



Trust Fund Board

Regular Meeting Agenda

Date: Tuesday, September 26, 2017
Time: 10:00 am - 2:00 pm
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

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1. CALL TO ORDER	
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7. NEW BUSINESS

8. NEXT MEETING

The next meeting will take place on November 21, 2017 at 10:00 am.

9. ADJOURNMENT



Trust Fund Board Minutes of Regular Meeting

Date: Tuesday, July 18, 2017
Time: 10:00 am
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Board Members Present Tony Law, Chair
Hoops Harrison
Kate-Louise Stamford
Robin Williams
Ronald Bertrand
Susan Morrison

Islands Trust Fund Staff Present Jennifer Eliason, Islands Trust Fund Manager
Kate Emmings, Ecosystem Protection Specialist
Corlynn Strachan, Administrative Assistant
Crystal Oberg, Communications & Fundraising Specialist
Clare Frater, Trust Area Services Director, joined the meeting at 10:49 am

Islands Trust Staff Present Cindy Shelest, Administrative Services Director, joined the meeting at 10:32 am and left the meeting at 10:56 am

Guests Leonora Lee, Auditor KPMG, joined the meeting at 10:32 am and left the meeting at 10:56 am
Stephen Foster, Chair, Crystal Mountain Rezoning Committee, joined the meeting at 10:58 am and left the meeting at 12:15 pm

1. CALL TO ORDER

Chair Law called the meeting to order at 10:00 am and acknowledged that the meeting was being held in Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

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

3. CLOSED MEETING

TFB-2017-018

It was **MOVED** and **SECONDED**,

that the meeting be closed to the public pursuant in accordance with the Community Charter, Part 4, Division 3, section 90(1) (e) the acquisition, disposition or expropriation of land or improvements; and that Jennifer Eliason, Kate Emmings, Crystal Oberg and Corlynn Strachan be invited to remain in the meeting.

CARRIED

The Trust Fund Board convened the closed portion of the meeting at 10:05 am and resumed in open meeting at 10:20 am to Rise and Report.

4. RISE AND REPORT

There were no items for rise and report.

5. MINUTES/COORDINATION

5.1 Minutes of Meetings/Resolutions without Meetings

5.1.1 Approval of the May 30, 2017 Meeting Minutes

By general consent, the Trust Fund Board meeting minutes of May 30, 2017 were adopted.

5.2 Follow-up Action List

The Trust Fund Board Manager provided an update on Follow-up Action List items.

TFB-2017-019

It MOVED and SECONDED

that the Trust Fund Board request staff to provide a report regarding the organizational implications of acting on the Trust Council request to investigate provincial and federal stewardship agreements as a protection tool.

CARRIED

6. BUSINESS

6.1 Items for Approval

6.1.1 2016-2017 Audited Financial Statements

Cindy Shelest thanked Jennifer Eliason, Corlynn Strachan, and the KPMG audit team for their assistance with the audit, hard work and for a job well done.

Leonora Lee, KPMG Auditor, presented the audit findings to the Trust Fund Board, reporting that accounting policies remained the same; the audit was consistent with previous years, and the auditor's opinion consistent with previous years.

TFB-2017-020

It was MOVED and SECONDED,

that the Trust Fund Board accept the Audited Financial Statements for the 2016-2017 fiscal year, and refer the statements to Islands Trust Council as an information item.

CARRIED

6.1.2 Transfer Agreement – Valens Brook Addition, Denman Island

The ITF Manager reviewed the proposed land donation, noting that the Conservation Proposal was approved by the Board in 2014.

TFB-2017-021

It was MOVED and SECONDED,

that the Trust Fund Board direct a board member to sign a transfer agreement between the Trust Fund Board and the owners of Lot 17, Section 6, Denman Island, Nanaimo District, Plan 6404 PID 005-851-122 and authorize staff to move forward with the transfer of approximately 2.54 hectares of this property, using section 99 of the Land Titles Act.

CARRIED

6.1.3 Conservation Proposal – Crystal Mountain Transfer

The ITF Manager reviewed the details of the proposal and identified that due to the complexity of the conservation proposal, the financial and policy implications of two options were included in the materials. The manager highlighted the staff recommendation to proceed with registration of a conservation covenant rather than land transfer.

Stephen Foster, Chair of the Crystal Mountain Society Rezoning Committee, explained to Board members that the society is submitting the transfer of land proposal based on what they have heard from the community.

Board members discussed the possible implications of each of the options and expressed concerns about the resource requirements to manage the land as a TFB nature reserve. Board members also discussed the potential consequence of no protection at all.

TFB-2017-022

It was MOVED and SECONDED,

that the Trust Fund Board reiterate its willingness to proceed with registering a conservation covenant as the preferred option for protecting the conservation values of the land on Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200, PID # 000-851-035 and part of Lot A, District Lots 88 and 89, Galiano Island, Cowichan District, Plan VIP68079, PID # 024-351-041 but would be willing to consider a new conservation proposal for transfer of the land subject to a larger endowment and other issues being resolved that present challenges for the Trust Fund Board in accepting ownership of this land.

CARRIED

6.2 Items for Discussion/Direction

6.2.1 Review of Agenda for the Trust Fund Board, Executive Committee Liaison Meeting

Board members received the agenda.

6.2.2 DRAFT 2018-2027 Regional Conservation Plan Goals

The ITF Ecosystems Protection Specialist provided a presentation to Board members highlighting the draft Regional Conservation Plan goals and requested feedback. Board members reviewed the goals, suggested minor editing, and requested a copy of the slide document be provided to Board members.

The meeting recessed at 1:10 pm to proceed with the Trust Fund Board Executive Committee liaison meeting and resumed at 2:20 pm

6.2.3 Trust Fund Board Retreat

The ITF Manager advised Board members that a date and a venue should be confirmed quickly, and that some direction on the goal(s) for the day would assist staff in setting it up. Board members discussed facilitation, using an outside facilitator versus a staff facilitator, or possibly no facilitator at all. Suggested topics discussed were:

- prioritizing the objectives of the Regional Conservation Plan
- planned giving and developing donor relationships
- board function beyond the boardroom
- long-term fundraising report
- “friend raising”, the idea of a working through a friend raising / fundraising exercise
- looking at potential new ITF directions, such as conservation of working lands

Board members agreed to submit suggestions to the ITF Manager for retreat topics.

6.3 Correspondence

There was no correspondence.

6.4 Updates for Information

6.4.1 Public Acquisitions Report

The Trust Fund Board received the Public Acquisitions Report for information.

6.4.2 Public Covenants Report

The Trust Fund Board received the Public Covenants Report for information.

6.4.3 Budget Report

The Trust Fund Board received the Budget Report for information

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next meeting will take place on September 26, 2017 at 10:00 am.

9. ADJOURNMENT

By general consent, the meeting adjourned at 2:36 pm.

Tony Law, Chair

Certified Correct:

Corlynn Strachan, Administrative Assistant

DRAFT



Trust Fund Board – Executive Committee Liaison Meeting Regular Meeting Minutes



Date: Tuesday, July 18, 2017
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

TFB Board Members Present Tony Law, Chair
Hoops Harrison
Kate-Louise Stamford
Ronald Bertrand
Robin Williams
Susan Morrison (TFB and EC)

Executive Committee Members Present George Grams
Laura Busheikin
Peter Luckham, EC Chair

Staff Present Jennifer Eliason, ITF Manager
Corlynn Strachan, ITF Administrative Assistant
Russ Hotsenpiller, Chief Administrative Officer
Clare Frater, Director, Trust Area Services
David Marlor, Director, Local Planning Services, joined the meeting at 1:20 pm

1. CALL TO ORDER

The meeting was called to order at 1:15 pm. Chair Law acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

Chair Law welcomed the guests and initiated introductions.

2. APPROVAL OF AGENDA

By general consent, the agenda was approved.

3. MINUTES/COORDINATION

3.1 Record of the April 5, 2016 Meeting Minutes

The Trust Fund Board received the adopted April 5, 2016 meeting minutes for record.

4. BUSINESS

4.1 Items for Discussion/Direction

4.1.1 Regional Conservation Plan - Draft Goals

The ITF Manager provided a presentation to Trust Fund Board and Executive Committee members highlighting the Regional Conservation Plan (RCP) goals and invited feedback.

TFB and EC members reviewed the goals and commented positively on the inclusion of a goal focused on working with First Nations. EC members requested a copy of the RCP slide presentation for further review and also requested the draft RCP be provided to the EC after the September 26th TFB meeting.

Trustee Luckham noted the last Regional Conservation Plan has benefited his community on Thetis Island and recognized the Islands Trust Fund's work in achieving the goals in last plan.

- 4.1.2 Request for Legislative Change - ITF Name Change and Funding
Trust Fund Board (TFB) and Executive Committee (EC) members discussed the history of the request, the importance of the Island Trust Fund's name change, the current Islands Trust funding model and opportunities to seek additional or outside funding, the implications of a new government and how to proceed with a request for legislative change.

The Islands Trust Chief Administrative Officer advised that there is currently a list of twenty-five potential amendments to the Islands Trust Act, developed over the years. TFB members asked to be involved in any request going forward to the Province, and to be kept informed of the EC's process.

Chair Law expressed concern regarding the significance of the ITF name change request being diluted by multiple requests. Board members discussed creating a wish list and submitting TFB input to the EC via Trustee Morrison.

Board members discussed the importance of engaging new MLAs and the newly appointed Minister as possible champions for the Islands Trust.

- 4.1.3 Islands Trust Fund Five Year Plan

The ITF Manager provided a briefing to TFB and EC members on the timeline for developing and submitting a new five year plan, noting that the development of the Regional Conservation Plan and the ITF Five Year Plan have coincided in the same year.

TFB and EC members highlighted the importance of inclusion of working with First Nations in both plans going forward.

5. NEXT MEETING

To be determined in early 2017 in Victoria to be determined in early 2017 in Victoria

6. ADJOURNMENT

By general consent, the meeting was adjourned at 2:19 pm.

Tony Law, Chair

Certified Correct:

Corlynn Strachan, Administrative Assistant

DRAFT

Follow Up Action Report

Trust Fund Board

24-Sep-2010

Activity	Responsibility	Target Date	Status
Staff to work with landowners to clarify wording of Cunningham Covenant regarding vegetation removal, while maintaining conservation as a priority.	Jennifer Eliason	30-Sep-2011	On Going

26-May-2011

Activity	Responsibility	Target Date	Status
Staff to continue working with senior Islands Trust staff to find an opportunity to put forward a request to amend the Islands Trust Act to create the Islands Trust Conservancy.	Jennifer Eliason	30-Jun-2017	On Going

31-Mar-2015

Activity	Responsibility	Target Date	Status
Staff to prepare possible revisions to the Trust Council Procedure 2.1.xxi Administration of the Crown Land Acquisition Initiative.	Jennifer Eliason	31-Dec-2016	On Going

20-Jul-2015

Activity	Responsibility	Target Date	Status
Staff to consider referencing the CDFCP Conservation Strategy in the next Regional Conservation Plan.	Kate Emmings	01-Dec-2017	Done

28-Sep-2015

Activity	Responsibility	Target Date	Status
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Follow Up Action Report

Seek injunction by submitting a Notice of Application re TFB-IC-2015-043

Jennifer Eliason
Nuala Murphy

31-Dec-2015

On Going

07-Feb-2017

Activity	Responsibility	Target Date	Status
The Trust Fund Board will consult the Thetis Island Nature Conservancy (ThINC) during the development of a management plan for the nature reserve on Moore Hill.	Nuala Murphy Jennifer Eliason	31-Mar-2017	On Going

04-Apr-2017

Activity	Responsibility	Target Date	Status
Trust Fund Board approves an Opportunity Grant for \$5,000 towards the costs of an ecological assessment and legal fees required for conservation of a property at St. John Point on Mayne Island.	Jennifer Eliason Crystal Oberg	31-Dec-2017	On Going

31-May-2017

Activity	Responsibility	Target Date	Status
TFB requested staff provide suggested revisions to TFB Bylaw to Regulate Meetings to allow some flexibility around attending TFB meetings virtually, while maintaining a preference for in-person attendance.	Jennifer Eliason	26-Sep-2017	On Going

20-Jun-2017

Activity	Responsibility	Target Date	Status
TC-2017-029 Investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.	Jennifer Eliason	12-Sep-2017	On Going

Follow Up Action Report

18-Jul-2017

Activity	Responsibility	Target Date	Status
Staff to provide a report regarding the organizational implications of acting on the Trust Council request to investigate provincial and federal stewardship agreements as a protection tool	Clare Frater Jennifer Eliason	21-Nov-2017	On Going
Staff to provide approved ITF Financial Statements to Trust Council	Jennifer Eliason	14-Sep-2017	Done
TFB to sign transfer agreement for 2.54 hectare addition to Valens Brook Nature Reserve.	Jennifer Eliason Susan Morrison	26-Sep-2017	On Going
TFB to reiterate to Crystal Mountain Society its willingness to proceed with registering a conservation covenant as the preferred option for protecting the conservation values of the land on Lot 9 (PID # 000-851-035) and part of Lot A (PID # 024-351-041) but is willing to consider a new conservation proposal for transfer of the land subject to a larger endowment and other issues being resolved.		18-Jul-2017	Done



TRUST FUND BOARD REQUEST FOR DECISION

DATE: September 7, 2017

TO: Trust Fund Board

BOARD MEETING DATE: September 26, 2017

SUBJECT: Islands Trust Fund Nature Reserve and NAPTEP Monitoring Report 2017

RECOMMENDATION:

That the Trust Fund Board accept the “Islands Trust Fund Nature Reserve and NAPTEP Monitoring Report 2017”.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: None

FINANCIAL: None

POLICY: None

IMPLEMENTATION/COMMUNICATIONS: The Property Management Specialist will continue to address the recommendations in the report as part of the regular work plan.

BACKGROUND

Trust Fund Board (TFB) owned properties and covenanted areas are monitored annually to assess the character and key features of the sites, evaluate the effectiveness of the management program, identify any new issues that need to be addressed by the Board or the management group, and identify and respond to any breaches to the terms of the conservation covenant. The Islands Trust Fund Nature Reserve and NAPTEP Monitoring Report 2017 contains the monitoring results for the 27 TFB owned nature reserves and 24 NAPTEP covenants held by the TFB.

The Islands Trust Fund (ITF) currently holds a contract (2016-2021) with Chris Ferris (who completes the monitoring with her partner Doug Hopwood) to provide monitoring services for the ITF. The property monitor is responsible for organizing and conducting site visits, filling out the site monitoring form, following established monitoring route maps, taking photos of monitoring stations and major issues and/or breaches, and

providing a summary report with recommendations. The monitoring report identifies any breaches or major issues that require immediate attention.

For covenant areas, the contractors have stated in the report that “no significant issues were identified” when their assessment is such that the landowner is in compliance with the terms of the covenant registered on the land. On TFB owned properties a general assessment has been made regarding achievement of management objectives and public safety issues.

The monitoring of the Little D’Arcy Island NAPTEP covenant has been postponed until later in September due to the Sidney Island monitoring being delayed (because of lack of access) as they are done together to save costs on water taxis. Owls Call NAPTEP covenant (Salt Spring) was not evaluated in the report as it was not received in time. The independent monitoring contractor obtained by the owner (the only NAPTEP covenant owner that still has an independent monitor) has been delayed and hopes to submit the report by the time of the TFB meeting but not in time for this report. If there are any concerns brought up by these monitoring visits they will be brought to the TFB.

Issues were identified in this report:

Lindsay Dickson Nature Reserve (Denman) - the neighbours to the east of the Nature Reserve (the original homestead site that was excluded from the Nature Reserve before it transferred to the TFB) have built a fence 30 cm over onto the Nature Reserve property for 10 to 20 metres. Continued communication with the neighbours will be necessary. There was a meeting with the covenant monitors and the neighbouring landowners at the 2016 monitoring visit to go over property boundaries when they had dug a ditch that extended onto the Lindsay Dickson Nature Reserve. The fence has been built in the same area. Staff will continue to work with the landowners to delineate these boundaries.

Morrison Marsh Nature Reserve (Denman) is showing signs of mountain biking damage on existing trails and a new bike trail has been formed to avoid a wet area. There is a revised management plan in process for this Nature Reserve and ITF will work with the Denman Conservancy Association to help discourage mountain bike activities with improved trail maintenance and signage. There has been no further evidence of tree cutting at the Inner Island Nature Reserve (Denman) where two large Douglas-fir were cut in the winter of 2016.

Bachmann NAPTEP covenant (Gabriola) has new owners and the covenant was discussed and the boundaries walked with them on this monitoring visit. Discussions regarding activities that are permissible in their covenant area including maintaining a view have been initiated. Elder Cedar Nature Reserve (Gabriola) continues to suffer from vandalized signs which have been replaced over the years. There is evidence of considerable traffic including mountain bikes and horses which are not allowed in the Nature Reserve. ITF is working with GaLTT to improve the trails and build boardwalks over the muddy areas.

Vanilla Leaf Land Nature Reserve (Galiano) has an access road that is being used to cut and remove a Douglas-fir tree which may be on the Nature Reserve. The Galiano

Conservancy Association will further investigate. Vehicles have disturbed an area that is definitely on the Nature Reserve by using it as a turnaround point. We are working with Galiano Conservancy Association to inform neighbours and the community that firewood collection from this area is not allowed. In the Westbourne NAPTEP covenant (Galiano) there is evidence of wood being bucked and removed from the pile of wood that was left onsite to naturally decompose after BC Hydro cut trees for a powerline in 2014. There has also been a fence built by the neighbour on the south boundary that is slightly over the line and communication with the neighbour will be initiated to ensure that if any further work is to occur, a new survey to define the boundaries must be done.

The Oscar's Landing NAPTEP Covenant (North Pender) has had some organic debris dumped on the south boundary and communication with the neighbouring landowner regarding property boundaries will be initiated. Lower Mount Erskine Nature Reserve (Salt Spring) has a trail that has been made by the public into private property to avoid climbing up a small knoll on the trail that is within the Nature Reserve. This use continues even though the trail has been blocked with branches piled up in attempt to deter people from using it. McFadden Creek Nature Reserve (Salt Spring) has had a 30 cm diameter cedar tree cut down near a well-marked corner pin for the south-west boundary, clearly within the Nature Reserve property. The incident was reported to the RCMP and a letter went to all the adjacent neighbours. It is suspected that the tree was cut to enhance the view from a neighbouring property. There is also an old well on the neighbouring property that should be recovered to keep the area safe.

The report confirms that restoration work is overall going well. The recent planting on David Otter Nature Reserve (Bowen) in 2017 and Brigade Bay Bluffs (Gambier) in 2017 and Long Bay Wetland in (Gambier) 2015 are looking healthy and growing. The trees planted at Mount Trematon Nature Reserve (Lasqueti) in 2015 required further work in 2016 to fix some of the protective cages, which continue to suffer damage from sheep browse. This is also true for the planting done at the John Osland Nature Reserve (Lasqueti) with approximately 50 % of the plantings having died. Stronger materials for building the cages are required to keep the sheep away. This information will be used to devise restoration plans for the 2018-2019 fiscal year. The monitors were also excited to see a pair of Peregrine Falcons at the cliff on Trincomali Nature Sanctuary (Galiano).

The monitoring letters officially addressing any issues that have been identified will be sent to all the landowners and partner groups by the end of September.

REPORT/DOCUMENT: Islands Trust Fund Nature Reserve and NAPTEP Monitoring Report 2017 (attached)

KEY ISSUE(S)/CONCEPT(S): This monitoring report helps set priorities for management activities and identifies work that needs to be done to resolve issues.

RELEVANT POLICY: TFB 2.3 Acquisition and Management of Land
TFB 2.4 Conservation Covenants
TFB 2.5 Natural Area Protection Policy
TFB 2.8 Covenant Enforcement Policy

DESIRED OUTCOME: As recommended

RESPONSE OPTIONS

Recommended: As above

Alternatives: None

Prepared By: Nuala Murphy
Property Management Specialist

Reviewed By: Jennifer Eliason
Manager



Huszar Creek, Fairy Fen Nature Reserve, Bowen Island

**Islands Trust Fund Annual Monitoring
Report Nature Reserves and NAPTEP
Covenants 2017
Chris Ferris and Doug Hopwood July 2017**

INTRODUCTION

All properties in which the Islands Trust Fund (ITF) holds an interest, either in the form of a NAPTEP covenant or fee simple ownership, are monitored annually by the ITF contractor or by another organization or individual. Horton Bayviary Reserve on Mayne Island was monitored by the Mayne Island Conservancy. The results of the monitoring visits by other contractors are summarized in this report when available.

All other covenants and nature reserves covered in this report were monitored by either Chris Ferris or Doug Hopwood.

Observations and comments arising from each visit are reported here. Recommendations have been made in some cases where we think there is a significant issue requiring action by ITF staff, unless the issue is already being addressed. For covenant areas, where we have stated that “no significant issues were identified”, this means that in our assessment the landowner is in compliance with the terms of the covenant registered on the land. On ITF-owned properties a general assessment has been made regarding achievement of management objectives and public safety issues.

BOWEN ISLAND

David Otter Nature Reserve was visited on May 14, 2017 by Doug Hopwood and Everhard van Lidth de Jeude (Bowen Island Conservancy).

Everhard has re-planted 50+ cedar seedlings in the restoration area and replaced the wire cages, as well as some sword ferns. The new trees look healthy so far. The management objectives for the reserve are generally being met and no public safety issues were identified.

Fairy Fen Nature Reserve was visited on May 12, 2017 by Doug Hopwood, accompanied by Everhard van Lidth de Jeude (Bowen Island Conservancy). Everhard showed Doug the location that Bowen Conservancy has proposed for a floating viewing platform in the fen. The management objectives for the reserve are generally being met and no public safety issues were identified.

Singing Woods Nature Reserve was visited on May 12, 2017 by Doug Hopwood, accompanied by Everhard van Lidth de Jeude (Bowen Island Conservancy). The management objectives for the reserve are generally being met and no public safety issues were identified.

DENMAN ISLAND

Inner Island Nature Reserve was visited on May 2, 2017 by Chris Ferris, accompanied by J. Thornton, Denman Conservancy Association (DCA). There were no public safety issues identified in the reserve and the objectives of the management plan are generally being met.

There was no evidence of further tree cutting in the area.

Lindsay Dickson Nature Reserve was visited on May 2, 2017 by Chris Ferris and Doug Hopwood accompanied by Erika Bland and J. Thornton of DCA.

A new fence has been installed along part of the west boundary of the old homestead property. It appears that this fence is over the property line into the reserve by up to 30 cm for about 10 to 20 meters at the north end of the fence line. In the 2016 monitoring visit, we met with Evan Penner, the owner of Lot A, the old homestead that was formerly part of the Lindsay Dickson parcel, to discuss the location of the drainage ditch. This old ditch was cleaned out in 2015 by a contractor hired by Evan Penner. Using a compass and 50 m tape we defined the location of the property line across the field. We were confident that our measurements were accurate enough to show definitively that portions of the ditch are on the Lindsay Dickson Reserve. Evan stated that the ditch was cleaned out in an attempt to intercept water draining through the field and into his basement, and that he had no intention of doing more work and is aware of the location of the property line. However, the new fence is slightly over the same property line discussed above.

There were no public safety issues identified in the reserve and the objectives of the management plan are generally being met.

Morrison Marsh Nature Reserve was visited on May 2, 2017 by Doug Hopwood accompanied by Erika Bland of Denman Conservancy Association (DCA).

Discussions continue about trail route options to provide access to Boyle Point Park near the SE corner. There is no resolution yet.

Mountain bikers have had an impact on a short section of trail about 50 m east of the trail head at the end of Greenhill Road (Photo #1). Bikers have also made a new route about 30 or 40 metres long to avoid the muddy area. Erika and Doug discussed possibly creating a more permanent new route to avoid the muddy section.



Photo # 1.

Impact of
mountain
bikes on trail,
Morrison
Marsh Nature
Reserve

Recommendation: We recommend staff discuss mountain bike issues on the trail with Erika Bland of Denman Conservancy Association.

There were no public safety issues identified in the reserve and the objectives of the management plan are generally being met.

Valens Brook Nature Reserve was visited on May 2, 2017 by Doug Hopwood accompanied by Erika Bland (DCA). There were no public safety issues identified in the reserve and the objectives of the management plan are generally being met.

Gabriola Island

Bachmann NAPTEP Covenant was visited on May 8, 2017 by Doug Hopwood, with Ann Landry, Lou Skinner and Peter Danehower from Gabriola Lands and Trails Trust (GALTT) and Ann and Gary Holmes, the new owners of the property.

Doug met the new owners, discussed the covenant, walked the boundaries of Covenant Areas B and A with them as well as the trails, driveway etc. They asked about several activities they would like to undertake on the land: fencing near the house, replacing the deck, cutting dead trees that may fall on the house or driveway, and tree work to maintain the view. They were advised to contact ITF staff and GaLTT to discuss these activities. There were no significant issues identified in the covenant area.

Burren's Acres Nature Reserve was visited on May 8, 2017 by Chris Ferris accompanied by Margret Taylor (donor) and Lynn Mayes. The management objectives for the reserve are generally being met and no public safety issues were identified.

Coats Millstone Reserve was visited on May 8, 2017 by Chris Ferris and Doug Hopwood accompanied by Bailee McColl of Nanaimo Area Land Trust and Lisa Griffiths of Gabriola Historical Society. The objectives of the management plan are generally being met. There were no safety issues identified in the reserve other than the existing natural hazards.

Elder Cedar Nature Reserve was visited on May 8, 2017 by Doug Hopwood, accompanied by Ann Landry of GaLTT, Bailee McColl (NALT), Lou Skinner, Peter Danenhower, Nola Johnston, and Kerry Marcus.

An interpretative sign at the elder cedar, and a trail sign at one of the major trail forks, have been replaced following vandalism. There are several muddy spots on the trail, especially along the east boundary, where there is considerable traffic including mountain bikes and horses. GaLTT representatives mentioned they are having discussions with ITF staff regarding trail upgrades, including boardwalks.

The management objectives for the reserve are generally being met. No public safety issues were identified in the reserve.

McRae NAPTEP Covenant was visited on May 8, 2017 by Chris Ferris accompanied by Maxine and Stan McRae, owners of the property. There were no significant issues identified in the covenant area.

GALIANO ISLAND

Barrineau NAPTEP Covenant was visited on July 11, 2017 by Chris Ferris. There were no significant issues identified in the covenant area. No new work has been done on the septic fields.

Laughlin Lake Nature Reserve was visited on June 12, 2017 by Chris Ferris. The management objectives for the reserve are generally being met and no public safety issues were identified.

Trincomali Nature Sanctuary was visited on July 11, 2017 by Chris Ferris, accompanied by Andrew MacKinnon of The Land Conservancy. The management objectives for the reserve are generally being met and no public safety issues were identified. We saw a pair of Peregrine Falcons at the cliff and also found a dead nighthawk on a nest on the ground. There was no obvious cause of death.

Vanilla Leaf Land Nature Reserve (DL 58) was visited on July 12, 2017 by Chris Ferris, accompanied by Keith Erickson of GCA.

There is a recently cut Douglas-fir (stump is about 40cm diameter) on the south side of the west end of the access easement. We were not able to find the survey pin that should be at this location. K. Erickson (GCA) will measure from the next pin to the west with a meter tape to determine if the felled tree is inside the reserve. A pull-out for vehicle turning around has been made at the east end of the access easement on the south side of the road (Photo #2). The pin is in place at this location so we were able to determine that the area being used is definitely inside the reserve.



Photo # 2. Vehicle turn-around adjacent to easement on Vanilla Leaf Land NR.

The management objectives for the reserve are generally being met and no public safety issues were identified.

Reccomendation: That ITF staff contact the landowner to the Southwest and remind him of the expectation that the boundary of the Nature Reserve will be respected and that no further activity should take place outside of the access easement area.

Westbourne NAPTEP Covenant was visited on June 11, 2017 by Chris Ferris and Keith Erikson (GCA).

Some of the logs left on the site when Hydro cut trees adjacent to the power line in 2014 are being bucked and removed, presumably for firewood. Sec. 4.2(viii) of the covenant prohibits removal of indigenous flora.

The fence along the south boundary on the east side of the road may be slightly over the line into the covenant area. It is not possible to tell exactly using a compass but it may be a good idea to remind the adjacent landowner to the south that his fence may be slightly over the line and before any work is undertaken in that area a proper survey of the line should be done.

Reccomendation: That ITF staff remind the landowner that Sec. 4.2(viii) of the covenant prohibits removal of indigenous flora, including coarse woody debris. Staff should also remind the adjacent landowner to the south that his fence may be slightly over the line and before any work is undertaken in that area a proper survey of the line should be done.

Gambier Island

Brigade Bay Bluffs Nature Reserve was visited on May 13, 2017 by Doug Hopwood, Peter Scholefield (Gambier Island Conservancy), Peter Klassen (Brigade Bay owners group), Ian and Vivian Roxburgh (Sea Ranch) and Paul Zaleski.

The trees planted and/or protected in February look healthy so far. This Nature Reserve has good potential for more restoration by protecting and trans-planting trees, especially in Vegetation Type #5 (about 0.8 ha) which would require about another 150 seedlings (mostly available by trans-planting natural cedar seedlings found nearby. A few Douglas-fir seedlings would need to be purchased. Due to easy terrain and road access, it could be planted by a mainly volunteer crew with supervision.

Vegetation Type #2 (about 2.0 ha) is also suitable for planting but would probably require a professional planting crew due to more rugged and inaccessible terrain

The management objectives for the reserve are generally being met and no public safety issues were identified in the reserve.

Long Bay Wetland Nature Reserve was visited on May 13, 2017 by Doug Hopwood accompanied by Peter Scholefield, (GIC) , Peter Klassen (Brigade Bay owners group) Ian and Vivian Roxburgh (Sea Ranch) and Paul Zaleski.

The management objectives for the reserve are generally being met and no public safety issues were identified in the reserve.

Gambier Island Conservancy would be interested in doing another volunteer labour restoration project in the fall or next winter.

Recommendation: I recommend staff discuss a restoration project with Peter Scholefield. See 2017 Restoration Report for more details.

Mount Artaban Nature Reserve was visited on May 13, 2017 by Doug Hopwood, accompanied by Peter Scholefield (GIC), Peter Klassen (Brigade Bay), Paul Zaleski,. The management objectives for the reserve are generally being met and no public safety issues were identified in the reserve.

HORNBY ISLAND

Myra Powers NAPTEP Covenant was visited on June 23, 2017 by Doug Hopwood accompanied by Tom Knott (owner) and Joanne Wyvill, Conservancy Hornby Island (CHI).

Tom cut two wind-throw Douglas-firs for firewood this year and left part as coarse woody debris, as per recommendations.

There were no significant issues identified in the covenant area.

LASQUETI ISLAND

Kwel Sanctuary Nature Reserve was visited on April 17, 2017 by Doug Hopwood accompanied by Bailee McColl of Nanaimo Area Land Trust (NALT). The management objectives for the reserve are being met and no public safety issues were identified.

Mount Trematon Nature Reserve was visited on April 16 & 17, 2017 by Doug Hopwood, accompanied by Bailee McColl (NALT) on April 17.

The management objectives for the reserve are being met and no public safety issues were identified.

John Osland Nature Reserve was visited on April 17, 2017 by Doug Hopwood accompanied by Bailee McColl (NALT) and Wendy Schnieble of Lasqueti Island Nature Conservancy.

Fifty percent or more of the trees and shrubs planted around the wetland have died. The most common problem is that the sheep have managed to knock the wire cage off the tree or shrub. Future planting at this site should use either a steel T-post or two 2"x2' cedar stakes. See Restoration report for more recommendations.

The management objectives for the reserve are being met and no public safety issues were identified.

LITTLE DARCY ISLAND

Little Darcy Island NAPTEP Covenant Access to Little D'Arcy Island is by water taxi. In order to keep costs down this is usually done in conjunction with the monitoring visit to Sidney Island. Since Sidney Island has been postponed until later this summer we will also postpone the visit to Little D'Arcy Island.

MAYNE ISLAND

Horton Bayviary Nature Reserve was visited by M. Dunn, S. Hurst, and G. Mortimer of the Mayne Island Conservancy Association on July 11, 2017. There were no public safety issues identified and the management objectives are being met.

NORTH PENDER ISLAND

Garry Oak NAPTEP Covenant was visited on May 18, 2017 by Chris Ferris, accompanied by Bob and Francis Rose ,owners of the property. There were no significant issues identified in the covenant area.

King Lot 12 (Oscar's Landing) NAPTEP Covenant was visited on May 17, 2017 by Chris Ferris, There were no significant issues associated with landowner compliance identified in the covenant area.

Some organic debris (branches etc) has been dumped just over the property line on the south boundary at the location shown as "motor-home" on the baseline map. The motor-home is no longer there.

Recommendation: That ITF staff contact the landowner to the south and advise them that dumping is not allowed in the covenant area.

King Lot 16 NAPTEP Covenant was visited on, May 17, 2017 by Chris Ferris. There were no significant issues identified in the covenant area.

King Lot A NAPTEP Covenant was visited on May 17, 2017 by Chris Ferris. There were no significant issues identified in the covenant area.

Medicine Beach Marsh Nature Sanctuary was visited on May 18, 2017 by Chris Ferris, accompanied by Davy Ripner and Graham Boffey (PICA). The management objectives for the reserve are being met and no public safety issues were identified.

Night Hawk Hill NAPTEP Covenant was visited on May 18, 2017 by Chris Ferris accompanied by Andy Nowak, owner. There were no significant issues identified in the covenant area.

Steils Woods NAPTEP Covenant was visited on May 18, 2017 by Chris Ferris. There were no significant issues identified in the covenant area.

Wallace Point NAPTEP Covenant was visited on May 18, 2017 by Chris Ferris accompanied by Michael Philpot, owner. There were no significant issues identified in the covenant area.

Woodwinds NAPTEP Covenant was visited on May 17, 2017 by Chris Ferris accompanied by Keith Pincott ,owner. There were no significant issues identified in the covenant area.

SALT SPRING ISLAND

Arthur Lineham NAPTEP Covenant was visited on June 9, 2017 by Doug Hopwood. There were no significant issues identified in the covenant area.

Cunningham Nature Reserve was visited on June 10, 2017 by Doug Hopwood. The management objectives for the reserve are being met and no public safety issues were identified.

Deep Ridge Nature Reserve was visited on June 9, 2017 by Chris Ferris. The management objectives for the reserve are generally being met and no public safety issues were identified. The more westerly of the unauthorized trails that enter the reserve from Peter Arnell Park is still being used quite a bit. I don't think this is a problem. It is not on the extremely steep ground.

Frog Haven NAPTEP Covenant was visited on June 9, 2017 by Chris Ferris. There were no significant issues identified in the covenant area. The owner has moved into Ganges and the property is on the market. The realtor handling the listing is Kerry Chalmers.

Leader NAPTEP Covenant was visited on June 10, 2017 by Chris Ferris. There were no significant issues identified in the covenant area.

Lower Mount Erskine Reserve was visited on June 11, 2017 by Doug Hopwood. The management objectives for the reserve are being met and no public safety issues were identified.

A new house has been built directly south of the NR, accessed from Collins Road. The clearing is about 10 metres away from the line. The owners may have some concerns about the portions of the Mount Erskine trail that are on their property, including areas within sight of the house. Someone has piled up branches to keep hikers from going off the trail towards the house. However, there is still a section of trail across the private land that is an alternative to the trail that stays in the NR. This alternative route is popular (particularly going down) because it avoids climbing up a small knoll.

MacFadden Nature Reserve was visited on June 9, 2017 by Doug Hopwood.

One cedar tree, about 30 cm diameter at breast height and about 60 years old has been recently cut. The tree was located about 5 meters within the NR boundary. The cut tree was close to a well marked property corner marker. Doug re-flagged the section of the property line near the cut cedar tree with pink tape every 10 metres.

An old well, just a few metres off the Nature Reserve, on the property to the east, poses a severe hazard to humans and wildlife.

The management objectives for the reserve are being met and no other public safety issues were identified.

Recommendation: That ITF staff contact the landowner to the east and advise them that their well is a serious hazard, and also advise Jason Charlebois, the neighbor at 2183 North End Road, because he has young children who could be at risk around the old well.

My Whim NAPTEP Covenant was visited on June 9, 2017 by Chris Ferris, accompanied by the owner Ling Weston. There were no significant issues identified in the covenant area.

Old Divide (Appleby) NAPTEP Covenant was visited on June 11, 2017 by Chris Ferris accompanied by Larry Appleby, owner of the property. There were no significant issues identified in the covenant area.

Owls Call NAPTEP Covenant I did not receive a monitoring report for this property before the deadline for this report. I have contacted the property owner. I assume the monitoring report will be submitted directly to ITF. This property is now on the market.

Polden NAPTEP Covenant was visited on June 9, 2017 by Chris Ferris. There were no significant issues identified in the covenant area.

Richardson NAPTEP Covenant was visited on June 10, 2017 by Chris Ferris. There were no significant issues identified in the covenant area.

Ruby Alton Nature Reserve was visited on June 10, 2017 by Chris Ferris. The management objectives for the reserve are being met and no public safety issues were identified.

Walter Bay NAPTEP Covenant was visited on June 11, 2017 by Chris Ferris. There were no significant issues identified in the covenant area.

Wennanec NAPTEP Covenant was visited on June 10, 2017 by Chris Ferris. There were no significant issues identified in the covenant area.

SALT SPRING ISLAND

Moore Hill Nature Reserve Moore Hill Nature Reserve was visited on June 8, 2017 by Chris Ferris and Doug Hopwood accompanied by Jennifer Eliason and Nuala Murphy from ITF and Laurel March (neighbour and ThINC), Ann Eriksson (ThINC), Cameron Hepp (Cowichan Community Land Trust intern), Danny Osborne (ThINC intern). This was the first monitoring visit. There is dangerous terrain on a portion of reserve and public access should not be encouraged in this area. No other safety issues were identified.

SIGNATURES



July 19, 2017

Signature

Date



July 19, 2017

Signature

Date



TRUST FUND BOARD REQUEST FOR DECISION

DATE: September 13, 2017

TO: Trust Fund Board

BOARD MEETING DATE: September 26, 2017

SUBJECT: Islands Trust Fund Five-Year Plan

RECOMMENDATION:

That the Trust Fund Board approves the Islands Trust Fund Five-Year Plan 2018-2022, and subject to the satisfactory completion of referral to local trust committees, Bowen Island Municipality, Trust Council and 36 First Nations, direct staff to submit the plan to the Minister of Municipal Affairs and Housing with a request for approval.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The draft Islands Trust Fund Five-Year Plan 2013-2017 reflects the proposed 2018-2027 Regional Conservation Plan goals and objectives, as well as current policy.

FINANCIAL: None

POLICY: Consistent with the *Islands Trust Act*, Section 44

IMPLEMENTATION/COMMUNICATIONS: The approved draft Islands Trust Fund Five-Year Plan will be circulated for comment to every LTC, Bowen Island Municipality (BIM), as well as Trust Council. The plan will also be circulated electronically to the 36 First Nations with interests in the land and waters of the Trust Area (along with the draft Regional Conservation Plan). If substantial comments are received from LTCs/BIM and/or First Nations, staff will provide a report summarizing and addressing the comments to the TFB in November. If there are no major objections or comments, staff will forward the plan with a request for approval to the Minister. Once approved, it will be posted on the Islands Trust Fund website.

BACKGROUND

The current Islands Trust Fund Five Year Plan completes at the end of December 2017. A new plan must be submitted to the Minister every 5 years. It is important to distinguish between the Islands Trust Fund Five-Year Plan which requires Ministerial approval under the *Islands Trust Act*, and the Regional Conservation Plan which provides direction to the Trust Fund Board and its staff at an operational level. The documents are complementary, but serve different functions.

The Trust Fund Board Five-Year Plan needs to reflect the Board's current policies, specifically those on land acquisition, management and disposition of land, and investment of funds.

Section 44 of the *Islands Trust Act*

- 1) **44** (1) The trust fund board must prepare and submit to the minister, at least once every 5 years, a plan for the trust fund respecting
 - (a) policies on acquisition, management and disposal of property of the trust fund,
 - (b) policies on investment of money of the trust fund,
 - (c) goals for major acquisitions of property by the trust fund, and
 - (d) other matters as required by the minister.
- (2) The trust fund board must not, without the prior approval of the minister, acquire, hold or dispose of land except in accordance with a trust fund plan under subsection (1) that has been approved by the minister.

TFB Policy 3.1 Islands Trust Fund and Local Planning Services Coordination requires that the TFB refer the draft Plan to every LTC and Island Municipality.

The following policies have been created or revised since the approval of the last five year plan and are reflected in the draft plan where relevant:

- [1.7 Fundraising and Donations Policy](#)
- [2.1 Board Approval for Transactions](#)
- [2.2 Assessing Conservation Proposals](#)
- [2.3 Acquisition and Management of Land](#)
- [2.4 Conservation Covenants](#)
- [2.5 Natural Area Tax Exemption Covenants](#)
- [3.3 Relationships with External Groups](#)

REPORT/DOCUMENT: DRAFT Islands Trust Fund Five-Year Plan

KEY ISSUE(S)/CONCEPT(S): Compliance with statutory obligations as per the Islands Trust Act

RELEVANT POLICY:

Section 44 of the *Islands Trust Act*

[TFB Policy 3.1 Islands Trust Fund and Local Planning Services Coordination](#)

[TFB Policy 3.5 Consulting Trust Council, Local Trust Committees, Island Municipalities and Local Trustees on Trust Fund Board Matters](#)

DESIRED OUTCOME: A clear and engaging Five Year Plan, approved by the Trust Fund Board, supported by Trust Council and approved by the Minister of Municipal Affairs and Housing.

RESPONSE OPTIONS

Recommended: As above

Alternatives:

- Direct staff to revise the draft Five-Year Plan before referring it out
- Direct staff to bring final Five Year Plan back to the board at its November meeting for approval if substantial comments are received from referrals

Prepared By: Jennifer Eliason, Islands trust Fund Manager

Reviewed By: Clare Frater, Director of Trust Area Services



- DRAFT -

ISLANDS TRUST FUND

FIVE-YEAR PLAN

2018-2022

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1. Introduction

In 2017, the Islands Trust Fund reached an important milestone of 100 protected places in the Trust Area, preserving over 1,190 hectares of diverse island ecosystems, in collaboration with private landholders, land trusts and other conservation partners. The Trust Fund Board recognizes that the ability to protect these island ecosystems is possible because of the thousands of years of stewardship by the 36 First Nations with interests in the lands and waters in the Trust Area, which has created a lasting natural legacy throughout the islands.

The Islands Trust Fund was created by the Province of British Columbia in 1990 as a regional land trust and conservation arm of the Islands Trust to protect in perpetuity some of the most ecologically and culturally significant places in the Islands Trust Area. To do so, the Islands Trust Fund works closely with partners to protect sites through land donation, conservation covenants, land purchases and public education.

The Islands Trust Fund plays an important role in preserving and protecting the unique and fragile ecosystems found in the Strait of Georgia and Howe Sound. The area is among the most biologically diverse regions in the Province of British Columbia and is globally significant with respect to the at-risk Coastal Douglas-fir biogeoclimatic zone. The Islands Trust Area holds 25% of British Columbia's Coastal Douglas-fir zone, the largest percentage of any local government jurisdiction in the province. Within regional districts and biogeoclimatic zones found within the Islands Trust Area, there are a total of 149 red-listed (extirpated, endangered, or threatened) species (18% of the provincial total) and 162 blue-listed (special concern) species (20% of the provincial total) (BC Conservation Data Centre, 2017). There are also a high proportion of the province's red and blue-listed ecological communities. The Islands Trust Area supports some of Canada's last remaining Garry Oak ecosystems and the associated rare plants, mosses, butterflies and reptiles. Island coastlines support eelgrass meadows, forage fish habitat, glass sponge reefs and other extraordinary marine environments. These numerous rare and endangered species and ecosystems will not survive unless sufficient habitat is protected and carefully managed for its ecological integrity. The Islands Trust Fund's work encouraging and assisting private landholders to protect ecologically valuable land in this region is vital to the provincial government's efforts to protect these important and imperiled ecosystems.

Reaching 100 protected places and embarking on both a new Five Year Plan and a 10-year Regional Conservation Plan provides an opportunity to reflect on the past and to look forward, to a future where caring for the most fragile of island ecosystems can be carried out in true collaboration with the other entities of the Islands Trust, conservation partners, islanders and First Nations.

2. The Islands Trust Fund Board Mandate, Mission and Vision

The Legislated Mandate of the Trust Fund Board

In 1974, the Province of British Columbia recognized the islands between Vancouver Island and the mainland as a special place within the province where the unique beauty, rural character and rare ecosystems should be protected from overdevelopment. Through the *Islands Trust Act*, the province established the Islands Trust, with the following mandate (known as the Object of Islands Trust):

*To preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia.*¹

In 1990, through the enactment of a section of *Islands Trust Act*, the Islands Trust Fund was established as a conservation land trust to assist in carrying out the “preserve and protect” mandate. Part 6 of the *Islands Trust Act* establishes the corporate status, responsibilities, and governance structure of the Trust Fund Board.

The Trust Fund Board is one of 16 corporate entities* charged to uphold the Object of the Islands Trust. It is responsible for the actions of the Islands Trust Fund and carries out the preserve and protect mandate through the conservation of land as nature reserves, nature sanctuaries or conservation covenants, and public education.

Under the *Islands Trust Act* (Section 44)

- (1) the Trust Fund Board must prepare and submit to the Minister, at least once every five years, a plan for the Trust Fund respecting
 - a) policies on acquisition, management and disposal of property of the trust fund,
 - b) policies on investment of money of the trust fund,
 - c) goals for major acquisitions of property by the trust fund, and
 - d) other matters as required by the Minister
- (2) The Trust Fund Board must not, without the prior approval of the Minister, acquire, hold or dispose of land except in accordance with a trust fund plan under subsection (1) that has been approved by the Minister.

The Mission and Vision of the Trust Fund Board

¹ The Islands Trust Council passed a resolution in 2015 supporting in principle amendment of the *Islands Trust Act* to add First Nations to the list of those with whom Islands Trust cooperates.

* The Corporate entities charged to uphold the Object of the Islands Trust include the Trust Council, the Executive Committee, thirteen local trust committees and the Trust Fund Board.

The **mission of the Islands Trust Fund** is to protect special places by encouraging, undertaking, and assisting in voluntary conservation initiatives within the Islands Trust Area.

The **vision of the Islands Trust Fund** is that the islands and waters of the Strait of Georgia and Howe Sound will be a vibrant tapestry of culture and ecology where humans live and work in harmony with the natural world. This special place will have a network of protected areas that preserve in perpetuity the native species and natural systems of the islands. Engaged residents and conservation partners will work together to protect large natural areas and key wildlife habitat. Viable ecosystems will flourish alongside healthy island communities.

The Islands Trust Fund has a strong desire and vision for developing improved relationships with First Nations, and recognizes there is much to learn from First Nations' about their knowledge of and connection to the land and waters of this region. The Islands Trust Fund shares the commitment of the Islands Trust to change its organizational approach to relations with the [36 First Nations](#) with interests in the lands and waters in the Trust Area. The goal is to move beyond formality and have interactions rooted in a sincere and genuine relationship of mutual respect and collaboration.

3. Islands Trust Fund Achievements

Protected Lands

Since its inception in 1990, the Trust Fund Board has protected 1,190 hectares (2,941 acres) of ecologically-significant natural area on the islands. As of September 2017, the Trust Fund Board has acquired 27 properties, and worked with island landholders to register 74 conservation covenants for a total of 101 protected areas. Twenty-two of these protected places are certified as Ecological Gifts by Environment and Climate Change Canada.

In the next five years: The Islands Trust Fund will continue to refine the science that guides its decision making, by developing a renewed 10-year Regional Conservation Plan to ensure that the organization's time and resources are directed towards high-priority land protection projects.

The board will continue to explore new and innovative sources of funding and to promote legacy gifts as a way to fund land securement and long-term property management in the region.

See Appendix A for a list of properties protected by the Islands Trust Fund.

Collaboration

The Islands Trust Fund works in partnership with land trusts, conservation groups, First Nations, parks agencies and others focused on conservation in the region. Islands Trust Fund staff participate in the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership, the Land Trust Alliance of British Columbia, and the Species and Ecosystems at Risk Local Government Working Group to further the organization's conservation mandate.

The Trust Fund Board supports and enhances the capacity of the local island-based land trusts by providing grants from its Opportunity Fund, working collaboratively on projects, and facilitating education and networking opportunities. The Trust Fund Board's Opportunity Fund is funded by private donations and has provided more than \$72,000 in grants to local land trusts, helping protect more than 400 additional hectares of land, since it was developed in 2005.

In the next five years: The Islands Trust Fund will seek to establish and deepen relationships with First Nations and will work towards building trust by finding opportunities to collaborate with First Nations to integrate Traditional Ecological Knowledge management planning, reconnect youth with island ecosystems and other mutually beneficial initiatives.

Financial Sustainability

The administration of the Islands Trust Fund is funded by the Islands Trust Council, through property taxes collected from the Islands Trust Area. Land securement and any other projects outside of core operations must be funded through external sources, including grants and private donations.

During development of a communications strategy in 2010, stakeholder research clearly identified that the name *Islands Trust Fund* created confusion about the purpose of the organization and was an impediment to effective fundraising and organizational development. This confirmed for the Trust Fund Board that an amendment to the *Islands Trust Act* to change the name and corporate structure of the agency would be necessary to fully realize the organization's potential. Several prospective names were reviewed by the Board, and after thoughtful consideration and focus group testing, the name *Islands Trust Conservancy* was selected. The name maintains the connection to the Islands Trust, but better reflects the land conservation function of the organization. The Board, with the support of Trust Council, is currently seeking an amendment to the *Islands Trust Act* for these changes.

The requested legislative amendments put forward by the Trust Fund Board would simplify the corporate structure of the organization under the name *Islands Trust*

Conservancy and would greatly assist efforts to develop the brand, communicate and fundraise effectively, and improve operational efficiencies.

Given the delays in achieving this legislative change, the Islands Trust Fund has focused on improved branding and communications and maximizing our effectiveness as a fundraising agency to the best of its ability.

A new website (2012) helped to establish a new brand identity for the Islands Trust Fund and enabled online donations. In 2013, the Islands Trust Fund developed a legacy gift program (also known as planned giving) to provide potential donors with information on legacy gift options.

In 2009 the Trust Fund Board established the Covenant Management and Defence Fund to help provide for the long-term stewardship needs of covenant lands. The fund currently holds over \$100,000.

The Trust Fund Board holds two geographically-restricted funds dedicated to land acquisition, the Lasqueti Island Acquisition Fund and the Gambier Island Acquisition Fund, and has guidelines to assist with the future development of other geographically restricted funds.

In the next five years: The Trust Fund Board plans to increase its effectiveness as a fundraising organization by collaborating with the Ministry of Municipal Affairs and Housing to achieve its name and corporate structure change. The Trust Fund Board will continue to pursue new and innovative sources of funding to ensure that it can seize time-sensitive land securement opportunities and prevent further loss of the rare and fragile ecosystems of the Islands Trust Area. Within five years, the Trust Fund Board intends to build a significant endowment fund to support property management and restoration of its protected lands, and to double the size of the Covenant Management and Defence Fund.

Encouraging Private Land Stewardship

The Trust Fund Board's innovative tax incentive program for private landholders to place conservation covenants on their properties, the Natural Area Protection Tax Exemption Program (NAPTEP), is now available throughout the Islands Trust Area, with Bowen Island Municipality signing on to the program in 2015. The program provides a permanent 65% reduction on property taxes on the portion of an eligible property protected by a conservation covenant. Islands Trust Fund staff have also been working with Ministry of Environment staff and the Land Trust Alliance of BC to explore the feasibility of an incentive program for the rest of BC to assist with the protection of species and ecosystems at risk.

In the next five years: The Islands Trust Fund will continue to promote its programs to island landholders, focusing its outreach efforts on the highest priority landscapes. The Trust Fund Board will welcome conversations with the provincial and federal governments about new or innovative tools that might motivate increased land stewardship in this region and will look to these governments for financial support to explore and expand such programs.

4. Goals and Objectives of the Islands Trust Fund

Regional Conservation Plan

The Regional Conservation Plan is the tool used by the Trust Fund Board to focus its resources on areas with the highest biodiversity values and greatest need for conservation. It can also be used by Islands Trust decision makers to support ecologically responsible land use planning. The Board has designed the Regional Conservation Plan as an information resource for citizens and organizations working towards conservation of biodiversity within the Islands Trust Area.

In December 2010, the Trust Fund Board approved a five-year Regional Conservation Plan (2011-2015). In 2014, the Regional Conservation Plan was extended until the end of 2017. The drafting of a new 10-year plan is currently underway, with approval by the Trust Fund Board anticipated for January 2018.

Based on scientific information and local knowledge, the Regional Conservation Plan identifies areas of interest for conservation within the Islands Trust Area and strategies for achieving better levels of land conservation. Some of the strategies involve land acquisition and conservation covenants with willing landholders. Other strategies involve working with First Nations, partner agencies, local trust committees and Bowen Island Municipality to increase our knowledge base, encouraging protection of ecologically significant land within the Islands Trust Area and managing existing conservation lands effectively.

Goals of the 2018-2027 Regional Conservation Plan

The draft 2018-2027 Regional Conservation Plan sets out four high level long-term goals that reflect the enduring ambitions of the Islands Trust Fund to work with island land holders and conservation partners to protect the rich biodiversity of the Islands Trust Area:

1. Identify, investigate and communicate about important natural areas

In order to contribute to effective conservation of biodiversity and ecological integrity in the Islands Trust Area the Islands Trust Fund needs an understanding of the status of

ecosystems and species in the region. Additionally, the Trust Fund Board manages over 1200 hectares of land and can use data to improve and inform its land stewardship. The Islands Trust Fund will continue to invest in research and data acquisition that supports the conservation of island ecosystems.

2. Strengthen relationships with First Nations to identify and collaborate on shared conservation goals

The Islands Trust Area is located within the traditional territories of 36 First Nations. As part of its current practice, the Trust Fund Board invites comment from First Nations in management planning processes and refers public conservation proposals to First Nations where archaeological sites are identified. The Islands Trust Fund seeks to establish and deepen relationships with First Nations and will work towards building trust and finding opportunities to collaborate with First Nations on projects where there are opportunities for shared benefits.

3. Continue to secure and manage Trust Fund Board lands and conservation covenants to maximize ecological integrity

The core work of the Islands Trust Fund is to maintain and contribute to protected area networks which preserve ecological function and high levels of biodiversity in the Islands Trust Area. The Trust Fund Board will continue to acquire new nature reserves and conservation covenants as well as use other tools for conserving nature while ensuring that it cares for the lands that it is trusted to manage. Securing adequate funding to pursue new acquisitions as well as manage all protected lands responsibly will be a area of considerable focus for the Islands Trust Fund.

4. Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

The Islands Trust Fund was established in 1990. It has been a consistent presence in conservation of species and ecosystems in the Islands Trust area for almost thirty years. As it moves into the fourth decade of its work, the Islands Trust Fund will ensure that it is can responsibly care for its management responsibilities and participate effectively in partnership opportunities into the future. It will also work to be resilient enough to gracefully navigate change, both on the landscape and as an organization.

The 2018-2027 Regional Conservation Plan will be posted to the Islands Trust Fund website once approved: www.islandstrustfund.bc.ca

5. Trust Fund Board Policies

Below is a summary of key Trust Fund Board policies affecting the public interest. A full list of policies, hyperlinked to the Islands Trust Fund website, can be found in Appendix B.

Section 1: Organizational

General Accounting

The financial transactions of the Trust Fund Board are managed using standard accounting procedures and are subject to an annual independent audit. The Audited Financial Statements of the Islands Trust Fund are available on its website.

To ensure financial accountability, the Trust Fund Board will:

- follow the purchasing procedure established by the Islands Trust Council;
- require prior approval of the Board for expenditures in excess of \$5,000 unless a prior resolution from the Board approves a plan, project or policy authorizing such an expenditure;
- require all financial transactions related to approved projects to be authorized by the Islands Trust Fund Manager;
- direct the Islands Trust Fund Manager to act on behalf of the Trust Fund Board to oversee the management of the bank accounts and investments of the Board; and,
- review an updated financial report at each regular Board meeting.

The Trust Fund Board will not incur any liabilities without the prior approval of the Minister responsible for the Islands Trust.

Fundraising and Investment of Funds

The Islands Trust Council approves an annual budget for the administrative operations of the Trust Fund Board. This funding covers operating expenses including, but not limited to, board meetings and training, staff salaries and benefits, conservation planning, land and covenant negotiations, communications, legal counsel and property management costs. However, the operating budget is not used for direct acquisition of properties (i.e. purchase costs). Accordingly, to purchase land or contribute to acquisitions by other agencies, the Trust Fund Board must raise additional funds. The *Islands Trust Act* provides the Board with the ability to raise funds in a variety of ways.

The Board and staff will solicit funds for the purposes outlined in existing Fund Guidelines² and Fund Agreements³. The Board will not solicit funds for purposes outside of those approved in Fund Guidelines or Fund Agreements unless it has first reviewed and approved the additional fundraising activity. The Board currently manages nine funds.

The Trust Fund Board will not engage in commission-based fundraising, and will not employ contractors utilizing this method for fundraising activities.

The Trust Fund Board routinely requests cash endowments with land conservation projects associated with development applications. The Board invests these endowments only in accordance with the requirements of the *Trustee Act* for the investment of trust property by a trustee. The Board ensures that it invests only in forms of property or security in which a prudent investor might invest, and which enable retrieval of the full investment if required.

The Trust Fund Board is a corporation that is, for all purposes, an agent of the provincial government, and accordingly is a qualified donee and can issue receipts for income tax purposes for donations. The Trust Fund Board is exempt from paying property taxes on its lands.

Section 2: Land Transactions and Property Management

General

Under the *Islands Trust Act*, the Trust Fund Board can accept donations and grants of land, conservation covenants, cash, securities and other real property in support of the protection of the Islands Trust Area. The Trust Fund Board is an approved recipient of gifts of land and interests in land through Environment and Climate Change Canada's Ecological Gifts Program.

When considering proposals, the Board will give priority to those proposals that protect larger areas of land, and may defer or decline smaller proposals. The Board will only consider accepting covenants and land acquisitions of less than two hectares (4.9 acres) if specific significant features are present.

The Board will assess the need for the ongoing management and future legal defence of conservation properties and may, as part of an approval, request or require an endowment or restricted donation to cover management and defence costs associated with the land or covenant.

² As of September 2017, the Trust Fund Board has Fund Guidelines for the following funds: Opportunity Fund, Geographically Restricted Funds, and Covenant Management and Defence Fund.

³ Fund Agreements are negotiated agreements with donors regarding the specific use of a restricted donation.

Land Acquisition

The Board will normally only consider the acquisition of lands that meet the Board's definition of Nature Reserve: *an area that has been set aside because it has regionally significant natural ecosystems (landscape units with little or no human development) and may contain nationally and provincially identified ecosystems and species that are considered endangered, threatened or of special concern. The primary purpose of a Nature Reserve is the preservation and protection of the natural ecosystem. The size of a Nature Reserve should be sufficient to ensure that these ecosystems remain viable over the long term. Activities permitted on a nature reserve will have minimal impact on the land and in general will only include hiking and only in areas that are considered not sensitive to this activity. The location and extent of hiking trails will be determined through the management plan process.*

With every land acquisition proposal, the Board will evaluate any risks that may hamper the Board's ability to protect the land's natural values in perpetuity. The Board will only consider accepting land that needs extensive ecological restoration or substantial management if:

- a. the Board has adequate staff resources to manage the on-going requirements;
- b. a substantial cash donation that is adequate to cover on-going restoration and/or management costs is provided; or,
- c. the Board has adequate funds available to undertake immediate restoration and/or management requirements.

The Board will not accept or acquire any lands where there is an obligation to maintain buildings or structures. The Board may accept and acquire lands that have buildings on-site that can be removed or maintained at the Board's discretion.

As a further measure of protection, wherever possible, the Trust Fund Board will develop and register a conservation covenant on each of its nature reserves if an appropriate conservation agency can be found to hold the covenant and if the values on the land warrant the investment of staff time and legal fees.

Conservation Covenants

The Trust Fund Board will encourage landholders within ecologically significant areas or with significant characteristics or values to protect their land using binding conservation covenants and will work with interested land holders to achieve protection of significant areas.

The Trust Fund Board will continue to work with Trust Council to promote and administer the Natural Area Protection Tax Exemption Program (NAPTEP). The program provides a property tax incentive for land holders who register conservation covenants on their lands to protect the natural features and values of their properties.

The Trust Fund Board may refuse to acquire properties with existing conservation covenants or other charges on title that include rent charges⁴. Rent charges will not be included in covenants to be registered on Trust Fund Board owned properties as the Board cannot incur liabilities without ministerial approval.

Management of Property and Covenants

The acquisition of land or registration of conservation covenants does not by itself guarantee the long-term protection of significant features and values. Active management of protected areas is also necessary. The Trust Fund Board's primary objectives in managing its properties are to protect public safety and ecological values. Lands owned by the Trust Fund Board are not parks but are nature reserves and nature sanctuaries, and this concept is considered in acquisition discussions, management planning, insurance and land use zoning.

In order to effectively manage ecologically significant areas, the Trust Fund Board works cooperatively with landholders, contractors, partner conservation groups and various government agencies.

Qualified staff and contractors develop management plans for all lands owned by the Trust Fund Board. Management plans are used to provide long-term direction regarding allowable public use, the reduction of risk to public safety, and the reduction of risk to ecological values and other significant features.

When the Trust Fund Board receives donations of land, it consults with the donor(s) regarding any specific wishes they might have for the property and considers these wishes in the management planning process.

Generally, management plans will address the following matters:

- purpose and objectives for the site;
- background information including the site history and First Nations context;
- environmental inventory;
- management issues such as the extent and nature of protection required, appropriate uses and level of use, research guidelines, risk management, special needs at the site;
- strategies and actions to achieve the purpose and objectives for the site and to address management issues and needs; and
- traditional use and protection of cultural/archaeological sites.

The Trust Fund Board will seek assistance from local community groups to implement management plans and, where appropriate, will request such groups to enter into

⁴ "Rent charge" is similar to a fine and is a charge registered against the land to enable enforcement of a breach of a covenant agreement.

contracts with the Islands Trust Fund regarding management operations and responsibilities.

The Trust Fund Board monitors all of its lands and covenanted areas regularly to assess the character and key features of the sites, evaluate the effectiveness of the management program, identify any new issues that need to be addressed by the Board or the management group, and identify and respond to any breaches to the terms of a covenant.

The Trust Fund Board will request, where necessary, that the Local Trust Committee or Island Municipality rezone Trust Fund Board lands to the most appropriate designation and zone for nature protection when it is reviewing its Official Community Plan and/or Land Use Bylaw and will work with the Local Trust Committee to determine the most appropriate designation and zone.

Disposition of Property

The Trust Fund Board intends to maintain its protected areas in perpetuity. However, there are circumstances where the Trust Fund Board will consider transferring property (or interests in a property, such as a conservation covenant) it has acquired to another agency.

If the Trust Fund Board receives an unrestricted donation of land with little or no ecological value, and if no other barriers to disposition exist, the Trust Fund Board may sell the land and use the proceeds to further its conservation objectives.

If the Trust Fund Board receives a proposal to transfer an ecologically significant property (or an interest in land) to another conservation agency, and determines that there is no legal barrier to transfer and that the proposal is worthy of consideration, the Trust Fund Board will direct staff to conduct and prepare a thorough assessment of the proposal for consideration by the Board.

The Trust Fund Board will only dispose of a fee simple title or an interest in ecologically significant land if it can be determined that the recipient agency has the expertise and long-term financial resources to manage the property or interest as well as, or better than, the Board. If the land, or interest in land, was acquired as an Ecological Gift, prior written authorization from Environment Canada must be received before proceeding with a disposition.

When considering a transfer of ecologically significant land, the Trust Fund Board may:

- a. transfer the land on condition that it be used for conservation purposes, or transfer the land as determinable fee simple providing that the land will revert to the Trust Fund Board if the land is no longer being used for the specified purposes.

- b. register a conservation covenant on title to the land before the transfer, to ensure the protection of the land's ecological values, provided an appropriate agency can be found to hold the covenant, and the recipient agency has the legal authority to accept the encumbrance.

The Board will consider the following tools to ensure that any transferred land and associated values will be protected in perpetuity for the residents of the Trust Area and the people of British Columbia:

- a. The Trust Fund Board may transfer land on condition that it be used for conservation purposes, or transfer land as determinable fee simple providing that the land will revert to the Trust Fund Board if the land is no longer being used for the specified purposes.
- b. The Trust Fund Board may register a conservation covenant on title to land before a transfer, to ensure the protection of the land's ecological values, provided an appropriate agency can be found to hold the covenant, and the recipient agency has the legal authority to accept the encumbrance.

Section 3: Communication Cooperation and Liaison

Communication

Trust Fund Board members and Islands Trust Fund staff conduct activities in a manner that enhances the Islands Trust Fund's reputation as an organization that works proactively, constructively and collaboratively to advance the Islands Trust Fund Board Five-Year Plan.

The Trust Fund Board's land conservation negotiations are confidential and will be treated as such by all Board members and staff of the Islands Trust Fund. Generally, information about on-going covenant and land donation projects will not be discussed or announced publicly until the project is complete, unless the project is associated with a development application, or the applicant has specified that the project may be discussed publically.

Collaboration

The Islands Trust Fund works collaboratively with other agencies, First Nations and individuals to promote conservation in the Islands Trust area. Staff and Board members participate regularly in partnerships with various levels of government, non-profit organizations, community groups and other agencies to further preservation of nature in the Islands Trust Area. The Trust Fund Board wishes to maintain good communications with First Nations and other agencies working in the region.

Advocacy

The Trust Fund Board will ensure that its advocacy positions are consistent with the Islands Trust Fund Board Five-Year Plan and Islands Trust Policy 6.10.iii (Advocacy Policy)

and are supported by a resolution of the Trust Fund Board. Advocacy letters from the Trust Fund Board to elected officials will be signed by a Trust Fund Board member.

6. Conclusion

Guided by the Regional Conservation Plan, the Trust Fund Board will continue to pursue its mandate in accordance with its policies and in partnership with island communities and First Nations, as well as local, regional, provincial and national conservation and government agencies.

The Board will continue to strive for organizational excellence, and to eliminate barriers to its continued success. With excellent working relationships with the island-based and regional land trusts and strong connections to local and regional governments, the Islands Trust Fund is well positioned to take a lead role in the protection of the ecologically significant areas found in Canada's islands in the Salish Sea.

The Trust Fund Board looks forward to the next five years of conservation successes, inspired by the generosity and perseverance of our partners, collaborators and supporters, and the endless beauty of fragile island ecosystems.

Appendix A: List of Islands Trust Fund protected places, by fiscal year

FISCAL YEAR	PROPERTY NAME	HECTARES PROTECTED	ISLAND	
1992-1993				
Nov. 1992	Scott Covenant Lands	1.00	Salt Spring	
Dec. 1992	Inner Island Nature Reserve	9.40	Denman	
Dec. 1992	Deep Ridge Nature Reserve	14.20	Salt Spring	
			Hectares Protected:	24.60
1993-1994				
Jun. 1993	Enchanted Forest Regional Park Covenant	4.20	South Pender	
Dec. 1993	Coats Millstone Nature Reserve	0.25	Gabriola	
Feb. 1994	Cunningham Covenant	12.17	Salt Spring	
Feb. 1994	Cyril Cunningham Nature Reserve	3.95	Salt Spring	
			Hectares Protected:	20.57
1995-1996				
Jun. 1995	Medicine Beach Nature Sanctuary	8.00	North Pender	
			Hectares Protected:	8.00
1996-1997				
Jun. 1996	Lower Mt. Erskine Nature Reserve	22.00	Salt Spring	
Mar. 1997	Tate Covenant	72.20	Salt Spring	
			Hectares Protected:	94.20
1997-1998				
Jan. 1998	Cable Bay Covenant	61.51	Galiano	
Jan. 1998	Kwel Nature Sanctuary	21.00	Lasqueti	
			Hectares Protected:	82.51
1998-1999				
Jun. 1998	South Winchelsea Island Covenant	10.28	South Winchelsea	
Mar. 1999	Reid Chapman Covenant	0.54	Gabriola	
Mar. 1999	Ledingham Covenant	1.10	North Pender	
			Hectares Protected:	11.92
1999-2000				
Jun. 1999	Retreat Island Covenant	1.60	Galiano	
Jul. 1999	McIntyre Covenant	1.20	Bowen	
Nov. 1999	Dennis Covenant	0.40	North Pender	
Dec. 1999	Singing Woods Nature Reserve	9.00	Bowen	
Dec. 1999	Terminal Creek Covenant North	0.30	Bowen	
Dec. 1999	Terminal Creek Covenant South	0.85	Bowen	

Jan. 2000	Brooks Point Regional Park Covenant	4.00	South Pender	
			Hectares Protected:	17.35
2000-2001				
Dec. 2000	Floating Cattails Marsh Covenant	1.92	Saturna	
Dec. 2000	Strand-Dohan Covenant	0.52	Saturna	
Feb. 2001	Trincomali Nature Sanctuary	12.00	Galiano	
			Hectares Protected:	14.44
2001-2002				
Jun. 2001	Lindsay Dickson Nature Reserve	52.40	Denman	
Jul. 2001	Green Frog Farm Covenant	24.30	Galiano	
Jul. 2001	Longini Covenant	8.00	Galiano	
Aug. 2001	Burnt Snag Covenant	6.60	Sidney	
Aug. 2001	Dragonfly Pond Covenant	4.40	Sidney	
Aug. 2001	Kingfisher Pond Covenant	1.40	Sidney	
Aug. 2001	Sandbanks Covenant	3.01	Sidney	
Aug. 2001	Sunrise Covenant	0.47	Sidney	
Aug. 2001	Windthrow Covenant	26.60	Sidney	
Aug. 2001	Woodpecker Pond Covenant	0.94	Sidney	
Oct. 2001	Lot 31 Covenant	67.43	Salt Spring	
Jan. 2002	Ruffed Grouse Covenant	11.5	Salt Spring	
Feb. 2002	Ruby Alton Nature Reserve	1.60	Salt Spring	
Feb. 2002	Horton Bayviary Nature Reserve	0.52	Mayne	
			Hectares Protected:	209.17
2002-2003				
Aug. 2002	Keough Covenant	0.66	Salt Spring	
Sept. 2002	Where 'Ere You Walk Covenant	0.34	Salt Spring	
Dec. 2002	Winter Wren Wood Covenant	2.50	Denman	
Jan. 2003	Loretta's Wood Nature Reserve**	40.00	North Pender	-40.00
Mar. 2003	Manzanita Ridge Covenant	20.00	Salt Spring	
			Hectares Protected:	63.50
2003-2004				
Dec. 2003	Cottonwood Creek Covenant	4.31	North Pender	
Dec. 2003	Treetop Covenant	10.22	Sidney	
Feb. 2004	Old Point Farm Covenant	8.89	Saturna	
			Hectares Protected:	23.42
2004-2005				
May 2004	Laughlin Lake Covenant	11.00	Galiano	
May 2004	Sharp-tailed Snake Covenant	0.03	North Pender	

Jan. 2005	Brigade Bay Bluffs Nature Reserve	5.14	Gambier	
Jan. 2006	Long Bay Wetland Nature Reserve	38.00	Gambier	
			Hectares Protected:	54.17
2005-2006				
Mar. 2005	Meadow Valley Covenant	1.40	Thetis	
Nov. 2005	Bachmann Covenant	2.07	Gabriola	
Oct. 2005	Shacum Covenant	4.00	Salt Spring	
Oct. 2005	Walter Bay NAPTEP Covenant	2.38	Salt Spring	
Oct. 2005	Owls Call NAPTEP Covenant	3.31	Salt Spring	
Oct. 2005	Leader NAPTEP Covenant	1.80	Salt Spring	
Oct. 2005	Arthur Lineham NAPTEP Covenant	23.69	Salt Spring	
Dec. 2005	Mount Trematon Nature Reserve	57.87	Lasqueti	
Jan. 2006	Morrison Marsh Nature Reserve	51.73	Denman	
			Hectares Protected:	148.25
2006-2007				
May 2006	Vogt Covenant	29.74	Salt Spring	
May 2006	Elder Cedar (S'ul-hween X'pey) Nature Reserve	64.67	Gabriola	
Jul. 2006	Little D'Arcy NAPTEP Covenant	8.15	North Pender LTA	
Oct. 2006	Barrineau NAPTEP Covenant	1.76	Galiano	
Nov. 2006	David Otter Nature Reserve	3.04	Bowen	
			Hectares Protected:	107.36
2007-2008				
Aug. 2007	Oscar's Landing Covenant	0.69	North Pender	
Aug. 2007	Richardson NAPTEP Covenant	1.75	Salt Spring	
Oct. 2007	My Whim NAPTEP Covenant	2.20	Salt Spring	
Oct. 2007	Polden NAPTEP Covenant	3.39	Salt Spring	
			Hectares Protected:	8.03
2008-2009				
May. 2008	Mount Artaban Nature Reserve	107.00	Gambier	
Oct. 2008	Wennanec NAPTEP Covenant	1.64	Salt Spring	
Oct. 2008	Frog Haven NAPTEP Covenant	3.60	Salt Spring	
Oct. 2008	Woodwinds NAPTEP Covenant	0.76	North Pender	
Oct. 2008	Lot 16 NAPTEP Covenant	0.31	North Pender	
Oct. 2008	Lot A NAPTEP Covenant	0.95	North Pender	
			Hectares Protected:	114.26
2009-2010				
Oct. 2009	Steil's Woods NAPTEP Covenant	1.49	North Pender	
Nov. 2009	Westbourne NAPTEP Covenant	1.69	Galiano	
Mar. 2010	McRae NAPTEP Covenant	7.37	Gabriola	

			Hectares Protected:	10.55
2010-2011				
Jul. 2012	Fairy Fen Nature Reserve	18.10	Bowen	
Oct. 2010	Frog Song Forest Covenant	1.78	North Pender	
			Hectares Protected:	19.88
2011-2012				
Nov. 2011	John Osland Nature Reserve	66.37	Lasqueti	
Aug. 2011	Lot 44 (Ogden Road)	0.76	North Pender	
Dec. 2011	Great Beaver Swamp Covenant	10.20	Galiano	
Sep. 2011	Lot 45 (Ogden Road) Covenant	0.86	North Pender	
Oct. 2011	Lot 16 addition NAPTEP Covenant	0.18	North Pender	
Oct. 2011	Garry Oaks NAPTEP Covenant	0.50	North Pender	
			Hectares Protected:	78.87
2012-2013				
Oct. 2012	Nighthawk Hill NAPTEP Covenant	0.91	North Pender	
Oct. 2012	Myra Powers NAPTEP Covenant	4.69	Hornby	
Oct. 2012	Valens Brook Nature Reserve	3.74	Denman	
Dec. 2012	Laughlin Lake Nature Reserve addition	0.50	Galiano	
			Hectares Protected:	9.84
2013-2014				
Apr. 2013	Mount Tuam Covenant	13.40	Salt Spring	
Apr. 2013	Vanilla Leaf Land Nature Reserve	40.50	Galiano	
May 2013	Burren's Acres Nature Reserve	2.03	Gabriola	
Sep. 2013	Stanley Point Covenant (Lot 21)	1.31	North Pender	
			Hectares Protected:	57.24
2014-2015				
Sep. 2014	Old Divide NAPTEP Covenant	0.81	Salt Spring	
Oct. 2014	McFadden Creek Nature Sanctuary	5.09	Salt Spring	
Feb. 2015	Goldenback Fern Covenant	0.29	Salt Spring	
			Hectares Protected:	6.19
2015-2016				
May 2015	Finlay Lake Covenant	6.73	Galiano	
Oct. 2015	Wallace Point NAPTEP Covenant	1.63	North Pender	
Nov. 2015	Clam Bay Farm Covenant	8.26	North Pender	
			Hectares Protected:	16.62
2016-2017				
Aug. 2016	Fischer Covenant	6.12	Hornby	
Feb. 2017	Moore Hill Nature Reserve	21.04	Thetis	
Mar. 2017	Isabella Point Covenant	2.15	Salt Spring	
			Hectares Protected:	29.31
		Total Hectares Protected:		1190.25

**transfer of Loretta's Wood to Parks Canada, March 2005		
Notes: Properties called Nature Reserves or Nature Sanctuaries are owned by the Trust Fund Board. NAPTEP - Natural Area Protection Tax Exemption Program		

Appendix B: Complete List of Trust Fund Board Policies

SECTION 1 ORGANIZATIONAL

- TFB Bylaw #1 [A Bylaw to Regulate the Meetings of the Trust Fund Board](#)
- 1.1 [Trust Fund Board Member Appointments, Reappointments and Elections Policy](#)
 - 1.2 [Election of Chair](#)
 - 1.3 [Trust Fund Board Roles and Responsibilities](#)
 - 1.4 [Board Standards of Conduct Policy](#)
 - 1.5 [Board Member Attendance and Participation and Member Removal](#)
 - 1.6 [Annual Budget Submissions Policy](#)
 - 1.7 [Fundraising and Donation Policy](#)
 - 1.9 [Funds For Partnership Acquisition Projects Policy](#)

SECTION 2 LAND TRANSACTIONS AND PROPERTY MANAGEMENT

- 2.1 [Board Approval of Projects and Transactions Policy](#)
- 2.2 [Assessing Conservation Proposals](#)
- 2.3 [Acquisition and Management of Land](#)
- 2.4 [Conservation Covenants](#)
- 2.5 [Natural Area Protection Tax Exemption Covenants](#)
- 2.6 [Heritage Forest Land Acquisition and Protection Policy](#)
- 2.7 [Disposition of Land Policy](#)
- 2.8 [Covenant Enforcement Policy](#)
- 2.9 [Management Plan Costs Policy](#)

SECTION 3 COMMUNICATIONS, COOPERATION AND LIAISON

- 3.1 [Islands Trust Fund and Local Planning Services Coordination](#)
- 3.2 [Communicating Information Regarding Covenant and Acquisition Projects Policy](#)
- 3.3 [Relationships with External Groups Policy](#)
- 3.4 [TFB Role in Partnership Acquisition Projects Policy](#)
- 3.5 [Policy on Consulting Trust Council, Local Trust Committees, Island Municipalities, and Local Trustees on Trust Fund Board Matters](#)
- 3.6 [Research Policy](#)
- 3.7 [Freedom of Information and Protection of Privacy – Routinely Released Information Policy](#)
- 3.8 [Freedom of Information and Protection of Privacy Policy](#)
- 3.9 [Freedom of Information and Protection of Privacy Policy – Designation of Head & Fees](#)



TRUST FUND BOARD REQUEST FOR DECISION

DATE: September 15, 2017

TO: Trust Fund Board

BOARD MEETING DATE: September 26, 2017

SUBJECT: DRAFT Regional Conservation Plan (2018-2027)

RECOMMENDATION:

That the Trust Fund Board approve the DRAFT Regional Conservation Plan (2017-2027) and direct staff to refer it to First Nations, local trust committees, the Bowen Island Municipality and partner agencies for review as well as posting it online for feedback from the general public.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The Regional Conservation Plan (RCP) will guide the work of the Islands Trust Fund over the next ten years and will be referenced in the Islands Trust Fund 5-Year Plan required under the *Islands Trust Act*. The RCP will also help to evaluate new conservation proposals, develop new Islands Trust Fund programs, direct communications and fundraising efforts and focus property management. There is also a focus in the plan on relationship building with First Nations. This focus is a new one for Islands Trust Fund conservation planning.

FINANCIAL: Directing staff to refer the RCP to internal and external groups will incur some travel costs which have already been approved by the TFB via the Project Charter. There may also be some further funds expended, as approved through the Project Charter, for graphic design to refine graphs and tables in the report. The Regional Conservation Plan will be the basis for further program budget requests as determined through future work plans.

POLICY: The RCP goals have been incorporated into the Islands Trust Fund 5-Year Plan and these goals will be considered and approved by the Minister responsible for the Islands Trust. Although not directly referenced in Policy 3.1 Islands Trust Fund and Local Planning Services Coordination, the Regional Conservation Plan will be referred for comment to local trust committees and the Bowen Island Municipality with the Islands Trust Fund 5-Year Plan.

Several policies reference the RCP and a new RCP will have implications as follows:

Policy	Implications
1.7 Fundraising and Donation Policy	Fundraising activities must support the priorities set out in the Regional Conservation Plan
2.1 Board Approval of Projects and Transactions	The TFB will consider the Regional Conservation Plan before deciding on projects
2.2 Assessing Conservation Proposals	The TFB will only accept conservation proposals that meet one or more of the goals or objectives of the Regional Conservation Plan, and that will result in the protection of ecosystems and features identified as priorities in the Regional Conservation Plan.
2.5 Natural Area Protection Tax Exemption Covenants	The TFB will give priority to those NAPTEP proposals that also meet one or more of the goals or objectives of the Regional Conservation Plan.
2.7 Disposition of Land Policy	When the TFB is considering disposition of land, staff reports must identify the land's ecological significance, including characteristics and values identified in the RCP. The TFB may only dispose of land if with RCP values if it can be determined that the recipient agency has the expertise and long-term financial resources to manage the property as well as, or better than, the TFB.
3.1 Islands Trust Fund and Local Planning Services Coordination	When specific lands have been identified as containing an ecosystem type that is designated for ecosystem protection in the RCP all applications, referrals and LTC initiated projects on specified properties will be subject to consultation.

IMPLEMENTATION/COMMUNICATIONS: With approval from the TFB, staff will refer the RCP to First Nations, local trust committees, the Bowen Island Municipality and conservation partners, including conservancies and regional districts parks agencies. Staff will also post the draft to the Islands Trust Fund website and will provide a mechanism for feedback from the public which will be advertised through our social media and email distribution list. Staff members will attend, as available, local trust committee meetings and a Bowen Island Council meeting to present and answer questions about the RCP. Where staff cannot attend meetings, they will attempt to attend electronically.

OTHER: Data used in the production of the RCP was received late and will be reviewed further. This has had the following implications to the draft RCP:

- 1) Adjustments and corrections to tables and graphs may be made, but it is not anticipated that these adjustments will affect the conclusions drawn in the RCP.
- 2) Data will also be used to update mapping and conservation priority area models. Staff hope to have mapping available for viewing at the Trust Fund Board meeting.
- 3) Island profiles will be updated to reflect new information. The Bowen Island Municipality profile has been provided as an example but other profiles will be completed prior to referrals.

BACKGROUND

The work of the TFB is guided by the Regional Conservation Plan (RCP). The current RCP ends at the end of 2017 and ITF staff have been working with the TFB and others to develop the next RCP. In February 2017, the TFB approved a project charter for a new RCP (see attached). The project charter expanded the timeline of the RCP to 10 years and identified objectives for the project. Staff have addressed Project Charter objectives as follows:

Objective	Addressed by
Develop a baseline, process and standards for evaluating and communicating progress	Reviewing the previous RCP, developing biodiversity priorities and identifying common threats to biodiversity in the Islands Trust Area and identifying and using mapping to analyse these on the landscape. Measurables will be identified in a 3-year work plan and will be used to communicate progress on RCP goals and objectives.
Identify achievable goals and objectives	Address in section 3.1 of the RCP.
Seek input from decision makers and key knowledge holders to create a more robust RCP	Workshops were held in May with conservation partners and First Nations. Trust Council and the Executive Committee have also been updated on the progress of the RCP and have had opportunities for early input. The Draft RCP will also be referred out to all local trust committees, the Bowen Island Municipality, conservation partners and First Nations. Trust Council will be provided the RCP for potential endorsement in March under current project timelines.
Ensure that the RCP is relevant and useful to land use planning and conservancy partners	See above regarding referrals and input. Staff have also formed a planner advisory committee to obtain input and have presented an RCP workshop at an Local Planning Services professional development day. Feedback to date has been incorporated into the plan.

REPORT/DOCUMENT:

Project Charter
DRAFT Regional Conservation Plan (2018-2027)

KEY ISSUE(S)/CONCEPT(S): Regional Conservation Plan

RELEVANT POLICY:

[Islands Trust Fund 5-Year Plan](#)
[1.7 Fundraising and Donation Policy](#)
[2.1 Board Approval of Projects and Transactions](#)
[2.2 Assessing Conservation Proposals](#)
[2.5 Natural Area Protection Tax Exemption Covenants](#)

2.7 Disposition of Land Policy

3.1 Islands Trust Fund and Local Planning Services Coordination

DESIRED OUTCOME: As recommended.

RESPONSE OPTIONS

Recommended: as above

Alternatives:

- 1) Amend the Draft Regional Conservation Plan (RCP) and pass the resolution approving the RCP as amended.
- 2) Direct staff to revise the RCP and resubmit it to the TFB for further review. Should the TFB wish to review the RCP further, staff suggest that the TFB set up a special meeting (perhaps by phone) to further review a draft in October. This will allow staff to maintain the current timeline for approval at the first TFB meeting in 2018. If the TFB does not wish to hold a special meeting, but wishes to review the RCP further at its November meeting, staff will revise timelines as needed.

Prepared By:	<u>Kate Emmings</u>
	Ecosystem Protection Specialist
Reviewed By:	<u>Jennifer Eliason</u>
	ITF Manager

Regional Conservation Plan Development - Charter

Trust Fund Board

Date: February 7, 2017 (updated May 30, 2017)

Purpose

Develop a Regional Conservation Plan (RCP), with input from partners & key knowledge holders, that supports decisions and guides activities that protect Islands Trust area ecosystems in order to further the Islands Trust object and the Trust Fund Board mission

Background

The ITF has had two iterations of 5-year RCPs. The current RCP runs from 2011-2017 and is available at <http://www.islandstrustfund.bc.ca/initiatives/conservation-planning.aspx>. To maintain workflow, the new RCP will span 10 years.

Objectives

- Develop a baseline, process and standards for evaluating and communicating progress
- Identify achievable goals and objectives
- Seek input from decision makers and key knowledge holders to create a more robust RCP
- Ensure that the RCP is relevant and useful to land use planning and conservancy partners

In Scope

- ID of comms. needs
- Identification of data needs & budget & org. impacts
- Input from current partners
- Seek feedback from the public before finalizing the plan
- Input from BIM, LTCs and TC, in person where possible
- Seek & consider First Nations interests
- BRF to EC to inform LTC Chairs

Out of Scope

- Extensive consultation (e.g. meetings on each island)
- Attendance at all LTC/BIM meetings to present the RCP where impractical
- Extensive marine conservation planning (i.e. beyond shoreline)
- Detailed action items for the next 10 yrs. These will be done over shorter periods (i.e. 3 yrs.)

Workplan Overview

Deliverable/Milestone	Date Completed
Communications Plan Completed	March 31, 2017
Background Research Complete	March 31, 2017
Preliminary Consultations (planners & partners)	May 15, 2017
Trust Council presentation	June 20-22, 2017
First Draft for TFB Review	September 26, 2017
Mapping and Data Analysis Complete	April 1—August 31, 2017
LTC Referrals Complete	October 31, 2017
Final Plan Approved by TFB	January, 2018

Project Team

Kate Emmings	Project Manager
Jennifer Eliason	Project Champion
Mark van Bakel	Mapping and Data Support
ITF Staff	Subject Leads
LPS Representatives	Key Users and Advisors

Approved by:

Jennifer Eliason

Date: Jan 12, 2017

Endorsement:

Res #: TFB-2017-003

Date: Feb 7, 2017

Budget

Budget Source: Base Budget

Fiscal	Item	Cost
2017/2018	Partner Meetings	\$4,000
2017/2018	Graphics & advertising	\$4,000
2016/2017 & 2017/2018	Data acquisition	\$35,000
2017/2018	Travel	\$500



DRAFT

Regional Conservation Plan 2018-2027



Trust Fund Board
DRAFT for Review
September 26, 2017

Acknowledgements



The Islands Trust Fund recognizes that its work takes place within the traditional territories of 36 First Nations. Since time immemorial First Nations have cared for the land and the Islands Trust Fund is grateful for this stewardship.

The 2018-2027 Regional Conservation Plan could not have been completed without hours of work and commitment from the staff of the Islands Trust and Islands Trust Fund and the support and input of all of the members of the Trust Fund Board. Additional thanks are due to those who provided valued input to the plan including:

Representatives from the following:

First Nations

Esquimalt First Nation
Halalt First Nation
Lyackson First Nation

Tla'amin Nation (Sliammon First Nation)
Tsleil-Waututh Nation

Island Organizations

Bowen Island Conservancy
Bowen Island Municipality
Conservancy Hornby Island
Denman Conservancy Association
Gabriola Land & Trails Trust
Galiano Conservancy Association

Gambier Island Conservancy
Lasqueti Island Nature Conservancy
Mayne Island Conservancy Society
Pender Islands Conservancy Association
Salt Spring Island Conservancy
Thetis Island Nature Conservancy

Other Organizations

American Friends of Canadian Land Trusts
B.C. Conservation Data Centre
Capital Regional District Parks
Coastal Douglas-fir & Associated Ecosystems
Conservation Partnership (CDFCP)
Comox Valley Regional District
Cowichan Valley Regional District
Gulf Islands National Park Reserve
Habitat Acquisition Trust

Madrone Environmental Services Ltd.
Mudge Island Land Trust Association
Nanaimo & Area Land Trust
Nature Conservancy of Canada
Nature Trust of British Columbia
Sunshine Coast Conservation Association
Sunshine Coast Regional District
TLC The Land Conservancy of British Columbia

Overview

The Islands Trust Area is a region of undeniable beauty which has attracted people for thousands of years. It is also an area rich in biodiversity and under significant pressures from surrounding high populations areas of Vancouver, Victoria and Nanaimo. The Islands Trust Fund Regional Conservation Plan describes the Islands Trust Area, placing it in the context of the region ecologically and culturally, providing detail on land status and land use, current ecosystems, protected areas and changes to the landscape over the last ten years, and setting goals and areas of focus for the Islands Trust Fund for the next ten years.

Goals

1. Identify, investigate and communicate about important natural areas
2. Strengthen relationships with First Nations to identify and collaborate on shared conservation goals
3. Continue to secure and manage Trust Fund Board lands and conservation covenants to maximize ecological integrity
4. Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

Geographical Areas of Focus

Because of limited resources, the Islands Trust Fund must allocate resources for outreach, communications, fundraising and programs strategically; however, conservation proposals will be continue to be evaluated according to ecological value and feasibility. Based on the information available regarding ecosystem values, threats and current levels of conservation, local trust areas/island municipalities have a priority for Islands Trust Fund resources as follows:

- Very High Priority: Lasqueti, Salt Spring and Thetis
- High: Gabriola, Galiano, Gambier
- Medium: Bowen, Denman, Mayne, North Pender
- Low: Ballenas-Winchelsea, Hornby, Saturna, South Pender

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Part 1 - Context

1.1 Islands Trust Area and the Islands Trust Fund

In 1974 the Province of British Columbia recognized the islands between Vancouver Island and the mainland as a special place within the province where the unique beauty, rural character and diverse ecosystems should be protected for future generations. The Islands Trust Area covers approximately 79,000 hectares of land and 482,500 hectares of water on the south coast of British Columbia (Figure 1) and is currently home to approximately 26,200 residents (2016 Canada Census).

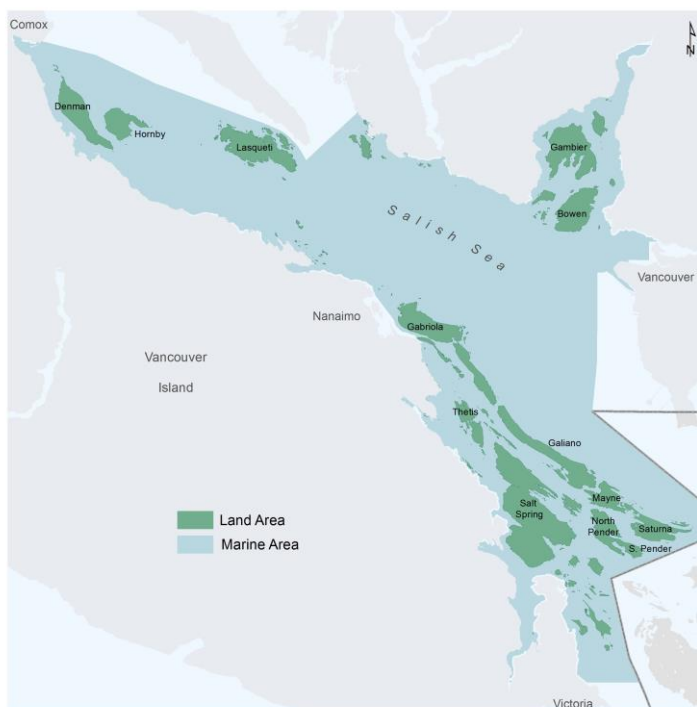


Figure 1. The Islands Trust Area including terrestrial and marine components.

In 1990, the Islands Trust Fund was established as a conservation land trust to assist in carrying out the “preserve and protect” mandate as described in Part 6 of the *Islands Trust Act*. The Trust Fund Board is one of sixteen bodies* charged to uphold the Object of the Islands Trust. It is responsible for the actions

* The bodies charged to carry out the Object of the Islands Trust include the Trust Council, the Executive Committee, thirteen local trust committees and the Trust Fund Board. Under the *Islands Trust Act* a municipality in the trust area must have regard for the object of the trust in adopting a bylaw or issuing a permit or license.

of the Islands Trust Fund and since 1990 has protected over 1,190 hectares of land as nature reserves or through conservation covenants.

The **vision of the Islands Trust Fund** is that the islands and waters of the Strait of Georgia and Howe Sound will be a vibrant tapestry of culture and ecology where humans live and work in harmony with the natural world. This special place will have a network of protected areas that preserve in perpetuity the native species and natural systems of the islands. Engaged residents and conservation partners will work together to protect large natural areas and key wildlife habitat. Viable ecosystems will flourish alongside healthy island communities.

The **mission of the Islands Trust Fund** is to protect special places by encouraging, undertaking, and assisting in voluntary conservation initiatives within the Islands Trust Area.

1.2 First Nations

The Islands Trust Area is located within the traditional territories of 36 First Nations. The Islands Trust strives to build relationships with these First Nations to find opportunities for collaboration and mutual support. In December 2016, the Trust Council approved Policy 6.1.1. First Nations Engagement Principles which states that the Islands Trust is committed to:

1. Becoming aware of what it does not know or understand about First Nations.
2. Proving sincere desire for reconciliation.
3. Integrating, where possible, activities that support First Nations reconnecting with the Trust Area lands and waters.

In the Islands Trust Area, First Nations ownership and management of the land base has yet to be determined through negotiations between First Nations and the Federal Government. In light of court decisions such as *Tsilhqot'in Nation vs. British Columbia* (2014) and decisions that preceded it, it is likely that the landscape of the Islands Trust will change to better recognize Aboriginal Rights and Title.

Because of the recent history of land management in the Islands Trust Area, terminology associated with the land is culturally biased towards a settler or colonial perspective. The Trust Fund Board recognizes that the language commonly used to refer to land may be disrespectful to First Nations and where possible makes efforts to use more neutral language.

In light of the evolving nature of First Nations interests in the Islands Trust Area, the Trust Fund Board will continue to adapt its work as its awareness and understanding of First Nations issues grows. The Trust Fund Board will endeavour to initiate and maintain positive and respectful communications with First Nations in our region, supporting activities that reconnect and maintain existing connection of First Nations with island land and seascapes wherever possible.

1.3 Conservation Significance of the Islands

The Islands Trust Area is a region of undeniable beauty which has attracted people for thousands of years. Part of the reason for its beauty is the rich diversity of life which makes the Islands Trust Area ecologically significant, not only locally, but globally. The Islands Trust Area is home to many sensitive ecosystems and hundreds of rare terrestrial and marine ecosystems and species.

Forests

Most of the Islands Trust region is within the Coastal Douglas-fir (CDF) zone, one of the rarest of British Columbia's 16 biogeoclimatic zones. The Douglas-fir ecosystems of this zone, including Garry oak and associated ecosystems, are globally rare – in the entire world they occur only on the east coast of southern Vancouver Island, the islands of the Georgia Basin, and a small area of the mainland. These forests cover only 0.25% of British Columbia (Austin et al., 2008) and a quarter of B.C. range lies within the Islands Trust Area. Because of a history of logging, less than 1% of CDF ecosystems remain in old growth and almost 50% has been converted to human use. The CDF is rich in biodiversity and has the highest density of species of conservation concern of any of the biogeoclimatic zones in B.C. (Austin et al., 2008).

The remaining forests of the Islands Trust Area lie within the Coastal Western Hemlock (CWH) zone. This zone covers 11% (Austin et al., 2008) of the Province and less than 0.2% of the area lies within the Islands Trust Area. The CWH zone occurs in Howe Sound and at higher elevations on Salt Spring Island. The CWH is considered globally secure with only 3% converted to human use (Austin et al., 2008); however, the very dry maritime subzone (CWHxm) found in the Islands Trust Area contains a high number of rare species and ecosystems, many of which are similar to those found in the CDF and experiences higher pressures from development than many other areas of the zone.

Sensitive Ecosystems

Sensitive ecosystems are considered sensitive because of their rarity and their fragility to disturbance (McPhee et al., 2000). Sensitive ecosystems in the Islands Trust Area¹ are below in Table 1.

¹ The *Sensitive Ecosystems Inventory: East Vancouver Island and Gulf Islands* identifies the following sensitive ecosystems: Coastal Bluff, Sparsely Vegetated, Terrestrial Herbaceous, Wetland, Riparian, Woodland, Older (over 100 yrs) Forests. Islands Trust has modified this classification to simplify some of these classes. Coastal Bluff, Sparsely Vegetated and Terrestrial Herbaceous ecosystems have been simplified into Herbaceous and Cliff ecosystems and Freshwater has been added as a class to recognize the importance of freshwater in the islands. The mapping available for older forests is divided into Old Forests (over 250 yrs) and Mature Forests (80-250 yrs).

Table 1. Sensitive Ecosystems found in the Islands Trust Area.

Sensitive Ecosystem	Description
Cliff	Steep slopes, often with exposed bedrock. Very little soil accumulation, and only exceptionally hardy trees and plants.
Freshwater	Generally lakes and ponds with little or no floating vegetation with water depths of over two metres.
Herbaceous	Shallow soils characteristic of herbaceous ecosystems support low-growing vegetation, such as grasses, forbs (low, broad-leaved plants), wildflowers, mosses and lichens. Few trees and shrubs survive on these sites due to the fast-drying and often shallow nature of the exposed soils.
Old and Mature Forest	Dry to moist forests dominated by conifer or deciduous tree species with a canopy cover of over 30%. Old forests have a stand age of over 250 yrs.; Mature forests have a stand age of 80-250 yrs.
Riparian	Located adjacent to lakes, streams and rivers and characterized by plant communities and soils dependent on increased moisture. Influenced by erosion, sedimentation, flooding and seepage.
Wetland	Feature moisture-dependent plants that thrive in an environment where water remains at or above the surface of the soil during most of the year. Can be bog, fen, marsh, swamp, shallow water, wet meadow or a mixture of these types.
Woodland	Dry and open forests dominated by a mix of broadleaf and coniferous tree species with canopy coverage of 10-30%. Generally restricted to south-facing slopes and ridges with shallow soils and bedrock outcroppings.

Species and Ecosystems at Risk

Species and ecosystems at risk are those at risk of becoming extinct. Legal protections for species at risk and critical habitat for species at risk are provided in the federal *Species at Risk Act*. The Province of British Columbia can also designate species as endangered or threatened through regulation under the *BC Wildlife Act*; however, no regulations have been created at this time. Consequently, legal protection of species at risk only applies to species designated by the federal government. Protection of federally listed species is strongest on federal lands, but 'effective' protection of species at risk is required on private lands as well. Ecosystems at risk currently have no provincial or federal legal protection. Both federally and provincially designated species and ecosystems at risk may be found online through the BC Species and Ecosystems Explorer at <http://www.env.gov.bc.ca/atrisk/toolintro.html>. The number of species at risk within the Islands Trust Area is showing in Table 2.

Table 2. Number of provincially and federally listed species at risk (Numbers are determined by search criteria that isolate species by biogeoclimatic zone and regional district.) (B.C. C.D.C., 2017)

Provincially Listed Species		Federally Listed Species (COSEWIC/SARA)*		
Red List	Blue List	Endangered	Threatened	Special Concern
149	162	61/58	23/12	30/22

*COSEWIC=Committee on the Status of Endangered Wildlife in Canada, SARA=Species at Risk Act (Canada)

Marine Environment

The two major marine areas within the Islands Trust Area are the Strait of Georgia and Howe Sound. Both lie within the Georgia Basin Marine Ecoregion, which is characterized by depths of 0 to 1000m and mud substrates. The Georgia Strait Marine Ecoregion is influenced by local winds, the freshwater and sediment from the Fraser River and other smaller rivers, and its connection to the Pacific Ocean through the Strait of Juan de Fuca.

The Islands Trust Area is home to many notable marine species and habitats, a few of which are described below.

Eelgrass Habitats: Eelgrass (*Zostera marina*) meadows serve as nursery habitat, providing food and protection for over 80% of commercially important fish and shellfish species at some point in their lifetimes. Eelgrass habitat is essential to the survival of all species of salmon along our coast and supports fish species that are critical in the diets of marine mammals and birds. Eelgrass habitat is found along 19% of the shoreline of the Islands Trust Area.

Forage Fish Spawning Beaches: Forage fish are small fish that travel in large groups called 'schools' and are a food source or 'forage' for larger fish and marine mammals. Forage fish, including Pacific herring, Pacific sand lance and surf smelt form the cornerstone of marine food webs. They, and other forage fish species play an important role in the diets of Humpback Whales, Porpoise, Sea Lions, Seals, Salmon and marine birds. In the Islands Trust Area, Surf smelt and Pacific sand lance lay tiny eggs (1mm) on pebble and sand beaches just below the high-tide line - an area called the intertidal zone. The number and health of these beaches play an important role in the lives of the salmon, whales and marine birds that rely on each generation of forage fish for food.

Notable Marine Species: The Islands Trust Area is also home to five species of rockfish (*Sebastes* sp.), recently discovered glass sponge reefs and the Southern resident Killer Whales. These species have legally designated protected areas (Table 3).

Table 3: Notable species with specific marine protection.

Marine Protection Type	Species	Description
Rockfish Conservation Area	Rockfish (<i>Sebastes</i> sp.)	Rockfish species found in the Islands Trust Area are at low levels of abundance. Rockfish Conservation Areas have been established to prevent further population declines (DFO, 2017).
Glass Sponge Reef Fishing Closure Area	Glass Sponge	Glass Sponges are living animals which, until 1987, were thought to be extinct. In 2001 they were found within the Islands Trust Area in the Strait of Georgia and Howe Sound (CPAWS, 2016).
Critical Habitat	Northeast Pacific southern resident population of Killer Whale	Southern resident Killer Whale populations have been in decline and in 2014 the total population consisted of only 78 individuals ² . The southern residents have been listed as endangered under the <i>Species at Risk Act</i> (Canada). In 2011, Critical Habitat was designated. (Government of Canada, 2017)

1.4 Conservation Planning

With more than 65% of the Islands Trust Area managed by private landholders and over 3.3 million people living in the surrounding areas, the pressure to develop and change the natural landscape in the Islands Trust is high. In addition to problems of ecosystem conversion, remaining natural areas in the region faces threats from stresses such as climate change and invasive species. Because of the ecological significance combined with ecological threats and limited resources, conservation planning is essential to maintaining biodiversity in the region.

Evolution of the Regional Conservation Plan

Conservation planning began almost immediately at the Islands Trust Fund with the collection of data in the early 1990s. It has evolved over the last quarter century to include more sophisticated ways of processing information and also a broader recognition of the regional and global significance of the area. Historic planning documents included:

- Trust Area Inventory of Special Areas and Features (March 1995)
- Key Areas for Conservation (July 2000)
- Regional Conservation Plans (2005-2010 & 2011-2017)

² Information here is reported from the Government of Canada, but the Orca Network from Freeland Washington records births and deaths online at <https://www.orcanetwork.org> and places the current population as of August 23, 2017 at 77 individuals in the wild.

The Regional Conservation Plan is a tool used by the Islands Trust Fund to focus its resources – staff, board, financial – on areas with the highest biodiversity values and greatest need for conservation. It can also be used by Islands Trust decision makers to support ecologically responsible land use planning and is an information resource for citizens and organizations working towards conservation of biodiversity within the Islands Trust Area. This iteration of the Regional Conservation Plan will span a ten-year period to allow the Trust Fund Board a greater period of time to realize its goals before moving into the next planning cycle.

Reviewing and Improving Our Work

Over the duration of the last regional conservation plan (2011 – 2017) , over 1,267 ha of land were protected by organizations in the Islands Trust Area – an area larger than Thetis Island. The addition of protected lands resulted in an increase from 16.5% to 17.81% protected terrestrial habitat in the region. The Islands Trust Fund was the primary securement agency for 173 ha (13.6%) of this land.

In February 2017, the Trust Fund Board reviewed lessons learned through implementation of the 2011-2017 Regional Conservation Plan. Key lessons learned included the following:

- Funding availability is a key to meeting objectives for land securement. The Trust Fund Board had an objective to secure 500 ha of conservation land. It was only able to secure 173 ha of land through covenants and land acquisition; however, it helped partners to secure an additional 331 ha of land. The ability of the Trust Fund Board to fundraise was a challenge to land securement.
- The Trust Fund Board piloted a land holder contact program and commissioned a study on the value of working lands conservation, such as forestry and farm lands. It determined that further exploration of land holder contact programs and potential tools for conservation of working landscapes may yield further conservation successes.
- The Islands Trust Fund is a key agency for the collection and analysis of ecosystem data in the region. Its terrestrial and marine datasets have been used by many agencies for a variety of purposes. Marine datasets have been most highly requested.
- Working with local trust committees and island municipalities to further conservation goals requires interest as well as financial and human resource capacity from elected officials and/or planning staff.
- Outreach to island communities is labour intensive for Islands Trust Fund staff and programs need to be strategic to reach desired audiences and to meet conservation goals.
- Property management activities are labour intensive and require appropriate funds. Potential land securement opportunities must be carefully screened and evaluated against future management costs and the ratio of conservation value to ongoing cost should be maximized.

Property management capacity, rather than conservation needs, may be the limiting factor for nature conservation efforts for the Islands Trust Fund in the future.

Global Conservation Targets

“...biological diversity underpins ecosystem functioning and the provision of ecosystem services essential for human well-being. It provides for food security, human health, the provision of clean air and water; it contributes to local livelihoods, and economic development and is essential for the achievement of the Millennium Development Goals³, including poverty reduction.”

(from the Key Elements of the Strategic Plan for Biodiversity 2011-2020,
UN Convention on Biodiversity)

The United Nations Convention of Biological Diversity created a Strategic Plan for Biodiversity 2011-2020. There are five strategic goals under the plan (below) and twenty targets.

Strategic Goal A: Address the underlying causes of biodiversity loss by mainstreaming biodiversity across government and society
Strategic Goal B: Reduce the direct pressures on biodiversity and promote sustainable use
Strategic Goal C: To improve the status of biodiversity by safeguarding ecosystems, species and genetic diversity
Strategic Goal D: Enhance the benefits to all from biodiversity and ecosystem services
Strategic Goal E: Enhance implementation through participatory planning, knowledge management and capacity building

Goal C, Target 11 states that: “by 2020, **at least 17 per cent of terrestrial and inland water, and 10 per cent of coastal and marine areas, especially areas of particular importance for biodiversity and ecosystem services, are conserved** through effectively and equitably managed, ecologically representative and well connected systems of protected areas and other effective area-based conservation measures, and integrated into the wider landscapes and seascapes.” Canada is working to meet this target and as of 2013 approximately 10% of its terrestrial area and 1% of its marine area was conserved within protected areas.

Other Regional Conservation Planning Initiatives

The rich biodiversity of the region that includes the Islands Trust Area and the pressures that it faces has resulted in other agencies taking interest conservation in the region. Regional Districts that operate in the Islands Trust Area, with the exception of the Cowichan Valley Regional District, which includes Thetis and Valdes Islands, include a portion of the Islands Trust Area in parks planning. Also of note are the Nature Conservancy of Canada Salish Sea Natural Area Conservation Plan and the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Conservation Strategy (2015-2020). Both planning processes have identified priority lands for conservation within the Islands Trust Area. Maps for both planning areas included in Appendix I.

³ From the UN Millennium Project: The Millennium Development Goals are the world's time-bound and quantified targets for addressing extreme poverty in its many dimensions-income poverty, hunger, disease, lack of adequate shelter, and exclusion-while promoting gender equality, education, and environmental sustainability. See www.unmillenniumproject.org.

Part 2 – Current Landscape

2.1 Land Status and Land Use

Land Status

Over 67% of land within the Islands Trust Area is managed by private individuals or corporations. The remainder can be classified as protected areas (18%), public land under Provincial management (12%) or First Nations Reserve lands (3%). Over half of the land base is in a natural state and managed by private individuals or corporations (Figure 2). Parks are the primary mechanism for creating protected lands, but nature reserves and conservation covenants held by land trusts, including the Islands Trust Fund, make up over 14% of protected areas. For a map of Parks and Protected Areas as of December 2017, see Appendix IV.

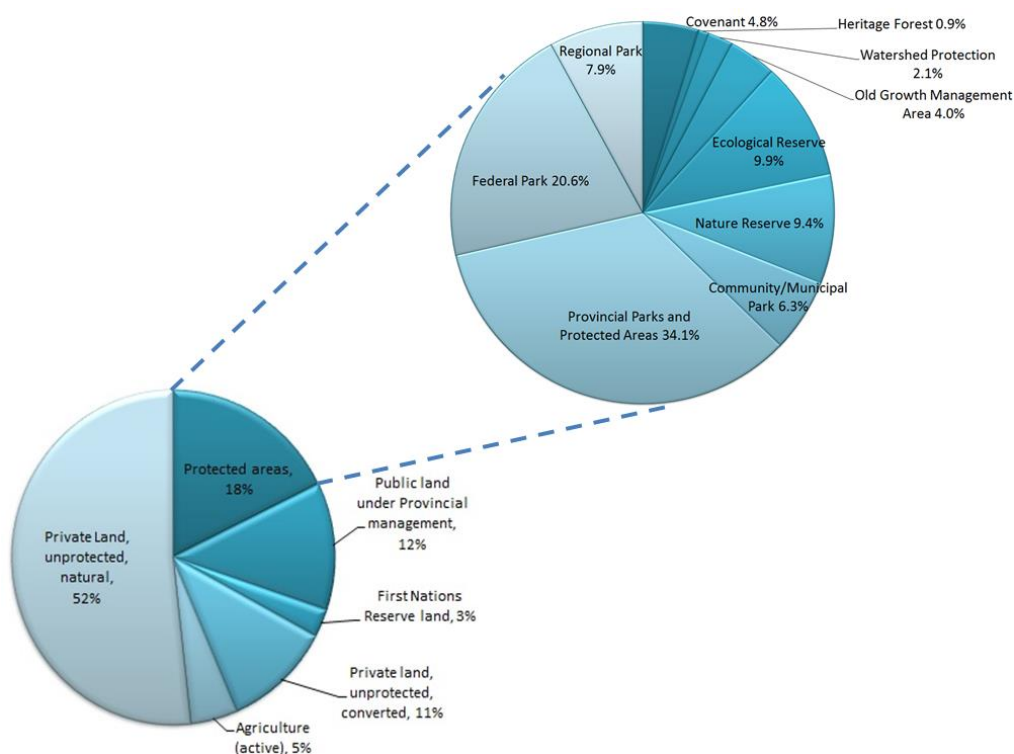


Figure 2. Land ownership of natural lands and protected areas in the Islands Trust Area.

In the timeframe of the previous Regional Conservation Plan, the Trust Fund Board approved a method for identifying high conservation value lands and, through its Securement Strategy (2017), a method for

evaluating conservation projects. These methods form the basis for prioritizing the work the Islands Trust Fund does with private landholders within the natural, unprotected landscape.

Land Use

The Islands Trust Fund has mapped converted land uses in the Islands Trust Area (Table 4). Most land use on converted land is attributed to rural development, roads and agriculture. For a breakdown of land uses by local trust area or island municipality see Appendix II. In 2017, the Islands Trust Fund procured building footprint mapping which identifies the number and area covered in buildings in the Islands Trust Area (Table 4).

Table 4. Mapped converted land uses in the Islands Trust Area. Note, reductions in converted land may be due to refinement of Terrestrial Ecosystem Mapping polygons which occurred in 2017 to better define sensitive ecosystems and agricultural areas and may not be indicative of a reduction in that land use.

Source: Terrestrial Ecosystem Mapping and Islands Trust roads data.

Land Use	Area (ha)		Portion of Islands Trust Area (%)	
	2010	2017	2010	2017
Agriculture	3,719.2	3,712.3	4.7	4.7
Roads	2053.4	2053.4	2.6	2.6
Rural & Urban Development*	6,314.5	6,584.9	7.9	8.3
Other	105.4	101.2	0.1	0.1
TOTAL	12,192.5	12,451.8	15.3	15.7

*Building Footprints account for 445.4 ha of rural and urban development. The remainder of the area is gardens, yards and general use areas around homes and other buildings. *Source: Islands Trust building footprint mapping.*

The 57% of the landbase that is under private management and in natural lands or agricultural lands (active) includes land used for forestry, agriculture (active & non-active) and undeveloped natural lands (private enjoyment, personal firewood harvest, recreation, etc.). To better understand the privately managed landscape and how to interact with its land holders, the Islands Trust Fund initiated pilot landholder contact programs in 2014-2015 and worked with a masters student on a feasibility study for a working landscape conservation program, which was completed in 2017. The goals of both projects were to expand the tools available to the Islands Trust Fund for nature conservation and to investigate efficiencies of conservation outreach.

Landholder Contact Programs

Islands Trust Fund engaged in two landholder contact programs in 2014-2015 (Table 5). Following evaluation of these programs in 2015, the Trust Fund Board identified outreach to landholders as a key strategy for land securement in its Land Securement Strategy (2017).

Table 5. Pilot programs for landholder outreach in 2014-2015.

Pilot Program	Description
Lasqueti Island Landholder Contact	In collaboration with the Lasqueti Island Nature Conservancy the Islands Trust Fund conducted landholder outreach using direct mail, local advertising and a local stewardship event. Staff conducted site visits with interested land holders and followed up on information requests.
Pender Islands Real Estate Professionals Outreach	In collaboration with the Pender Islands Conservancy Association, Islands Trust Fund organized a land conservation outreach event for real estate professionals (realtors, lawyers, etc.) on North and South Pender Islands.

Working Lands

From 2014 to 2017 the Islands Trust Fund worked with a University of Victoria masters student to develop a feasibility study for a working landscape conservation program. The report noted that working lands are a significant part of the natural landscape in the Islands Trust Area (Figure 3). Properties with some component of Agricultural Land Reserve, Private Managed Forest Land or Farm Status account for 43% of the landbase in the Islands Trust Area.

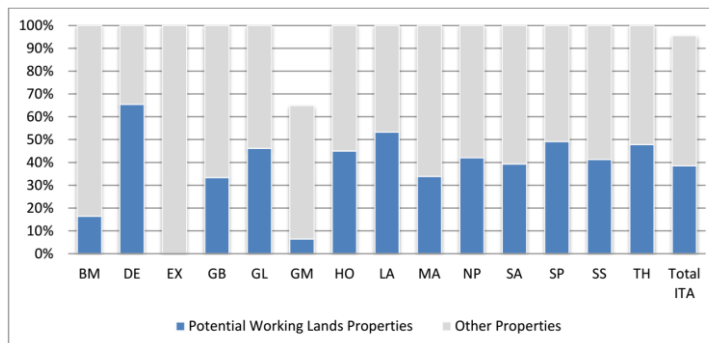


Figure 3. Percentage of Local Trust Area/Island Municipality covered by potential working landscape.

Note: A property can be partially or entirely in the ALR or PMFL. This graph shows the total area of all properties with some proportion designated ALR, PMFL or farm. This graph does not mean for example that 38% of the Islands Trust Area is in the ALR and/or PMFL. It means that properties with some form of ALR, PMFL, or farm designation make up 38% of the Islands Trust Area land base. (Rikley, March 2017)

Findings of the report indicated that the Island Trust Fund could design a working lands conservation program to advance the Board's conservation strategy, establish meaningful relationships with landholders buffering core conservation areas, and create more extensive conservation corridors. The study indicated that before proceeding with a working lands program, the Islands Trust Fund would require:

- **Development of policy:** The Islands Trust Fund does not have any current policy framework for acquiring and managing working lands, therefore would need to develop policy development;
- **Working lands expertise (staff or contractor):** Currently, the Islands Trust Fund does not have staff expertise in farming or forestry and would need to address this gap before beginning a working lands conservation program; and
- **Increased funding:** Working landscapes are more expensive to secure and manage than natural areas and the Islands Trust Fund would need additional funding to work on these parcels.

2.2 Ecosystems and Change in the Islands Trust Area

Terrestrial Ecosystems

The Islands Trust Fund undertook terrestrial ecosystem mapping in 2017 to update ecosystem information for the Islands Trust Area landscape. This mapping can be used for many types of analyses, the most relevant of which are analyses of sensitive ecosystems, structural stage (stand age) of forests, and anthropogenic disturbance of the landscape. Data can be displayed for the whole Islands Trust Area (below) or by local trust committee/island municipality, as in Appendix II.

Sensitive Ecosystems account for over 40% of the land base of the Islands Trust Area. Most of this component of the landscape is forested, either in Woodlands (which have canopy closures of between 10% and 30%) or as denser Old and Mature Forests with canopy closures of over 30%. A smaller component of the landscape is in the other Sensitive Ecosystem types: Cliff, Freshwater, Herbaceous, Riparian and Wetland. Overall, approximately 21.4% of sensitive ecosystems lie within protected areas (Table 6); however, this varies significantly by islands trust area/island municipality with Thetis having less than 5% and Saturna and South Pender have over 40% of sensitive ecosystems in protected areas.⁴ See Appendix II for a breakdown of sensitive ecosystems by Islands Trust Area or Island Municipality.

⁴ Because up to three ecosystems may be present in the terrestrial ecosystem mapping data and because mapped areas (polygons) can overlap protected area boundaries, information used to calculate the percent of protected sensitive ecosystems may not be precise. However, in 2017 the Islands Trust Fund refined sensitive ecosystem mapping to delineate sensitive ecosystems more precisely and remaining mixed polygons are most likely homogeneously mixed, lending more credibility to these numbers.

Table 6. Sensitive ecosystems within the Islands Trust Area and their level of protection by area and percent.

Sensitive Ecosystem	Area (ha)	Percent of Islands Trust Area (%)	Amount in Protected Area (%)	Amount in Unprotected, Provincially-managed Lands (%)
Cliff	181.2	0.2	33.3	23.9
Freshwater	530.3	0.7	8.5	5.1
Herbaceous	3,330.5	4.2	25.9	14.6
Old and Mature Forest	16,841.5	21.2	19.52	23.4
Riparian	78.8	0.1	12.4	17.7
Wetland	2,907.2	3.7	22.3	16.3
Woodland	8,050.1	10.1	23.8	7.6
TOTAL Sensitive Ecosystems	31,919.5	40.1	21.4	17.5

N.B While Cliff, Riparian and Wetland ecosystems are expected to be smaller components of the landscape, limitations of the mapping also contribute to low representation. Cliff ecosystems are vertical ecosystems which can take up large amounts of vertical space which is not represented in two dimensional landscape mapping. Riparian and Wetland ecosystems are often found within forested ecosystems and are sometimes hard to distinguish below canopy cover when looking at aerial imagery.

Forested ecosystems are a large component of the Islands Trust Area and comprise approximately 75% of the landscape. Less than one percent of the Islands Trust Area remains in old growth forest, indicating that almost all of the Islands Trust Area has been logged at some point in time. Remaining old forests are very important components of the landscape as are mature forests which have many of the same structural components, including remnant old growth trees. Mature forests make up approximately 24% of the Islands Trust Area (Table 7). Old and Mature forests provide higher quality habitat for a broader number of species than younger forests. Currently, most of the forest landbase is classified as young forest between forty and eighty years of age and 19.7% of forests are in protected areas. As with sensitive ecosystems, protection varies significantly by islands trust area/island municipality with Thetis having less than 5% and Saturna and South Pender having over 35% of forested ecosystems in protected areas.⁵

⁵ See note 4.

Table 7. Structural stage (age) of forests in the Islands Trust Area by area and percent.

Structural Stage (Forest Age)	Area (ha)	Portion of Islands Trust Area (%)	Amount in Protected Areas (%)	Amount in Unprotected, Provincially-managed Lands (%)
Recently logged				
Pole Sapling (<40 yrs)	8,990.1	11.3	23.3	7.7
Young (40-80 yrs)	31,084.5	39.1	18.5	12.3
Mature (80-250 yrs)	18,912.3	23.8	19.6	20.9
Old (>250 yrs)	531.5	0.7	33.9	26.2
TOTAL Forested Area	59,518.4	74.8	19.7	14.4

Comment [KE1]: Still in analysis

Through its recent *disturbance mapping*, the Islands Trust Fund was able to analyse the change in the landscape in the ten year period from 2004-2014. During that timeframe it is estimated that approximately 1,070 ha of land were disturbed or lost through deforestation, vegetation clearing, creation of rural development and roads, wetland loss and disturbance to soils (Table 8). Approximately 640 ha of this disturbed area has been converted to non-natural uses and represents a loss of about 0.8% of the natural landbase. While this may seem an insignificant amount, if this rate continues, the Islands Trust Area can expect to hit land conversion levels of over 30% in the next 150-200 years. This level of land conversion is considered a threshold for increased species loss within ecosystem types. It is also important to note that some ecosystem types as well as some geographical locations (e.g. islands) are more heavily impacted by land conversion than others and this can result in elevated species loss in particular ecosystems despite remaining natural areas over the entire landscape. See Appendix II for a breakdown of disturbance type by local trust area or island municipality.

Table 8. Land disturbance type in the Islands Trust Area between 2004 and 2014 by area and percent.

Disturbance Type	Area (ha)	Portion of Islands Trust Area (%)
Deforestation - forestry	401.2	0.50
Deforestation – rural development & roads	590.0	0.74
Deforestation – other	2.4	<0.01
Cleared Vegetation – rural development & roads	5.4	0.01
Cleared Vegetation – Other	11.9	0.01
New Roads/Buildings in non-vegetated areas	49.9	0.06
Wetland Loss	2.6	<0.01
Soil disturbance	6.6	0.01
TOTAL Disturbed Area	1,069.9	1.35

Nearshore Ecosystems

Over the last five years the Islands Trust Fund has been actively engaged in mapping shorelines to better understand important coastal ecosystems and the interplay between the land and the sea. Between 2012 and 2014, eelgrass ecosystems were mapped and, over the last five years, selected islands were mapped for suitable spawning habitat for surf smelt and Pacific sand lance. In 2017, the Islands Trust Fund also made efforts to better map sand ecosystems in the Islands Trust Area.

Eelgrass is an important component of the nearshore environment, providing habitat for a multitude of species and acting as a nursery for fish and invertebrates. Conservation of natural shorelines and backshore areas maintains healthy eelgrass beds and can have significant impacts on maintaining species diversity in the marine environment. Eelgrass was mapped by type and density throughout the Islands Trust Area and was present along 19% of Islands Trust Area shorelines. Approximately 19.5% of eelgrass shoreline in the Islands Trust Area has some form of protection; however this varies by local trust area/island municipality with Thetis Island having less than 2.5% and Denman and Hornby having over 30% of their eelgrass shorelines protected. See Appendix II for a breakdown of eelgrass presence by local trust area and island municipality.

Forage fish are an important component of marine food webs. Pacific herring spawn on vegetation present at or below the low tide, for example, eelgrass (see above). Surf smelt and Pacific sand lance spawn on beaches and spawning beaches have been confirmed in the Islands Trust Area. The Islands Trust Fund and Islands Trust have mapped suitable habitat for spawning on most of the major islands in the Islands Trust Area; however, the mapping is currently incomplete and estimates of suitable habitat for the Islands Trust Area are not yet available.

Sand Ecosystems are a small, unique and rare component of Islands Trust Area ecosystems. They account for approximately 230 ha across the Islands Trust Area and are found primarily on Denman Island, James and Sidney Island within the North Pender Island Local Trust Area, with a notable presence in the Gambier local trust areas. Approximately 25.4% of sand ecosystems lie in protected areas. Protection levels vary by local trust area/island municipality with almost all of the mapped sand ecosystems in protected areas in the Saturna and Gabriola local trust areas, approximately 50% in protected areas in the Galiano and North Pender local trust areas, and smaller amounts in protected areas in other local trust areas and island municipalities.

2.3 Biodiversity Priorities and Threats

To identify important areas for conservation and to evaluate potential projects, areas of high biodiversity and areas that experience threats to biodiversity must be known. The Islands Trust Fund has identified key biodiversity priorities and threats and is mapping these on the landscape to inform decision making.

Biodiversity Priorities for the Islands Trust Area

The Islands Trust Fund has selected biodiversity priorities for the Islands Trust Area based on susceptibility of the landscape to damage, representative levels of all ecosystems, inclusion of rare features and inclusion of unique regional features (Table 9). These priorities are used in modelling and evaluating appropriate areas for conservation and the data used for this modelling is noted below.

Table 9. Biodiversity priorities in the Islands Trust Area.

Priority	Description	Data Available
Sensitive Ecosystems	Sensitive Ecosystems are those that are considered sensitive or rare. They often recover slower than other ecosystems following damage.	Yes – sensitive ecosystem mapping
Healthy Forests	Healthy forests are multi-aged, have canopy diversity, large woody debris (e.g. decaying logs of significant size), snags and have a diversity of tree and understorey species consistent with their growing site.	Yes – terrestrial ecosystem mapping
Species and Ecosystems at Risk	Species and ecosystems at risk are those identified by the BC Conservation Data Centre, COSEWIC and Schedule 1 of the federal <i>Species at Risk Act</i> .	Yes, but incomplete – species occurrence & critical habitat
Marine shorelines and nearshore areas	The interface between the ocean and the land is an important area for both marine and terrestrial species. Of particular importance are shoreline areas that support foraging, reproduction and rearing of species, for example, eelgrass beds.	Yes – complete eelgrass data needs to be integrated into modelling
Islets and small islands	Islets and small islands can act as important refuges for species at risk and areas that are isolated from common threats. Conservation importance is often higher the further the islet or small island is from other land masses.	Yes - cadastral boundaries
Size, Corridors & Connectivity	Large protected areas, with connectivity between different types of ecosystems and connectivity to other species populations or other protected areas, are more robust and more likely to persist with high biodiversity into the future.	Yes – modelled with GIS tools

Common Threats to Biodiversity in the Islands Trust Area

The Islands Trust Fund has identified common ecosystem threats in for the Islands Trust Area based on susceptibility of the landscape to damage, representative levels of all ecosystems, inclusion of rare features and inclusion of unique regional features (Table 10). These priorities are used in modelling and evaluating appropriate areas for conservation and the data used for this modelling is noted below.

Table 10. Common threats to ecosystems in the Islands Trust Area and associated data available for mapping these threats on the landscape.

Threat	Description	Data Available
Ecosystem Conversion	Ecosystem conversion is the complete conversion of natural ecosystems to human use (e.g. buildings or pavement)	Yes – building footprint and terrestrial ecosystem mapping
Fragmentation	Fragmentation occurs when natural habitats are separated from each other.	Yes – roads
Invasive Alien & Problematic Native Species	Invasive alien species are those that are non-native to an area that take over the niche of native species, change the biology of an area or alter the succession of native species. Problematic native species have the same effects because of hyper abundance due to loss of population control factors like predators or other natural controls.	Yes – modelled using road proximity
Resource Use	Resource use in the Islands Trust is often timber removal, but also includes mineral extraction (e.g. rock, gravel & soil), water extraction (e.g. wells or water licenses) and removal of other natural resources and species (e.g. for food or decoration).	No – limited data
Natural System Modification	Natural system modification occurs when human beings change natural processes such as fire regimes, hydrology, erosion and sedimentation.	No – no known data
Environmental Contaminants	Environmental contaminants can enter natural systems through point sources and non-point sources. Most contaminants in the Islands Trust Area are from non-point sources and come from run-off, seepage and drainage, e.g. nutrients from agricultural fertilizers and residential septic fields, sediments from construction sites or forestry areas.	No – no known data
Species Disturbance & Mortality	Disturbance occurs when species are required to alter their behaviours because of human activities such as increases or decreases in light, sound and smells (e.g. disturbance of bird nesting during construction). Mortality occurs when species are killed directly, for example road kill or bird mortality from cats.	No – species disturbance, no known data, Yes – mortality modelled using road proximity
Climate Change & Variability	Climate varies seasonally and from year to year. Climate change is also occurring at a rapid rate due to human produced greenhouse gasses. Climate change scientist predict hotter, dryer summers and warmer, wetter winters in the Islands Trust Area. These changes will stress local ecosystems and species making them less resilient, more vulnerable to extirpation, and shifting their patterns and movements.	No – no known dataset available at regional scale for threat, carbon storage and sequestration mapping available

Part 3 – The Next 10 Years

3.1 Conservation Goals and Objectives

The Islands Trust Fund worked with conservation groups, government agencies and First Nations through a set of workshops in May 2017 (see Appendix III for represented groups) to seek input on conservation goals and objectives. These goals and objectives were further refined by the Islands Trust Fund staff and the Trust Fund Board.

1. Identify, investigate and communicate about important natural areas

In order to contribute to effective conservation of biodiversity and ecological integrity in the Islands Trust Area the Islands Trust Fund needs an understanding of the status of ecosystems and species in the region. Additionally, the Trust Fund Board manages over 1,200 ha of land and can use data to improve and inform its land stewardship. The Islands Trust Fund will continue to invest in research and data acquisition that supports the conservation of island ecosystems. Types of data that may be useful include ecosystem mapping, species at risk mapping, invasive species mapping, other species mapping (e.g. keystone species or problematic native species), land conversion mapping, climate change data, etc.

Objectives:

- 1.1 Identify data that will support better decision making for land securement and land management and collaborate with partners to source and acquire it.
- 1.2 Analyse data and update conservation area modelling every three years to identify important conservation areas and important land management strategies on Trust Fund Board managed lands
- 1.3 Investigate opportunities for protection of important conservation areas with appropriate partners
- 1.4 Share information with partners and others through Islands Trust online data and mapping repositories where practical and through data sharing agreements if needed

2. Strengthen relationships with First Nations to identify and collaborate on shared conservation goals

The Islands Trust Area is located within the traditional territories of 36 First Nations. As of 2017, ten of these First Nations have Douglas Treaty rights, two have modern treaties and eight have reserve lands in the Islands Trust Area. As part of its current practice, the Trust Fund Board invites comment from First Nations in management planning processes and refers public conservation proposals to First Nations where archaeological sites are identified. The Islands Trust Fund seeks to establish and deepen

relationships with First Nations and will work towards building trust and finding opportunities to collaborate with First Nations on projects where there are opportunities for shared benefits.

Objectives:

- 2.1 Amend or redraft policies, procedures, plans, document templates and reports to include acknowledgement and consideration of First Nations
- 2.2 Include First Nations place names and/or Traditional Ecological Knowledge (TEK) into property signage where appropriate, as funding permits
- 2.3 Integrate Traditional Ecological Knowledge (TEK) into existing programs as appropriate
- 2.4 In consultation with the Islands Trust, source funds and determine a mechanism to support First Nations collaboration (financial and capacity)
- 2.5 Continue to share information and engage with new conservation projects in partnership with First Nations as resources permit
- 2.6 Research options for protection of cultural sites and culturally important species

3. Continue to secure and manage Trust Fund Board lands and conservation covenants to maximize ecological integrity

The core work of the Islands Trust Fund is to maintain and contribute to protected area networks which preserve ecological function and high levels of biodiversity in the Islands Trust Area. . The Islands Trust Fund's conservation area modelling and Securement Strategy will support Trust Fund Board decision-making processes to ensure resources are focused on those areas most in need of protection. The Trust Fund Board will continue to consider new nature reserves and conservation covenants as well as other tools for conserving nature while ensuring that it cares for the lands that it is trusted to manage.

Objectives:

- 3.1 Manage Trust Fund Board conservation areas responsibly and strategically for ecological integrity, species and ecosystems at risk, known threats and protection of identified features
- 3.2 Identify and restore damaged ecosystems on Islands Trust Fund managed land where appropriate and feasible
- 3.3 Using conservation area modelling and the Trust Fund Board's Securement Strategy as guides, conserve land with high levels of biodiversity priorities and low levels of known threats to biodiversity priorities in nature reserves and through conservation covenants

- 3.4 Explore increasingly complex strategies for land securement, , including those that would protect biodiversity priorities on working landscapes (i.e. agriculture and forestry lands) and those that proactively engage land holders in stewardship activities
- 3.5 Promote Islands Trust Fund land conservation programs to land use planners, decision makers and land holders
- 3.6 Participate in significant ecosystem conservation opportunities related to land use planning in collaboration with local trust committees and island municipalities
- 3.7 Continue to support land conservation projects of partner agencies through the Opportunity Fund

4. Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

The Islands Trust Fund was established in 1990 and has been a consistent presence in conservation of species and ecosystems in the Islands Trust Area for almost thirty years. As it moves into the fourth decade of its work, the Islands Trust Fund will ensure that it is a long lasting agency that can responsibly care for its management responsibilities and participate effectively in partnership opportunities. It will also work to be resilient enough to gracefully navigate change, both on the landscape and as an organization.

Objectives:

- 4.1 Develop and expand fundraising strategies to support Islands Trust Fund programs
- 4.2 Share funding and learning opportunities with partners working on nature conservation in the Islands Trust Area
- 4.3 Continue to develop the Islands Trust Fund brand and promote organizational recognition through telling of the Islands Trust Fund story
- 4.4 Focus, refine and creatively enhance outreach using up to date tools and strategies
- 4.5 Engage audiences and partners beyond the Islands Trust Area to increase support for species and ecosystem conservation within the region
- 4.6 Use partnerships and new technologies to enhance efficiencies in Islands Trust Fund operations

3.2 Areas of Conservation Focus

The United Nations Convention of Biological Diversity Aichi targets of 17% terrestrial protected areas by 2020 have largely been achieved in the Islands Trust Area. Although some rare vegetation types are less represented, sensitive ecosystems, forests, eelgrass areas and overall protected areas are meeting this

goal. However, protection of biodiversity globally and in the Islands Trust Area will require much higher levels to minimize loss of species and to be able to allow for resilience of ecosystems to threats like climate change. Also, while Aichi targets are well in hand for the region, there are some local trust areas/island municipalities which are not meeting global targets. With ongoing needs for terrestrial and shoreline conservation, the Islands Trust Fund has evaluated each local trust area/island municipality to determine geographical areas for conservation focus using a decision matrix (Table 11). Based on the information available, local trust areas have a priority for Islands Trust Fund programs as follows:

- Very High Priority: Lasqueti, Salt Spring and Thetis
- High: Gabriola, Galiano, Gambier⁶
- Medium: Bowen, Denman, Mayne, North Pender
- Low: Ballenas-Winchelsea, Hornby, Saturna, South Pender

⁶ Most priority areas for conservation in the Gambier Island Local Trust Area lie within provincially-managed lands. Strategies for conservation on Gambier may be different than those in other local trust areas/island municipalities.

Table 11. Evaluation of conservation priority for each local trust area/island municipality within the Islands Trust Area using factors of need for sensitive, eelgrass and forested ecosystem protection, level of existing protection by area, disturbance threat and selection frequency in Islands Trust Fund conservation area modelling.

Local Trust Area/Island Municipality	Need for Sensitive Ecosystem Protection ⁺	Forested Ecosystem Protection [#]	Eelgrass Ecosystem Protection ^{&}	Low Overall Protected Areas [*]	Disturbance Threat ⁺⁺	Selection in Islands Trust Fund Modelling ^{###}	Priority ^{**}
Ballenas – Winchelsea	L	L	L	H	L	L	L
Bowen	H	M	L	M	H	L	M
Denman	M	M	M	L	M	M	M
Gabriola	M	M	M	H	H	M	H
Galiano	M	H	M	M	M	H	H
Gambier	H	H	H	M	H	L	H
Hornby	L	L	L	L	M	L	L
Lasqueti	H	H	M	H	M	H	VH
Mayne	L	L	L	H	M	L	M
North Pender	M	M	H	M	L	M	M
Saturna	L	L	L	L	L	L	L
South Pender	L	L	L	L	L	L	L
Salt Spring	H	H	H	M	H	H	VH
Thetis	H	M	H	H	H	M	VH

Rankings: L - Low, M - Medium, H - High, VH - Very High. Note, natural breaks are used to determine the rankings within each category. VH is only used for conservation priority.

⁺Each location ranked by area (ha) of unprotected sensitive ecosystems and using natural breaks to determine rank.

[#]Each location ranked by area (ha) of unprotected forest over 40yrs (structural stages 4-7) and using natural breaks to determine rank.

[&]Each location ranked by area (ha) of unprotected shoreline with eelgrass habitat and using natural breaks to determine rank.

^{*}Each location ranked by percent of the landbase in protected areas and using natural breaks to determine rank.

⁺⁺Each location ranked by area (ha) of disturbance between 2004 and 2014 and using natural breaks to determine rank. Areas with highest disturbance were ranked highest.

^{###}Each location ranked by number of parcels considered to be a high priority for conservation and using natural breaks to determine rank.

^{**}Each location ranked by assigning a value to each assessed criteria of L=1, M=2, H=3, adding these values and scoring each location out of 18. Areas with scores: below 50% = L, 50%-75% = M, 76%-85% = H, over 86% = VH.

3.3 Setting Work Plans, Measuring Progress and Adaptive Management

The Trust Fund Board has elected to create a ten year Regional Conservation Plan, but acknowledges that a plan of this length requires opportunities for evaluation and change if needed. The Trust Fund Board will set work plans for the following periods and evaluate and adapt its work as needed according to the following timeline:

Work Plan #	Develop/Adapt Work Plan	Carry Out Work Plan	Evaluate Work Plan
1	February – March 2018	April 2018 – December 2020	January 2021
2	February – March 2021	April 2021 – December 2023	January 2024
3	February – March 2024	April 2024 – December 2026	N/A
January – November 2027: Evaluate regional conservation plan and develop next conservation plan.			

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**2,035,172 ha
(5,026,875 ac)
land and water**

> 75% of BC population

Salish Sea Natural Area

Location

Key to Features

- Salish Sea Natural Area
- Major Roads
- International Border

Source: BC, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, AeroG, Airbus, Geomatics Canada, IGN, NPS, and others.

27

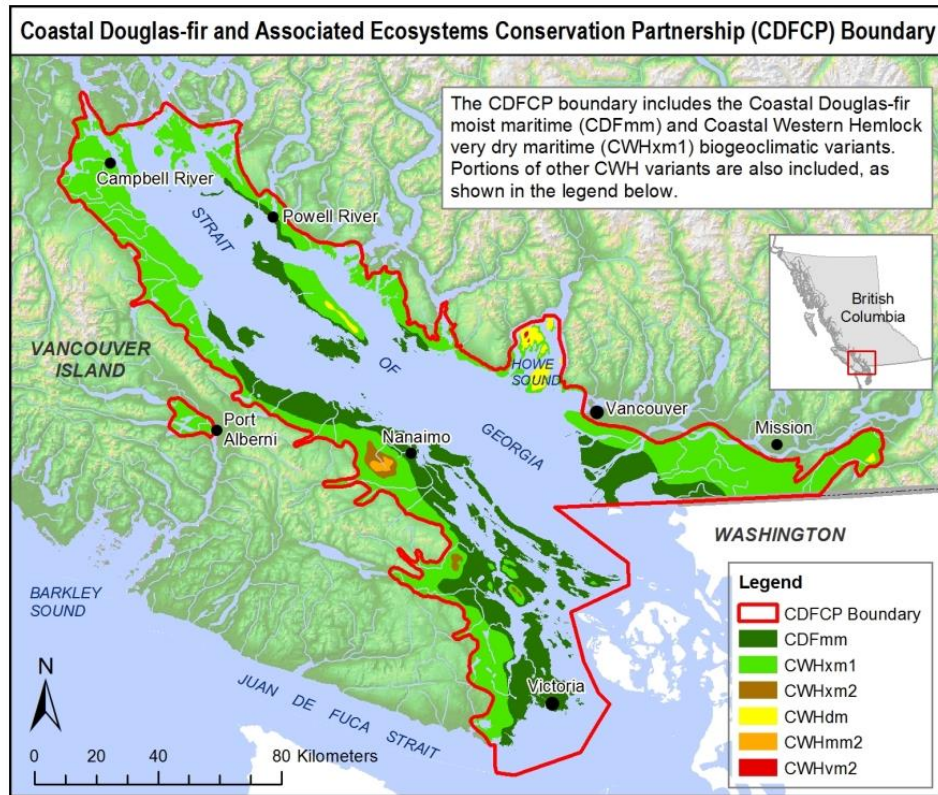


Figure 5. Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Boundary used by the CDFCP for conservation planning for the region.

Appendix II: Island Profiles

NB Below is a sample profile. Other profiles currently being built.

Bowen Island Municipality

Size: 5052.8 hectares (12,480 acres)

Population (2016): 3,680

Number of Buildings (2014): 3,440

Average Assessed Value per Hectare of Privately Owned Land (2016):

Percentage of Land under Private Management (August, 2017):

Parcel Sizes (September, 2017):

Comment [KE2]: In analysis

Parcel Size (hectares)	# of Parcels	Percent of Landbase
Less than 0.5	1,672	6.3
0.5-2	415	8.2
2-10	232	18.3
10-20	23	7.0
20-50	18	11.6
More than 50	12	44.9

Access: Ferry

Protected Areas Distribution (March 2017):

Type of Protected Area	Area (hectares)	Area as % of Island Municipality
Conservation Covenant (Conservancy held)	2.1	<0.1
Ecological Reserve	395.1	7.8
Nature Reserve	30.4	0.6
Park – Municipal	76.3	1.5
Park – Provincial	9.5	0.2
Park – Regional	220.4	4.4
TOTAL	734.8	14.5

Bowen Island Municipality has no marine protected areas and no Rock Fish Conservation Areas in its waters.

Sensitive Ecosystems (August, 2017):

Sensitive Ecosystem	Area (ha)	Portion protected (%)	Portion of Municipality (%)
Cliff	0	0	0
Freshwater	60.1	33.3	1.2
Herbaceous	71.9	21.9	1.4
Mature Forest	2477.4	20.0	49.0

Old Forest	47.8	0	1.0
Riparian	11.4	0.1	0.2
Wetland	76.2	28.1	1.5
Woodland	0	0	0
TOTAL	2744.8	19.7	54.3

Species at Risk (September, 2017):

The Federal Government has mapped Critical Habitat for Marbled Murrelet (*Brachyramphus marmoratus*) on Bowen Island. Some of this is within provincially-managed land and some is on privately-managed land.

The B.C. Conservation Data Centre has a recorded sighting of the Blue dasher (*Pachydiplax longipennis*) on Bowen Island. The Blue dasher is a dragonfly that is provincially blue listed (Special Concern). Blue listed species have characteristics that make them particularly sensitive or vulnerable to human activities or natural events. There are also known nesting sites for the Great Blue Heron (*Ardea herodias fannini*) that are not recorded in the B.C. Conservation Data Centre mapping at this time. There may be additional species at risk on Bowen Island that are not recorded with the B.C. Conservation Data Centre or whose locations are considered confidential information.

Forested Ecosystems (August, 2017):

Bowen Island is in the Coastal Western Hemlock Zone and has a particularly high level of mature and older forest compared with Islands Trust Areas located in the Coastal Douglas-fir biogeoclimatic zone – over 50% is in forests over 80 yrs of age. The breakdown of forests by age class is below.

Forest Type	AREA (ha)	AREA (%)
Pole/Sapling Forest (<40 yrs)	251.91	5.0%
Young Forest(40-80 yrs)	1477.92	29.2%
Mature Forest (80-250 yrs)	2491.67	49.3%
Old Forest (>250 years)	49.59	1.0%

Marine Ecosystems (September, 2017):

Bowen Island has eelgrass beds along approximately 10.5% of its foreshore and 8.1% of the shoreline is suitable spawning habitat for forage fish (Pacific sand lance and/or surf smelt). There are also known locations of small glass sponge reefs off of Bowen's shoreline.

Modified Ecosystems (September, 2017):

Type of Modification	Area (ha)	Portion of Bowen Island Municipality (%)
Cultivated Field	36.8	0.7

Rural	498.0	9.8
Urban	8.6	0.2
Road	155.2	3.1
Golf Course	19.1	0.4
Gravel Pit	1.2	<0.1
Industrial	2.8	0.1
Reservoir	0.8	<0.1
TOTAL	722.5	14.2

Ecosystem Disturbance (2004-2014):

Disturbance Type	Area (ha)
Deforestation – rural development & roads	111.3
New Roads/Buildings in non-vegetated areas	1.9
TOTAL	113.3

Threats to Ecosystems:

The threats to biodiversity found in the Islands Trust Area are described in section 2.3 of this report. These threats are pertinent to the Bowen Island Municipality. In particular, the Bowen Island Municipality is vulnerable to loss of natural ecosystems to residential and associated uses. Bowen Island itself is a short ferry ride from Horseshoe Bay and saw higher than average ecosystem disturbance than other islands in the Islands Trust Area.

Areas of High Biodiversity Value: See Map X.

Conservation Groups Known to be Working in the Area:

Bowen Island Conservancy
Islands Trust Fund

Appendix III: Input and Partner Workshops

The Islands Trust Fund invited 36 First Nations, 7 regional parks agencies, and many island, regional, provincial and national land trusts to participate in two workshops in May 2017 to discuss regional conservation planning and provide input on potential goals for the Regional Conservation Plan. Representatives from the following First Nations and Organizations attended:

First Nations

Esquimalt First Nation	Tla'amin Nation (Sliammon First Nation)
Halalt First Nation	Tsleil-Waututh Nation
Lyackson First Nation	

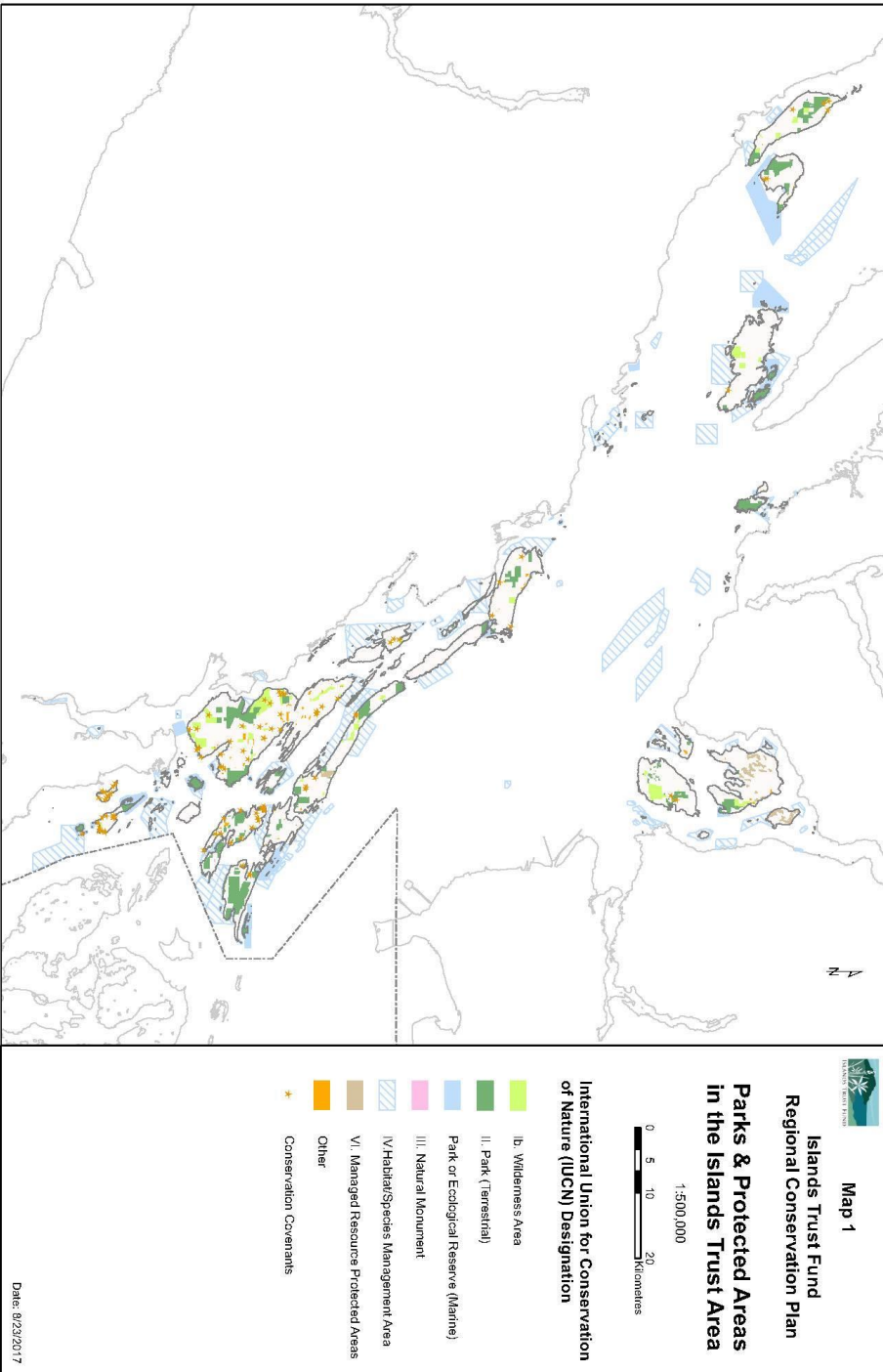
Island Organizations

Bowen Island Conservancy	Gambier Island Conservancy
Bowen Island Municipality	Lasqueti Island Nature Conservancy
Conservancy Hornby Island	Mayne Island Conservancy Society
Denman Conservancy Association	Pender Islands Conservancy Association
Gabriola Land & Trails Trust	Salt Spring Island Conservancy
Galiano Conservancy Association	Thetis Island Nature Conservancy

Other Organizations

American Friends of Canadian Land Trusts	Madrone Environmental Services Ltd.
B.C. Conservation Data Centre	Mudge Island Land Trust Association
Capital Regional District Parks	Nanaimo & Area Land Trust
Coastal Douglas-fir & Associated Ecosystems Conservation Partnership (CDFCP)	Nature Conservancy of Canada
Comox Valley Regional District	Nature Trust of British Columbia
Cowichan Valley Regional District	Sunshine Coast Conservation Association
Gulf Islands National Park Reserve	Sunshine Coast Regional District
Habitat Acquisition Trust	TLC The Land Conservancy of British Columbia

Appendix IV: Maps





TRUST FUND BOARD REQUEST FOR DECISION

DATE: September 18, 2017

TO: Trust Fund Board

BOARD MEETING DATE: September 26, 2017

SUBJECT: TFB Budget Request for 2018-2019

RECOMMENDATION:

That the Trust Fund Board request program funding of \$30,000 for the 2018-2019 fiscal year to complete the revision of three to four ITF management plans and initiate management planning for one new ITF nature reserves.

That the Trust Fund Board indicates support for a request for a new Multimedia Coordinator position for Trust Area Services that will provide 0.25 FTE website and multimedia support to the Islands Trust Fund.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The TFB acquired a large nature reserve on Thetis in February 2017 and will be receiving one to three reserves in the next 12-18 months. The new nature reserves will require development of comprehensive management plans, to guide ongoing management, such as invasive species removal, trail development and maintenance, and management of species and ecosystems at risk. Currently there are 12 management plans 10 years or over (2 of those should be updated this fiscal year), with a further one coming due 2018 and another in 2019. Staff are generally able to revise 1-2 management plans per year within the current base budget for property management, but are recommending project funding to tackle some of the backlog, as well as to initiate management planning for the new nature reserve on Moore Hill.

FINANCIAL: The TFB currently manages 27 nature reserves and 74 conservation covenants. The current Property Management budget is \$65,000.

Development of a management plan for a new nature reserve can cost from \$6,000 to \$10,000, depending on the complexity of the plan, level of consultation, and amount of species at risk survey completed. Revision of an existing plan can involve almost as much work as a new plan, and costs are estimated at \$6,000 - \$7,000.

POLICY: Consistent with policy.

IMPLEMENTATION/COMMUNICATIONS: Staff will forward the budget request to the Director of Trust Area Services, and then to the Director of Administrative Services who will prepare the draft budget for consideration by the Financial Planning Committee.

BACKGROUND

As the first step in the annual budget process, the TFB must submit requests for changes to base budget and requests for program funding to the Financial Planning Committee, through the Director of Administrative Services.

Given that there are currently 12 ITF property management plans in need of review and revision (two should be completed in 2017-2018) and three new reserves in need of plans in the next 12-18 months, staff are recommending a request for project funding to revise the three Gambier Island reserves, as well as to initiate management planning for Moore Hill. Management planning for Moore Hill needs to involve First Nations and conservancy partners from initiation, and this budget request will provide additional funds to provide honorariums and cover site visits expenses for First Nations, as needed. One or two additional management plans will be revised if funding allows.

The ITF manager has been working with the Director of Trust Area Services to develop a position description for a Multimedia Coordinator, which would provide 25% of their time to support the Islands Trust Fund with website maintenance and multimedia communications coordination. The proposal for the position is currently being discussed by the management team, and a final decision has not been made. Staff have estimated that the role could free up 10-15% of the Communications and Fundraising Specialist's (CFS) time to focus more on strategic level communications and fundraising. Staff are suggesting that the TFB indicate their support in principle for this additional staff role at this time.

REPORT/DOCUMENT:

1. Project Charter for Property Management
2. ITF Budget Request Document will be provided at meeting

KEY ISSUE(S)/CONCEPT(S):

RELEVANT POLICY:

[TFB 1.6 Annual Budget Submission](#)

[TFB 2.1 Board Approval of Projects and Transactions](#)

DESIRED OUTCOME: Additional project funding for development and revision of management plans in 2018-2019 will reduce the backlog of management plans requiring review and update and improved opportunities for First Nations engagement with Moore Hill management planning process. Additional staff support for website maintenance and coordination of multimedia communications will allow current CFS to focus more on fundraising.

RESPONSE OPTIONS

Recommended: As above.

Alternatives: Do not request program funding
Do not support addition of 0.25 FTE to ITF budget for Multimedia Coordinator position
Request a different amount
Request an increase to base budget

Prepared By: Jennifer Eliason, Islands Trust Fund Manager

Reviewed By: Clare Frater, Director of Trust Area Services

Property Management Plans - Charter v1

Islands Trust Fund

Date: Sept. 18, 2017

Purpose *To revise several management plans that are over 10 years old with the current ITF template and improve baseline information about species and ecosystems at risk; to initiate management planning process for new the Nature Reserve on Moore Hill (Thetis) involving conservancy partners and First Nations.*

Background **TFB Policy 2.3 Acquisition and Management of Land** states that the Board will prepare and approve a management plan for each property it acquires as a nature reserve, providing details on the scope and extent of the threats found in the area and provide recommendations for how best to address them. The Board aims to approve a management plan for its properties within one year of acquisition, and to update each plan approximately every 10 years. Currently 12 TFB Management Plans are 10 years old or older. The TFB has also recently acquired a nature reserve on Thetis Island with significant First Nations history, and intend to invite local First Nations to participate in the planning process.

Objectives

- Update 3-4 nature reserve management plans that are 10+ years old
- Initiate development of Moore Hill Nature Reserve Management Plan
- Improve the ecological data, surveying for species and ecosystems at risk and related management strategies
- Increase indigenous knowledge and First Nations history included in plans

In Scope

- Contracting development of baseline information and writing of plans
- Public and partner consultation (meeting and via website)
- Referral to First Nations with interests for comment; meetings /site visits with First Nations as requested
- Review and approval by TFB
- LTC referral only if it meets policy criteria

Out of Scope

- Updating all 12 management plans requiring review in 2018-2019

Workplan Overview

Deliverable/Milestone	Date
Contact First Nations with interests and request involvement	January 2018 – May 2018
Complete ecological baselines and species/ecosystems at risk surveys	April – August 2018
Public consultation	September - October 2018
Drafting management plans	July 2018 – January 2019
Revised Management Plans to TFB for approval	February 2019
Management plan for Thetis nature reserve to TFB for approval	Estimated Fall 2019

Project Team

Jennifer Eliason	Project Champion
Nuala Murphy	Project Manager
Corlynn Strachan	Project team (admin)
Contractors	

Manager Approval:

Jennifer Eliason

Date: Sept. 19, 2017

TFB Endorsement:

Resolution #:

Date: Sept. 26, 2017

Budget Request

Budget Source: Project funding

Fiscal	Item	Cost
2018-2019	3-4 ITF Nature Reserve Mgmt Plans updated and revised @ \$6,000-7,000 ea	\$24,000
2018-2019	Initiate planning process for Moore Hill NR, including honorarium/site visits for First Nations	\$6,000
	Total	\$30,000 100



TRUST FUND BOARD BRIEFING

DATE: September 18, 2017

TO: Trust Fund Board

BOARD MEETING DATE: September 26, 2017

SUBJECT: Proposed Amendments to the TFB Meeting Procedures Bylaw

DESCRIPTION OF ISSUE: The Bylaw to Regulate the Meetings of the Trust Fund Board allows for limited and occasional electronic meeting attendance. Given improved technology and the costs and other considerations associated with travel to meetings, the Trust Fund Board has expressed interest in amending this bylaw to provide more flexibility for electronic meeting attendance. Staff have identified a few other areas of the Bylaw that could be reviewed and amended at the same time.

BACKGROUND: A Bylaw to Regulate the Meetings of the Trust Fund Board was revised in 2010 to allow for occasional attendance of TFB meetings by teleconference. At present, TFB members are provided with iPads and have online access to agenda packages, as well as web based meeting software (e.g. GoTo meeting) allowing for more efficient electronic meetings. However, some TFB members express a strong preference for meeting in person, and the TFB may wish to maintain some limits on electronic attendance to encourage in person attendance whenever possible.

Staff have reviewed the meeting procedures bylaws for other entities of the Trust and found that they are consistent with the existing bylaw of the Trust Fund Board (allowing for electronic meeting attendance, but with firm limits).

Staff are suggesting moderate changes to the TFB Meeting Procedures Bylaw to remove the limit of only two trustees attending electronically, and allowing for a trustee to attend a maximum of three meeting annually via electronic means (previously two). Special TFB and TFB Committee meetings can be held entirely via electronic facilities, as previous.

Staff have also suggested changes to the meeting date provisions, which were previously very prescriptive, and have made some suggested “housekeeping edits”.

ATTACHMENT(S): TFB Bylaw #1 A Bylaw to Regulate the Meetings of the TFB – marked-up

FOLLOW UP: The Board should review and discuss the suggested amendments, and discuss any other amendments that might be considered at this time. Staff can prepare the bylaw to amend the TFB Meeting Procedures Bylaw for the November 2017 meeting.

PREPARED BY: Jennifer Eliason, Islands Trust Fund Manager

TRUST FUND BOARD

BYLAW NO. 1

A Bylaw to Regulate the Meetings of the Trust Fund Board

Adopted May 14th, 2004

Revised May 13th, 2010

Revised

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TRUST FUND BOARD

BYLAW NO. 1

A Bylaw to Regulate the Meetings of the Trust Fund Board

The Trust Fund Board, having jurisdiction in respect of the Trust Area in the Province of British Columbia pursuant to the *Islands Trust Act*, enacts as follows:

PART 1 - INTERPRETATION

Definitions

1.1 In this bylaw

"Act" means the *Islands Trust Act*;

"Chair" means the Chair of the Trust Fund Board;

"Board" means the board of trustees constituted as the Trust Fund Board as provided in Part 6 of the Act;

"improper conduct" includes conduct which obstructs the deliberations of the Board, or statements considered by the Chair or person presiding as defamatory or profane;

"meeting" means the assembly of trustees as duly constituted under Parts 2 and 3 and called to order by the Chair in accordance with Part 6;

"point of order" means an interruption of the debate or proceedings, during a meeting of the Board, with an inquiry whether something being said or done is in or out of order according to a statute, this bylaw or rules referred to in this bylaw;

"point of privilege" means an interruption of the debate or proceedings, during a meeting of the Board, with an inquiry respecting privilege under Section 7.5 of this bylaw or under the rules of order referred to in Section 7.6 of this bylaw;

"quorum" means at least one half of the members of the Board;

"Secretary" means the Islands Trust employee appointed and acting as Secretary to the Board and includes, for the purposes of the provisions of this bylaw dealing with minutes, an employee designated by the Secretary for that purpose; and

"trustee's address" means the address given to the Secretary by each trustee.

Incorporation of Act's Definitions

- 1.2 Any term defined in the Act and used in this bylaw has the meaning given to it in the Act as of the date of adoption of this bylaw.

Interpretation of Bylaw

- 1.3 ~~(a)~~ Nothing in this bylaw, and no failure to comply with this bylaw, affects the validity of an act of the Board.

Severability

- 1.4 If any section or lesser portion of this bylaw is held invalid by a Court of competent jurisdiction, the invalid portion shall be severed from the bylaw without affecting the validity of the remainder.

Citing this Bylaw

- 1.5 This bylaw is to be cited as "Trust Fund Board Meeting Procedures Bylaw, 2004".

PART 2 – REGULAR MEETINGS

Schedule and Notice of Regular Meetings

- 2.1 The first regular meeting of the Board shall be held ~~on the first Wednesday of~~ January ~~or February~~ following a general local election.
- 2.2 At the first regular meeting, and the ~~first last~~ meeting ~~in January~~ of each of the subsequent ~~two three~~ calendar years, the Board shall establish the schedule of the date, time and place of regular Board meetings for the following calendar year, ~~one of which shall be in each of the months of January, March, May, July, September, and November~~ scheduling 6 meetings spread evenly over the year, and the meeting schedule and any revision to the schedule shall be posted at the places specified in Part ~~10-9~~ of this bylaw.

Quorum

- 2.3 Once the meeting is called to order, the Chair is responsible to ensure a quorum is maintained for the purposes of conducting the meeting.

Postponement if no Quorum

- | 2.4 If there is no quorum of trustees at the meeting within ~~three~~two hours of the time set for the beginning of the meeting:
- (a) the regular meeting is cancelled;
 - (b) all business on the agenda for that regular meeting is cancelled; and
 - (c) all business on the agenda for that regular meeting must be dealt with at the next regular meeting or a special meeting.

PART 3 - SPECIAL MEETINGS

Calling a Special Meeting

- 3.1 (a) The Chair, or two trustees, may direct the Secretary to conduct a vote by resolution without meeting for the purposes of the Trust Fund Board calling a special meeting. Within seven (7) days, the Secretary shall conduct a vote on whether the Board should hold a special meeting for a specified purpose at a specified time and place.
- (b) In the event the resolution without meeting referred to in Section 3.1(a) is passed by a majority of trustees, the Secretary shall give notice of the special meeting to every trustee in writing at the place to which the trustee has directed that notices be sent, and to the public by posting a copy of the notice at places specified in Section 9, at least 48 hours before the time of the meeting. The notice will indicate the day, hour, place and purpose of the special meeting.

Postponement if no Quorum

- 3.2 Section 2.4 applies to special meetings.

PART 4 - OTHER MATTERS REGARDING MEETINGS

Recessing and Reconvening a Meeting

- 4.1 The Board may by resolution adjourn any special or regular meeting for purposes of reconvening on a date and at a time and location specified in the resolution.

Cancellation of Regular Meetings

- 4.2 The Board may by resolution at a regular or special meeting or by resolution without meeting cancel any regular meeting by causing the Secretary to provide:
- a) written notice to trustees confirming cancellation of the meeting 48 hours before the scheduled start of the meeting, using procedures stated in Section 3.1 (b) and (c); and
 - b) public notice of the cancellation of the regular meeting by posting notice of the cancellation at the regular meeting location and the places specified in Part ~~10-9~~ of this bylaw.

Cancellation of Special Meetings

- 4.3 The Chair and/or any two Trustees may request a cancellation of a special meeting of the Board following the procedures outlined in Section 4.2.

PART 5 - PROCEDURE FOR BOARD MEETINGS

Chair to Open Meetings

- 5.1 If there is a quorum of the Board, the Chair must call the meeting to order. ~~If there is a quorum of the Board but the Chair is not present within 15 minutes of the scheduled meeting starting, the Vice-Chair must take the chair and call the meeting to order.~~

Appointment of Acting Chair

- 5.2 If there is a quorum of the Board but ~~neither~~ the Chair ~~nor a Vice-Chair~~ is not present within 15 minutes of the scheduled meeting starting time, the Secretary Islands Trust Fund Manager must call the meeting to order and by resolution the Board must appoint a trustee to act as Chair for that meeting until the Chair ~~or a Vice-Chair~~ arrives. The Acting Chair of a meeting has the powers and duties of the Chair in respect of that meeting until the Chair ~~or a Vice-Chair~~ arrives.

Regular Meeting Agenda

- 5.3 The Board may by resolution adopt a standard agenda format.
- 5.4 The Secretary must prepare an agenda for each regular meeting, which must:
- (a) be consistent with any standard agenda format as determined in Section 5.3;
 - (b) state the general nature of each business item to be dealt with at the regular meeting; and
 - (c) be sent to each trustee electronically ~~'s address~~ at least seven (7) days before the scheduled meeting date.
- 5.5 Any trustee or the Islands Trust Fund Manager may propose an item of business for the agenda of a regular meeting by giving written notice of the item, in reasonable detail, to the Secretary three (3) weeks prior to the meeting, for agenda consideration by the Chair.

Special Meeting Agenda

- 5.6 The Chair shall provide the trustees with an agenda stating the specific items of business to be considered at a special meeting.

Addition of Agenda Items

- 5.7 The Board may by resolution place urgent items on the agenda at the beginning of the meeting during agenda adoption.

Notice to Secretary of Petitions and Delegations

- 5.8 A person who wishes to present a petition to, or a delegation who wants to appear before the Board at a regular meeting of the Board shall, at least three weeks prior to the meeting, deliver the request in writing to the Secretary. The request shall include the name of each petitioner with his or her residential address and the subject of the petition or delegation.
- 5.9 At the discretion of the Chair, the petitioner or delegation may be given a space on the agenda.
- 5.10 No petition may be presented to, nor delegation appear before the Trust Fund Board unless Section 5.8 and 5.9 has been complied with unless otherwise agreed to by resolution of the Board at the meeting.

Correspondence

- 5.11 Anyone who wishes correspondence to be considered at a meeting of Board shall, at least three weeks prior to the meeting, deliver the correspondence to the Secretary. At the discretion of the Chair, the correspondence shall be attached to the agenda or where it deems it appropriate, the correspondence shall be identified on the agenda and copies made available to trustees who request it at the meeting.

Time Allowed for Petitions and Delegations

- 5.12 The maximum time for presentation of a petition or appearance of a delegation before the Board is ten (10) minutes unless otherwise approved by resolution of the Board at the meeting.

Confidential Resolutions Without Meeting

- 5.13 The Chair may direct the Secretary to conduct a resolution without meeting in a confidential manner where the matter to be considered comes within the scope of s.90 of the *Community Charter*, and to record the resolution without meeting in a minute book to which the public may not have access.

Minutes

- 5.14 The Secretary shall keep legible minutes of every regular and special meeting of the Board and shall record any declarations made in relation to a conflict of interest and any resolutions closing a meeting to the public.
- 5.15 The minutes of every meeting must be adopted by resolution of Board. If each trustee has received a copy of the minutes of a meeting, those minutes may be adopted by resolution of the Board. Any changes to the minutes as stipulated by a Board resolution must first be made by the Secretary before adoption. All approved Board minutes shall be distributed to all Trustees.

Inspection and Copying of Board Approved Minutes

- 5.16 The minutes for every Board meeting are open for inspection by any person. Any person may make copies of minutes at reasonable times. This Section does not apply to a meeting from which the public has been excluded or a resolution without meeting that has been recorded in the manner specified in Section 5.12.

PART 6 - RULES OF CONDUCT

Recognition of Speakers

- 6.1 A trustee may speak in a meeting after the trustee has raised his or her hand and the Chair has recognized the trustee. If two or more trustees wish to speak, the Chair may designate the order in which each is to speak. If the Chair wishes to speak in a meeting, the Chair need only address the meeting.

Rules Regarding Trustees When Speaking

- 6.2 Except as otherwise resolved by the Board, a trustee may:
- (a) speak only to a matter being debated by the Board;
 - (b) speak only to a motion that has been moved and seconded;
 - (c) not speak to a matter already resolved by the Board and;
 - (d) not speak when called to order by the Chair.

Enquiries by Guests of the Board and Members of the Public Attending the Meeting

- 6.3 At the discretion of the Chair, or by resolution of Board, any person attending a meeting may address the Board to enquire about any item of business on the agenda in the manner set out in Section 6.2.

PART 7 - POINTS OF ORDER AND PRIVILEGE

No Interruption of Speaker or Meetings

- 7.1 No trustee may interrupt another trustee who is speaking except to raise a point of order.

Chair to Keep Order

- 7.2 The Chair is to preserve order at every meeting of the Board and has the power to make such rulings as are necessary to do so, including the power to rule on all points of order and expel a trustee for improper conduct.

Chair to Give Basis for Rulings

- 7.3 At the time any ruling is made by the Chair on a point of order, the Chair must inform the Board of the ground upon which the ruling is made.

Appeal to the Board on Point of Order

- 7.4 A trustee may appeal any ruling of the Chair on a point of order to the Board. The Chair must put to the Board the question "Should the ruling of the Chair be sustained?". The question must be put to the meeting at once by the Chair and the question must be immediately voted upon by the Board without debate. If the votes for and against the question are equal, the chair is sustained. The Chair is governed by the vote of the trustees on the question.

Points of Privilege

- 7.5 A trustee may:
- (a) require that a motion being debated be read for the trustee's information, but may not interrupt another trustee who is speaking unless that other trustee consents;
 - (b) require the Chair to state the reasons for the Chair's ruling on a point of order, which the Chair must do at once without debate; and
 - (c) put a question to the Chair regarding any matter connected to the affairs of the Board, which the Chair may require be put in writing.

Robert's Rules of Order Apply

- 7.6 All matters of order or privilege not provided for in this bylaw are governed by the rules in the current edition of *Robert's Rules of Order*.

PART 8 - RESOLUTIONS

Resolutions and Bylaws

- 8.1 (a) Resolutions may be passed on a motion moved by a trustee and seconded by another trustee.
- (b) Resolutions for consideration at a Board meeting must be received in writing by the Secretary for consideration by the Board.

Effect of Question Under Consideration

- 8.2 When a question is under consideration, no motion may be made except a motion to:
- (a) call the question;
 - (b) postpone the question indefinitely;

- (c) table or postpone the question for a specified time;
- (d) amend the question;
- (e) refer the question to a committee;
- (f) limit or extend debate on the question; or
- (g) put a previous question to the vote.

Motion to Table

- 8.3 A trustee may make a motion to table a matter at any time unless a motion to adjourn has already been made. The Board may debate the motion to table, but may not debate the matter which is the subject of the motion to table.

Motion to Adjourn

- 8.4 A trustee may make a motion to adjourn a meeting at any time. The motion must be put to a vote at once without debate. If a motion to adjourn is defeated, no further motion to adjourn may be made unless some business or another matter intervenes between the defeat of the first motion to adjourn and the further motion.

Motion to Postpone a Question

- 8.5 A trustee may make a motion to postpone consideration of a question until later in the same meeting, to another meeting, or indefinitely. A motion to postpone until later in the same meeting must be put to a vote without debate. A motion to postpone until another meeting or indefinitely may be debated and, if that motion is passed, the question which is postponed may not be considered again during that meeting.

Inadmissible Motion

- 8.6 If the Chair or a Trustee considers that a motion is contrary to a bylaw or the Act, the Chair must inform the Board at once and may refuse to put the question to a vote. The Chair must give reasons for any such refusal at once.

Recording and Reading of Motions

- 8.7 The Secretary must record in the minutes the text of every motion. After a motion has been recorded and seconded by another trustee, the Secretary, if requested by a trustee, must read the motion aloud to the meeting before the motion is debated or put to the vote by the Chair. A motion may not be withdrawn after it has been voted on by the Board at that meeting.

Amendment of Motions

- 8.8 (a) A trustee may move to amend a motion being considered by the Board, but the amendment must be seconded before further consideration. That trustee may not move any further amendments to that motion. A trustee may move to amend an amendment already moved, but only one motion to amend an amendment may be made.
- (b) No motion to amend a motion may be made if the amendment negates the motion which would be amended. If any trustee asserts that a proposed amendment to a motion would negate that motion, the Chair must at once rule whether that would be the case. That ruling may be appealed to the Board as a ruling on a point of order.

Effect of Motion to Amend

- 8.9 If a motion to amend a motion is:
- (a) carried, the motion is to be voted on as amended; or
 - (b) defeated, the motion is to be voted on unamended.
- 8.10 A motion to amend must either be withdrawn, with the permission of the seconder, or voted on before the motion which would be amended may be voted on.

Question to be Put After Debate

- 8.11 The Chair must put every question to a vote immediately after debate on that question is closed. Where the votes of the trustees, including the vote of the chair or other person presiding, are equal for and against a question, the motion shall fail, and it shall be the duty of the Chair or other presiding person to so declare.

Voting ~~by Show of Hands~~

- 8.12 Each trustee voting on a question must do so by raising his or her hand, or by yeas and nays if attending the meeting by phone/teleconference.

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Recording of Votes

- 8.13 A trustee may require his or her vote on any question to be recorded by the Secretary. The Secretary in such case must record in the meeting minutes the name of the trustee and which way the trustee voted.

Recording Abstentions

- 8.14 When a ~~member-trustee~~ abstains from voting on any question, he or she shall be regarded as having voted in the affirmative and at the request of the ~~member-trustee~~ abstaining, or the Chair, the abstention must be recorded in the minutes of the meeting. When a ~~member-trustee~~ leaves the meeting temporarily after declaring a conflict of interest, the ~~member-trustee~~ shall not be regarded as having abstained.

Resolutions Without Meeting

- 8.15 (a) Trustees moving or seconding a motion to be considered as a resolution without meeting shall inform the Chair, or in the absence of the Chair, a Vice Chair, in writing or by telephone.
- (b) The Chair shall direct the Secretary to conduct the vote, which the Secretary or his/her delegate may then conduct in writing or by telephone by providing trustees with a copy of the resolution in accordance with Section 3.1 (d).
- (c) The Secretary or his/her delegate shall record the results of the resolution without meeting vote.

PART 9 - PUBLIC ACCESS

Open to the Public

- 9.1 Regular meetings of the Board will be open to the public, and no person may be excluded except when the Board resolves to exclude members of the public in accordance with Section 90 of the *Community Charter*.

Public Notice

- 9.2 Notices of the meetings of the Board and of other Board business shall be posted at the principal office of the Islands Trust in Victoria and on the Islands Trust website.

Part 10 – PARTICIPATION IN BOARD OR COMMITTEE MEETINGS USING ELECTRONIC COMMUNICATION METHODS

- 10.1 (a) ~~An individual-trustee of the~~ Board ~~member~~ who is not able to be at the physical location of a Trust Fund Board regular meeting due to special circumstances may ~~request-choose~~ to participate by means of audio or audio and visual electronic communication facilities, provided the ~~Trust Fund Board Chair is agreeable and the~~ Secretary has received sufficient notice and can make the necessary arrangements.

~~(b) At a regular Trust Fund Board meeting, no more than two members may participate by means of electronic communications facilities and in the event that more than two members request to do so, the first two members to notify the Trust Fund Board Chair will be those eligible to participate through electronic communications facilities.~~

(eb) An ~~individual member~~ trustee of the Trust Fund Board may not participate by means of electronic communication facilities in:

- (i) two consecutive regular meetings of the Trust Fund Board, or
- (ii) more than ~~two~~ three regular meetings of the Trust Fund Board in one calendar year.

(dc) The Trust Fund Board may waive the restrictions in 10.1 (b) ~~and (c)~~ by unanimous resolution, provide the waiver does not conflict with provincial legislation and regulation that enables electronic meetings.

(ed) A special Trust Fund Board meeting may be conducted entirely by means of audio or audio and visual electronic communication facilities if a majority of the ~~members~~ trustees of the Board have agreed by resolution that the meeting may be conducted in this way and provided the Secretary has received sufficient notice and can make the necessary arrangements.

10.2 (a) A regular or special meeting of a Trust Fund Board committee may be conducted entirely by means of audio or audio and visual electronic communication facilities if a majority of the members of the committee have agreed by resolution that the meeting may be conducted in this way and provide the Secretary has received sufficient notice and can make the necessary arrangements.

(b) If an individual committee member is not able to be at the physical location of a regular or special committee meeting, he or she may choose to participate by means of audio or audio and visual electronic communication facilities, provided the Secretary has received sufficient notice and can make the necessary arrangements.

10.3 Where a trustee of the Trust Fund Board is participating in a meeting electronically, the facilities must enable all meeting participants to hear, or watch and hear, each other and must provide notice when participants join or leave the meeting.

10.4 If communication is lost to one or more electronic participants during a meeting:
(a) the affected participants will attempt to reestablish the link and, in the interim, will be deemed to have left the meeting, and this will be recorded in the minutes;
(b) if there is not a quorum, the Trust Fund Board Chair or person presiding will call a recess until the link is reestablished; and

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(c) if, after 15 minutes, a link cannot be reestablished and there is not a quorum of the Trust Fund Board, the meeting will be deemed adjourned and the remaining items for discussion at the time of loss of communication will be added to the next Trust Fund Board meeting agenda.

10.5 The costs of electronic participation in a Trust Fund Board (or Trust Fund Board Committee) meeting will be borne by the Islands Trust if the trustee is participating from a location within Canada or has otherwise received the approval of the majority of the Trust Fund Board.

READ A FIRST TIME THIS ~~13th~~ DAY OF ~~May~~, 2010

| READ A SECOND TIME THIS ~~13th~~ DAY OF ~~May~~, 2010

| READ A THIRD TIME THIS ~~13th~~ DAY OF ~~May~~, 2010

| ADOPTED THIS DAY OF , 2010

SECRETARY

CHAIR



Public Acquisitions Update September 26, 2017

Property Name and Island	Date (yyyy/mm/dd)	Notes
CROWN LAND ACQUISITIONS		
FREE CROWN GRANTS		
	2007/05/30	ON HOLD It was MOVED and SECONDED that the TFB recommend that the Islands Trust Council support the Trust Fund Board's application for a Free Crown Grant on Lasqueti Island, for the area known in the Crown Land Profile as Parcel B, north of Mount Trematon, subject to the support of the Powell River Regional District, consultation with the Sliammon First Nation, and subject to confirmation of funding for the property.
	2010/09/24	ON HOLD It was MOVED and SECONDED that the Trust Fund Board recommit its support for the application for a Free Crown Grant on Lasqueti Island, for the area known in the crown land profile as Parcel B, north of Mt Trematon, subject to the support of the Lasqueti Local Trust Committee, the Sliammon First Nation and the Powell River Regional District.
	2015/06/08	Trustees Law and Morrison and ITF Manager met with Chief Recalma and Councillors Recalma and Swanson at the Qualicum Band office. The Chief and Council expressed an interest in visiting Lasqueiti, seeing some of the archaeological sites, including a fish weir and looking at the subject Crown land. Date set for July 16 th , but trip later cancelled.
	2017/01/19	ITF Manager and TAS Director met with MFLNRO staff to discuss provincially managed lands, on Denman in particular, but Lasqueti as well.
Pebble Beach Crown Land DL 60 and 66, Galiano (67.44 ha)	2007/05/30	ON HOLD It was MOVED and SECONDED that the board directs staff to undertake discussions with the Hul'qumi'num Treaty Group regarding the long term protection of the property, including the transfer of the property to the province if required for the treaty settlement.
	2007/05/30	ON HOLD It was MOVED and SECONDED that the Trust Fund Board recommend that the Islands Trust Council support the Trust Fund Board's application for a Free Crown Grant for DL 60 and a portion of DL 66 (the area known as Pebble Beach) on Galiano Island, subject to the support of the Galiano Local Trust Committee and the Capital Regional District, consultation with the Hul'qumi'num Treaty Group, and subject to confirmation of funding for property management.
EXCEPTIONAL CROWN LAND CASES		



Public Acquisitions Update September 26, 2017

Section 21, Lot 1 (Beaver Pond)	2009/08/25	It was MOVED and SECONDED that the Chair of the Trust Fund Board write to Ian Atherton, Land Acquisition Officer, MOE, and Mike McCammon, Project Manager, Crown Lands and Resources, Integrated Land Management Bureau, requesting: a) that Lot 1, Section 21, Plan 35639, Denman Island (Beaver Pond) not be transferred to the MOE for inclusion in the proposed provincial park now under consideration for the north part of Denman Island, and b) that this lot be transferred to the TFB for inclusion in the Inner Island Nature Reserve, following consultation with the appropriate First Nations.
	2009/10/14	Reply letter received from Mike McCammon (ILMB) stating that Ian Atherton would be responding more fully to our inquiry and that Lot 1, Section 21 (Beaver Pond) is not available for disposition because of a <i>Land Act</i> reserve on behalf of the Ministry of Environment.
	2010/01/14	Ian Atherton confirmed that Lot 1, Section 21 (Beaver Pond) is not available for disposition because of a Section 17 <i>Land Act</i> reserve on behalf of the Ministry of Environment.
	2010/10/12	Lot 1, Sec. 21 has been transferred to Min. of Environment as part of North Denman Lands deal, to be included in a provincial park. Staff were advised that if TFB were to pursue transfer, the lot would need to be returned to Min. of Agriculture and Lands and then applied for under the Free Crown Grants Program.
	2010/11/27	DCA sent letter to Ian Atherton (MOE) requesting that discussion regarding the transfer of Lot 1 (Beaver Pond) to ITF resume immediately.
	2010/12/02	MOE (Ian Atherton) position is that property is best protected under Parks Act or Ecological Reserves Act. DCA could become manager. Transfer would require full Free Crown Grant application.
	2011/04/14	MOE, DCA, and ITF met to discuss options for Lot 1 (Beaver Pond)
	2011/06/22	Informed by MOE that Lot 1 will not be designated an Ecological Reserve, it will be a BC Park with special zoning to limit activities. Will consider a covenant held by ITF.
	2012/09/11	Draft covenant provided by MoE. Staff and TFB lawyer have provided comments back to MOE.
	2013/02/26	MOE says that they cannot accept covenant provided by ITF. MOE also confirms that they cannot register a covenant after the designation occurs, which is imminent. MOE asks ITF to instead consider a Collaboration Agreement, which is referred to in the Parks Act but has not been used before.
	2015/10/29	Met with BC Parks new acquisitions officer and discussed renewing this conversation.
	2016/01/15	Letter received from BC Parks, confirming they cannot register a covenant but would consider a Partnership Agreement. Staff will follow up to determine what this entails.
PUBLICLY CONSIDERED PRIVATE LAND ACQUISITIONS		
Valens Brook Nature Reserve addition	2014/09/18	It was MOVED and SECONDED, that the Trust Fund Board accept the conservation proposal submitted by Henning Nielsen on behalf of Luise Hermanutz and David Innes, to transfer approximately 2.545 hectares



Public Acquisitions Update September 26, 2017

(Hermanutz-Innes proposal) (Denman) 2.55 ha.		of Lot 17, Plan 6404, Section 6 Denman Island, Nanaimo District, PID 005-851-122 to the TFB to be protected as a nature reserve.
	2017/05/22	Landowners informed ITF rezoning is complete and they wish to proceed with land donation.
	2017/06/07	Draft transfer agreement provided to landowners for review
	2017/07/18	It was MOVED and SECONDED that the Trust Fund Board direct a board member to sign a transfer agreement between the Trust Fund Board and the owners of Lot 17, Section 6, Denman Island, Nanaimo District, Plan 6404 PID 005-851-122 and authorize staff to move forward with the transfer of approximately 2.54 hectares of this property, using section 99 of the Land Titles Act.
	2017/09/05	Landowner working with surveyor, notary and credit union to prepare land for transfer.
Sandy Beach (Area E) (Keats) 3.3 ha.	2014/09/18	It was MOVED and SECONDED, that the Trust Fund Board approve the conservation proposal submitted by the Convention of Baptist Churches of British Columbia to transfer Area E (Sandy Beach), approximately 3.3 hectares of DL 696, Group 1 NWD, Keats Island (PID: 014-385-694) to the Trust Fund Board for protection as a nature reserve.
	2015/03/02	Consultant has indicated that the landowners would like a covenant registered on the land at the time of transfer. ITF has approached Gambier Island Conservancy (GIC) and Sunshine Coast Conservation Association (SCCA). GIC has declined, but SCCA is potentially interested. Landowner currently seeking confirmation from Islands Trust and SCRD that transfer will count as park allocation for future subdivision approval; MOTI has confirmed.
	2015/05/07	SCCA agrees to hold covenant; suggests TLC as a co-holder as they have worked together before.
	2015/08/18	Draft conservation covenant provided to ITF staff for review.
	2015/08/26	Edits to covenant provided to applicant and covenant holders for review.
	2015/12/15	Comments on covenant draft received from TLC.
	2015/01/12	Covenant revised with TLC edits and returned to TLC and SCCA for comment. TLC is happy with the draft. SCCA has sent the covenant for legal review, still awaiting SCCA comments.
	2016/02/10	SCCA comments received.
	2016/03/04	ITF responded to SCCA edits. SCCA reviewing with lawyer.
	2016/04/11	Requested that landowner contract development of baseline report for covenant. Transfer not likely to occur until spring 2017.
	2016/06/05	SCCA comments received for covenant.
	2016/10/05	Draft 3 covenant sent to covenant holders for review. TLC and SCCA have agreed to the draft. Awaiting update from applicant on baseline and timeline for transfer from applicant.



Public Acquisitions Update September 26, 2017

	2016/02/10	Draft Bylaws for DL 696 received.
	2017/03/02	Covenant sent for legal review.
	2017/04/13	Revised covenant draft sent to TLC and SCCA. Comments received from both agencies.
	2017/08/31	Edits made to covenant and reviewed by legal. Draft 5 sent to TLC and SCCA for review. TLC has no further comment; awaiting SCCA comment. Both TLC and SCCA have requested a site visit.
	2017/09/07	Draft baseline report received from the applicant. Under review.
Current Total TFB Acquisitions:		27

PUBLIC COVENANTS UPDATE
September 26, 2017

Property Name and Island	Date (yyyy/mm/dd)	Notes
NAPTEP COVENANTS		
<i>24 NAPTEP Covenants on title, 1 current application.</i>		
Swift Family Link Island NAPTEP Covenant Link Island ECOGIFT (Gabriola LTA) (19.3 ha)	2016/04/05	TFB-2016-011 It was MOVED and SECONDED that the Trust Fund Board approve Elizabeth Working Swift's proposal to covenant approximately 20 ha of the land described as "Section 25, Nanaimo District (Part of DeCourcy Group of Islands), Parcel Identifier 009-772-138" through the Natural Area Protection Tax Exemption Program (NAPTEP).
	2016/04/07	Request sent to the Nanaimo & Area Land Trust inquiring about their willingness to co-hold covenant.
	2016/04/15	TFB decision letter sent to landowner.
	2016/05/26	Briefing received by Gabriola LTC.
	2016/05/27	Site visit with landowner and co-covenant holder. Co-covenant holder will send for board approval August 3.
	2016/06/16	Trust Council approves NAPTEP application.
	2016/07/13	Draft Covenant and Phase 2 letter sent to applicant for review.
	2016/12/12	Revised covenant draft sent to the applicant for review.
	2017/01/06	Survey completed, residential area will be 2.15 ha. The family is contemplating potential contractors for the baseline report and intend to apply to the Ecological Gifts Program.
	2017/01/25	NALT agrees to co-hold NAPTEP covenant with the TFB.
	2017/04/24	Draft covenant sent for legal review.
	2017/05/01	Field work for baseline report completed and report underway.
	2017/05/16	Legal review received.
	2017/06/21	Draft baseline report received and reviewed by ITF staff. Currently under review by landowner and NALT.
	2017/07/13	Revised covenant sent to landowner and NALT for review with suggested timeline to approve Covenant for Sept 26 TFB meeting. Owner has elected to take a bit more time to review with her family and has agreed to submit it after the NAPTEP deadline for 2017 (2018 tax savings).
REGULAR COVENANTS UPDATE		
<i>(50 regular covenants on title, 3 regular public covenants in progress, 2 in-camera covenants in progress.)</i>		
Brooks Point Covenant South Pender	2014/03/23	It was MOVED and SECONDED, that the Trust Fund Board agrees to hold a covenant on the 2010 addition to Brooks Point Regional Park, South Pender Island, subject to agreement on the terms of the covenant and a satisfactory baseline report, and directs staff to continue working with CRD Parks and partners to determine the



ISLANDS TRUST FUND

PUBLIC COVENANTS UPDATE September 26, 2017

Property Name and Island	Date (yyyy/mm/dd)	Notes
Island (1.17 ha, 6.02 ha if combined with surrounding covenants)		best way to covenant the three protected areas at Gowlland and Brooks Points.
	2014/04/08	Staff provide CRD staff with a template covenant for review.
	2014/04/15	Staff met with partners to discuss combining covenants for the Brooks Point and Gowlland Point properties.
	2014/05/22	Covenant Draft 1 sent to PICA, Friends of Brooks Point, HAT and CRD.
	2014/08/01	CRD response to Covenant Draft 1 received.
	2014/08/19	ITF/HAT/PICA express concerns to CRD with respect to Management Plan approval and other selected clauses.
	2014/08/20	Baseline Report completed.
	2014/08/22	CRD respond to ITF/HAT/PICA concerns.
	2014/09/17	ITF/HAT/PICA response sent to CRD. CRD staff have indicated they will respond after Nov 17, 2014.
	2014/10/08	Kate Emmings appointed to the Brooks Point Management Plan advisory group by the CRD.
	2014/10/16	ITF staff attended CRD Parks Open House for public review of the Brooks Point Management Plan update. Draft plan to be approved by CRD Parks Board Nov. 19 and by the CRD Board in December.
	2014/12/03	CRD submit revised covenant draft to ITF and HAT.
	2014/12/10	CRD Board approves revised Management Plan.
	2014/12/12	Covenant sent to legal counsel for review.
	2014/12/18	Covenant and comments sent to CRD.
	2015/07/29	Met with the CRD to discuss the covenant. There are several unresolved clauses.
	2015/08/28	Met with PICA and HAT to discuss unresolved clauses. Agreed that we were at an impasse and required more direction from PICA.
	2015/09/02	CRD returned a covenant draft for review, staff are concerned with several clauses, including the strength of restrictions and the enforcement mechanisms.
	2015/09/09	Staff provided a briefing to PICA requesting information about the type of covenant contemplated. Staff updated the CRD that a response to the covenant draft would be post-poned until further information is available from PICA. The PICA Board meets September 21.
	2015/09/24	Staff met with HAT, Friends of Brooks Point (Paul Petrie) and the CRD to discuss covenant concerns. CRD staff agreed to revise covenant and circulate
	2015/10/28	Staff met with HAT and CRD staff to review revised covenant draft and CRD will do further revision and circulate by mid-November. 17/12/2015 Update: CRD staff still working on revisions.



PUBLIC COVENANTS UPDATE September 26, 2017

Property Name and Island	Date (yyyy/mm/dd)	Notes
	2015/12/18	CRD Staff provided revised covenant.
	2016/01/25	ITF/HAT responded to CRD revisions. Awaiting further communications.
	2016/07/15	CRD Staff provide a revised version of the covenant for further review.
	2016/08/16	HAT/ITF/CRD staff meet to discuss CRD edits. HAT/ITF agree to add definition regarding the permitted activities and will forward legal edits. CRD to re-approach NCC and TLC regarding process for discharge of prior covenants.
	2016/11/28	ITF/HAT forwarded the draft list of restricted and permitted uses for CRD review.
	2016/01/11	CRD response received, ITF/HAT to forward revised covenant draft for CRD review.
	2017/09/07	Brooks Point covenant revised and reviewed by legal. Submitted to HAT for feedback.
Crystal Mountain Covenant Galiano Island (18.3 ha)	2014/10/30	Conservation Proposal received
	2014/11/24	TFB motion: That the Trust Fund Board approve the Crystal Mountain proposal to covenant approximately 18.3 ha of the lands described as: a) Lot 9, District Lot 90, Galiano Island, Cowichan District, Plan 31200, PID # 000-851-035; and, b) Lot A, District Lots 88 and 89, Galiano Island, Cowichan District, Plan VIP68079, PID # 024-351-041, subject to the successful negotiation of an endowment.
	2014/12/04	Letter to landowner advising of Board decision and next steps.
	2015/02/02	The applicant's rezoning application was considered by the Galiano LTC and the following motion was passed: That the Galiano Island Local Trust Committee direct staff to proceed with the application GL-RZ-2014.1 (Crystal Mountain) but before preparing draft bylaws address the following: (1) Submit a survey regarding the proposed building sites, accesses and Development Permit Areas and the location and size of all existing structures; (2) Indicate whether or not existing structures will be removed or will remain; (3) Indicate whether any of the proposed huts will have cooking facilities; (4) Indicate whether the outhouses will consist of composting toilets or another system; (5) Submit plans to implement the recommendations of the environmental assessment; (6) Consider an amendment to the application to transfer title of the proposed covenanted lands to an organization which has as it's primary objective the conservation of forest land; (7) Consider a plan that would cluster development in one building site not the 3 that have been proposed; (8) Provide the LTC with a copy of the 2 CRD covenants on the land regarding geotechnical issues and Riparian Area issues; and (9) Consider an agreement to stop construction until completion of the application and to stop advertising and conducting programs within structures that are not permitted under the zoning that presently exists on the land.

PUBLIC COVENANTS UPDATE September 26, 2017

Property Name and Island	Date (yyyy/mm/dd)	Notes
	2015/06/09	Galiano LTC has referred the application to an advisory planning committee. Landowner contacted staff to discuss transfer of a nature reserve instead of conservation covenant.
	2015/02/03	Landowners working through LTC process regarding rezoning. No decision yet.
	2016/03/17	LTC agreed to begin drafting bylaws allowing for rezoning with conservation covenant as a condition. Staff met with landowners to review covenant template. Site visit scheduled.
	2016/04/06	ITF Manager and Planner Stockdill visited site. Draft bylaws to be presented to LTC for consideration in early July. Draft covenant in circulation.
	2016/06/22	Received comments on covenant from landowner and subsequently discussed by phone. LTC to consider draft bylaw July 4 th .
	2016/09/08	Applicant still working through LTC process. Draft covenant sent to the TFB lawyer for review and comment.
	2016/10/03	Next draft of covenant including TFB lawyer comments sent back to landowner. Landowner reviewing with lawyer.
	2017/02/08	ITF Manager met with applicant and planning staff to review current proposal and options to change proposal.
	2017/03/20	Request to TFB to consider accepting a transfer of land instead of a covenant received from applicant.
	2017/04/04	It was MOVED and SECONDED that the Trust Fund Board reconfirms its agreement to hold a covenant on approximately 18 hectares of the lands owned by Crystal Mountain Society (PIDs: 000-851-035 & 024-351-041), but indicates a willingness to consider a proposal to accept a transfer of some or all of the 18 hectares and suggests the applicant bring forward a complete Conservation Proposal that includes an assessment of the charges on title, the final subdivision layout and a significantly increased offer of endowment.
	2017/06/26	Landowners submitted new Conservation Proposal for transfer of land instead of covenant.
Settlement Lands Denman Island (63.25 ha)	2015/11/17	TFB-2015-086 It was MOVED and SECONDED, that the Trust Fund Board approve the conservation proposal submitted by the Denman Conservancy Association for the two properties on Denman Island known as the Settlement Lands: PID 006-639-771, the east ½ of the north east ¼ of Section 21, Denman Island, Nanaimo District; and, PID 006-657-656, the west ½ of the north east ¼ of Section 21, Denman Island, Nanaimo District, except that part in Plan VIP78186, subject to the successful development of a mutually acceptable Management Plan for the lands.
	2015/11/19	Letter sent to applicant to advise of the TFB decision and requesting a meeting to discuss next steps in the management planning process.

PUBLIC COVENANTS UPDATE September 26, 2017

Property Name and Island	Date (yyyy/mm/dd)	Notes
	2015/12/10	Phone meeting with applicant to discuss next steps. Applicant will send a letter to the TFB regarding anticipated costs and timeline and a request for cost sharing on selected budget items.
	2016/01/25	Received correspondence requesting cost sharing for baseline, etc.
	2016/02/22	TFB-2016-003 It was MOVED and SECONDED that the Board approve the Denman Conservancy Association proposal to share covenant and management plan costs for the Settlement Lands (PID 006-639-771 & PID 006-657-656), Denman Island, according to the 'Settlement Land Conservation Covenant Cost-Sharing' document (January 2016, updated February 4, 2016), providing up to \$3,000.
	2016/04/04	Letter sent to DCA confirming details of cost sharing.
	2016/06/14	Covenant draft sent to DCA for review. DCA is negotiating BC Hydro Right of Way.
	2016/07/27	DCA covenant comments received.
	2016/09/09	Draft 2 covenant sent to DCA for comment.
	2016/09/19	Draft Baseline Report received. DCA and ITF staff discussing issues of education centre, trails & trail signage and current issues of cattle grazing and power line infrastructure.
	2016/12/12	Covenant draft sent for legal review.
	2017/02/28	Management Plan feedback provided to DCA for review.
	2017/03/03	Draft 4 of covenant sent to DCA for review.
	2017/03/04	Management Plan Open House held on Denman Island. ITF Ecosystem Protection Specialist attended.
	2017/03/15	Final Baseline Report received for TFB consideration.
	2017/03/20	Final Management Plan received for TFB Consideration.
	2017/05/30	TFB approves Management Plan and Covenant.
	2017/05/31	ITF staff submit the Covenant to ALC staff for approval.
	2017/06/19	ALC respond to request a change to a clause. ITF have made edit and have submitted the covenant for registration pending receive of DCA signature.
ITF NATURE RESERVES WITH COVENANTS OUTSTANDING		
<i>(22 Nature Reserves have covenants, 5 Nature Reserves are without covenants, 1 TFB Nature Reserve covenant (proposed) in progress .</i>		



ISLANDS TRUST FUND

PUBLIC COVENANTS UPDATE
September 26, 2017

Property Name and Island	Date (yyyy/mm/dd)	Notes
Proposed Sandy Beach Nature Reserve Keats Island (3.3 ha.)	2017/01/10	ITF staff are currently negotiating a conservation covenant concurrently with the Sandy Beach Conservation Proposal (see Acquisitions Updates).
Total	74 covenants registered	



TRUST FUND BOARD BRIEFING

DATE: September 14, 2017

TO: Trust Fund Board

BOARD MEETING DATE: September 26, 2017

SUBJECT: Communications and Fundraising Report

PUBLICITY

Date	RCP/FUAL Action Item	Activity/Event
June - Sept	More active promotion of services ITF provides in the Trust Area	Social Media Update: Facebook: 257 Page Likes, (7 per cent increase) 5000 people reached with most popular post (<i>A waterspout estimated to be 200-metres-wide at its base was spotted off the coast of Lasqueti Island this morning.</i> http://ow.ly/Q55R30dNj6l) 307 people reached with 2nd most popular post – 6 reactions/ comments/shares (<i>Upcoming free Island water workshops! IT poster</i>) Twitter: 733 followers (3 per cent increase) Actions taken to increase engagement: 20 Facebook posts, 51 tweets/re-tweets
July	More active promotion of services ITF provides in the Trust Area	Issued news release for Isabella Point Covenant and July 28 celebration event. Resulted in media attendance from Gulf Islands Driftwood and an interview with the Times Colonist. Received coverage in the Gulf Islands Driftwood (2 print, 1 on-line articles) and Times Colonist (1 print article).
June - Sept	RCP Objective 4. Work with partner organizations to acquire at least 20 hectares of publicly accessible natural park or nature reserve on Thetis Island	Fairyslipper Forest campaign: Social media outreach and appeal article in the summer 2017 Heron Newsletter

June - Sept	RCP Goal 6. Support and enhance the work of conservation partners working in Islands Trust area	Scheduled and shared 1/3 partner content on ITF social media (1/3 weekly content) Issued Conservancy e-news with Opportunity Fund deadline, Heron Newsletter and funding/training opportunities Featured conservation partners work in the summer 2017 Heron Newsletter
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OTHER COMMUNICATIONS

Date	RCP/FUAL Action Item	Activity/Event
June – Sept	RCP Objective 4. Work with partner organizations to acquire at least 20 hectares of publicly accessible natural park or nature reserve on Thetis Island	Fairyslipper Forest campaign: Social media outreach #FairyslipperFactFriday Processing pledges and donation thank-you letters
June - Sept	More active promotion of services ITF provides in the Trust Area	Website updates of links and pages - Fairyslipper Forest homepage banner - Regional Conservation Plan homepage banner - Salt Spring Island Incorporation neutrality homepage banner - Update island protected area maps/pdf's and statistics - Update ITF protected area map and create new webpages for new covenants - Issue Isabella Point Covenant news release and homepage banner - Heron Newsletter homepage banner and webpages - Expand ITF branding to all ITF publications (visual identity) - Convert Property Management and Securement Strategy to ITF visual identity guides
Aug	More active promotion of services ITF provides in the Trust Area	Summer 2017 Heron Newsletter distributed to 630 e-subscribers and direct mailed to 302 subscribers
Sept	More active promotion of services ITF provides in the Trust Area	Design and print 50 copies of the ITF Annual Report
Sept	More active promotion of services ITF provides in the Trust Area	NAPTEP and general ITF outreach at the Sept. 11 Hornby Island Fall Fair

June - Sept	Incorporate recognition of First Nations rights and interests in ITF policies, key documents and communications	Continue to support Trust Fund Board direction regarding improving recognition of First Nations rights and interests in key documents and communications - Incorporate recognition of First Nations right and interests in RCP development communications
June - Sept	RCP Goal 6. Support and enhance the work of conservation partners working in Islands Trust area	Updated communication plan for the Regional Conservation Plan (RCP) development with new timelines and outreach strategies

UPCOMING COMMUNICATIONS

Date	RCP/FUAL Action Item	Activity/Event
Sept - Oct	Objective 4. Work with partner organizations to acquire at least 20 ha. of publicly accessible nature reserve on Thetis Island	Fairyslipper Forest campaign: Meetings with conservancy partners to discuss Fairyslipper Forest communications plan for next steps and project completion
Oct - Nov	More active promotion of services ITF provides in the Trust Area	Social media outreach: Giving Tuesday (Nov. 28) social media and e-news campaign
Sept - Nov	More active promotion of services ITF provides in the Trust Area	Send e-news to subscribers (RCP draft plan, training opportunities, funding opportunities, Giving Tuesday, final Fairyslipper calls for funding)
Sept - Nov	More active promotion of services ITF provides in the Trust Area	Website updates of links and pages - RCP draft plan for partner feedback (private pages) - On-going as required
Sept - Nov	More active promotion of services ITF provides in the Trust Area	Develop annual holiday appeals and holiday cards for early December

FUNDRAISING REPORT

Active Funds

Fund	Amount Raised (2017/18)	In Account
Opportunity Fund	\$1,300	\$31,089
Thetis Island Acquisition Fund	\$206,629*	\$272,948*

*includes funds secured for Fairyslipper Forest

Note: see budget tracking for other funds held by the TFB

Other Fundraising Activity

Date	RCPI/FUAL Action Item	Activity/Event
Sept - Oct	Objective 4. Work with partner organizations to acquire at least 20 hectares of publicly accessible natural park or nature reserve on Thetis Island	Fairyslipper Forest campaign: Update Fairyslipper Forest communications plan with revised timelines and propose signage and celebration ideas
Sept - Oct	More active promotion of services ITF provides in the Trust Area Incorporate recognition of First Nations rights and interests in ITF policies, key documents and communications	Review funding opportunities for First Nations participation in Moore Hill management planning

PREPARED BY: Crystal Oberg

REVIEWED BY: Jennifer Eliason



TRUST FUND BOARD BRIEFING

DATE: September 7, 2017

TO: Trust Fund Board

BOARD MEETING DATE: September 26, 2017

SUBJECT: Property Management Report September 2017

Current Property Management Activities

ISLAND	PROPERTY	DESCRIPTION
All	All	2017 Monitoring will be complete by September 30, 2017. Letters to landowner and partners will go out by October 2, 2017
Denman	All 3 TFB Nature Reserves	Invasive species removal and trail clearing, sign installation, tree caging for forest restoration set for Fall 2017.
Denman	Morrison Marsh Nature Reserve	Species at risk surveys and ecological inventory ongoing to inform a revised management plan by April 2018. A Western Screech-Owl study to take place in February, 2018.
Gabriola	Elder Cedar Nature Reserve	Design is complete but obtaining a contractor to build the new boardwalk has proven very difficult with many on-island contractors very busy.
Gabriola	Reid Chapman Covenant	Yellow iris removal took place in June 2017
Galiano	Laughlin Lake and Vanilla Leaf Land Nature Reserves	Invasive species removal and trail clearing in progress
Lasqueti	John Osland Nature Reserve	Riparian restoration and nesting box maintenance in progress
Lasqueti	All 3 TFB Nature Reserves	ONGOING Species at Risk surveys on Lasqueti Nature Reserves for a 2 year project, targeting: Rigid Apple Moss, Western Toads, Red-legged Frogs, Sharpe-tailed snakes, Western Screech-Owls and Little Brown Bats.
North Pender	Medicine Beach Nature Sanctuary	Species at risk surveys and ecological inventory, including an avian study, ongoing to inform a revised management plan by April 2018
Salt Spring	My Whim Covenant	Yellow iris and Scotch broom removal took place in May 2017

2017-2018 Contracts

ISLAND	PROPERTY	DESCRIPTION	CONTRACTORS
All	All except: Horton Bayvairy	Monitoring contract	Chris Ferris
Denman	All 3 TFB Nature Reserves	Invasive species removal, restoration, planting and monitoring	Denman Island Conservancy
Denman	Morrison Marsh Nature Reserve	Management Plan revision and Species at Risk surveys	Woodland Native Plant Nursery
Gabriola	Elder Cedar Nature Reserve	Trail maintenance and boardwalk building	Gabriola Land & Trail Trust
Gabriola	Elder Cedar Nature Reserve	Boardwalk Design	Topographics
Gabriola	Reid Chapman Covenant	Yellow iris removal	Coastal Alive Recreational & Ecological Services
Galiano	Laughlin Lake and Vanilla Leaf Land Nature Reserves	Invasive Removal and Trail clearing	Galiano Conservancy Association
Galiano	Trincomali Nature Sanctuary	Bird Survey	Habitat Acquisition Trust
Lasqueti	John Osland Nature Reserve	Riparian Restoration and nesting box maintenance	Lasqueti Island Nature Conservancy
Mayne	Horton Bayviary Nature Reserve	Monitoring contract and removal and disposal of invasive species,	Mayne Island Conservancy
North Pender	Medicine Beach Marsh Nature Sanctuary	Dogipot containers maintenance and waste collection	Pender Islands Waste Management
North Pender	Medicine Beach Marsh Nature Sanctuary	Management Plan revision and Species at Risk surveys	Woodland Native Plant Nursery
Salt Spring	Cyril Cunningham Nature Reserve	3 days of Species at Risk surveys primarily looking for lichens and mosses	Salt Spring Island Conservancy
Salt Spring	McFadden Nature Sanctuary	Removal and disposal of invasive species, Heron survey	Salt Spring Island Conservancy
Salt Spring	My Whim Covenant	Yellow iris and Scotch broom removal	Coastal Alive Recreational & Ecological Services

PREPARED BY: Nuala Murphy, Property Management Specialist

REVIEWED BY: Jennifer Eliason, Manager

Trust Fund Board Budget Tracking 2017-2018

GL	Description	Budget	Revenue	Total Available	Spent	Remaining	% Remaining	Additional Committed Funds
50700-210	Admin Support Services	\$ 184,005		\$ 184,005	\$ 47,338	\$ 136,667	74%	
54500-210	Communications	\$ 13,000		\$ 13,000	\$ 1,446.69	\$ 11,553	89%	\$ 1,500
56000-210	Contingency	\$ 2,500		\$ 2,500		\$ 2,500	100%	
61100-210	Board Honoraria	\$ 8,000		\$ 8,000	\$ 3,150	\$ 4,850	61%	
61200-210	Board Meeting Expense	\$ 10,000		\$ 10,000	\$ 3,890	\$ 6,110	61%	
61210-210	Board Training & Conferences	\$ 2,000		\$ 2,000		\$ 2,000	100%	\$1,200
61300-210	Property Management	\$ 65,000		\$ 65,000	\$ 44,645	\$ 20,355	31%	\$ 18,001
61500-210	Conservation Planning / Land Securement	\$ 18,000		\$ 18,000	\$ 7,318	\$ 10,682	59%	\$ -
63000-210	Legal	\$ 15,000		\$ 15,000	\$ 3,499	\$ 11,501	77%	\$ 1,100
61600-210	Ecosystem Mapping	\$ 15,000		\$ 15,000	\$ 13,246	\$ 1,754	12%	\$ 4,244
80300-210	Mobile Devices	\$ 1,500		\$ 1,500	\$ 614	\$ 886	59%	
81300-210	Training & Conferences	\$ 7,000		\$ 7,000	\$ 845	\$ 6,155	88%	
81305-210	Travel for Training	\$ 2,500		\$ 2,500		\$ 2,500	100%	
82300-210	Travel	\$ 4,000		\$ 4,000	\$ 1,633	\$ 2,367	59%	
		\$ 347,505	\$ -	\$ 347,505	\$ 127,623	\$ 219,882	63%	\$26,045
Opening Balance								
	Alton Maintenance Account	\$ 53,482	\$ 7,613	\$ 61,095	\$ 2,100	\$ 58,995		\$ 425
	Ruby Alton Endowment Fund			\$ 136,561				
	Opportunity Fund	\$ 34,144	\$ 1,311	\$ 35,455	\$ 4,366	\$ 31,089		\$ 634
	Covenant Mgmt and Defence Fund	\$ 102,276	\$ 43	\$ 102,319	\$1	\$ 102,318		
	Lasqueti Island Acq Fund	\$ 33,345	\$ 6	\$ 33,350	\$0	\$ 33,350		
	Gambier Island Acq Fund			\$ 116,546				
	Morrison Waxler Legacy Fund	\$ 20,062	\$ 2	\$ 20,065	\$0	\$ 20,065		
	Thetis Island Acq Fund	\$ 72,343	\$ 206,629	\$ 278,972	\$6,024	\$ 272,948		\$ -
	McFadden Creek	\$ 24,327	\$4	\$ 24,331	\$0	\$ 24,331		