

THE  
ISLANDS TRUST FUND  
**PLAN**  
2003-2007

*creating a legacy of special places on British Columbia's west coast*



# THE ISLANDS TRUST FUND IN BRIEF

## **THE ISLANDS TRUST FUND IS**

- a conservation land trust established in 1990 to preserve and protect the unique character and environment of the islands permanently for the benefit of British Columbia generally and the residents of the Islands Trust Area, and
- one of British Columbia's leading conservation trusts, using ownership, management and conservation covenants to protect over 350 hectares of forest, wetland, creeks, cliffs, shorelines, habitat, heritage trees, and scenic views to date.

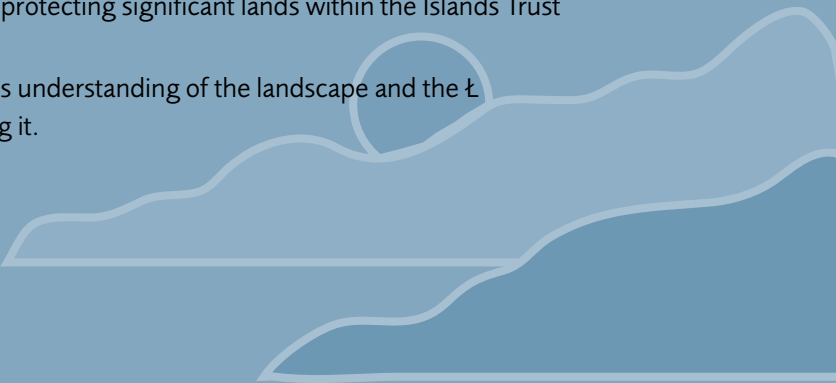
## **THE VISION OF THE ISLANDS TRUST FUND IS**

to create a legacy of special places, protecting both natural and cultural features in perpetuity, in order to help sustain the unique character and environment of the Islands Trust Area.

## **THE MISSION OF THE ISLANDS TRUST FUND IS**

to protect special places by encouraging, undertaking, and assisting in voluntary conservation initiatives within the Islands Trust Area.

## **OUR PRIORITIES FOR THE NEXT FIVE YEARS ARE**

- to show leadership in conservation planning,
  - to assist people in protecting significant lands within the Islands Trust Area, and
  - to deepen people's understanding of the landscape and the benefits of protecting it.
- 

---

## TABLE OF CONTENTS

---

<b>History of the Islands Trust</b> .....	2
<b>The Vision and Mission</b> .....	4
<b>Five-Year Priorities and Related Goals</b> .....	5
3.1 Five-Year Priorities .....	5
3.2 Related Goals .....	5
<b>Policies Specific to Our Five-Year Priorities</b> .....	7
4.1 Conservation Planning .....	7
4.2 Protection of Significant Areas .....	9
4.3 Deepening Understanding Through Communications .....	13
<b>General Policies</b> .....	17
5.1 Disposal of Property .....	17
5.2 Acquisition, Administration and Investment of Funds .....	17
5.3 General Accounting .....	18
<b>Definitions</b> .....	20

The Islands Trust Fund Plan received Statutory Approval from the Honourable George Abbott, Minister of Community, Aboriginal and Women's Services under provisions of Section 44 of the Islands Trust Act on the 18th day of September, 2002.

## HISTORY OF THE ISLANDS TRUST

In 1974 the government of British Columbia recognized the islands between Vancouver Island and the mainland as a special place within the province where the unique beauty, rural character and the diverse ecosystems should be protected for future generations. Back then, and more so now, these beautiful islands were in danger of being loved to death by those wanting a piece of paradise. The Islands Trust, a local government, was created with the following special, legislated provincial mandate (known as the Object of Islands Trust):

*To preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia.*

The *Islands Trust Act* set up the Islands Trust organization in a unique way. To help prevent loss of the fragile ecology or completely diminish the rural ambiance of the islands, the Islands Trust was established with a variety of distinct corporate entities, each with different tools at their disposal. Today these corporate entities are:

- **13 Local Trust Committees and one Island Municipality**, which undertake local land use planning within their respective local areas,
- **the Trust Council**, which brings together the 26 local and municipal trustees as a federation to deal with issues of mutual concern, and
- **the Trust Fund Board**, which establishes and oversees a conservation land trust and acquires land and funds to assist in achieving the mandate.

Through this structure both local and regional initiatives are used to achieve the provincial mandate.

Most of the Islands Trust Area is within one of Canada's rarest ecosystems — the Dry Coastal Douglas-fir ecosystem. This ecosystem is limited to a very small area of the country — the Gulf Islands and nearby coastal areas on the eastern side of Vancouver Island — and represents less than one-quarter of one per cent of the land area of British Columbia. The Coastal Western Hemlock zone is also represented on a handful of islands in Howe Sound. This area is one of the wettest regions in the world, with mossy temperate rainforests reaching to the ocean and evergreens growing as high as apartment buildings. Although few large forests remain, these moist havens support many plant and animal species. These two ecosystems are critical to the preservation of biodiversity in British Columbia. Approximately two million waterfowl from three

---

## HISTORY OF THE ISLANDS TRUST

---

continents and more than 20 countries migrate through the Islands Trust Area annually. In addition, two-thirds of the 65 species of vertebrates that are provincially listed as endangered or threatened use habitats in the Georgia Basin, habitats that are now at risk due to encroaching development.

In 1990, through the enactment of a section of *Islands Trust Act*, the Island Trust Fund was established as a conservation land trust to assist in carrying out the "preserve and protect" mandate. A board of up to six individuals administers the Islands Trust Fund and selects the conservation projects to be undertaken. The goal of the Trust Fund Board is to establish protected areas on all of the major and many of the associated islands within the Islands Trust Area.

Over its twelve years the Islands Trust Fund has been highly successful in increasing the number of significant natural areas protected on the islands. As of March 2002, the Islands Trust Fund had received 9 land donations, purchased 2 properties and worked with private landowners to register 26 conservation covenants for a total of 38 protected areas, covering more than 350 hectares and valued at more than \$5.2 million.

Section 37 of the *Islands Trust Act* outlines the responsibilities of the Trust Fund Board and the mechanisms which the Board can use to carry out the object of Islands Trust. Under the Act the Board is required to prepare a Trust Fund Plan every five years that sets out:

- policies on the acquisition, management and disposal of property of the Trust Fund,
- policies on the investment of money of the Trust Fund,
- goals for major acquisitions of property by the Trust Fund, and
- other matters as required by the Minister of Community, Aboriginal and Women's Services.

## THE VISION AND MISSION

**T**he Islands Trust Area is well-known for its significant biodiversity and its scenic, rural, and marine character. The Islands Trust Policy Statement establishes a vision for the future of the Trust Area and clarifies that the Islands Trust has responsibility for conservation and stewardship of the environment and the amenities of the Trust Area. The amenities are the qualities and features that make this area unique and combine to create the character of the Islands Trust Area.

**The vision of the Trust Fund Board is to create a legacy of special places, protecting both natural and cultural features in perpetuity, in order to help sustain the unique character and environment of the Islands Trust Area.**

This legacy of special places will protect at least 25 per cent of the remaining Coastal Douglas-fir and Coastal Western hemlock ecosystems in the Islands Trust Area and their related features, values and habitats, including woodlands, wetlands, coastal bluffs, and creeks and streams with a view to ensuring that they continue to thrive in future generations. The legacy will also protect a variety of significant cultural landscapes that help preserve the scenic, rural and marine character of the Islands Trust Area into the future.

**The mission of the Islands Trust Fund, as an active regional land trust, is to protect special places by encouraging, undertaking, and assisting in voluntary conservation initiatives within the Islands Trust Area.**

These voluntary conservation initiatives include:

- conservation education,
- land donations and acquisitions to create protected areas, and
- private land stewardship through conservation covenants and similar tools.

---

## FIVE-YEAR PRIORITIES AND RELATED GOALS

---

### **3.1 Five-year Priorities**

The mandate of the Trust Fund Board comes from the Islands Trust Act, namely, to work cooperatively with others to preserve and protect the Trust Area and its unique amenities and environment.

Over the next five years the Trust Fund Board will focus on the following priorities in order to achieve the mandate and its long term vision:

- providing leadership in conservation planning,
- achieving protection of significant areas, and
- deepening people's understanding of our landscape and the benefits of protecting it.

### **3.2 Related Goals**

Within each priority area the Board has set specific goals for the next five years.

#### **LEADERSHIP IN CONSERVATION PLANNING**

Our goals are:

- to establish a regional conservation plan for the Islands Trust Area that identifies significant ecosystems that are considered key areas for conservation and outlines priorities and recommended tools for protection of these key areas, and
- to assist other conservation agencies and land trusts in their conservation planning initiatives in order to promote a coordinated and cooperative approach to protecting lands within the Islands Trust Area.

#### **PROTECTION OF SIGNIFICANT AREAS**

Our goals are:

- to protect an additional five percent of the significant ecosystem areas identified in the regional conservation plan through direct acquisition or through other legal tools such as conservation covenants,
- to maintain areas protected by the Islands Trust Fund in a substantially natural state,
- to ensure that conservation covenants held by the Islands Trust Fund are adequately monitored and enforced to protect the features and values for which the conservation covenants were established, and
- to assist, where possible, in the protection of culturally significant landscapes.

---

## FIVE-YEAR PRIORITIES AND RELATED GOALS

---

### **DEEPENING UNDERSTANDING THROUGH COMMUNICATIONS**

Our goals are:

- to increase general recognition of the Islands Trust Fund as a conservation land trust dedicated to protecting the ecosystems of the Islands Trust Area,
- to encourage and assist property owners to protect significant areas and special features that are outlined in the Islands Trust Fund Plan and Regional Conservation Plan through private land stewardship measures, and
- to establish and maintain close working relationships with other entities within the Islands Trust and with individuals, communities, non-government organizations and government agencies that are involved in conservation in the Trust Area and to encourage, assist and work with these groups to protect significant areas and to further conservation programs within the Trust Area.



## **4.1 Conservation Planning**

Conservation planning is a process used to identify conservation priorities in the context of large ecological systems and human use of the landscape. Conservation planning provides a regional vision for conservation and a program for its implementation.

In order to achieve the goal of establishing a Regional Conservation Plan for the Islands Trust Area over the next five years, the Islands Trust Fund plans to sharpen the focus of its existing Environmental Information Management System (EIMS) and build on the work done over the past five years toward identifying Key Areas for Conservation. Currently available information about features and areas with conservation value will be updated where possible to help clarify key areas for conservation (also referred to as ecologically significant areas), and analysis will be undertaken to prioritize areas for protection. Once the significant areas have been identified and prioritized, the conservation plan will establish a process and strategies for protecting high priority areas over time.

- 4.1.1** The Trust Fund Board will use various sources of information and data to identify natural and cultural significant areas. Sources may include government, non-government organizations, local conservation groups, local community plans and planning information.
- 4.1.2** Analysis of landscapes and ecosystems will be conducted as part of the regional conservation planning process to identify relative priorities for conservation.
- 4.1.3** The conservation plan will identify priority areas, recommend tools for protection of the identified areas, identify partners who may be helpful, and establish strategies to achieve protection. In addition, the plan will provide criteria to guide decisions regarding external conservation proposals presented to the Board from time to time.
- 4.1.4** Until the Regional Conservation Plan is completed the following criteria will be used to assess potential projects.
  - i** The site must contain one or more of the following features of significance:
    - rare, threatened, vulnerable, exceptional or representative plants and plant communities,
    - Garry oak, Arbutus, Douglas-fir and Western hemlock woodlands or forests,
    - wildlife habitat or corridors,
    - streams, lakes, wetlands, marshes or land associated with a body of fresh water,

## POLICIES SPECIFIC TO OUR FIVE-YEAR PRIORITIES

- watershed or groundwater recharge values,
- shorelines, including beaches, rock outcrops and islets,
- coastal and inland cliffs,
- buffer areas adjacent or in close proximity to protected lands,
- unusual features or anomalies within the Islands Trust Area,
- archaeological sites,
- historic or cultural landscapes of significance,
- mixed rural landscapes such as farms or other rural areas that contain a mix of woodlands, creeks, wetlands, heritage orchards and cleared lands,
- opportunity for nature study or nature education programs,
- opportunity for low intensity, low-impact nature-related recreation, or
- scenic amenities or outstanding views.

**ii** Land identified in Sensitive Ecosystem Inventory (SEI) prepared by the BC Conservation Data Centre and the Canadian Wildlife Service, in the EIMS of the Islands Trust, or through Islands Trust's mapping of ecologically significant areas will be given priority over areas that are not listed, unless the unlisted sites can be shown to be of similar significance.

**iii** Areas that are less disturbed will be given priority over areas with high disturbance.

**iv** Properties that connect with existing protected areas or have high potential of connection will be considered higher priority.

**v** Properties on islands that have little protected area will be given priority over properties on islands where there is more protected area.

**vi** Larger properties will be given priority over smaller parcels, unless those small parcels have significant values that are not dependent on size for protection.

**vii** Properties with features of national or provincial significance will be given first priority. Properties with regionally significant values will be given priority over those with local significance.

**viii** Natural areas will take priority over cultural features.

**ix** Buildings should not be accepted by Islands Trust Fund for long term conservation due to the intensive management that is required, unless they are

---

## POLICIES SPECIFIC TO OUR FIVE-YEAR PRIORITIES

---

of provincial significance and come with an endowment of substantial size.

x Urgency, threat and opportunity will be considered in assessing priority for projects.

- 4.1.5** The Islands Trust Fund will, as possible, encourage and participate in initiatives where various agencies and groups work together to gather, discuss and coordinate information for conservation planning and land protection initiatives that relate to or may be useful within the Islands Trust Area.

### **4.2 Protection of Significant Areas**

The *Islands Trust Act* gives the Trust Fund Board the authority to acquire land and interests in land to further the mandate. The Board can accept donations and grants of land, conservation covenants, cash and securities, and other real property in support of the protection of the Islands Trust Area.

A variety of conservation tools exists and can be used to provide stewardship for significant lands. These range from voluntary agreements, such as stewardship or property management agreements, to legal agreements, such as conservation covenants, that are registered on the title of the property and that must be upheld by all future landowners, to the donation or sale of land for conservation purposes, to the creation of management plans for conservation lands. The Islands Trust Fund focuses its conservation efforts on binding initiatives such as direct acquisition of lands through donation or purchase, acquisition of conservation covenants on privately owned lands, and similar legal agreements that provide conservation in perpetuity.

The Board is not limited to acquiring property for itself. It can, for example, acquire property and transfer or lease it to another agency or group and it can contribute to the acquisition of a property within the Trust Area by another conservation agency or group provided that protection in perpetuity is intended.

The acquisition of land or conservation covenants on its own does not ensure the long term protection of the significant features and values. Sound management of protected areas is also necessary. Islands Trust Fund Board's primary objective in managing its properties is to let nature take its course. Lands owned by the Islands Trust Fund are not parks but are nature reserves and nature sanctuaries, and this concept is considered in both acquisition discussions and management planning initiatives of the Trust Fund Board.

---

## POLICIES SPECIFIC TO OUR FIVE-YEAR PRIORITIES

---

In order to effectively preserve and protect significant areas, the Islands Trust Fund works cooperatively with landowners, Local Trust Committees, Island Municipalities, Trust Council, other conservation groups, individuals and various levels of government.

### **POLICIES**

#### **WORKING WITH LANDOWNERS**

- 4.2.1** The Trust Fund Board will encourage owners of land within ecologically significant areas or with significant characteristics or values identified in Policy 4.1.4 to protect their land using binding conservation strategies and will work with interested owners as possible to achieve protection of significant areas on all the Islands.
- 4.2.2** Properties protected by the Board will contain one or more of the features and values listed in Policy 4.1.4 or other significant conservation values identified by the Trust Fund Board.
- 4.2.3** Land donation is the preferred method of acquiring land. Accepting donations of conservation covenants and purchasing significant land will also be undertaken by Board, subject to available resources.
- 4.2.4** The Trust Fund Board will require that all of its covenants ensure adequate protection of the significant features and values on the land and adequate access for monitoring and enforcement. The Land Trust Alliance of British Columbia standards for covenants will provide the basis for Trust Fund Board covenants.
- 4.2.5** The Board will generally share the costs associated with the protection of land (e.g., surveys, appraisals, baseline inventories) with all parties to the project (e.g., landowners, co-covenant holders, other conservation groups) to lessen the burden on any one party.
- 4.2.6** The Trust Fund Board will only acquire land that does not have characteristics identified in Policy 4.1.4 or is outside the Islands Trust Area when the explicit purpose of the acquisition is to sell the land for the purpose of generating money for the Islands Trust Fund.
- 4.2.7** The Trust Fund Board will not acquire land that needs substantial, intensive management. However, if such land is identified as an ecologically significant area or has characteristics listed in Policy 4.1.4 and becomes available for acquisition, the Board will encourage another more appropriate conservation agency to acquire the land and will assist that agency if possible.

---

## POLICIES SPECIFIC TO OUR FIVE-YEAR PRIORITIES

---

### **WORKING WITH OTHER ENTITIES OF THE ISLANDS TRUST**

- 4.2.8** Based on the Board's regional conservation planning, the Board will provide Local Trust Committees and Island Municipalities with information on the ecologically significant areas within their jurisdiction and the Board's general areas of interest for conservation within each local area.
- 4.2.9** The Board and Local Trust Committees/Island Municipalities will cooperate to ensure that island residents and the broader public are aware of conservation opportunities and island projects, as appropriate.
- 4.2.10** The Board will work with Local Trust Committees, Island Municipalities and/or Trust Council to identify and undertake, where possible, joint conservation related projects.
- 4.2.11** The Board will work with Trust Council to promote and implement the Natural Area Protection Tax Exemption Program which provides a property tax incentive for property owners who register conservation covenants on their lands to protect the natural features and values of their properties.

### **WORKING WITH CONSERVATION GROUPS AND INTERESTED INDIVIDUALS**

- 4.2.12** The Board will, in some instances, actively seek assistance from or provide assistance to community groups and/or other agencies for the acquisition of significant properties.
- 4.2.13** In instances deemed appropriate by the Board, it will participate in campaigns to raise funds for the purchase of a desired property.
- 4.2.14** In instances deemed appropriate by the Board, it will acquire land on behalf of another agency or group and will give or lease the land to that agency or group under an appropriate legal agreement which reflects the policies and requirements of the Trust Fund Plan and requires conservation in perpetuity.

### **WORKING WITH OTHER LEVELS OF GOVERNMENT**

- 4.2.15** The Board will participate, as possible, in government programs and initiatives that are related to land protection and conservation or that might help achieve the mandate of Islands Trust in other ways.
- 4.2.16** The Board will work with other groups to encourage the federal and provincial governments to improve incentives for private land conservation purposes through the establishment or improvement of government programs and tax incentives.

---

## POLICIES SPECIFIC TO OUR FIVE-YEAR PRIORITIES

---

### **MANAGEMENT OF ISLANDS TRUST FUND PROPERTIES**

- 4.2.17** Management plans will be developed for all lands owned by the Trust Fund Board and will be used to provide long term direction and guidance for the protection of values and features of significance and for public use.
- 4.2.18** When land has been donated to the Board, it will consult with the donor(s) regarding any specific wishes they might have for the property and will take these comments into account in management planning.
- 4.2.19** Generally, management plans will address the following matters:
- purpose and objectives for the site,
  - background information including the site history and local and regional context,
  - environmental inventory,
  - management issues such as the extent and nature of protection required, appropriate uses and level of use, research guidelines, risk management, special needs at the site, and
  - strategies and actions to achieve the purpose and objectives for the site and to address management issues and needs.
- 4.2.20** Opportunities will be provided for island residents to take part in the planning and management of lands owned by the Trust Fund Board on their island.
- 4.2.21** The Board will rely greatly on volunteer assistance from local community groups to implement management plans and, where appropriate, will request such groups to enter into management agreements with the Board regarding management operations and responsibilities.
- 4.2.22** The Board will monitor all of its lands annually to assess the character and key features of the site, evaluate the effectiveness of the management program, and identify any new issues that need to be addressed by the Board or the management group.
- 4.2.23** The Board will develop and register a conservation covenant on each of its owned lands if an appropriate conservation agency can be found to hold the covenant.
- 4.2.24** The Board will request, where necessary, that the Local Trust Committee or Island Municipality redesignate and rezone Trust Fund Board lands to the most

---

## POLICIES SPECIFIC TO OUR FIVE-YEAR PRIORITIES

---

appropriate designation and zone for nature protection when it is reviewing its Official Community Plan and/or Land Use Bylaw and will work with the Local Trust Committee to determine the most appropriate designation and zone.

### **MANAGEMENT OF CONSERVATION COVENANTS**

- 4.2.25** The Board will actively work to maintain positive relationships with the owners of covenanted lands.
- 4.2.26** When the Board holds conservation covenants jointly with another group the covenant, or a separate partners agreement, will set out:
- the roles and responsibilities of each partner group,
  - principles and guidelines for sharing on-going costs among the partners,
  - a process to ensure effective and timely communications among the partners, and
  - a process for managing disputes.
- 4.2.27** The Board will conduct annual monitoring of all of its covenanted lands and any other similarly protected areas to ascertain whether the intent and specific restriction of the agreement are being upheld.
- 4.2.28** Annual monitoring will be used to maintain a positive relationship with the landowner, to check the boundaries and general character of the covenant area and to identify any possible breaches.
- 4.2.29** The Islands Trust Fund will investigate concerns brought to its attention about possible breaches of covenants or other property interests. All investigations will include a site visit to evaluate the current and potential infraction.

### **4.3 Deepening Understanding Through Communications**

To help promote healthy communities in the Islands Trust Area that balance economic, cultural and environmental needs and pursuits, the Islands Trust Fund is committed to deepening the understanding of landowners, residents, and decision-makers in the Trust Area of the significance and fragility of island landscapes and ecosystems, of conservation tools, and of the benefits of protecting significant areas.

Recognizing the provincial and national significance of the Islands Trust Area, the Islands Trust Fund is committed to developing broad support for its conservation initiatives and achievements.

---

## POLICIES SPECIFIC TO OUR FIVE-YEAR PRIORITIES

---

In order to increase recognition of the Islands Trust Fund as an effective regional land trust, people need to be aware of the Islands Trust Fund, its mission and its accomplishments. Regular, effective marketing of the organization will help to increase this recognition. With increased recognition will come greater support of our conservation efforts and interest in land stewardship.

Good communications are also needed to develop and maintain relationships. The Islands Trust Fund, including the Board, strives to maintain good working relationships and processes with Trust Council, Local Trust Committees and Island Municipalities. The Islands Trust Fund is committed to developing and maintaining good relationships with landowners, local conservation groups, other land trusts, government organizations, First Nations, and potential partners in conservation.

There are a number of ways that landowners can protect special features and values on their land forever. Land donations, registration of conservation covenants, sale of land to conservation organizations, bequests and life estates are some of these ways. The Islands Trust Fund works with landowners to explain the advantages and limitations of the available options.

### **POLICIES**

#### **IDENTITY AND MARKETING**

- 4.3.1** The Islands Trust Fund will establish a clear identity as a regional conservation land trust that helps to protect the significant ecosystems and the character of the Islands Trust Area and will develop ways to use this identity to build support for conservation of the Trust Area.
- 4.3.2** The Islands Trust Fund will promote awareness of its effectiveness as a conservation organization and will provide assistance to other organizations with similar goals, as appropriate and possible, through sharing its experience and expertise.
- 4.3.3** The Islands Trust Fund will use appropriate communication tools to enhance the public's understanding of the importance of island ecosystems and their fragile nature, of our accomplishments to date in land protection and of the opportunities currently available to protect special areas.

#### **ENCOURAGING PRIVATE LAND STEWARDSHIP**

- 4.3.4** The Trust Fund Board will encourage owners of ecologically significant lands or



## POLICIES SPECIFIC TO OUR FIVE-YEAR PRIORITIES

lands with characteristics and values noted in Policy 4.1.4 to use binding conservation strategies to protect those lands and will work with interested landowners, as possible.

- 4.3.5** The Board will encourage cooperation and coordination in land stewardship initiatives undertaken by various conservation groups by fostering communication and discussions and initiating cooperative ventures, where possible, to achieve mutual conservation-related goals.
- 4.3.6** Islands Trust Fund will provide information and presentations to the public to encourage private land stewardship of significant areas.

### **DEVELOPING AND MAINTAINING RELATIONSHIPS – INTERNAL**

- 4.3.7** The Trust Fund Board will maintain a positive relationship with Trust Council by:
- providing quarterly updates on its top priorities and achievements,
  - making presentations to Trust Council about Islands Trust Fund programs and key conservation information, as appropriate,
  - hosting, when possible, a tour of areas protected by the Islands Trust Fund on the island where Trust Council is meeting,
  - meeting with the Executive Committee of Trust Council twice yearly to discuss matters of interest, and
  - inviting the Chairperson of Islands Trust Council to attend regular or strategic meetings of the Board as desired.
- 4.3.8** The Trust Fund Board will maintain relationships with Local Trust Committees and Island Municipalities by:
- providing them with new conservation information related to their islands,
  - informing a Local Trust Committee or Island Municipality about conservation projects the Board is involved with in its area, after actively seeking the approval of the landowner to share information on a confidential basis,
  - notifying local and municipal trustees about completed projects in their area prior to new releases or public announcements being made,
  - informing local and municipal trustees of any public information sessions or events on their islands being planned by Islands Trust Fund and inviting trustees to attend, and

---

## POLICIES SPECIFIC TO OUR FIVE-YEAR PRIORITIES

---

- seeking input from local and municipal trustees regarding conservation priorities and opportunities in their areas and how these might be addressed.

**4.3.9** When a potential project is initiated or brought to the Board's attention by a Local Trust Committee or Island Municipality, the Board will ensure that the Local Trust Committee or Municipality receives regular updates on the progress of the project.

### **DEVELOPING AND MAINTAINING RELATIONSHIPS – EXTERNAL**

**4.3.10** The Board will, when possible, strengthen relationships with other conservation groups working within the Trust Area by providing organizational or technical assistance with projects, organizing or supporting conservation workshops, providing information on land stewardship, or holding joint conservation covenants.

The Islands Trust Fund will build relationships with others by:

- providing opportunities for the public to learn about land conservation and to become involved in its conservation projects,
- establishing an Islands Trust Fund stewardship acknowledgement program to recognize the conservation efforts of property owners who undertake private stewardship initiatives with the Board,
- establishing a donor recognition program for individuals, corporate donors, and other funders of conservation projects undertaken by the Islands Trust Fund, and
- recognizing its current conservation partners in all press releases and public announcements.

---

## GENERAL POLICIES

---

### **5.1 Disposal of Property**

It is the intent of the Trust Fund Board to maintain its protected areas in perpetuity. However, where it considers the interests of the Islands Trust are best served by disposing of a property it has acquired, the Trust Fund Board may donate or sell a property to another conservation agency or society.

#### **POLICIES**

- 5.1.1** If the Trust Fund Board believes that a piece of land it owns would be more appropriately owned and managed by another conservation agency or society, the Board may sell or otherwise transfer the title to that agency or society, provided that appropriate legally binding agreements are put in place prior to transfer to ensure that the land and its values will be protected in perpetuity for the residents of the Trust Area and people of British Columbia. In such a case, the Board will conduct public consultation on the island where the property is located about the possible transfer and will provide opportunity for input from the general public prior to making a final decision.
- 5.1.2** Land acquired by the Board that is not identified as an ecologically significant area by the Board or that does not have characteristics and values identified in Policy 4.1.4 will be disposed of at such time and in a manner deemed appropriate by the Board.

### **5.2 Acquisition, Administration and Investment of Donated Funds**

The Trust Council is required to provide funds for the administrative operations of the Trust Fund Board. This funding covers operating expenses including, but not limited to, Board meetings and training, staff salary and benefits, land and covenant negotiations, property management costs. However, the operating budget cannot be used for direct acquisition of properties (i.e., purchase costs). Accordingly, to buy land or contribute to acquisitions by other agencies, groups or individuals, the Board must raise additional funds. The Islands Trust Act provides the Board with the authority to raise funds in many ways.

## GENERAL POLICIES

### **POLICIES**

- 5.2.1** The Trust Fund Board will seek additional funding, as necessary, in the form of grants from government and foundations and donations from individuals, corporations and societies.
- 5.2.2** In instances deemed appropriate by the Board, funds will be raised for the Trust Fund Board through special fundraising events, the sale of goods, and/or the sale of land that is not listed as a ecologically significant areas or does not have characteristics listed in Policy 4.1.4.
- 5.2.3** Where donations are received without specific directions for their use, the funds will generally be put toward an on-going Islands Trust Fund project that is either closest in geographic location to the donor's residence or a project nearing completion and considered of high urgency for donations. If the Islands Trust Fund does not have any on-going projects at the time of donation, the funds will be put to the Islands Trust Fund for use on future projects.
- 5.2.4** Information regarding all donations, including the designation of donations to a project specified by the donor, will be entered into an Islands Trust Fund database and will be considered confidential information.
- 5.2.5** When donations are received by the Islands Trust Fund, a notation will be made indicating they are "For Deposit Only to the Account of the Trust Fund Board" and the project for which they were donated will be noted. Once funds are deposited into the account of the Trust Fund Board, sequentially numbered receipts acknowledging the donations will be issued and a copy of the receipts and related cover letters will be filed in the office for reference purposes.
- 5.2.6** The Board will review investment opportunities for donated funds greater than \$10,000 and invest funds in order to provide the best value with minimal risk.

### **5.3 General Accounting**

The financial transactions of the islands Trust Fund are carried out using standard accounting procedures and are subject to an annual audit by a recognized financial management company.

- 5.3.1** The Trust Fund Board will maintain a chequing account in the name of the Trust Fund Board (referred to as the Islands Trust Fund account) at a reputable

---

## GENERAL POLICIES

---

banking institution and may set up specific project accounts as it deems necessary.

- 5.3.2** Generally, the Trust Fund Board Chairperson, Islands Trust Fund Manager, Islands Trust Executive Director, Islands Trust Treasurer, and at least two other Board members will be designated as signing authorities on bank accounts of the Trust Fund Board, and two signatories will be required to authorize all cheques from the Board's accounts.
- 5.3.3** To ensure financial accountability, Islands Trust Fund will:
- track all disbursements and provide the Board with regular updates,
  - require prior approval from the Islands Trust Fund Manager for expenditures up to and including \$5,000, and
  - require prior approval of the Board Chairperson for expenditures in excess of \$5,000 unless a prior resolution from the Board or policy of the Board exists authorizing such an expenditure.

## DEFINITIONS

**Amenities** – features, values, or character of a place, including natural and human modified things that provide a "sense of place" or are important in a regional or local context.

**Conservation land trust** – an organization that can acquire, own and manage land and interests in land for the conservation of natural or cultural values.

**Cultural landscape** – cultural landscapes are human modified areas that illustrate or are representative of the scenic, rural or marine character of the islands.

**Conservation covenant** – a legally binding agreement between a landowner and a conservation land trust, outlining restrictions on use of a property or management obligations to be undertaken by the owner, that is registered on the title of the land.

**Legacy** – a donation, either financial or of land, provided to help benefit conservation.

**Photograph Credits:**

*A view from Saturna Island, Diver Bay on Prevost Island, Tumbo Island, Sea Urchin* – Graham Osborne courtesy of Parks Canada

*Pacific Tree Frog, Killer Whales, Cardinal Meadowhawk* – Jonathan Grant

*Pebble Beach* – Lony Rockafella courtesy of Parks Canada

*Steller's Jay* – Neil K. Dawe

*Coastal Douglas-fir Forest, Sea Blush, Phantom Orchid* – Islands Trust Fund

# HOW WE CAN WORK **TOGETHER**

The Islands Trust Fund achieves its goals with the help of its supporters. We thank our supporters and encourage others to consider contributing time, resources and talent in the following ways.

**Consider a Land Donation** — If you have land that could assist the Islands Trust Fund in achieving its vision or land you would like to see sold to provide conservation dollars, consider a land donation. Ask the Islands Trust Fund staff or Board members about how "life estates" and "ecogifts" can benefit you and the Islands Trust Fund. Staff or Board members will visit your property to speak with you about significant features on your land.

**Establish a Conservation Covenant** — If you have significant features on your land or wish to maintain the unique character of your land, a conservation covenant is a useful tool. A covenant is registered on the land title and can cover all or part of your land. Its requirements must be upheld by current and future landowners. The Islands Trust Fund can explain the ins and outs of covenants and take the lead in helping you prepare one.

**Provide Professional Services** — While assisting landowners, the Islands Trust Fund works with appraisers, surveyors, lawyers, tax advisors, and ecologists to select and carry out the best conservation options. If you are a professional in one of these fields who is able to provide services at a reduced rate, please contact the Islands Trust Fund. We will ensure you are noted on our list of service providers and can provide tax receipts for in-kind donations.

**Volunteer** — The Islands Trust Fund benefits from the help of islanders who tend our displays, distribute information and answer questions at public functions such as fall fairs. The Islands Trust Fund display board is easy to use, and we provide all information needed for public functions. Contact our Communications Specialist to learn about these opportunities.

**Support Conservation Fundraising Efforts** — Financial support is always welcome for the acquisition and protection of land. The Islands Trust Fund often works on several acquisition projects at any one time. Land costs in the Trust Area are high and there is always a need for funds. Donations of money or stocks are greatly appreciated and tax receipts are provided for all donations.

**Consider a Legacy** — This is an easy and effective way to benefit your island community and the Islands Trust Fund. Consider creating a conservation legacy by leaving your land or a financial contribution to the Islands Trust Fund in your Will.

For more information please contact

**Islands Trust Fund**

200-1627 Fort Street, Victoria, BC V8R 1H8

Phone (250) 405-5151 Fax (250) 405-5155

[itfmail@islandstrust.bc.ca](mailto:itfmail@islandstrust.bc.ca)

[www.islandstrustfund.bc.ca](http://www.islandstrustfund.bc.ca)



*Islands Trust Fund*

This brochure is printed on **New Leaf Reincarnation Matte**, made with 100% recycled fibres, 50% post-consumer waste, and processed chlorine-free. By using this environmentally friendly paper, we saved the following resources: 41 pounds of solid waste, 45 gallons of water, 59 kilowatt hours of electricity, and 74 pounds of greenhouse gases.

