

Executive Committee Agenda

Date: Wednesday, October 11, 2017
Time: 8:45 am
Location: Islands Trust Victoria Boardroom
 200-1627 Fort Street, Victoria, BC

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
2.1 Introduction of New Items	
2.2 Approval of Agenda	
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3. ADOPTION OF MINUTES	
3.1 August 30, 2017	5 - 11
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4. FOLLOW UP ACTION LIST AND UPDATES	
4.1 Follow Up Action List	14 - 19
4.2 Director/CAO Updates	
4.3 Local Trust Committee Chair Updates	
5. BYLAWS FOR APPROVAL CONSIDERATION	
5.1 Galiano Island Local Trust Committee Bylaw No. 264 (Meeting Procedures)	20 - 29
THAT the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 264, cited as "Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, Amendment No. 1, 2017" in accordance with Section 27 of the Islands Trust Act	
6. TRUST COUNCIL MEETING PREPARATION	
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7.	EXECUTIVE COMMITTEE PROJECTS	
7.1	Trust Council Initiated	
7.2	Executive Committee Initiated	
8.	NEW BUSINESS	
8.1	Trust Area Services	
8.1.1	LTC Chairs Report on Local Advocacy Topics	
8.1.2	Draft Advocacy Flow Chart - Briefing	50 - 51
8.1.3	Policy Statement Engagement Plan - RFD	52 - 73
	That the Islands Trust Executive Committee approve the Draft Engagement Plan for the Policy Statement Amendment project.	
8.2	Local Planning Services	
8.3	Administrative Services	
8.4	Executive/Trust Council	
8.4.1	2018 Executive Committee meeting dates	74 - 75
	That the Executive Committee approve the proposed meeting schedule for 2018.	
8.4.2	Extended Executive Committee meetings	
8.4.3	Salt Spring Island Referendum Follow-Up	76 - 78
	That Executive Committee direct staff to engage with relevant service providers and community to coordinate a framework to address service delivery and governance issues for Salt Spring Island.	
9.	CLOSED MEETING (if applicable)	
	That the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the Community Charter in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.	
10.	RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)	
11.	CORRESPONDENCE (for information unless raised for action)	
11.1	Minister of Municipal Affairs re SSI Governance Review	79 - 80
11.2	Anchorage Concern Thetis re Bylaw infractions in Trincomali Channel	81 - 84
11.3	Harlene Holm of DCLTA re Land Use Application	85 - 88
11.4	Trustee Rogers re various motions	89 - 90
11.5	Laurie Gourlay re Salish Sea World Heritage Site Recognition	91 - 94
11.6	Invitation to Oceans Protection Plan Introductory Dialogue Forum, Fall 2017	95 - 98
11.7	Saanich Inlet Roundtable Draft Agenda	99 - 113
12.	WORK PROGRAM	
12.1	Review and amendment of current work program	114 - 115
13.	NEXT MEETING	

14. ADJOURNMENT

Revised: October 6/17

Agenda No.	From	Context Notes
8.4.2	CAO	Executive Committee may wish to consider, under specific circumstances, an option of meeting on the evening prior to the usual Wednesday Executive Committee meeting to deal with exceptionally long agendas, to receive a technical briefing or to discuss some other matters of consequence. EC may wish to direct staff to provide a report on the viability of this consideration and include any standing policy regarding EC meetings prior to adopting this potential change.
11		In accordance with the EC's policy (2.4.vi), correspondence items are for information only, unless raised for action by a member of the EC. In some instances, correspondence to others is included, if it relates to the Executive Committee's business.
12.1		The EC work program is amended before each meeting with suggested priorities proposed by staff. By resolution, the EC can provide direction regarding new items or the order of priorities.

Executive Committee Minutes of Regular Meeting

- Date:** August 30, 2017
- Location:** Islands Trust Salt Spring Boardroom
#1-500 Lower Ganges Road
- Members Present:** Peter Luckham, Chair
Susan Morrison, Vice Chair
George Grams, Vice Chair
- Regrets:** Laura Busheikin, Vice Chair
- Staff Present:** Russ Hotsenpiller, Chief Administrative Officer
David Marlor, Director, Local Planning Services (teleconference)
Clare Frater, Director, Trust Area Services
Emma Restall, Executive Coordinator (Recorder)
1. **CALL TO ORDER**
The meeting was called to order at 9:32 a.m. Chair Luckham acknowledged that the meeting was being held in Coast Salish First Nations territory.
 2. **APPROVAL OF AGENDA**
 - 2.1 **Introduction of New Items**
 - 8.1.5 **LA LTC – RWM Request EC to advocate regarding Tucker Bay Rd maintenance**
 - 2.2 **Approval of Agenda**
By General Consent, the agenda was approved as amended.
 - 2.2.1 **Agenda Context Notes**
Provided for information.
 3. **ADOPTION OF MINUTES**
 - 3.1 **August 16, 2017 Executive Committee Meeting**
By General Consent, the Minutes of the August 16, 2017 Executive Committee Meeting were adopted as presented.
 4. **FOLLOW UP ACTION LIST AND UPDATES**
 - 4.1 **Follow Up Action List**
Staff provided updates on outstanding items in the Follow Up Action List.
 - 4.2 **Director/CAO Updates**
Directors provided updates on their follow up action list items and current activities.

4.3 Local Trust Committee Chair Updates

Executive Committee members provided verbal updates on recent activities in their roles as local trust committee chairs.

5. BYLAWS FOR APPROVAL CONSIDERATION

6. TRUST COUNCIL MEETING PREPARATION

6.1 Executive

6.1.1 September Trust Council Draft Schedule

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.2 September Trust Council Regular Agenda

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.3 Chief Administrative Officer's Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as amended.

6.1.4 Trust Council Follow Up Action List

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.5 Continuous Learning Plan

By General Consent, this item was referred to the September 2017 Trust Council meeting as amended.

6.1.6 Draft December 2017 Trust Council Schedule

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.7 Priorities Chart

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.8 Strategic Plan Quarterly Updates

By General Consent, this item was referred to the September 2017 Trust Council meeting as amended.

6.1.9 Salt Spring Island Incorporation Preparedness and Communications Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.10 Community Presentation Request

6.1.10.1 The Association for Denman Island Marine Stewards
Received for information.

6.1.11 Delegation Requests

- 6.1.11.1 Edina Johnson of Denman Island Residents Association Marine Guardians re Marine Environment Damage**
- 6.1.11.2 Zdenek Brich of Anchorages Concern Thetis (ACT) re freighter anchorages around Thetis**
- 6.1.11.3 Harlene Holm of DCLTA re affordable housing initiatives**
- 6.1.11.4 Sheila Malcolmson re abandoned vessels legislation**
- 6.1.11.5 Graham Brazier of GIA re marine stewardship and planning**

By General Consent, the Executive Committee approved all delegation requests.

Denman Island Residents Association Marine Guardians, Anchorages Concern Thetis, DCLTA, Sheila Malcolmson, GIA were each allotted 8 minutes.

6.1.12 Islands Trust Act Amendment Process - Briefing

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.1.13 BC Ferries Session Outline

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.2 Local Planning Services

6.2.1 Director of Local Planning Services Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.2.2 Local Planning Committee Work Program Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.2.3 Riparian Area Implementation Update

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.2.4 Local Trust Committee Project Management and Budgeting - Briefing

By General Consent, this item was referred to the September 2017 Trust Council meeting as two separate briefings.

The meeting recessed at 10:47 a.m. and resumed at 10:53 a.m.

6.3 Trust Area Services

6.3.1 Director of Trust Area Services Report

By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.3.2 Trust Programs Committee Work Program Report
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.3.3 Trust Fund Board Report
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.3.4 Audited Financial Statements for the Islands Trust Fund or 2016-17 –
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.3.5 Water Conservation and Advocacy Project Update – Briefing
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.3.6 Advocacy Session Outline
By General Consent, this item was referred to the September 2017 Trust Council meeting as amended.

6.4 Administrative Services

6.4.1 Administrative Services Report
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.4.2 Financial Planning Committee Work Program Report
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.4.3 June 30, 2017 Quarterly Financial Report - RFD
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.4.4 Statement of Financial Information (SOFI) Report
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

6.4.5 2018/19 Budget
By General Consent, this item was referred to the September 2017 Trust Council meeting as presented.

7 EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.2 Executive Committee Initiated

**7.2.1 Executive Committee Projects List - RFD
EC-2017-112**

It was MOVED and SECONDED,

That the Executive Committee Projects List includes Strategic Plan items 2.4.1; 2.6.2; 2.6.3; 7.2.2; 9.1.5; and 9.4.1.

CARRIED

**7.2.2 Committee Review – RFD
EC-2017-113**

It was MOVED and SECONDED,

That the Executive Committee request Trust Council consider a review of current Council Committees in terms of mandate, organization, resourcing and function.

CARRIED

By General Consent, this item was referred to the September 2017 Trust Council meeting as amended.

The meeting recessed at 11:55 a.m. and resumed at 12:20 p.m.

8 NEW BUSINESS

8.1 Trust Area Services

8.1.1 LTC Chairs Report on Local Advocacy Topics

The Executive Committee members provided verbal updates on local advocacy topics arising from local trust committee meetings.

8.1.2 UBCM Resolutions

Received for information

**8.1.3 Supporting regional application for abandoned boats funding - RFD
EC-2017-114**

It was MOVED and SECONDED,

That the Executive Committee request staff to develop an inventory of abandoned boats, barges and docks for the Islands Trust Area.

CARRIED

8.1.4 Potential Impacts Associated With Geoduck Clam Aquaculture

Received as draft and returned to staff for requested edits prior to returning for Executive Committee review.

**8.1.5 LA LTC – RWM Request EC to advocate regarding Tucker Bay Rd.
maintenance
EC-2017-115**

It was MOVED and SECONDED,

That the Executive Committee request staff work with Vice Chair Morrison to provide speaking notes with regards to the Lasqueti Island motion regarding Tucker Bay Rd.

CARRIED

- 8.2 Local Planning Services**
 - 8.2.1 Trustee Scholefield - Committee Structure**
Received for information
 - 8.2.2 Housing Agreement Administration – Briefing**
Received for information
- 8.3 Administrative Services**
- 8.4 Executive/Trust Council**

It was agreed that Section 11 and 12 be considered ahead of Section 9 and 10.

11 CORRESPONDENCE (for information unless raised for action)

- 11.1 Harbour Authority of Salt Spring Island re Dock Sewage Pumpout Support**
Received for Information and requested that staff coordinate with the Salt Spring Island LTC to respond.
- 11.2 Sheila Malcolmson re abandoned vessels legislation EC-2017-116**
It was MOVED and SECONDED,
That this item be referred to the September 2017 Trust Council meeting as presented.

CARRIED

- 11.3 Kate Biddel and Ken Rempel re toxic hydrocarbon contamination of North Pender's well water**
Received for Information and referred to the North Pender LTC.

12 WORK PROGRAM

- 12.1 Review and amendment of current work program**
Received for information

**9 CLOSED MEETING
EC-2017-117**

It was MOVED and SECONDED,
That the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the Community Charter in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

CARRIED

10 RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)

13 NEXT MEETING – September 12th on Denman Island

14 ADJOURNMENT

The meeting adjourned at 1:27 p.m.

Peter Luckham, Chair

Certified Correct

Emma Restall, Recorder

DRAFT

Executive Committee Minutes of Regular Meeting

Date: September 12, 2017

Location: Denman Island Community Hall
1196 Northwest Road, Denman Island, BC

Members Present: Peter Luckham, Chair
Susan Morrison, Vice Chair
George Grams, Vice Chair
Laura Busheikin, Vice Chair

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
Cindy Shelest, Director, Administrative Services
David Marlor, Director, Local Planning Services
Clare Frater, Director, Trust Area Services
Emma Restall, Executive Coordinator (Recorder)

1. **CALL TO ORDER**
The meeting was called to order at 12:00 p.m. Chair Luckham acknowledged that the meeting was being held in Coast Salish First Nations territory.
2. **APPROVAL OF AGENDA**
 - 2.1 **Introduction of New Items**
 - 8.1 Trustee Letterhead
 - 2.2 **Approval of Agenda**
By General Consent, the agenda was approved as amended.
3. **ADOPTION OF MINUTES**
 - 3.1 **August 30, 2017 Executive Committee Meeting**
By General Consent, the Minutes of the August 30, 2017 Executive Committee Meeting were referred to the meeting of October 4, 2017.
4. **FOLLOW UP ACTION LIST AND UPDATES**
None
5. **BYLAWS FOR APPROVAL CONSIDERATION**
None
6. **TRUST COUNCIL MEETING PREPARATIONS**
None
7. **EXECUTIVE COMMITTEE PROJECTS**
None

8. NEW BUSINESS

8.1 Trustee Letterhead

The Executive Committee discussed the need for clarity on when to use letterhead and that a review of the policy should be considered in the future.

By General Consent, the October 4, 2017 Executive Committee Meeting was rescheduled to October 11, 2017.

9. CLOSED MEETING (if applicable)

Not Applicable

10. RISE AND REPORT DECISIONS FROM CLOSED MEETING (if applicable)

Not Applicable

11. CORRESPONDENCE

11.1 Green Communities Committee re corporate carbon neutrality success

EC-2017-118

It was MOVED and SECONDED,
that the Executive Committee request staff to post the Green Communities Committee letter on the Islands Trust website.

CARRIED

12. WORK PROGRAM

None

13. NEXT MEETING – October 11, 2017

14. ADJOURNMENT

The meeting adjourned at 12:15 p.m.

Peter Luckham, Chair

Certified Correct

Emma Restall, Recorder

Follow Up Action Report

Executive Committee

Chief Administrative Officer

Activity	Activity	Responsibility	Target Date	Status
20-Jun-2017	Develop a process for identification and prioritization of potential amendments to the Islands Trust Act.	Russ Hotsenpiller	12-Sep-2017	On Going
19-Jul-2017	Prepare SWOT analysis for potential changes to Islands Trust Act	Russ Hotsenpiller	01-Sep-2017	On Going
19-Jul-2017	Revise Work Program to reflect new priorities.	Russ Hotsenpiller	16-Aug-2017	On Going
09-Aug-2017	Prepare UBCM Briefing Notes for Minister Meetings	Russ Hotsenpiller Emma Restall	13-Sep-2017	Done
16-Aug-2017	Explore what changes are needed and provide advice about amendments to Policy 2.2.1 (RFDs).	Russ Hotsenpiller	05-Sep-2018	On Going
12-Sep-2017	Discuss with the province and report to Trust Council at the December Trust Council meeting on a process to identify potential governance and/or operational change that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.	Russ Hotsenpiller	05-Dec-2017	On Going
12-Sep-2017	Initiate a review of current Council Committees in terms of mandate, organization, resourcing and function and consider the advisability of other or additional committees to best carry forward the work of the Islands Trust.	Russ Hotsenpiller Clare Frater David Marlor	05-Dec-2017	On Going

Director, Local Planning Services

Activity	Activity	Responsibility	Target Date	Status
15-Feb-2017	Undertake a review of applications across the islands trust for potential inclusion in a future annual report.	David Marlor	01-Mar-2017	On Going

**Follow Up Action Report**

02-Mar-2017	Forwarded from SSI LTC: SS-2017-16 It was MOVED and SECONDED, that the Salt Spring Island Local Trust Committee request the Executive Committee to explore and report regarding the under spending of the projects budget for Salt Spring Island and potentially for other Trust Areas.	David Marlor Cindy Shelest	20-Jun-2017	On Going
07-Jun-2017	Follow up with LTCs to ensure that an effective process is in place so that referral resolutions are coming through to Executive Committee.	David Marlor Clare Frater	20-Jun-2017	On Going
20-Jun-2017	Obtain legal clarification on whether local trust committees may create an exception in their zoning bylaws such that geoduck cultivation will not be permitted as part of shellfish aquaculture.	David Marlor Clare Frater		On Going
20-Jun-2017	Consider Species at Risk Recovery Plans in interpreting s. 3.1.3 of the Islands Trust Policy Statement when approving local trust committees and island municipalities official community plans and regulatory bylaws.	David Marlor	31-Dec-2017	On Going
16-Aug-2017	Provide up to \$1000 from the LPS First Nations Contract Services budget to fund the Saturna Island WSA NEC Interpretive Sign / Relationship Building Project.	David Marlor Cindy Shelest	30-Aug-2017	Done
02-Nov-2012	<u>Rural Status for Southern LTC Grant Eligibility</u> Ask staff to review and report back on options for legislative change.	David Marlor	05-Sep-2018	On Going
20-Nov-2012	<u>Application Sponsorship Policy</u> Provide advice on amendments to the Application Sponsorship Policy in relation to government bodies.	David Marlor	05-Sep-2018	On Going
12-Aug-2012	<u>Provincial Tenure Referrals Process</u> Review and report on current provincial process regarding tenure referrals	David Marlor	05-Sep-2018	On Going

**Follow Up Action Report****Director, Trust Area Services**

Activity	Activity	Responsibility	Target Date	Status
09-Nov-2016	Letter from BC Hydro Proposed Woodpole Maintenance Schedule Staff to advise BC Hydro that it is acceptable to proceed with the planned woodpole treatment plan in 2016/17 using boron/copper products only if BC Hydro advertises the program on the affected islands, and requests staff to work with BC Hydro and Bowen Island Municipality to prepare a briefing regarding potential cancellation of the Letter of Understanding Concerning the Use of Pesticides during the BC Hydro Woodpole Test and Treat Program.	Clare Frater		On Going
15-Feb-2017	Research the ability and appropriateness for Islands Trust to obtain membership with AMAC.	Clare Frater	01-Mar-2017	On Going
03-May-2017	Circulate correspondence from Richard Linzey re Japanese Canadian Historic Places in BC to the appropriate LTCs	Clare Frater	10-May-2017	On Going
07-Jun-2017	Introduction Letters to MLAs and Ministers Draft Chair correspondence to the Premier and new ministers, parliamentary secretaries and opposition critics responsible for portfolios relevant to the Islands Trust mandate to provide background information on the Islands Trust. Draft Chair correspondence to Members of the Legislative Assembly for the Islands Trust Area to request meetings and to provide background information on the Islands Trust. Remind trustees that when communicating with new MLAs, the distinct roles within the Islands Trust should be clarified.	Clare Frater	28-Jun-2017	On Going
07-Jun-2017	Forward the following letter to the appropriate LTCs for their consideration: Richard Linzey of FLNRO re Japanese Canadian Historic Places Project Results	Clare Frater	14-Jun-2017	On Going

**Follow Up Action Report**

20-Jun-2017	Report back to EC on strategies to limit the harmful impacts of geoduck aquaculture in the Trust Area.	Clare Frater	19-Jul-2017	Done
21-Jun-2017	Investigate the potential impacts associated with geoduck aquaculture in the Islands Trust Area and, as appropriate, initiate advocacy and give advice on consultation with the Province.	Clare Frater	19-Jul-2017	On Going
21-Jun-2017	With involvement from Trust Programs Committee as appropriate, co-ordinate a review of the Introduction, Part I, Part II and Schedule 1.	Clare Frater	19-Jul-2017	On Going
19-Jul-2017	Send invitation to Premier, Minister and new MLAs to attend December Trust Council meeting.	Clare Frater	28-Jul-2017	On Going
19-Jul-2017	Prepare Effective Advocacy Session for September Trust Council and include information on working with Regional Districts to Partnership subset.	Clare Frater	01-Sep-2017	Done
19-Jul-2017	Supporting regional applications for abandoned boats funding - RFD 1) Research which organizations or government agencies plan to apply for funding to remove abandoned boats through the Transport Canada Abandoned Boats program. 2) Prepare a brief summary of powers and responsibilities of various agencies with regard to issues relating to abandoned vessels, barges and docks and boat licensing.	Clare Frater Karen Hurley	16-Aug-2017	On Going
07-Jun-2017	Return to EC with renewed herring roe fishery advocacy advice.	Clare Frater	30-Aug-2017	On Going
16-Aug-2017	Draft a letter in support of MP Sheila Malcolmson's legislation, C-352 re abandoned vessels.	Clare Frater Karen Hurley	30-Aug-2017	On Going
13-Sep-2016	Explore the potential for expanding its advocacy role to other levels of government for increased funding for affordable housing in the Islands Trust Area.	Clare Frater	12-Sep-2018	On Going
30-Aug-2017	Work with Vice Chair Morrison to provide speaking notes with regards to the Lasqueti Island motion regarding Tucker Bay Rd.	Clare Frater	27-Sep-2017	Done

**Follow Up Action Report**

30-Aug-2017	Develop an inventory of abandoned boats, barges and docks for the Islands Trust Area.	Clare Frater	08-Nov-2017	On Going
30-Aug-2017	Coordinate with the Salt Spring Island LTC to respond to Harbour Authority of Salt Spring Island re Dock Sewage Pumpout Support	Clare Frater	08-Nov-2017	On Going
30-Aug-2017	Revise Geoduck report to include requested edits prior to returning for Executive Committee review.	Clare Frater Karen Hurley	25-Oct-2017	On Going
12-Sep-2017	Work with Trust Programs Committee to create a working group drawn from the full membership of Trust Council to identify potential governance or operational changes that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.	Clare Frater	05-Dec-2017	On Going

Executive Coordinator

Activity	Activity	Responsibility	Target Date	Status
30-Aug-2017	Add Strategic Plan items 2.4.1; 2.6.2; 2.6.3; 7.2.2; 9.1.5; and 9.4.1 to the EC Projects List.	Emma Restall	27-Sep-2017	Done
12-Sep-2017	Reschedule to October 4, 2017 EC meeting to October 11, 2017	Emma Restall	26-Sep-2017	Done
12-Sep-2017	Post the Green Communities Committee letter regarding corporate carbon neutrality success to the Islands Trust website.	Emma Restall	26-Sep-2017	Done

Legislative Services Manager

Activity	Activity	Responsibility	Target Date	Status
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Follow Up Action Report

15-Feb-2017	Amend Policy 2.2.ii and Policy 7.4.1 to require advance submission of speaker/delegation material intended for presentations at a Trust Council or Council Committee meeting so that all policies are consistent.	Carmen Thiel	29-Jun-2017	On Going
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Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: Galiano Island Local Trust
Committee Bylaw No. 264

DATE OF MEETING: October 11, 2017
TO: Executive Committee
FROM: Carmen Thiel, Legislative Services Manager
SUBJECT: Galiano Island Local Trust Committee – Bylaw to Amend the Galiano Island Local Trust Committee Meeting Procedure Bylaw

RECOMMENDATION

1. **THAT the Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 264, cited as “Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, Amendment No. 1, 2017” in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Galiano Island Local Trust Committee has referred Bylaw No. 264 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaw as it is not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

The bylaw amendment would allow for electronic participation by members at a Galiano Island Local Trust Committee meeting and clarifies who can chair a meeting, including an electronic meeting.

Financial

The costs of electronic participation in a Local Trust Committee meeting will be borne by the Galiano Island Local Trust Committee if the Local Trust Committee member is participating from a location within Canada or has received the approval of the majority of Local Trust Committee members.

Policy

Complies with Islands Trust Electronic Meetings Regulation.

Implementation/Communications

Communication to Galiano Island Local Trust Committee regarding the Executive Committee decision by October 18, 2017 .

Other

None

PURPOSE

Galiano Island Local Trust Committee Bylaw No. 264, cited as “Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, Amendment No. 1, 2017 (Attachment 4) is intended to amend the Committee’s procedure bylaw to provide for electronic participation by Trustees at a Local Trust Committee meeting.

Background

The bylaw was given first through third readings on July 10, 2017.

Issues Relating To Provincial Interest

None.

Issues Relating To First Nation Interest

None.

Issues Relating To Resources and Enforcement

None.

Public Comments

No public comments on this bylaw have been received.

Staff Comments

The bylaw addresses the Galiano Island Local Trust Committee’s request to make provision for electronic meetings.

KEY ISSUES/CONCEPTS

- Procedures bylaws must provide for electronic participation at local trust committee meetings.

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*

ALTERNATIVE

THAT THE EXECUTIVE COMMITTEE NOT APPROVE GALIANO LOCAL TRUST COMMITTEE BYLAW NO. 264.

Submitted By:	Carmen Thiel, Legislative Services Manager	September 27, 2017
Concurrence:	Robert Kojima, Regional Planning Manager	Select Date.

ATTACHMENTS

1. EC Submission Form
2. EC Policy Checklist
3. Bylaw Checklist Report
4. Bylaw No. 264



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Galiano Island Local Trust Committee

Bylaw No.: GL-264

Bylaw Type: Meeting Procedure Bylaw

Date of resolution referring bylaw to Executive Committee: 10-Jul-2017

- ☒ Bylaw Submission Checklist attached
- ☐ Policy Statement Checklist attached*
* not required for administrative bylaws
- ☒ Summary of Bylaw Intent Attached

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

Deadline for Executive Committee decision (one month after receipt by
Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numerically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

Bylaw: GL-264

Trust Area: Galiano Island Local Trust Committee
Type: Meeting Procedure Bylaw
Bylaw No.: GL-264
Application No.: MTG-01-2017
Trust Initiated: Yes

Proofread By:

Clerk: Yes
Planner: No

Technical Staff: No

First Reading Date: 10-Jul-2017

Bylaw Sent to Referrals: No
Date Proposed Bylaw to Web:

Resolutions:

Resolution Waiving Public Hearing: No
Resolution Authorizing Public Hearing: No
Resolution to Proceed no Further Date:

Secretary Signature Block:

Secretary's Signature: ,

Date:

File complete and ready for Public review: No

Public Hearings:

Location:
Proofread By: ,

Legal Paper:
First Publish Date:

Second Publish Date:

Alternate Paper:
First Publish Date:

Second Publish Date:

Mailout Date:
Second Reading Date: 10-Jul-2017

Delivery Notices:
Date Public Hearing Held:
Third Reading Date: 10-Jul-2017

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Not-Applicable	i	Bylaw is consistent with the object of the Trust
Not-Applicable	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Not-Applicable	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Not-Applicable	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

none

Completed By: Sharon Lloyd-deRosario

Status

Date Resolution Referred to Exective Committee: 10-Jul-2017

Reading:

PROPOSED

GALIANO ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 264

A Bylaw to Amend the Galiano Island Local Trust Committee Meeting Procedure Bylaw

The Galiano Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Galiano Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, is amended as follows:

- 1.1 By deleting section 9 in its entirety and replacing it with the following:

"9. In the event that neither the Chairperson nor the alternate member of the Local Trust Committee appointed by the Chair of the Trust Council is present within one half hour of the scheduled time of a regular or special meeting, the Director of Local Planning Services, or his or her designate, shall call the meeting to order and the remaining trustees shall determine which of them shall act as Chairperson."

- 1.2 By adding the following new sections after section 15, and by renumbering section 16 and section 17 to become section 29 and section 30 respectively:

"ELECTRONIC MEETINGS

16. A special meeting of the Local Trust Committee to deal with urgent new business may be conducted entirely by means of audio or audio and visual electronic communication facilities if a majority of the members of the Local Trust Committee have agreed by resolution that the meeting may be conducted in this way and provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.
17. An individual Local Trust Committee member who is not at the physical location of a special Local Trust Committee meeting or a regular Local Trust Committee meeting may choose to participate by means of audio or audio and visual electronic communication facilities, provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.
18. At a regular Local Trust Committee meeting, not more than one Local Trust Committee member may participate by means of electronic communication facilities.
19. An individual member of the Local Trust Committee may not participate by means of electronic communication facilities in two consecutive regular meetings of the Local Trust Committee.
20. The Local Trust Committee may waive the restrictions in sections 18 and 19 by unanimous resolution, provided the waiver does not conflict with provincial legislation and regulation that enables electronic meetings.

21. Local Trust Committee members who use electronic communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.
22. A member of the Local Trust Committee may begin participation in a meeting by electronic communication facilities after the meeting has been called to order.
23. Where a member of the Local Trust Committee is participating in a meeting through electronic communication facilities, the facilities must enable all meeting participants to hear, or watch and hear, each other and must provide notice when participants join or leave the meeting.
24. Where a member of the Local Trust Committee is participating in a meeting through electronic communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.
25. For the duration of an electronic meeting that is open to the public, a designated staff member must attend at the place specified in the meeting notice for the public to hear, or watch and hear, the participants.
26. Cell phone or satellite connections may be used for open Local Trust Committee meetings.
27. If communication is lost to one or more electronic participants during a meeting:
 - 27.1 the participant affected will attempt to reestablish the link and, in the interim, will be deemed to have left the meeting and this will be recorded in the minutes;
 - 27.2 if there is not a quorum, the Local Trust Committee Chair or person presiding will call a recess until the link is reestablished; and
 - 27.3 if, after 15 minutes, a link cannot be reestablished and there is not a quorum of Local Trust Committee members, the meeting will be deemed adjourned and the item under discussion at the time of loss of communication will be added to the next agenda.
28. The costs of electronic participation in a Local Trust Committee meeting will be borne by the Galiano Island Local Trust Committee if the Local Trust Committee member is participating from a location within Canada or has received the approval of the majority of Local Trust Committee members."

2. This bylaw may be cited as “Galiano Island Local Trust Committee Meeting Procedure Bylaw No. 162, 2004, Amendment No. 1, 2017”.

READ A FIRST TIME THIS 10th DAY OF JULY , 2017

READ A SECOND TIME THIS 10th DAY OF JULY , 2017

READ A THIRD TIME THIS 10th DAY OF JULY , 2017

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
DAY OF , 2017

ADOPTED THIS DAY OF , 2017

CHAIRPERSON

SECRETARY



Islands Trust Council Minutes of Quarterly Meeting

Date: September 12-14, 2017

Location: Denman Island Community Hall
1196 Northwest Road, Denman Island, BC

Members Present:

Executive Committee: Peter Luckham, Chair (Thetis)
Laura Busheikin, Vice Chair (Denman)
George Grams, Vice Chair (Salt Spring)
Susan Morrison, Vice Chair (Lasqueti)

Local Trustees: David Critchley, Denman
Melanie Mamoser, Gabriola
Heather O'Sullivan, Gabriola
Sandy Pottle, Galiano
Dan Rogers, Gambier
Kate Louise Stamford, Gambier (Sept 12-13, 2017)
Alex Allen, Hornby
Tony Law, Hornby
Tim Peterson, Lasqueti
Brian Crumblehulme, Mayne
Jeanine Dodds, Mayne
Dianne Barber, North Pender
Derek Masselink, North Pender (Sept 12, 2017)
Bruce McConchie, South Pender
Wendy Scholefield, South Pender
Peter Grove, Salt Spring
Paul Brent, Saturna
Ken Hunter, Thetis Island

Municipal Trustees: Sue Ellen Fast, Bowen
Alison Morse, Bowen

Regrets: George Harris, Galiano
Lee Middleton, Saturna

Staff Present: Russ Hotsenpiller, Chief Administrative Officer
David Marlор, Director, Local Planning Services
Cindy Shelest, Director Administrative Services
Clare Frater, Director, Trust Area Services
Karen Hurley, Senior Policy Advisor (Sept 12-13, 2017)
Emma Restall, Executive Coordinator/Recorder

1. **CALL TO ORDER**

The meeting was called to order at 1:30 p.m. Chair Luckham acknowledged that the meeting

was being held in Coast Salish First Nations territory.

Chair Luckham introduced Mark Van Bakel, Senior Technical Analyst, to give an overview of the updated microphone and audio system.

Denman Island local trustee David Critchley welcomed Trust Council to Denman Island and spoke about the indigenous history of the island.

Trustee Laura Busheikin also welcomed Trust Council to Denman Island and addressed the subject of accommodation on Denman Island and spoke about local festivals, businesses and farming.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

2.2 Approval of Agenda

By general consent the agenda was approved as presented.

3. GENERAL BUSINESS ARISING

3.1 Resolutions Without Meeting

TC-RWM-2017-001

Received for information

TC-RWM-2017-002

Received for information

3.2 June 2017 Trust Council Minutes

By general consent the Islands Trust Council adopted the minutes of the June 2017 Trust Council meeting as presented.

3.3 Trust Council Follow Up Action List

Provided for information.

Chair Luckham gave an update on freighter anchorages.

3.4 Trustee Round Table

Trustees participated in a round table session to discuss common issues, concerns and successes.

Director Frater introduced Karen Hurley, Senior Policy Advisor.

The meeting recessed for a break at 2:56 p.m. and reconvened at 3:10 p.m.

Trustee Kate-Louise Stamford joined the meeting via teleconference at 3:16 p.m.

4. EXECUTIVE

4.1 Chief Administrative Officer's Report

CAO Hotsenpiller reviewed internal and external organizational matters, including the Salt Spring Island referendum result, and UBCM 2017 including Minister meeting requests and resolutions.

4.2 Executive Committee Work Program

The top priorities in the work program were:

1. *Islands Trust Act* amendments;
2. Oil spill and shipping safety;
3. Revisions to Crown Land protocol agreements and letters of understanding;
and
4. First Nations relationship building.

TC-2017-049

MOVED by Trustee McConchie, SECONDED by Trustee Scholefield,
that Trust Council request the Executive Committee to remove “prepare
Islands Trust organization to adapt to the potential incorporation of Salt
Spring Island” from the Executive Committee Projects List.

CARRIED

Trustees Luckham and Morrison opposed

By general consent the Islands Trust Council approved the top priorities of the
Executive Committee Work Program Report as amended.

4.3 Continuous Learning Plan

Trust Council reviewed the Continuous Learning Plan and received it for
information.

4.4 Strategic Plan Quarterly Update

CAO Hotsenpiller answered questions regarding the Quarterly Update.

Amendments regarding the Victoria Office Renovation were requested.

It was agreed that item 4.7 be heard ahead of 4.5 and 4.6

4.7 Committee Review- RFD

TC-2017-050

MOVED by Trustee Crumblehulme, SECONDED by Trustee Allen,
that Trust Council request the Executive Committee to consider a review
of current Council Committees in terms of mandate, organization,
resourcing and function.

CARRIED

TC-2017-051

MOVED by Trustee Critchley, SECONDED by Trustee Law,
that Trust Council amend Trust Council Resolution TC-2017-050 to read
“request the Executive Committee to initiate a review of current Council
Committees in terms of mandate, organization, resourcing and function
and consider the advisability of other or additional committees to best
carry forward the work of the Islands Trust”.

CARRIED

The meeting recessed for the day at 4:32 p.m. and trustees attended a field trip to the Denman Island Natural Burial Cemetery.

5. FIELD TRIP TO DENMAN ISLAND NATURAL BURIAL CEMETERY

Wednesday, June 21, 2017

The meeting reconvened at 8:32 a.m. with 22 trustees present. Regrets: Trustees Kate Louise Stamford (Gambier), George Harris, Galiano, Lee Middleton, Saturna. Absent: Trustee Derek Masselink (North Pender).

The order of business on the agenda resumed at item 4.5.

4.5 Salt Spring Island Incorporation Preparedness and Communications Report

There was in-depth discussion about the Salt Spring Island incorporation referendum result and its impacts on the Islands Trust organization, trustees and staff.

Discussion points included:

- Potential next steps and ways to improve including the following suggestions:
 - Advocating for creation of a Gulf Islands Regional District
 - Taking a more active role in the Capital Regional District relationship
 - Investigating additional powers that are not currently available but would be if Salt Spring incorporated
 - Creating a dedicated position to focus on service delivery;
- Trustee Code of Conduct as it relates to freedom of speech;
- Process for identifying what changes are needed and how/when to implement those changes;
- The need to address demographic and cultural changes on the islands since the Islands Trust was formed;
- Timeline and urgency for changes;
- Ministry involvement in future processes and any resulting changes.

Trustee Kate Louise Stamford joined the meeting by teleconference at 9:45 a.m.

TC-2017-052

MOVED by Trustee Critchley, SECONDED by Trustee Brent, that Trust Council direct the Executive and staff to identify potential governance or operational changes that could be adopted in order to improve service delivery, with a report brought back to Trust Council as soon as feasible.

The motion was amended as follows:
that Trust Council establish a special committee to identify potential governance or operational changes that could be adopted in order to improve service delivery, with a report brought back to Trust Council as soon as feasible.

Trustees speaking against the motion noted:

- A lead agency needs to be identified, and that agency is likely the Province;
- Creating a committee before identifying a process could create confusion.

Trustees speaking for the motion indicated:

- Trustees were elected to make decisions; not defer them to other agencies;
- Changes can be identified from several different approaches, and a committee should be one of those approaches;
- We need to move forward immediately.

The question on the motion was then called,

CARRIED
Trustees Allen, Morse, Busheikin, Grams, Law, McConchie, Hunter
opposed

The process of developing a committee was set out as follows:

- Process will be led by the CAO;
- Terms of Reference will be created by CAO and reviewed by the Executive Committee. They will then go to Trust Council for endorsement;
- Membership is established through volunteers; and
- Trust Council will vote on the members.

There was concern expressed that establishing a committee takes approximately three months and is a large undertaking. Concerns were also raised that the motion lacked specific direction and was premature.

The meeting recessed for a break at 10:00 a.m. and reconvened at 10:19 a.m.

TC-2017-053

MOVED by Trustee McConchie, SECONDED by Trustee Brent,
that the motion that Trust Council establish a special committee to identify potential governance or operational changes that could be adopted in order to improve service delivery, with a report brought back to Trust Council as soon as feasible be rescinded.

CARRIED
Trustees Mamoser, Peterson, Critchley, Fast, Rogers, Scholefield
opposed

TC-2017-054

MOVED by Trustee Morse, SECONDED by Trustee Allen,
that Trust Council confirm support for innovations that would address issues raised during the recent Salt Spring Incorporation vote and that Trust Council direct the Executive Committee to discuss with the Province and report to Trust Council at the December Trust Council meeting on a process to identify potential governance and/or operational change that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.

CARRIED

TC-2017-055

MOVED by Trustee Brent, SECONDED by Trustee O'Sullivan,
that Trust Council direct the Executive Committee to work with Trust Programs Committee to create a working group drawn from the full membership of Trust Council to identify potential governance or operational changes that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.

There was discussion over ensuring that potential members are properly canvassed and that all trustees be given an opportunity to contribute input.

The question on the motion was then called,

CARRIED

Trustees Law and Busheikin opposed

4.6 Islands Trust Act Amendment Process – Briefing

CAO Hotsenpiller provided the briefing for information and answered questions regarding timelines and priorities.

6. NEW BUSINESS

7. LOCAL PLANNING SERVICES

7.1 Director of Local Planning Services Report

Director Marlcor discussed employment updates for each office and a review of project delivery processes.

7.2 Local Planning Committee Work Program Report

The top three priorities in the work program were:

1. Community Housing Needs;
2. Shoreline Marine Planning; and
3. Land Use Consultation for Radio Communication Towers.

TC-2017-056

MOVED by Trustee Mamoser, SECONDED by Trustee Peterson,
that the Islands Trust Council approve the top priorities of the Local Planning Committee Work Program Report.

CARRIED

7.3 Riparian Area Implementation Update

Provided for information.

7.4 Local Trust Committee Project Budgets Status Update - Briefing

Received for information.

7.5 Project Management and Budgeting - Briefing

Received for information.

8. ADMINISTRATIVE SERVICES

8.1 Administrative Services Report

Provided for information.

8.2 Financial Planning Committee Work Program Report

The top three priorities in the work program were:

1. Finalize the 2017-2018 budget;
2. Complete the 2016-2017 forecast; and
3. Conduct the 2016/17 Year-End Audit.

TC-2017-057

MOVED by Trustee Grove, SECONDED by Trustee Morse,
that the Islands Trust Council approve the top priorities of the Financial Planning Committee Work Program Report.

CARRIED

8.3 June 30, 2017 Quarterly Financial Report - RFD

TC-2017-058

MOVED by Trustee Grove, SECONDED by Trustee Grams,
that the Islands Trust Council approve the June 30, 2017 Quarterly Financial Report as presented.

CARRIED

8.4 Statement of Financial Information (SOFI) Report

Received for Information

8.5 2018/19 Budget

Received for information

9 TRUST AREA SERVICES

9.1 Director of Trust Area Services Report

Director Frater highlighted several points in the report, which was provided for information.

9.2 Trust Programs Committee Work Program Report

The top three priorities in the work program were:

1. Protect Quality and Quantity of Water Resources;
2. Amend Crown Land Cooperation Agreements; and
3. Review the Islands Trust Policy Statement.

TC-2017-059

MOVED by Trustee Crumblehulme, SECONDED by Trustee Critchley,
that the Islands Trust Council approve the top priorities of the Trust Programs Committee Work Program Report.

CARRIED

9.3 Trust Fund Board Report

Tony Law gave a brief overview of the upcoming priorities of Trust Fund Board. Trustee Law also introduced Robin Williams, newly appointed member of the Trust Fund Board.

9.4 Audited Financial Statements for the Islands Trust Fund for 2016-17

Received for information

9.5 Cancellation of Letter of Understanding with BC Hydro for Woodpole Test and Treat Program

TC-2017-060

MOVED by Trustee Morrison, SECONDED by Trustee Crumblehulme, that Trust Council agree to the cancellation of the Letter of Understanding [LOU] between BC Hydro and Islands Trust and Bowen Island Municipal Council Concerning Pesticide Use During the BC Hydro Woodpole Test and Treat Program.

CARRIED

9.6 Water Conservation and Advocacy Project Update - Briefing

Received for Information

10 BC FERRIES SESSION

Brian Green, Terminal Development Manager and Ivan Leung, Assistant Manager of Terminal Development, gave a presentation on the Denman East and Hornby Terminal Development Plans and associated processes.

There was discussion over the possibility of Terminal Development Plans on other islands within the Trust Area.

Trustee Kate-Louise Stamford left the meeting at 12:32 p.m.

The meeting recessed for a break at 12:38 p.m. and reconvened at 1:30 p.m.

11 COMMUNITY PRESENTATION

11.1 The Association for Denman Island Marine Stewards (ADIMS)

Dorrance Woodward and Barbara Mills of ADIMS gave a presentation on Marine ecosystem protection, which focused on geoduck aquaculture, and asked Trust Council to:

- revisit their 2014 list of pre-implementation conditions for geoduck aquaculture;
- request a cumulative impact assessment of Baynes Sound and Lambert Channel, to be conducted by independent marine ecosystem experts;
- Request a firm ban on geoduck aquaculture until it has been proven to be safe; and
- actively support a multi-stakeholder round table to discuss ecosystem-based management of Baynes Sound.

Trustees were invited on a guided beach tour to see geoduck activity, which took place at 7:30 a.m. the following morning.

DELEGATIONS AND TOWN HALL**12.1 Edina Johnson of Denman Island Residents Association Marine Guardians re Marine Environment Damage**

Howard Stewart of DIRA spoke about marine damage in Baynes Sound and the future of marine farming.

12.2 Zdenek Brich of Anchorages Concern Thetis (ACT) re freighter anchorages around Thetis

Mr. Brich spoke to Trust Council about anchorages around Thetis and the Southern Gulf Islands.

12.3 Harlene Holm of DCLTA re affordable housing initiatives

Ms. Holm spoke about an upcoming seniors affordable housing project and asked Trust Council to consider expanding the Islands Trust Policy Statement to address affordable housing.

12.4 Sheila Malcolmson re abandoned vessels legislation

MP Sheila Malcolmson spoke to Council about abandoned vessels legislation and requested the following:
that Islands Trust Council encourages Parliament to adopt Bill C-352: An Act to amend the *Canada Shipping Act, 2001* and provide for the development of a national strategy for abandoned vessels”, which would fix vessel registration, pilot a vessel turn-in program, create good green jobs by supporting local marine salvage businesses and vessel recycling, and make Coast Guard responsible for directing the removal of abandoned vessels.

12.5 Graham Brazier of GIA re marine stewardship and planning

Mr. Brazier spoke about the history of and the reason behind the creation of the Islands Trust. He also expressed concern about increasing pressures on shorelines.

He asked Council to urge the provincial government to freeze all industrial activity along the shorelines within the Trust Area until additional regulatory tools for the Islands Trust are developed.

12.6 Town Hall Participant – Des Kennedy

Mr. Kennedy congratulated the people of Salt Spring Island.

The meeting recessed at 3:00 p.m. and resumed at 3:39 p.m.

EFFECTIVE ADVOCACY / REGIONAL DISTRICTS SESSION

Director Frater and MP Sheila Malcolmson gave a presentation on how to achieve effective advocacy, advocacy vs regulatory initiatives, and the importance of relationship building. CAO Hotsenpiller gave an overview of how the Islands Trust can best work with each Regional District.

Discussion ensued over the following topics:

- Advocacy tools currently available to the Islands Trust and tools that we can work to obtain;

- Implementation and effectiveness evaluation of these tools;
- Freedom of speech and the grey area surrounding speaking as an individual vs trustee; and
- Weight of petitions, individual letters, electronic petitions and form letters.

Trustee Tony Law left the meeting at 5:24 p.m.

The meeting recessed for the day at 5:33 p.m.

Thursday, June 22, 2017

The meeting reconvened at 8:45 a.m. with 22 trustees present. Regrets: Trustees Kate-Louise Stamford (Gambier), George Harris, Galiano, Lee Middleton, Saturna. Absent: Trustee Derek Masselink (North Pender).

14. CLOSED MEETING

TC-2017-061

It was MOVED Trustee Morrison and SECONDED Trustee Fast, that the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the *Community Charter* in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.

CARRIED

All staff members with the exception of the CAO left the meeting at 8:47 a.m.

Staff members rejoined the meeting at 9:30 a.m.

It was agreed that item 15.4 be heard ahead of items 15.1-15.3.

15. SUMMARY/UPDATE

15.4 Disposition of Delegations and Town Hall Requests

TC-2017-062

MOVED by Trustee Morrison, SECONDED by Trustee Peterson, that Trust Council request the Chair to send a letter to the government of Canada in support of Bill C-352, tabled by the Member of Parliament for Nanaimo - Ladysmith Sheila Malcolmson - an act to amend the *Canadian Shipping Act 2001* aimed at reducing the environmental, economic and navigational hazard to Canadian waterways and coastlines posed by abandoned vessels.

CARRIED

TC-2017-063

MOVED by Trustee Critchley, SECONDED by Trustee Mamoser, that Trust Council request the Local Planning Committee to consider adding to its work program the following item: "Creation of a model Affordable Housing First policy " which could be used by Local Trust Committees in accordance with the recommendations referred to in the 2010 Islands Trust Community Housing Toolkit.

CARRIED

TC-2017-064

MOVED by Trustee Critchley, SECONDED by Trustee Allen, that Trust Council direct the Chair to write a letter to the Minister of Fisheries and Oceans to express thanks for the Department of Fisheries and Ocean's efforts to support clean-up of aquaculture debris in Baynes Sound and requesting study of the impacts of aquaculture industry modifications in the intertidal zone of the Trust Area and particularly the ecologically important Baynes Sound/Lambert Channel intertidal zone.

CARRIED

The order of business on the agenda resumed at item 15.1

15.1 Trustee Updates

15.1.1 BC Ferries (Ferry Advisory Committee Chairs)

No updates

15.1.2 First Nations

Trustee Rogers spoke about a recent event held at Camp Fircom.

Trustee O'Sullivan advised Trust Council that Gabriola Island has a new committee for truth and reconciliation, which will feature a speakers series.

Trustee Fast updated Council on an upcoming Climate Leadership conference on Bowen

Trustee Busheikin spoke about a Reconciliation Action Group on Denman that has been formed as a result of controversy surrounding a local plaque.

15.1.3 Gulf Islands National Park Reserve Advisory Committee (Trustee Masselink)

None

15.1.4 Salt Spring Island Watershed Protection Authority (SSIWPA) (Vice Chair Grams)

None

15.1.5 Howe Sound Community Forum

None

15.1.6 Freighter Roundtable Update

Discussed during Trustee Roundtable.

15.2 Priorities Chart

By general consent the Islands Trust Council adopted the Priorities Chart as presented.

15.3 Proposed December 2017 Trust Council Agenda Program

Provided for Information.

Trustee Jeanine Dodds left the meeting at 10:00 a.m.

16. NEXT MEETING – December 5, 2017 in Victoria.

17. ADJOURNMENT

The meeting adjourned at 10:25 a.m.

Peter Luckham, Chair

Certified Correct

Emma Restall, Recorder

The following list indicates the highlights of Trust Council's activities and decisions during its September 12-14, 2017 meeting on Denman Island. These highlights are not the official minutes of the Trust Council meeting; Trust Council will adopt those at its December 2017 meeting in Victoria.

Committee Review

That Trust Council requests the Executive Committee to initiate a review of current Council Committees in terms of mandate, organization, resourcing and function and consider the advisability of other or additional committees to best carry forward the work of the Islands Trust

Salt Spring Island Incorporation Vote – Next Steps

That Trust Council confirm support for innovations that would address issues raised during the recent Salt Spring Incorporation vote and that Trust Council direct the Executive Committee to discuss with the province and report to Trust Council at the December Trust Council meeting on a process to identify potential governance and/or operational change that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.

That Trust Council direct the Executive Committee to work with Trust Programs Committee to create a working group drawn from the full membership of Trust Council to identify potential governance or operational changes that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.

Cancellation of Letter of Understanding with BC Hydro for woodpole test and treat program

That Trust Council agrees to the cancellation of the Letter of Understanding [LOU] between BC Hydro and Islands Trust and Bowen Island Municipal Council Concerning Pesticide Use During the BC Hydro Woodpole Test and Treat Program.

Disposition of Delegations and Town Hall Requests

That Trust Council request the Chair to send a letter to the government of Canada in support of Bill C-352, tabled by the Member of Parliament for Nanaimo - Ladysmith Sheila Malcolmson - an act to amend the Canadian Shipping Act 2001 aimed at reducing the environmental, economic and navigational hazard to Canadian waterways and coastlines posed by abandoned vessels.

That Trust Council request the Local Planning Committee to consider adding to its work program the following item: "Creation of a model Affordable Housing First policy" which could be used by Local Trust Committees in accordance with the recommendations referred to in the 2010 Islands Trust Community Housing Toolkit.

That Trust Council direct the Chair to write a letter to the Minister of Fisheries and Oceans to express thanks for the Department of Fisheries and Ocean's efforts to support clean-up of aquaculture debris in Baynes Sound and requesting study of the impacts of aquaculture industry modifications in the intertidal zone of the Trust Area and particularly the ecologically important Baynes Sound/Lambert Channel intertidal zone.

**Trust Council Quarterly Meeting Schedule
December 5-7, 2017
728 Humboldt Street, Victoria BC**

DRAFT

Tuesday, December 5	Wednesday, December 6	Thursday, December 7
	7:30 Breakfast	7:30 Breakfast
11:30 Executive Committee Meeting	8:30 Islands Trust Act Session	8:30 Closed meeting
12:00 Lunch	10:00 Break	9:30 Summary/Updates Trustee Updates Priorities Chart Proposed March TC Draft Agenda Disposition of Delegations and Town Hall Requests
12:30 Call to Order and Approval of Agenda RWMs * Adoption of Minutes FUAL Trustee Round Table	10:30 Ocean Protection Plan	10:30 Correspondence
2:00 Budget Session	12:30 Lunch	11:00 New Business Items
3:00 Break	1:30 U.S. and Canadian Consuls General	12:00 Adjournment (approx.)
3:15 Executive * CAO's Report EC Work Program Continuous Learning Plan Strategic Plan Update	2:00 Delegations & Town Hall	
3:45 Local Planning Services * Director's Report LPC Work Program Bylaw Enforcement Briefing	3:00 Break	
4:15 Trust Area Services * Director's Report TPC Work Program Trust Fund Board Report	3:30 San Juan County	
5:00 Administrative Services * Director's Report FPC Work Program Report Quarterly Financial Report	5:30 Adjourn for the day	
5:30 Adjourn for the day	6:30 Dinner	
6:30 Dinner		

* Denotes resolution/decision items

Members of the public are invited to attend all sessions except any closed meetings and meals.

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Activity	Responsibility	Target Date	Status
10-Jun-2015	First Nations First Nations training and workshops	Russ Hotsenpiller David Marlor Clare Frater Cindy Shelest	31-Mar-2016	On Going
14-Mar-2017	Update Transition Plan to include revised Terms of Reference plan, important dates and more information to the other islands on what the impact to them will be.	Russ Hotsenpiller	31-Mar-2017	On Going
21-Jun-2017	Retain a Consultant to draft an inspirational Vision Statement for the Islands Trust, based on the existing Object and recent work on a Vision Statement	Russ Hotsenpiller	16-Aug-2017	On Going
12-Sep-2017	Strategic Plan Quarterly Update Move Victoria Office Renovations updates to Section 7	Russ Hotsenpiller	05-Dec-2017	On Going
12-Sep-2017	Direct the Executive Committee to discuss with the province and report to Trust Council at the December Trust Council meeting on a process to identify potential governance and/or operational change that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.	Russ Hotsenpiller	05-Dec-2017	On Going
12-Sep-2017	Direct the Executive Committee to work with Trust Programs Committee to create a working group drawn from the full membership of Trust Council to identify potential governance or operational changes that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.	Russ Hotsenpiller Clare Frater	05-Dec-2017	On Going

Follow Up Action Report

Director, Administrative Services

Activity	Activity	Responsibility	Target Date	Status
20-Jun-2017	Send revised parking diagram to all trustees once deal is finalized.	Cindy Shelest	19-Jul-2017	On Going
20-Jun-2017	Amend Policy 6.5.1 General Revenue Surplus Fund Policy as presented, including the creation of Specific Reserve Funds, and rename the policy Reserves and Surplus Policy.	Cindy Shelest	12-Sep-2017	Done
21-Jun-2017	amend Policy 7.2.1 Trustee Remuneration as presented.	Cindy Shelest	12-Sep-2017	Done

Director, Local Planning Services

Activity	Activity	Responsibility	Target Date	Status
16-Jun-2010	Riparian Areas Regulation (June 2010) Status report to Council until completed LPC (DM) to TC	David Marlor	30-Sep-2016	On Going
13-Sep-2016	Community Housing Implement a co-ordination role for housing needs assessments between the various local trust areas and island municipalities to achieve efficiencies and compatibility, and to allow for consolidation.	David Marlor		Done
13-Sep-2016	Community Housing Explore and report back on the potential for Islands Trust entities to hold land for housing purposes.	David Marlor		On Going
21-Jun-2017	Amend draft Policy 4.1.ix Inter-Local Trust Committee Community Planning Bylaw Referral Policy, to section 1.3b to read "prior to public hearing fro comment".	David Marlor	28-Jun-2017	Done
20-Jun-2017	Provide recommendations to Trust Council for adding protection of Species at Risk to the Strategic Plan.	David Marlor Clare Frater	28-Jul-2017	On Going

**Follow Up Action Report**

20-Jun-2017	that Islands Trust Council adopt amended Policy 4.1.ix Inter-Local Trust Committee Community Planning Bylaw Referral Policy with a change.	David Marlor	12-Sep-2017	Done
21-Jun-2017	Replace Policy 5.7.i Bylaw Checklists dated June 16, 2005 with Policy 5.7.1 Local Trust Committee Bylaws Checklists dated June 20, 2017	David Marlor	12-Sep-2017	Done
14-Sep-2017	Request the Local Planning Committee to consider adding to its work program the following item: "Creation of a model Affordable Housing First policy " which could be used by Local Trust Committees in accordance with the recommendations referred to in the 2010 Islands Trust Community Housing Toolkit.	David Marlor	05-Dec-2017	On Going

Director, Trust Area Services

Activity	Activity	Responsibility	Target Date	Status
16-Sep-2015	Freighter anchorages Identify and act on opportunities re freighter anchorages	Clare Frater		On Going
13-Sep-2016	Explore the potential for expanding its advocacy role to other levels of government for increased funding for affordable housing in the Islands Trust Area.	Clare Frater	26-May-2017	On Going
21-Jun-2017	Submit the 2016-2017 Draft Annual Report (as amended) to the Minister of Community, Sport and Cultural Development.	Clare Frater	26-Jul-2017	On Going
13-Sep-2017	Cancel the Letter of Understanding [LOU] between BC Hydro and Islands Trust and Bowen Island Municipal Council Concerning Pesticide Use During the BC Hydro Woodpole Test and Treat Program.	Clare Frater	05-Dec-2017	On Going

**Follow Up Action Report**

14-Sep-2017	Prepare and send Delegation Letters to: Edina Johnson of Denman Island Residents Association Marine Guardians; Zdenek Brich of Anchorages Concern Thetis; Harlene Holm of DCLTA; Sheila Malcolmson; and Graham Brazier of GIA	Clare Frater	10-Oct-2017	On Going
14-Sep-2017	Draft a letter under the Chairs signature to the government of Canada in support of Bill C-352, tabled by the Member of Parliament for Nanaimo - Ladysmith Sheila Malcolmson - an act to amend the Canadian Shipping Act 2001 aimed at reducing the environmental, economic and navigational hazard to Canadian waterways and coastlines posed by abandoned vessels.	Clare Frater	10-Oct-2017	On Going
14-Sep-2017	Draft a letter under the Chairs signature to the Minister of Fisheries and Oceans to express thanks for the Department of Fisheries and Oceans efforts to support clean-up of aquaculture debris in Baynes Sound and requesting study of the impacts of aquaculture industry modifications in the intertidal zone of the Trust Area and particularly the ecologically important Baynes Sound/Lambert Channel intertidal zone.	Clare Frater	10-Oct-2017	On Going

Manager, Islands Trust Fund

Activity	Activity	Responsibility	Target Date	Status
14-Jun-2016	NAPTEP Certificate Issue subject to survey, covenant and baseline report.	Jennifer Eliason		On Going



Islands Trust

Islands Trust Council Plan for Continuous Learning 2014-2018

(What other topics would trustees like to propose?)

2017-10-06

Year		Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2018	March (Salt Spring)	(Freshwater Specialist) (Water Sustainability Act)		Adapting to Climate Change	
	June (Saturna)			Archaeological Site Protection (2)	Agricultural Land Commission/Islands Trust
	September (Gambier/Keats)		Subdivision Authority/ Bare Land Strata Regulations implications		First Nations Policy & Engagement
2017	Webinars (dates TBD)				
	March (Gabriola)	Role of the Trustee		Archaeological Site Protection	
	June (Lasqueti)	TFB Regional Conservation Plan	Role of the Trustee (2)	Species at Risk	
	September (Denman)				Effective Advocacy Regional Districts
	December (Victoria)	Ocean Protection Plan			(San Juan County) (U.S. and Canadian Consuls General)

POTENTIAL TOPICS/AGENCY LIAISON FOR CONSIDERATION FOR FUTURE SESSIONS:

Suggestions arising during 2014-2018 Term:

- *Water Sustainability Act (postponed from March 2017 due to difficulty scheduling speakers)*
- Heritage Conservation Act session
- Office of the Ombudsperson session
- Making Online Meetings Work
- OneNote for meetings
- Public Consultation and Polling
- NMCA – implications for local zoning jurisdiction
- Options for a trustee network
- Introduction to the Island Trust Policy Statement
- Participatory decision-making (using expertise on Bowen Island)
- Effective Communications and Social Media
- Fisheries and Oceans with a senior representative from the Department of Fisheries and Oceans

To:	Executive Committee	For the Meeting of:	October 11, 2017
From:	Clare Frater	Date prepared:	October 5, 2017
SUBJECT:	ADVOCACY PROCESS WITHIN ISLANDS TRUST – FLOWCHART		

DESCRIPTION OF ISSUE: Trust Area Services staff have developed a draft flowchart to visually represent the advocacy process within Islands Trust.

BACKGROUND:

Staff identified the need for the flowchart based on feedback that local trust committees were unclear about the advocacy process and decision-making criteria. This flowchart is consistent with Trust Council's Advocacy Policy and reflects the intent of the First Nations Engagement Principles Policy.

ATTACHMENTS:

1. Draft Islands Trust Advocacy Flowchart, Sept 9, 2017

FOLLOW-UP:

Planning staff will provide comments on the chart at the November professional development day. Once finalized, this flowchart will be included in the staff orientation manual and will be used as part of the trustee orientation process.

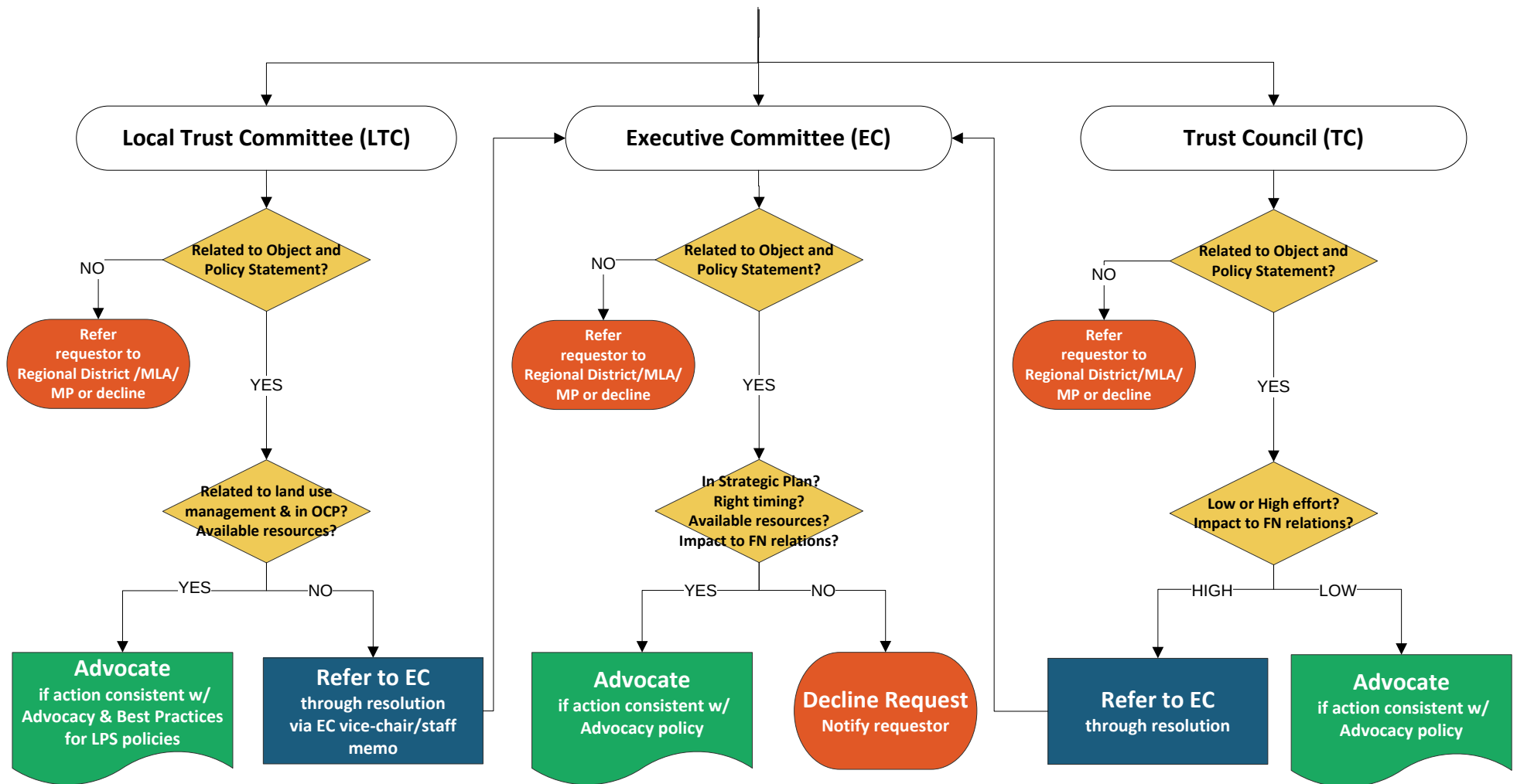
Prepared By: Clare Frater, Trust Area Services

Reviewed By/Date: Clare Frater, Director, Trust Area Services, October 5, 2017

Advocacy Decision Making

Sources

Constituent and partner letters, Bowen Island Municipality requests, staff suggestions, trustee ideas, delegations, consultation notices, announcements



REQUEST FOR DECISION

To: Executive Committee

For the Meeting of: October 11, 2017

From: Trust Area Services

Date: October 6, 2017

SUBJECT: DRAFT ENGAGEMENT PLAN - POLICY STATEMENT AMENDMENT

RECOMMENDATION: That the Islands Trust Executive Committee approve the Engagement Plan for the Policy Statement Amendment project.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Since the Policy Statement was adopted, communities have changed, and new issues and challenges have emerged. Like any plan, it needs to be dynamic and reflect the changing needs of the community and ecology in order to maintain legitimacy with the public and with other levels of government. While Trust Council has made some technical amendments, there has not been an island-wide review of the Policy Statement since it was adopted.

The proposed engagement plan strikes a balance between seeking meaningful public and First Nations input for the introduction and definitions sections and staying within the modest project budget.

The engagement plan offers a significant opportunity for relationship-building with First Nations but true development of neighbour-to-neighbour friendships will depend on continuing prioritization of First Nations relationships and political and staff commitment to on-going dialogue about issues unrelated to this project.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

This Engagement Strategy will support and complement the activities in Trust Council's First Nations and Public Engagement Project Charter adopted in December 2016. The concentrated nature of the Engagement Strategy, as proposed, will result in Trust Area Services staff and contractors having limited time for other tasks. Staff and trustees will need to remain cognizant of staff capacity limitations within Trust Area Services during times of peak activities as there will be reduced ability to undertake advocacy activities.

In addition, existing funding for the Senior Intergovernmental Policy Advisor ends March 31, 2018, which may affect implementation of the First Nations component of the Engagement Strategy.

The First Nations engagement component of the strategy may result in a high demand for meetings between elected officials of First Nations and the Islands Trust Chair/Vice-Chairs and the CAO. These meetings may delay previously assigned work.

FINANCIAL:

Trust Council has allocated \$48,000 in fiscal year 2017/18 for Policy Statement Review. Trust Area Services also has separate funding for contractors and communications that may be used for activities

that complement and support this project. The balance of funds not used in this fiscal year will be requested for 2018/19.

POLICY: This project will result in proposed amendments to the Policy Statement.

IMPLEMENTATION/COMMUNICATIONS:

The Draft Engagement Strategies includes two streams of engagement: one for First Nations and one for non-First Nations community members, including a special session for youth at the Salt Spring High School. Once Executive Committee has approved the engagement plan, staff will develop a detailed work plan and budget to guide project implementation. A focus will be on raising the profile of Islands Trust generally as well as seeking input on the Policy Statement.

Staff will mail the invitation letter to First Nations immediately after Executive Committee approval in order to achieve ambitious project timelines.

To facilitate the desire for meaningful dialogue with First Nations before engaging the general public, consideration may be required on holding a special one-day Trust Council meeting in early May 2018, specifically focused on first reading of the draft amendment the Policy Statement. Even with this extra meeting, considering the requirements of the process for referrals, legal review and engagement, any delays to the project will likely result in the need to postpone third reading until after the 2018 election, into a new term of Trust Council.

As this will be the Islands Trust's first experience with amending the Policy Statement in more than 20 years there may be unanticipated process issues. If necessary, staff will advise the Executive Committee, Trust Programs Committee and/or Trust Council of any concerns with the implementation of the Engagement Strategy or the Policy Statement Amendment Policy requirements.

A key assumption in the Engagement Strategy is that goal remains to amend Parts I, II and Definitions of the Policy Statement within the term of the existing Trust Council. The schedule for this project will require concentrated effort on the part of the Executive/TPC working group as well as Trust Council to meet the various deadlines within the provincially mandated process and the time remaining the term.

OTHER:

If First Nations have significant concerns or objection with the timing or implementation of the Engagement Strategy, staff will provide advice to the EC about potential changes to activities and/or timing.

BACKGROUND

On June 21, 2017, Trust Council resolved:

that the Islands Trust Council assign the Executive Committee, with involvement from Trust Programs Committee as appropriate, to co-ordinate a review of the Introduction, Part I, Part II and Schedule 1 - Definitions sections of the Policy Statement.

The Policy Statement Amendment Policy states that:

As soon as practicable after the initiation of a Policy Statement amendment process, the Executive Committee must adopt an engagement plan per Section C.1., and must consider whether the opportunities for engagement with one or more of the persons, organizations and authorities listed in the plan should be early and ongoing.

This draft Engagement Plan begins the amendment process by outlining activities to engage with First Nations, island community members, and other interested parties on potential changes to the Policy Statement.

There has always been a high level of interest in the Policy Statement – both from islanders and from leaders of other jurisdictions. Many local governments in British Columbia share the values, aspirations and concerns it expresses, but the Islands Trust was among the first to enshrine these statements in public policy. The original 1994 Policy Statement was developed over a period of two years, through a comprehensive public consultation process involving all thirteen Local Trust Areas. Trust Council received input from individuals, community groups and government agencies through open houses and more than 400 written submissions. Given that the previous review didn't involve e-mail, higher levels of public engagement can be expected in any future reviews.

In March 2010, Trust Council established a Policy Statement Assessment Task Force as a subcommittee of the Trust Programs Committee to conduct a preliminary assessment of the Trust Policy Statement and make recommendations regarding further actions. In 2011, the Policy Statement Assessment Task Force recommended that the next Trust Council review the Policy Statement.

The Islands Trust 2014-2018 Strategic Plan contains the goal: Review the Islands Trust Policy Statement.

REPORT/DOCUMENT:

1. Trust Council policy 1.2.i Policy Statement Amendment Policy

KEY ISSUE(S)/CONCEPT(S):

1. Policy Statement amendment
2. Increased public and First Nations' understanding of the Islands Trust and the role of the Policy Statement
3. Engagement of First Nations on topics of importance to them

RELEVANT POLICY:

- *Islands Trust Act*
- Island Trust Policy Statement
- Trust Council Policy 6.1.1- First Nations Engagement Principles
- Trust Council Policy 1.2.i Policy Statement Amendment Policy
- Islands Council Policy 6..10.2 Communications Policy

DESIRED OUTCOME:

- Advance the Islands Trust Object by modernization of the Islands Trust Policy Statement
- Incorporate values identified through Trust Council's visioning process in 2016-2017
- Sustained long-term relationships with First Nations
- Experience with Policy Statement amendment processes that will result in improvements to engagement methods, First Nations working relationships and project management that will inform plans for engagement on subsequent amendments to Part III

RESPONSE OPTIONS:

Recommended:

That the Executive Committee approve the Draft Engagement Strategy and direct staff to begin implementation, beginning with sending a letter to the First Nations Chiefs and Councils.

Alternatives:

1. That the Executive Committee request that staff make changes to the engagement plan and return it to the Executive Committee at the next meeting.

Prepared By: Clare Frater, Director, Trust Area Services

Reviewed By/Date: Russ Hotsenpiller, CAO, October 5, 2017



Engagement Plan

**for amendments to
Introduction, Part I, Part II and Schedule 1 - Definitions sections
of the Islands Trust Policy Statement**

October 5, 2017

Introduction

On June 21, 2017, the Islands Trust Council voted to assign the Executive Committee, with involvement from Trust Programs Committee as appropriate, co-ordination of a review of the Introduction, Part I, Part II and Schedule 1 - Definitions sections of the Policy Statement. By limiting the review/ amendment process on the preamble and definitions sections, Trust Council provides an opportunity to update sections of the document while promote better understanding of the Islands Trust and an opportunity for all parties to the amendment process (Islands Trust staff, provincial staff, First Nations, referral agencies and the public) to familiarize themselves with the Policy Statement and amendment processes. In addition to resulting in updates to a portion of the Policy Statement, this process is intended to prepare all parties for the more complex engagement required to amend the commitment, recommendation and directive policies of Trust Council in Part Three of the Policy Statement.

Trust Council's Policy Statement Amendment Policy outlines the required steps for Trust Council to review and amend the Policy Statement Bylaw. Key considerations for the amendment process are that the Policy Statement Bylaw may be amended by Trust Council only with the approval of the Minister responsible for local government, and such Ministerial approval will be based on ensuring no conflicts with Provincial interests and adequate engagement with First Nations.

The Policy Statement Amendment Policy defines the required sections and audiences for a plan for engaging First Nations and stakeholders on the Policy Statement. These are addressed below:

Context

The current Policy Statement was developed over a period of two years from 1991 to 1993, through a comprehensive public consultation process that generated a high level of public participation and interest. Trust Council considered input from individuals, groups and other government agencies through presentations and more than 400 written submissions that outlined values, hopes and concerns. The Islands Trust Council adopted the Policy Statement by bylaw in June 1994, following approval by the Minister of Municipal Affairs. Trust Council made updates to the Policy Statement in 1996, 1998, and 2002, following further consultation and ministerial approval.

In March 2010, Trust Council established a Policy Statement Assessment Task Force to conduct a preliminary assessment of the Trust Policy Statement and make recommendations regarding further actions. The task force produced a final report in May 2011. In March 2012, Trust Council decided not to undertake a three year comprehensive Policy Statement review process with funding from Canada's Gas Tax Fund.

There has been a growing understanding in recent years of the complexity of First Nations' asserted rights and title and treaty rights in the Trust Area. In 2016, Trust Council recognized that its relationship with First Nations needed to deepen. Trust Council adopted a First Nations Engagement Policy and has

spent a year supporting activities that help trustees and staff develop sincere and meaningful connections with many of these First Nations.

Objectives

- To increase awareness and knowledge about Islands Trust
- To increase awareness of, and develop amendments, on the content and function of the Policy Statement
- To develop stronger relationships with First Nations
- To empower communities to contribute to the success of Islands Trust through meaningful engagement
- To gain experience with the Policy Statement amendment process to inform future processes.
- Final adoption by Trust Council of a bylaw amending Introduction, Part I, Part II and Schedule 1 - Definitions sections of the Policy Statement that includes up-to-date, historically-accurate information.

Key messages

In keeping with Islands Trust Public Engagement Principles (August 2016) and the [December 2016 First Nations and Public Engagement project charter](#) this engagement strategy aims to be inclusive, open and authentic, respectful of First Nations, diverse, accessible, appropriate, informed, transparent and adaptable. Initial key messages will be those below, recognising that these messages may evolve as we go through the process and adapt to input as received, especially from First Nations:

- The Islands Trust Policy Statement is fundamental to the operations of the Islands Trust, guiding decisions about land use planning and advocacy.
- The 20-year-old Policy Statement is outdated and overdue for some updates.
 - Updating the Policy Statement will enable Trust Council to address new issues and challenges in the Trust Area and better recognize First Nations' history, rights and title.
- The Policy Statement Amendment Project will offer diverse opportunities for community members and First Nations to raise issues they are passionate about.
 - Trust Council's current Policy Statement Amendment Project is focused on the introduction and definition sections.
 - Trust Council will record suggestions for amending or creating specific policies for consideration in future phases of the project.

Interested parties

- Trust Area community members
- Islands Trust trustees
- Islands Trust staff
- Ministry of Municipal Affairs and Housing staff
- Honourable Selina Robinson, Minister of Municipal Affairs and Housing
- Media
- Referral agencies:

Islands Trust bodies

Ballenas-Winchelsea Island LTC
Bowen Island Municipality
Denman Island LTC
Gabriola Island LTC
Galiano Island LTC
Gambier Island LTC
Hornby Island LTC
Lasqueti Island LTC
Mayne Island LTC
North Pender Island LTC
Salt Spring Island LTC
Saturna Island LTC
South Pender Island LTC
Thetis Island LTC
Trust Fund Board

First Nations

Cowichan Tribes
Esquimalt First Nations
Halalt First Nation
K'omoks First Nation
Laich-kwil-tach Treaty Society (For information only)
Lake Cowichan First Nation
Lyackson First Nation (NB: protocol agreement in place)
Malahat Nation
Musqueam First Nation
Nanwakolas Clearing House (For information only)
Pauquachin First Nation
Penelakut Tribe
Qualicum First Nation
Sc'ianew (Beecher Bay) First Nation
Semiahmoo First Nation
Shishalh (Sechelt) First Nation
Snaw'Naw'As (Nanoose) First Nation

Snuneymuxw (Nanaimo) First Nation (NB: protocol agreement in place)
Songhees First Nation
Squamish Nation
Stz'uminus (Chemainus) First Nation
Tla'amin (Sliammon) Nation
Tsartlip First Nation
Tsawout First Nation
Tsawwassen First Nation
Tseycum First Nation
Tsleil-Waututh First Nation
T'Sou-ke Nation
We Wai Kai (Cape Mudge) Nation
Wei Wai Kum (Campbell River) First Nation
Xwemalkwu (Homalco) First Nation

Regional districts

Capital Regional District
Comox Valley Regional District
Cowichan Valley Regional District
Metro Vancouver Regional District
Nanaimo Regional District
Powell River Regional District
Sunshine Coast Regional District

School district boards

School District No. 45 (West Vancouver) (Gambier)
School District No. 46 (Gambier)
School District No. 79 (Thetis)
School District No. 68 (Ballenas-Winchelsea)
School District No. 69 (Ballenas-Winchelsea/Lasqueti)
School District No. 71 (Denman/Hornby)
School District No. 64 (Gulf Islands – Galiano/Mayne/North Pender/Salt Spring/Saturna/South Pender)

Improvement district boards

Gabriola (Fire Protection District)
Graham Lake (Improvement District)
Schmidt (Improvement District)
Galiano Estates (Improvement District)
Gossip Island (Improvement District)
Montague (Improvement District)
Spanish Hills (Improvement District)
Wise Island (Improvement District)
Bennett Bay (Waterworks District)
Campbell-Bennett Bay (Improvement District)

Lighthouse Point (Waterworks District)
Mayne Island (Improvement District)
Village Point (Improvement District)
Georgina (Improvement District)
Razor Point (Improvement District)
Trincomali (Improvement District)
Harbour View (Improvement District)
Mount Belcher (Improvement District)
North Salt Spring (Waterworks District)
Piers Island (Improvement District)
Salt Spring Island (Fire Protection District)
Scott Point (Waterworks District)
Secret Island (Waterworks District)
Saturna Shores (Improvement District)
Thetis Island (Improvement District)

Provincial government

Ministry of Agriculture
Ministry of Municipal Affairs and Housing
Ministry of Environment and Climate Change Strategy
Ministry of Forests, Lands, Natural Resource Operations and Rural
Development – South Coast Office
Ministry of Forests, Lands, Natural Resource Operations and Rural
Development – West Coast Office
Ministry of Transportation and Infrastructure
Ministry of Energy, Mines and Petroleum
BC Ferries
Agricultural Land Commission

Federal government

Environment Canada
Transport Canada
Department of Fisheries and Oceans
Parks Canada

Engagement activities and timing

The Policy Statement amendment project will engage First Nations, community members and referral agencies using a variety of on-line and in-person methods as outlined below. The proposed timeline, as set out in section nine of the Strategic Plan, is very ambitious and may require amendment during the project.

Activity	Intent	Date
Referral letter to all First Nations Chiefs and Councils: inviting them to be involved in process of reviewing the Policy Statement including offer of meetings with staff and other FNs to First Nations	Letter will give FNs the opportunity to define their participation in a way that suits them- from receiving information to active participation in meetings.	Mid-October 2017
Meetings with First Nations: Meetings with FN designated participants from those FN who wish active involvement and the Islands Trust.	Meetings with FNs to discuss amendment process and provide input to revisions of the text in the spirit of reconciliation.(Budget designed for up to four group meetings.)	Mid-December to August 2018
Launch dedicated page on website: An interactive page on the Islands Trust website will be developed that will include updates and information on Policy Statement process with video, comments area, survey.	Provide timely, accessible and useful information on the process that enables community members of all ages to be informed on the project and provide input	Mid-January 2018
Videos for website: Videos of Islands Trust, successful community projects, community leaders discussing ideas relevant to themes in the introduction section.	Videos will provide information on Islands Trust, the Policy Statement amendment process and inspiring ideas for change	Mid- January to May 2018
Provide information and consultation products and opportunities: Establish and monitor dedicated in-box, news release/subscriber notice, information sheets for LTCS meetings, infographics, copies of Policy Statement to island libraries and Islands Trust offices, display boards, brochures, speaking notes for various spokespersons, etc.	Communication products and processes that provide clear messages on the process and explain easy ways for community members to offer opinions.	Mid- January – August 2018
Online Survey: An opportunity for community to comment directly on themes within the Policy Statement	Gather significant amount of data and information from community members on specific elements of Parts I, II and Definitions	May 2018
Social Media Strategy: Develop details on connections from	Create a seamless approach to social media from the Island Trust website	May 2018

dedicated Islands Trust website page to social media (Facebook, Twitter, Instagram)	page dedicated to the project	
Online Town Hall Meeting: Panel of featured speakers (Trustees, authors, community leaders) with in-house audience as well as online presence for viewing and questions. Perhaps FaceBook Live. Lots of behind scenes people and planning. 2 months to plan	Provide an opportunity to celebrate Islands Trust and the islands and to discuss in a congenial format ways to make positive change with the organisation and on the islands. Moderated and questions from audience and online through the moderator to the panel.	June 2018
Post cards – 4"x8" Beautiful cards with art as watermark and text from the Policy Statement on one side – space for comments on the other side. Boxes in libraries or mail in.	Provide an opportunity for people to write out comments on paper. These post cards will provide information on the Policy Statement as well as way for people to provide their thoughts.	May 2018
Tea and Conversation for Change - Tour of the Islands: Staff-hosted weekend afternoon events at community halls with tea, coffee and desserts will provide a fun opportunity to explain the Policy Statement amendment process as well as celebrate what is and isn't working, and hear from community members about their ideas for change and hopes for the future of the islands.	Islands Trust is on 13 islands to hear directly from community members in a collaborative environment.	May – mid-July 2018
Salt Spring High School event- Youth involvement: In collaboration with teachers, Islands Trust staff will meet with high school students to hear about their hopes and dreams for their island communities as well as provide information on local governance.	To gain youth opinions , in an environment they are comfortable in (This discussion may fit well into Social Studies classes. Input from teachers will be the first step. Providing refreshments will be helpful.)	June 2018
Early Outreach and Referral letters to Agencies: As required by provincial statutes: LTCs; First Nations; local, regional, provincial and federal government agencies will be sent referral letters inviting comments on the draft amendments to the Policy Statement	To meet provincial requirements. See appendix D	May to August 2018

Approach to First Nations engagement

The engagement plan includes early discussions with representatives from the 28 First Nations in the Trust Area. This initial engagement with First Nation representatives will be the first ever invitation to open a dialogue about strategic direction for Islands Trust and that the “vehicle” for that dialogue will be the Policy Statement amendments. The First Nations engagement component will be focused on relationship development. It is anticipated that the initial meetings will likely focus on how to engage, communication expectations, and how to ensure that the leadership of participating Nations fully understands the purpose of the work, as this will set the stage for ongoing Policy Statement amendment discussions and other strategic governance tools. The intention is that no topic would be off limits and Islands Trust staff would commit to recording and handling input by considering it for the project, conveying it to the province or local planning services, or recording it for future phases of the project in the Policy Statement Topic Review Inventory, or taking other actions as necessary.

The Islands Trust plans to offer to pay First Nations \$150 per meeting plus travel costs for one staff person per nation to attend meetings associated with this project (up to a maximum of nine participating Nations). If more than nine Nations wish to participate, then a system will be proposed to accommodate interest but keep the group at a fairly small size for efficiency of getting work done. This may involve rotating involvement and/or a more rigorous reporting out to all First Nations, and being open to written submissions. There is no plan at this time to make a similar offer for other referral processes in future and it will be described in communications as a fee-for-service (rather than an honourarium) for “strategic advice” to Islands Trust. This is a novel approach which would put Islands Trust among one of the first local governments in BC to take this approach.

The engagement with First Nations would begin before public engagement activities and continue throughout the entire project, and would ideally will include First Nations participation in the public engagement activities.

Risks and mitigations

1. **Lack of First Nations Capacity to Participate:** Feedback from FNs may include refusal to participate due to previously stated capacity challenges to deal with the volume of referrals Islands Trust sends them (to date, significantly negative feedback about referrals has been received by Lyackson FN, Chemainus FN, Tla’amin Nation, Snuneymuxw FN and Tsawout FN). Requesting additional involvement in amending the Policy Statement may further damage the relationship between Islands Trust and those Nations and/or the gains made in improving the reputation of Islands Trust to those Nations who have already explicitly said to us that they have capacity issues. It is also possible that other FNs are struggling with capacity issues and a request to participate in this project may elicit more negative feedback than the five FNs who already have.

Additionally, the Regional Conservation Plan is being sent out to First Nations within a week of the planned referral letter regarding the Policy Statement Amendment project.

Given we are in the earliest years of an era of Reconciliation initiatives, many First Nations are currently experiencing the highest-ever level of requests from non-Indigenous agencies for

participation in a wide range of projects/initiatives. Capacity to participate in optional projects may be more acute in 2017/18 than at a future time.

Mitigation Plan: The letter of invitation to participate in this project assures First Nations that the strategic objective is to start discussions with First Nations about strategic issues and it is the intent of Islands Trust that this be an ongoing effort;

- that the vehicle to start this strategic dialogue is the Policy Statement but the dialogue may reach beyond that document; and
- that a written record of the discussions will be sent to a FN if requested due to limited capacity to participate in person.

2. **Too Few First Nations Want to Participate:** FNs have made it very clear that silence from them is not acquiescence, nor does it assume a lack of interest. They deal with multiple pressures and may not be able to match the timelines or expectations that Islands Trust has for expressed interest.

Mitigation Plan: If by the end of 45 days, a First Nation has not expressed their interest or lack of interest in this project, staff will call the band office to ask for verbal feedback.

3. **Too Many First Nations Want to Participate in the Project:** The current budget could not accommodate more than nine participating First Nations.

Mitigation Plan: If more than nine Nations wish to participate, then a system will be proposed to accommodate interest but keep the group at a fairly small size for efficiency of getting work done. Possible strategies would include:

- A more rigorous reporting out to all interested First Nations
- Process open to written submission in lieu of in-person meetings

4. **Protocol Agreements are a Typical Prerequisite for First Nations to Begin Meaningful and Ongoing Dialogue with Government Agencies:** Currently Islands Trust only has Protocol Agreements with two out of 28 First Nations. The timelines, process and budget for the Policy Statement Amendment project does not accommodate the necessary resources to set up Protocol Agreements if any of the remaining 26 First Nations request this as a preliminary step before engagement on this project.

Mitigation Plan: Staff will explain the lack of resources for this and commit to advising Trust Council of a Nation's interest in establishing a protocol agreement.

5. **Lack of Islands Trust Capacity to Maintain Momentum:** Gains in relationship building with First Nations, as well as gains made in improving the reputation of Islands Trust with First Nations may be lost if momentum drops off on the Policy Statement Amendment project. Generally speaking, First Nations have a mistrust of government agencies and can be skeptical on engagement. To lose momentum on this project would be perceived as "not keeping our word".

Mitigation Plan: Staff will ensure messaging with First Nations includes a focus on long-term relationship building that is not contingent on the adoption of a Policy Statement amendment bylaw.

6. **Mismatch of First Nations and Public focus for amendments:** With regard to making the introductory sections of the Policy Statement better reflect an acute historical context for Islands Trust, First Nations may consider this as considerably more important than the actual policy topics and will want attach more importance than Islands Trust staff, trustees or island community may. One of the key messages First Nations have been consistent about in this era of reconciliation is that acknowledgement of the tragedies suffered by their Nations be acknowledged by mainstream Canadian culture. The importance attached to this section may slow the process enough that public engagement may need to be postponed.

Mitigation Plan: Staff will propose adjustments to the project timeline if deemed necessary to the success of the project and positive relationship-development with First Nations.

7. **Trust Council does not pass the revised draft language at first reading:** Trust Council may choose not to pass the amendment bylaw as presented and return it to staff for future work. This would result in an extension of the project timelines.

Mitigation Plan: Staff will provide the draft language to Council committees for comment prior to the Trust Council meeting in order to identify any areas of concern.

8. **Referral agencies do not understand the Policy Statement or purpose of referral:** It has been many years since Islands Trust referral agencies have had to consider changes to the Policy Statement. In addition, they may question why they input is being sought on the introduction and definition sections only, rather than the policies that they may be more familiar with.

Mitigation Plan: Staff will undertake an assessment and, as necessary, contact referral staff before the referral is sent to explain the project. Staff will also draft a clear, easy-to understand, referral letter.

Resources/Budget

First Nations process – 3 meetings, up to 9 FN representatives, travel, lunch	\$13,000.
Video production	\$10,000.
Copies of Policy Statement to each library and for each First Nation community	\$300.
Town Hall Online meeting	\$5000.
Post cards – art work, design and production	\$1000.
Tea and Conversation for Change – 13 island workshops	\$ 9,000.
High School event(s) – refreshments	\$ 700.
Legal review	\$8,000.
Display and handouts	\$1,000.
Total	\$48,000.

Appendices

Appendix A – Proposed Timeline

Appendix B – Engagement Principles

Appendix C – Draft Invitation Letter to First Nations Chief and Council

	Public Engagement Principles and Communications Objectives August 17, 2016
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“Good public participation results in better decisions” – [International Association for Public Participation](#).

Local trust committees and Trust Council make decisions about the islands in the Salish Sea that affect First Nations, the public and other stakeholders.

Effectively and consistently engaging with people affected by those decisions leads to good governance, better policies, durable decisions, reduced conflict and enhanced civic participation.

Successful public engagement is guided by well-defined and formalized principles that represent a promise to the public and stakeholder groups, help establish shared expectations and a shared vocabulary and improve the working relationship between elected officials, senior managers and staff.

The principles that follow are adapted from the Islands Trust Policy Statement, the Communications Policy 6.10.ii, in the Executive Committee Terms of Reference, observations from Trust Council roundtable discussions, staff survey and conversations, as well as the International Association of Public participation and best practices research in local government public engagement.

The principles will guide the communications and engagement initiatives and activities sponsored by Trust Council, local trust committees and within the organization.

Guiding Principles for public engagement at Islands Trust

Inclusive:

Those who are affected by an issue or decision should have an opportunity to influence outcomes and choices. Trust Council will seek information from a broad range of sources in its decision-making processes, recognizing the importance of local knowledge in this regard (Policy Statement)

Open and authentic:

Input of the public should play a role in the decision-making process. Trust Council believes that open, consultative public participation is vital to effective decision making for the Trust Area (Policy Statement)

Respectful of First Nations:

To strengthen relationships with over 30 tribes and nations in the Trust Area, Trust Council will root all its engagement practices in the spirit of reconciliation. (In a separate RFD, staff are seeking direction from EC to develop a Project Charter and set of principles to inform a new organizational approach to First Nations' relationship-building. Once approved by EC and possibly TC, these principles would be incorporated into all correspondence and communication.)

Diverse:

Decisions are more durable when all participants are aware of the range of interests and needs of everyone involved, including decision makers, surrounding an issue or decision.

Accessible:

Everyone potentially affected by the process has an opportunity to become involved.

Appropriate:

The public engagement process uses one or more discussion formats to reach the identified participants and, where feasible, invites input into the design of the process.

Informed:

Those involved in engagement exercises have the information required to meaningfully participate in the process.

Transparent:

Participants are informed about how their contributions were considered, used and/or not used.

Adaptable:

Each public engagement process, along with the collected feedback, is evaluated so that lessons can be shared broadly and applied to future engagement efforts.

2014-2018 Communications Objectives

The following proposed communications objectives will be realized using different strategies for the remainder of this Council's term and will be updated regularly as appropriate.

1. Improve community and agency understanding and support of the Islands Trust (2014-2018 Strategic Plan – priority #9)
2. Improve community engagement and participation in Islands Trust work (2014-2018 Strategic Plan – priority #10)
3. Increase profile (visibility) of the Islands Trust within the Trust Area (e.g. increased presence at community events and going where the public is)
4. Create and maintain a positive (modern, consistent, uniform) image of the Islands Trust (e.g. graphic design standards, issues management and processes, revisit tag line – on EC agenda)
5. Prepare trustees and staff (planning and bylaw enforcement) – the face of the organization – to deliver consistent and co-ordinated messages to the public and stakeholders in a way that reflects the unique character and needs of each island and project.
6. Create ongoing opportunities to listen to public and stakeholder opinions and concerns and report back when appropriate (e.g. web comments handling, feedback line/channel, comment cards at offices, rotating weekly/monthly FAQs on web, at LTC meetings, etc.)

Policy Statement Amendment

8020

	Responsibility	Prior	Sept	Oct	Nov	Dec	Jan 2018	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep 2018
Deliverable/Milestone															
Project Planning															
Working Group/ All Staff															
Referrals letters to First Nations															
First Nations Feedback															
Public Engagement															
Drafting 1st Reading & Legal Review															
1st Reading															
Agency and First Nations Referrals (60 days)															
Drafting 2nd Reading & Legal Review															
2nd and 3rd Readings															
Referral to Ministry															
Close Project															
Lessons Learned															
Celebrate!															

Legend:

Not Started

In Progress (IP)

IP Concerns

IP Major

Complete

Milestone

Milestone Attained

Draft text for Inviting First Nations to Participate in the Policy Statement Amendment project.

[N.B. Need to customize Lyackson and Snuneymuxw letters to recognize commitments in our protocol agreements]

Dear Chief and Council,

On behalf of the Islands Trust Council, I am writing to invite you to open dialogue with Islands Trust about possible amendments to our strategic guiding document, the Policy Statement . We would like to use the process of updating this twenty-year-old document as a “vehicle” for meaningful dialogue with the First Nations who have asserted rights and title, and treaty rights in the Trust Area. We sincerely hope that this process will lead to consistent discussions with First Nations about strategic issues for Islands Trust.

We are cognizant of the 2015 Truth and Reconciliation Report’s Calls to Action for local government authorities and would like to use this project as an opportunity to work towards ongoing reconciliation. To set the stage for the important on-going work of amending the Policy Statement in future years, we are limiting this project to the introduction and definition sections. We are particularly interested in this phase in revisions in the introduction that establish an accurate historical context.

We anticipate that the first meeting or two will focus on how to engage, communication expectations, and how to ensure that the leadership of participating Nations understands the purpose of the work. Our intention is that no topic would be off limits during the meetings and Islands Trust commits to receiving advice from First Nations regardless of whether or not the subject relates directly to the Policy Statement Amendment. For example, advice related to matters of provincial jurisdiction will be gathered and forwarded to appropriate ministries. We would also like you to be aware that, in addition to this project, the Islands Trust Council is developing a process for identifying potential changes the provincial government could make to the *Islands Trust Act*. We look forward to incorporating First Nations’ input received during conversations on this project into the early thinking about how the *Islands Trust Act* could be amended to benefit the region.

We would like to host an initial meeting in mid-December 2018. We would greatly appreciate hearing from you before then regarding your interest in participating. We anticipate that the next meeting would be in early January.

It is the intention of Islands Trust to have discussions with First Nations before embarking on a more general public engagement program. We would be pleased if First Nations representatives would like to join us in our public engagement activities.

We recognize that one of the most pressing issues for First Nations in this early stage of reconciliation for Canada and her Indigenous People is the challenge to find capacity to respond to increasing requests from non-Indigenous agencies to participate in projects and initiatives. To that end, Islands Trust would like to offer First Nations representatives \$150 per meeting plus travel costs for one staff person per nation to attend meetings associated with this project (up to a maximum of nine participating Nations). This would be considered a “fee-for-service” for strategic advice for Islands Trust. Unfortunately, we

cannot extend these kinds of fees for normal business matters such as referrals on bylaws. If more than nine Nations wish to participate, then we will proposed a system to accommodate interest but we hope to keep the group at a reasonable size for efficiency of getting work done.

We recognize that some First Nations may simply wish to be informed as we progress or may wish to provide written comments only.

We welcome the opportunity to work with your nation in the way that works best for you. Thank you for considering this invitation, please feel free to contact me with any questions.

Respectfully,

Peter Luckham
Chair, Islands Trust Council
pluckham@islandstrust.bc.ca

Attachment: Islands Trust Policy Statement



REQUEST FOR DECISION

To: Executive Committee

For the Meeting of:: October 11, 2017

From: Russ Hotsenpiller

Date: October 4, 2017

SUBJECT: 2018 EXECUTIVE COMMITTEE MEETING DATES

RECOMMENDATION: That the Executive Committee approve the proposed meeting schedule for 2018.

BACKGROUND

Provided for review and approval is the proposed 2018 Executive Committee meeting schedule. This schedule will have to be approved prior to the next Executive Committee meeting in order to allow enough time for other committees to draft their 2018 schedules and receive approval at their respective November 2017 meetings (last meetings of the year).

The proposed Executive Committee schedule takes into account new revisions to the 2018 Trust Council meeting dates, which have not yet been approved. The new schedule will be on the December Trust Council agenda but could also be approved by RWM if deemed appropriate.

Trust Council approved the following schedule at its June 2017 meeting:

March 13-15, 2018 – Salt Spring Island

June 19-21, 2018 – Saturna Island

September 25-27, 2018 – Gambier/Keats *(suggested change – September 18-20)*

November 20-22, 2018 – Victoria *(suggested change – November 6-8)*

Revisions have been made in order to allow trustees to take their oath of office and begin their duties in a much timelier manner. If the Trust Council meeting dates are not changed, no trustee will be able to serve for an entire 2-week period. The September 2018 Trust Council meeting date has been changed in an effort to lengthen the period between these two Council meetings.

Should Council choose not to approve these changes, staff will then revise this schedule and return to Executive Committee for approval.

ATTACHMENT:

Attachment 1 – Islands Trust Executive Committee 2018 Meeting Schedule



Islands Trust Executive Committee 2018 Meeting Schedule

October 3, 2017

All meetings will be held in the Islands Trust Victoria office (#200, 1627 Fort Street) on Wednesdays, starting at 8:45 a.m., unless otherwise noted.

January 17

February 7

February 28

March 13, 12:00 pm (Salt Spring Island – Trust Council)

April 11

May 9

June 6

June 19, 12:00 pm (Saturna – Trust Council)

July 18

August 15

September 5

September 18, 12:00 pm (Gambier – Trust Council)

October 10

October 24

November 6, 12:00 pm (Victoria – Trust Council)

November 28

December 12

Trust Council Meetings

March 13-15, 2018 – Salt Spring Island

June 19-21, 2018 – Saturna Island

September 18-20, 2018 – Gambier/Keats

November 6-8, 2018 – Victoria

Council Committee Meetings

TPC – Feb , May , Aug , and Oct

LPC – Feb , May , Aug and Oct

FPC – Jan , Feb , May , Aug , Oct

REQUEST FOR DECISION

To: Executive Committee

For the Meeting of: October 11, 2017

From: Russ Hotsenpiller

Date: October 5, 2017

SUBJECT: POST INCORPORATION INITIATIVES ON SALT SPRING ISLAND

RECOMMENDATION: THAT Executive Committee direct staff to engage with relevant service providers and community to coordinate a framework to address service delivery and governance issues for Salt Spring Island.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: N/A

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: No identified organizational implications at this time.

FINANCIAL: There may be some incremental costs associated with staff travel and overtime to attend any public meetings.

POLICY: There are limited policy implications at this time.

IMPLEMENTATION/COMMUNICATIONS: Trust Area Services would be informed of any developments at their November 2017 meeting. Otherwise the Islands Trust would adopt a passive communications approach at this time as the focus would be upon meeting and discussing options with community and other agencies.

BACKGROUND

In the wake of the Salt Spring Island Incorporation result, a number of initiatives and agencies have initiated discussion on the current governance and operations regime. Generally speaking, the following activities are taking place or anticipated to take place:

1. The POSITIVELY NO campaign has morphed or merged with others into the Community Forum to discuss ideas moving forward. They had a meeting at Lions Hall on September 26, which was standing room only. Island Trust staff attended on a non-working basis, robust conversation ensued, next meeting is on November 14.
2. Adam Olsen, MLA, Saanich North and the Islands, has indicated support for investigating next steps for Salt Spring and is engaging with community and grass roots group at the present time.
3. The Capital Regional District presumably will be reviewing its service delivery in light of the problems identified during the incorporation process.
4. NSSWD (North Salt Spring Water District) and improvement agencies, in light of the results, have made public the idea that they may consider dissolving or reimagining their structure under the CRD.

5. The Electoral Area Director and Local Trustees continue to work on governance and service integration and will be critical to any future service delivery change.
6. The Ministry has indicated generally that it remains engaged with the Salt Spring issue but has not identified a specific role, program or set of outcomes.
7. Trust Council, Islands Trust made the following motions:

a. **TC-2017-054 MOVED by Trustee Morse, SECONDED by Trustee Allen,**

that Trust Council confirm support for innovations that would address issues raised during the recent Salt Spring Incorporation vote and that Trust Council direct the Executive Committee to discuss with the Province and report to Trust Council at the December Trust Council meeting on a process to identify potential governance and/or operational change that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.

CARRIED

b. **TC-2017-055**

MOVED by Trustee Brent, SECONDED by Trustee O’Sullivan,

that Trust Council direct the Executive Committee to work with Trust Programs Committee to create a working group drawn from the full membership of Trust Council to identify potential governance or operational changes that could be adopted in order to improve the delivery and integration of all the types of services that are delivered to the Islands Trust Area.

CARRIED

8. Any other unidentified initiatives.

Analysis: In short, there are a variety of interested parties and actors involved in varying degrees and on different timelines trying to address the post incorporation reality on Salt Spring. Trust Council has indicated interest in working towards a solution and passed resolutions to that effect in September, however many of the key issues are being discussed by community in real time. At this point there has been no coordination planning done with responsible agencies, those being the CRD, the Ministry, the improvement districts or the Province. The Islands Trust could play a key role in bringing people together on a variety of governance issues.

While Trust Councils direction to create a working group will be assistive in the longer term, there is at present no organizational participation by the Islands Trust in:

- a. Engaging with the community as they identify issues and scope solutions,
- b. Engaging with other organizations to create a framework for addressing service coordination issues and preferred outcomes.

It will be of benefit if the Islands Trust is actively participating in the early stages of this public discussion. It is recommended that staff engage with current activities and relevant agencies in order to understand local issues and be prepared for any changes that may be adopted. This engagement would be reported to Trust Area Services for their consideration and direction for any next steps.

KEY ISSUE(S)/CONCEPT(S):

That the Islands Trust should engage in current community meetings regarding Salt Spring governance and operations issues and begin a process of engagement with other service providers.

DESIRED OUTCOME: A meaningful and timely engagement by the Islands Trust in the post incorporation discussions and outcomes.

RESPONSE OPTIONS

Recommended: THAT Executive Committee direct staff to engage with relevant service providers and community to coordinate a framework to address service delivery and governance issues for Salt Spring Island.

Alternative: Some other direction by the Committee.

Prepared By: Russ Hotsenpiller

Date: October 5, 2017



September 21, 2017

Ref: 207058



Peter Luckham
Chair
Islands Trust
200 - 1627 Fort St
Victoria BC V8R 1H8

Dear Chair Luckham:

As Minister of Municipal Affairs and Housing, I am writing to express my appreciation to the Islands Trust for your support in the governance review process recently concluded on Salt Spring Island. As you know, on September 9, 2017, after a highly engaged local debate, the voters of Salt Spring Island indicated a desire to remain within the rural governance framework.

With incorporation now not an option, I anticipate that the local agencies that provide the backbone of local services and governance on Salt Spring Island – the Capital Regional District and Islands Trust – will take stock of the issues raised and seek opportunities within the rural framework to potentially address the concerns that caused some voters to seek a change in governance structure.

The Ministry of Municipal Affairs and Housing remains committed to sustainable and accountable governance for communities generally, as well as to supporting the Islands Trust and the Capital Regional District as they respond to the community interests and concerns raised in the incorporation study process.

I would like to acknowledge your collective commitment to collaboration and resilience in furthering the preservation and protection of the Gulf Islands and their multiple communities. On behalf of the Province of British Columbia, please extend my appreciation to the staff of the Islands Trust and your colleagues on the Trust Council for their support throughout this process, and for their ongoing assistance in supporting the community on Salt Spring Island in exploring its governance framework.

Sincerely,

Selina Robinson
Minister

.../2

Peter Luckham
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pc: George Grams, Trustee, Salt Spring Island Local Trust Area
Peter Grove, Trustee, Salt Spring Island Local Trust Area
Russ Hotsenpiller, Chief Administrative Officer, Islands Trust



Thetis Island, September 26, 2017

September 26, 2017

To Chair Susan Morrison and the Thetis Island Local Trust Committee
Islands Trust Northern Office
700 North Road
Gabriola Island, BC, V0R 1X3

Re: Bylaw infractions (large vessel anchoring) in Trincomali Channel

Dear Trustees

ACT (Anchorage Concern Thetis) was formed by a group of concerned citizens and property owners who live on Thetis Island.

ACT believes that deep-sea freighters that anchor almost continuously at one or more of the nine anchorage sites in Trincomali Channel (the Practice) contravene one of two relevant bylaws and harm environments, in contravention of the Islands Trust 'preserve and protect' mandate, upon which the bylaws are based.

ACT has reported the Practice to the Islands Trust Bylaw Enforcement Office. While evidence of negative environmental impacts are not required to enforce the Bylaws, their extent demonstrates the urgency for immediate correction.

Because Thetis trustees were previously provided ACT's draft report to Thetis property owners on environmental impacts, only an updated summary, and not the full report follows here. Information on shipping vessel 'harms' is available from the United Nations' International Marine Organization. What isn't available -- because, to our knowledge, it has never been professionally assessed -- is the level of 'risks' those harms represent in Trincomali Channel.

Impacts on the social environment include:

-- brilliant lights at night many shining into bedroom windows, maintenance and 24-hour engine noise, economic losses to related to recreation and tourism, and cultural/aesthetic loss related to industrial use in a specially-dedicated pristine environment. (You may wish to consult with the Lyackson Nation and Penelakut band to hear their concerns about the anchorages.);

Impacts on the natural world include



-- Anchor chains are giant indiscriminate sea-bed scrapers scouring the ocean floor and kicking up sedimentation that destroys fish and other marine species habitat. An ongoing Australian chain-dragging study concludes that anchoring in previously undisturbed areas "causes greater sea-floor damage than it does to long-used commercial ports." It suggests keeping anchorages near major ports "and avoid areas of high conservation value.";

-- Anchor loss and anchor dragging can result in ships running aground, colliding with other ships, spilling oil and cargo, polluting shorelines and protected areas. Eight years ago, an ocean vessel dragged its anchor and ran aground on a reef in the southern Gulf Islands. Another ship earlier this year was caught in a chain dragging incident in Cowichan Bay. We believe Trincomali's sea bed will be found to be rocky and sloped, qualifying it as a poor anchoring ground where the anchor may be stuck;

-- Noise. Gabriolans Against Freighter Anchorages (GAFA) research notes that "underwater sound generated by ships has the potential to alter the behaviour and threaten the livelihood of marine animals." Deplorably, noise contributes to the feared ecocide of southern resident killer whales, frequently seen in Trincomali;

-- Emissions. With too many ships, spotty regulations, longer anchorage stays and some controversial cargo, the shipping industry is often on the wrong side of the fight against climate catastrophe. The industry directly contributes about 3 percent of the total climate-change emissions. The Paris Accord puts no cap on it so it's expected to increase to almost 6 percent by 2050. Indirectly, the industry contributes even more. Many vessels anchored in Trincomali are waiting to load U.S. thermal coal at Roberts Bank to ship to Asia for use in generating electricity. The burning of coal is the largest single contributor to global warming, accounting for 46 percent of CO2 emissions worldwide. Earlier this year BC premier Christy Clark appealed to Prime Minister Justin Trudeau to ban exporting U.S. "filthy thermal coal" through BC ports. She said thermal coal "fouls the air. It fouls the oceans. It's terrible for the environment." It could be argued that moving anchorages out of Trincomali will only transfer and not reduce their impact on global warming. The counter-argument is that the proliferation of citizen groups such as ours worldwide, backed by enlightened governments, will pressure polluters to shrink the total volume of carbon emissions. The International Transport Forum reports that nitrogen and sulphuric oxides (NOx and SOx) emissions from ships are linked to serious health outcomes and deaths. While the Port of Los Angeles is aggressively reducing these emissions, there's no similar enforcement on Canada's west coast.

-- Discharges: ACT has been unable to gain full information about the nature of vessel discharges in Trincomali. Although we've been assured of public safety, we don't know if, when and how the discharges are monitored. We obtained photos of a freighter in Plumper Sound in the middle of what appears to be film on the water washing out from the ship in a large circle. We also have a photo of a ship at a Trincomali anchorage spraying liquid from her bow. The International Maritime Organization explains that ballast water "may pose serious ecological, economic and

Letter to Honourable Marc Garneau, Minister of Transport

Page 2



health problems due to the multitude of marine species carried in ships' ballast water. These include bacteria, microbes, small invertebrates, eggs, cysts and larvae of various species. The transferred species may survive to establish a reproductive population in the host environment, becoming invasive, out-competing native species and multiplying into pest proportions. The effects of invasive species in many areas of the world has been devastating... (and) continues to increase. (And it's) recognized as one of the greatest threats to the ecological and economic well-being of the planet. Health effects are increasingly serious and damage to the environment is often irreversible." Even if new international rules imposed this fall apply to Trincomali anchorages, there's no sign of monitoring and enforcement.

-- Spills. The threat of oil spills and fuel leaks from ship mismanagement, collisions, or running aground is well documented. Two years ago, in English Bay the anchored MV Marathassa leaked 2,700 litres of bunker fuel. If it happened in Trincomali, the environmental damage would have been far greater, given the lower level of scrutiny and emergency response forces here. GAFA noted that an accidental leak from a freighter at a proposed anchorage northeast of their island, carrying 4.5 million litres of bunker fuel, "would rapidly drift onto the coastline and destroy shore and marine ecosystems."

Action

In July, 2017 ACT asked key people and agencies to provide us with their knowledge of the impacts of freighters on Trincomali's environment. Our purpose was to gain an understanding of the problem to help us find a solution. Among others, letters were sent to Yvette Myers, Transport Canada Pacific Region; Marc Garneau, Minister of Transport Canada; Minister Le Blanc of the Department of Fisheries and Oceans and Canadian Coast Guard; Catherine McKenna, Minister of the Environment and Climate Change; Clare Frater staff and Peter Luckham and Ken Hunter trustees with Islands Trust; Pacific Pilotage Association; Vancouver Fraser Port Authority; Nanaimo Port Authority; Chamber of Shipping; MP Alistair MacGregor; MLA Doug Routley;

To date we have received no response from any agency or department of the Federal Government, Province of BC or Islands Trust with information about specific environmental risks from large vessels anchoring in Trincomali Channel.

It is our understanding that the Province owns the waters and the submerged lands of the Strait of Georgia which includes Trincomali Channel. The Practice is therefore occurring and causing the significant harm noted above within an area which is the subject of Provincial and Thetis Island Local Trust jurisdiction.

It is our understanding that the Thetis Island Local Trust Committee has enacted two relevant Bylaws namely

- 1.- Thetis Island Land Use Bylaw No. 89, 2011 -- (see Part 10.1 Water Zones)



2. Valdez Island Rural Land Use Bylaw No. 42 -- (see Part 2 5.2.7 Marine Conservation W1 Zone)

Both By-laws prohibit the anchoring of commercial vessels in the Trincomali Channel and (in particular), within the areas where these commercial vessels are currently anchoring.

We therefore assert that Thetis Island Local Trust Committee has a duty to act (the Legal Obligation), without delay, in relation to the Practice. We assert the Thetis Island Local Trust Committee has a duty to:

-- inquire into and confirm its legislative authority to act to regulate the Practice. There may be questions of overlapping authority with the Federal Government;

-- act immediately to enforce its bylaws and prevent the continuation of the Practice and to seek such assistance from the Province of British Columbia as may be necessary;

-- provide timely reports to ACT, and other interested parties, setting out the information it has learned and the steps it has taken to fulfill its Legal Obligation.

May we please have your response within 14 days of the date of the correspondence addressed to the following.

Doug Fenton, ACT
dfenton12@gmail.com

Angela McDiarmid, ACT
angela.mcdiarmid@gmail.com

P.S. Please advise on you wish to communicate with us.

Cc to Honourable George Heyman, BC Minister of Environment and Climate Change Strategy;
Honourable Selina Robinson, BC Minister of Municipal Affairs and Housing;
MP Alistair MacGregor;
MLA Doug Routley.



September 15, 2017

Peter Luckham
Chair, Executive Committee
Islands Trust
200 - 1627 Fort Street
Victoria, B.C. V8R 1H8

Dear Peter,

As mentioned in my delegation to Trust Council on September 13/17, the Denman Community Land Trust Association (DCLTA) is creating a seniors' affordable housing development. I am writing to ask the Executive Committee to sponsor our September 6/17 property-specific application to amend the Denman Island Land Use Bylaw to allow this land use.

DCLTA was incorporated as a non-profit society in 2008 (S0054085) and gained charitable status in 2009 (84223 0898 RR0001). Our mission is to create secure, long-term, affordable housing for low-income earners and those on low fixed incomes with a residential commitment to Denman Island. Our first affordable housing project was tenanted April 2015. This project aims to create 8 dwelling units (4 duplexes) designed to provide secure, rental accommodation for low-income senior residents of Denman Island within their community.

For some time, many Denman islanders have been concerned that a substantial number of our residents over 65 years of age are at risk of homelessness, living in substandard housing, or paying rent and hydro costs that together far exceed 30% of their income. In 2015, DCLTA engaged a consultant to prepare an assessment of seniors' affordable housing needs on Denman Island. The consultant consolidated several earlier studies of seniors' housing needs in this community and incorporated the latest information available from Statistics Canada, BC Stats, and the Islands Trust. The resulting report concluded that the Island faces a pressing and growing need for affordable and appropriate housing for its senior population. The Seniors' Affordable Housing project is intended to address this need.

Work on the project began in October 2013 with a Memorandum of Understanding to purchase two acres within the village area. To date we have publicized the project on Denman, kept the LTC updated, and discussed it with community members; met with provincial approval agencies; completed a needs assessment; formalized a business plan; successfully applied to exclude the land from the ALR; achieved adequate, potable water and obtained a professional's plan for wastewater disposal; and held a series of volunteer work bees to tidy the site.

This project is a significant step toward implementing recommendations from the 2010 *Islands Trust Community Housing "Tool Kit"* plus a number of reports arising from the June 13/16 Islands Trust Forum on Community Housing and toward forwarding the Strategic Plan objectives relating to protecting community character and socio-economic sustainability. As well, the project promotes policies of the Denman Island Official Community Plan addressing climate change adaptation and mitigation, water management, and, in particular, housing (see the enclosed addendum).

In order to initiate staff review of our bylaw amendment application, DCLTA included a cheque for \$4,400 to cover the basic application fee. However, according to Northern Office Regional Planning Manager Ann Kjerulf, the cheque will not be cashed while a decision on fee sponsorship is pending.

We are hopeful that the Executive Committee will sponsor this application and lighten the financial load carried by DCLTA.

Harlene Holm
Director

cc: Laura Busheikin, LTC
David Critchley, LTC
Ann Kjerulf, Regional Planning Manager
Marnie Eggen, Island Planner

Denman Island Seniors' Affordable Housing Project

Consistency with the Policy Statement and the Denman Island OCP

(key phrases are highlighted)

Islands Trust Policy Statement

The Policy Statement fails to address the need for affordable housing. The only text relevant to the problem is the overriding goal for Part V: Sustainable Communities, which follows.

GOAL: TO SUSTAIN ISLAND CHARACTER AND HEALTHY COMMUNITIES

Communities within the Trust Area are predominantly rural in character and contrast markedly with surrounding urban areas. Each island community has developed somewhat independently of other communities. Residents of all island communities value the safe and supportive nature of their island and their quality of life. Most feel strongly that **people of differing age groups and income levels should continue to have the opportunity to reside in island communities.**

The health of a community is influenced by numerous factors such as economic security, education, social support systems, the cleanliness and safety of the environment, and the availability of such necessities as educational and social services, transportation, **affordable food and housing.** Public involvement in decisions that affect a community is also critical to the health of that community. Participation in the decision-making process influences whether an individual or group is able to realize aspirations, satisfy needs or cope with change.

Denman Island Official Community Plan

This project promotes the goals of the following OCP policies:

Part C: The Natural Environment

Section C4: Climate Change Adaptation and Mitigation

Policy 2:

The Local Trust Committee should consider **energy efficiency attributes,** the reduction of **greenhouse gas emissions,** and climate change adaptation and impacts mitigation in all rezoning applications that propose an increase in density or change of use.

Policy 4:

The Local Trust Committee should support zoning amendment applications for affordable housing that incorporate climate change adaptation and mitigation measures, such as **energy efficiency and shared facilities.**

Policy 12:

Residents are encouraged to incorporate **high energy efficiency into building design and construction** (for example, through the use of high efficiency windows), and to use carbon-efficient materials in new construction.

Part D: The Social Fabric

Section D3: Water Management

Policy 3: Landowners are encouraged to create cisterns and ponds for the **storage of rain water.**

Part E: Families and Individuals
Section E1: Housing

Policy 11: The overall residential density on Denman Island should generally not increase beyond that permitted by existing zoning on the date this Plan was adopted except that an increase of approximately 5 percent may be permitted to accommodate zoning amendments for special needs and affordable housing, secondary dwelling units approved by the Denman Island Local Trust Committee under a Temporary Use Permit and site-specific zoning amendment applications under Policy 29 of this Section.

Policy 16: Landowners are encouraged to cluster houses and buildings accessory to a residential use to leave areas of undeveloped space.

Policy 17: The Local Trust Committee should encourage the establishment and work of non-profit land trusts for affordable housing.

Policy 27: The Local Trust Committee should consider zoning amendment applications for seniors housing provided:

- that the proposal is not located in a connectivity area identified on Schedule D;
- that the proposal is small-scale;
- that the siting and height of the proposal is sensitive to the surrounding land uses and does not impact negatively on adjacent properties;
- that the proposal proves an adequate supply of potable water and an adequate sewage disposal system;
- that the applicants enter into a housing agreement with the Local Trust Committee;
- that any environmentally sensitive areas on the lot are identified and the applicant undertakes a conservation covenant to protect such areas;
- that the proposal is designated a development permit area to guide form and character; and
- that the proposed development will not place a strain on existing public services and infrastructure.

Policy 28: The Local Trust Committee should consider zoning amendment applications for affordable housing projects provided:

- that the proposal is not located in a connectivity area identified on Schedule D;
- that the proposal does not impact negatively on adjacent properties;
- that the proposal is small-scale;
- that the proposal is clustered and the siting and height are sensitive to surrounding land uses;
- that the proposal proves an adequate supply of potable water and an adequate sewage disposal system;
- that any environmentally sensitive areas on the lot are identified and the applicant undertakes a conservation covenant to protect such areas;
- that the proposed development will not place a strain on existing public services and infrastructure.

-----Original Message-----

From: Dan Rogers

Sent: Thursday, September 28, 2017 10:51 AM

To: Peter Luckham; Russ Hotsenpiller

Subject: Last TC and various motions/ committees

Peter and Russ. I've been thinking about the last TC and some of the motions and committees that were voted upon and i wanted to share my thoughts. I hope you don't consider this interfering or second guessing in any form. It was a bit chaotic at times and I think we made it through but it wasn't always clear to all what the end result was.

I think this came home to me when Russ looked a bit panicked when it looked like some thought the " Saltspring committee" would be mixed up in the Amendments to the Act work.

Here are my thoughts and I preface them by saying I come from the school of " if you propose something you should do the work". So if there is any way I can help from your perspective let me know. I also preface them that some of my comments are informed by informal conversations with other Trustees and my own observations.

A

Amendments to the Act

My sense is that most if not everyone is content with this work being handled by the Executive and senior staff. This requires the most delicate work and the most "on top of it daily" work involving Ministry staff etc. I look forward to reports as to what kind of response we get from the government. I know we are all optimistic given the new government and may they not disappoint us.

B. Saltspring - Island governance work.

Most of the chaos was around this motion but to be clear, in my mind, there was no overlap between whatever committee is struck and the Amendments work ... which is not to say the issues may not overlap.

Trustees for the most part did not want to be seen as or feel impotent in the face of the clear issues that lead to the incorporation vote. I know there was some sentiment at the table that this was something that the province should lead but I felt that the thinking was that IT can help lead a process to try and find some solutions. A couple of thoughts:

1. I don't think we should get hung up on whether this is a committee of the Program committee or something else and thus who can constitute the membership. More about this below but I don't think we need to jam everything we do into some sentence in a Policy somewhere.

2. My view is that the committee should discuss lots and lots of ideas (without too many restrictions) about at least the following:

- A. How to best consult with salt springers without seeming interfering. For example we need to find out if they want our help and if so in what form??

B) what ideas can we come up with about modes of governance, how to improve for Salt spring (and perhaps other islands) delivery of services and local government. I know that is broad and thus it needs to be narrowed down. Not an easy exercise. But i firmly believe we can assit. The Island has shown some faith in us now lets reward that faith

C). I think money should be available for this endeavour. We have run some surpluses and will do so again this year. Let's be prepared to pony up. And this could be an ongoing issue as well such as perhaps hiring a " services vice delivery" consultant whose job is to assist islands in getting better service deliver.

Committee work by executive

As will be evident from around the TC table (and perhaps elsewhere) there is some level of dissatisfaction with the current limits on and work of committees. It is clear to that Trustees wish a more flexible ability to strike a committee or discussion group to simply talk about an issue outside of TC or one of the existing sommittees. Brainstorming if you will with something less than the whole TC and perhaps less than quorum. This doesn't necessarily have to be heavily staffed unless the group and then TC decides it needs to be staffed.

I feel that we are too bound by "policy" around these things and that can stifle some good idea and thus they leak out at the last moment at TC and there ensues a scramble to get a motion to capture and we aren't always happy .

I think this might go some way to relieve some of the feeling that too much is "managed " by the EC and thus by staff. I know that this is the most efficient way to do it and we get good results but there is feeling of "rubber stamping"sometimes amongst Trustees that spills out. An ability of Trustees to brainstorm about issues that engage and interest them and then report on that to TC or the committee that struck them would be a valve.

Ok. Those are my ideas. Again happy to discuss and none of this should be read as criticism. I think sometimes I don't always share my thoughts enough (although granted I speak as much or more than anyone at TC).

Btw I'm working on the proposal regarding an amendment to the Code of Conduct policy. More later in October.

Cheers

Dan Rogers
Trustee, Gambier Islands Trust Area
Drogers@islandstrust.bc.ca
604-220-1500

From: Salish Sea Trust [<mailto:salishseatruck@shaw.ca>]
Sent: Wednesday, October 04, 2017 9:30 AM
To: Ken Hunter
Cc: Jas Chonk; Fiona MacRaid
Subject: Dear Trustees - Please consider BC, our Salish Sea Heritage, & House of Commons E-Petition 1269

Islands Trust

Dear Trustees,

You'll no doubt have gathered a lot of ideas from the UBCM meetings of last week. We would like to add one more however, which you have generously allowed us to raise to your attention previously. Our proposal offers the balanced economic and environmental opportunity outlined by our World Heritage Site application for the Salish Sea, and all the benefits which would follow.

Last week we invited BC MLAs, and Canada's MPs, to sign onto the federal E-Petition that would have the Salish Sea added onto Canada's Tentative List for UNESCO World Heritage Sites. On the weekend we reached out to all 37 First Nations of the Salish Sea. And we're pleased to note that the on-line House of Commons Petition is sponsored by BC MP Rachel Blaney, and follows from the application the Salish Sea Trust submitted to Parks Canada in May.

With this letter we would like to invite your consideration in personally signing e-Petition 1269 for the Salish Sea. And, if you deem it appropriate and within your capacity as elected representatives, we would welcome you making this Petition known to those in your communities. We have just two months remaining to convince the federal government of the importance in protecting the Salish Sea's heritage and outstanding universal values. In December the PM or Environment Minister will announce those WHS applications which will be approved to the Tentative List.

By way of providing a quick update and background please note that some 15,000 individuals expressed support for the Salish Sea World Heritage Site application previously - including MPs, MLAs, local governments and First Nations. Our website provides an overview as well as a copy of the application. And you may find our short intro to the World Heritage Site initiative of interest as well ...“Salish Sea - A Legacy Moment”: <https://vimeo.com/212160230>

The Salish Sea WHS E-Petition serves to remind our federal representatives of the importance of the Salish Sea, and the considerable economic and environmental benefits that come from being recognized as a World Heritage Site - with cultural and natural protections the foundation of the proposal. The Lakes District in Britain, for example, sees overall tourism returns amounting to £2.2B, sustaining some 18,000 jobs. Their recent WHS cultural landscape designation is expected to add a minimum of £20M annually.

Cooperation and partnership, reconciliation and healing, sustainability and stewardship are similar priorities of the UNESCO World Heritage Site program – a program which requires all

partners to agree, and a 6-10 year assessment and outreach process before approval may be given. The Salish Sea WHS application fits very specific targets of UNESCO's WHS program – including climate change, enabling indigenous communities, and ocean/marine health and revitalization. It is also of particular interest that the west coast of North America is under-represented in terms of WHS sites; and the potential for inter-jurisdictional and co-governance arrangements with WA/OR/CA coincides with present goals of consolidating coastal ecosystem-based management. Such management practices were embraced last year in the Great Bear Rainforest mid-coast agreement, and in the north coast Marine Plan Partnership. To our detriment the Salish Sea does not have a management plan in place at this time.

We can provide additional information with respect to the rationale, benefits and process particular to World Heritage Sites, and the Salish Sea in particular, on request. With this note however we simply wanted to invite you to show your support for the Salish Sea and its world - class heritage, by way of signing E-Petition 1269:

<https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-1269> FYI, we have provided a copy of this Petition below, along with our press release announcement.

Please feel free to contact us directly if you have questions.

best wishes,

Laurie Gourlay
Interim Director
Salish Sea Trust

"The sea lives in every one of us." - Wyland

Salish Sea Trust, Box 333, Cedar, B.C., V9X 1W1
250.722.3444, [<salishseatrust@shaw.ca>](mailto:salishseatrust@shaw.ca) (www.salishseatrust.ca)

Please Sign, & Circulate ...Press Release Posted Below.



Media Release
For Immediate
Release

Sept. 27, 2017

The Salish Sea Coasts Into The House of Commons
E-Petition Calls For World Heritage Site Recognition

[CEDAR, BC] – "The Salish Sea is ten weeks away from being recognized as a World Heritage Site," according to the ever-optimistic predictions of Laurie Gourlay, Interim Director of the Salish Sea Trust - the organization that submitted the UNESCO WHS application.

And just to be sure Canada's federal politicians appreciate the global significance of the Salish Sea's world-class heritage, MP Rachel Blaney is sponsoring their House of Commons on-line Petition E-1269. Blaney is MP for North Island - Powell River, and has a long history of working with coastal and indigenous communities.

"We want Parliamentarians to seize this legacy moment for Canada," says Gourlay. "To realize how important the Salish Sea is to the west coast's future, and to release the many economic and environmental benefits that will accrue by recognizing it as a World Heritage Site."

Working with SeaLegacy the non-profit Salish Sea Trust submitted a World Heritage Site application to Parks Canada in May. Accompanied by 15,000 signatures of support this spring the Trust's Petition maintains that the Pacific Ocean gateway is vitally important to Canadians, and directly calls upon MP's to 'show leadership for coastal and marine protection initiatives'.

"We're doubling down, reaching out to Parliament and to all Canadians," Gourlay adds. "We want support from all who love the Salish Sea, who appreciate its diversity and beauty, and the incredible historical, cultural and natural values these west coast waters embody."

The Petition calls for UNESCO World Heritage Site designation to help protect some 3000 species in this unique inner ocean, along with recognition of a 10,000 year old First Nation culture that deserves honour and respect. All Canadians are invited to show their support.

A copy of House of Commons Salish Sea Petition E-1269 can be found at: <https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-1269>

- 30 -

Further information:

Laurie Gourlay
Interim Director
Salish Sea Trust
(250 722-3444)

Kait Burgan
SeaLegacy
[250-816-0046](tel:250-816-0046)
www.sealegacy.org

MP Rachel Blaney
North Island—Powell River
House of Commons
613-943-2185

Salish Sea Trust, Box 333, Cedar, B.C., V9X 1W1
250.722.3444, [<salishseatrust@shaw.ca>](mailto:salishseatrust@shaw.ca) (www.salishseatrust.ca)

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# OCEANS PROTECTION PLAN PLAN DE PROTECTION DES OCÉANS

Good Day,

We are writing to provide you with information about the Government of Canada [Oceans Protection Plan](#), and invite you to participate in an introductory engagement session.

The Oceans Protection Plan is the largest investment ever made to protect Canada's coasts and waterways. This national strategy will help establish a world-leading marine safety system that provides economic opportunities for Canadians today, while protecting our coastlines for generations to come.

The Oceans Protection Plan has four main priority areas: increasing our capacity to prevent and improve responses to marine incidents; preserving and restoring marine ecosystems and habitats; strengthening partnerships with Indigenous and coastal communities; and, ensuring Canada's marine safety system is built on a stronger evidence base, supported by science and local knowledge.

The upcoming engagement session will provide an overview of the Oceans Protection Plan in British Columbia with a focus on the following initiatives:

- Enhanced Maritime Situational Awareness
- Proactive Vessel Management and Anchorages
- Coastal Environmental Baseline Program and Assessment of Marine Shipping Impacts
- *Pilotage Act* Review

Other initiatives may be added as well. A full-day session is being planned for **November 2, 2017**, in Vancouver. To register for the session please contact [OPPPacreg-PPOPacenreg@tc.gc.ca](mailto:OPPPacreg-PPOPacenreg@tc.gc.ca) by October 5<sup>th</sup>. Space may be limited. Additional details will be available in the coming weeks.



The fall introductory engagement session will be an opportunity to learn about the Oceans Protection Plan as a whole, as well as to hear about specific new marine initiatives and how you can be involved. Further information on Oceans Protection Plan engagement will be posted on <https://letstalktransportation.ca/OPP> as it becomes available.

We consider the participation and collaboration of Indigenous groups, local communities, and stakeholders such as non-governmental organizations and industry as essential to Oceans Protection Plan success. Funding opportunities are available to support participation in engagement activities, including through Transport Canada's Community Participation Funding Program (CPFP). More information on funding opportunities can be found on the CPFP website at:

<https://www.tc.gc.ca/eng/marinesafety/Applicants-Guide-4446.html>

We encourage those interested in the CPFP to apply as soon as possible.

If you have any questions or for more information, please contact Lorraine Gill, Manager, Engagement & Integration, at [Lorraine.Gill@tc.gc.ca](mailto:Lorraine.Gill@tc.gc.ca). We look forward to working with you as these Oceans Protection Plan initiatives move forward.

Sincerely,



Rebecca Reid  
Regional Director General,  
Fisheries and Oceans Canada  
Pacific Region



Robert Dick  
Assistant Deputy Minister,  
Transport Canada  
Pacific Region



Roger Girouard  
Assistant Commissioner,  
Canadian Coast Guard  
Western Region



Caroline Caza  
Regional Director General,  
Environment and Climate Change Canada  
West and North





## OCEANS PROTECTION PLAN

Canada's coasts and waterways are an important facet of Canadian life and culture. They are a workplace for some, a playground for others, and a source of goods, inspiration and pride for us all. The Oceans Protection Plan is the largest investment ever made to protect Canada's coasts and waterways, while growing our economy. With this \$1.5 billion national Oceans Protection Plan, future generations will continue to enjoy and benefit from this iconic part of Canada's identity the way we do now.



### OBJECTIVES

- Create a world-leading marine safety system that protects Canada's waters.
- Restore and protect marine ecosystems and habitats.
- Create stronger local emergency response capacity by establishing Indigenous partnerships and by engaging coastal communities.
- Invest in oil spill cleanup research and methods to ensure that decisions taken in emergencies are evidence based.

### OPP ENGAGEMENT APPROACH

Partnership and collaboration are the foundation of the Government of Canada's actions to protect our coasts. We will partner with Indigenous and coastal communities and seek their advice in a number of areas concerning the Oceans Protection Plan. Our engagement will be locally coordinated, transparent, and collaborative. It will also support reconciliation with Indigenous peoples.

### WHAT IT MEANS FOR THE PACIFIC COAST

*Anticipated actions to be taken in the Pacific Region following engagement with Indigenous and coastal communities*

- Regional response planning initiative in northern B.C.
- New Search and Rescue life boat stations in B.C., new environmental response equipment depot near Port Hardy.
- Funding to help restore coastal ecosystems.
- Canadian Hydrographic Service to chart high profile ports and near shore areas in B.C. and to enhance services related to tides and water levels.
- Improve high-resolution tides and current models.
- Enhancement of knowledge for science-based decision making in oil spill response operations.
- Modernization and expansion of 24/7 the Canadian Coast Guard emergency response capacity.
- Emergency tow capacity expansion in B.C. waters to help the Canadian Coast Guard and others respond to marine incidents.
- Marine mammal science funding, including research into the impacts of increased shipping on marine mammals and ecosystems.
- Funding program to support small vessel removal, vessel owner education, and research to improve vessel recycling options.
- E-navigation services for Kitimat, Port of Vancouver, and Fraser River Port.
- Collect environmental data on the northern B.C. coast.
- New RADAR stations in B.C.

### FEDERAL GOVERNMENT AND PARTNERS



More information: [www.canada.ca/protecting-our-coasts](http://www.canada.ca/protecting-our-coasts)



## OCEANS PROTECTION PLAN

### PARTNERSHIPS AND ENGAGEMENT

- **Build Indigenous partnerships in the marine safety system;** create Indigenous Coast Guard Auxiliary in B.C. and the Arctic; introduce Indigenous incident command training.
- **Develop collaborative management frameworks** with the public, Indigenous peoples and stakeholders; increase participation of Indigenous peoples, communities and women.
- **Create national public forums** for Canadians to discuss shipping safety and environmental issues.

### PRESERVING ECOSYSTEMS

- **Conserve or restore marine ecosystems,** including the Coastal Restoration Fund, Marine Mammal Response and Marine Protected Area Surveillance Program.
- **Mitigate risks of shipping on marine mammals and the environment,** including underwater noise; assess potential mitigation measures; marine environmental quality assessments.
- **Assess the impacts of marine shipping on the environment.** Baseline data collection and a national cumulative effects assessment framework to evaluate cumulative impacts of shipping in key ecosystems.
- **Address abandoned and wrecked vessels** through the implementation of a national strategy that focuses on prevention and cleanup, including new legislation, improved vessel owner identification, and the creation of owner-financed funds to pay for the cleanup of vessels in the long term.

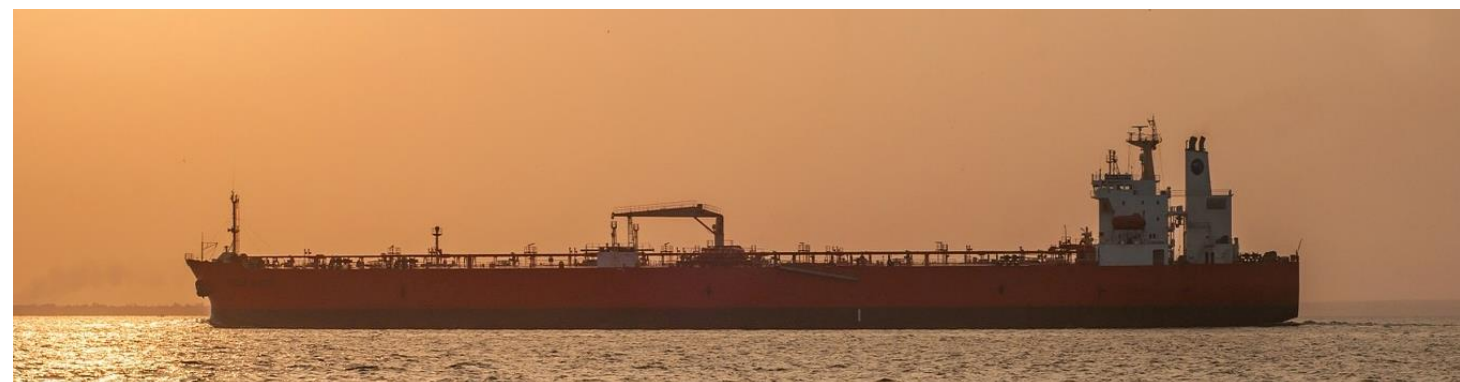
### SCIENCE-BASED DECISION MAKING

- **Better understand oil spills in water.** Research how oil behaves in water; multi-partner research funding on oil-spill response technology; oil spill drift prediction.
- **Conduct research to improve measures for oil-spill response planning and clean-up.**
- **Baseline environmental data on the B.C. north coast.** Fill gaps in baseline environmental data to support emergency preparedness and response.



### WORLD-LEADING MARINE SAFETY

- **Provide and share real-time marine traffic information** with local communities.
- **Collaborate on local marine traffic management,** including the establishment of speed restrictions, routing of ships, and areas to avoid.
- Formalize an ***Oil Tanker Moratorium Act*** for B.C.'s north coast.
- **Improve incident management toward seamless response** by using an incident command system; new mobile command posts; marine communications and traffic services delivery; and risk analysis of maritime search and rescue.
- **Develop response planning tailored to local needs,** with a regional response planning pilot for B.C.'s north coast.
- **Modernize legislation and regulations** to strengthen the polluter-pay principle by amending the Ship-Source Pollution Fund to include adequate compensation; amend the *Pilotage Act* and other shipping regulations.
- **Modernize hydrography and charting in key areas,** as well as near shore and high-priority ports.
- **Increase on-water presence and response capacity** by implementing Primary Environmental Response Teams; modernize the Canadian Coast Guard environmental response equipment.
- **Expand the role of the Canadian Coast Guard Auxiliary** to include emergency response training.
- **Invest in safety equipment and basic marine infrastructure** by including additional radar sites, new tow packages on Coast Guard vessels, and the leasing of towing vessels.
- Create a seasonal inshore **rescue boat station in the Arctic.**



More information: [www.canada.ca/protecting-our-coasts](http://www.canada.ca/protecting-our-coasts)



From: saanichinletprotectionsociety [mailto:saanichinletprotectionsociety@gmail.com]

Sent: Wednesday, September 27, 2017 8:17 AM

Subject: Saanich Inlet Roundtable Draft Agenda

**Draft Agenda**

Saanich Inlet Roundtable

Co-hosted by District of North Saanich and Tseycum First Nation

Thursday, October 12, 2:00 PM to 4:30 PM

SHOAL Centre, 10030 Resthaven Drive, Sidney

Hello all. Please find below the draft agenda for the October 12 Saanich Inlet Roundtable. We encourage your attendance and hope to see you there for another meaningful attendance.

Additionally, please find attached to this email a presentation by Property Responsibility on the Waterfront (PROW) that was discussed at the previous Roundtable on May 24.

| <b>Time</b> | <b>Activity</b>                                     | <b>Responsibility</b>                                                                                          |
|-------------|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| 2:00        | Welcome by District of North Saanich                | Mayor Alice Finall                                                                                             |
| 2:03        | Welcome to Saanich First Nations Territory          | Tseycum Chief Tanya Jimmy                                                                                      |
| 2:06        | Introductions                                       | Anne-Marie Daniel (Facilitator)                                                                                |
| 2:12        | Housekeeping, Agenda Review                         | Anne-Marie                                                                                                     |
| 2:15        | Presentation on Steelhead LNG (pdf attached)        | Brian Goodman, PROW                                                                                            |
|             | Discussion                                          | All                                                                                                            |
| 2:50        | Bamberton Quarry Re-activation Open Letter          | Denis Coupland, SIPS Board                                                                                     |
|             | Discussion                                          | All                                                                                                            |
| 3:10        | Break (coffee & tea available)                      |                                                                                                                |
| 3:25        | Brentwood Bay - Navigating the Issues Survey        |                                                                                                                |
|             | 1. Introduction to purpose and process              | Central Saanich Mayor Ryan Windsor                                                                             |
|             | 2. Implementation: Zoning and License of Occupation | Myles Mana                                                                                                     |
|             | 3. Discussion                                       | All                                                                                                            |
| 3:55        | Reports by MLAs and MPs                             | Sonia Furstenu, MLA<br>Adam Olsen, MLA<br>Hon. Lana Popham, MLA<br>Alistair MacGregor, MP<br>Elizabeth May, MP |
| 4:20        | Future Topics                                       | All                                                                                                            |
| 4:25        | Review of Day, Evaluation                           | Anne-Marie                                                                                                     |
| 4:30        | Adjourn                                             | All                                                                                                            |

Thank you for your continued participation with the Saanich Inlet Roundtable.



## Steelhead LNG Development Proposals

### *A Public Discussion and Information Presentation*

*Prepared by PROW with technical information provided by Brian Goodman, June, 2017*

1

#### **PROW (Property Responsibility on the Waterfront)**

- Represents the interests of North Saanich waterfront property owners
- Volunteer organization advocates best practices to protect the foreshore and marine environment

#### **Brian Goodman**

- PROW member; career devoted to pipeline and telecommunications infrastructure
- Assisted with route design, permitting, inspection and other civil engineering duties for the construction of the Vancouver Island Gas pipeline, Chilliwack pipeline twinning, BC Gas Surrey large diameter and numerous other pipe projects
- Hands-on industry experience and an extensive network of LNG contacts

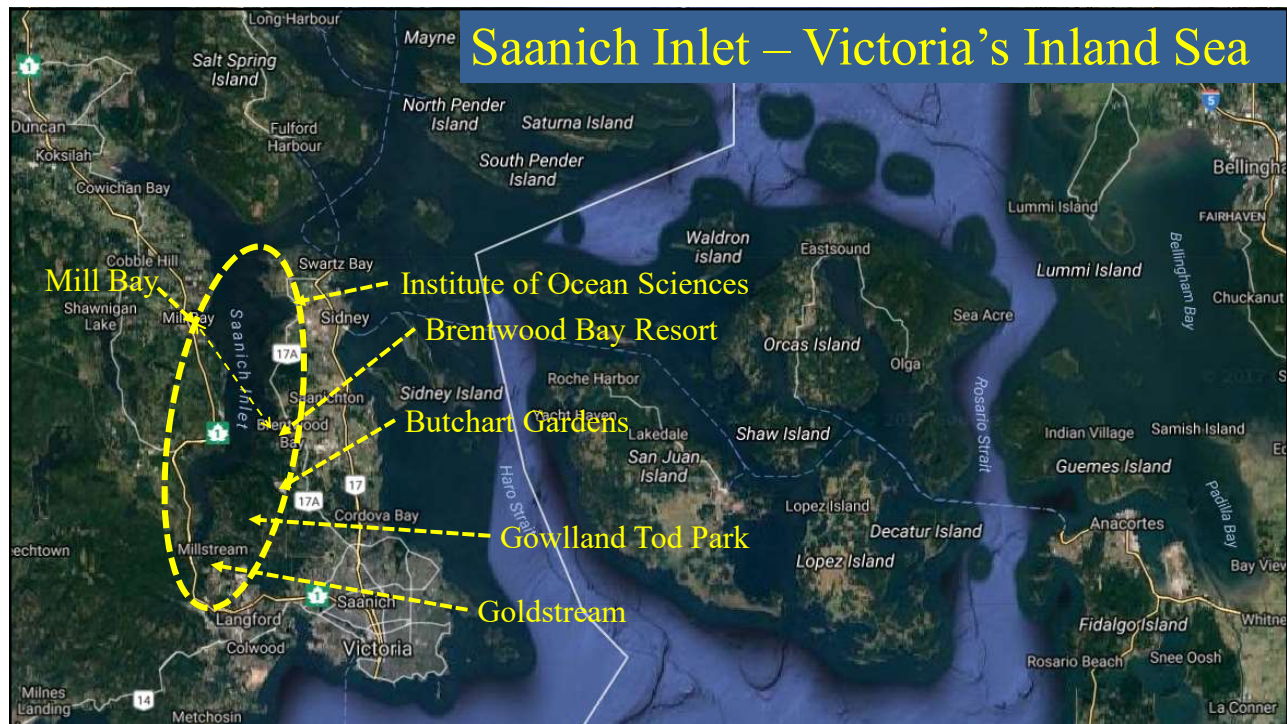
#### **Disclaimer**

- Presentation to provide southern Vancouver Island residents with an understanding of the proposed Steelhead LNG projects
- Steelhead LNG has not yet disclosed detailed information
- Projections based on public documentation and extrapolation from projects of similar size; impacts may be significantly different than projected

[www.prow.ca](http://www.prow.ca)







## Presentation Outline

1. Who is Steelhead LNG?
2. The Island Gas Connector
3. The Malahat LNG Project in the Saanich Inlet
4. The Malahat to Sarita Bay Pipeline Connector
5. The Natural Gas Compression Station
6. The Sarita Bay LNG Project
7. Conclusions



## Steelhead LNG Corp. - Incorporated to develop:

- Malahat project in the Saanich Inlet
- Sarita project in the Alberni Inlet

### Ownership:

- Calgary-based Azimuth Capital Investment
  - Private equity - focussed on energy investments
- Seven Generations Energy Ltd.
  - Calgary-based natural gas producer

### Team members – Over 200 person years of industry experience:

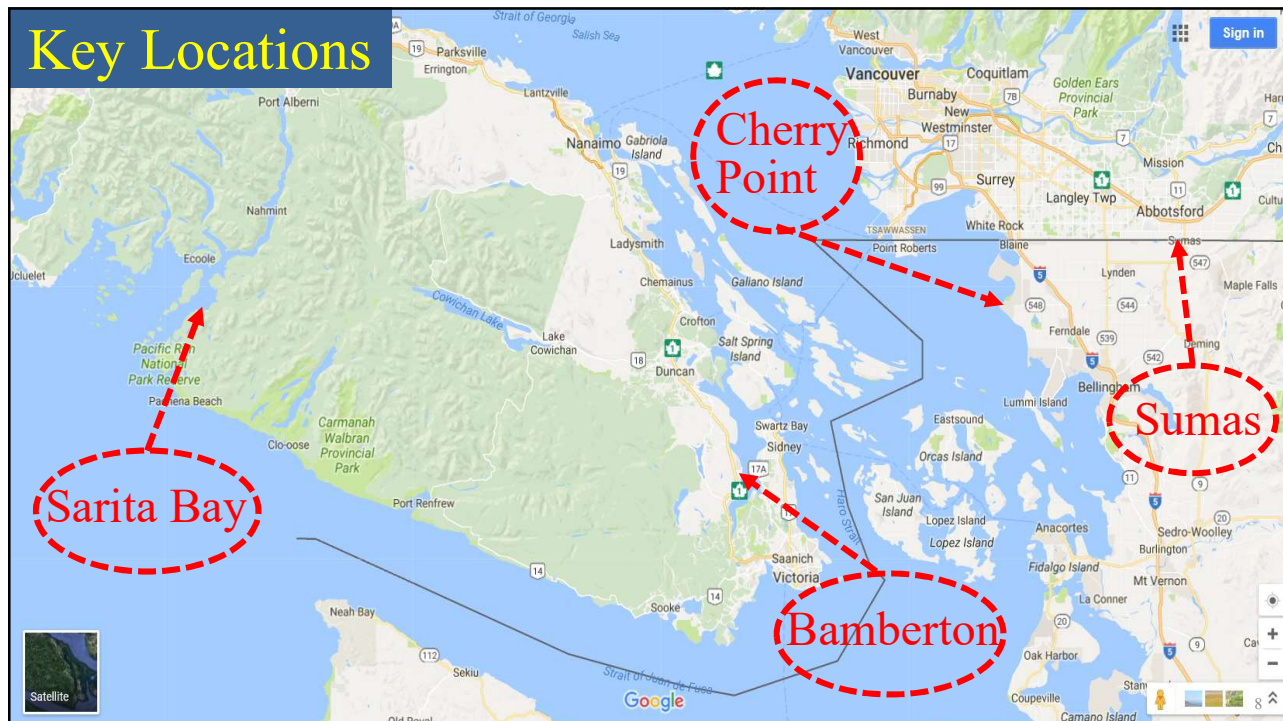
- Shell, Petrochina, Gazprom, Mitsubishi, Deutsche Bank
- Design, finance and development of world-wide LNG



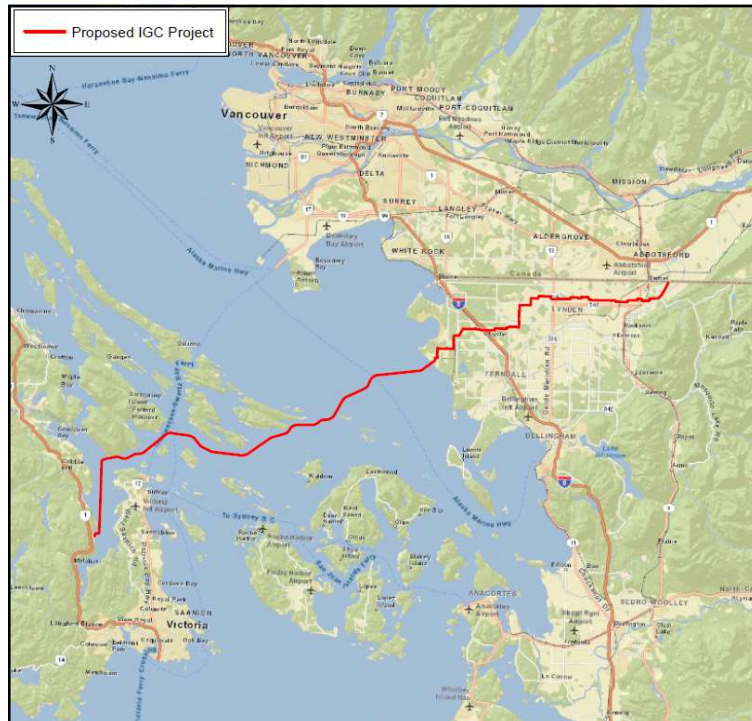
## Project Overview

**The Steelhead LNG proposals are composed of 4 key components:**

1. A gas pipeline from Sumas to Cherry Point by land, then undersea to the Malahat Project at Bamberton
2. The Malahat Project includes natural gas liquefaction, gas compression, and LNG tanker loading
3. A pipeline from Malahat to Sarita Bay (Huu-ay-aht)
4. The Sarita Bay site (Huu-ay-aht) including natural gas liquefaction, and LNG tanker loading







## Sumas to Malahat Pipeline Route

Canadian gas  
received at Sumas



### The Malahat Project in the Saanich Inlet

#### Project size

- Feed gas : 0.9 BCF/day ( $\approx$  11% of current Canadian exports)
- LNG: 6 Million tonnes per year

#### Steelhead estimated key dates

- 2017 - Submit Project Description to BC Environmental Assessment and Canadian Environmental Assessment Agency
- 2018 - Expected Final Investment decision
- 2021 - In Service

#### Contractors

- Land-based facilities: San Francisco-based Bechtel
- Floating LNG plant: Norway's Hoegh LNG



## Malahat LNG - Expected Project Scope

- Floating liquefaction plant
  - 3 barges taking up some 1200 meters of waterfront
- LNG Tanker loading
- Compressor station for gas delivery to Sarita Bay
- Expected power requirements up to 600 MW
  - BC Hydro supply??
  - Electrical co-generation plant?
  - Alternative of direct drive gas turbine compressor combined with co-gen?





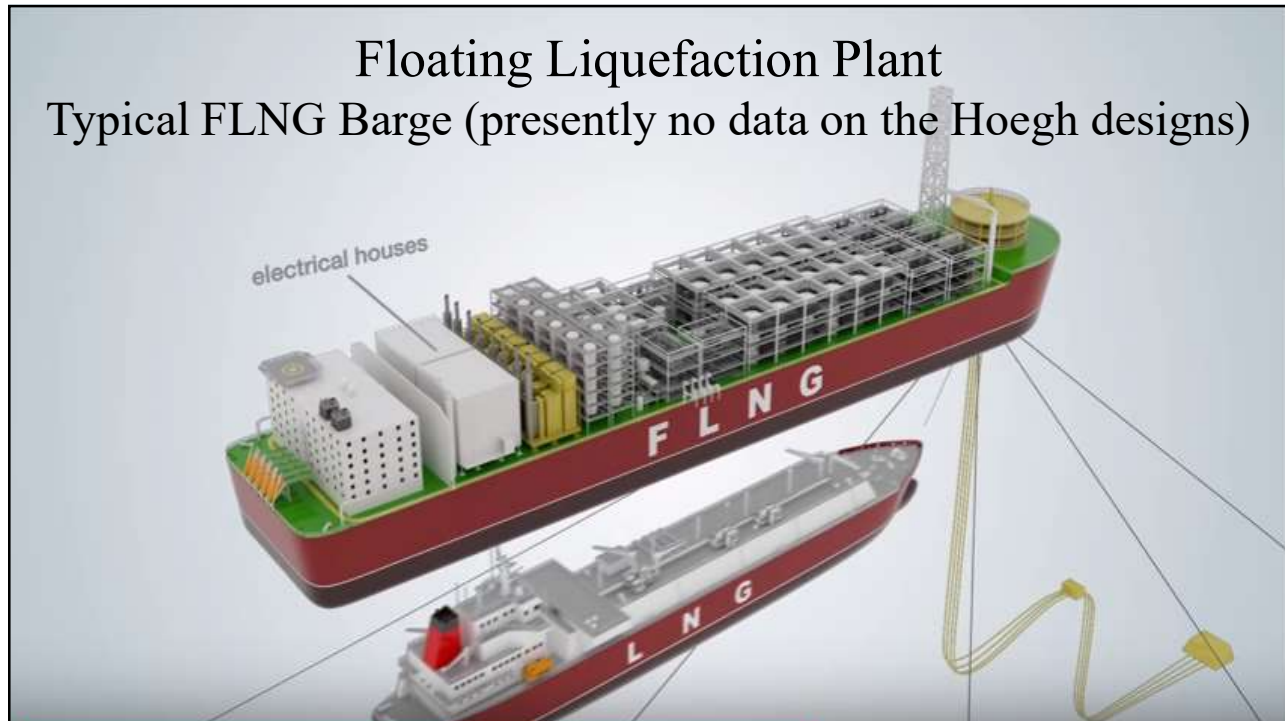
| Noise            | Noise Source                  | Decibel Level | Decibel Effect                               |
|------------------|-------------------------------|---------------|----------------------------------------------|
|                  | Jet take-off (25 meters)      | 150           | Eardrum rupture                              |
|                  | Chain saw                     | 120           | Painful                                      |
| Malahat Project? | Lawn mower, motorcycle        | 100           | Serious damage possible in 8 hr exposure     |
|                  | Diesel truck, 40 mph at 50 ft | 80            | Possible damage in 8 hour exposure           |
|                  | Vacuum cleaner                | 70            | Upper 70s are annoyingly loud to some people |
|                  | Quiet rural area.             | 30            | Very Quiet.                                  |

Source: <http://www.industrialnoisecontrol.com/comparative-noise-examples.htm>



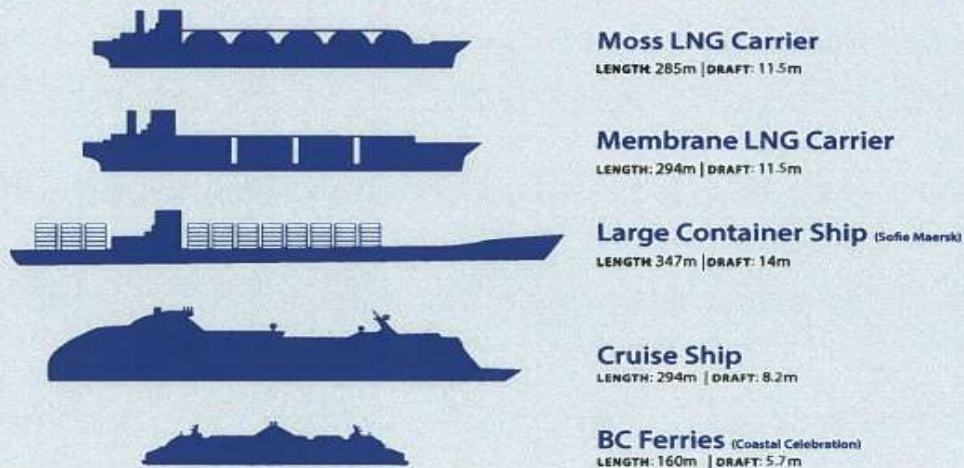
## Floating Liquefaction Plant

### Typical FLNG Barge (presently no data on the Hoegh designs)



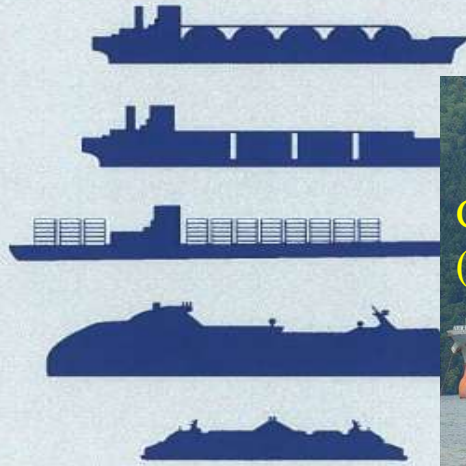
## SHIPPING

How big are LNG carriers? About the length of a cruise ship.



## SHIPPING

How big are LNG carriers? About the length of a cruise ship.



**Moss LNG Carrier**

LENGTH 285m | DRAFT: 11.5m

**Corona Garland: 230 m Bulk Carrier  
(In Cowichan Bay)**



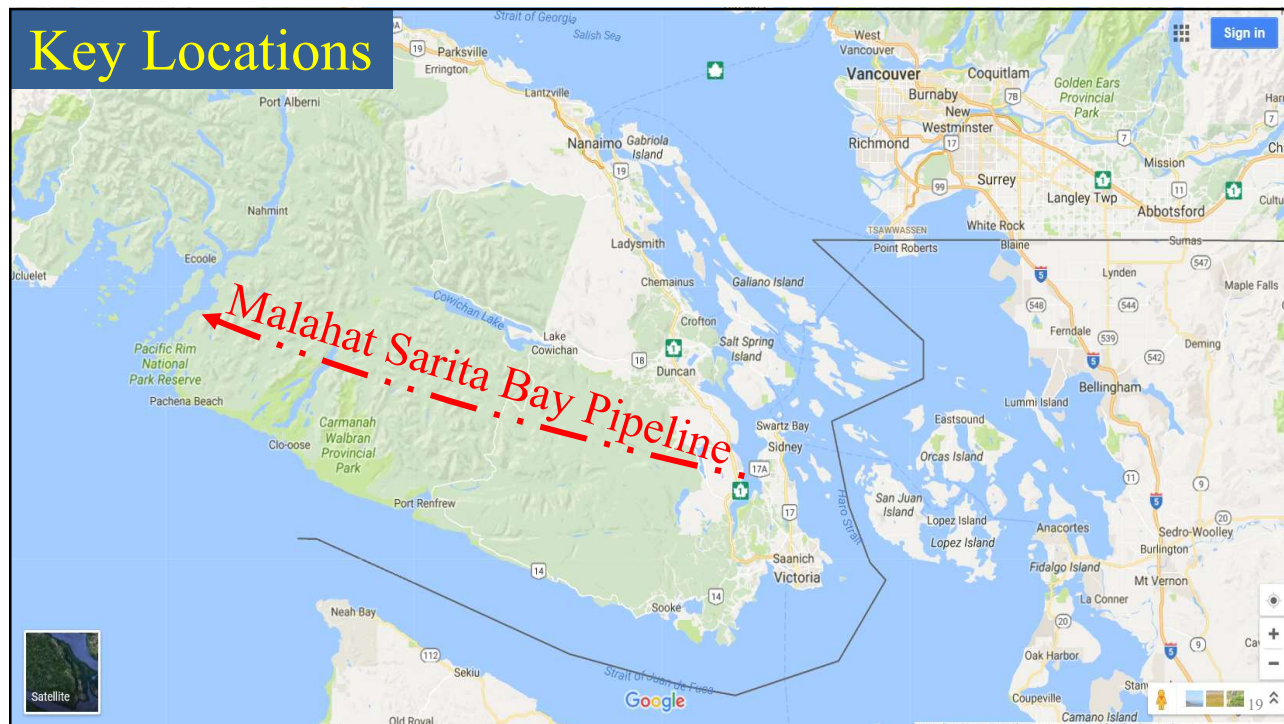
© Richard Yaremko  
MarineTraffic.com

LNG Tankers will have the Right of Way



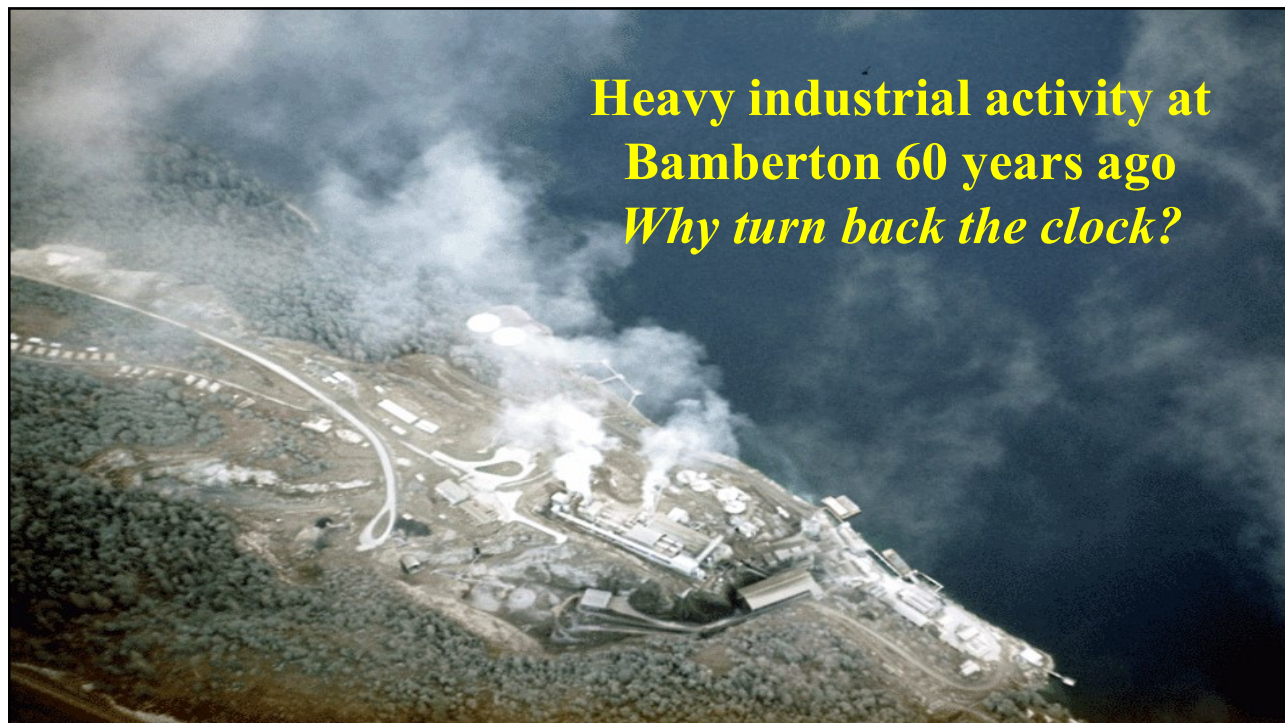
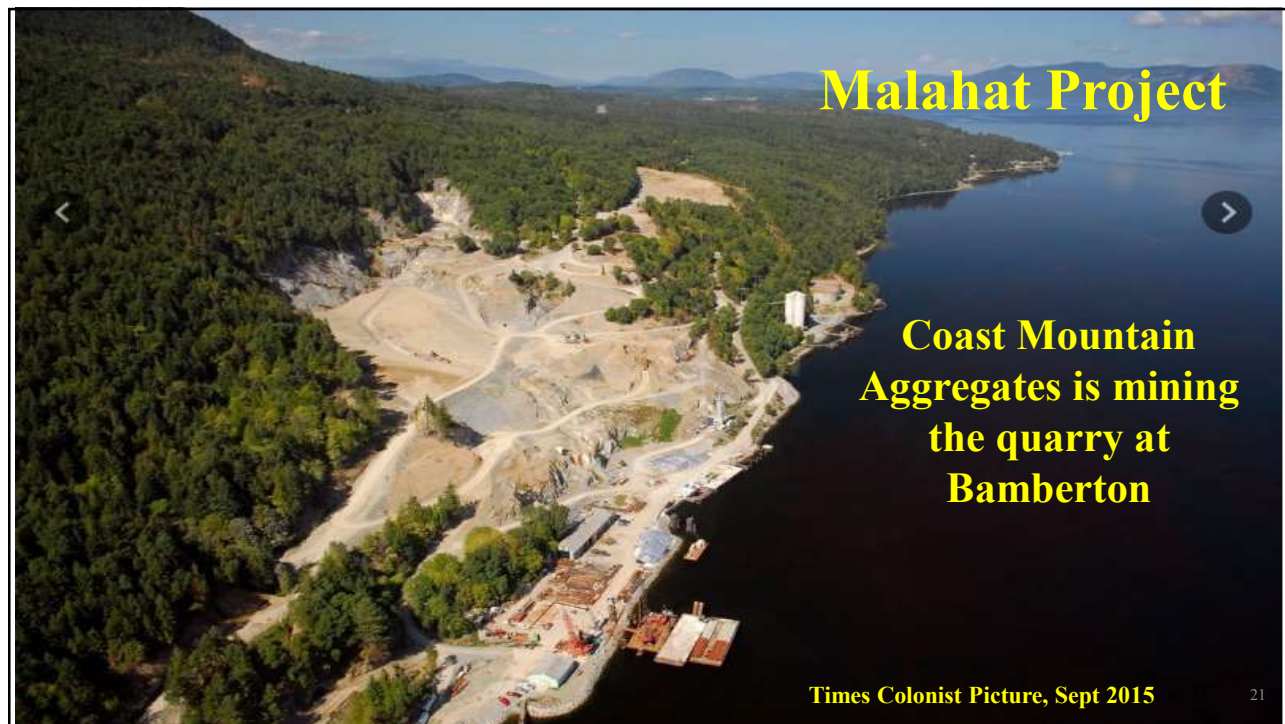
18





## LNG Development Sarita

- Sarita Plant - 4 times the size of Malahat
- Located 15 km's north of Bamfield close to the mouth of Barkley Sound
- Current schedule is for 2022 in service
- The Sarita site is remote and sparsely populated - a favourable location



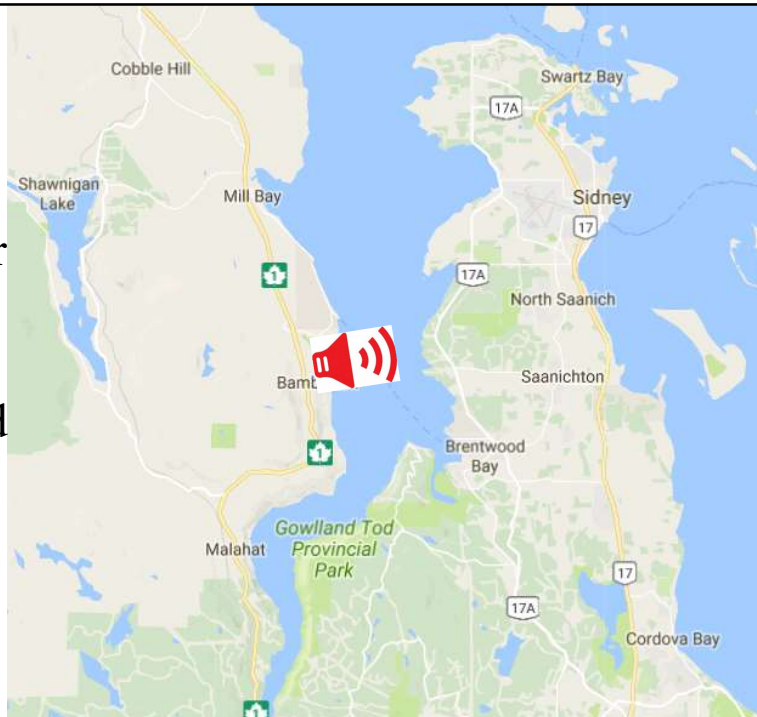


Steelhead argues that Bamberton is zoned industrial and heavy industry operated there in the past. While this is true, it is also true that developed countries take advantage of opportunities when they arise, to locate such activity away from residential communities and tourist attractions in the interest of community betterment.



## Conclusion

- Sound travels over water
- The Malahat site would impose significant sound and light impacts to residents





## Links

For additional information on LNG we suggest the following links:

<http://www.lngworldnews.com/statoils-hammerfest-lng-terminal-back-online/>  
<http://www.jwnenergy.com/article/2017/4/good-news-and-bad-news-canadian-lng/>  
<https://www.petronasofficial.com/floating-lng/media>  
<http://lnginbc.gov.bc.ca/>  
<http://cheniere.com/terminals/sabine-pass/>

In educating yourself about the LNG industry, ask yourself  
 “Is this an appropriate activity in our Saanich Inlet?”



**Top Priorities****Executive Committee**

| No. | Description                                                              | Activity                                                                                                                                                                                                                                      | R/Initiated | Responsibility               | Target Date |
|-----|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|------------------------------|-------------|
| 1   | Islands Trust Act Amendments                                             | Investigate possibility of amendments to the Islands Trust Act to broaden the Islands Trusts ability to serve its communities and to strengthen its mandate to preserve and protect, including seeking legislative change of Trust Fund name. | 26-Oct-2016 | Russ Hotsenpiller            |             |
| 2   | Oil Spill and Shipping Safety                                            | Chair letters and participation on inter-agency working groups                                                                                                                                                                                | 01-Apr-2014 | Clare Frater                 |             |
| 3   | Revisions to Crown Land protocol agreements and letters of understanding | Meeting held with BIM, LPS, TAS, CSCD and FLNRO.                                                                                                                                                                                              | 19-Jun-2014 | Clare Frater                 |             |
| 4   | First Nations Relationship Building                                      | Working on implementing Project Charter through various initiatives, supporting LTCs on First nations engagement.                                                                                                                             | 31-Aug-2016 | David Marlor<br>Clare Frater |             |

**Projects****Executive Committee**

| Description                                                            | Activity                                                                                                                                    | R/Initiated |
|------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| Advocate to reduce negative impacts of shellfish aquaculture practices | Develop project charter and budget requests to build organizational capacity (knowledge and time) related to shellfish aquaculture advocacy | 16-Aug-2017 |
| Advocate for management of abandoned and derelict vessels              | Continue to advocate for senior government solutions to abandoned and derelict vessels                                                      | 30-Aug-2017 |





## Executive Committee

| No. | Description                                                       | Activity                                                                                                 | R/Initiated | Responsibility | Target Date |
|-----|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|-------------|----------------|-------------|
|     | Review the Islands Trust Policy Statement                         | Undertake a First Nations and public engagement process to prepare for Policy Statement amendment topics |             |                | 30-Aug-2017 |
|     | Advocate to reduce impacts of other industrial marine activities  | Advocate to reduce impacts of freighter anchorage activities                                             |             |                | 30-Aug-2017 |
|     | Improve communications about the Islands Trust object and history | Implement adopted communications plan for 2015/16                                                        |             |                | 30-Aug-2017 |