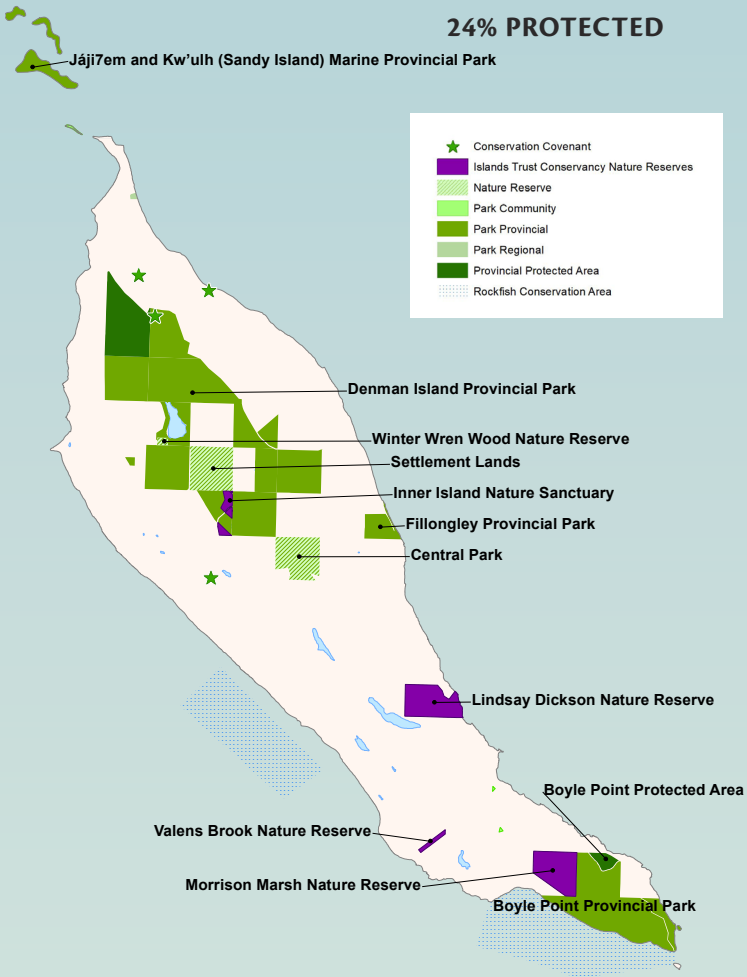
Taylor's checkerspot butterfly,
taylori subspecies (*Euphydryas editha taylori*)
Endangered (Federally), red listed (Provincially)
Denman Island has the last remaining known
Taylor's checkerspot breeding location in Canada

Land Converted to Human Use in the Islands Trust Area



Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.

Parks & protected areas



Learn more at islandstrustconservancy.ca

How do forests help us?

CARBON EMISSIONS ABSORBED BY
DENMAN FORESTS ANNUALLY



1 tree = 1,000 tonnes of carbon

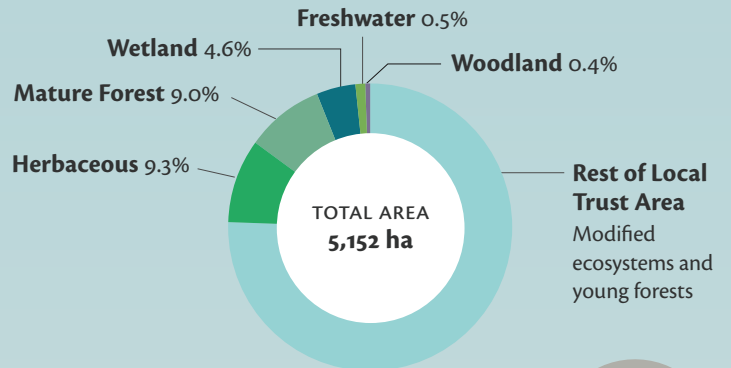
EQUIVALENT CARBON EMISSIONS
EMITTED BY PASSENGER VEHICLES
ANNUALLY



1 car = 500 vehicles

The forests on Denman sequester approximately 9,870 tonnes of carbon/year which equates to removing the emissions of 2,085 passenger vehicles per year. Denman's forests quietly absorb the carbon emitted by the vehicles of more than double every islander!

Sensitive ecosystems

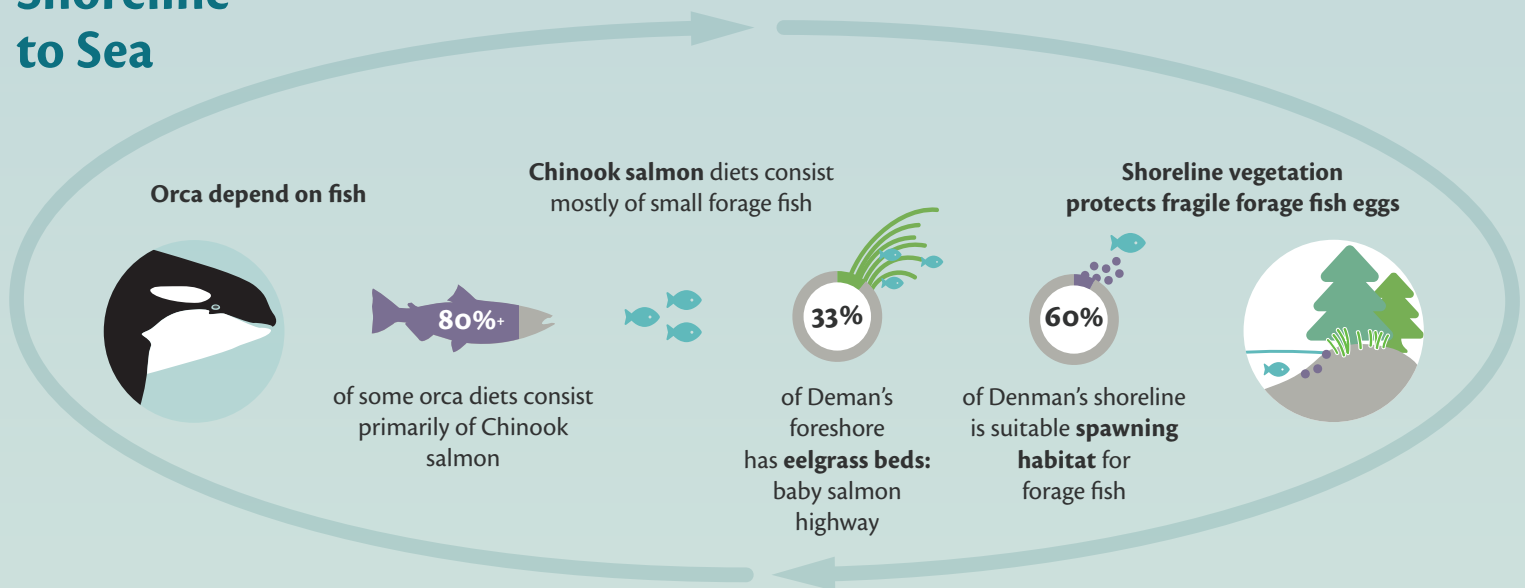


Sensitive ecosystems are fragile to disturbance and are often home to at-risk or endangered species

Portion protected 24%

SENSITIVE ECOSYSTEMS

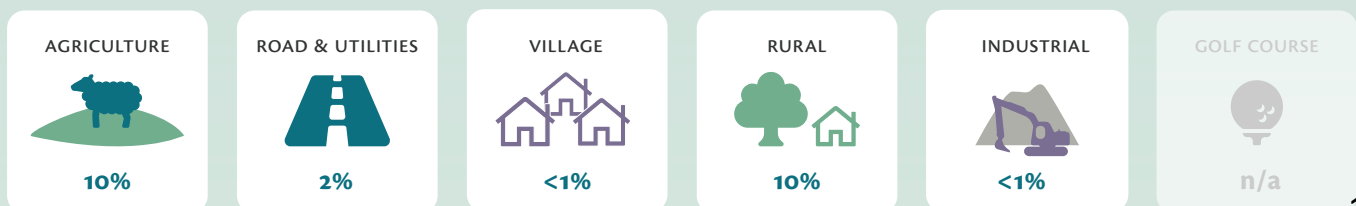
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.



Conservation status of Ballenas-Winchelsea Island Local Trust Area

The Ballenas-Winchelsea (Executive) Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Ballenas-Winchelsea (Executive) Local Trust Area, located off the coast of Vancouver Island between Nanaimo and Deep Bay north of Qualicum Beach, includes 19 islands and islets. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

Ballenas-Winchelsea (Executive) archipelago of rugged islands and islets are home to some of the rarest ecosystems in the

world and are under threat from climate change and habitat degradation. The Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.



Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.



How do forests help us?

CARBON EMISSIONS ABSORBED BY
BALLENAS FORESTS ANNUALLY

EQUIVALENT CARBON EMISSIONS
EMITTED BY PASSENGER VEHICLES
ANNUALLY



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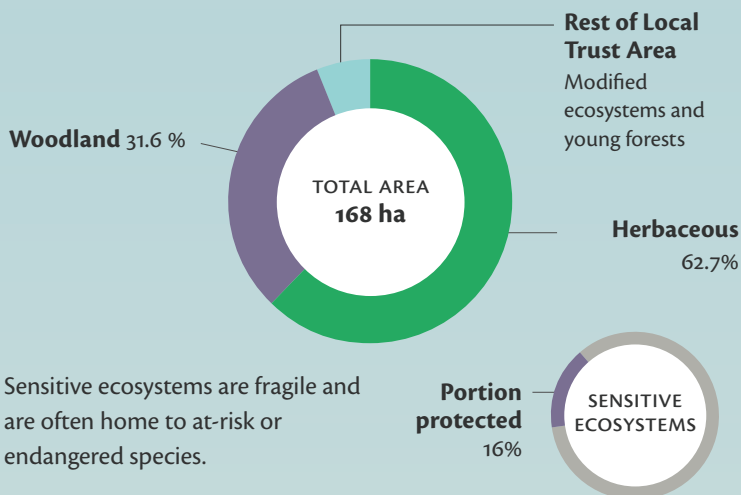


 = 1,000 tonnes of carbon

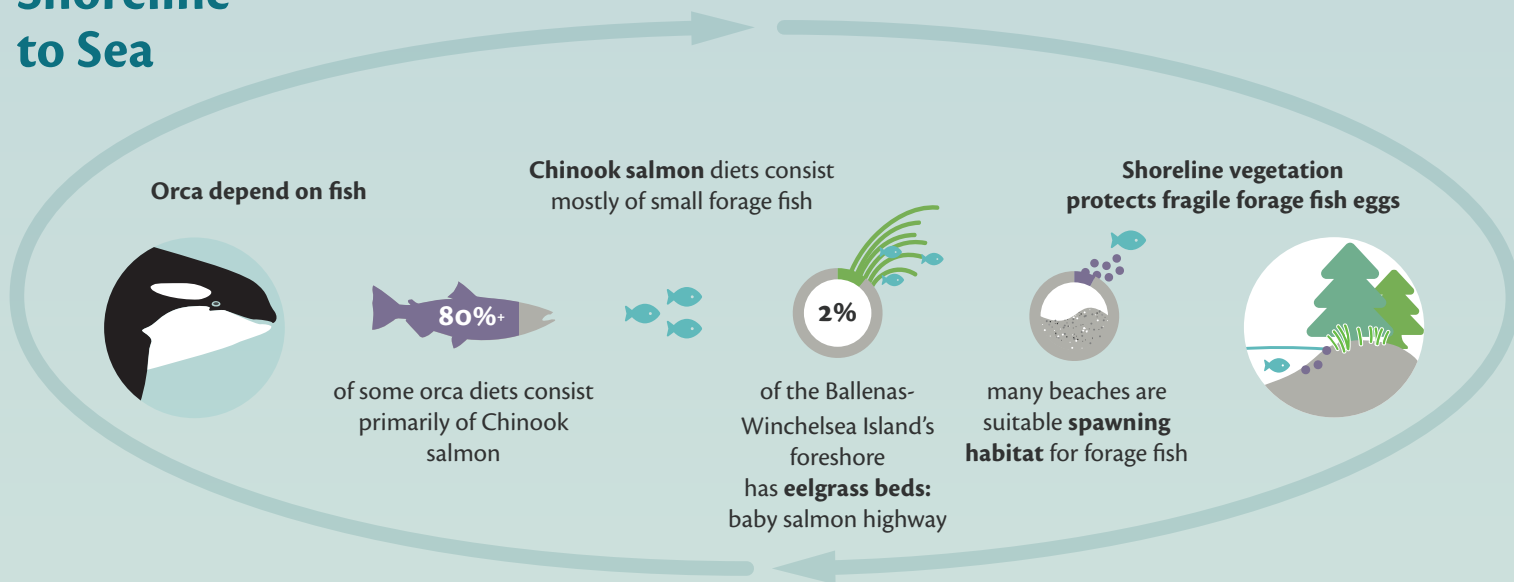
 = 500 vehicles

The forests in the Ballenas-Winchelsea Islands sequester 89 tonnes of carbon/year which equates to removing the emissions of 175 passenger vehicles per year.

Sensitive ecosystems



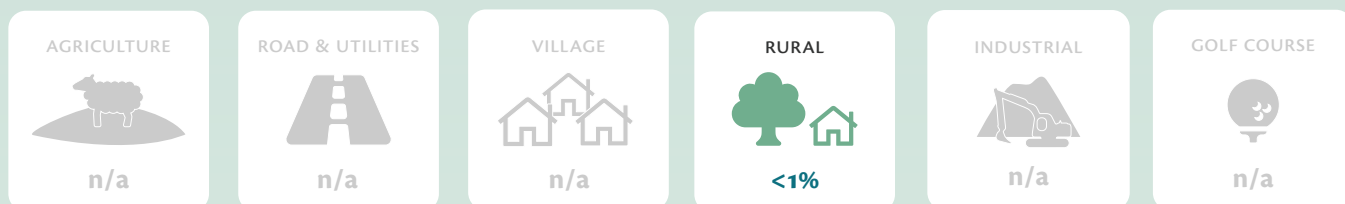
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature and stewardship.



Conservation status of Gabriola Island Local Trust Area

The Gabriola Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Gabriola Island Local Trust Area, located six kilometers east of Nanaimo, includes 20 other islands such as Mudge, DeCourcy, Entrance and the Flat Top Islands. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

Gabriola's beautiful and vibrant islands, home to some of the rarest ecosystems in British Columbia, are under threat from development, climate change and habitat degradation.

The Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk



Double-crested Cormorant (*Phalacrocorax auritus*)

Blue listed (Provincially),
sensitive to human activities

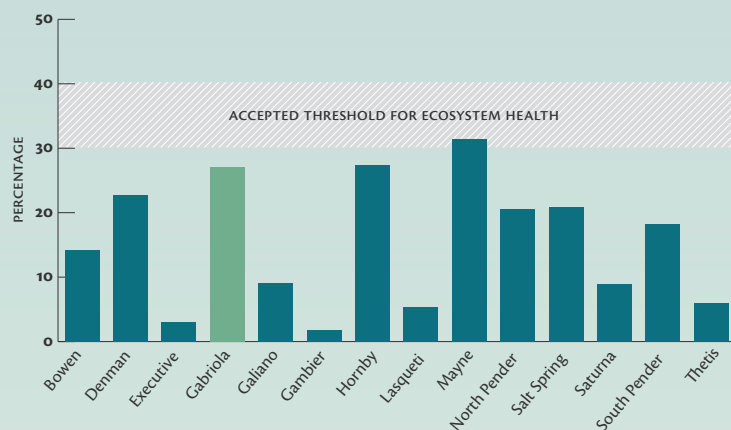


Marbled Murrelet (*Brachyramphus marmoratus*)

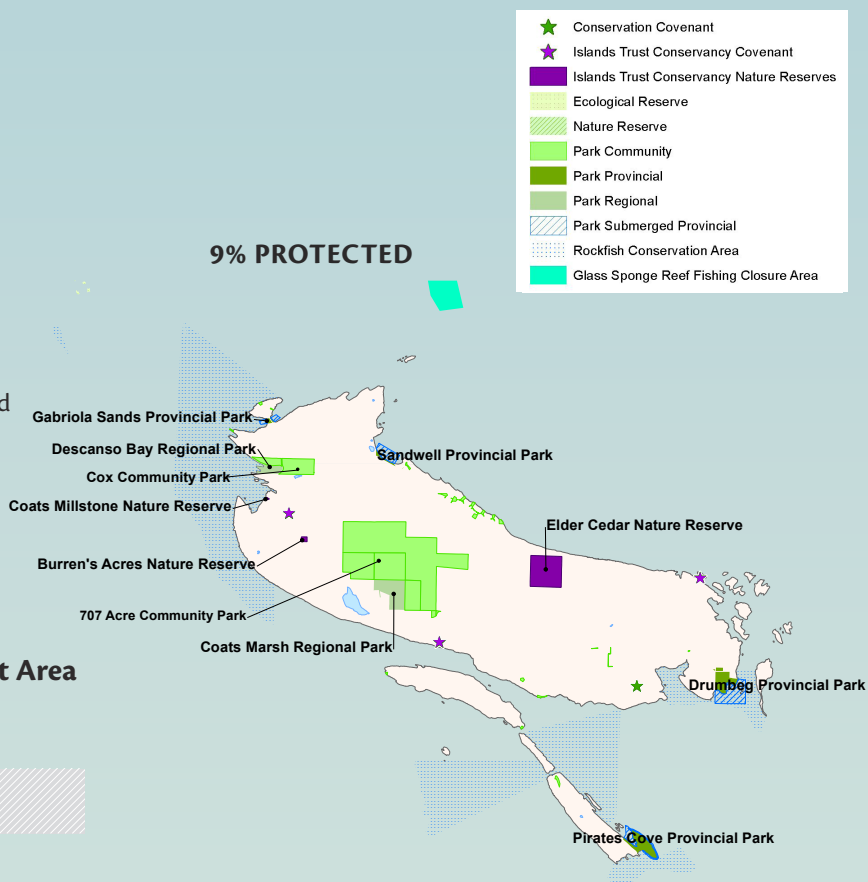
Species of concern (Federally), red listed (Provincially)

Critical habitat mapped on federal/
private lands and ITC nature reserve

Parks & protected areas



Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.

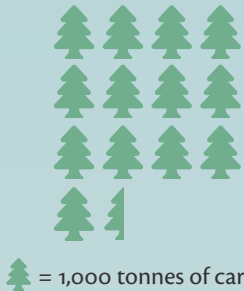


Learn more at islandstrustconservancy.ca

How do forests help us?

CARBON EMISSIONS ABSORBED BY GABRIOLA FORESTS ANNUALLY

EQUIVALENT CARBON EMISSIONS EMITTED BY PASSENGER VEHICLES ANNUALLY



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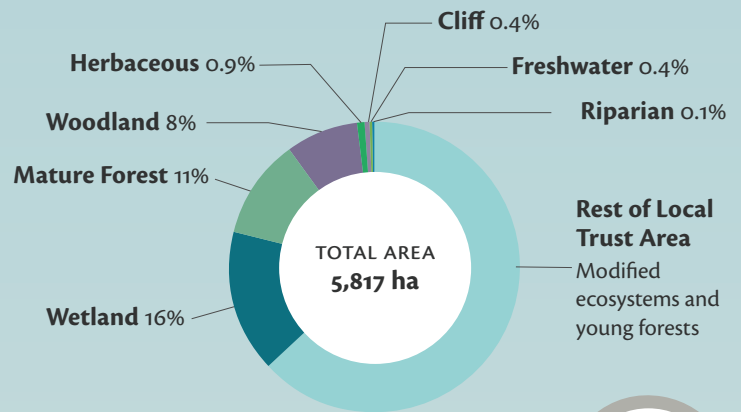


1 tree = 1,000 tonnes of carbon

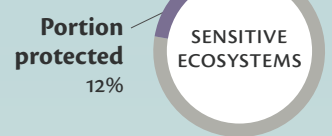
1 car = 500 vehicles

The forests on Gabriola Island sequester 13,417 tonnes of carbon/year which equates to removing the emissions of 2,834 passenger vehicles per year. That's the equivalent of more than 1/2 the residents of Gabriola giving up their vehicles!

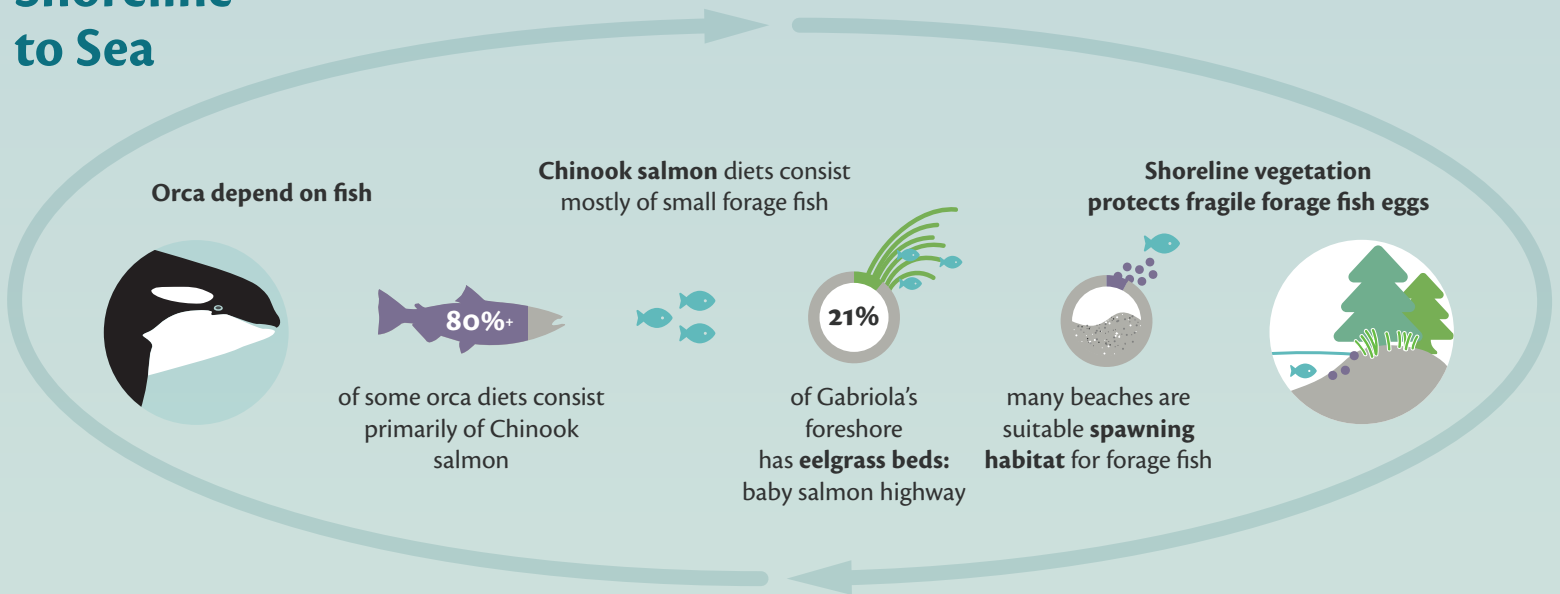
Sensitive ecosystems



Sensitive ecosystems are fragile and are often home to at-risk or endangered species.



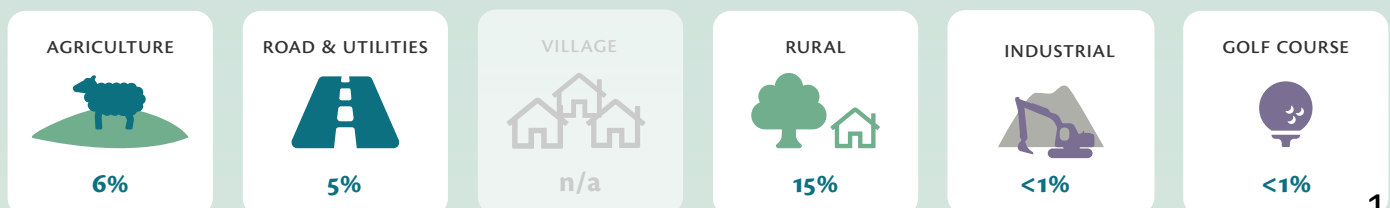
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.



Conservation status of Galiano Island Local Trust Area

The Galiano Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Galiano Island Local Trust Area, located 26 km northeast of the Swartz Bay ferry terminal, includes several associated islands. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

The Galiano Island Local Trust Area is home to some of the rarest ecosystems in the world that are under threat from development, climate change and habitat degradation. The

Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk



Killer Whale (*Orcinus orca*)

Northern Pacific southern resident population
Endangered (Federally), red listed (Provincially)



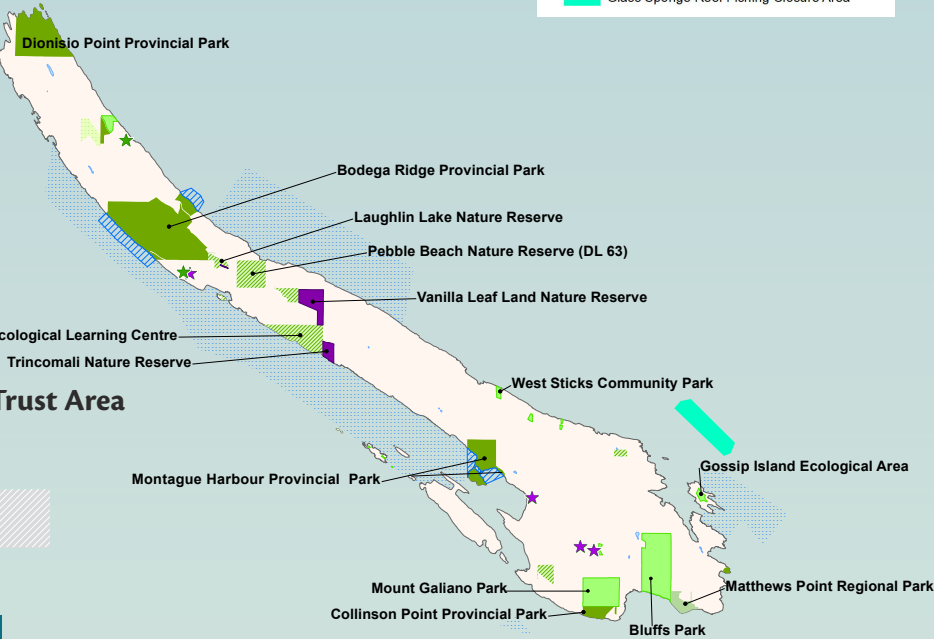
Peregrine Falcon, *anatum* subspecies (*Falco peregrinus anatum*)

Special concern (Federally), red listed (Provincially)
These islands & islets are blanketed with wildflowers vulnerable to human impacts

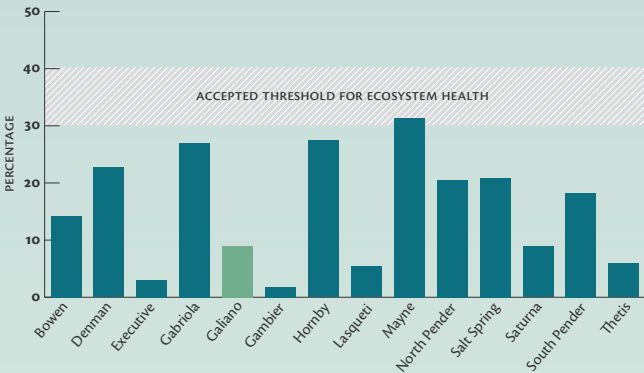
Parks & protected areas



22% PROTECTED



Land Converted to Human Use in the Islands Trust Area

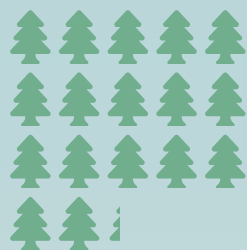


Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.



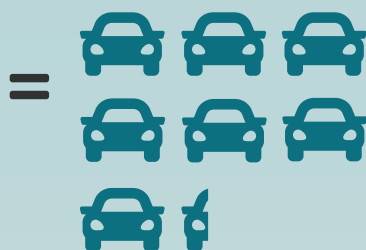
How do forests help us?

CARBON EMISSIONS ABSORBED BY GALIANO FORESTS ANNUALLY



🌲 = 1,000 tonnes of carbon

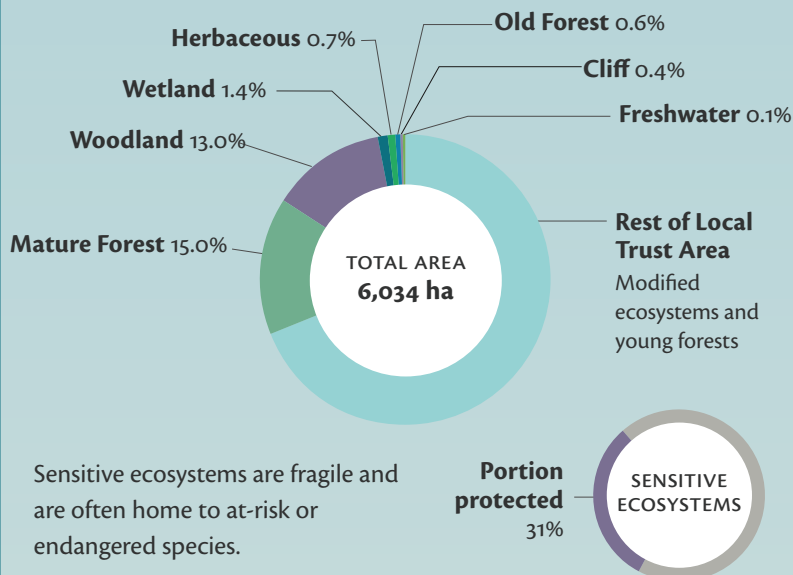
EQUIVALENT CARBON EMISSIONS EMITTED BY PASSENGER VEHICLES ANNUALLY



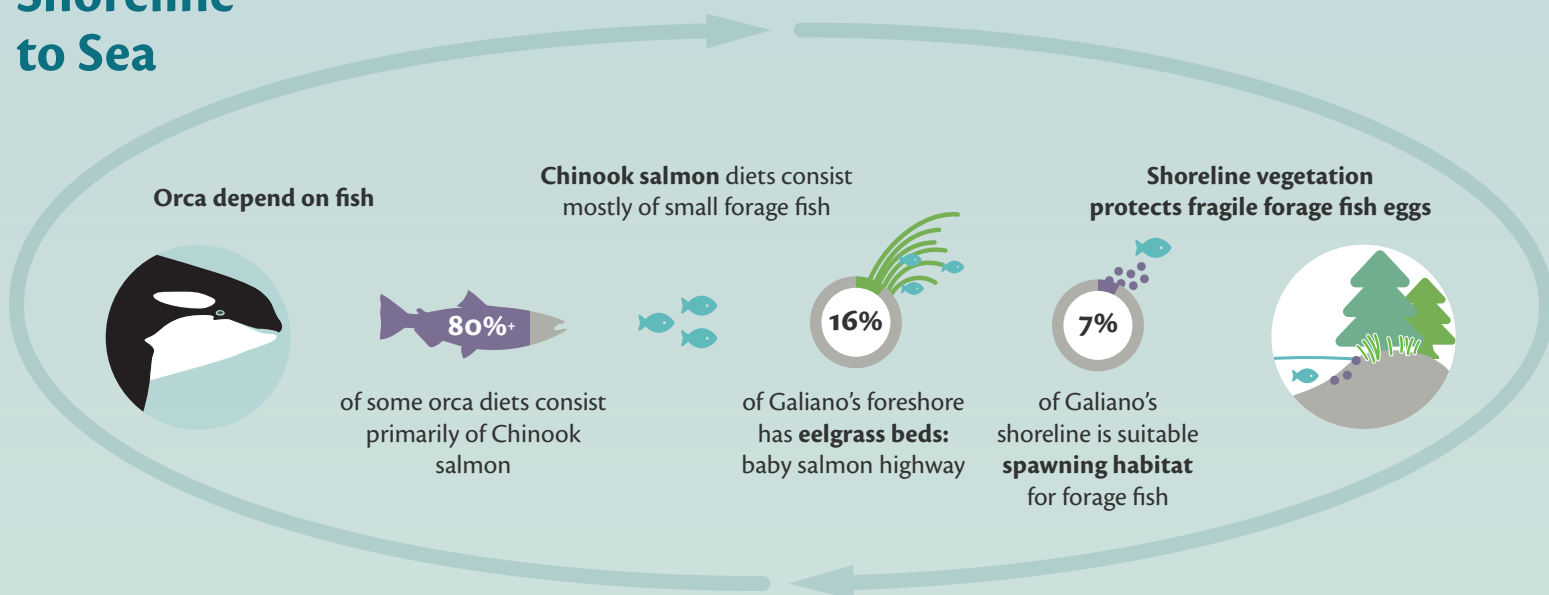
🚗 = 500 vehicles

The forests on Galiano Island sequester 17,187 tonnes of carbon/year which equates to removing the emissions of 3631 passenger vehicles per year. That's the equivalent of three vehicles/Galiano resident!

Sensitive ecosystems



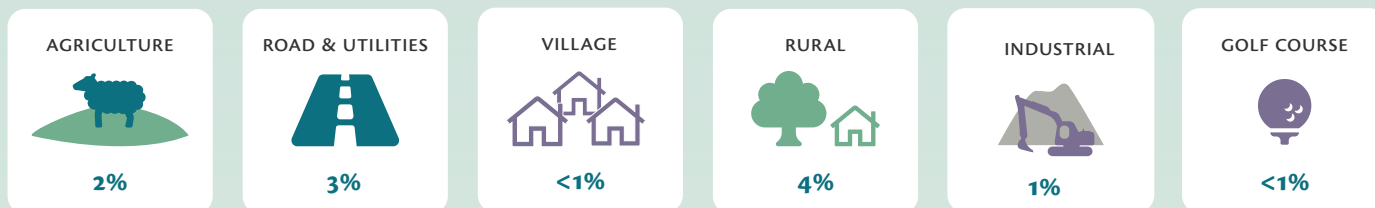
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.



Conservation status of Gambier Island Local Trust Area

The Gambier Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Gambier Island Local Trust Area, located 10 km northwest of Horseshoe Bay near the Sunshine Coast, includes associated islands. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

The islands of the Gambier Island Local Trust Area are home to some of the rarest ecosystems in British Columbia, that are under threat from development, climate change and habitat

degradation. The Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk

Parks & protected areas



Steller’s Sea Lion
(Eumetopias jubatus)

Blue listed (Provincially)



Red legged frog
(Contia tenuis)

Special Concern (Federally),
blue listed (Provincially)

Gambier also has mapped critical habitat for
Marbled Murrelet

★

Conservation Covenant

■

Islands Trust Conservancy Nature Reserves

■

Old Growth Management Area

■

Nature Reserve

■

Park Provincial

■

Park Regional

■

Park Submerged Provincial

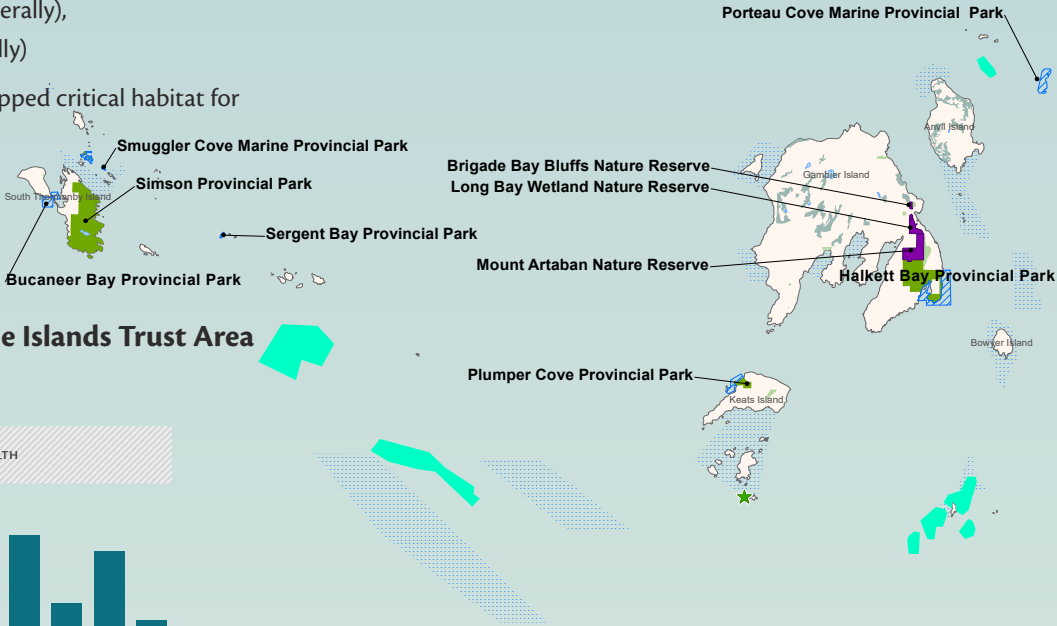
■

Rockfish Conservation Area

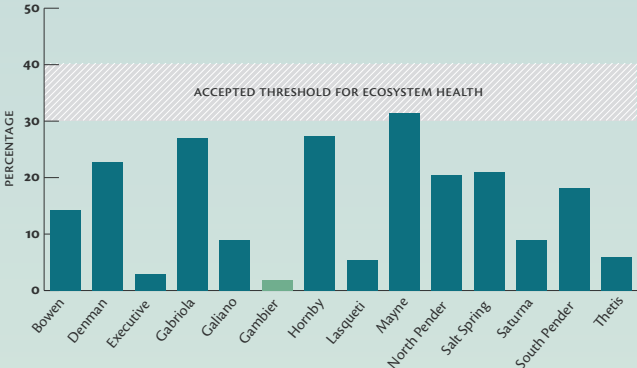
■

Glass Sponge Reef Fishing Closure Area

16% PROTECTED



Land Converted to Human Use in the Islands Trust Area

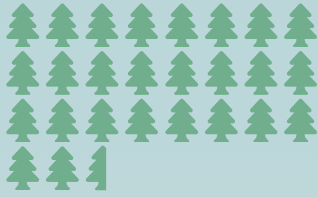


Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.



How do forests help us?

CARBON EMISSIONS ABSORBED BY
GAMBIER FORESTS ANNUALLY



🌲 = 1,000 tonnes of carbon

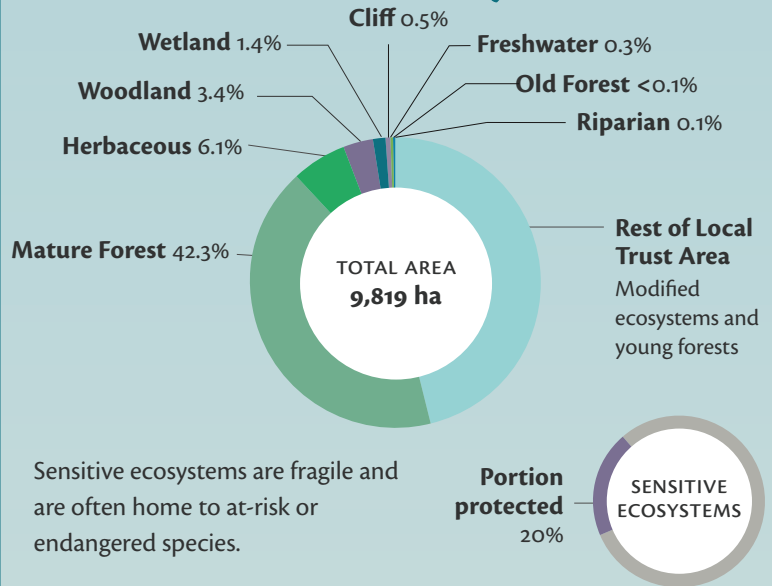
EQUIVALENT CARBON EMISSIONS
EMITTED BY PASSENGER VEHICLES
ANNUALLY



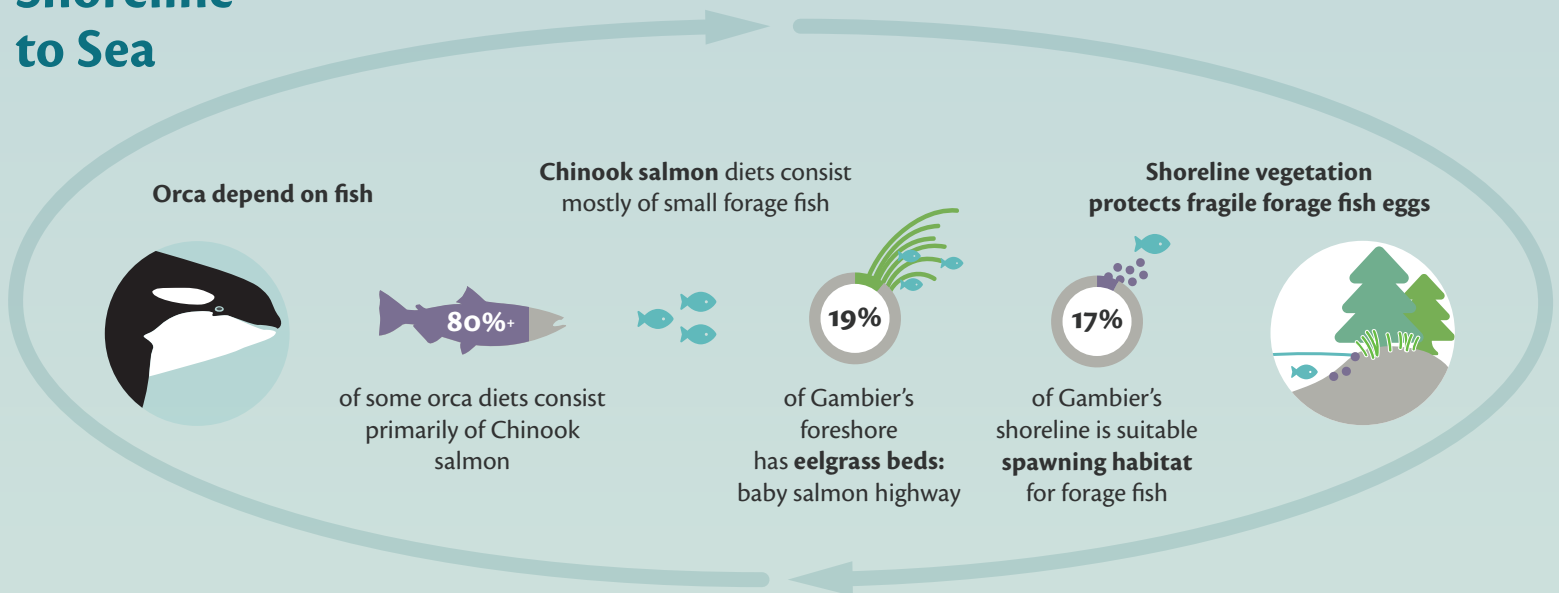
🚗 = 500 vehicles

The forests on Gambier sequester 26,746 tonnes of carbon/year which equates to removing the emissions of 5,650 passenger vehicles per year. That's the equivalent of 23 cars/Gambier resident/year!

Sensitive ecosystems



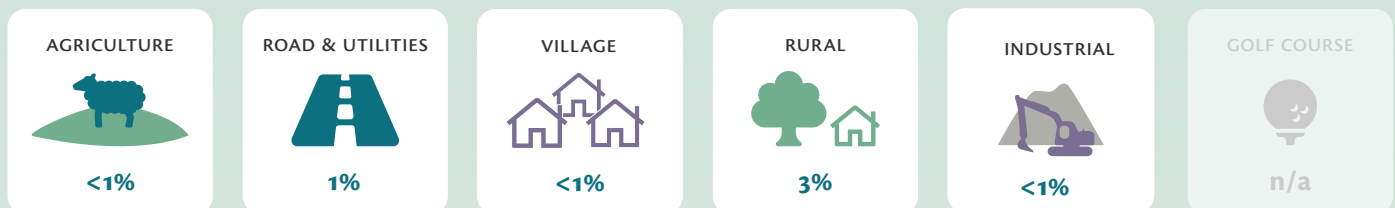
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.



Conservation status of Hornby Island Local Trust Area

The Hornby Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Hornby Island Local Trust Area, located 31 km southeast of Courtenay, includes the associated islands of Toby Island, Flora Islet and Norris Rocks. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

The Hornby Island Local Trust Area’s beautiful and vibrant islands, home to some of the rarest ecosystems in the world, are under threat from development, climate change and

habitat degradation. The Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk



Great Blue Heron (*Ardea herodias fannini*)

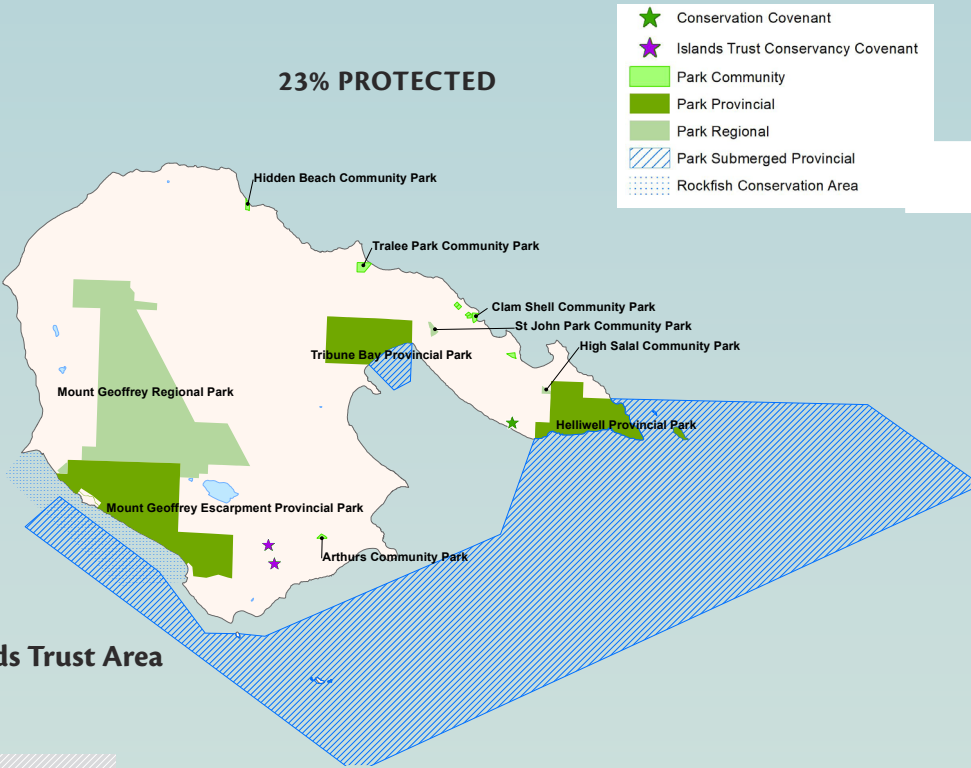
Special Concern (Federally),
blue listed (Provincially)



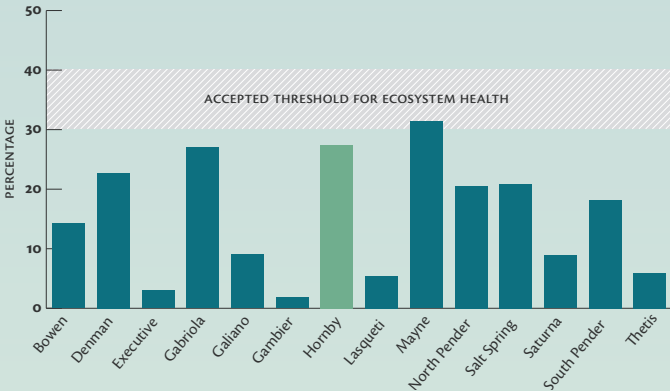
Western Screech-Owl, *kennicotti* subspecies (*Megascops kennicotti kennicotti*)

Threatened (Federally),
red listed (Provincially)

Parks & protected areas



Land Converted to Human Use in the Islands Trust Area



Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.

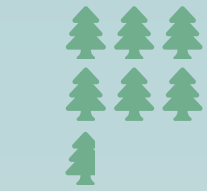


Learn more at islandstrustconservancy.ca

How do forests help us?

CARBON EMISSIONS ABSORBED BY
HORNBY FORESTS ANNUALLY

EQUIVALENT CARBON EMISSIONS
EMITTED BY PASSENGER VEHICLES
ANNUALLY



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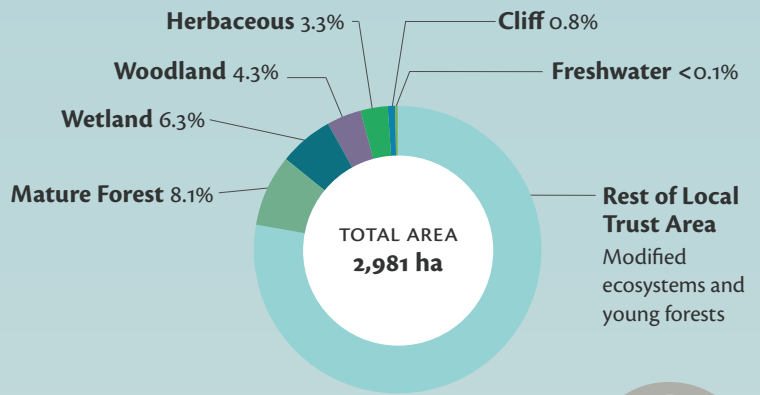


 = 1,000 tonnes of carbon

 = 500 vehicles

The forests on Hornby sequester 7,771 tonnes of carbon/year which equates to removing the emissions of 1,641 passenger vehicles per year. That's the equivalent of every Hornby resident giving up their vehicles (and second vehicles too!).

Sensitive ecosystems

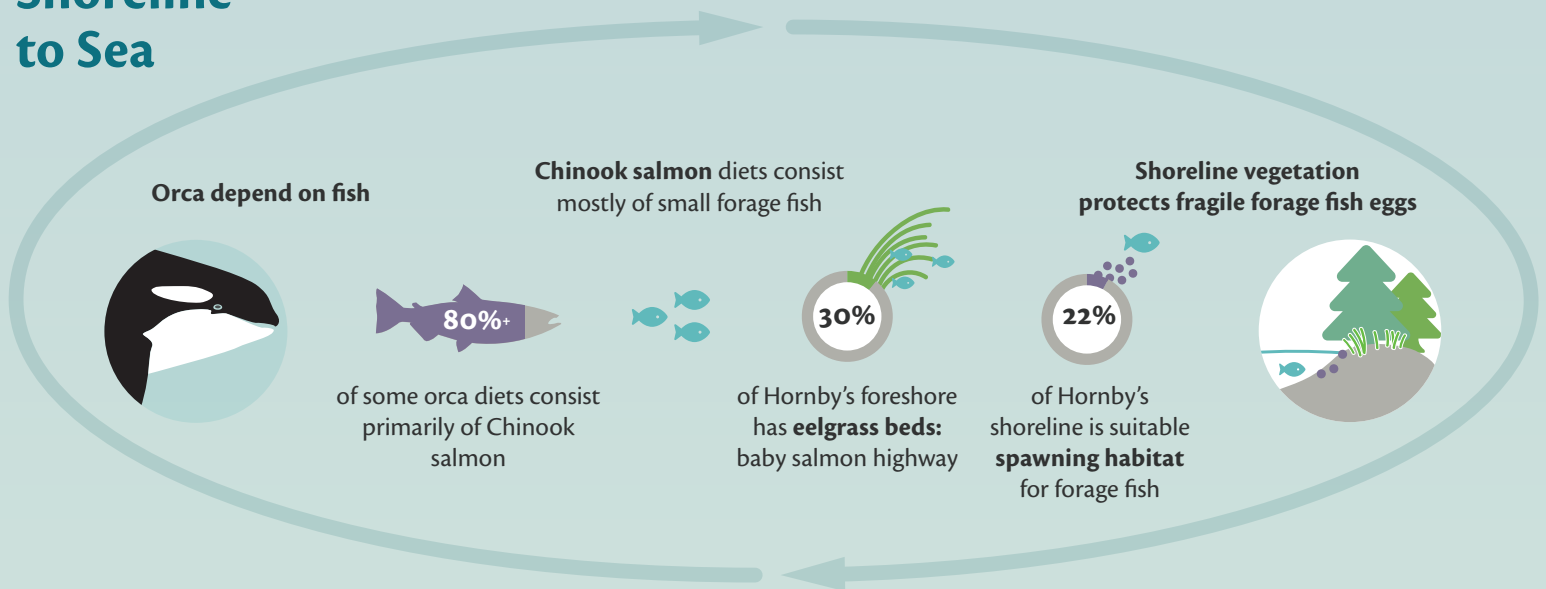


Sensitive ecosystems are fragile and are often home to at-risk or endangered species.

Portion protected 37%

SENSITIVE ECOSYSTEM

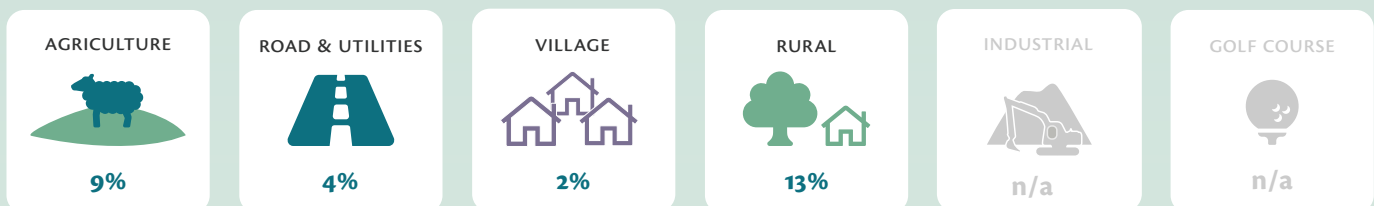
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.

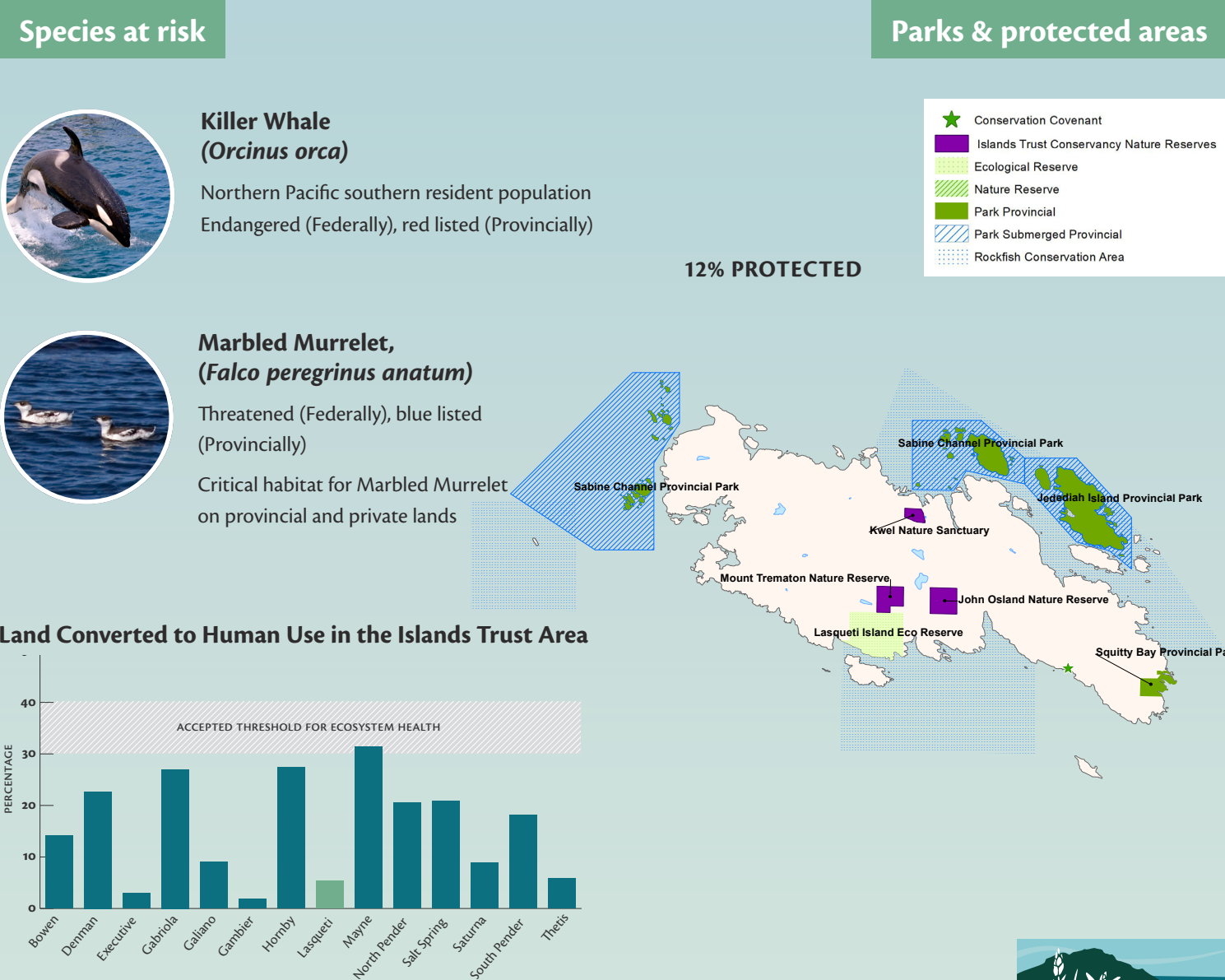


Conservation status of Lasqueti Island Local Trust Area

The Lasqueti Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Lasqueti Island Local Trust Area, located 20km north of French Creek, includes 20 associated islands. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

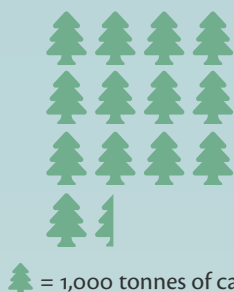
The Lasqueti Island Local Trust Area is home to some of the rarest ecosystems in the world that are under threat from development, climate change and habitat degradation. The Islands Trust Conservancy does “nature check-ups” to measure

the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.



How do forests help us?

CARBON EMISSIONS ABSORBED BY LASQUETI FORESTS ANNUALLY

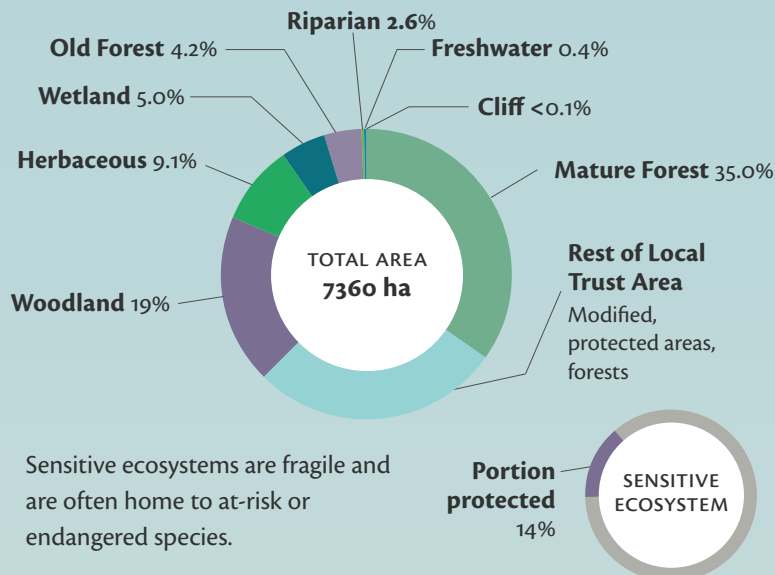


EQUIVALENT CARBON EMISSIONS EMITTED BY PASSENGER VEHICLES ANNUALLY



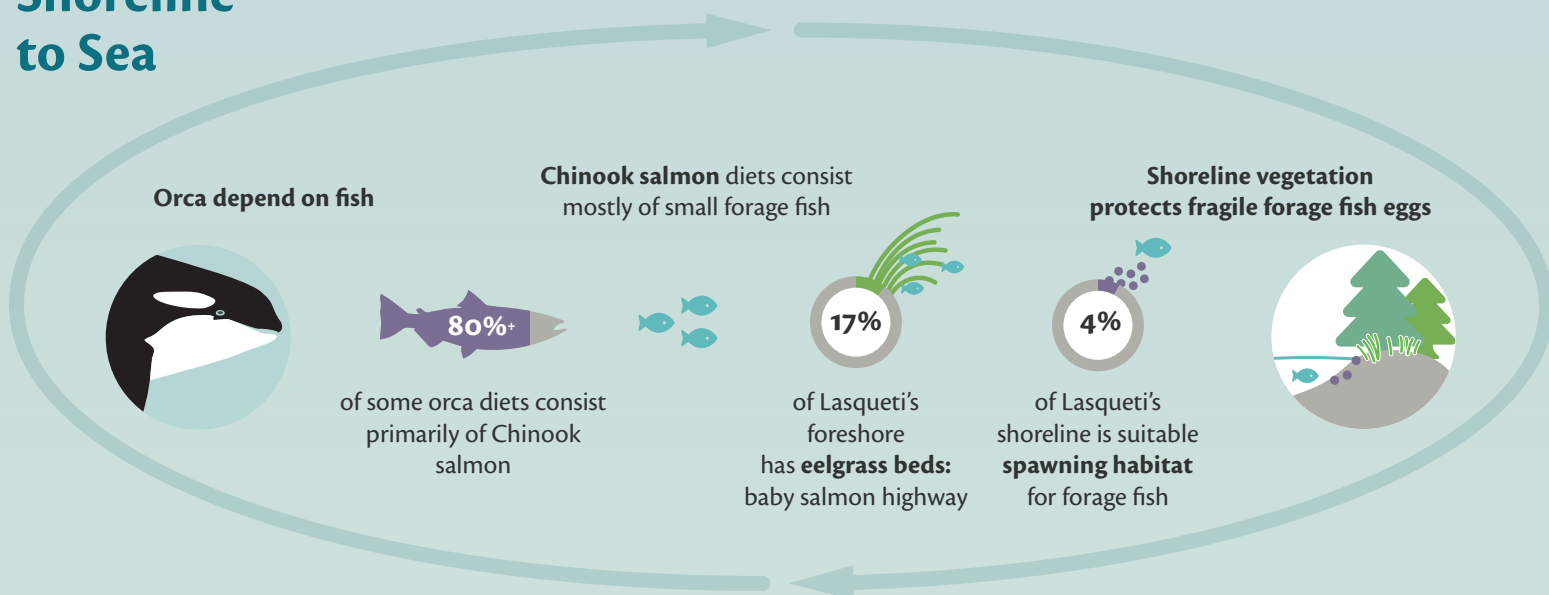
The forests on Lasqueti Island sequester 13,222 tonnes of carbon/year which equates to removing the emissions of 2,793 passenger vehicles per year. That's the equivalent of every Lasqueti resident driving 7 cars/year!

Sensitive ecosystems



Sensitive ecosystems are fragile and are often home to at-risk or endangered species.

Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.

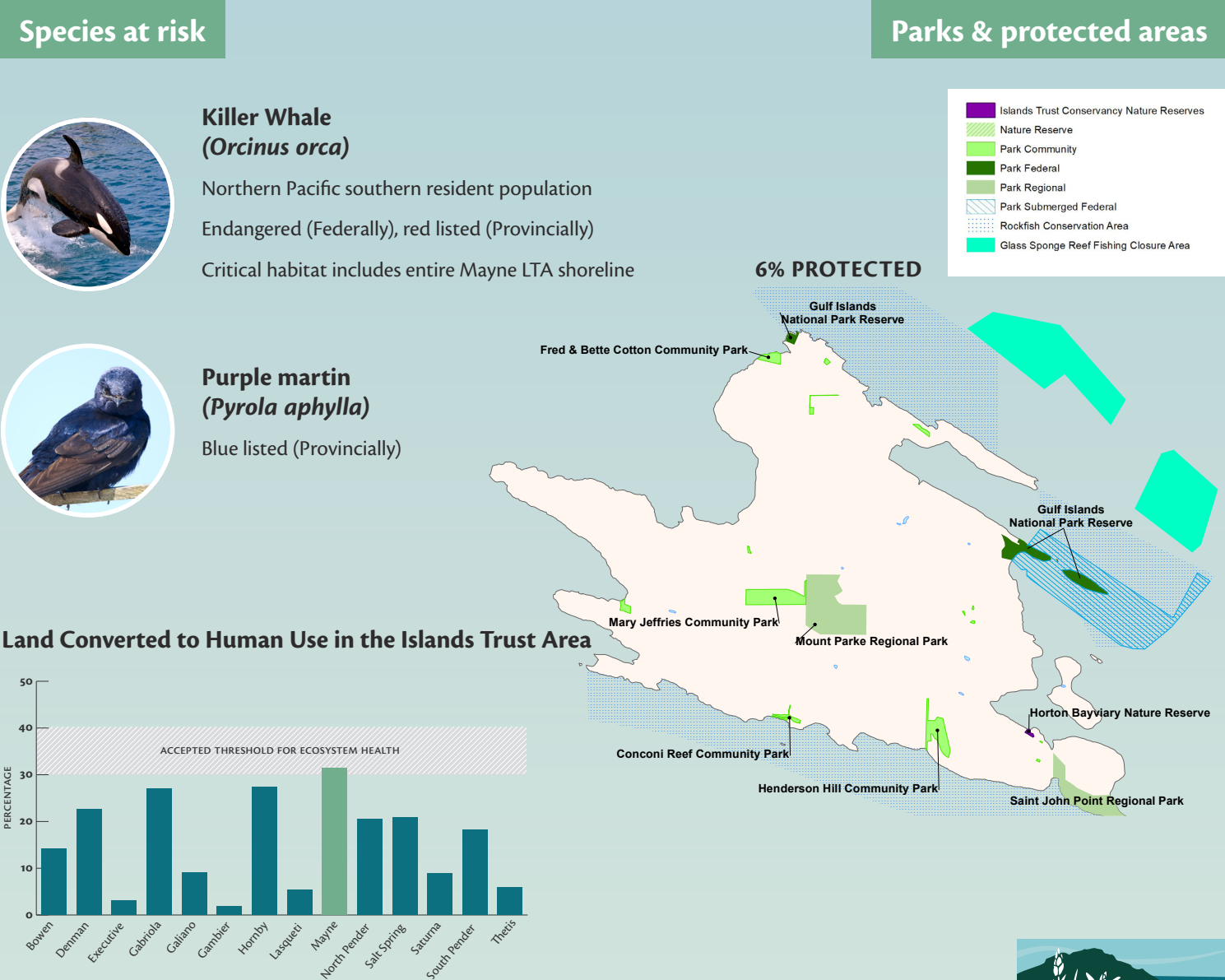


Conservation status of Mayne Island Local Trust Area

The Mayne Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Mayne Island Local Trust Area is located 20 km northeast of the Swartz Bay ferry terminal and is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

Beautiful Mayne Island is home to some of the rarest ecosystems in the world that are under threat from development, climate change and habitat degradation. The Islands Trust Conservancy does “nature check-ups” to measure

the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.



How do forests help us?

CARBON EMISSIONS ABSORBED BY
MAYNE FORESTS ANNUALLY

EQUIVALENT CARBON EMISSIONS
EMITTED BY PASSENGER VEHICLES
ANNUALLY



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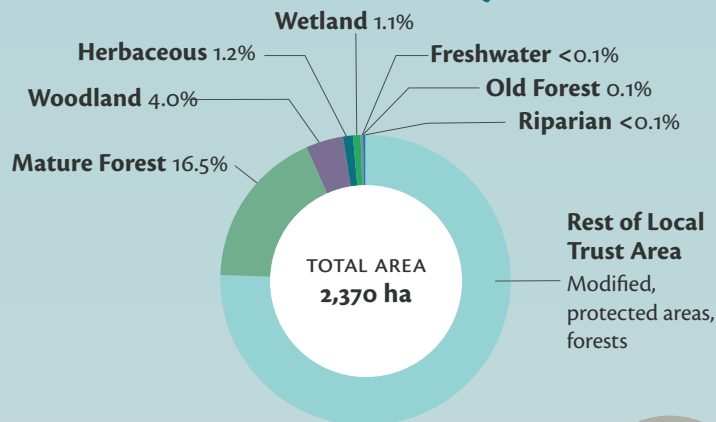


 = 1,000 tonnes of carbon

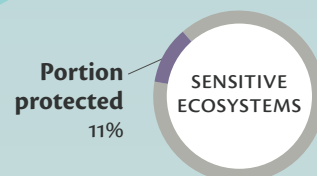
 = 500 vehicles

The forests on Mayne Island sequester 5,119 tonnes of carbon/year which equates to removing the emissions of 1,081 passenger vehicles per year. That's the equivalent of every Mayne resident giving up their vehicle!

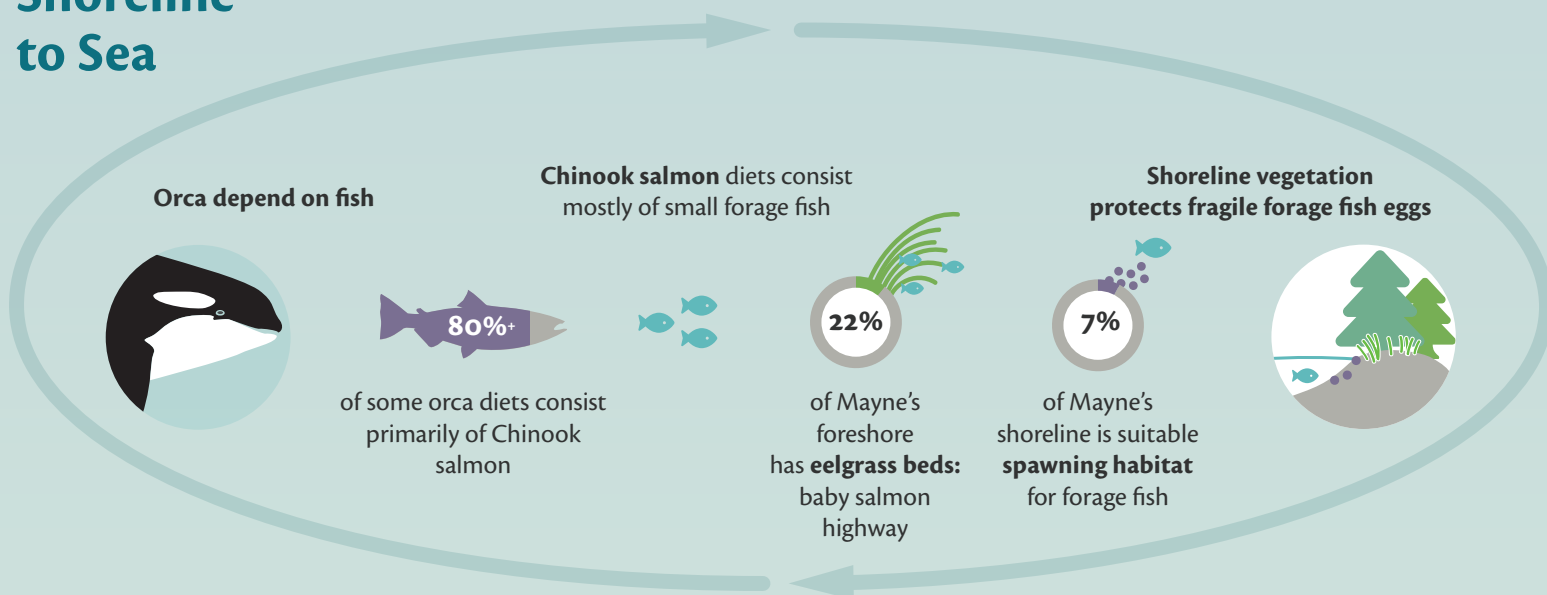
Sensitive ecosystems



Sensitive ecosystems are fragile and are often home to at-risk or endangered species.



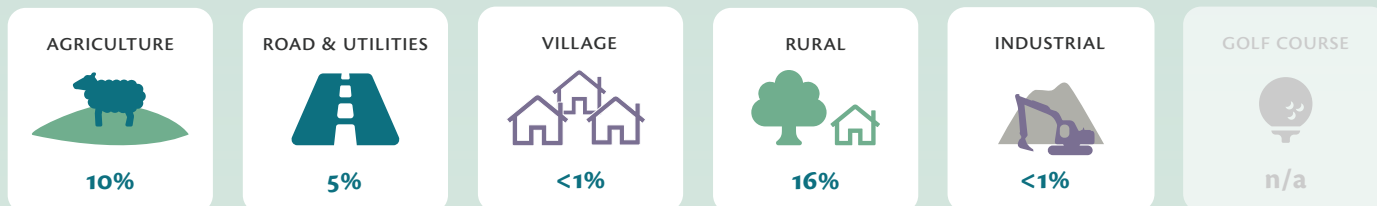
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.



Conservation status of North Pender Island Local Trust Area

The North Pender Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The North Pender Local Trust Area is located 15km northeast of the Swartz Bay ferry terminal and includes the islands east of the Saanich Peninsula, such as Sidney and James Islands. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

North Pender’s beautiful and vibrant islands, home to some of the rarest ecosystems in the world, are under threat from

development, climate change and habitat degradation. The Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk

Parks & protected areas

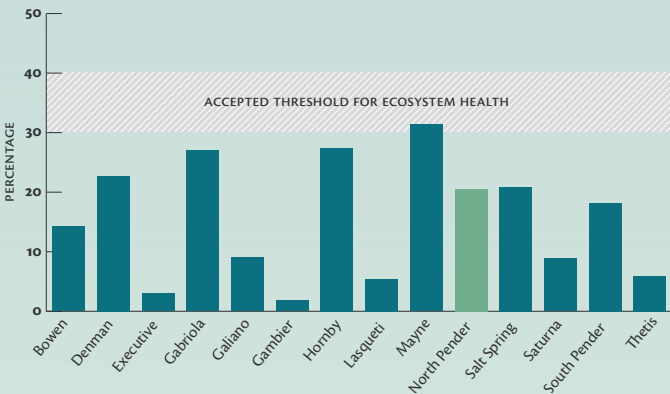


Killer Whale
(Orcinus orca)
Northern Pacific southern resident population
Endangered (Federally), red listed (Provincially)



Tufted Puffin
(Fratercula cirrhata)
Blue listed (Provincially)
There are >30 species at risk found in the North Pender Local Trust Area

Land Converted to Human Use in the Islands Trust Area



Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.

19% PROTECTED



How do forests help us?

CARBON EMISSIONS ABSORBED BY NORTH PENDER FORESTS ANNUALLY

EQUIVALENT CARBON EMISSIONS EMITTED BY PASSENGER VEHICLES ANNUALLY



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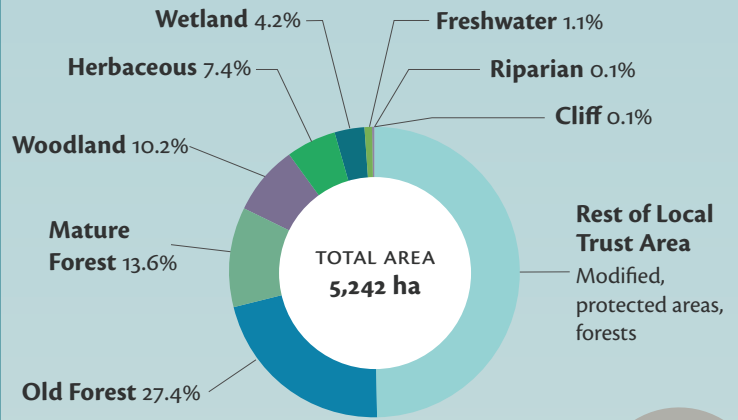


🌲 = 1,000 tonnes of carbon

🚗 = 500 vehicles

The forests on North Pender Island sequester 11,816 tonnes of carbon/year which equates to removing the emissions of 2,496 passenger vehicles per year. That's the equivalent of every North Pender resident giving up their vehicle!

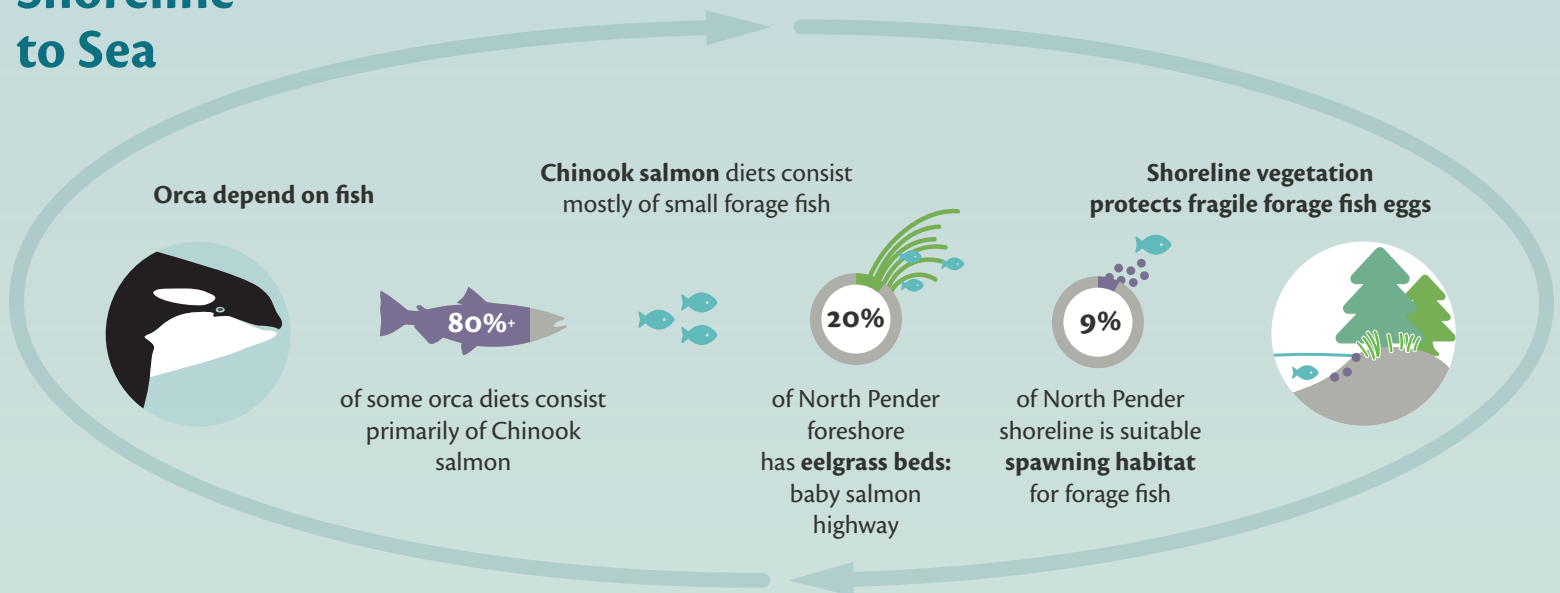
Sensitive ecosystems



Sensitive ecosystems are fragile and are often home to at-risk or endangered species.

Portion protected 29%
SENSITIVE ECOSYSTEMS

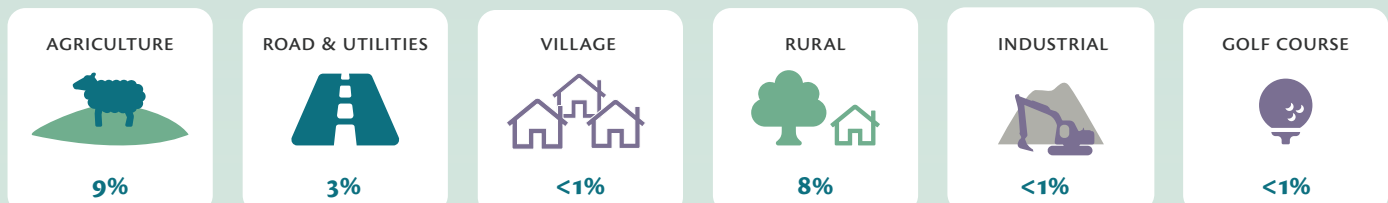
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.



Conservation status of Salt Spring Island Local Trust Area

The Salt Spring Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Salt Spring Island Local Trust Area is located between mainland Vancouver and southern Vancouver Island and includes many associated islets. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

The Salt Spring Island Local Trust Area’s beautiful and vibrant islands, home to some of the rarest ecosystems in the world, are under threat from development, climate change and

habitat degradation. The Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk

There are 48 species at risk found in the Salt Spring Island LTA



Killer Whale (*Orcinus orca*)

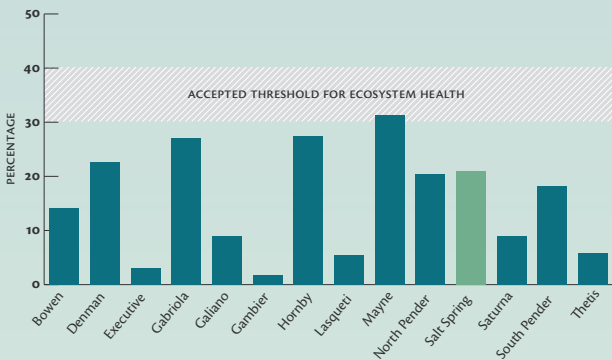
Northern Pacific southern resident population
Endangered (Federally), red listed (Provincially)



Sharp-tailed snake (*Contia tenuis*)

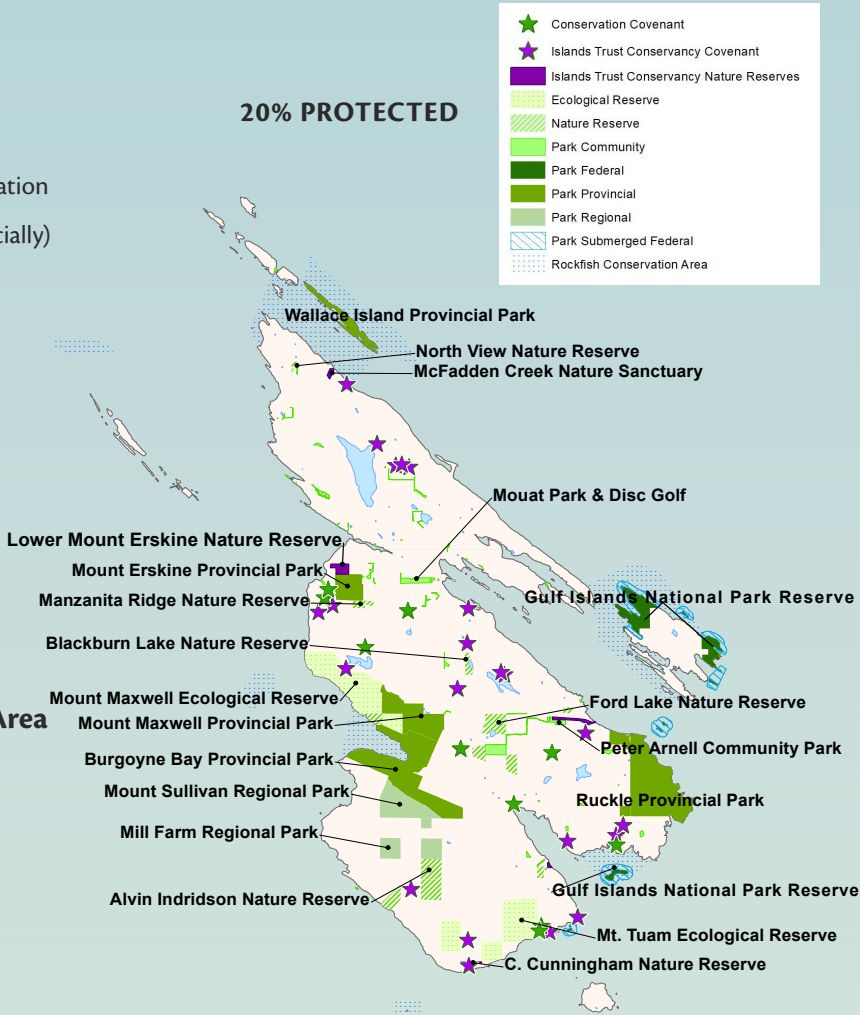
Endangered (Federally),
red listed (Provincially)

Land Converted to Human Use in the Islands Trust Area



Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.

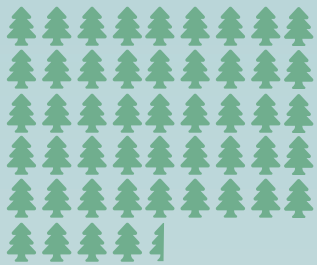
Parks & protected areas



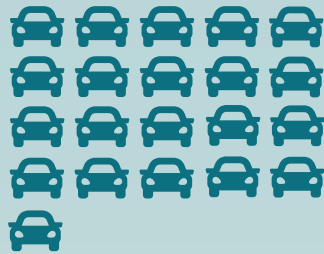
How do forests help us?

CARBON EMISSIONS ABSORBED BY SALT SPRING FORESTS ANNUALLY

EQUIVALENT CARBON EMISSIONS EMITTED BY PASSENGER VEHICLES ANNUALLY



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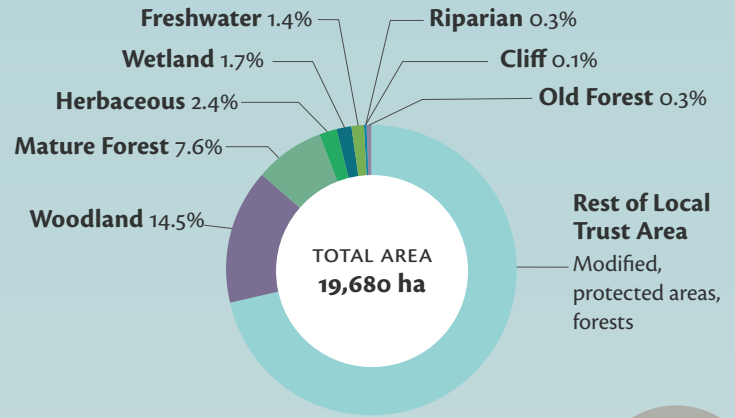


🌲 = 1,000 tonnes of carbon

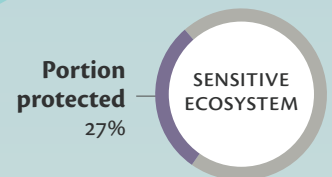
🚗 = 500 vehicles

The forests on Salt Spring Island sequester 49,514 tonnes of carbon/year which equates to removing the emissions of 10,459 passenger vehicles per year. That's nearly the equivalent of every SSI resident giving up their vehicle!

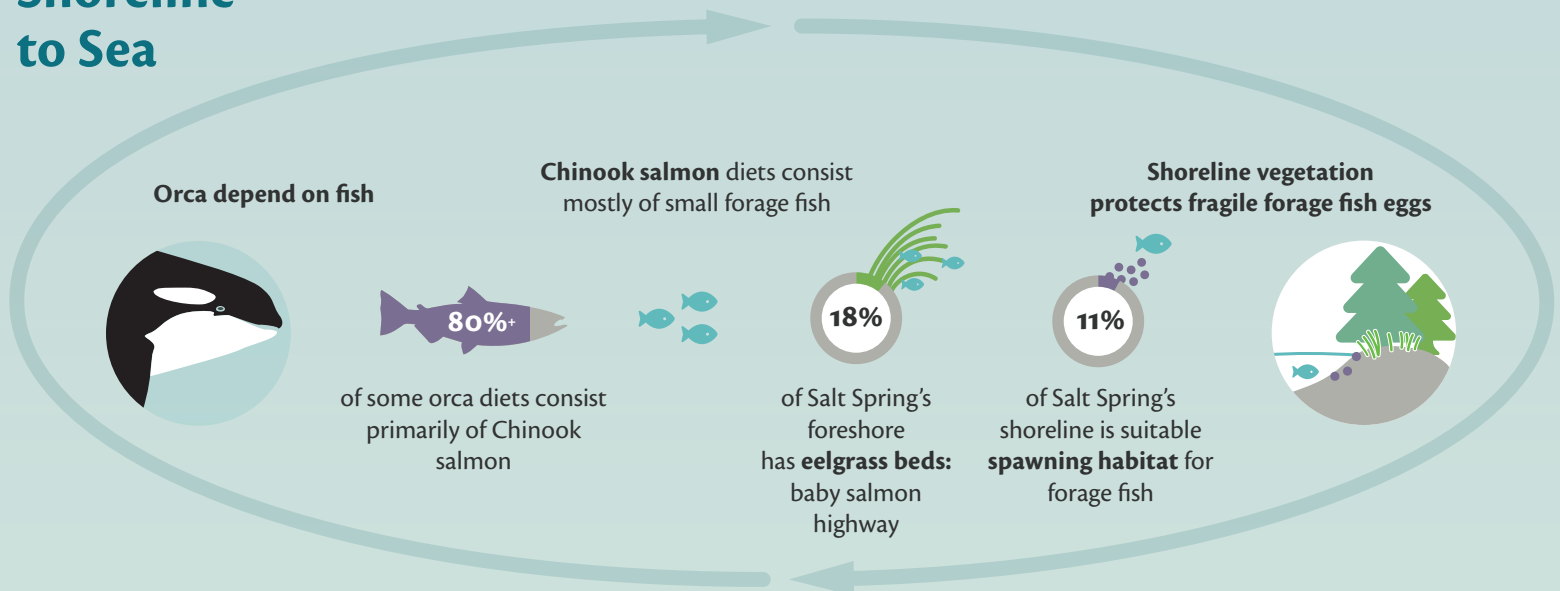
Sensitive ecosystems



Sensitive ecosystems are fragile and are often home to at-risk or endangered species.



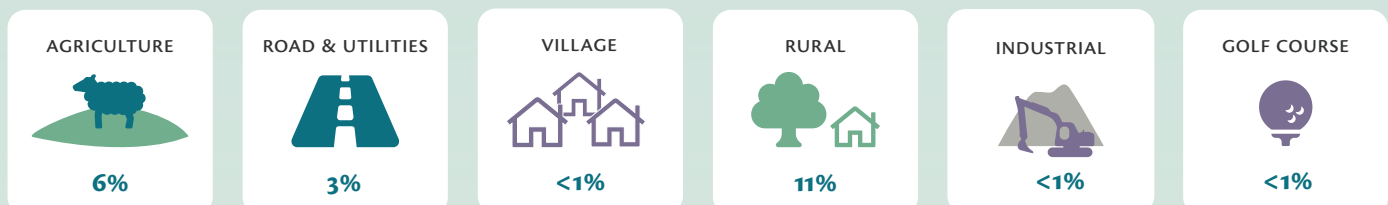
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.



Conservation status of Saturna Island Local Trust Area

The Saturna Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Saturna Island Local Trust Area is located 27 km east of the Swartz Bay ferry terminal. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

Beautiful Saturna Island is home to some of the rarest ecosystems in the world that are under threat from development, climate change and habitat degradation. The Islands Trust Conservancy does “nature check-ups” to measure

the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk

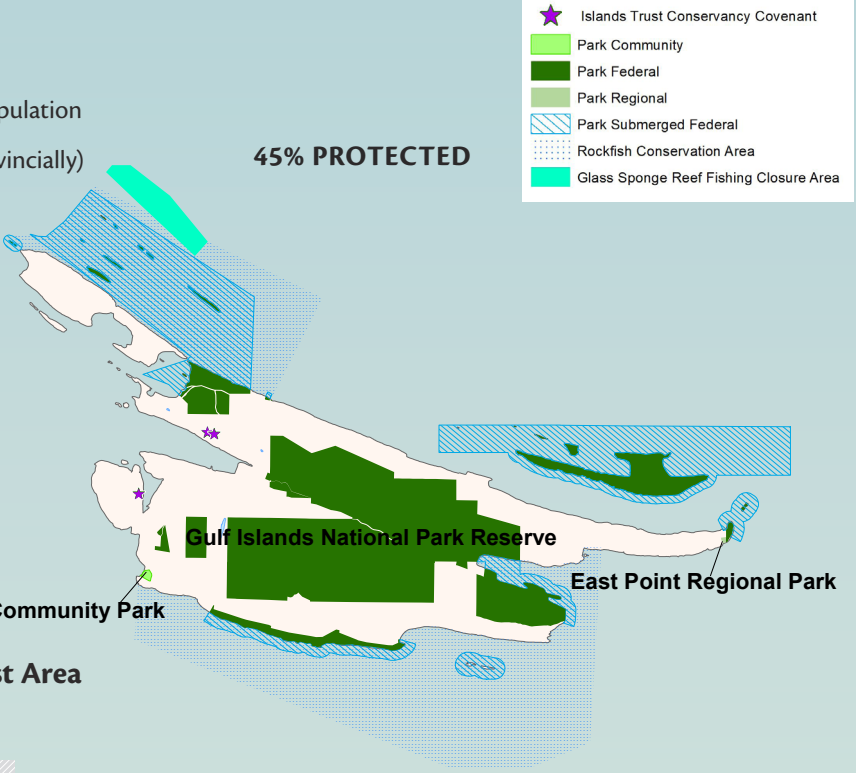
Parks & protected areas



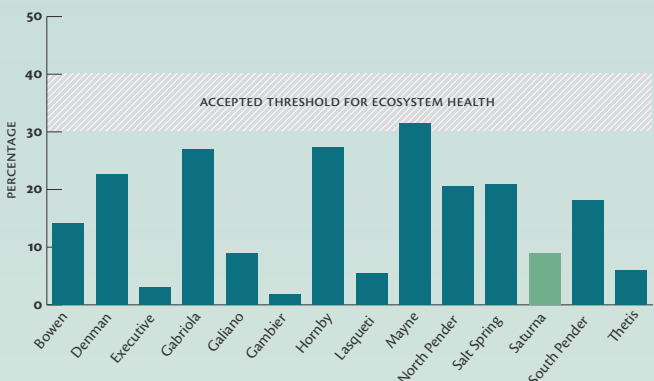
Killer Whale
(Orcinus orca)
Northern Pacific southern resident population
Endangered (Federally), red listed (Provincially)



Great Blue Heron, fannini subspecies
(Ardea herodias fannini)
Special concern (Federally), blue listed (Provincially)



Land Converted to Human Use in the Islands Trust Area



Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.



How do forests help us?

CARBON EMISSIONS ABSORBED BY SATURNA FORESTS ANNUALLY

EQUIVALENT CARBON EMISSIONS EMITTED BY PASSENGER VEHICLES ANNUALLY



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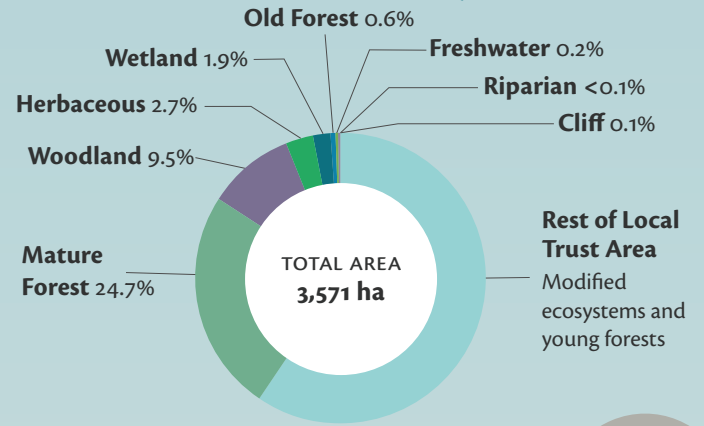


= 1,000 tonnes of carbon

= 500 vehicles

The forests on Saturna Island sequester 9,188 tonnes of carbon/year which equates to removing the emissions of 1,941 passenger vehicles per year. That's the equivalent of every Saturna resident operating five cars/year!

Sensitive ecosystems

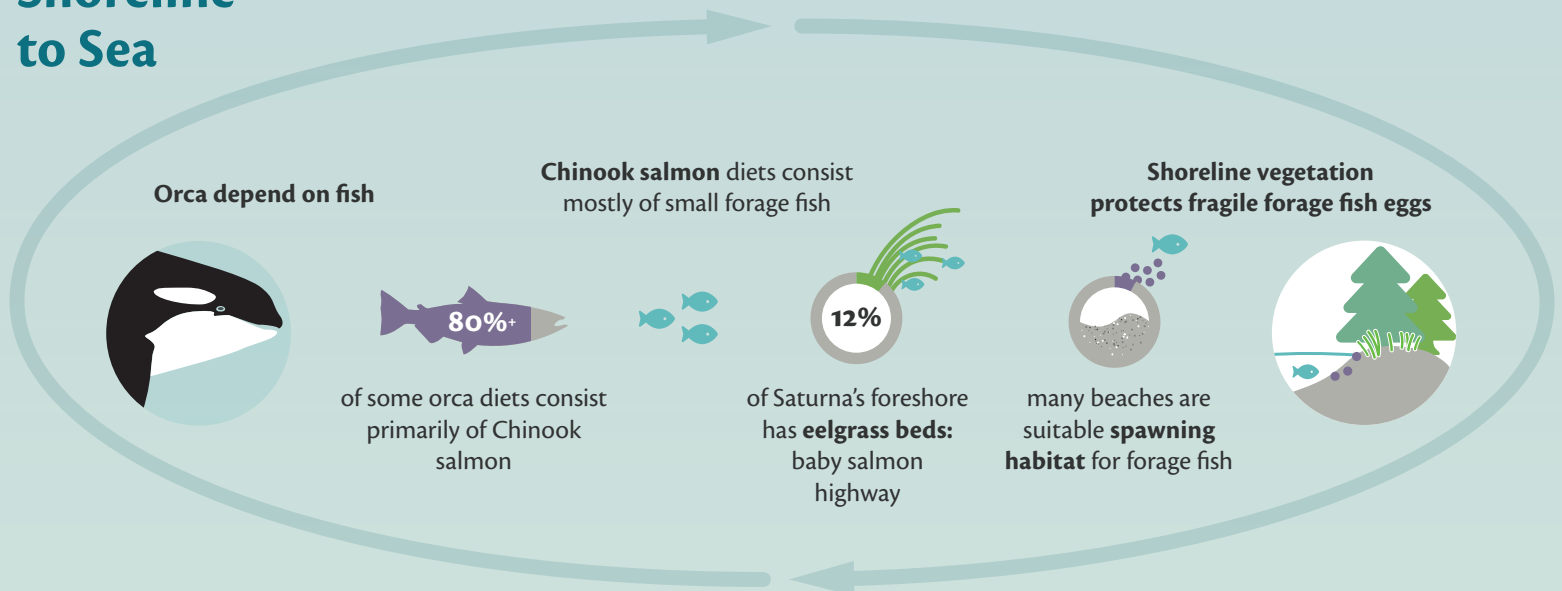


Sensitive ecosystems are fragile and are often home to at-risk or endangered species.

Portion protected
45%

SENSITIVE ECOSYSTEMS

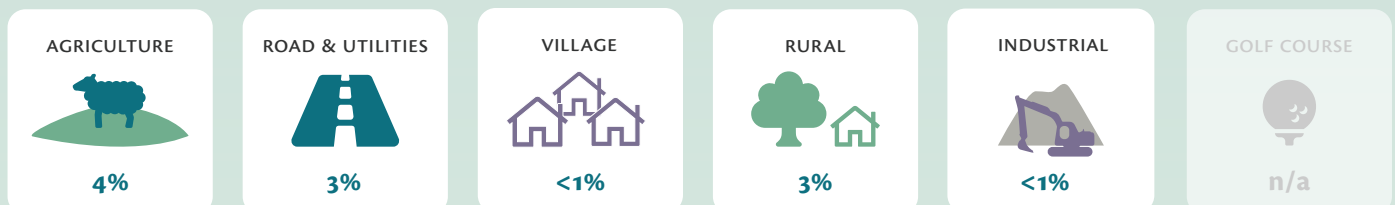
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.



Conservation status of South Pender Island Local Trust Area

The South Pender Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The South Pender Island Local Trust Area is located 15km northeast of the Swartz Bay ferry terminal and is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

Beautiful South Pender Island is home to some of the rarest ecosystems in the world that are under threat from development, climate change and habitat degradation. The Islands Trust Conservancy does “nature check-ups” to measure

the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.

Species at risk

Parks & protected areas



Killer Whale
(Orcinus orca)

Northern Pacific southern resident population

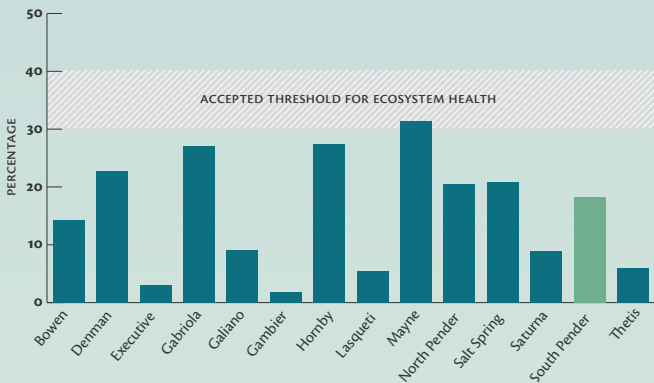
Endangered (Federally), red listed (Provincially)



Peregrine Falcon, anatum subspecies
(Falco peregrinus anatum)

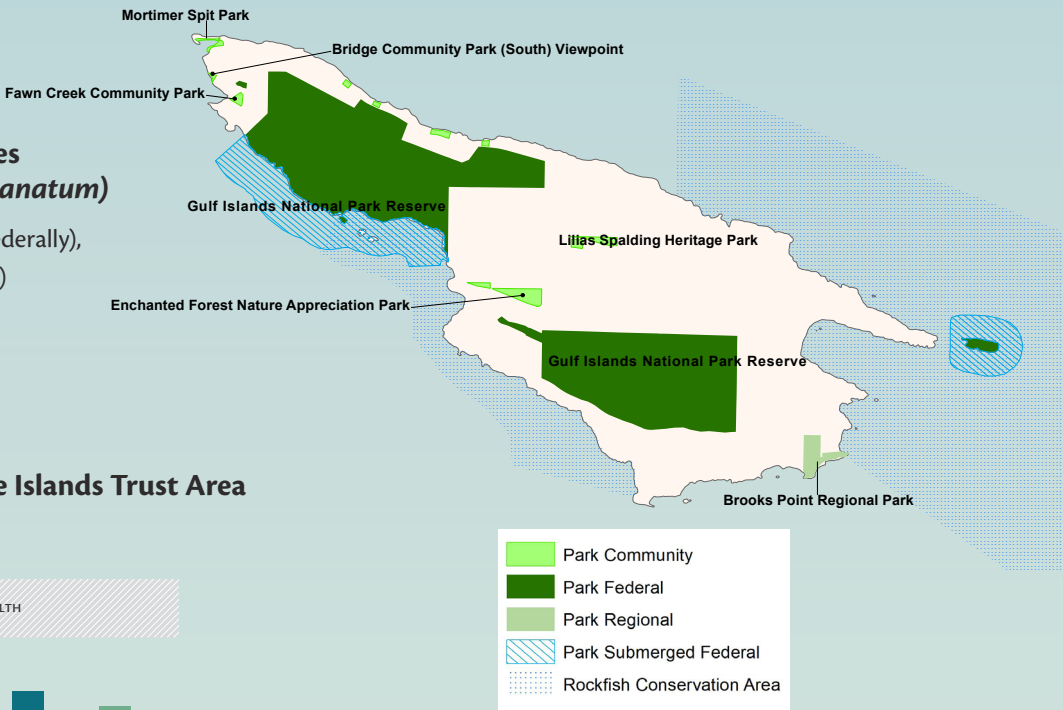
Species of concern (Federally), red listed (Provincially)

Land Converted to Human Use in the Islands Trust Area



Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.

32% PROTECTED



How do forests help us?

CARBON EMISSIONS ABSORBED BY SOUTH PENDER FORESTS ANNUALLY

EQUIVALENT CARBON EMISSIONS EMITTED BY PASSENGER VEHICLES ANNUALLY



=

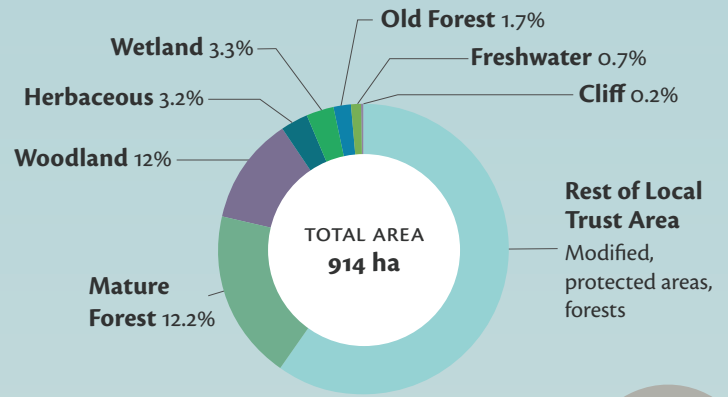


 = 1,000 tonnes of carbon

 = 500 vehicles

The forests on South Pender sequester 2,029 tonnes of carbon/year which equates to removing the emissions of 429 passenger vehicles per year. That's almost the equivalent of two vehicles/year/South Pender resident!

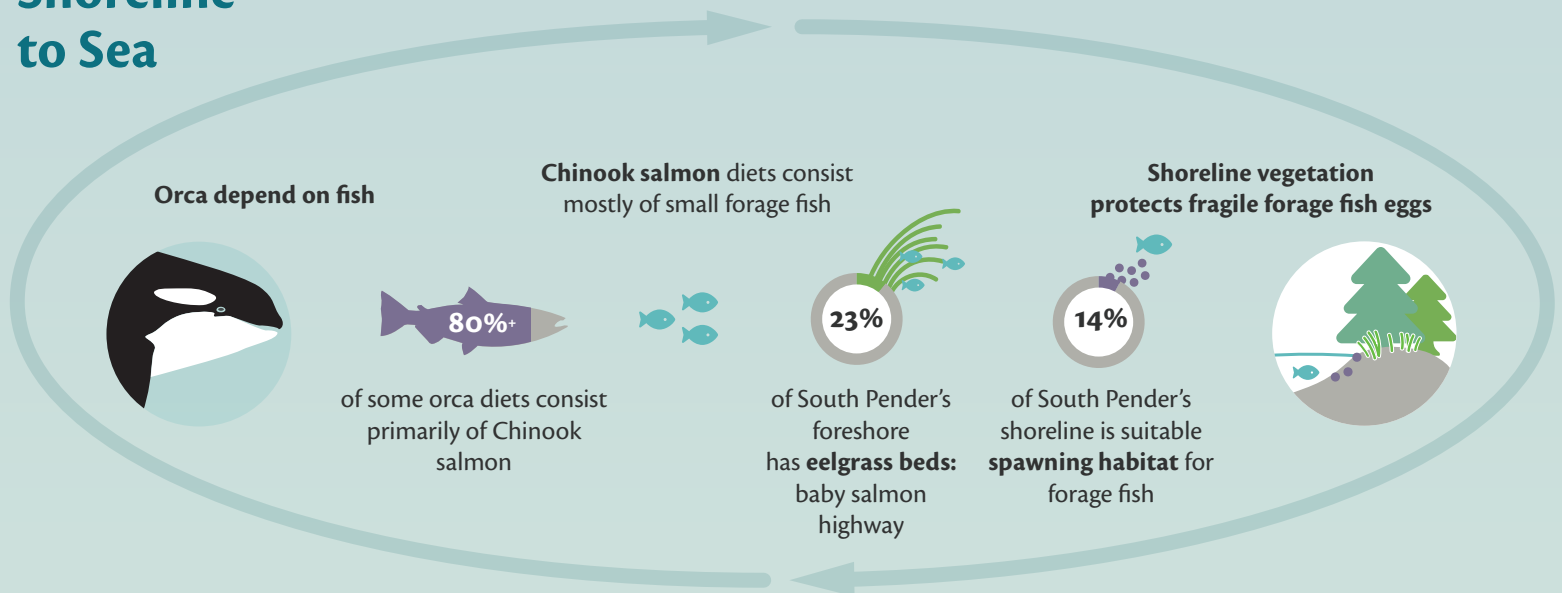
Sensitive ecosystems



Sensitive ecosystems are fragile and are often home to at-risk or endangered species.



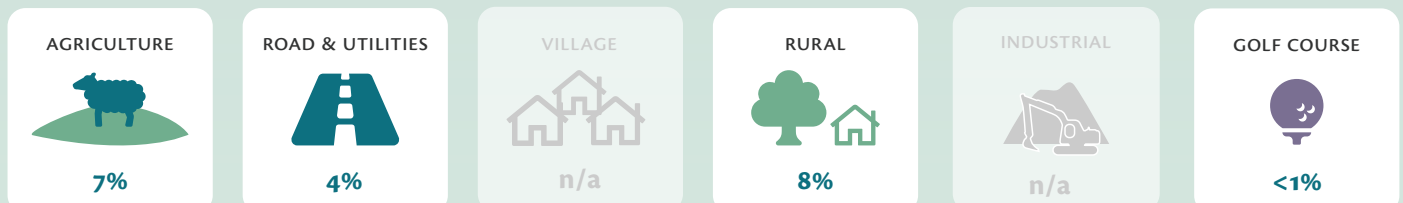
Shoreline to Sea



Marine health starts at the shoreline. Your actions can make a difference!

Modified Ecosystems as of 2017

More than 65% of the Islands Trust Area is in private land ownership. Pressures to develop and change the natural landscape are tremendous. The Islands Trust Conservancy works with landowners to protect private land with conservation covenants, land donations, fundraising for nature, and stewardship.

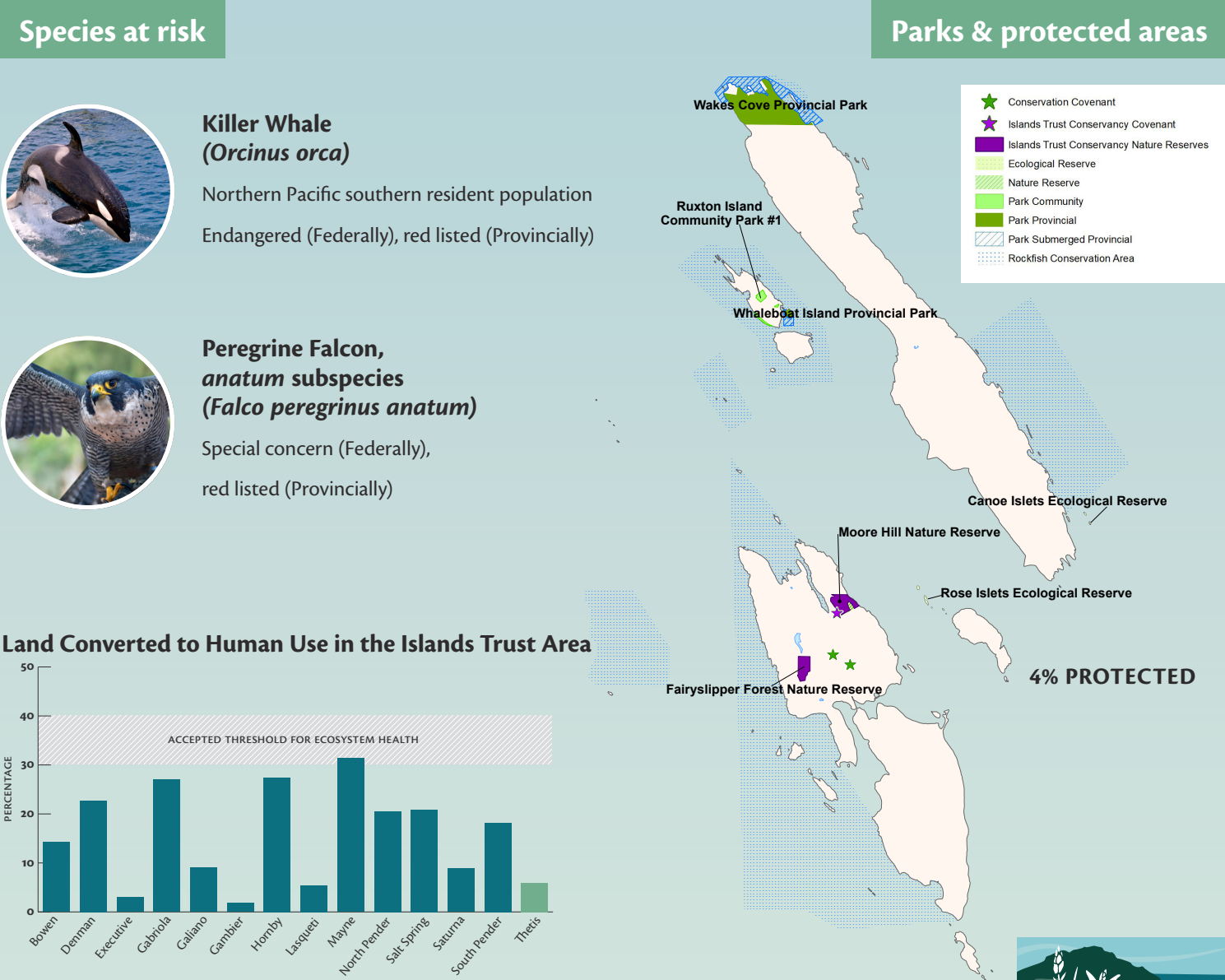


Conservation status of Thetis Island Local Trust Area

The Thetis Island Local Trust Area is one of 13 local trust areas and island municipalities that make up the Islands Trust Area. The Thetis Island Local Trust Area is located 7km east of Chemainus, and includes over twenty other associated islands, including Valdes, Ruxton, Reid, and Pylades. It is within the traditional territories of numerous First Nations who have cared for these lands and waters since time immemorial.

Thetis’ beautiful and vibrant islands, home to some of the rarest ecosystems in the world, are under threat from development, climate change and habitat degradation.

The Islands Trust Conservancy does “nature check-ups” to measure the state of island ecosystems to see how well we are meeting the Islands Trust’s mandate to “preserve and protect”. Guided by a science-based Regional Conservation Plan, our work is important because, like the species and habitats that support us, the quality of human life depends on ecosystem health. We all have a part to play in protecting these fragile islands in the Salish Sea for future generations.



Once land is converted for human use, that land is less available for nature. As land conversion reaches or goes above a 30-40% threshold, the number of species in a given habitat decline more rapidly.



How do forests help us?

CARBON EMISSIONS ABSORBED BY
THETIS FORESTS ANNUALLY



= 1,000 tonnes of carbon

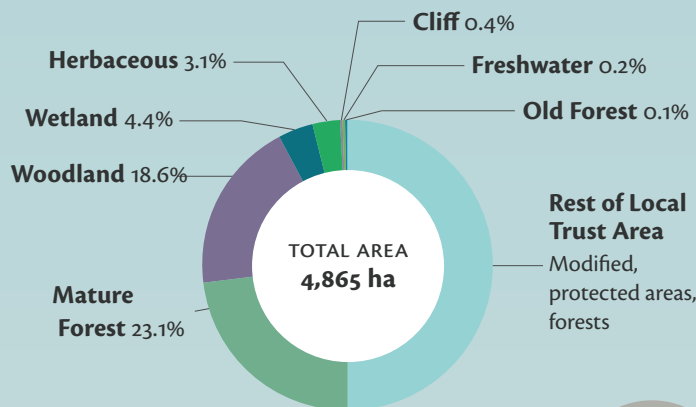
EQUIVALENT CARBON EMISSIONS
EMITTED BY PASSENGER VEHICLES
ANNUALLY



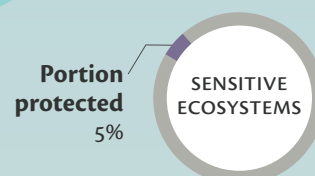
= 500 vehicles

The forests on Thetis sequester 11,650 tonnes of carbon/year which equates to removing the emissions of 2,461 passenger vehicles per year. That's almost the equivalent of 6 vehicles/year/Thetis resident!

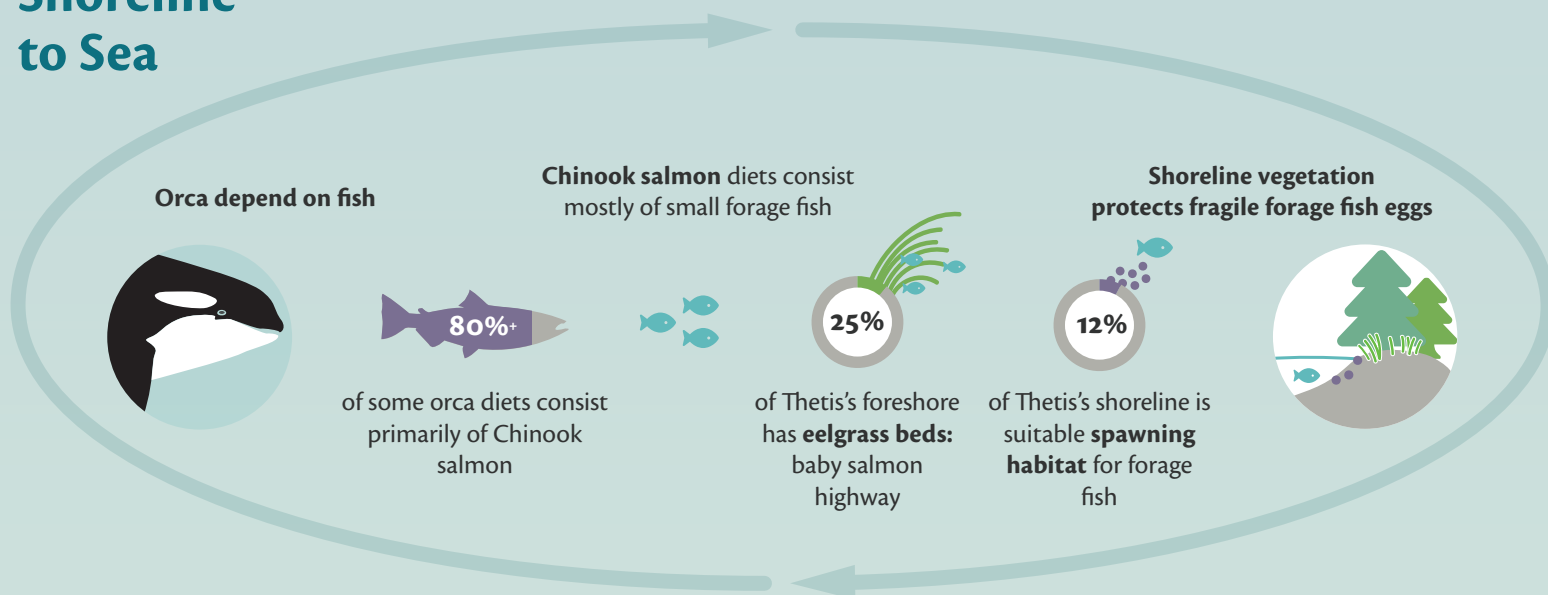
Sensitive ecosystems



Sensitive ecosystems are fragile and are often home to at-risk or endangered species.



Shoreline to Sea



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