



ADOPTED

Islands Trust Conservancy Board Minutes of the Regular Meeting

Date: Tuesday, October 3, 2023
Time: 10:00 a.m.
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Board Members Present Risa Smith, Chair
Susan Yates, Vice Chair
Charles Kahn, Trustee
Ken Thomas, Trustee (attended electronically)
Lisa Gauvreau, Trustee
Tobi Elliott, Trustee, joined the meeting at 10:07 a.m.

Staff Present Kate Emmings, Islands Trust Conservancy Manager
Clare Frater, Director, Trust Area Services
Carla Funk, A/Strategic Fund Development Specialist
Corlynn Strachan, Administrative Assistant/Recorder
Kathryn Martell, Ecosystem Protection Specialist
Micaela Yawney, Communications Specialist
Nuala Murphy, Property Management Specialist

Regrets Jemma Green, Covenant Management & Outreach Specialist

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

1. CALL TO ORDER

Chair Smith called the meeting to order at 10:00 a.m. and provided the land acknowledgement stated below:

We are here to discuss conservation in this governance construct that we have created called Islands Trust. I want to acknowledge that the stewardship of this bountiful archipelago – the plants, the animals, the marine environment, and the rich cultures – is a result of 1000s of years of wisdom accumulated by the Indigenous people who have lived and continue to live here. Their ways of knowing, their focus, how everything is connected, their continual thinking of the past, the present and the future all at the same time, are why this place is so bountiful. Through a renewed focus on Reconciliation there is an opportunity to change our course: to listen and learn from Indigenous people that are here and to plan for future generations.

1.1 Welcome and Islands Trust Conservancy Decision Making Process

Chair Smith welcomed everyone and reviewed the decision making process.

Manager Emmings provided the following staff updates:

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- The current Strategic Fundraising Development Specialist, Carla Funk, is retiring. The hiring process for the Strategic Fundraising Development Specialist has closed, interviews have concluded, and an announcement of a new staff member is anticipated in the coming weeks.
- Wendy Tyrrell, the Species at Risk Program Coordinator, has moved on to a new position with the Salt Spring Island Conservancy as the Director of Property Management. Hiring for the Species at Risk Program Coordinator position has not started. Due to this, there will be a capacity gap.
- Manager Emmings is taking a leave of absence. Director Frater and the ITC team will cover priorities during this time.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

- Introductions and staff updates were added under Item 1.1

By general consent, the agenda was approved as amended.

3. RISE AND REPORT

There were no items for rise and report.

4. MINUTES/COORDINATION

4.1 Approval of the August 29, 2023 Special Meeting Meetings

By general consent, the Islands Trust Conservancy special meeting minutes of August 29, 2023 were adopted.

4.2 Follow-up Action List

Manager Emmings provided an update on the following items:

- The Ruby Alton Nature Reserve Management Plan has been deferred, as further edits are required.
- Financial Statements were approved by Trust Council and are now available online.
- Elder Cedar item discussion is noted as completed. Manager Emmings will remove the note as it remains ongoing.

5. BUSINESS

5.1 Items for Approval

5.1.1 ITC 2024/25 Budget Submission – Request for Decision

Manager Emmings presented the request for decision.

Discussion ensued on the budget cycle, capacity for conservation proposals, increase in property management, climate change, contract funding, capacity

ADOPTED

funding for First Nations, grants, adequate administrative support, and forward thinking.

ITC-2023-028

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approve the draft 2024/25 ITC Budget as presented and direct staff to provide it to the Director of Administrative Services and the Director of Trust Area Services for inclusion in the Islands Trust draft 2024/25 budget.

CARRIED

ITC-2023-029

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board submit the business case for First Nations engagement associated with development of the 2026-2030 ITC Five-Year Plan to FPC and the TC as amended.

CARRIED

ITC-2023-030

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board indicate to Financial Planning Committee and the Islands Trust Council that it is supportive of increased staff capacity for Geographical Information Systems (GIS) in the Trust Council budget as low GIS capacity is impacting the work of the Islands Trust Conservancy.

CARRIED

ITC-2023-031

It was MOVED and SECONDED,

that the Islands Trust Conservancy (ITC) Board indicate to Financial Planning Committee that it is preparing a business case for increased ITC capacity due to growth of ITC managed conservation areas.

CARRIED

5.1.2 Board Attendance - LTABC Land Trust Summit November 6-8, 2023 - Request for Decision

Manager Emmings advised the invite email was circulated to Board members and any board members could attend. Trustee Kahn expressed interest in attending the conference.

ITC-2023-032

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board fund Trustee Kahn to attend the Land Trust Alliance of BC Land Trust Summit from November 6-8, 2023.

CARRIED

The meeting recessed for a break from 11:10 am until 11:20 a.m.

5.2 Items for Discussion/Direction

5.2.1 Species at Risk Program Mid-term Evaluation – Briefing

Manager Emmings presented the briefing.

Discussion ensued on potential program improvements, communications, data gathering, BC Conservation Data Centre delays on conservation data updates, importance of identifying a red listed species, and having a professional registered biologist on staff.

5.2.2 Statistics Canada Census Infographics – Briefing

Manager Emmings advised this was an information item provided by Trust Area Services and Islands Trust Conservancy does use this data.

5.2.3 Executive Committee Liaison Follow up – Briefing

Manager Emmings reviewed the background and noted it would be useful for the Board to prioritize discussion items that resulted from the liaison meeting.

Discussion ensued on information sharing, having quarterly meeting together, creating a clear unified ask to the province for funding, ITC participation on the Governance Committee, and financial implications.

ITC-2023-033

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board direct staff to seek agreement from Executive Committee to meet quarterly with the ITC Board as part of regularly scheduled meetings with a targeted agenda focussed on the following:

1. Reconciliation and engagement with First Nations to discuss the framework and direction for working with First Nations referral process overlaps;
2. Mapping and technical;
3. Professional Biologist needs for ITC, local trust committees and Trust Council;
4. Provincial Funding Request for ITC work; and,
5. Climate Change, including but not limited to FireSmart and fire risk management.

CARRIED

5.3 Correspondence

There was no correspondence.

5.4 Updates for Information

5.4.1 Public Acquisitions Report

ADOPTED

Received for information.

5.4.2 Public Covenants Report

Received for information.

5.4.3 Budget Report

Received for information.

Discussion ensued on:

- adding “staff” to the Training & Conferences item line to differentiate from Board training
- creating strategy and a business case for long-term ecosystem mapping
- including ITC Trustees, potentially Chair Smith, on the Regional Planning Montreal Global Diversity Framework working group

5.4.4 Executive Committee Update

Trustee Elliott provided an update on the recent Union of B.C. Municipalities (UBCM) conference, noted Executive Committee is meeting next week with Bowen Island Municipal Council and commented on the need to amend Islands Trust policy statement to include public feedback on First Nations engagement.

5.4.5 Financial Planning Committee Update

There was no update.

5.4.6 Trust Council Update

Trustee Gauvreau provided an update noting it was very educational.

Trustee Yates commented that it was enjoyable to meet in person on one of the local islands that is stewarded by Islands Trust, and that it was excellent for information sharing.

Chair Smith commented that she made a presentation on behalf of Islands Trust Conservancy and has notes if Board members wish to see them.

Trustee Elliott commented that there is a need for education and information on the NAPTEP program.

5.4.7 Trustee Roundtable (time permitting)

Deferred to the next meeting.

6. PUBLIC COMMENTS AND DELGATIONS

There were no public comments.

ADOPTED

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next meeting will take place on November 21, 2023 at 10:00 am electronically.

9. CLOSED MEETING

9.1 Motion to Close the Meeting

ITC-2023-034

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, (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the Islands Trust Conservancy Board if they were held in public; and that staff be invited to remain in the meeting.

CARRIED

10. ADJOURNMENT

By general consent, the meeting adjourned at 12:30 p.m.

Risa Smith, Chair

Certified Correct:

Corlynn Strachan, Administrative Assistant/Recorder