



Islands Trust Conservancy

Minutes of Regular Meeting

Date: Tuesday, October 4, 2022
Time: 10:00 a.m.
Location: Islands Trust Victoria Boardroom – Electronic Zoom Meeting
200-1627 Fort Street, Victoria, BC

Board Members Present Kate-Louise Stamford, Chair (attended electronically)
Sue Ellen Fast, Vice-Chair (attended electronically)
Doug Fenton, Board Member (attended electronically)
Linda Adams, Board Member (attended in-person)
Risa Smith, Board Member (attended electronically, joined the meeting at 10:10 a.m.)

Staff Present Aislyn King, Conservation & GIS Technician Co-op Student
Carmen Smith, Acting Communications Specialist
Clare Frater, Director, Trust Area Services, joined at the meeting at 12:22 p.m.
Corlynn Strachan, Administrative Assistant/Recorder
Kate Emmings, Islands Trust Conservancy Manager
Kathryn Martell, Ecosystem Protection Specialist
Nuala Murphy, Property Management Specialist
Jemma Green, Covenant Management and Outreach Specialist
Wendy Tyrrell, Species at Risk Coordinator

1. CALL TO ORDER

Chair Stamford called the meeting to order at 10:00 a.m. and acknowledged that the meeting was being held virtually from locations across the treaty and unceded territories of the Coast Salish people.

2. APPROVAL OF AGENDA

By general consent, the Islands Trust Conservancy Board approved the agenda as presented.

3. RISE AND REPORT

There was no rise and report.

4. MINUTES/COORDINATION

4.1 Minutes of Meetings/Resolutions without Meetings

4.1.1 Approval of the July 13, 2022 Regular Meeting Minutes

The following amendment to the minutes was presented for consideration:

- Item 5.4.7 Trustee Roundtable – remove “funding” and add “Thetis Island Nature Conservancy’s rollout of phase two”.

By general consent, the minutes were adopted as amended.

4.1.2 Approval of July 13, 2022 ITC-EC Meeting Minutes

By general consent, the Islands Trust Conservancy-Executive Committee meeting minutes of July 13, 2022 were adopted.

ITC Staff will circulate the adopted minutes to the Executive Committee.

4.2 Follow-up Action List

Received for information.

5. BUSINESS

5.1 Items for Approval

5.1.1 Sandy Beach Nature Reserve Covenant (Gambier) – Request for Decision

The ITC Ecosystems Protection Specialist presented the request for the decision to Board members and highlighted there a BC Hydro right of way on the property.

Discussion ensued on management plans for areas of cultural significance, coordination with First Nations, and eliminating barriers to traditional use for lands by First Nations, including collection of plants and hunting.

ITC-2022-040

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board directs the Chair to sign the Conservation Covenant agreement among TLC The Land Conservancy of British Columbia, the Sunshine Coast Conservation Association, and the Islands Trust Conservancy, over the land identified as Lot 1 District Lot 696 Group 1 New Westminster District Plan EPP89532 (PID: 031-259-731) and known as Sandy Beach Nature Reserve.

CARRIED

5.1.2 Enchanted Forest Covenant Tree Planting (South Pender) - Request for Decision

The ITC Covenant Management and Protections Specialist presented the request for decision to Board members.

Discussion ensued on appropriate tree species planted to adapt to climate change, maintenance required for successful habitat restoration, and adding a request for reporting on the project to the resolution.

Board members discussed the *Islands Trust Cultural Protocol for Chance Finds and Ancestral Remains* document and requested to review the document. Manager Emmings noted the document is under development, but has been

shared with contractors. Manager Emmings will follow up with Director Frater regarding sharing the protocol.

ITC-2022-041

It was MOVED and SECONDED,

that the ITC Board approve the request for tree planting by the Pender Islands Parks and Recreation Commission in Enchanted Forest Covenant, EG75146, PID 003-483-037, South Pender Island, by issuing a temporary waiver, and that requests attempts be made to plant more than two native species, of several age classes, and to steward the planted trees to increase the probability of establishment.

CARRIED

ITC-2022-042

It was MOVED and SECONDED,

that the ITC Board request the Pender Islands Parks and Recreation Commission prepare a brief report on the success of the tree planting three years after planting.

CARRIED

5.1.3 ITC Budget Request - Request for Decision

The ITC Manager presented the request for decision to Board members and highlighted that an approximate 13% increase is proposed. The increase is comparable to other Islands Trust departments and includes BCGEU tentative agreement salary increases.

The ITC Manager noted that, although the Board requested inclusion of budget cases for Property Management software and Contact Management Software at its July meeting, these have not been provided because they will be addressed by Information Systems and the Executive Committee in their respective budget requests. The ITC Manager will keep the Board informed on the progress of these budget items.

Discussion ensued on the budget amounts for First Nations engagement and contact management software upgrades.

ITC-2022-043

It was MOVED and SECONDED,

that the Board approve the draft 2023/24 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 2023/24 budget.

CARRIED

5.1.4 Business Case for First Nations Engagement Capacity Funding, ITC Plan – Request for Decision

The ITC Manager provided an overview of the business case to Board members.

Discussion ensued on staff capacity, hiring for the First Nations Intergovernmental Liaison position, and adding “Project” to the resolution wording.

ITC-2022-044

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board submit its Business Case, *Islands Trust Conservancy (ITC) Plan: First Nations Engagement Project - \$10,000*, to Financial Planning Committee for inclusion in the draft 2023/24 Islands Trust Budget.

CARRIED

5.1.5 Nighthawk Hill NAPTEP Covenant Addition (North Pender) - Request for Decision

The ITC Ecosystems Protection Specialist presented the request to Board members.

ITC-2022-045

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approves the revised Nighthawk Hill NAPTEP Covenant (NIHN) and authorizes the Chair to sign the NIHN with Andreas Nowak and Mary Reher, over a portion of the land described as Lot 38, Section 7, Pender Island, Cowichan District, Plan 32261, Except Part in Plan 35333, PID 001-081-110, subject to receiving an updated Baseline Documentation Report that is acceptable to the Islands Trust Conservancy Manager, and directs staff to register the covenant.

CARRIED

ITC-2022-046

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board authorizes the Chair to sign a discharge for covenant CA2826689 and directs staff to register the discharge subject to registration of a covenant over the expanded protected area.

CARRIED

5.2 Items for Discussion/Direction

5.2.1 COP15, Convention on Biological Diversity

Trustee Smith will attend the Conference of the Parties (COP) to the UN Convention on Biological Diversity (CBD) December 7–19, 2022. COPs take place every 2 years, but every 10 years a larger COP takes place where the international biodiversity targets for the next ten years are set. This meeting is one of those every 10 year meetings. The meeting is taking place in Canada and the Government of Canada will have a Canadian pavilion. Trustee Smith put in a proposal to include information on the biodiversity climate change nexus, and asked if ITC would want to be a partner? Trustee Smith will make the presentation and could include a slide on the unique work we are doing at ITC.

Board members expressed support and suggested Trustee Smith work with Manager Emmings to create an ITC slide to increase ITC profile.

5.2.2 ITC Board Elections, Appointment & Orientation – Briefing

The ITC Manager provided an update on the local government election, noted ITC staff are preparing orientation materials for incoming trustees, and welcomed suggestions from ITC Board members regarding the orientation process and materials.

Discussion and suggestions included:

- Provide a copy of the ITC slides from the Union of BC Municipalities 2022 highlights presentation (page 7 of the breakfast binder) to new trustees.
- Post reference documents for elected trustees on WebDAV in an organized fashion, easy to find at a later date.
- Include an ITC promotional brochure with the Islands Trust welcome letter to newly elected trustees.
- Provide a copy or link to ITC Annual Report.
- Begin the impression that ITC is designed to grow, not that it is a subset of Island Trust, equivalent arm, separate from Trust Council.
- Provide orientation to elected trustees about what ITC is prior to giving notice of intent. Recommend this to the Management team.
- Keep the first ITC agenda light with focus on orientation items not covered at Trust Council.

5.2.3 Sandy Beach Nature Reserve Management Plan (Keats) – Briefing

The ITC Property Management Specialist provided an update on a response from the Siwxwú7mesh (Squamish) Nation recommending wording changes to the Sandy Beach Nature Reserve Management Plan and is working on clarifying the changes correctly.

Chair Stamford requested clarification on the correct name for Keats Island for Gambier Island Local Trust Committee meetings.

5.3 **Correspondence**

5.3.1 Denman Conservancy Association, Denman Crown Lands Response Letter, dated 2022-08-19

Received for information.

5.3.2 Mayne Island LTC, Response Letter: Fallow Deer, dated 2022-10-03

Received for information.

5.4 **Updates for Information**

5.4.1 Public Acquisitions Report

Received for information.

5.4.2 Public Covenants Report

Received for information.

5.4.3 Budget Report

Received for information. The ITC Manager clarified this budget report only represents the first quarter of year, with some items from the second quarter included as known.

5.4.4 Covenant Landholder Newsletter Fall 2022

Board members expressed support for the document and requested a stand alone electronic copy of the document to provide to Board members. The ITC Communications Specialist will provide a copy.

5.4.5 Report - Forever Protected

Received for information.

5.4.6 Executive Committee Update

Trustee Fast commented that she presented an ITC slide at the recent Islands Trust breakfast at the invitation of Chair Luckham. Trustee Patrick and Trustee Fast represented the Executive Committee. The workshop was positive and well attended.

Trustee Fast advised there is an Executive Committee meeting October 5, 2022, and the agenda will include discussion of trustee orientation. There is another orientation session planned for January. The Executive Committee agenda is posted to the website for those interested.

5.4.7 Financial Planning Committee Update

Chair Stamford advised the Financial Planning Committee is expecting increases in budget due to the tentative BCGEU agreement and several project requests, and is currently developing the 2023/24 budget. There is a meeting scheduled for October 12, 2022.

5.4.8 Trust Council Update

The ITC Manager advised the Board that Trust Council received two noteworthy ITC-related items:

- 1) Referral of the draft ITC Plan: Trust Council had no comments; and,
- 2) NAPTEP Fees Bylaw and Guidelines: an amended NAPTEP Fees Bylaw was given three readings and guidelines for Executive Committee sponsorship of NAPTEP fees were approved. This will allow the Board and applicants to NAPTEP to apply to the Executive Committee for waiver of NAPTEP fees.

5.4.9 Trustee Roundtable

Trustee Fast thanked everyone for their work, commented it has been such a pleasure to be part of the Board, and provided an update on the following:

- Bowen Island Council passed a conservation development policy and a site alteration bylaw.
- Metro Vancouver is proposing to wrap around the new Cape Roger Curtis Nature Refuge, that the Bowen Island Conservancy runs, with a big 240 acre park, the remains of the former development. This has become an election issue on Bowen Island and people are concerned about camping, a potential for transportation issues, due to cars on the ferry and roads.
- Bonny Brokenshire, Manager of Environment, Parks Planning and Bylaw Services, is moving on to work with the City of Vancouver. At some point there will be a new contact person for the environmental liaison.
- Heron watch program – many biologists and volunteers have retired or moved on. Trustee Fast will work on developing new contacts after the election.

Trustee Smith thanked everyone for their work, noted her one-year anniversary on the board, and provided an update on Saturna Island's Cetacean Watch Program, noting Galiano has also joined.

Trustee Adams thanked Board members, staff, and especially Chair Stamford for keeping meetings on track. Trustee Adams commented on the conservation work happening on Salt Spring and noted the Vital Signs Report for Salt Spring Island, to be published this month, could be helpful to staff.

Trustee Fenton provided an update on work of the Thetis Local Trust Committee, work with Frist Nation's communities, and thanked everyone for an amazing four years as a Trustee. He also advised he is running again for the Thetis Island Local Trust Committee and hopes to return to the ITC Board.

Chair Stamford thanked Board members and staff, commented it has been an amazing eight years working with the Islands Trust Conservancy, and advised she has been acclaimed as a Trustee for the Gambier Island Local Trust Committee and as Regional Director for Sunshine Coast. She is not intending to run for ITC for the 2022-2026 term.

The ITC Manager provided highlights of the last four years to Board members and thanked them for their support.

6. PUBLIC COMMENTS AND DELGATIONS

There were no public comments or delegations.

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next meeting will take place on November 22, 2022 at 10:00 a.m.

9. CLOSED MEETING

9.1 Motion to Close the Meeting

ITC-2022-047

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; (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 be invited to remain in the meeting.

CARRIED

10. ADJOURNMENT

By general consent, the meeting adjourned at 12:39 p.m.

Kate-Louise Stamford, Chair

Certified Correct:

Corlynn Strachan, Recorder