



ADOPTED

Islands Trust Conservancy Board Minutes of the Regular Meeting

Date: Tuesday, July 18, 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
Susan Yates, Board Member
Tobi Elliott, Board Member
Lisa Gauvreau, Board Member

Regrets Ken Thomas, Board Member

Staff Present Kate Emmings, Islands Trust Conservancy Manager
Clare Frater, Director, Trust Area Services, joined at 10:50 a.m.
Carla Funk, Strategic Fund Development, left at 11:15 a.m.
Corlynn Strachan, Administrative Assistant
Eve Ruth, Conservation & GIS Technician Co-op, left at 10:45 a.m.
Kathryn Martell, Ecosystem Protection Specialist
Micaela Yawney, Communications Specialist
Wendy Tyrrell, Species at Risk Program Coordinator

Public Present Four members of the public were present as attendees.

1. CALL TO ORDER

Chair Adams called the meeting to order at 10:01 a.m. and recognized that we were gathering in various locations in the islands and in the territory of the Coast Salish peoples.

1.1 Introductions

The ITC Board welcomed Lisa Gauvreau to the ITC Board as its newest member and representative from Trust Council and there was a round of introductions.

2. APPROVAL OF AGENDA

Manager Emmings advised that due to the notice from Chair Adams of her intention to resign as Chair at the end of this meeting, staff became aware that there are legal documents that require signature of the Board Chair prior to the end of the month, and suggested addition of item 5.1.2 Delegation of Document Signatures to enable Chair Adams to sign behalf of the Board.

The following addition to the agenda was presented for consideration:

ADOPTED

- 5.1.2 Delegation of Document Signatures

By general consent, the agenda was approved as amended.

3. RISE AND REPORT

None.

4. MINUTES/COORDINATION

4.1 Approval of the May 30, 2023 Regular Meeting Minutes

By general consent, the Islands Trust Conservancy meeting minutes of May 30, 2023 were adopted.

4.2 Follow-up Action List

Manager Emmings advised the Ruby Alton Management Plan approval item was deferred to the October 3, 2023 meeting, due to staff vacation and the short duration of the board meeting. Manager Emmings also noted that the S'ul-hween X'pey/Elder Cedar Nature Reserve item is likely to come to the Board at the October 3, 2023 meeting.

Discussion ensued on public feedback received by Trustees Elliott and Yates regarding tree removal on Elder Cedar Nature Reserve, loss of public trust, working on communication messaging for Board members, developing policy regarding danger tree removal, and moving forward.

Manager Emmings requested Trustees forward any public feedback and concerned citizens to staff, so the Conservancy can manage responses with current information.

5. BUSINESS

5.1 Items for Approval

5.1.1 Updates to the 2023 ITC Board Meeting Schedule - Request for Decision

Manager Emmings advised that due to the late audit this year, staff are requesting a special meeting of the Board in August to approve the audit prior to the next meeting scheduled for October 3 2023. Staff also recommend that since there are new Board members, the ITC Board meet in person at the October meeting, to get to know one another.

ITC-2023-023

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board direct staff to schedule a Special Meeting of the Islands Trust Conservancy Board for August 29, 2023 as an electronic meeting with the Victoria office boardroom as the public meeting location.

CARRIED

ITC-2023-024

It was MOVED and SECONDED,

ADOPTED

that the Islands Trust Conservancy Board direct staff to schedule the October 3, 2023 electronic meeting as an in person meeting with the Victoria office boardroom as the public meeting location.

CARRIED

5.1.2 Delegation of Document Signatures

Manager Emmings presented the request for decisions and noted this is a housekeeping item to allow Chair Adams to sign legal documents for covenant registration.

ITC-2023-025

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board amend resolutions ITC-2022-017, ITC-2022-018 and ITC-2022-045 to replace the word “Chair” with “Chair or delegate”.

CARRIED

5.2 **Items for Discussion/Direction**

5.2.1 Regional Conservation Plan (RCP) Progress Report – Briefing

Ecosystem Protection Specialist Martell briefed Board members on the status of the work plan for the Regional Conservation Plan.

Discussion ensued on:

- the importance of spatial data management for property management
- data gathering through contractors and ITC staff
- the ITC student co-op position and purpose to assist with managing data
- financial support for GIS, mapping, and staff capacity
- interlacing Islands Trust and Islands Trust Conservancy into the First Nations referral process
- bringing forward recommendations for possible extensions to the Regional Conservation Plan timeline to the next ITC Board meeting

Manager Emmings provided background on the RCP, noted the plan provides direction to what staff should be working on, and provides authority to move forward.

Board members requested definition on the wording “incomplete blocked” on the progress report. Ecosystem Protection Specialist Martell advised it means – “something external” to the Conservancy is limiting progress. Chair Adams suggested better phrasing.

5.2.2 Islands Trust Conservancy Board/Executive Committee Liaison Meeting Agenda

Board members reviewed the updated agenda and Board Member Smith noted the topic of Climate Change adaptation and how to incorporate this into our decision is not on the agenda.

ADOPTED

Manager Emmings advised items could be added at the beginning of the meeting.

5.3 Correspondence

None.

5.4 Updates for Information

5.4.1 Public Acquisitions Report

Received for information.

5.4.2 Public Covenants Report

Ecosystems Protection Specialist Martell advised the Koontz and Larmour NAPTEP covenants were sent to First Nations for referral. Received for information.

5.4.3 Budget Report

Manager Emmings advised the year is well under way and the Western Screech Owl project expenditure are roughly half expended.

Board members discussed new Link Island Removal Fund item. Manager Emmings advised this is a long term fund to remove the cabin at the end of family usage as agreed upon by the donor. Board members suggested other phrasing to indicate this is a “long term fund” and is intended for building removal.

Manager Emmings clarified that expenses for Property Management include monitoring, Species at Risk inventory, plans for restoration, work with conservancies on trail maintenance, signage, invasive species removal, and hardware/material costs.

6. PUBLIC COMMENTS AND DELGATIONS

None.

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next special ITC Board meeting is scheduled for August 29th at 1:00 pm through Zoom Webinar.

The next regular meeting will take place in the Victoria office boardroom on October 3, 2023 at 10:00 am.

ADOPTED

9. ELECTIONS

Chair Adams announced her resignation as Chair since her term ends August 2023 and she wanted the new Chair to transition prior to the next meeting. Board members and staff thanked Chair Adams for her experience, humour, and work on the Board.

9.1 Election of Chair

Manager Emmings reviewed the election process and noted that, as per Islands Trust Conservancy (ITC) Policy 1.2 (Islands Trust Conservancy Board and Committee Elections), all ITC members are eligible to be nominated and run for the positions of Chair of the Islands Trust Conservancy Board.

Manager Emmings called for nominations from the floor for position of the Islands Trust Conservancy Board Chair. Trustee Yates nominated Board Member Smith, Trustee Elliott seconded the nomination, and Trustee Smith agreed.

Manager Emmings called for nominations a second and third time, hearing none, she declared Trustee Smith as Chair of the Islands Trust Conservancy Board by acclamation.

Manager Emmings advised that due to Vice Chair Smith's move from Vice-Chair to Chair, there was now a vacancy for Vice-Chair, and an election could occur now or be deferred to Aug 29th.

Manager Emmings called for nominations from the floor for Vice Chair. Trustee Elliott nominated Trustee Yates, Trustee Gauvreau seconded the nomination, and Trustee Yates declined noting she would prefer to wait for an election at the next meeting.

Manager Emmings called for nominations a second and third time, hearing none, she advised the election for Vice-Chair would be deferred to August 29th meeting.

10. CLOSED MEETING

10.1 Motion to Close the Meeting

ITC-2023-026

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; and, (g) litigation or potential litigation affecting the board; and that staff be invited to remain in the meeting.

CARRIED

11. ADJOURNMENT

By general consent, the meeting adjourned at 11:30 pm.

ADOPTED

Linda Adams, Chair

Certified Correct:

Corlynn Strachan, Administrative Assistant/Recorder