



Islands Trust Conservancy Regular Meeting Minutes

Date: Tuesday, October 5, 2021
Time: 10:00 am
Location: Islands Trust - Victoria
200 - 1627 Fort Street, Victoria, BC

Board Members Present Kate-Louise Stamford, Chair
Sue Ellen Fast, Vice Chair
Doug Fenton
Linda Adams
Risa Smith

Staff Present Kate Emmings, Islands Trust Conservancy Manager
Carla Funk, Acting Fundraising Specialist, left the meeting at 11:40 am and rejoined the meeting at 12:43 pm
Clare Frater, Trust Area Services Director, joined the meeting at 11:35 am
Corlynn Strachan, Administrative Assistant/Recorder, left the meeting at 11:40 am and rejoined the meeting at 12:43 pm
Kathryn Martell, Ecosystem Protection Specialist, left the meeting at 11:40 am and rejoined the meeting at 12:43 pm
Nuala Murphy, Property Management Specialist, left the meeting at 11:40 am and rejoined the meeting at 12:43 pm
Wendy Tyrrell, Species at Risk Program Coordinator, left the meeting at 11:40 am and rejoined the meeting at 12:43 pm

1. CALL TO ORDER

Chair Stamford called the meeting to order at 10:06 am and acknowledged that the meeting was being held virtually from locations across the treaty and unceded territories of the Coast Salish people.

1.1 Board Update

The Islands Trust Conservancy Chair welcomed Dr. Risa Smith and Board members provided introductions.

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

- Addition of item 6.4.5 Update for Information, Property Management Specialist visit to Sandy Beach, Keats Island

By general consent, the agenda was approved as amended.

3. CLOSED MEETING

The Islands Trust Conservancy Board convened the closed portion of the meeting at 10:10 am and resumed in open meeting at 12:45 am to Rise and Report.

3.1 Motion to Close the Meeting

ITC-2021-034

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; (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 item:

- The Islands Trust Conservancy Board approved a \$10,000 contribution to the BC Parks Foundation for the Young Point acquisition campaign (Lasqueti Island).
- The Islands Trust Conservancy Board incorporate an increase of a 0.6 FTE fund development/communications position into its 2022/23 Trust Council Budget Request.

5. MINUTES/COORDINATION

5.1 Minutes of Meetings/Resolutions without Meetings

5.1.1 Approval of the August 24, 2021 Special Meeting Minutes

By general consent, the Islands Trust Conservancy meeting minutes of August 24, 2021 were adopted.

5.2 Follow-up Action List

The Islands Trust Conservancy Manager highlighted the following items:

- The Provincial government passed legislation that allows us to provide clarity on holding electronic meetings. Staff are consulting with Legislative Services Manager to bring forward a meeting bylaw to allow electronic meetings. This will hopefully come to the next board meeting for first reading.
- Impact GICs are moving forward, will complete soon
- Species at risk project charter will be in the November meeting, possibly workshops and webinar series in early spring
- NAPTEP sponsorship request to Trust Council was approved, staff will work with Trust Area Services staff to develop policy guidance to allow for Executive to approve forgiveness of fees
- Crown land report delayed due to workload

6. BUSINESS

6.1 Items for Approval

6.1.1 ITC Budget Request – Request for Decision

Board members requested that the 0.6 FTE Communications Specialist Business Case be edited to highlight that its intent is to add capacity for Fund Development. Board members suggested that the name of the business case be changed to better reflect this role.

ITC-2021-035

It was MOVED and SECONDED,

that the Board approve the draft 2022/23 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 2022/23 budget.

CARRIED

6.1.2 Policy Statement Referral – Request for Decision

Board members and staff discussed:

- the role of the ITC Board
- different lenses including conservation, ITC Board, community, climate change, First Nations
- suggested Board members provide feedback through the Islands Trust website/email as private community members
- framework, document length, accuracy of details
- clarification that this is an existing policy document – highlighting coloured text are suggested edits
- referral and engagement process

ITC-2021-036

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board encourages Islands Trust staff to clarify terms and phrases in the Islands Trust Council Draft Bylaw 183, Islands Trust Policy Statement as they relate to the fields of biology, ecology, and restoration.

CARRIED

ITC-2021-037

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board request that it receive a referral of the Policy Statement after first reading as it understands that the Policy Statement is currently undergoing further engagement.

CARRIED

ITC-2021-038

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board indicate to the Islands Trust Council that it recommends that the Islands Trust Council Draft Bylaw 183, Islands Trust Policy Statement have the following amendments:

- a) Page 2, final paragraph be edited to indicate that, in addition to the assignment of a regional-level planning function to Islands Trust Council in 1990, the most notable change to the Islands Trust Act was the creation of the Islands Trust Conservancy, then known as the Islands Trust Fund or Trust Fund Board;
- b) page 10, “Role of the Islands Trust Conservancy” be edited to include the phrase, “The work of the Islands Trust Conservancy is guided by the Islands Trust Conservancy Five-Year Plan, which is approved by the Minister of Municipal Affairs under Section 44 of the *Islands Trust Act*”; and,
- c) page 17, policy 4.1.2, bullet two, “Islands Trust Conservancy” be added as an agency for consultation.

CARRIED

6.1.3 Keats Island Bylaw Referral – Request for Decision

The Islands Trust Conservancy Manager provided a background, highlighted the Sandy Beach Nature Reserve, and noted ITC Conservancy properties are not affected by this bylaw.

Board members discussed the process of referrals to First Nations, recommendation on 15 meter set backs, and wording of properties versus interests in the referral response.

ITC-2021-039

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board indicate to the Gambier Island Local Trust Committee that its properties are unaffected by the proposed Bylaws 153 and 154.

CARRIED

6.1.4 S’ulhween X’pey (Elder Cedar) Nature Reserve Management Plan - Request for Decision

Board members discussed edits to the plan, timelines, climate change, and opportunity to use properties to determine how climate change is occurring.

ITC-2021-040

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approve the 2021 update of the S’ulhween X’pey (Elder Cedar) Nature Reserve Management Plan, dated June 10, 2021, amended as follows:

- to indicate that climate change is having a real impact on CDF forests currently;
- to indicate that the current signage is rotting and requires replacement; and,
- to note that Islands Trust is a special purpose government and not a local government.

CARRIED

6.1.5 Coats Millstone Management Plan, Gabriola - Request for Decision

The Islands Trust Conservancy Property Management Specialist presented the plan to Board members, noting it has been longer than 10 years since last property management plan was complete, and species at risk were identified but not provided to the public.

Board members discussed edits to the plan, the idea of using non-permanent mesh screen below the water line for safety measures, and suggested using updated Environment Canada data.

ITC-2021-041

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approve the 2021 update of the Coats Millstone Nature Reserve Management Plan, dated August 18, 2021, amended as follows:

- To indicate that climate change is having a real impact on CDF forests currently; and
- To note that Islands Trust is a special purpose government and not a local government.

CARRIED

6.1.6 Moss Mountain NAPTEP Covenant, Salt Spring – Request for Decision

Board members discussed conflict of land use in the covenant versus Indigenous hunting rights.

ITC-2021-042

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board authorizes the Chair to sign a covenant with Gaylene Young, over the Land described as PID 006-760-112, Lot 12, Sections 64, 65, 66, 67, and 68, South Salt Spring Island, Cowichan District, Plan 1914, through the Natural Area Protection Tax Exemption Program (NAPTEP).

CARRIED

6.1.7 Pare/Baile NAPTEP Covenant, North Pender – Request for Decision

The Islands Trust Conservancy Ecosystems Protection Specialist presented the request to Board members highlighting a trail use agreement with the owners, letter of permission suggested by legal counsel, and the presence of a small cairn on the property.

ITC-2021-043

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board authorizes the Chair to sign a covenant with Peter Paré and Elisabeth (Lisa) Baile, over the Land described as PID 031-385-486, Lot 1 Section 22 Pender Island, Cowichan District, Plan EPP109086, through the Natural Area Protection Tax Exemption Program (NAPTEP).

CARRIED

ITC-2021-044

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approves Peter Paré and Lisa Baile’s request for consent to enter into an agreement with the Moving Around Pender Alternative Transportation Society (MAP) to maintain a public use trail through the Covenant Area of the Islands Trust Conservancy covenant (the Covenant) over Parcel Identifier 031-385-486, LOT 1, SECTION 22, PENDER ISLAND, COWICHAN DISTRICT, PLAN EPP109086, (the “Lands) as provided for in section 4.2 (c), 4.2 (e), and section 4.2 (a)(viii) of the Covenant, in accordance with and subject to the following terms and conditions:

- 1) This consent is provided for the sole purposes of authorizing Peter Paré and Lisa Baile’s entering into an agreement, as reviewed by the Board, (the “Agreement”) with the Moving Around Pender Alternative Transportation Society (MAP) to provide and maintain the existing trail for public access for walking or hiking;
- 2) this consent is only valid for a period from the date of this resolution to the date of expiry of the Agreement, and is subject to termination as set out in this resolution;
- 3) this consent is subject to MAP’s acknowledgment that they have reviewed the Covenant, the limitations and restrictions on use of the Lands, and the penalties for breach, and that trail development, use, and maintenance will at all times be subject to the requirements and restrictions of the Covenant;
- 4) this consent is not transferable by Peter Paré and Lisa Baile, and will terminate immediately, and without notice by the Islands Trust Conservancy Board, on any change in ownership of the Lands, whether through sale of the Lands, inheritance or other means;
- 5) this consent is at all times subject to the requirements, restrictions and practices set out in relevant policies and procedures of the Islands Trust Conservancy Board, as approved by the Islands Trust Conservancy Board from time to time and the Islands Trust Conservancy Board may terminate this consent immediately if the landowner fails at any time to comply with any aspects of these documents;
- 6) this consent for Peter Paré and Lisa Baile to enter into the Agreement with MAP, and to provide and maintain a public use trail in the Covenant Area, may be terminated immediately for any reason or no reason in the sole discretion of the Islands Trust Conservancy Board; and,
- 7) this consent is solely for the specific purposes specified in this resolution, and does not create additional rights for Peter Paré and Lisa Baile or MAP, does not alter the terms of the Covenant in any way, and does not authorize any activities otherwise prohibited by the Covenant except as specifically set out in this resolution.

CARRIED

6.2 Items for Discussion/Direction

6.2.1 2022 Annual Meeting Schedule

Board members reviewed the suggested dates and noted the following:

- Possible conflict with Local Trust Committee meeting during the last week September, October 4th preferred
- Tuesday mornings can be difficult for Vice Chair Fast due to attendance of the Bowen Island Municipality meeting Monday evenings until 10:00 pm

6.3 Correspondence - none

6.4 Updates for Information

6.4.1 Public Acquisitions Report

The Islands Trust Conservancy Board reviewed the Public Acquisitions Report for information.

6.4.2 Public Covenants Report

The Islands Trust Conservancy Board reviewed the Public Covenants Report for information.

6.4.3 Howe Sound Biosphere Reserve – September 15, 2021 Media Release

Provided for information.

6.4.4 Budget Report

The Islands Trust Conservancy Board reviewed the Budget Report for information.

6.4.5 Property Management Specialist visit to Sandy Beach, Keats Island

Not discussed due to time limitations.

7. PUBLIC COMMENTS AND DELGATIONS

There was no public in attendance.

8. NEW BUSINESS

There was no new business.

9. NEXT MEETING

The next meeting will take place on Tuesday November 23, 2021 at 10:00 am.

10. ADJOURNMENT

By general consent, the meeting adjourned at 3:03 pm.

Kate-Louise Stamford, Chair

Certified Correct:

Corlynn Strachan, Recorder