



Islands Trust Conservancy Minutes of Regular Meeting

Date: Tuesday, March 15, 2022
Time: 10:00 am
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Board Members Present Kate-Louise Stamford, Chair (attended electronically)
Sue Ellen Fast, Vice-Chair (attended electronically)
Doug Fenton, Board Member (attended electronically)
Linda Adams, Board Member (attended in person)
Risa Smith, Board Member (attended electronically)

Staff Present Carla Funk, Strategic Fund Development
Clare Frater, Director, Trust Area Services (joined at 12:30 pm)
Corlynn Strachan, Administrative Assistant/Recorder
Jemma Green, Covenant Management & Outreach Specialist
Kate Emmings, Islands Trust Conservancy Manager
Kathryn Martell, Ecosystem Protection Specialist
Nuala Murphy, Property Management Specialist
Wendy Tyrrell, Species at Risk Program Coordinator

1. CALL TO ORDER

Chair Stamford called the meeting to order at 10:02 am and acknowledged that the meeting was being held virtually from locations across the treaty and unceded territories of the Coast Salish peoples.

2. APPROVAL OF AGENDA

The following additions to the agenda were presented for consideration:

- Item 5.4.5 Trust Council Update (verbal)
- Item 5.4.6 Financial Planning Committee Update (verbal)
- Item 5.4.7 Trustee Roundtable (verbal)
- Item 5.4.12 All Conservancies Letter – Policy Statement (late item)

By general consent, the agenda was approved as amended.

3. RISE AND REPORT

There were no items for rise and report.

4. MINUTES/COORDINATION

4.1 Minutes of Meetings/Resolutions without Meetings

4.1.1 [Approval of the January 25, 2022 Meeting Minutes](#)

By general consent, the Islands Trust Conservancy meeting minutes of January 25, 2022 were adopted.

4.1.2 Record of RWM - ITC Meeting Procedures Bylaw No. 3

Accepted for information.

4.2 Follow-up Action List

The Islands Trust Conservancy (ITC) Manager proposed the Aug 24, 2021 Crown Land Notations of Interest on Islands item be removed from list, noting that staff have not had capacity to move forward on this item.

Board members questioned if the item could be brought back at a later date. The ITC Manager advised this could be done in conjunction with the policy review related to the Reconciliation Action Plan development and Five-Year Plan revision.

ITC-2022-010

It was MOVED and SECONDED,

that the ITC Board remove the following item from the August 24, 2021 Follow Up Action List: "Staff to report on the potential of using notations of interest as possible tools for Crown Land conservation as part of the Crown Land discussion report at the Oct 5, 2021 Board meeting."

5. BUSINESS

5.1 Items for Approval

5.1.1 Climate Change Research Approval, McFadden Creek (Salt Spring) & Elder Cedar (Gabriola) - Request for Decision

The ITC Property Management Specialist presented the request for decision to Board members.

Board members discussed sending a brief communications to all Trustees that this research is happening, risk of vandalism, and the importance of working collaboratively with local groups. Staff noted that it will be added to the ITC Report to Local Trust Committees and the Bowen Island Municipality.

ITC-2022-011

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approve climate change research at McFadden Creek Nature Sanctuary (Salt Spring Island) and Elder Cedar Nature Reserve (Gabriola Island) by UBC Conservation Decisions Lab for the next two to ten years.

CARRIED

5.1.2 ITC Five-Year Plan Review Project Charter - Request for Decision

The ITC Manager presented the request for decision to Board members, highlighting concern of staff capacity and a tight timeline for approval.

Board members discussed how the Islands Trust Policy Statement fits with the plan, ITC Board retreat timing, potential Ministry project funding, election timing, and clarified the option for “status quo”.

ITC-2022-012

It was MOVED and SECONDED,

that the Islands Trust Conservancy (ITC) Board approve the Project Charter, dated March 15 2022, for the ITC Five-Year Plan revision.

CARRIED

ITC-2022-013

It was MOVED and SECONDED,

that the Islands Trust Conservancy (ITC) Board direct staff to revise the ITC Five-Year Plan according to “Option 1: Status Quo” in the March 15, 2022 ITC 5 Year Plan Review briefing in the event that an extension to the deadline is not provided by the Minister’s Office.

CARRIED

5.1.3 Owl's Call (Salt Spring) NAPTEP Monitoring Report Addendum - Request for Decision

The ITC Covenant Management & Outreach Specialist presented the request for decision to Board members noting monitoring of Owl’s Call was outstanding when the original NAPTEP Monitoring Report 2021 was completed.

ITC-2022-014

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board accept the summary of the Owl’s Call NAPTEP Covenant Monitoring Report as an addendum to the Islands Trust Conservancy NAPTEP Covenant Monitoring Report 2021.

CARRIED

5.1.4 Sidney Island Ecological Restoration Project Update - Request for Decision

The ITC Manager presented the request for decision to Board members, advising we are now moving into an operational phase. Staff will review the Operations Plan and draft covenant waivers for review by the Board at a future meeting.

Board members discussed strata member support, commented this is sensitive issue, and acknowledge Board support for a step-by-step check-in process.

ITC-2022-015

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board advise the Sidney Island Ecological Restoration Project Steering Committee that it endorses moving forward to the Operational Planning Phase, followed by the implementation of the Forest Restoration Strategy and the Fallow Deer Removal.

CARRIED

5.1.5 Amendment to Moss Mountain Covenant, Salt Spring – Request for Decision

The ITC Ecosystem Protection Specialist presented the request for decision to Board members.

ITC-2022-016

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board endorses the modification agreement to modify covenant CA9462921 registered on the land described as Lot 12, Sections 64, 65, 66, 67, and 68, South Salt Spring Island, Cowichan District, Plan 1914.

CARRIED

5.1.6 Brooks Point Covenant (South Pender) - Request for Decision

The ITC Manager presented the request for decision to Board members, noting this is a long standing file with a complicated history, and a need for a discharge of an existing covenant.

Board members expressed support for consolidation, clarification, and upgrades to the covenant documents and agreements.

Board members suggested linking Prairie Oak and Garry Oak using “formerly known as” in the document.

ITC-2022-017

It was MOVED and SECONDED,

that the Islands Trust Conservancy (ITC) Board authorizes the Chair to sign the covenant, dated February 17, 2022, with the Capital Regional District and Habitat Acquisition Trust, over the lands described as:

- i) Parcel Identifier 005-873-860, Lot 16, Section 1, Pender Island, Cowichan District, Plan 6670;
- ii) Parcel Identifier 005-873-894, Lot 17, Section 1, Pender Island, Cowichan District, Plan 6670;
- iii) Parcel Identifier 005-873-924, Lot 18, Section 1, Pender Island, Cowichan District, Plan 6670;
- iv) Parcel Identifier 005-873-975, Lot 19, Section 1, Pender Island, Cowichan District, Plan 6670; and,
- v) Parcel Identifier 003-977-188, Lot C, Section 1, Pender Island, Cowichan District, Plan 16049;

and, directs staff to register the covenant subject to receiving an update to the Baseline Documentation Report that is acceptable to the ITC Manager.

CARRIED

ITC-2022-018

It was MOVED and SECONDED,

that the Islands Trust Conservancy (ITC) Board authorizes the Chair to sign a discharge for covenant EP3182, subject to receiving approval from the Nature Conservancy of Canada to also discharge the covenant, and directs staff to register the discharge subject to registration of a covenant over the whole of

Brooks Point Regional Park in favour of Islands Trust Conservancy and Habitat Acquisition Trust.

CARRIED

5.2 Items for Discussion/Direction

5.2.1 Species at Risk Workshop - Briefing

The ITC Species at Risk (SAR) Program Coordinator briefed Board members on the upcoming SAR workshop scheduled for March 16th, highlighting registration is currently at 93 attendees, including a great diversity of partners.

The ITC Manager noted the ITC Communication Specialist, Carmen Smith, will tweet live on social media during the workshop.

Board members commented the workshop looks really good and it is positive to see First Nations representation.

5.3 Correspondence - none

5.4 Updates for Information

5.4.1 Public Acquisitions Report

Accepted for information.

5.4.2 Public Covenants Report

Accepted for information.

5.4.3 Budget Report

The ITC Manager highlighted the following items:

- ITC has expended \$2,000 from the Property Management Fund for the Sandy Beach baseline report.
- Staff have started dipping into the McFadden Creek Management Plan amount for restoration work.
- The Susan Bloom donation, does not show on this Budget Report, as it is currently held in ITC Chequing account awaiting allocation by the Board.
- Overall ITC is tracking well on hitting existing budget items.

5.4.4 Executive Committee Updates

Trustee Fast reported on the following items:

- Trust Council occurred last week, many big projects are underway:
 - received the Governance Review Report
 - passed the budget, including the addition of a new 0.6 FTE position for fund development
 - looked at next phase of engagement for the Islands Trust (IT) Policy Statement

- There have been changes to the *Island Trust Act*, one change being that Trust Council can now make grants for conservation objectives as well as heritage objectives. Trust Council will look into next steps and consider the implications of the change.
- There is a new Ministry of Land, Water and Resource Stewardship with the newly appointed Minister, Josie Osborne. The new ministry will have some responsibilities previously held by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development and will also have added responsibilities for Fisheries and Reconciliation. Nathan Cullen was appointed as the new Minister of Municipal Affairs. Trustee Fast recommend reviewing the Mandate Letters for further details.

5.4.5 Trust Council Update

Chair Stamford advised there was a presentation to Trust Council (TC) regarding diversity status and the rarity around Coastal Douglas-fir (CDF) ecosystems, questioning if ITC should respond.

The ITC Manager commented that the presentation to TC was a delegation to TC, ITC did not receive a delegation and does not have a mechanism to respond. The ITC Manager advised that Island Trust staff wrote to MFLNRORD staff. A response was received from the Province, noting they did not have any concerns with ITC communications regarding CDF ecosystems.

ITC-2022-019

It was MOVED and SECONDED,

that the Islands Trust Conservancy (ITC) Board request that Executive Committee forward the correspondence received at Trust Council (item 17.2) about Coastal Douglas-fir to the delegate David Dunnison regarding his presentation to Trust Council dated March 8, 2022 entitled, "Islands Trust Biodiversity".

CARRIED

Chair Stamford also advised there were minor reductions to ITC budget as approved by Trust Council including communications, conservation planning and land securement, and ecosystem mapping. There was support for the new 0.6 FTE ITC Strategic Fund Development Position.

Chair Stamford advised Trust Council received a feedback letter from Ken P. Gurr (Gabriola resident), regarding the Islands Trust 2022-23 Budget, suggesting potential cost savings for ITC and suggesting providing grants for community organizations.

The ITC Manager advised that she spoke with Ken regarding his feedback. Chair Stamford will communicate with Gabriola Trustees and copy the ITC Board.

5.4.6 Financial Planning Committee Update

Chair Stamford advised there were many meetings regarding the budget, highlighting tax increases were reduced from 9% down to 3% and eventually an alternate budget presented at Trust Council reduced the amount to 2%.

5.4.7 Trustee Roundtable

Refer to item 5.4.8 for discussion notes.

5.4.8 Governance Review

Trustee Fast advised the consultants presented the Governance Review report to Trust Council at its March meeting followed by a question period. No actions were taken, however the item will be on the June 2022 Trust Council agenda for follow up. ITC was noted on the report, with recommendation for greater collaboration between the Islands Trust and ITC.

Board members discussed report relevance to ITC, uniqueness of Local Planning Services, degree of how council is spread out on many tasks, focus on advocacy, development pressure, population growth, technical role of Planners, transparency, ecological capacity, concept of having a secretariat, and suggested a member of ITC be part of the Governance Committee if one is formed. The Board also suggested that the Governance Report be a topic of discussion for the Executive Committee/ITC Liaison meeting.

5.4.9 Canadian Parks Collective Leadership – CPCIL 2022 e-Summit Update

Chair Stamford advised of a presentation that she and Trustee Smith provided at the e-Summit, noting it was well received.

Trustee Smith commented that UBC's PhD student Madison Stevens gave a talk on a research study on the Nature Conservancy of Canada and how they make decisions, highlighting the importance of evidence based decisions, and suggested having Madison Stevens talk to the Islands Trust. Trustee Smith will forward the presentation to Board members.

5.4.10 Capilano University Research and Restoration (Gambier)

Accepted for information.

5.4.11 ITC Rack Card Update

Accepted for information. Printed copies are going into the welcome packages that Trust Programs Committee is working on. Trustee Fast noted that these are useful for in person meetings. Trustees who wish to receive copies were requested to get in touch with the ITC Administrative Assistant.

5.4.12 All Conservancies Letter – Policy Statement (late item)

Trustee Smith provided the Board with correspondence from the island conservancies to Trust Council regarding the Islands Trust Policy Statement. The correspondence was added to the meeting agenda for information. The ITC Manager advised this document was provided to Trust Council as part of their Policy Statement review process. In the event that the ITC Board receives a further Policy Statement referral, the Board could consider the island conservancies letter prior to providing feedback. Accepted for information.

6. PUBLIC COMMENTS AND DELGATIONS

There were no public attendees.

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next meeting will take place on May 24, 2022 at 10:00 am.

9. CLOSED MEETING

The Islands Trust Conservancy Board convened the closed portion of the meeting at 12:55 pm. Rise and Report will occur at the May 24, 2022 regular meeting.

9.1 Motion to Close the Meeting

ITC-IC-2022-020

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; (k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the Board, could reasonably be expected to harm the interests of the Islands Trust Conservancy if they were held in public; and that staff be invited to remain in the meeting.

CARRIED

10. ADJOURNMENT

By general consent, the meeting adjourned at 12:55 pm.

Kate-Louise Stamford, Chair

Certified Correct:

Corlynn Strachan, Administrative Assistant/Recorder