



**Islands Trust Conservancy - Executive Committee**  
**Liaison Meeting**  
**Minutes of Regular Meeting**



**Date:** Tuesday, July 14, 2020  
**Time:** 1:05 pm  
**Location:** Electronic Zoom Meeting

**Islands Trust Conservancy (ITC) Board Members Present:** Kate-Louise Stamford, Chair  
Sue Ellen Fast, Vice Chair and EC Member  
Linda Adams  
Donald Clarke (left the meeting at 2:01 pm)  
Doug Fenton  
Susan Hannon

**Executive Committee (EC) Members Present:** Peter Luckham, Chair  
Laura Patrick  
Dan Rogers

**Staff Present:** Kate Emmings, ITC Acting Manager  
Russ Hotsenpiller, Chief Administrative Officer  
Clare Frater, Director, Trust Area Services  
David Marlor, Director, Local Planning Services  
Carla Funk, ITC Acting Communication and Fundraising Specialist  
Dilani Hippola, Acting Senior Policy Advisor (left the meeting at 2:45 pm)  
Kathryn Martell, ITC Acting Ecosystems Protection Specialist  
Alexandra Trifonidis, Acting Administrative Assistant

**1. CALL TO ORDER**

The meeting was called to order at 1:05 pm. Chair Stamford acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations.

**1.1 Introductions and context for annual meeting**

Chair Stamford welcomed the Executive Committee guests and initiated introductions. Trustee Clarke introduced himself as a new member of the ITC Board. Trustee Hannon introduced herself as an appointed Trustee to the ITC Board.

The Executive Committee warmly welcomed the new ITC Board members and individually introduced themselves.

Staff were introduced as meeting attendees.

## **2. APPROVAL OF AGENDA**

**By general consent**, the agenda was approved.

### **2.1 Agenda Context Notes**

The Agenda Context Notes were received for information.

## **3. MINUTES/COORDINATION**

### **3.1 Review of the July 16, 2019 Meeting Minutes**

The Islands Trust Conservancy Board received the July 16, 2019 meeting minutes for information.

## **4. BUSINESS**

### **4.1 Items for Information**

#### **4.1.1 Introductions:**

- Islands Trust Conservancy (ITC)

See item 1.1

- Executive Committee (EC)

See item 1.1

- Review of ITC\EC roles

ITC Acting Manager gave a brief overview about the logistics of the EC\ITC liaison meeting and their structures.

### **4.2 Items for Discussion/Direction**

#### **4.2.1 Working with the Province**

- Trust Council Strategic Plan Item

ITC Acting Manager gave a background overview of the NAPTEP program. In September 2019, the ITC Board requested that Trust Council increase the property tax exemption rate for NAPTEP. Trust Council included amendment of the exemption rate in its strategic plan as a means of protecting forest cover.

Islands Trust Chief Administrative Officer updated the group that there has been very little conversation about this item between senior management and the Executive Committee, noting that the COVID-19 pandemic has delayed this item from moving forward.

Discussion ensued on the following:

- Amending NAPTEP legislation to be compliant with UNDRIP (apple orchards, colonial history are optional cultural areas for protection, but

First Nations cultural sites are not eligible – with the exception of culturally modified trees)

➤ Target goal of 100% tax exemption

- Provincial Funding Request

Islands Trust Chief Administrative Officer update – this item is delayed due to COVID-19. Specific strategies will be developed soon. The conversation with ministry staff will be initiated.

#### 4.2.2 Working with Trust Council

- COVID-19 Updates (verbal)

ITC has modified its annual property monitoring due to COVID 19 and the newly developed *Islands Trust Recovery and Safety Plan for COVID-19*. No ITC Nature Reserves were closed due to COVID. Assisted by its island partners, ITC was able to monitor the safety of visitors to lands that it manages.

The ITC is following the *Islands Trust Recovery and Safety Plan for COVID-19* for all its work, including monitoring and site visits on islands.

- Strategic Planned Giving

ITC fund development planning started in the 1990's. One approach to fund development that ITC is pursuing is Strategic Planned Giving. The Acting Communications and Fundraising Specialist described the ITC's approach to planned giving noting building relationships is key which has been hard due to social distancing.

Trust Council Chair Luckham spoke about community and conservation aspects of living on the islands. Community centers and other island initiatives also need funding. Giving is significant on islands in different ways. Raising the profile of ITC is needed.

Discussion ensued on the following:

- How can we expand the strategic planned giving more broadly? For example, beyond island residents and landowners to groups such as island visitors.
- The ability to have a planned giving program that is not in competition with island conservancies; ways of developing mutual supports.

- Climate Change Emergency Declaration

1. FireSmart and Ecology / Fire Risk Management
2. Climate Change Projections Report
3. Climate Action Plan

The ITC Acting Manager spoke to the context notes provided.

Discussion ensued on the following:

- Scientific reports within the Trust Area – Of note, there are different reports for climate change within certain areas of the Trust but not one covered the whole of the Trust Area which is why ITC commissioned the CCPR.
- Bringing awareness about the CCPR – There is value in bringing the CCPR to Local Trust Committees (LTC) as useful information for locals (for example, farmers could possibly benefit from the information providing how projected growing days could change into the future)
- Referrals and communication
  1. Between TC and ITC
  2. Between Committees and ITC

Discussion ensued on the following:

- Overall communications between Islands Trust and ITC have been streamlined over the last few years. There are still possibilities for bringing more items to the attention of the ITC.
- Land use planning – planned preservation. Reconsider how things are done. What mechanisms do we have in place now and should there be new ones added? Major shift in thinking.
- ITC's response to LTC referrals – How does ITC respond? What is the capacity of the ITC to respond to these referrals? There are set procedures on how ITC responds to LTC referrals outlined in IT and ITC policy. ITC is typically brought in on Official Community Plan reviews.
- More ITC resources will be needed if an increase in referrals is considered
- Ecological awareness
- LTC's supportive to preserve and protect mechanism
- Co-management with First Nations in the Trust Area
- Budget:
  1. Fire Risk Assessment
  2. Property Management Formula

Discussion ensued on the following:

- ITC is currently working on new budget formula for property management.
- ITC is exploring a possible budget request for Fire Risk Assessment on ITC lands; alternatives for partnerships with external agencies are also being explored to keep costs low.
- ITC revenue reporting –Highlight the donation side of the Conservancies revenue rather than just expenditures in Islands Trust budget reporting.

- Canada Nature Fund (verbal)

The ITC Acting Manager gave an update on the status of the Canada Nature Fund request, submitted by ITC, stating the request for funding is still active but no news has been received.

- Regional Conservation Plan Update

The ITC Acting Manager gave an update on the ITC Regional Conservation Plan noting that the first three-year work plan will come to an end in December 2020. The RCP is a 10-year plan broken down into three, three year increments, with a final year for assessment and planning of the next RCP. The plan is designed this way so staff are able to adjust work items if needed.

- Ecosystem Based Management

1. Ecological Research Network (ERN)

Dr. Hannon, a member of the ERN, provided insight into who is involved, why it was created and what the network does. The ERN is a Salt Spring based group comprised of many talented islanders with a broad range of expertise in the field. The group is volunteer run and provides information such as environmental reports, brings forward climate change awareness, and has access to cutting edge information and research.

Discussion ensued on ecosystem-based management and the Ecological Research Network. The following topics arose:

- Do we need to do things differently?
- Review of how land planning is done
- Next meeting - discuss ecology of gulf islands (fire)
- Should the ERN be available to all of the Trust Area?
- Ways to manage properly/co manage/be responsive in a timely manner

#### 4.2.3 Working with Local Trust Committees

- LPS\ITC policy
- CDF Tool Kit

The ITC Acting Manager shared that ITC has processed 6 referrals from Local Trust Committees in the last year. See agenda item *Referrals and Communication* for more detailed discussion points on referral communications between ITC and LTC's.

#### 4.2.4 Working with First Nations

- Reconciliation Declaration and Action Plan

- Crown Land Policy

Staff noted that reconciliation action is outlined for the Trust Council in the Reconciliation Action Plan and the ITC is contemplating development of its own Reconciliation Action Plan. ITC's current reconciliation actions are described in its Regional Conservation Plan and through associated staff work programs. The ITC staff have recently participated in two retreats with the Island Trusts Senior Intergovernmental Policy Advisor to educate and reflect on how ITC can include reconciliation into ITC work.

Staff continue to have a work item to review Trust Council Procedure 2.1.12, Administration of the Crown Land Acquisition Initiative to better reflect engagement with First Nations. The program is a Trust Council Program that is administered in collaboration with the ITC. ITC continues to receive interest from the islands to move forward with Crown land acquisition, but has currently paused actions while awaiting procedure review.

#### 4.2.5 Working with the Public

- Website (verbal)

The Director of Trust Area Services updated the meeting attendees on the progress of the website. The new website will be merging three existing sites: MapIT, ITC and IT. The design work is done. Training sessions have been provided to staff; however, more training will be needed in the future to better equip staff on how to use the new software to its full potential. Prior to the launch of the site, a user testing experience will be offered to multiple groups that are known to use the site often: trustees, real estate professionals and landowners to name a few.

## 5. **NEXT MEETING**

To be determined in late 2020; in Victoria.

Of note, there was mention of the possible need for ITC and EC to meet more often. Specific items on today's agenda will likely need to be addressed before the next annual liaison meeting.

## 6. **ADJOURNMENT**

By **general consent**, the meeting was adjourned at 2:56 pm.

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Kate-Louise Stamford, Chair

Certified Correct:

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Recorder