ADOPTED

Islands Trust Conservancy Board

Minutes of a Regular Meeting

Date: Tuesday, March 18, 2025
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Members Present:
Lisa Gauvreau, Chair
Tanner Timothy, Vice Chair
Charles Kahn, Trustee
Risa Smith, Trustee
Susan Yates, Trustee
Tobi Elliott, Trustee

Executive Committee Present: Laura Patrick, Executive Committee Chair

Staff Present:
Clare Frater, Director, Trust Area Services
Corlynn Strachan, Administrative Assistant/Recorder
Erica Wheeler, Species at Risk Program Coordinator (attended electronically)
Jemma Green, Covenant Management and Outreach Specialist
Joe Elliott, Senior Indigenous Relations Advisor, Trust Area Services
Kathryn Martell, Ecosystem Protection Specialist
Micaela Yawney, Communications Specialist (attended electronically)
Mike Richards, Strategic Fund Development Specialist (attended electronically)
Wendy Tyrrell, Acting ITC Manager

Staff Regrets: Nuala Murphy, Property Management Specialist

Members of the Public Present: no members of the public were in attendance

1. CALL TO ORDER

The meeting was called to order at 10:00 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Gauvreau acknowledged that the meeting was held on the unceded ancestral lands of the Lekwungen and Esquimalt Nations. She noted that "Lekwungen" means "Place to smoke herring" and emphasized the importance of recognizing the ongoing relationship with the land, sea, and cultural traditions, especially during the current herring season. She reminded everyone that understanding the history of these relationships is essential in discussions on conservation.

3. APPROVAL OF AGENDA

3.1 Review of Agenda and Introduction of New Items

The following addition and change to the agenda were presented for consideration:

- Addition of Item 9.1 Motion to Amend Funding Allocation for Conference Attendance
- Inviting Executive Committee Chair Patrick to join for item 7.2.3 Executive Committee-Islands Trust Conservancy Joint Meeting April 23, 2025 – Agenda Topics Discussion

Discussion took place regarding a letter from W̱SÁNEĆ Leadership Council (WCL) to Trust Council, dated March 11, 2025, requesting the establishment of a Memorandum of Understanding (MOU), and outlining priority topics for collaboration.

Director Frater commented that the letter will go to Trust Council in June for direction, then to the Islands Trust Conservancy Board. She noted that WCL prefers to start discussions with Trust Council, though they are open to agreements with both Trust Council and the Islands Trust Conservancy Board. Additionally, WCL is seeking an agreement with Trust Council to explore collaboration and secure funding for topics including education, history, and heritage.

3.2 Approval of Agenda

By general consent the agenda was approved, as amended.

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Gauvreau reported on the following item:

The Island Trust Conservancy (ITC) Board was informed about a meeting between ITC staff and Ministry of Housing and Municipal Affairs staff concerning land disposition. Regarding the transfer of land to Indigenous Governing Bodies, if ITC intends to explore land transfers—either through current or future joint projects—it should develop a policy and include it in the Board’s Five-Year Plan (2028-2032) for the Minister's consideration.

5. ADOPTION OF MINUTES

5.1 Draft ITC Board Meeting Minutes of January 21, 2025

Discussion ensued on the clarifying the two different Islands Trust Conservancy approved decisions, related to the Ruby Alton item, for hazmat analysis and demolition.

Acting Islands Trust Conservancy Manager Tyrrell clarified that staff understand that both can happen, however, the demolition companies will not perform the analysis due to potential conflict of interest.

By general consent the Islands Trust Conservancy meeting minutes of January 21, 2025 were adopted as presented.

6. FOLLOW UP ACTION LIST

The report was received for information and discussion ensued on the following:

- Crystal Mountain project: Staff are awaiting response from the landholders; therefore, this item is currently on hold.
- The Senior Policy Advisor position is Council-funded and will support some First Nations engagement work for the ITC 5-Year Plan. Director Frater is reviewing resumes for the hiring process.
- Kenda Hopper has begun in the Geographic Information Systems (GIS) Coordinator position, and staff will discuss her level of support for the Conservancy.
- Patricia Woodruff has begun as the new Biologist for Planning. This role is primarily focused on updating planning templates, functions, and methods. It is a one-year temporary position aimed at helping the Planning Department incorporate Species at Risk information more effectively in permitting applications.
- The Property Management Database Needs Assessment Project by contractor Sarah Forbes is still underway, it is unknown if the purchase of additional software is required.
- Insufficiencies around current mapping and GIS systems, as it relates to protected areas monitoring, mapping layers, and the backlog of consultant data that relates to Islands Trust Conservancy properties. Recommendation for a conversation with Trust Council, along with a funding strategy, as this is a significant project.
- The Islands Trust Conservancy Team Lead - Protected Area Management position had a failed competition, with only one candidate being screened in, followed by an unsuccessful interview. Staff are working with the Public Service Agency to reassess the position and qualifications for the role. Once this is resolved, the position will be reposted.

7. BUSINESS

7.1 Items for Approval

7.1.1 <u>Salt Spring Island Local Trust Committee Proposed Bylaw No 541 Referral - Request for Decision</u>

Covenant Management and Outreach Specialist Green presented the request for decision.

Discussion ensued on that an increase in density is not outside the scope for the Salt Spring Island Official Community Plan and land use bylaw. Conservancy interests are unaffected, and current zoning already allows for development of a seasonal cottage secondary to existing single-family dwellings.

ITC-2025-011
It was MOVED and SECONDED,
that the Islands Trust Conservancy Board request staff to notify the Salt Spring Island Local Trust Committee that Islands Trust Conservancy's interests are unaffected by Bylaw No. 541.

CARRIED

7.2 Items for Discussion/Direction

7.2.1 Invitation to Join the Centre for Land Conservation's Land Trust Certification Pilot Program – Briefing

Chair Gauvreau presented the briefing.

Discussion ensued on:

- Local NGO conservancies are encouraged to participate in this program as funders want to ensure the credibility of the land trust organization.
- This is the second time the Centre for Land Conservation has submitted an invitation to Islands Trust Conservancy to participate in the Conservation Excellence Certification Program.
- Chair Gauvreau agreed to write a response letter declining the invitation, and will circulate the letter to Board members for review.

ITC-2025-012
It was MOVED and SECONDED,
that the Islands Trust Conservancy Board request the Chair to write a letter declining the invitation to join the Centre for Land Conservation certification pilot program.

CARRIED

7.2.2 North Pender Island Bylaw 235 Referral - Briefing

Species at Risk Program Coordinator Wheeler presented the briefing and advised there was an error in the briefing. The correct information with the following edits was provided to the Islands Trust planner who is working on this.

- Point 3 (page 42) regarding the bald eagles was removed.
    - The information provided on activities that can have a negative affect on active Bald Eagle nests was provided to Islands Trust planning staff for their information only, so this was removed from the referral.
- Provided consideration to the planner to amend Schedule O (map) to include an occupied Western Screech Owl nest nearby, an occurrence documented by the BC Conservation Data Centre, but not included in the map in the proposed amendment.

The meeting recessed for a break from 10:30 a.m. – 10:45 a.m.

Trustee Patrick joined the meeting at 10:30 a.m. and Chair Gauvreau initiated introductions.

7.2.3 EC-ITC Joint Meeting April 23, 2025 – Agenda Topics – Briefing

Discussion ensued on numerous agenda topics including:

- First Nations:

    - Need for development of an Islands Trust-wide strategy
    - Reporting on positive progresses and sharing good news stories on engagement
    - Challenges of a limited budget for reconciliation work with First Nations, including engagement, consultation and archeological assessments
    - Need for clear guidelines from the province to direct current funding for First Nations engagement and consultation
    - Special guest speaker for the July 22nd ITC Board meeting: Eli Enns or Kevin Smith (Executive Director, Habitat Acquisition Trust) on conservation tools, such as Indigenous Protected and Conserved Areas (IPCAs), Tribal Parks, and opportunities for co-operation on conservation planning and co-managing conservation lands
- Islands Trust Conservancy's 35th Anniversary and its significance
- Increasing communications between departments to improve collaboration, cohesiveness and build relationships
- Policy discussion on ITC's needs for GIS mapping and database management
- The B.C.'s Coastal Marine Strategy
- Improvements on sharing of information internally, including a stand alone report to ITC Board and Trust Council
    - Consideration of a dashboard-type tool as a reporting mechanism to enhance sharing of information

7.3 Correspondence

7.3.1 <u>2025-03-04 - Trust Council's Introduction Letter to Minister Kahlon</u>

Received for information.

Discussion ensued on:

- If the requested meeting with Minister Kahlon occurs, the ITC will be represented by the Council Chair.

- The possibility of securing additional funding from the Province for First Nations engagement and consultation.

7.3.2 <u>2025-03-10 - ITC Board Response Letter to S. Brands</u>

Received for information.

A discussion took place regarding the letter's focus on capacity issues and the need to exercise caution when addressing this topic in future communications.

7.4 Updates for Information

7.4.1 <u>Public Acquisitions Report</u>

Received for information.

7.4.2 Public Covenants Report

Received for information.

7.4.3 ITC to TC 2025/26 Budget Request - Briefing

Chair Gauvreau advised the ITC budget was approved.

7.4.4 Executive Committee Update

See the Trust Council update.

7.4.5 Financial Planning Committee Update

See the Trust Council update.

7.4.6 Trust Council Update

Trustee Elliott reported on the following items:

- Trust Council is concerned with reducing the tax burden on tax payers, there was discussion on reducing in person meetings, and budget reduction in other ways, however, the budget was passed with an increase for in-person Trust Council meetings.
- Chair Luckham announced he would step down in February 2025.
- Trustee Patrick was elected as Chair of Trust Council.
- Trustee Borthwick was elected to the Governance Committee. Trustee Patrick became an ex-officio member.
- Council requested that Trust Programs Committee work to finish the current Trust Policy Statement draft, instead of the Committee of the Whole (COTW). There were quorum issues getting enough people to attend COTW meetings. The draft goes to First Reading by June, in order to get referrals out to agencies and First Nations.
- Chief Administrative Officer Bronee helped shape and prepare the agenda resulting in time for discussion and addition of items.
- BC Ferries provided a presentation on engagement and dissolution of the Ferry Advisory Committee, and had an evening workshop with the engagement team.
- There was a meeting for the reconciliation learning group.

7.4.7 ITC Report to Trust Council - 4th Quarter 2024-2025

Chair Gauvreau reported she gave a synopsis of the report at Trust Council.

7.4.8 Governance Committee Update

Chair Gauvreau reported she did not attend the last meeting.

7.4.9 Funding our Future: Financing Conservation on Private Lands Conference Highlights

Trustee Smith advised she sent a report on the workshop to all Board members by email and provided the following link to the workshop report: https://www.cdfcp.ca/funding_our_future_conservation_finance_on_private_lands/

Discussion ensued on:

- That the Capital Regional District should fund this on a larger tax roll.
- Drafting a motion to write a letter to the organizers of the workshop to stay engaged in the process.

ITC-2025-013
It was MOVED and SECONDED,
that the Islands Trust Conservancy Board (ITC) write a letter to the organizers of the Funding our Future: Financing Conservation on Private Lands thanking them for the excellent workshop and expressing the interest of the ITC Board in participating in future discussions as the concept of a Regional Conservation Fund progresses.

CARRIED

8. PUBLIC COMMENTS AND DELEGATIONS

No members of the public were present.

9. NEW BUSINESS

9.1 Motion to Amend Funding Allocation for Funding our Future: Financing Conservation on Private Lands Conference Attendance

Chair Gauvreau drafted the following motion as the cost for Trustee Smith to attend the Funding for Conservation workshop was greater than anticipated.

Trustee Smith declared a conflict of interest and abstained from voting

ITC-2025-014
It was MOVED and SECONDED,
that the Islands Trust Conservancy Board approve an additional allocation of $78.45 to cover the full cost of Trustee Smith’s attendance at the “Funding Our Future: Financing Conservation on Private Lands” conference on February 27, 2025, in Esquimalt, bringing the total approved amount to $378.45.

CARRIED

10. NEXT MEETING

The next Islands Trust Conservancy Board meeting is scheduled to be held electronically on May 27, 2025 at 10:00 a.m.

11. CLOSED MEETING

11.1 Motion to Close the Meeting

ITC-2025-015
It was MOVED and SECONDED,
that the Islands Trust Conservancy 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; (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 if they were held in public; and that staff remain in the meeting.

CARRIED

12. ADJOURNMENT

By general consent the meeting adjourned at 12:05 p.m.

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Lisa Gauvreau, Chair

Certified Correct:

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Corlynn Strachan, Administrative Assistant/Recorder