ADOPTED

Islands Trust Conservancy Board
Minutes of the Regular Meeting

Date:	Tuesday, May 30, 2023
Time:	10:00 a.m.
Location:	Electronic Zoom Meeting Islands Trust - Victoria 200 - 1627 Fort Street, Victoria, BC
Board Members Present	Linda Adams, Chair Risa Smith, Vice Chair Ken Thomas, Board Member, left the meeting at 3:10 p.m. Susan Yates, Board Member Tobi Elliott, Board Member
Staff Present	Kate Emmings, Islands Trust Conservancy Manager Clare Frater, Director, Trust Area Services Carla Funk, Strategic Fund Development Corlynn Strachan, Administrative Assistant Eve Ruth, Conservation & GIS Technician Co-op, left the meeting at 10:25 a.m. Kathryn Martell, Ecosystem Protection Specialist Micaela Yawney, Communications Specialist Nuala Murphy, Property Management Specialist Wendy Tyrrell, Species at Risk Program Coordinator
Guests Present	Elizabeth FitzZaland, Co-Chair, Salt Spring Solutions, joined the meeting at 12:18 p.m. and left the meeting at 12:37 p.m. Darlene Gage, Board Member, Salt Spring Solutions, joined the meeting at 12:15 p.m. and left the meeting at 12:37 p.m.
Public Present	There was one public attendee present

1. CALL TO ORDER

Chair Adams called the meeting to order at 10:00 a.m., thanked everyone for joining the Islands Trust Conservancy Board meeting, and acknowledged that we were fortunate to be able to gather in locations across the traditional territory of the Coast Salish people.

1.1 Introductions (new staff and Board)

Chair Adams welcomed new ITC Board member Ken Thomas as well as new staff, and initiated introductions.

1.2 Board Updates

Manager Emmings provided the following updates:

- Chair Adams term ends at the end of August and the Board will elect a new Chair towards the end of the July meeting;
- Charles Kahn has been appointed to the ITC Board beginning August 2023;
- Trust Council will elect a new Trust Council representative at its June meeting to replace Grant Scott, who resigned in April.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Addition of item 1.2 Board Updates
- Move timing of Item 7.1 Salt Spring Solutions presentation to before lunch
- Addition of the following items under Item 8.0 New Business
  - 8.1 Coastal Douglas-fir Biogeoclimatic Zone resolution from Trust Council
  - 8.2 Investigation of Indigenous Protected and Conserved Areas (IPCAs)
  - 8.3 Coastal Zone Canada Management Conference, June 11-15, 2023 in Victoria
  - 8.4 Agenda package documents timing

By general consent, the agenda was approved as amended.

3. CLOSED MEETING

3.1 Motion to Close the Meeting

ITC-2023-016
It was MOVED and SECONDED,
that the meeting be closed to the public in accordance with the Community Charter, Part 4 Division 3, section: 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the Islands Trust Conservancy board; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act; (k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the Islands Trust Conservancy if they were held in public; and that staff be invited to remain in the meeting.

CARRIED

4. RISE AND REPORT

The Islands Trust Conservancy Board reported on the following items:

4.1 From the March 14, 2023 In-Camera Meeting

The ITC Board granted the request of the owner of Lot 1, Strata Plan LMS4058 of the Terminal Creek Covenant by issuing a temporary waiver of terms 1(b) and 1(c) for the purposes of laying out a Cross Island Multi-Use Path which intersects the southeastern boundary of the covenant area as shown in the October 2022 drawing provided, subject to the following terms:

- All impacted plants are salvaged, relocated, and transplanted within the covenant area;
- If the number of impacted plants will be significantly more than estimated or if more than 15 square metres of ground are to be paved within the covenant area the covenant holders will be notified in advance for permission to proceed; and,
- A qualified environmental professional oversees the work during the songbird-nesting window to ensure there are no impacts to ground-nesting birds.

4.2 From the May 30, 2023 In-Camera Meeting

- The ITC Board granted a request of the Capital Regional District's Pender Island Parks and Recreation Commission by issuing a temporary waiver of terms 1(a) and 1(b) for the purposes of rerouting a portion of the boardwalk in the Enchanted Forest Covenant area.
- The ITC Board granted the request of Denman Conservancy Association by issuing a temporary waiver of terms 6.2(a)(ii), 6.2(a)(iii), 6.2(a)(vii), and 6.2(c) for the purposes of restoring the natural vegetation in the former parking and turnaround area in Winter Wren Wood Nature Reserve, subject to the following exceptions and conditions:

  a. No woody debris is relocated to the restoration areas from elsewhere on the property;
  b. If there are any changes to the plan as presented, the ITC Board will be notified in advance for permission to proceed;
  c. The waiver does not constitute a right to violate the covenant for any other purpose;
  d. The waiver is time limited, and work must be completed by June 1, 2028 unless an extension is requested.

5. MINUTES/COORDINATION

5.1 Minutes of Meetings/Resolutions without Meetings

5.1.1 <u>Approval of the March 14, 2023 Regular Meeting Minutes</u>

By general consent, the Islands Trust Conservancy regular meeting minutes of March 14, 2023 were adopted.

5.2 Follow-up Action List

Received for information.

Vice Chair Smith advised the Islands Trust had a meeting with the Provincial Government on the Watershed Security Strategy and fund. Both Vice Chair Smith and Director Frater attended.

6. BUSINESS

6.1 Items for Approval

6.1.1 Koontz NAPTEP Proposal, Gabriola - Request for Decision

Ecosystem Protection Specialist Martell presented the request for decision.

Board members expressed support for the application and discussed location, and evaluation of conservation covenants.

ITC-2023-017
It was MOVED and SECONDED,
that the Islands Trust Conservancy Board approve the conservation proposal submitted by Yarrow Koontz, to place a NAPTEP covenant on approximately 2.5 ha of Gabriola Island, PID: 005-788-447, That Part of Lot 3, Section 5, Gabriola Island, Nanaimo District, Plan 6986, Lying to the North West of a Road Dedication by Plan 17829, Except those parts in Plans 21783 and 26145, to protect wetlands, maturing forest, and sensitive riparian and cliff habitats.

CARRIED

6.1.2 Ruby Alton Management Plan, Salt Spring Island - Request for Decision

Deferred until the July 18, 2023 ITC Board meeting.

6.1.3 ITC 2024-25 Budget Submission - Request for Decision

Manager Emmings presented the request for decision.

Discussion ensued on support for a property management analysis and First Nations engagement funding.

ITC-2023-018
It was MOVED and SECONDED,
that the Islands Trust Conservancy (ITC) Board direct staff to prepare an ITC Budget request, including the following items, and to return to the ITC Board for review in July:

- Inclusion of Species at Risk Program grant commitments, totaling $220,000;
- An increase to the property management budget of $6,210 to reflect new nature reserves and covenants;
- An increase to the travel budget of approximately $1,000 to accommodate additional travel needs for newly acquired remote covenants;
- Consideration of further increases to the budget to accommodate increasing property management needs; and,
- Development of a business case for the second year of First Nations engagement associated with development of the 2026-2030 ITC Five-Year Plan.

CARRIED

ITC-2023-019
It was MOVED and SECONDED,

that the Islands Trust Conservancy Board direct staff to conduct an analysis of property management needs relative to available staff hours and return to the Board with a summary of the analysis and available options.

CARRIED

6.1.4 ITC Annual Report Draft - Request for Decision

Manager Emmings presented the request for decision and commented that the Chair's report is not included and that the Communications Specialist will work with the Chair on the document.

Vice Chair Smith requested two edits to the report:

- page #106 - change "A government of Canada" to "the governments of Canada and British Columbia"; and,
- page #108 - correct the number to "up to two members elected from the Islands Trust Council and one member elected by the Islands Trust Executive Committee."

ITC-2023-020
It was MOVED and SECONDED,
that the Islands Trust Conservancy (ITC) Board approves the attached text, with amendments, for inclusion in the 2022/23 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs and direct staff to work with the ITC Chair to include a message from the Chair.

CARRIED

6.1.5 Referral, Bylaw 313, Gabriola Island - Request for Decision

Manager Emmings presented the request for decision.

Discussion ensued on the definition of "passive recreation", and that management plans also determine the use of land.

ITC-2023-021
It was MOVED and SECONDED,
that the Islands Trust Conservancy Board direct staff to indicate to the Gabriola Island Local Trust Committee that the approval of Bylaw 313 is recommended for the following reasons:

1) the new "Ecological Protection Zone" will work well for the current use of S'ul-hween X'pey (Elder Cedar) Nature Reserve; and,
2) the new zoning better represents the intended use of the land than the current 'Park 2' (Passive Recreation Community Park-P2) zone;
3) and that the ITC Board recommends a review of the definition of passive recreation.

CARRIED

6.2 Items for Discussion/Direction

6.2.1 S'ul-hween X'pey (Elder Cedar) Danger Trees, Gabriola - Briefing

Manager Emmings provided a briefing on danger tree work undertaken along the trails of S'ul-hween X'pey (Elder Cedar) Nature Reserve in March 2023.

Discussion ensued on the following:

- education on assessing danger trees, training courses for staff on danger tree assessment
- how to define "danger trees"
- using an arborist
- consideration of an updated management plan
- communication and co-management strategies with stakeholders, and responsibility for stewardship
- consideration of the BC *Occupiers Liability Act*
- obtaining a legal opinion regarding ITC liability and risk management
- suggestion for staff to develop and provide detailed recommendations for the next meeting,
- communications to the community
- ITC Board member review of articles sent to local news papers

ITC-2023-022
It was MOVED and SECONDED,
that the Islands Trust Conservancy Board direct staff to consider discussion of the Board regarding S'ul-hween X'pey (Elder Cedar) Nature Reserve and return to the Board with recommendations including a legal opinion about options related to ITC liability and risk management for property management and that staff develop communications to the Gabriola Community in conversation with trustees Yates and Elliott.

CARRIED

6.2.2 ITC Board/Executive Committee - Liaison Meeting - Briefing

Manager Emmings presented a draft agenda for the Islands Trust Conservancy Board - Executive Committee Liaison Meeting for review and input.

Discussion ensued on:

- Item 4.2 Provincial Funding Request and a using strategic approach to a funding request. Manager Emmings and Director Frater provided a background on a meeting with Minister Robinson and the Minister's suggestion to move forward with the name change first and work on the Strategic Fund Development Plan prior to the funding request. Manager Emmings suggested staff could provide a briefing for Board members on this and provide a rationale for moving forward.
- Reconciliation with First Nations – Manager Emmings noted this would be included in all aspects of presentation to Executive Committee.

- Addition of a Climate Change update during the roundtable discussion.
- Request Executive Committee to provide an update on the governance review and policy review.

6.3 Correspondence

6.3.1 Trust Council Chair - Feedback on Coastal Marine Strategy Intentions Paper Letter, dated 2023-04-13

Received for information.

6.3.2 Ken Gurr - Elder Cedar Tree Cutting Email, dated 2023-05-12

Received for information.

6.3.3 GaLTT - S’ul-hween X’pey (Elder Cedar) Nature Reserve Tree Cutting Letter, dated 2023-05-22

Received for information.

6.4 Updates for Information

6.4.1 Public Acquisitions Report

Received for information.

6.4.2 Public Covenants Report

Received for information.

6.4.3 Budget Report

Received for information.

6.4.4 Executive Committee Update

None.

6.4.5 Financial Planning Committee Update

None.

6.4.6 Trust Council Update

None.

6.4.7 Trustee Roundtable (time permitting)

None.

7. PUBLIC COMMENTS AND DELGATIONS (moved to before lunch)

7.1 Salt Spring Solutions: Homes for Islands – Presentation

Elizabeth FitzZaland and Darlene Gage, from Salt Spring Solutions, provided a presentation on the Integrated Housing Framework and Homes for Islanders for Salt Spring Island.

8. NEW BUSINESS

8.1 Coastal Douglas-fir Biogeoclimatic Zone resolution from Trust Council

Vice Chair Smith suggested that the ITC Board make a presentation to the Trust Council to present the science for this area.

8.2 Investigation of Indigenous Protected and Conserved Areas (IPCAs)

Vice Chair Smith suggested that the ITC Board consider how the Board might make use of IPCAs in the trust area.

8.3 Coastal Zone Canada Management Conference, June 11-15, 2023 in Victoria

Vice Chair Smith noted that she will likely attend some of the conference on behalf of International Union for the Conservation of Nature.

8.4 Agenda package documents timing

This topic was not discussed.

Due to time limitations, Vice Chair Smith agreed to circulate information on these items to the ITC Board by email.

9. NEXT MEETING

The next meeting will take place on July 18, 2023 at 10:00 a.m.

10. ADJOURNMENT

By general consent, the meeting adjourned at 3:20 p.m.

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Linda Adams, Chair

Certified Correct:

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Corlynn Strachan, Administrative Assistant/Recorder