



Trust Fund Board Minutes of Regular Meeting

Date: Tuesday, November 21, 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
Ronald Bertrand
Robin Williams (joined by teleconference and left the meeting at 1:19 pm)
Susan Morrison (joined by teleconference and left the meeting at 1:26 pm)

Staff Present Jennifer Eliason, Islands Trust Fund Manager
Kate Emmings, Ecosystem Protection Specialist
Nuala Murphy, Property Management Specialist
Corlynn Strachan, Administrative Assistant
Crystal Oberg, Communications & Fundraising Specialist
Clare Frater, Islands Trust Director of Trust Area Services (joined the meeting at 10:50 am)

Guests Present Elizabeth McClelland, Crystal Mountain Society
Janice Oakley, Crystal Mountain Society
Tom Mommsen, Member of the Public
(all joined the meeting at 10:55 am and left the meeting at 11:59 am)

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

The following addition to the agenda was presented for consideration:

- Item 7.1 Local Planning Committee Update

By general consent, the agenda was approved as amended.

3. CLOSED MEETING

TFB-2017-029

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) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the Trust Fund Board or another position appointed by the Minister; and that Jennifer Eliason, Kate Emmings, Nuala Murphy, 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 10:03 am and resumed in open meeting at 10:55 am to Rise and Report.

4. RISE AND REPORT

There were no items.

5. MINUTES/COORDINATION

5.1 Minutes of Meetings/Resolutions without Meetings

5.1.1 Approval of the September 26, 2017 TFB Regular Meeting Minutes

By general consent, the Trust Fund Board meeting minutes of September 26, 2017 were adopted.

5.2 Follow-up Action List

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

6. BUSINESS

6.1 Items for Approval

6.1.1 Approval of the 2018 Trust Fund Board Meeting Dates

Board members reviewed the proposed 2018 meeting dates and agreed on the following scheduled dates:

January 30

April 3

May 29

July 17

September 25

November 27

TFB-2017-030

It was MOVED and SECONDED,

that the Trust Fund Board approves the 2018 Meeting Schedule, as amended.

CARRIED

6.1.2 Conservation Proposal - Crystal Mountain Society, Galiano

The ITF Manager reviewed the history of the proposal with Board members and highlighted the most recent modifications to the proposal.

Board members discussed LTC decisions to date, community perceptions that a covenant will not sufficiently protect the property, and questioned the possibility of another agency accepting the land transfer. Board members expressed concern regarding potential impact to staff resources as a result of accepting the proposal, but acknowledged the willingness of the Crystal Mountain Society to put the transfer on hold to mitigate impact to staff

resources if other projects must take priority. Board members also noted that the proposal provides connectivity with other protected area on Galiano.

TFB-2017-031

It was MOVED and SECONDED,

that the Trust Fund Board accept the updated Conservation Proposal from the Crystal Mountain Society, agreeing to accept transfer of approximately 18.3 hectares of 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), subject to:

1. The release of the rent charge and related easements on the title of Lot A and any other charges determined, through legal review, to be problematic for the Trust Fund Board;
2. Establishing legal access for the Trust Fund Board to the most eastern part of Lot A;
3. Receipt of \$30,000 upon transfer of the land, with at least \$15,000 to be held in a pooled Nature Reserve Management Fund, and \$10,000 to \$15,000 to be put towards the development of a management plan and management activities for the nature reserve;
4. Staff reaching mutual agreement with the water license holders to limit the impact of accessing and maintaining the permitted water works;
5. Agreement with the Society that the portion of the proposed Emergency Access over the nature reserve would be used only in the case of emergency;
6. Written agreement with the Society about the use and maintenance of the pagoda;
7. Installation of boundary and corner pin markers at the time of survey at the expense of the applicant (locations to be determined in consultation with ITF staff); and
8. Final approval of the Trust Fund Board of the final survey plan, transfer agreement and all other associated agreements.

CARRIED

6.1.3 Bachmann NAPTEP Covenant View Corridor Maintenance Request

The ITF Property Management Specialist presented a request from the landholder of the Bachmann NAPTEP covenant to perform tree maintenance.

TFB-2017-032

It was MOVED and SECONDED,

that the Trust Fund Board approve the request from the landholders of the Bachmann NAPTEP Covenant to remove limbs from five trees and top and girdle three Douglas-fir trees to maintain the view to the ocean, provided that:

- a) a registered professional arborist is employed to carry out all of the work;
- b) the work is to be done outside of nesting season for birds and should minimize impact on surrounding vegetation; and,
- c) woody debris is left on site to decompose naturally.

CARRIED

6.2 Items for Discussion/Direction

6.2.1 Briefing - Regional Conservation Plan Update and Draft Work Plan

The ITF Ecosystems Protection Specialist provided an update for TFB members noting receipt of comments from partners were minor and highlighted a request from the Cowichan Tribes to reference the importance of clam beds in the report.

The ITF Ecosystems Protection Specialist highlighted the work plan and suggested integrating Board roles to formalize TFB involvement to meet RCP goals. ITF staff agreed to follow up by email.

6.2.2 Briefing - Trust Fund Board Elevator Pitch and Summary

Board members reviewed the Elevator Pitch and Summary and suggested using a bullet form. The ITF Communications and Fundraising Specialist will send out the document in word version by email so Board members can personalize the document.

6.2.3 Discussion on LTABC National Land Summit

ITF staff and Trustee Williams provided positive comments regarding the summit. The ITF Ecosystems Protection Specialist and ITF Manager presented on conservation planning at the conference.

6.2.4 Trust Fund Board Retreat 2017 Follow-up

Board members discussed a number of ideas, including:

- having a clear message
- taking a year to prepare for any significant funding ask
- effectively engaging with citizens on the islands
- Trust Fund Board acknowledging stewardship award recipients
- engaging people who put name forward as TFB member
- possibility of TFB involvement when LTC's meet with Regional Districts
- incentives for LTC Chairs to highlight TFB Report at meetings

6.3 Correspondence

There was no correspondence.

6.4 Updates for Information

6.4.1 Public Acquisitions Report

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

6.4.2 Public Covenants Report

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

6.4.3 Communication and Fundraising Report

The Trust Fund Board reviewed the Communication and Fundraising Report for information.

The Communication and Fundraising specialist updated Board member on a new Trust Area Services project using a filmmaker to produce three Islands Trust promotional videos on the following topics:

- preserve and protect
- freshwater
- employee recruitment

6.4.4 Property Management Specialist Report

The Trust Fund Board reviewed the Property Management Specialist Report for information.

6.4.5 Budget Report

The Trust Fund Board received the Budget Report for information.

7. NEW BUSINESS

7.1 Local Planning Committee Update

Chair Law reported that at the most recent LPC meeting the committee reviewed what could be accomplished during the remaining term and decided to prioritize the development of a planning tool kit for protection of Coastal Douglas-fir and Associated Ecosystems. ITF staff will be called on for some advice.

8. NEXT MEETING

The next meeting will be held January 30, 2018

9. ADJOURNMENT

By general consent, the meeting adjourned at 1:47 pm.

Tony Law, Chair

Certified Correct:

Corlynn Strachan, Administrative Assistant