



Islands Trust Conservancy

Minutes of Regular Meeting

Date: Thursday, February 13, 2020
Time: 10:02 am
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

Board Members Present: Kate-Louise Stamford, Chair
Sue Ellen Fast, Vice Chair
Linda Adams
Donald Clarke
Doug Fenton
Susan Hannon

Staff Present: Kate Emmings, Islands Trust Conservancy (ITC) Acting Manager
Clare Frater, Director of Trust Area Services
Carla Funk, Acting Communications and Fundraising Specialist (left the meeting at 11:29 am)
Jemma Green, Covenant Management and Outreach Specialist
Kathryn Martell, Acting Ecosystems Protection Specialist
Nuala Murphy, Property Management Specialist
Lisa Wilcox, Senior Intergovernmental Policy Advisor (joined the meeting at 10:40 am)
Alexandra Trifonidis, Recorder

1. CALL TO ORDER

Chair Stamford called the meeting to order at 10:02 am and acknowledged that the meeting was being held in Coast Salish First Nations territory.

1.1 Board Appointments Updates and Introductions

Chair Stamford welcomed Trustee Donald Clarke to the ITC Board. Staff and Board members conducted a roundtable welcoming Trustee Clarke and introducing themselves. Trustee Clarke provided a quick bio for all attendees.

1.2 Election of Chair and Vice-Chair

As per Islands Trust Conservancy *Policy 1.2, Islands Trust Conservancy Board and Committee Elections* all Islands Trust Conservancy members are eligible to be nominated and run for the positions of Chair and Vice Chair of the Islands Trust Conservancy Board.

These members are: Linda Adams; Donald Clarke; Sue Ellen Fast; Doug Fenton; Susan Hannon and Kate-Louise Stamford.

The Islands Trust Conservancy Acting Manager called for nominations three times for Islands Trust Conservancy Board Chair. Trustee Stamford was elected by acclamation as Island Trust Conservancy Board Chair.

The Islands Trust Conservancy Acting Manager called for nominations three times for Islands Trust Conservancy Board Vice Chair. Trustee Fast was elected by acclamation as Island Trust Conservancy Board Vice Chair.

1.3 Election of ITC representative to Financial Planning Committee

As per Trust Council *Policy 2.3.3, Financial Planning Committee Terms of Reference* the committee shall be comprised of the Chair (or an appointee) from each of the other standing committees (2), members of the Executive Committee (4), **a member chosen by the Islands Trust Conservancy Board (1)**, and three other locally-elected or municipal trustees (3).

ITC Board members eligible to be appointed to the Financial Planning Committee are: Linda Adams; Donald Clarke; Sue Ellen Fast; Doug Fenton; Susan Hannon and Kate-Louise Stamford.

ITC Board members discussed liaison with the Financial Planning Committee and Islands Trust Conservancy Board member Chair Stamford was appointed to act as the liaison by acclamation.

2. APPROVAL OF AGENDA

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

3. CLOSED MEETING

3.1 Motion to Close the Meeting

ITC-2020-001

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; (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*; (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 10:18 am and resumed in open meeting at 12:51 pm to Rise and Report.

4. RISE AND REPORT

The Islands Trust Conservancy Board reported on the following items:

- that the Islands Trust Conservancy has approved an internal Fund Development Strategy and has directed Islands Trust Conservancy staff to create an action plan that addresses the recommendations in the Strategy for Islands Trust Conservancy Board review by the end of 2020.
- that the Islands Trust Conservancy has approved an Opportunity Fund Grant of \$3,500 to be awarded to the Salt Spring Island Conservancy.
- that the Islands Trust Conservancy Board consented to change the location of the proposed wildlife viewing platform at the Settlement Lands Covenant, Denman Island from the area proposed in the Covenant Agreement to the pollinator demonstration garden.

5. MINUTES/COORDINATION

5.1 Minutes of Meetings/Resolutions without Meetings

5.1.1 Approval of November 26th, 2019 Meeting Minutes

The following amendment to the minutes were presented for consideration:

- Add the time Trustee Adams left the November 2019 board meeting to the regular meeting minutes

By general consent, the minutes were adopted as amended.

5.1.2 Approval of January 29th, 2020 FDAC Meeting Minutes

By general consent, the Islands Trust Conservancy Fund Development Advisory Committee meeting minutes of January 29th, 2020 were adopted.

5.2 Follow-up Action List

ITC A/Manager provided an update on the items in the Follow-up Action List.

Trustee Fast noted that the Island Profiles are being well received at BIM meetings.

6. BUSINESS

6.1 Items for Approval

6.1.1 Salish View Nature Reserve Management Plan

ITC Property Management Specialist presented the first management plan for the Salish View Nature Reserve. It was brought to the Board's attention that the main financial implications will be building a nature trail through the reserve from the adjacent BC Park and a wetland enhancement plan for the dug pond including riparian planting and exclusion fencing.

Discussion ensued on the following:

- Permanence of the view
- Future covenant wording to allow for adaptive land management

- Explanatory signage in Nature Reserves – contextual wording vs. symbols of what not to do in the Reserve
- Fire protection communication and dialogue

ITC-2020-002

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board approve the first Salish View Nature Reserve Management Plan, dated January 17, 2020.

CARRIED

6.1.2 Revisions to ITC Vision Statement

ITC A/Manager noted that the ITC Regional Conservation Plan directs the ITC to amend or redraft ITC documents, plans and policies to include acknowledgement and consideration of First Nations. A significant guiding statement for the ITC is its Vision Statement. Thoughts to revise the statement were prompted by the website project. Staff believe this is an important first step in moving forward with the ITC Reconciliation Declaration.

ITC-2020-003

It was MOVED and SECONDED,

that the Islands Trust Conservancy Board direct staff to bring the Board recommendations for a revised Vision Statement that is inclusive of Indigenous Peoples.

CARRIED

6.1.3 Salish Sea Ecosystem Conference

ITC A/Manager provided some background on the Salish Sea Ecosystem Conference which is scheduled for April 19-22. At the request of Chair Stamford, ITC trustees were asked to express interest in the conference if they would like to attend. Two trustees expressed interest in attending the conference; Trustee Fenton and Trustee Hannon. The conference happens every two years.

Chair Stamford will be attending the conference as well as select staff.

Discussion ensued on cost sharing options.

ITC-2020-004

It was MOVED and SECONDED,

that the Islands Trust Conservancy fund up to \$1000.00 each for Trustee Hannon and Trustee Fenton to attend the Salish Sea Ecosystem Conference in Vancouver from April 19-22, 2020.

CARRIED

The Senior Intergovernmental Policy Adviser asked if the trustees attending the conference would like to brief with her prior to going to discuss networking and relationship building with First Nations as she will also be attending the conference.

6.2 Items for Discussion/Direction

6.2.1 Staff Retreat Update and 2020 Workplanning

ITC A/Manager gave an update on the staff retreat and in particular the work plan for 2020. The retreat was for staff to be able to collaborate as a new group after significant employee turnover. During staff changes, gaps in written procedures and data storage have appeared. Staff will be working to address these gaps in 2020 and attending to these organizational structure items will require time and may divert staff from other projects.

In the near future staff are planning a day of learning and sharing with the Senior Intergovernmental Policy Analyst to integrate the Reconciliation Declaration into all aspects of the ITC Work Plan.

6.2.2 BRF - Upcoming Outreach Activities

The Islands Trust Conservancy Board received the Upcoming Outreach brief for information.

The Board requested that Local Trust Committees and Trust Council receive briefings with highlights of the outreach activities possibly containing infographics or statistical information.

The Board also recommended liaising with local conservancies. The Covenant Management and Outreach Specialist will provide information about the upcoming outreach to local conservancies.

6.3 Correspondence

6.3.1 Medicine Beach Letter - Pender Island Referral

The Islands Trust Conservancy Board received the letter for information.

6.4 Updates for Information

6.4.1 Executive Committee Updates (verbal)

No updates were provided.

6.4.2 Website Update (verbal)

Director of Trust Area Services updated the Board on the major website project.

6.4.3 Public Acquisitions Report

The A/Manager provided a verbal update about the Sandy Beach acquisition project on Keats Island. ITC has completed a legal review of the Transfer Agreement and the applicant has requested a meeting to go over edits. Staff are awaiting further information from the applicant before proceeding.

6.4.4 Public Covenants Report

The ITC Board reviewed the Public Covenants Report for information.

6.4.5 Regional Conservation Plan Progress Report

There was no Regional Conservation Plan Progress report this meeting.

6.4.6 Budget Report and Budget Request Update

The ITC Board reviewed the Budget Report for information. ITC will be slightly underspent at year end. The Financial Planning Committee will meet next week to finalize budget numbers and begin the audit process.

7. NEW BUSINESS

There was no new business.

8. NEXT MEETING

The next meeting will take place on April 7th at 10:00 am.

9. ADJOURNMENT

By general consent, the meeting adjourned at 2:00 pm.

Kate-Louise Stamford, Chair

Certified Correct:

Alexandra Trifonidis, Recorder