



# Islands Trust Conservancy

## Minutes of Regular Meeting

**Date:** Tuesday, May 24, 2022  
**Time:** 10:00 am  
**Location:** Electronic Zoom Meeting

**Board Members Present** Kate-Louise Stamford, Chair (attended electronically)  
Sue Ellen Fast, Vice-Chair (attended electronically)  
Doug Fenton, Board Member (attended electronically) (joined the meeting at 10:13 am due to technical difficulty)  
Linda Adams, Board Member (attended electronically)  
Risa Smith, Board Member (attended electronically)

**Staff Present** Aislyn King, Conservation & GIS Technician Co-op Student (joined the meeting at 10:15 am)  
Carla Funk, Acting Strategic Fund Development  
Carmen Smith, Acting Communications Specialist (left the meeting at 11:00 am)  
Clare Frater, Director, Trust Area Services (joined the meeting at 10:15 am)  
Corlynn Strachan, Administrative Assistant/Recorder  
Jemma Green, Covenant Management & Outreach Specialist  
Julia Mobbs, Administrative Services Director (joined the meeting at 10:15 and left the meeting at 10:40 am)  
Kate Emmings, Islands Trust Conservancy Manager  
Kathryn Martell, Ecosystem Protection Specialist  
Wendy Tyrrell, Species at Risk Coordinator

**Guest** Lenora Lee, Auditor, KPMG (left the meeting at 10:35 am)

### 1. CALL TO ORDER

Chair Stamford called the meeting to order at 10:00 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

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

### 3. RISE AND REPORT (from the March 15, 2022 In-Camera meeting)

The Islands Trust Conservancy Board reported on the following items:

- The ITC Board directed staff to:
  - a) commit \$100,000 from the Bloom Canadian Alter Ego Trust 2020 donation to the

Opportunity Fund; and

b) allocate up to \$50,000 of the Opportunity Fund for Salt Spring Island projects to reflect the interests of the donor in conservation on Salt Spring Island.

- The ITC Board directed staff to update Policy 1.7 Donations and Fundraising Policy to clarify the process of allocation of large undesignated donations and the process for declining donations.

#### **4. MINUTES/COORDINATION**

##### **4.1 Minutes of Meetings/Resolutions without Meetings**

###### **4.1.1 Approval of March 15, 2022 Meeting Minutes**

**By general consent**, the Islands Trust Conservancy meeting minutes of March 15, 2022 were adopted.

##### **4.2 Follow-up Action List**

The Islands Trust Conservancy (ITC) Manager provided updates on the following items:

- May 26, 2020 - Fairyslipper Forest Nature Reserve - staff received feedback from Thetis and have been exploring final access. Staff will bring forward the item for review by the Board at the July 13<sup>th</sup> Board meeting.
- March 15, 2022 – Review of the Donations and Fundraising Policy (Policy 1.7) - staff reviewed the policy and updated internal procedures to allow amounts over \$5,000 be reviewed to allow “pause and reflect” prior to automatic designation to the Opportunity Fund.

#### **5. BUSINESS**

##### **5.1 Items for Approval**

###### **5.1.1 Audited Financial Statements – Request for Decision**

The ITC Manager provided a background on the process involved in the audit of Islands Trust Conservancy’s financial statements and highlighted we have added Indigenous names to property names in the financial statements where we know them, and acknowledge the lands we have are providing natural assets to our region but at this point we are not assigning a financial dollar amount to these assets.

There is also movement of significant land assets between our Endowment Fund and our Capital Fund. This is because lands donated through the Ecological Gifts Program used to be included in our Endowment Fund but have been moved to the Capital Fund based on information received from the Ministry of Environment and Climate Change Canada about the ability of the ITC to transfer these lands.

KPMG Auditor Lenora Lee presented the audit findings to Board members noting there was a very quick turnaround time on this audit and thanked Board members for their patience with receiving the financial statements as a late item. Lenora noted the audit is substantially complete, with the exception of Board review and approval outstanding.

Board members discussed risk and disposal of ecological gifts, questioned benefit of lease properties to the Conservancy, and management of communication regarding leases.

**ITC-2022-021**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy approve the Audited Financial Statements for the 2021/22 fiscal year, and refer the statements to the Islands Trust Council for information.

**CARRIED**

Trustee Stamford welcomed Aislyn King to the Conservancy. The ITC Manager introduced Aislyn and highlighted Aislyn has GIS Skills, and will be working on and i-Naturalist project.

**5.1.2 Islands Trust Conservancy Submission for 2021-2022 Annual Report - Request for Decision**

The Communications Specialist presented the draft report to Board members noting this report is designed to compliment the Islands Trust Conservancy Impact Report that is now available on the Islands Trust Website.

Board members commented they enjoyed reading the report, requested minor edits, and suggested adding a statement or links referencing Islands Trust Reconciliation reports.

**ITC-2022-022**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy (ITC) Board approves the attached text as amended for inclusion in the 2021/22 Annual Report for approval by Trust Council and submission to the Minister of Municipal Affairs.

**CARRIED**

**5.1.3 ITC Plan Review - Request for Decision**

The ITC Manager presented the request for decision to Board members advised the plan will have a shorter timeline than previous plans, and noted the timelines for internal and First Nations referrals processes. The intent is to move towards a more robust engagement of First Nations for the next ITC Plan which will occur over the next 2-3 years.

Board members discussed adding “climate change” to recommendation three, and questioned what would happen if the Conservancy did not submit the five-year plan. Director Frater noted we would not be in compliance with the *Islands Trust Act*, recommended against this, and noted our intention is to meet our statutory obligation.

Chair Stamford commented that the November 2022 meeting will consist of new elected trustees due to upcoming elections and questioned the timing of bringing the draft ITC Plan to the November 2022 meeting.

**ITC-2022-023**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board approve the draft ITC Three-Year Plan and direct staff to refer it to local trust committees, the Bowen Island Municipality, Trust Council and First Nations and to bring a final draft to the Board for approval at its November 2022 meeting.

**CARRIED**

**ITC-2022-024**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board rescind resolution 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-2022-025**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board direct staff to prepare a Project Charter for the next ITC Five-Year Plan (2026-2030) with an emphasis on First Nations engagement.

**CARRIED**

**5.1.4 Species at Risk Program Extension and 2022/23 Top up - Request for Decision**

The Species at Risk Coordinator presented the requests for decision to Board members, provided a background, and highlighted excitement for the receipt of this additional funding.

Board members commented this speaks to the great work staff are doing and expressed support.

**ITC-2022-026**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board direct staff to draft and sign an amended contribution agreement with Environment and Climate Change Canada (ECCC), extending the existing Species at Risk Program funding until March 31, 2026, including a budget increase for the 2022/23 fiscal year of \$25,000 and the addition of \$220,000/year in funding for the next three fiscal years (2023/24 through 2025/26).

**CARRIED**

**5.1.5 ITC/Executive Committee Liaison Meeting - Request for Decision**

The ITC Manager presented the draft liaison meeting agenda to Board members and welcomed input.

Board members expressed support for a collaboration approach and discussion ensued on the following:

- the impact of the Governance Report based on the recent determination that the Ministry of Environment and Climate Change Canada sees Islands Trust as a Crown Agency and how would the recommendations in the Governance Report impact the Islands Trust

- suggested providing information about ITC in the candidates packages
- clarifying collaboration between EC and ITC
- opportunity for collaboration between ITC and working committees, including the Regional Planning Committee and Trust Programs Committee
- hiring specific expertise for topics such as climate change, species at risk, biologists, to assist planners
- budget conversation in regards to mapping database and inclusion of ITC

Trustee Fast noted there was a meeting scheduling conflict resulting in a date change for the July ITC-EC liaison meeting.

**ITC-2022-027**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board direct staff to cancel its July 12, 2022 meeting and schedule an in person meeting for July 13, 2022 at the Islands Trust Victoria office boardroom.

**CARRIED**

**5.1.6 Sandy Beach Nature Reserve Management Plan (Keats) - Request for Decision**

The ITC Manager presented the request for decision to Board members.

Board members requested removal of the reference to Federal Parks from the plan and discussed adding solutions to future management plans including planting of niche species adaptive to climate change.

**ITC-2022-028**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board approve the Sandy Beach Nature Reserve Management Plan as amended.

**CARRIED**

**5.1.7 Referral, Proposed Bylaw 526 – Farm Housing Project (Salt Spring) – Request for Decision**

The ITC Manager presented the request for decision to Board members.

Board members discussed volume of public input for the bylaw, the size of the heron rookery, status of herons as blue listed species, and requested clarifying the resolution wording.

**ITC-2022-029**

**It was MOVED and SECONDED,**

Whereas development adjacent to conservation areas has a large and unintended impact on biodiversity, therefore the Islands Trust Conservancy (ITC) Board recommends approval of Salt Spring Island Local Trust Committee Bylaw 526, subject to the following conditions:

1. Increase of setbacks for any new uses from all lot lines adjacent to the McFadden Creek Nature Sanctuary of 200m, due to potential heron nesting areas (a blue listed species at risk); and

2. Increase of setbacks for any new uses from all lot lines adjacent to other ITC conservation areas to 30 m.

**CARRIED**

**ITC-2022-030**

**It was MOVED and SECONDED,**

The Islands Trust Conservancy Board also requests the Salt Spring Island Local Trust Committee to consider the development of other protections for conservation areas on Salt Spring Island, such as:

- 1) Restrictions on timing of construction to September 15 – January 15 for lots adjacent to ITC and other conservation areas;
- 2) Implementation of erosion controls and soil compaction controls during construction for lots adjacent to ITC and other conservation areas; and
- 3) Increase of setbacks for all lots adjacent to and/or near sensitive ecosystems.

**CARRIED**

**5.1.8 McRae NAPTEP Covenant, Memorial Bench Waiver (Gabriola) - Request for Decision**

The Covenant Management & Outreach Specialist presented the request for decision to Board members, noting the bench is in memory of the late Stanley and Maxine McRae, covenant owners who passed away in 2020.

**ITC-2022-031**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board approve the request from the landholder to install a memorial bench in the McRae NAPTEP covenant area, Gabriola Island, by issuing a temporary waiver.

**CARRIED**

**5.2 Items for Discussion/Direction**

**5.2.1 Fallow Deer (Mayne) – Briefing**

The ITC Manager presented the briefing to Board members.

Discussion ensued on advocating for funding and planning to deal with Fallow Deer as an invasive species on all Gulf Islands, including Galiano and Saturna. Board members suggested this item go to the ITC-EC Liaison meeting and also to the next June Trust Council meeting agenda. Trustee Fast agreed to bring the item to the next EC meeting.

**ITC-2022-032**

**It was MOVED and SECONDED,**

that the Islands Trust Conservancy Board encourage Trust Council to strongly advocate to the Province for the implementation of sustained, evidence based solutions to invasive Fallow Deer populations on Mayne Island, as requested by

the Mayne Island Conservancy Society, to prevent Fallow Deer invasions to other islands.

**CARRIED**

**5.2.2 Gathering for Species at Risk Workshop and Post-Survey Summary – Briefing**

The Species at Risk Coordinator briefed Board members on the results of the Gathering for Species at Risk workshop and highlighted outcomes of workshop.

Board members commended the work and were pleased to see positive feedback from participants.

**5.2.3 Bull Kelp Mapping – Briefing**

The ITC Ecosystem Protection Specialist briefed Board members on the recent Bull Kelp polygon mapping. The mapping has been uploaded into Map IT and TAPIS mapping.

Board members commented they would welcome training on how to use Map IT. The ITC Manager noted that we could request the mapping department to provide training.

**5.3 Correspondence**

**5.3.1 Denman Conservancy Association Crown Land Management Letter, dated 2022-03-17**

The ITC Manager advised Denman Conservancy Association would like ITC to consider taking on Crown Land on Denman. The ITC Manager will respond based on information in current work programs and Regional Conservation Plan goals and objectives.

**5.3.2 Executive Committee Correspondence re: D. Dunnison Delegation, dated 2022-03-30**

Received for information.

**5.3.3 Jeanine Dodds, Mayne Island Trustee, Fallow Deer Plan Letter, dated 2022-04-17**

Received for information.

**5.4 Updates for Information**

**5.4.1 Public Acquisitions Report**

Received for information.

**5.4.2 Public Covenants Report**

The ITC Manager advised we are close to registering the Livingstone Covenant, Lasqueti Island.

**5.4.3 Budget Report**

The ITC Manager advised the report is still draft since we are waiting for approved numbers from Finance. The \$25,000 Species at Risk grant will be added.

5.4.4 Executive Committee Update (verbal)

Trustee Fast will speak to the David Dunnison delegation response letter at the Executive Committee meeting, May 25, 2022.

5.4.5 Financial Planning Committee Update (verbal)

Trustee Stamford advised there has not been a FPC meeting since our last meeting.

5.4.6 Trust Council Update - None

5.4.7 Salish Sea Ecosystem Conference Update (verbal)

Trustee Smith commented on the following:

- the conference was great
- was left with impression there is more happening on USA side than the Canadian side
- was disturbed by a presentation by an Indigenous group documenting the loss of everything in the Salish Sea from their knowledge system experience
- attended a presentation on kelp and questioned why Washington State has lots Sea Otter and we don't

Staff Kathryn Martell commented positively on Andrew Simon's efforts for citizen scientists, noted there was lots going on and appreciated being able to view the recordings of the presentations

Chair Stamford commented the heat dome presentation was valuable to learn the impact on shoreline, and the importance of planning to maintain foreshore cover. The impact on sea life was so devastating due to heat dome corresponding with 18 year cycle of low tides.

5.4.8 Freshwater Shoreline Conservation

Trustee Fast briefed Board members on a presentation put on by the Association of Vancouver Island and Coastal Communities (AVICC).

Highlights:

- Reversing the "new owner" effect
- Have a list of homeowners who want shoreline restoration
- Hire youth crews during the summer
- Plaques on driveway
- Natural Edge Canada wide group have an app, located at Shawnigan Lake

#### 5.4.9 Trustee Roundtable

Trustee Adams advised of a recent trip to Jordan, floated in the Dead Sea which is losing ½ meter of water each year, surrounded by dessert, and is a stark contrast to where we live. Trustee Adams went to Jordan to help them learn how to run effective meetings for elected officials.

Trustee Smith commented there is really big effort internationally and within Canada on a Biodiversity, Climate Change Protect Areas Nexus, looking at protected areas as part of the solutions. There is a meeting next week in Ottawa on restoration. Trustee Smith is attending virtually and will report back.

Trustee Fast advised the Wild Coast Nature Refuge, parcels at Cape Roger Curtis, is having an opening this weekend. Bowen Council meeting is looking at a conservation development policy about ½ for nature, in rezoning ½ is protected.

Trustee Stamford advised two students Gambier, on west coast, gathered funding to study tailed frogs, on the west side of Gambier and will be working on creeks.

### 6. **PUBLIC COMMENTS AND DELGATIONS**

There were no public attendees.

### 7. **NEW BUSINESS**

There was no new business.

### 8. **NEXT MEETING**

The next meeting is scheduled to take place on July 13, 2022 at 10:00 am in the Victoria Boardroom.

### 9. **CLOSED MEETING**

#### 9.1 **Motion to Close the Meeting**

**ITC-2022-033**

**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 2:35 pm.

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Kate-Louise Stamford, Chair

Certified Correct:

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Corlynn Strachan, Administrative Assistant/Recorder

DRAFT