



Islands Trust Conservancy Board Minutes of a Regular Meeting

- Date:** Tuesday, May 28, 2024
Location: Electronic Meeting
- Members Present:** Risa Smith, Chair
Lisa Gauvreau, Vice Chair
Charles Kahn, Trustee (left the meeting at 3:15 p.m.)
Susan Yates, Trustee
Tobi Elliott, Trustee
- Member Regrets:** Ken Thomas, Trustee
- Others Present:** Lenora Lee, KPMG Auditor (attended from 12:00 to 12:15 p.m.)
- Staff Present:** Clare Frater, Director, Trust Area Services
Kate Emmings, Manager, Islands Trust Conservancy
Emily McLean, Conservation Technician (Co-op Student)
Jemma Green, Covenant Management and Outreach Specialist
Joe Elliott, Senior Indigenous Relations Advisor
Kathryn Martell, Ecosystem Protection Specialist
Micaela Yawney, Communications Specialist
Mike Richards, Strategic Fund Development Specialist
Nuala Murphy, Property Management Specialist
Robert Barlow, Legislative Services Clerk/Recorder

1. CALL TO ORDER

Chair Smith called the meeting to order at 10:06 a.m. Trustee Gauvreau acknowledged that the meeting was held on the territory of the Coast Salish First Nations.

Joe Elliott introduced himself and spoke about appreciation for land acknowledgement. Board members introduced themselves.

2. APPROVAL OF AGENDA

The following change to the order of the agenda was presented for consideration:

- Agenda item 5.2 (5.2.1, 5.2.2 and 5.2.3) to be addressed after 5.1.1 and before 5.1.2

By general consent the agenda was approved as amended.

3. RISE AND REPORT

There were no items identified from the March 19, 2024, in-camera meeting to rise and report on.

ADOPTED

4. MINUTES/COORDINATION

4.1 Minutes of Meetings/Resolutions without Meetings

4.1.1 ITC Board Draft Minutes of March 19, 2024

The following amendment to the minutes was presented for consideration:

- On page 11 of the agenda package, in item 6.4.10 Governance Committee Verbal Update, the second sentence of the second paragraph should indicate “15 recommendations” rather than “50 recommendations”.

By general consent the Islands Trust Conservancy Board meeting minutes of March 19, 2024, were adopted as amended.

4.2 Follow-up Action List

The list was presented for information.

4.3 Staffing and Board Vacancy - Verbal Update

Manager Emmings notified the Board that the Board vacancy information has been distributed; introduced Emily McLean, summer co-op student; and provided some details as to her temporary appointment with the BC Conservation Data Centre. Director Frater informed the Board that Carolyn Stewart will be acting Manager starting June 15 until approximately January 2025.

5. BUSINESS

5.1 Items for Approval

5.1.1 Islands Trust Conservancy Work Plan and Priorities - Request For Decision

Chair Smith and Manager Emmings introduced the RFD as a late item to the agenda.

ITC-2024-019

It was MOVED and SECONDED,

that Islands Trust Conservancy Board extend the Regional Conservation Plan by two years until December 2029.

CARRIED

ITC-2024-020

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board rescind resolution ITC-2020-030: “That the ITC Board direct staff to complete an ITC Reconciliation Action Plan that incorporates actions in Goal 2 of the Regional Conservation Plan.” This is to ensure that the Reconciliation Action Plan is informed by the current First Nation engagement for the ITC 5-year Plan.

CARRIED

ADOPTED

ITC-2024-021

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board remove the current Climate Change Impacts Project from the ITC work program and direct staff to explore options and research potential climate change projects to address the climate change emergency on ITC Protected Areas, once ITC has a new Property Management Team Lead.

CARRIED

By general consent the Board deferred discussion in regards to Response Option #4 (that Islands Trust Conservancy Board direct staff to pause Risk Management Policy development until property monitoring reports have been completed and First Nations engagement letters and information meetings for the ITC Plan have been sent and held) until later in the meeting when the Risk Management Policy (agenda item 5.2.2) is discussed.

By general consent the Board agreed to remove Response Option #5 (that Islands Trust Conservancy (ITC) Board authorize the ITC Manager to approve removal of up to ten trees at one time in ITC nature reserves, as identified as danger trees by an ISA Certified arborist, until a Risk Management Policy is approved.)

ITC-2024-022

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board delay work on nature reserve management plans until it receives an approved ITC Plan from the Minister of Municipal Affairs.

CARRIED

The Board recessed at 11:47 a.m. and resumed at noon.

5.1.5 March 31, 2024 Audited Financial Statements - Request For Decision

KPMG Auditor Lenora Lee joined the meeting at noon and presented the financial statements and the audit report as a late item to the agenda.

ITC-2024-023

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board approve the Audited Financial Statements for the 2023/24 fiscal year, and refer the statements to Islands Trust Council for information.

CARRIED

5.2 Items for Discussion/Direction

5.2.1 Regional Conservation Plan - 3 year Work Plan – Briefing

ADOPTED

Ecosystem Protection Specialist Martell presented the briefing. Board discussion included:

- the task of the Board is to set high-level priorities for goals
- the possibility of reporting out to be done more often than every three years.

ITC-2024-024

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board request that staff prioritize Goal #2 of the Regional Conservation Plan related to strengthening relationships with First Nations, and components of Goal #1 related to knowledge, information and data management of ITC properties, and components of Goal #3 related to ongoing management of ITC protected areas.

CARRIED

ITC-2024-025

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board defer work on new acquisitions and covenants until further direction from the ITC Board, with the exception of First Nations' initiated proposals.

DEFEATED

ITC-2024-026

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board direct staff to develop communication materials for stakeholders and the public with regards to the updated ITC work plan and rationale for prioritization of elements of the Regional Conservation Plan (2017-2029).

CARRIED

By general consent the Board extended the meeting to 3:15 p.m.

The Board recessed at 1:45 p.m. and resumed at 2:14 p.m.

5.1 Items for Approval (continued)

5.1.3 Islands Trust Conservancy Submission for 2023-2024 Annual Report - Request For Decision

Board discussion included editing a sentence on page 42 of the agenda, second paragraph, so that the following phrase from the sentence starting "As we move into 2024,..." is deleted: "..., exploring how the framework of Indigenous Protected and Conserved Areas can be used to enhance our mandate and bring First Nations interests into our decision-making".

ITC-2024-027

It was MOVED and SECONDED,

ADOPTED

that Islands Trust Conservancy (ITC) Board approve the attached text as amended for approval by Trust Council and submission to the Minister of Municipal Affairs.

CARRIED

5.1.4 2025/26 ITC Budget - Request For Decision

ITC-2024-028

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board direct staff to prepare an ITC Budget request, including budget allocation for \$220,000 associated with the Species at Risk Program, and to return to the ITC Board for review in July.

CARRIED

5.1.6 Ruby Alton House Visit - Request For Decision

ITC-2024-029

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board authorize the ITC Chair and Trustee Yates to enter the Ruby Alton House, Salt Spring Island, to inspect the condition of the house and property on behalf of the Board.

CARRIED

ITC-2024-030

It was MOVED and SECONDED,

that the Islands Trust Conservancy (ITC) Board direct staff to notify the tenant of the Ruby Alton House of its intention to enter the premises to inspect the condition of the house as per the rental agreement, dated October 1, 2012.

CARRIED

5.1.7 Referral of Ministerial response to ITC Plan submission to Trust Council - Request For Decision

The Board did not address this late item.

5.2 Items for Discussion/Direction (continued)

5.2.2 ITC Risk Management Policy – Briefing

Manager Emmings presented the Briefing, indicating that Staff have started work on this and have raised a number of issues that need to be addressed to be able to move forward. Manager Emmings also noted that work on this item will be paused until there are staff resources to continue it, and, in the interim, guidance from the ITC Board regarding management of danger trees is required.

ITC-2024-031

It was MOVED and SECONDED,

that Islands Trust Conservancy (ITC) Board request staff to continue work on risk Assessment Policy through a phased approach as follows:

ADOPTED

Phase 1: Public safety approach as a priority which would include the role of signage as well as tree removal and live tree management with reference to the *BC Occupier Liabilities Act*.

Phase 2: Identification of properties that would benefit from a core policy of conservation and an environmental management approach.

CARRIED

9. CLOSED MEETING

9.1 Motion to Close the Meeting

ITC-2024-032

It was MOVED and SECONDED,

That the meeting be closed to the public in accordance with the Community Charter, Part 4, Division 3, s.90, (1)(e)the acquisition, disposition or expropriation of land or improvements, as the Islands Trust Conservancy Board considers that disclosure could reasonably be expected to harm the interests of the Islands Trust Conservancy; (1)(i)the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and that the recorder and staff attend the meeting.

CARRIED

The Board closed the meeting at 3:17 p.m.

By general consent the Board reconvened in open meeting at 3:27 p.m. without report.

5.2 Items for Discussion/Direction (continued)

5.2.3 ITC Plan: First Nations Engagement - Briefing

The Board suggested that Senior Indigenous Relations Advisor Elliott provide to the Board suggestions in this regard at a future meeting. Staff noted that Senior Indigenous Relations Advisor Elliott is a member of the Project Team as per the project charter approved by the ITC Board at its March 2024 meeting.

5.1 Items for Approval (continued)

5.1.2 Islands Trust Conservancy Communications and Engagement Strategy 2024 - 2026 - Request For Decision

The Board indicated that Board members can provide feedback on the Strategy directly to Communications Specialist Yawney.

The Board indicated that all other matters on the agenda not addressed at the meeting can be addressed at the next scheduled meeting.

ADOPTED

7. NEW BUSINESS

None.

8. NEXT MEETING

Tuesday, July 23, 2024 in Victoria office Boardroom

Board Meeting from 10:00 a.m. to 12:00 p.m.

Board - Executive Committee Liaison Meeting from 1:00 p.m. to 3:00 p.m.

10. ADJOURNMENT

By general consent the meeting adjourned at 3:38 p.m.

Risa Smith, Chair

Certified Correct:

Robert Barlow, Legislative Services Clerk/Recorder