



Islands Trust Conservancy

Minutes of Regular Meeting

Date: Tuesday, November 26, 2019
Time: 10:00 am
Location: Islands Trust - Victoria
200 - 1627 Fort Street, Victoria, BC

Board Members Present: Kate-Louise Stamford, Chair
Sue Ellen Fast, Vice Chair
Linda Adams (by teleconference, left the meeting at 10:36 am)
Doug Fenton
Susan Hannon
Robin Williams

Staff Present: Kate Emmings, Acting Islands Trust Conservancy (ITC) Manager
Carla Funk, Acting Communications & Fundraising Specialist
Jemma Green, Covenant Management and Outreach Specialist
Kathryn Martell, Acting Ecosystem Protection Specialist
Nuala Murphy, Property Management Specialist
Julia Mobbs, Director of Administrative Services
Alexandra Trifonidis, Recorder

1. CALL TO ORDER

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

1.1 Board Appointments and Staff Updates

Chair Stamford, board members and staff introduced themselves and shared information about themselves for the new board member and new staff. New Trustee, Dr. Susan Hannon and new staff, Carla Funk and Kathryn Martell, introduced themselves to the group.

1.2 Electronic Meeting Participation

ITC-2019-042

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board agree to waive section 10.1 (b) of the meeting procedures bylaw for Trustee Adams to attend the meeting by phone for the second time in a row this year.

CARRIED

2. APPROVAL OF AGENDA

The following addition to the agenda was presented for consideration:

- 1.2 Electronic Meeting Participation

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

3. CLOSED MEETING

3.1 Motion to Close the Meeting

ITC-2019-043

It was MOVED and SECONDED,

that the meeting be closed to the public in accordance with the Community Charter, Part 4 Division 3, section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the Islands Trust Conservancy board; and section (k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the Islands Trust Conservancy board if they were held in public; and that staff be invited to remain in the meeting.

CARRIED

The Islands Trust Conservancy Board convened the closed portion of the meeting at 10:17 am and resumed in open meeting at 11:39 am to Rise and Report.

4. RISE AND REPORT

The Islands Trust Conservancy Board reported on the following items:

Covenant Modification Agreement – Woodwinds NAPTEP Covenant

The Islands Trust Conservancy Board directed staff to:

- a) develop a modification agreement to allow for maintenance of the septic field in the Woodwinds NAPTEP Covenant, Lot 20, Section 23, Pender Island, Cowichan District, Plan 23051 PID 003-201-937; and,
- b) allow for maintenance of the septic field in the Woodwinds NAPTEP Covenant, Lot 20, Section 23, Pender Island, Cowichan District, Plan 23051 PID 003-201-937; and,
- c) provide resources about alternatives to traditional septic fields to land owners contemplating septic field maintenance or replacement, and new covenants.

5. MINUTES/COORDINATION

5.1 Minutes of Meetings/Resolutions without Meetings

5.1.1 Approval of October 1, 2019 Meeting Minutes

By general consent, the Islands Trust Conservancy meeting minutes of October 1, 2019 were adopted.

5.2 Follow-up Action List

The Islands Trust Conservancy Acting 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 2020 Board Meeting Dates

ITC-2019-044

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approves the 2020 Meeting Schedule, as attached.

CARRIED

6.1.2 FDAC Update and Revised Terms of Reference

The ITC Acting Manager presented the item to the board. Discussion ensued on whether our new trustee Dr. Susan Hannon wished to sit on the Fund Development Advisory Committee.

ITC-2019-045

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board amend the Fund Development Advisory Committee terms of reference to reflect the new timeline and budget as proposed by the Committee and to reflect amendment to section 6.1 regarding membership.

CARRIED

6.1.3 Mt. Artaban Nature Reserve Management Plan

The Covenant Management and Outreach Specialist presented the item to the board.

Discussion ensued on the following topics:

- wildfire mitigation plan
- trails and buffers
- salt water being used to put out fires and the associated ramifications
- other conservancies and their wildfire practices and resources
- wild predators information to be included/noted on management plan
- yearly monitoring

ITC-2019-046

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approve the 2019 update of the Mount Artaban Nature Reserve Management Plan dated October 24, 2019 as amended.

CARRIED

The meeting broke for lunch at 12:12 pm and resumed at 12:38 pm.

6.1.4 Natural Assets and ITC Financial Statements

Director of Administrative Services, Julia Mobbs, joined the meeting at 12:40 pm.

Trustee Fast presented the item. Islands Trust Director of Administrative Services shared that the Public Sector Accounting Board accounting standards do not include guidelines for Natural Assets; however, there is nothing in the standards that prevents the ITC Board from adding a note to the statements on the topic.

Discussion ensued on the following:

- within Islands Trust, the ITC has the lands that might be considered natural assets
- grant funding through the Municipal Natural Assets Initiative (MNAI) is available
- ecological services are provided by ITC lands
- value and numbers for natural asset and challenges in determining value
- What are other organizations doing?
- carbon offsets are also an area that could be explored

ITC-2019-047

It was MOVED and SECONDED,

that Islands Trust Conservancy board direct staff to consider including a Note Disclosure highlighting the importance of natural assets to the mandate of Islands Trust and the services they provide for island communities, starting with the current fiscal year's annual financial reporting.

CARRIED

Director Mobbs described that a Note Disclosure would be a first step. Next steps could be to assign a value to these assets and to contact the regional districts to explore opportunities for collaboration.

Director Mobbs left the meeting at 1:02 pm.

6.2 Items for Discussion/Direction

6.2.1 North Pender Referral

ITC A/ Manager provided the board with a referral from the North Pender Island Planner regarding a Temporary Use Permit renewal application for a property adjacent to the Medicine Beach Nature Sanctuary on North Pender Island. The board expressed concerns regarding effects of the land use on water quality due to potential sediment and contaminant runoff from the site. Water testing was discussed as an option as was possible containment options. Planning staff have suggested that the next step for the applicant would be to apply for rezoning to

make the use a permitted use. The ITC would have more input if a rezoning application were to come through.

ITC-2019-048

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board direct staff to write a letter to the North Pender Local Trust Committee describing concerns raised regarding potential long-term impacts of contaminated runoff, and alternative designs such as containment of any point source runoff or spills.

CARRIED

6.3 Correspondence

6.3.1 Email - Laura Pope, Re: Denman Cross-island Trail

The ITC A/Manager gave everyone an update on how the website work is going and answered questions regarding information sharing options. The ITC Communications and Fundraising Specialist spoke on how to make the website clear and how the public can donate and find the information they need.

6.3.2 Letter - Lyackson First Nation, Re: Salish View Nature Reserve

The Islands Trust Conservancy Board received a letter from Lyackson First Nation in regards to the Salish View Nature Reserve for information.

6.3.3 Letter - ITC to MOTI, Re: tree cutting in Nature Reserves

The Islands Trust Conservancy Board received the letter from ITC to MOTI regarding tree cutting in our Nature Reserves for information.

6.4 Updates for Information

6.4.1 Executive Committee Updates (verbal)

Trustee Fast reminded the board that Trust Council is next week noting that the agenda will include the Island Trust budget which includes the Islands Trust Conservancy budget and a request to permanently fund the Covenant Management and Outreach Specialist position. Trust Council will also consider the draft Strategic Plan.

6.4.2 LTABC Seminar Series Update (verbal)

Trustee Fast and three staff attended the biennial Land Trust Alliance of BC Seminar Series. Information learned during the seminar included that BC is the only area that has a two covenant holder model while all other areas have one covenant holder models. The ITC A/Manager commented that the two covenant holder model is considered a 'best practice' in BC and is a mechanism to help ensure perpetuity of conservation covenants.

Highlights from staff include:

- value of networking with local conservancies

- discussions around problem solving issues on protected land for example; homeless camps, needles, and wildfires
- The American Friends of Canadian Conservation group is interested in partnering with us on a potential outreach program project

6.4.3 Public Acquisitions Report

The Islands Trust Conservancy Board reviewed the Public Acquisitions Report for information. Discussion ensued on the Sandy Beach acquisition history and current project details.

6.4.4 Public Covenants Report

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

6.4.5 Regional Conservation Plan Progress Report

The Islands Trust Conservancy Board reviewed the Regional Conservation Plan Progress Report for information. The ITC A/Manager gave everyone an update on how the website work is going and answered questions regarding information sharing options. The ITC Communications and Fundraising Specialist spoke on how to make the website clear and how the public can donate and find the information they need.

6.4.6 Budget Report and Budget Request Update

The Islands Trust Conservancy Board reviewed the Budget Report for information. Islands Trust Conservancy budget requests have been sent to Trust Council as noted earlier by Trustee Fast.

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next meeting will take place on February 13th, 2020 at 10:00 am.

9. ADJOURNMENT

By general consent, the meeting adjourned at 1:50 pm.

Kate-Louise Stamford, Chair

Certified Correct:

Alexandra Trifonidis, Recorder