



# Islands Trust Conservancy - Executive Committee Liaison Meeting Regular Meeting Minutes



**Date:** Tuesday, July 17, 2018  
**Location:** Islands Trust Victoria Boardroom  
200-1627 Fort Street, Victoria, BC  
**Time** 1:00 – 2:30 pm

**ITC Board Members Present** Tony Law, Chair  
Hoops Harrison  
Kate-Louise Stamford  
Robin Williams  
Susan Morrison

**EC Members Present** Peter Luckham, EC Chair  
George Grams  
Laura Busheikin

**ITC Board Members Regrets** Ronald Bertrand

**Staff Present** Jennifer Eliason, ITC Manager  
Corlynn Strachan, Administrative Assistant  
Clare Frater, Director, Trust Area Services  
David Marlor, Director, Local Planning Services  
Julia Mobbs, Director, Administrative Services

## 1. CALL TO ORDER

The meeting was called to order at 1:00 pm. Chair Law 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 Law welcomed the guests and initiated introductions.

## 2. APPROVAL OF AGENDA

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

## 3. MINUTES/COORDINATION

### 3.1 Record of the July 18, 2017 Meeting Minutes

The following edit to the minutes was presented for consideration:

- Correct the wording under Item 5. NEXT MEETING to: “To be determined in Victoria in early 2018.”

**By general consent**, the minutes were approved as amended.

## 4. BUSINESS

### 4.1 Items for Information

#### 4.1.1 Name Change Implementation

ITC Chair Law acknowledged and thanked the Executive Committee for their pursuit of the legislative amendment. The ITC Manager reported on the process to change the organizational name, and provided a Name Change Communications Plan for information.

#### 4.1.2 Funding

ITC board members reported on current and future funding needs of the organization.

Chair Luckham commented that many moving pieces need to work together; including budget requests and a communication piece about “who we are and what we are doing”. Trustees noted the audit and budget shows ITC is in a great position and that ITC brings in significant assets to this organization.

### 4.2 Items for Discussion/Direction

#### 4.2.1 Working with Trust Council

##### Trustee Orientation for Next Term

Trustees discussed the importance of providing new trustees with a clear message on the mandate of the Islands Trust and Islands Trust Conservancy. ITC board members recommended a separate orientation session for trustees and the importance of getting trustees on board as ambassadors for ITC.

##### Budget

The ITC Manager commented on a need to increase the property management budget due to new property acquisitions and upcoming changes to the annual monitoring program.

ITC trustees discussed potentially adding a staff position, and trustees commented that the ITC does an exceptional job with limited staff.

#### 4.2.2 Working with Local Trust Committees

##### Regional Conservation Plan

ITC board members and EC members discussed the following:

- Trustee Stamford noted that LTCs and Bowen Island Municipality will soon receive a briefing from ITC that outlines how the Regional Conservation Plan can support land use planning and be integrated into Official Community Planning
- Chair Law suggested the briefing might be added to a resource page on the website for trustees and LTCs
- Director Marlor reported that reference to the RCP is being added into all planning staff reports to incorporate consideration of the RCP into each project/application

### ITC Reports and LTC Agendas

ITC board members and EC members discussed the following:

- Trustee Morrison recommended ITC and trustee reports be placed earlier on LTC meeting agendas
- Chair Luckham noted LTCs can be instrumental in forwarding the ITC message. The workload of LTCs is a challenge; we need to get LTCs to embrace work of RCP, but there is fundamental bylaw work required for many LTCs

#### **4.2.3 Working with First Nations**

##### Relationship Building

ITC board members noted it would be helpful to work collaboratively with LTCs on relationship building with First Nations.

Chair Luckham suggested it would be beneficial to have a guideline for LTCs to share with First Nations, demonstrating “how can we align our work with you?” The ITC Manager noted possibly using the RCP Summary, which describes ITCs work and current goals around First Nations engagement.

Trustee Busheikin suggested trustee training or orientation on working with First Nations should include conservation-related topics.

#### **4.2.4 Working with the Province**

##### Request to Meet with Minister of Municipal Affairs and Housing

ITC board members and EC members discussed:

- The importance of collaboration between the Executive Committee and the Islands Trust Conservancy board, and having a clear, well prepared message
- Potential for the ITC chair and an appointed ITC trustee to participate in meetings with minister, possibly at UBCM
- The importance of relationship building, and possibly with other ministers as well as Minister Robinson

#### **5. NEXT MEETING**

To be determined in early 2019 in Victoria

#### **6. ADJOURNMENT**

**By general consent**, the meeting adjourned at 2:26 pm

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Tony Law, Chair

Certified Correct

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Corlynn Strachan, Administrative Assistant (Recorder)