Executive Committee
Agenda

Date: Wednesday, June 3, 2020
Time: 9:00 am
Location: 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	
		2.2.1 Agenda Context Notes	5 - 5
3.	ADOPTION OF MINUTES		
4.	FOLLOW UP ACTION LIST AND UPDATES		
	4.1	Follow Up Action List/Director/CAO Updates	6 - 11
	4.2	Local Trust Committee Chair Updates	
	4.3	Islands Trust Conservancy Liaison Update	
5.	BYLAWS FOR APPROVAL CONSIDERATION		
	5.1	Mayne Island Local Trust Committee Bylaw No. 179 (administrative)	12 - 21
6.	TRUST COUNCIL MEETING PREPARATION		
	6.1	Executive	
		6.1.1 June Trust Council Schedule - draft	22 - 22
		6.1.2 Trust Council RWM Report	
		At May 13th EC meeting forwarded to June Trust Council.	
		6.1.3 Trust Council April 20, 2020 draft minutes	
		At May 13th EC meeting forwarded to June Trust Council.	
		6.1.4 Trust Council March 10-12, 2020 draft minutes	
		At May 13th EC meeting forwarded to June Trust Council.	
		6.1.5 Trust Council Follow-up Action List (FUAL)	23 - 33
		6.1.6 CAO Report	34 - 34
		6.1.7 Executive Committee Work Program Report	35 - 37
		6.1.8 Proposed Amendments to Trust Council Meeting Procedures Bylaw No. 101 - RFD	38 - 42
		6.1.9 Trustee Langereis - PMFL Act Amendments - RFD	43 - 65

6.1.10	Islands Trust COVID-19 Pandemic Response Planning - Briefing		66 - 72
6.1.11	Islands Trust COVID-19 Recovery Planning - Briefing (report pending)		
6.1.12	Strategic Plan Update		73 - 81
6.1.13	Continuous Learning Plan		82 - 85
6.1.14	Delegation Requests		
	6.1.14.1	SIRRA Saturna Is. Ratepayers & Residents re: budget & transparency	86 - 91
	6.1.14.2	Dr. Penn re: Coastal Douglas-fir Health, Carbon Emissions and Fire Risk from Logging, Current Tools and Implications for Policy	92 - 92
	6.1.14.3	Gulf Islands Alliance re: regulating forestry	93 - 93
	6.1.14.4	MP Paul Manly re: anchorages	94 - 96
	6.1.14.5	Michael Sketch re: Islands Trust Act	97 - 97
6.1.15	Trustee Summary Updates		
	6.1.15.1	Mayne FAC Trustee Maude	98 - 98
	6.1.15.2	Howe Sound Forum - (pending)	
	6.1.15.3	SSIWPA - June Trust Council Report	99 - 99
6.1.16	Trust Council Priorities Chart		100 - 102
6.1.17	Proposed September Trust Council Schedule		103 - 104

Samples of 2-day electronic and 3-day in-person schedules for review.

6.2	Local Planning Services		
6.2.1	LPS Director's Report		105 - 107
6.2.2	Local Planning Committee Work Program Report		108 - 110
6.2.3	Application Processing Procedures in Relation to Trust Council Policy - Briefing		111 - 113
6.2.4	Development Application Volumes – April 9, 2020 – May 8, 2020 - Briefing		114 - 115
6.2.5	Bylaw Compliance and Enforcement Resources Report - Briefing		116 - 118
6.3	Administrative Services		
6.3.1	Administrative Services Director's Report		119 - 122
6.3.2	Financial Planning Committee Work Program Report		123 - 123
6.3.3	March 31, 2020 Audited Financial Statements - RFD		124 - 144
6.3.4	March 31, 2020 Financial Results - Briefing		145 - 152
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6.4	Trust Area Services		
6.4.1	TAS Director's Report		157 - 162
6.4.2	Trust Programs Committee Work Program Report		163 - 164
6.4.3	Annual Report - RFD		165 - 205

See Agenda Context Notes 2.2.1

6.4.4 First Nations and COVID-19 - Briefing 206 - 208
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6.4.6 Integration of UNDRIP into Policy Statement - Briefing 239 - 250
6.4.7 Legislative Monitoring - Briefing 251 - 270
6.4.8 Islands Trust Conservancy (ITC) Report 271 - 272
6.4.9 ITC Financial Statements - Briefing 273 - 290
6.4.10 Baile NAPTEP Application (North Pender) - RFD 291 - 293
6.4.11 Coastal Douglas-fir / NAPTEP Communications - Briefing 294 - 297
6.4.12 ITC Climate Projections Report - Briefing 298 - 337

7. EXECUTIVE COMMITTEE PROJECTS

7.1 Trust Council Initiated

7.1.1 Executive

7.1.2 Trust Area Services

7.1.3 Local Planning Services

7.1.4 Administrative Services

7.2 Executive Committee Initiated

7.2.1 Executive

7.2.1.1 San Juan County Council - Joint Meeting

See Agenda Context Notes 2.2.1

7.2.2 Trust Area Services

7.2.2.1 Islands Trust Conservancy - Executive Committee liaison meeting draft agenda 338 - 339

See Agenda Context Notes 2.2.1

7.2.3 Local Planning Services

7.2.3.1 Notification of APC status to LPC's and community - discussion

Trustee Rogers item.

7.2.3.2 LTC Project Funding - discussion

Trustee Rogers item.

7.2.4 Administrative Services

8. NEW BUSINESS

8.1 Executive/Trust Council

8.2 Trust Area Services

8.2.1 LTC Chairs Report on Local Advocacy Topics

8.3 Local Planning Services

8.4 Administrative Services

9. CLOSED MEETING (under separate cover)

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 Transport Canada re: SRKW 2020 Measures email dated May 8, 2020 340 - 341

11.2 UBCM The Compass - Updates 342 - 362

Compilation of clickable newsletters from March 26 to present.

11.3 M. Gang re: support for electronic meetings dated May 19, 2020 363 - 363

11.4 J. Eastwick re: parks and homeless dated May 11, 2020 364 - 364

11.5 Island Responses to COVID-19 email dated May 27, 2020 365 - 366

See Agenda Context Notes 2.2.1

12. WORK PROGRAM

12.1 Review and amendment of current work program

See report as presented in item 6.1.6.

13. NEXT MEETING

The next Executive Committee business meeting is June 15, 2020 at 9:00 AM, via Zoom.

14. ADJOURNMENT

Agenda No.	From	Context Notes
6.4.3	**TAS**	Staff have made some adjustments to the annual report that differ from the approved outline. Because the Strategic Plan was not adopted until December, staff changed the Strategic Plan and Policy Statement Accomplishments section to Annual Highlights. Within this section, staff placed a focus on adoption of the Strategic Plan and the Reconciliation Action Plan. There are a number of LTC reports that had not been received by agenda deadline that will be received prior to publication of the Trust Council agenda. Staff will include these in the version sent to Trust Council. The Executive Committee requested in March 2020 that the Islands Trust Conservancy report include information on the financial value of Islands Trust Conservancy properties. Staff are working on a simple infographic to address this request but also note that the value of ITC properties is listed in the financial statements as part of the annual report. Staff will incorporate any requested edits prior to finalizing the report for the Islands Trust Council agenda. Note: The Executive Committee report draft is embedded with the draft annual report.
7.2.1.1	EXEC	San Juan County Council Joint Meeting, consideration to schedule meeting and possible agenda items.
7.2.2.1	TAS	Conservancy/Executive Committee Liaison Meeting draft agenda for July 14, 2020. For discussion, comment and consideration.
11.		In accordance with the Executive Committee (EC) 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.
11.5		Island Responses to COVID-19 item forwarded for consideration to add as business or correspondence to Trust Council June meeting at the request of Trustee Morrison.
12.1		The Executive Committee work program is amended before each meeting with suggested priorities proposed by staff. By resolution, the Executive Committee can provide direction regarding new items or the order of priorities.

Islands Trust

Print Date: May 29, 2020

Follow Up Action Report

Executive Committee

Chief Administrative Officer

	Activity	Responsibility	Dates	Status
1	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	Meeting: 12-Sep-2017 Target: 05-Dec-2017	In Progress
2	That the Executive Committee ask staff to come back with a report on council committee options to bring to Trust Council.	Russ Hotsenpiller	Meeting: 30-Jan-2019 Target: 27-Feb-2019	In Progress
3	Trust Council request the Executive Committee schedule a Special Meeting for the purpose of testing our current capacity for holding a Trust Council meeting electronically, and assessing the practicality of holding a Trust Council meeting electronically	Julia Mobbs Russ Hotsenpiller	Meeting: 04-Dec-2019 Target: 21-Feb-2020	Completed
4	Staff prepare a plan on how Islands Trust will adapt to the unfolding corona virus pandemic through development of a business continuity plan.	Russ Hotsenpiller	Meeting: 11-Mar-2020 Target: 15-Apr-2020	Completed
5	That Executive Committee request staff to provide reporting on potential staff activities going forward both in office and on island. (Beginning recovery protocol for Islands Trust, drafting an outline, phasing in the public)	Russ Hotsenpiller	Meeting: 06-May-2020 Target: 03-Jun-2020	Completed

Follow Up Action Report

Executive Committee

Chief Administrative Officer

Activity	Responsibility	Dates	Status
6 THAT Executive Committee recommend to Trust Council to conduct an electronic Trust Council meeting on June 16 and 17, 2020.	Russ Hotsenpiller	Meeting: 06-May-2020 Target: 13-May-2020	Completed
7 THAT Executive Committee request staff conduct the following Trust Council Resolution Without Meeting (RWM) "That Trust Council will hold a regular electronic Trust Council meeting on June 16th and June 17th, 2020."	Russ Hotsenpiller	Meeting: 06-May-2020 Target: 13-May-2020	Completed

Director, Administrative Services

Activity	Responsibility	Dates	Status
1 Trust Council request the Executive Committee schedule a Special Meeting for the purpose of testing our current capacity for holding a Trust Council meeting electronically, and assessing the practicality of holding a Trust Council meeting electronically	Julia Mobbs Russ Hotsenpiller	Meeting: 04-Dec-2019 Target: 21-Feb-2020	Completed
2 At March TC - Staff were requested to prepare a report for Executive Committee and Financial Planning Committee outlining the Trust Policies relating to processing planning applications and whether or not those are being followed.	David Marlor Julia Mobbs	Meeting: 12-Mar-2020 Target: 15-Apr-2020	In Progress

Director, Local Planning Services

Activity	Responsibility	Dates	Status

Follow Up Action Report

Executive Committee

Director, Local Planning Services

Activity	Responsibility	Dates	Status
1 Executive Committee direct staff to prepare a report on the issues around the Crown Land referrals process and how we would approach that as a body.	David Marlor	Meeting: 26-Feb-2020 Target: 15-Apr-2020	In Progress
2 At March TC - Trust Council requested Executive Committee follow up with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) around forest management.	Clare Frater David Marlor	Meeting: 12-Mar-2020 Target: 15-Apr-2020	In Progress
3 At March TC - Staff were requested to prepare a report for Executive Committee and Financial Planning Committee outlining the Trust Policies relating to processing planning applications and whether or not those are being followed.	David Marlor Julia Mobbs	Meeting: 12-Mar-2020 Target: 15-Apr-2020	In Progress
4 At March TC - staff were requested to prepare a report on bylaw enforcement capacity and the number of active cases.	David Marlor	Meeting: 12-Mar-2020 Target: 15-Apr-2020	In Progress
5 Advise Bowen Island Municipality that Bylaw No. 501 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 501, 2020" is not contrary to or at variance with the Islands Trust Policy Statement.	David Marlor	Meeting: 13-May-2020 Target: 03-Jun-2020	Completed
6 Foward Development Application Volumes briefing and Application Processing Procedures in Relation to Trust Council Policy to Local Planning Committee.	David Marlor	Meeting: 13-May-2020 Target: 03-Jun-2020	Completed

Follow Up Action Report

Executive Committee

Director, Local Planning Services

Activity	Responsibility	Dates	Status
7 Notify applicant the Executive Committee approves financial sponsorship of $1,000.00 for rezoning application GB-RZ-2020.1 (Gabriola Housing Society [Scott]).	David Marlor	Meeting: 13-May-2020 Target: 03-Jun-2020	Completed
8 Staff to prepare a draft letter of support to be signed by the Chair on behalf of the Executive Committee for the Coastal Douglas Fir Conservation Partnership (CDFCP) in support of their Real Estate Foundation of BC General Grant Application.	David Marlor	Meeting: 13-May-2020 Target: 03-Jun-2020	Completed

Director, Trust Area Services

Activity	Responsibility	Dates	Status
1 With involvement from Trust Programs Committee as appropriate, co-ordinate a review of the Introduction, Part I, Part II and Schedule 1.	Clare Frater	Meeting: 21-Jun-2017 Target: 31-Mar-2019	In Progress
2 Investigate options for local trust committees with respect to being notified of aquaculture and mariculture license changes including changes in species in its negotiation of protocol agreements with the province.	Clare Frater	Meeting: 30-Jan-2019 Target: 17-Apr-2019	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
3 Authorize a grant of $4,500 (from History and Heritage Grants) to Drama Camp Productions in support of the application to host screenings of the movie Dust n Bones and reconciliation discussions on Hornby, Denman and Gabriola Islands, subject to support of local trustees and affected local trust committees. Screening on HOLD due to COVID.	Clare Frater	Meeting: 26-Feb-2020 Target: 25-Mar-2020	In Progress
4 Staff contact the Coast Guard and other federal entities and offer our data sets for their local consideration plans and bring this issue back to April 15th meeting	Clare Frater	Meeting: 25-Mar-2020 Target: 15-Apr-2020	In Progress
5 That staff redirect funding approved by resolution EC-2020-032 from its February 26th business meeting for Hornby Island under the History and Heritage grant application, be allocated to a Dust n Bones screening event on Salt Spring Island. On HOLD due to COVID.	Clare Frater	Meeting: 10-Mar-2020 Target: 15-Apr-2020	In Progress
6 At March TC - Trust Council requested Executive Committee follow up with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) around forest management.	Clare Frater David Marlor	Meeting: 12-Mar-2020 Target: 15-Apr-2020	In Progress
7 At March TC - request the Chair to send a letter of support to the Premier of British Columbia for redress of historical wrongs against Japanese Canadians.	Clare Frater	Meeting: 10-Mar-2020 Target: 15-Apr-2020	Completed

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
8 That the Executive Committee approves the format and outline of contents for the 2019/20 Annual Report and requests staff to include information on the financial value of Islands Trust Conservancy properties.	Clare Frater	Meeting: 25-Mar-2020 Target: 24-Jun-2020	Completed
9 That Executive Committee request Director Frater work with the Chair and Vice Chair Rogers to prepare correspondence clarifying our involvement with the Woodfibre application.	Clare Frater	Meeting: 06-May-2020 Target: 19-May-2020	Completed

Senior Intergovernmental Policy Advisor

Activity	Responsibility	Dates	Status
1 that staff be requested to draft a letter to BIM Council encouraging them to engage with First Nations consistent with the Islands Trust reconciliation declaration.	Lisa Wilcox	Meeting: 02-Oct-2019 Target: 30-Oct-2019	In Progress

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: Mayne Island Local Trust Committee Bylaw No. 179

DATE OF MEETING:	June 3, 2020
TO:	Executive Committee
FROM:	Jas Chonk, Legislative Clerk
SUBJECT:	Mayne Island Local Trust Committee – Bylaw to Amend the Mayne Island Local Trust Committee Meeting Procedure Bylaw

RECOMMENDATION

1. **THAT the Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 179, cited as "Mayne Island Local Trust Committee Meeting Procedure Bylaw No. 126, 2004, Amendment No. 1, 2020" in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Mayne Island Local Trust Committee has referred Bylaw No. 179 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 Mayne 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 Mayne 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 Mayne Island Local Trust Committee regarding the Executive Committee decision by June 15, 2020.

Other

None

PURPOSE

Mayne Island Local Trust Committee Bylaw No. 179, cited as "Mayne Island Local Trust Committee Meeting Procedure Bylaw No. 126, 2004, Amendment No. 1, 2020 (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 May 25, 2020.

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 Mayne 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 MAYNE LOCAL TRUST COMMITTEE BYLAW NO. 179.

Submitted By:	Jas Chonk, Legislative Clerk	May 26, 2020
Concurrence:	Robert Kojima, Regional Planning Manager	May 26, 2020

ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. EC Policy Checklist
4. Mayne Island LTC Bylaw No. 179

Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Mayne Island Local Trust Committee Bylaw No.: MA-179

Bylaw Type: Meeting Procedure Bylaw

Date of resolution referring bylaw to Executive Committee: 25-May-2020

☒ Bylaw Submission Checklist attached

☐ Policy Statement Checklist attached*
* not required for administrative bylaws

☒ Summary of Bylaw Intent Attached

Recieved by Islands Trust Secretary:

Signature: _____ Date: _____
Secretary

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 numberically 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 _____

Islands Trust

Print Date: May 26, 2020

Bylaw: MA-179

Trust Area: Mayne Island Local Trust Committee
Type: Meeting Procedure Bylaw
Bylaw No.: MA-179
Application No.:
Trust Initiated: Yes

Proofread By:

Clerk: Yes
Planner: Yes
Technical Staff: No

First Reading Date: 25-May-2020
Bylaw Sent to Referrals: No
Date Proposed Bylaw to Web: 25-May-2020

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:
Delivery Notices:
Date Public Hearing Held:
Second Reading Date: 25-May-2020
Third Reading Date: 25-May-2020

Bylaw: MA-179

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

Completed By: Jas Chonk

Status

Date Resolution Referred to Exective Committee: 25-May-2020

Reading:

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 179

****

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

****

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

1. Mayne Island Local Trust Committee Meeting Procedure Bylaw No. 126, 2004, is amended as follows:

1.1 By deleting section 10 in its entirety and replacing it with the following:

"10. 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 16, and by renumbering section 17 and section 18 to become section 30 and section 31 respectively:

"ELECTRONIC MEETINGS

17. 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.

18. 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.

19. At a regular Local Trust Committee meeting, not more than one Local Trust Committee member may participate by means of electronic communication facilities.

20. 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 nor more than three regular meetings in any calendar year.

21. The Local Trust Committee may waive the restrictions in sections 19 and 20 by unanimous resolution, provided the waiver does not conflict with provincial legislation and regulation that enables electronic meetings.

22. 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.

23. 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.

24. 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.

25. 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 the place specified in the meeting notice, unless the meeting has been properly closed to the public.

26. 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.

27. Cell phone or satellite connections may be used for open Local Trust Committee meetings.

28. If communication is lost to one or more electronic participants during a meeting:

    28.1 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;

    28.2 if there is not a quorum, the Local Trust Committee Chair or person presiding will call a recess until the link is reestablished; and

    28.3 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.

29. Any costs of electronic participation in a Local Trust Committee meeting will be borne by the Mayne Island Local Trust Committee."

2. This bylaw may be cited as “Mayne Island Local Trust Committee Meeting Procedure Bylaw No. 126, 2004, Amendment No. 1, 2020”.

READ A FIRST TIME THIS	25TH	DAY OF	MAY	, 2020
READ A SECOND TIME THIS	25TH	DAY OF	MAY	, 2020
READ A THIRD TIME THIS	25TH	DAY OF	MAY	, 2020
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS		DAY OF		, 20
ADOPTED THIS		DAY OF		, 20

CHAIRPERSON	SECRETARY

DRAFT

Islands Trust Council June Quarterly Electronic Meeting Schedule
June 16-17, 2020

Monday, June 15	Trust Council Tuesday, June 16	Trust Council Wednesday, June 17
9:00 **Executive Committee pre-Trust Council Meeting**	**9:00** **Call to Order and Approval of Agenda** **General Business Arising** RWMs, Adoption of Minutes Follow-up Action List (FUAL) Trustee Round Table and Topic Focus COVID-19: "The Way Forward" - lessons learned and opportunities for Islands Trust	**9:00** **Closed Meeting**
		9:30 **BREAK**
		10:00 **Delegations/Town Hall** SIRRA - budget transparency Coastal Douglas Fir - Current Tools and Policy Gulf Islands Alliance - forestry MP Paul Manly - Anchorages Michael Sketch - Islands Trust Act
	10:00 **Executive** CAO's Report * EC Work Program * Bylaw No. 101 amendment - RFD COVID-19 Pandemic Resp Planning - BRF COVID-19 Recovery Planning - BRF Strategic Plan - Update Continuous Learning Plan	
	11:00-1:00 **BREAK**	**11:30-1:00** **BREAK**
	1:00 **Local Planning Services** Director's Report * LPC Work Program Application Processing Procedures in Relation to Trust Council Policy - BRF Development Application Volumes - BRF Bylaw Compliance and Enforcement Resources - BRF	**1:00** **Administrative Services** Director's Report * FPC Work Program * March 31 Audited Financials - RFD 2019/20 Financial Results - BRF * March 31 Allocated Financials - RFD
	2:00 **Trust Area Services** Director's Report * TPC Work Program * Annual Report - RFD First Nations & COVID-19 - BRF Policy Statement Amendment Islands 2050 Project Update - BRF Integration of UNDRIP into Policy Statement - BRF Legislative Monitoring - BRF Islands Trust Conservancy Report ITC Financial Statements - BRF * Baile NAPTEP Application - RFD CDF / NAPTEP Communications - BRF ITC Climate Projections Report - BRF	**1:30** **New Business Items** * Trustee Langereis PMFL Amendments - RFD **2:00** **Trustee/Summary Updates** BC Ferries Advisory Committee Chairs GINPR Advisory Committee SSIWPA Howe Sound Community Forum Anchorages Roundtable Update **2:30** **Priorities Chart** **September TC Draft Schedule** **Disposition of Delegations** **Correspondence**
	3:00 **Adjourn for the day (approx.)**	**3:00** **Adjournment (approx.)**

* = decision item
BRF = briefing
RFD = decision item

Updated May 29, 2020

Islands Trust

Print Date: May 29, 2020

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
1 that Trust Council consider approaching the Province of British Columbia to request additional funding for the Islands Trust annual budget, ensuring any request that goes forward is appropriately strategized in line with other requests currently being asked of the Province; and that Trust Council direct staff to work with Executive Committee and the Islands Trust Conservancy Board to strategize an approach for requesting additional funding from the Province.	Clare Frater Julia Mobbs Russ Hotsenpiller	Meeting: 17-Sep-2019 Target: 20-Nov-2019	In Progress
2 That Trust Council request the Executive Committee schedule a Special Meeting for the purpose of testing our current capacity for holding a Trust Council meeting electronically, and assessing the practicality of holding a Trust Council meeting electronically.	Julia Mobbs Russ Hotsenpiller	Meeting: 04-Dec-2019 Target: 10-Mar-2020	Completed
3 Prepare a business continuity plan on how Islands Trust will adapt to the unfolding coronavirus pandemic.	Russ Hotsenpiller	Meeting: 12-Mar-2020 Target: 15-Apr-2020	Completed
4 That the June 16-18, 2020 in-person Trust Council meeting on Hornby Island be cancelled.	Russ Hotsenpiller	Meeting: 20-Apr-2020 Target: 13-May-2020	Completed
5 That Trust Council expand the break after Delegations to 30 minutes for the next Trust Council and make it clear to delegates about this opportunity.	Russ Hotsenpiller	Meeting: 12-Mar-2020 Target: 16-Jun-2020	In Progress
6 That Executive Committee investigate the presentation of Dr. Richard Hebda at the next trust council meeting or webinar.	Russ Hotsenpiller	Meeting: 12-Mar-2020 Target: 16-Jun-2020	In Progress

Follow Up Action Report

Trust Council

Chief Administrative Officer

Activity	Responsibility	Dates	Status
7 That Trust Council will hold a regular electronic Trust Council meeting on June 16th and June 17th, 2020.	Russ Hotsenpiller	Meeting: 06-May-2020 Target: 16-Jun-2020	Completed
8 Islands Trust Council convene a Special Electronic Meeting on Monday, April 20, 2020 at 1:00 PM to consider the Financial Planning Committee recommendation regarding a budget amendment.	Russ Hotsenpiller	Meeting: 15-Apr-2020 Target: 20-Apr-2020	Completed

Director, Administrative Services

Activity	Responsibility	Dates	Status
1 that Trust Council consider approaching the Province of British Columbia to request additional funding for the Islands Trust annual budget, ensuring any request that goes forward is appropriately strategized in line with other requests currently being asked of the Province; and that Trust Council direct staff to work with Executive Committee and the Islands Trust Conservancy Board to strategize an approach for requesting additional funding from the Province.	Clare Frater Julia Mobbs Russ Hotsenpiller	Meeting: 17-Sep-2019 Target: 20-Nov-2019	In Progress
2 That Trust Council request the Executive Committee schedule a Special Meeting for the purpose of testing our current capacity for holding a Trust Council meeting electronically, and assessing the practicality of holding a Trust Council meeting electronically.	Julia Mobbs Russ Hotsenpiller	Meeting: 04-Dec-2019 Target: 10-Mar-2020	Completed

Follow Up Action Report

Trust Council

Director, Administrative Services

Activity	Responsibility	Dates	Status
3 That Trust Council approve the December 31, 2019 Financial Report as presented.	Julia Mobbs	Meeting: 11-Mar-2020 Target: 15-Apr-2020	Completed
4 That Trust Council request FPC to provide a report detailing the full staff costs associated with processing land-use applications, by application type.	David Marlor Julia Mobbs	Meeting: 11-Mar-2020 Target: 09-Jun-2020	In Progress
5 That Trust Council approve a transfer $150,000 from the General Revenue Surplus Fund to the LTC - Project Specific Reserve Fund.	Julia Mobbs	Meeting: 11-Mar-2020 Target: 15-Apr-2020	Completed
6 Add project 'Northern Islands Groundwater Sustainability Strategy,' with an amount of $50,000.	Julia Mobbs	Meeting: 12-Mar-2020 Target: 10-Jun-2020	Completed
7 Trust Council also increased the amount allocated to the development of a regional fresh water strategy by $16,000 for a total of $20,000, and that the increase of $66,000 to the budget to be funded from surplus.	Julia Mobbs	Meeting: 12-Mar-2020 Target: 10-Jun-2020	Completed
8 That Revenue Anticipation Bylaw No. 179 be given First, Second and Third readings, as presented, and be forward to the Minister of Municipal Affairs and Housing for approval consideration.	Julia Mobbs	Meeting: 12-Mar-2020 Target: 15-Apr-2020	Completed
9 Trust Council approved a special property tax requisition for the Salt Spring Island Local Trust Area in the amount of $75,500 in its 2020/21 annual budget.	Julia Mobbs	Meeting: 12-Mar-2020 Target: 10-Jun-2020	Completed

Follow Up Action Report

Trust Council

Director, Administrative Services

Activity	Responsibility	Dates	Status
10 That Trust Council amend the 2020/21 Financial Plan Bylaw No. 178 to reduce the property tax requisition to a 0% increase from last year and that this be achieved through reducing planned expenditures.	Julia Mobbs	Meeting: 20-Apr-2020 Target: 13-May-2020	Completed
11 That Islands Trust Council rescind the Third Reading dated March 12, 2020 of Islands Trust Council Bylaw 178, cited as the "Financial Plan Bylaw, 2020/21".	Julia Mobbs	Meeting: 20-Apr-2020 Target: 13-May-2020	Completed
12 That Islands Trust Council amend Schedule A of Bylaw 178, cited as the "Financial Plan Bylaw, 2020/21" as resolved.	Julia Mobbs	Meeting: 20-Apr-2020 Target: 13-May-2020	Completed
13 That Islands Trust Council Bylaw 178, cited as the "Financial Plan Bylaw, 2020/21" be Read a Third Time as amended and forwarded to the Minister for approval consideration.	Julia Mobbs	Meeting: 20-Apr-2020 Target: 13-May-2020	Completed

Director, Local Planning Services

Activity	Responsibility	Dates	Status
1 That Trust Council Bylaws No. 175, cited as "Salt Spring Island Local Trust Committee Development Approvals Information Bylaw No. 175, 2018" be adopted.	David Marlor	Meeting: 10-Mar-2020 Target: 25-Mar-2020	Completed
2 That Trust Council request FPC to provide a report detailing the full staff costs associated with processing land-use applications, by application type.	David Marlor Julia Mobbs	Meeting: 11-Mar-2020 Target: 09-Jun-2020	In Progress

Follow Up Action Report

Trust Council

Director, Local Planning Services

Activity	Responsibility	Dates	Status
3 Staff were requested to prepare a report for Executive Committee and Financial Planning Committee outlining the Trust Policies relating to processing planning applications and whether or not those are being followed.	David Marlor	Meeting: 12-Mar-2020 Target: 10-Jun-2020	Completed
4 Trust Council requested Executive Committee follow up with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) around forest management.	Clare Frater David Marlor	Meeting: 12-Mar-2020 Target: 10-Jun-2020	In Progress
5 Staff were requested to prepare a report on bylaw enforcement capacity and the number of active cases.	David Marlor	Meeting: 12-Mar-2020 Target: 10-Jun-2020	Completed
6 Project 'Northern Islands Groundwater Sustainability Strategy,' not to commence until products of the Southern groundwater study project have been peer reviewed and deemed useful to Trust Council.	David Marlor	Meeting: 12-Mar-2020 Target: 16-Sep-2020	In Progress

Director, Trust Area Services

Activity	Responsibility	Dates	Status
1 Identify and act on opportunities re freighter anchorages.	Clare Frater	Meeting: 16-Sep-2015 Target: 31-Mar-2019	Completed

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
2 Trust Council request staff to provide a report to Trust Council with information about the implications of the Islands Trust taking on a secretariat role for the Howe Sound Community Forum that considers the needs of existing and potential regional coordination processes in the Baynes Sound/Lambert Channel and Saanich Inlet regions and that the Trust Programs Committee is authorized to provide initial support if it deems it advisable out of its existing budget.	Clare Frater	Meeting: 19-Jun-2018 Target: 31-Mar-2019	In Progress
3 Investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.	Clare Frater Kate Emmings	Meeting: 20-Jun-2017 Target: 19-Mar-2019	In Progress
4 Request staff to create a strong communications program that will support Islands Trust Conservancy conservation initiatives for Coastal Douglas Fir protection as well as support the land use planning process, with a special focus on communicating the role of Development Permit Areas as a tool for Coastal Douglas Fir protection that permits development. Request staff to bring recommendations for how the Natural Areas Property Tax Exemption Program (NAPTEP) can be tailored to highlight and prioritise contiguous tracks of the Coastal Douglas Fir zone in the outreach, communications, and approval of NAPTEP covenants by the Islands Trust Conservancy.	Clare Frater Kate Emmings	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
5 that Trust Council consider approaching the Province of British Columbia to request additional funding for the Islands Trust annual budget, ensuring any request that goes forward is appropriately strategized in line with other requests currently being asked of the Province; and that Trust Council direct staff to work with Executive Committee and the Islands Trust Conservancy Board to strategize an approach for requesting additional funding from the Province.	Clare Frater Julia Mobbs Russ Hotsenpiller	Meeting: 17-Sep-2019 Target: 20-Nov-2019	In Progress

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
6 The following was adopted: Statement of the Islands Trust The Islands Trust area is a community in which Indigenous People were forcibly removed and disenfranchised from their village sites and gathering places, and the history of that legacy continues to this day, not only in the Trust area but throughout British Columbia and Canada. We ask that the Federal and Provincial Governments take steps to uphold the guiding principles of the United Nations Declaration on the Rights of Indigenous Peoples signed by the Government of Canada in 2010, and the Declaration on the Rights of Indigenous Peoples Act adopted by the Government of British Columbia in 2020. We ask the Governments to engage and work together to maintain and strengthen the relationship with Indigenous Peoples and we ask the Governments to look to the guiding principles of the Truth and Reconciliation Calls to Action 2012 and the Calls for Justice tabled by the National Inquiry into Missing and Murdered Indigenous Women and Girls in 2019 as a way forward. The Islands Trust remains committed to strive toward relationships that are respectful of human rights, and human dignity, and the work of reconciliation, and acknowledges that Indigenous, Metis, and Inuit have lived on these lands since time immemorial.	Clare Frater	Meeting: 11-Mar-2020 Target: 25-Mar-2020	Completed
7 Approved as presented Islands Trust Conservancy Report and Legislative Monitoring Briefing, Trust Programs Committee Work Program Report.	Clare Frater	Meeting: 11-Mar-2020 Target: 09-Jun-2020	Completed

Follow Up Action Report

Trust Council

Director, Trust Area Services

Activity	Responsibility	Dates	Status
8 That Islands Trust Council request the Chair to send a letter of support to the Premier of British Columbia for redress of historical wrongs against Japanese Canadians.	Clare Frater	Meeting: 11-Mar-2020 Target: 15-Apr-2020	Completed
9 Trust Council referred the proposed amendments to Policy 2.1.11 Administration of the Community Stewardship Awards Program back to Trust Programs Committee to reconsider the open bylaw enforcement criteria regarding nominations for the award.	Clare Frater	Meeting: 11-Mar-2020 Target: 15-Apr-2020	Completed
10 Send out a subscriber information notice and news release that would reference information available regarding COVID-19.	Clare Frater	Meeting: 12-Mar-2020 Target: 25-Mar-2020	Completed
11 Trust Council requested Executive Committee follow up with the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) around forest management.	Clare Frater David Marlor	Meeting: 12-Mar-2020 Target: 10-Jun-2020	In Progress
12 That Trust Council request staff write a press release that reminds people to avoid non-essential travel and minimize community interaction if coming to the islands in the Islands Trust area, as per the British Columbia Centre for Disease Control (BCCDC) guidelines.	Clare Frater	Meeting: 20-Apr-2020 Target: 13-May-2020	Completed

Legislative Services Manager

Activity	Responsibility	Dates	Status

Follow Up Action Report

Trust Council

Legislative Services Manager

Activity	Responsibility	Dates	Status
1 That staff be directed to prepare an amendment bylaw to implement changes to Bylaw No. 101, "Islands Trust Council Meeting Procedures Bylaw, 2004" as outlined in Appendix 1; and that the amendment bylaw be referred to Trust Council for readings at the June 2020 Trust Council meeting.	Carmen Thiel	Meeting: 10-Mar-2020 Target: 09-Jun-2020	Completed

Manager, Islands Trust Conservancy

Activity	Responsibility	Dates	Status
1 Investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.	Clare Frater Kate Emmings	Meeting: 20-Jun-2017 Target: 19-Mar-2019	In Progress

Follow Up Action Report

Trust Council

Manager, Islands Trust Conservancy

Activity	Responsibility	Dates	Status
2 Request staff to create a strong communications program that will support Islands Trust Conservancy conservation initiatives for Coastal Douglas Fir protection as well as support the land use planning process, with a special focus on communicating the role of Development Permit Areas as a tool for Coastal Douglas Fir protection that permits development. Request staff to bring recommendations for how the Natural Areas Property Tax Exemption Program (NAPTEP) can be tailored to highlight and prioritise contiguous tracks of the Coastal Douglas Fir zone in the outreach, communications, and approval of NAPTEP covenants by the Islands Trust Conservancy.	Clare Frater Kate Emmings	Meeting: 12-Mar-2019 Target: 18-Jun-2019	Completed

CHIEF ADMINISTRATIVE OFFICER
2020/21 QUARTERLY REPORT

May 22, 2020

June 2020 Trust Council

Following the March 10-12 Trust Council, the Province of BC declared an emergency associated with the COVID- 19 pandemic. There was an immediate need for the organization to identify core business functions and to take steps to protect staff, trustees and the public.

Islands Trust COVID response measures are detailed in a report on the June agenda titled **Islands Trust COVID-19 Pandemic Response Planning**, **May 26, 2020.**

The Trust also worked with Ministry of Municipal Affairs and Housing (MAH) officials to ensure the ability of Trust bodies to hold public meetings without requiring a public gathering. This effort was successful and we have held a number of local trust committee (LTC) meetings, a special meeting of Trust Council and now, a regular electronic meeting of Trust Council in June.

In late April, we began focus on appropriate recovery actions to ensure operation of the Islands Trust as society emerges from the pandemic. Details on recovery planning are contained in the report on the June Trust Council agenda, titled **Islands Trust COVID-19 Recovery Planning, May 29, 2020**. Two core considerations for recovery planning are that there will be no significant reduction in the threat of COVID-19 until there is a vaccine or treatment, and that physical isolation is a best protection measure to limit spread of the virus. In that, there will likely be a second wave of infections, many of our current measures will likely stay in place.

In response to the financial challenges citizens faced as the economy and society slowed down in March and April, a recommendation was made from Financial Planning Committee to Trust Council to lower the 2020/2021 budget from a 2% increase to a 0% increase. The recommendation passed at the special Trust Council electronic meeting on April 20. The lowering of the budget requisition was made possible by a reduction in travel, meeting and staff costs for the first quarter of 2020. Accordingly, we will need to ensure that we do not incur extra costs that would exceed the budget in the first quarter.

I would like to note significant cooperation from the Ministry of Municipal Affairs and Housing during the last 3 months, as we have had to adapt to limitations on our ability to conduct business. Some of our key strategic priorities that need Ministry support have been delayed as both organizations dealt with COVID related issues.

As trustees are aware, the vast majority of staff were moved to work-from-home arrangements in mid March. Work has proceeded, including current planning, long range and strategic planning. We are taking notice of how the workforce has responded to working from home and we have polled staff to get their feedback. The results indicate that there is an interest in continuing this arrangement, to some degree, and we will consider this as we move to a more regular working life.

Good luck to us all as we undertake our first regular electronic Trust Council meeting. The agenda has been streamlined and structured for sittings of Trust Council sessions to be no more than a couple of hours at a time. There will be challenges, no doubt, but this is an opportunity to see how we deliver public business in a new way.

R Hotsenpiller
Chief Administrative Officer

Print Date: May 28, 2020

Top Priorities Report

Executive Committee

1. *Islands Trust Act Amendments*	Responsible	Dates
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.	Russ Hotsenpiller	Rec'd: 26-Oct-2016

2. *Update Islands Trust Policy Statement*	Responsible	Dates
Undertake a First Nations and public engagement process to prepare for Policy Statement amendments.	Clare Frater	Target: 31-Mar-2019

3. *Climate Change Emergency*	Responsible	Dates
Matters pertaining to Islands Trust declaring a climate change emergency.	Russ Hotsenpiller	Rec'd: 05-Jun-2019

4. *Business Response to COVID-19*	Responsible	Dates
	Russ Hotsenpiller	Rec'd: 15-Apr-2020

Top Priorities Report

Executive Committee

5. *Electronic Meetings*	Responsible	Dates
The development of electronic meetings to conduct business.	Russ Hotsenpiller	Rec'd: 15-Apr-2020

Islands Trust

Print Date: May 28, 2020

Projects Report

Executive Committee

1. *Advocate to reduce negative impacts of shellfish aquaculture practices*	Responsible	Date Received
Develop project charter and budget requests to build organizational capacity (knowledge and time) related to shellfish aquaculture advocacy	Clare Frater	16-Aug-2017

2. *Improve communications about the Islands Trust object and history*	Responsible	Date Received
Develop communications strategy	Clare Frater	30-Aug-2017

3. *Revisions to Crown Land protocol agreements and letters of understanding*	Responsible	Date Received
Negotiate with BIM and FLNRORD	Clare Frater	19-Jun-2014

4. *Oil Spill and Shipping Safety*	Responsible	Date Received
Various advocacy activities including Chair letters and participation in forums	Clare Frater	01-Apr-2014

5. *Bowen Island Signage*	Responsible	Date Received
That Executive Committee request that Bowen Island signage be added to the Executive Committee projects list and that staff clarify the details of the request contained in the February 26th correspondence from Bowen Island Municipality.		25-Mar-2020

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 16, 2020
From:	**Carmen Thiel, Legislative Services Manager**	**Date Prepared:**	May 25, 2020
SUBJECT:	**Proposed Amendments to Trust Council Meeting Procedures Bylaw No. 101 to Incorporate Consent Agenda Process**		

RECOMMENDATION:

1. **That Islands Trust Council Bylaw No. 180, cited as "Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 5, 2020" be read a first time.**

2. **That Islands Trust Council Bylaw No. 180, cited as "Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 5, 2020" be read a second time.**

3. **That Islands Trust Council Bylaw No. 180, cited as "Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 5, 2020" be read a third time.**

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
Trust Council received reporting on the consent agenda process at its last meeting. Consent agendas have been used over the past three Trust Council meetings as a trial. The proposed bylaw amendments incorporate direction from Trust Council and are in support of meeting efficiency.

1 PURPOSE:
To amend Trust Council Meeting Procedures Bylaw No. 101 by providing for the use of a consent agenda.

2 BACKGROUND:
The following motion was approved at the March 2020 Trust Council meeting:

> That staff be directed to prepare an amendment bylaw to implement changes to Bylaw No. 101, "Islands Trust Council Meeting Procedures Bylaw, 2004" as outlined in Appendix 1; and
>
> That the amendment bylaw be referred to Trust Council for readings at the June 2020 Trust Council meeting.

The procedures bylaw regulates the proceedings of Trust Council and council committee meetings. The consent agenda process was used on a trial basis during the September and December 2019 and March 2020 Trust Council meetings.

Using the consent agenda process allows for more efficient use of meeting time by increasing the time for substantive discussions on items requiring debate and decisions.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:
The bylaw amendment allows sufficient flexibility, while providing some direction, in determining what is placed on the consent agenda. Bylaw 180 is included as Appendix 1.

To make sure that Trustees retain the ability to have full discussion and debate on any item placed on the consent agenda, a Trustee may ask the Chair to remove an item from the consent agenda before proceeding to vote on the consent agenda item(s). Removal from the consent agenda will happen without debate or vote and the item will be dealt with separately under the decision items sections of the agenda. A consent agenda process flow chart is included as Appendix 2.

The consent agenda will only be used for Trust Council business and will not apply to council committee agendas. Items on the consent agenda portions will be grouped under the standing agenda sections: Executive, Local Planning Services, Trust Area Services and Administrative Services and a vote will be conducted for each group of items.

FINANCIAL: N/A

POLICY:
Islands Trust Council Meeting Procedures Bylaw, 2004

IMPLEMENTATION/COMMUNICATIONS:
Staff would prepare a Resolution Without Meeting for Council members to consider final adoption of Bylaw No. 180, following the June Trust Council meetings. If the bylaw is adopted, the amendments will be included in the consolidated version of the Trust Council Procedures Bylaw.

FIRST NATIONS: N/A

OTHER: N/A

4 RELEVANT POLICY(S):
Trust Council Policy 2.2.2 – Council Meeting Preparation
Trust Council Policy 2.3.1 – Executive Committee Terms of Reference

5 ATTACHMENT(S):
Appendix 1 – Proposed Bylaw No. 180
Appendix 2 - Consent Agenda Process Flow Chart

RESPONSE OPTIONS

Recommendation:
1. That Islands Trust Council Bylaw No. 180, cited as "Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 5, 2020" be read a first time.

2. That Islands Trust Council Bylaw No. 180, cited as "Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 5, 2020" be read a second time.

3. That Islands Trust Council Bylaw No. 180, cited as "Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 5, 2020" be read a third time.

Alternatives:

1. That Bylaw No. 180 be amended, and be read a first, second and third time.
2. That this report be referred back to staff for additional information.

Prepared By: **Carmen Thiel, Legislative Services Manager**

Reviewed By/Date: **Russ Hotsenpiller, CAO, May 28, 2020**

ISLANDS TRUST COUNCIL

BYLAW NO. 180

****

A BYLAW TO AMEND THE ISLANDS TRUST COUNCIL MEETING PROCEDURES BYLAW

****

The Islands Trust Council, having jurisdiction in respect of the Trust Area in the Province of British Columbia pursuant to the *Islands Trust Act,* as amended, enacts as follows:

1. Islands Trust Council Meetings Procedures Bylaw, 2004 is amended as follows:

   a) By deleting section 5.3 in its entirety and replacing it with the following:

   "**Regular Meeting Agenda**

   5.3. (a) The Council may by resolution adopt a standard agenda format which may include Consent Agenda portions;

   (b) The Consent Agenda portions of the agenda shall consist of staff or committee report items that contain clear 'take action, give approval, or receive for information' recommendations;

   (c) Trustees may vote on and adopt in one motion all recommendations appearing on the Consent Agenda portions of a regular meeting agenda;

   (d) At approval of the Consent Agenda, a Trustee may for the purpose of:
   (i) debate or discussion,
   (ii) voting in opposition to a recommendation on the Consent Agenda portion or to propose an amendment to the motion; or
   (iii) Declaring a conflict of interest with respect to an item on the Consent Agenda portion,

   request that an item be removed from the Consent Agenda portion, without debate or vote of the members. The item will then be considered under the Discussion/Decision Items in the applicable agenda section heading."

2. This Bylaw may be cited for all purposes as "Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 5, 2020".

READ A FIRST TIME THIS DAY OF , 2020

READ A SECOND TIME THIS DAY OF , 2020

READ A THIRD TIME THIS DAY OF , 2020

ADOPTED THIS DAY OF , 2020

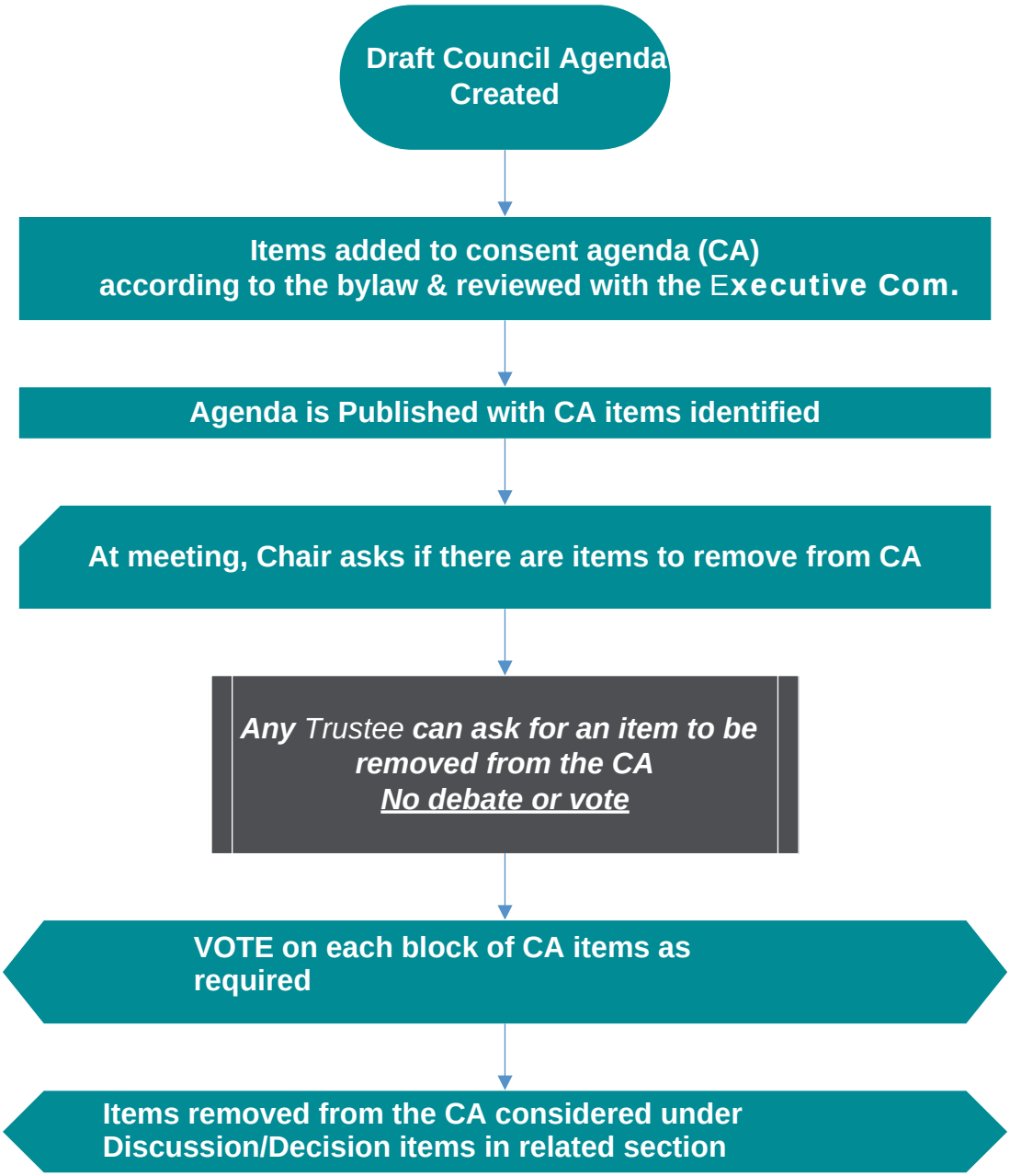
_____ _____

SECRETARY CHAIR

Appendix 2

Procedures Bylaw Update

Proposed Consent Agenda Process



TRUSTEE SPONSORED REQUEST FOR DECISION

To: Trust Council **For the meeting of** June 16, 2020

From: Kees Langereis, Gabriola **Date prepared**: May 27, 2020

Subject: *Private Managed Forest Land Act* amendments

RECOMMENDATION:

That the Islands Trust Council request the Chair write to the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) and the Honourable Minister of Municipal Affairs and Housing (MAH) requesting amendments to the *Private Managed Forest Land Act* that would enable local trust committees to regulate, but not prohibit, forest activities on land within the Islands Trust Area.

CHIEF ADMINISTRATIVE OFFICER COMMENTS

Given the timing of receipt of this RFD, staff have not conducted any analysis or provided comment.

---

1 **PURPOSE and OBJECTIVE**:

The purpose of making a direct request to the Ministers of FLNRORD and MAH for changes to the *Private Managed Forest Land Act* is to:

- distinguish the Islands Trust Area from other areas in Regional Districts because of the *Islands Trust Act* and its Object,
- highlight the linkage between the Islands Trust's mandate and mitigation of impacts of climate change,
- raise the point that the current regulatory scheme of the *Private Managed Forest Act* hampers the Trust's ability to achieve its mandate, and
- submit the request prior to any preliminary announcement by government.

The Objective is to have discussions with government to explore options to prevent clear cutting of lots in the Islands Trust Area and to enable local trust committees to apply environmental protection measures consistent with the Trust's mandate to private managed forest land.

2 **BACKGROUND**:

The Islands Trust Area is home to a unique sensitive ecosystem zone in Canada: the Coastal Douglas Fir Biogeoclimatic Zone. The ecosystem is important, not just for the sake of its beauty as a forest or its rarity, but also for its ability to protect watersheds, maintain local climate conditions, provide clean air and act as an effective carbon sink. The ecosystem is home to a variety of plants and animals and is culturally important to First Nations who have lived here for thousands of years.

The Gulf Islands Alliance supports the Islands Trust mandate and has repeatedly made requests to the Islands Trust for forestry regulations specific to the Trust Area to prevent clear cutting.

The Islands Trust declared a climate change emergency in March 2019 and committed itself to focusing on climate change mitigation as one of its strategies. Climate scientists in BC and elsewhere have also indicated the importance of maintaining, protecting and restoring the health of ecosystems as an effective countermeasure to climate change.

Consequently, the Islands Trust's mandate to preserve and protect the natural environment is a means to mitigating the impact of climate change. As the Islands Trust is successful in achieving its mandate, it contributes to climate change mitigation.

Prior Motion:

In June 2019, Trust Council passed Trustee Rockafella's motion (TC-2019-045) to have Trust Council's Chair submit comments to government's review of the *Private Managed Forest Land Act (PMFLA)*. Trustee Rockafella's report supporting the motion sets out the history, background information and rationale for the change. It is attached to this report as supporting information.

The submission requested amendments to section 21 of the PMFLA enabling:

> "local governments to work with private managed forest land owners to protect sensitive ecosystems, to regulate dwellings and accommodation (e.g. number, size, setbacks) for forestry and to regulate forestry ancillary uses (such as log processing and sorting)."

The submission also highlighted a key point where it stated:

> "Trust Council is concerned that the *Private Managed Forest Land Act* is at odds with the Object of the *Islands Trust Act, which states:*
>
> *The object of the trust is to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia*

generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia."

The concern about conflict with the Trust Object and the fact a local trust committee is not a local government is the genesis of this new motion.

The Islands Trust is a special purpose "trust" established under the *Islands Trust Act*. Local trust committees established under that Act are given land use regulation powers under the *Local Government Ac*t for, not just the purpose of the *Local Government Act*, but also for the overarching purpose of achieving the *Island Trust Act*'s preserve and protect mandate.

The Islands Trust and its local trust committees have a duty to make land use decisions that preserve and protect the Islands Trust Area for the benefit of all British Columbians, not just local residents.

Local governments established under the *Local Government Act* are directed to meeting their community's needs.

Local government and local trust committee bylaws are subject to provincial environmental legislation such as the *Environmental Assessment Act* when regulating land use. However, local trust committees must also apply the preserve and protect mandate (Trust Object) when establishing bylaws. To give meaning to the Trust Object, it must include more than what other provincial environmental statutes require.

It is being a "trust" with an enhanced environmental focus that distinguishes local trust committees from local governments, despite both holding similar land use regulation powers under the *Local Government Act*.

<u>Impact of PMFLA</u>

Private managed forest lands located within the Islands Trust Area are not subject to local trust committee bylaws that restrict directly or indirectly forestry activities occurring on private managed forest land as a result of Section 21[1] of the PMFLA. Consequently, development permit areas related to riparian areas or sensitive ecosystems, for example, have no application to private managed forest land unless the development permit criteria can be shown to have no impact on forestry activities.

[1] 21 (1) A local government must not do any of the following in respect of land that is private managed forest land if doing so would have the effect of restricting, directly or indirectly, a forest management activity:

(a) adopt a bylaw under any enactment;

(b) issue a permit under section 8 (3) (l) [authority in relation to buildings and other structures] of the Community Charter or Division 1 [Building Regulation] of Part 9 [Regional Districts: Specific Service Powers] of the Local Government Act;

(c) issue a permit under Part 14 [Planning and Land Use Management] of the Local Government Act.

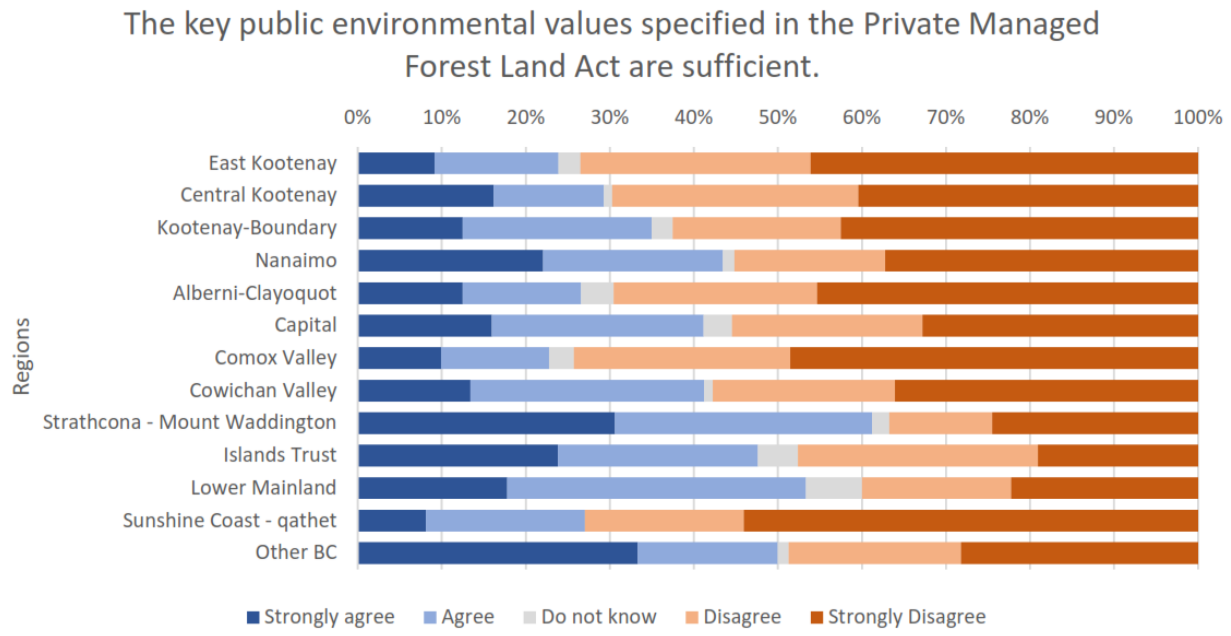
(2) For certainty, this section applies if the bylaw or permit would have the effect described in subsection (1) even though the bylaw or permit does not directly apply to land referred to in that subsection.

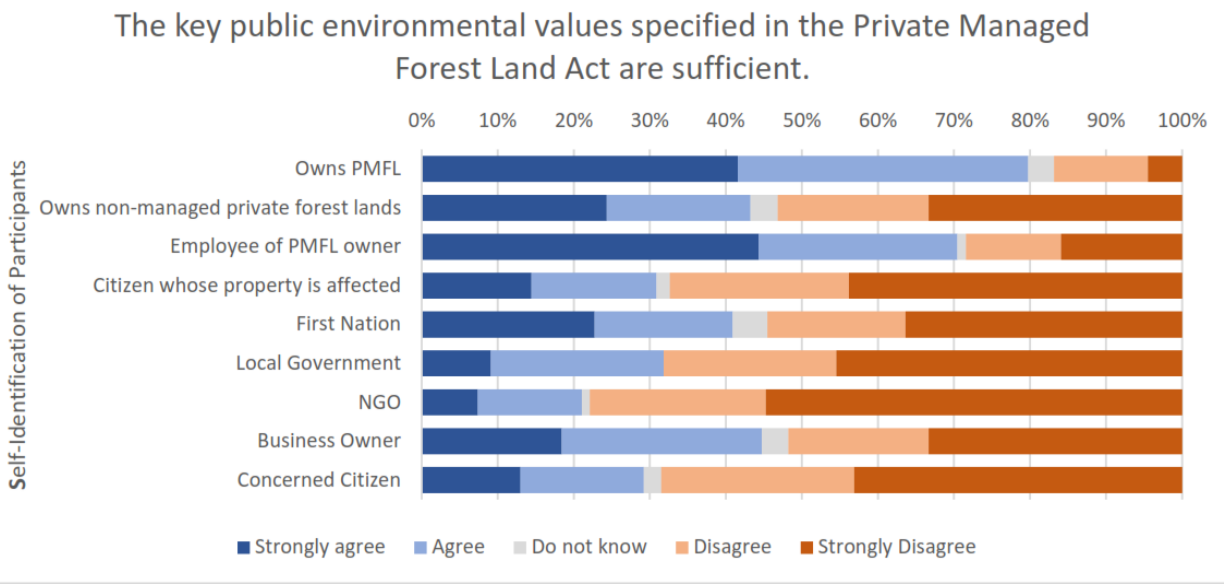
How one determines whether a development permit provision impacts logging directly or indirectly may be open to interpretation. For example, would the inability to remove several trees or disturb soil within the riparian setback established by a bylaw have a direct or indirect impact on forestry activities? Is impact a question of degree or of any impact, however minor? Determining an "impact", direct or indirect, will be challenging endeavour.

Local trust committee environmentally focused bylaws do not apply, consequently the extent of environmental protection relies upon the restrictions set out under the PMFLA.

However, environmental groups and citizens, other than those involved in private managed forest land, were generally of the view that the PMFLA did not provide sufficient environmental protection.

The two following charts are from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development's report "Public Engagement- What We Heard" that was posted on the Engage BC website on November 5, 2019.





Further restrictions on local trust committee bylaws also arise from section 21 (2) of the PMFLA. That section states bylaws that do not apply to the private managed forest land have no effect if there is a direct impact on forestry activities. The section presumably relates to impacts on the forestry activity arising from limits such as hours of operation (Gabriola has such a provision for the sawing and planing of timber on forestry zoned lots) or even noise bylaws.

It gets even more interesting if one considers a riparian stream that flows through 2 adjoining lots, one of which is PMFL. Two different criteria could apply to the same stream, with impacts potentially flowing both ways.

Section 21 creates a hole in the jurisdiction of local trust committees and impacts the effectiveness of local bylaws in achieving the Islands Trust mandate.

Timing:

An engagement summary of feedback government received from the public on the effectiveness of the PMFLA was posted on November 5, 2019 on the Engage BC web page.

> https://engage.gov.bc.ca/govtogetherbc/impact/private-managed-forest-land-program-results/

There is no indication yet as to when or what government may decide as a result of the feedback received. Highlighting the distinctions between local governments and local trust committees prior to government arriving at potential amendments may be an opportune time to raise these points. Requesting amendments after potential changes are announced may be less likely to succeed.

Government may, however, decide to make changes that support the Islands Trust in achieving its mandate which would obviate the need for this request. But if not, providing information

and reiterating the need for change prior to decisions may be a prudent move for the Islands Trust.

Impact on PMFLA jurisdiction:

The total provincial land base registered in the PMFL is 816,517 hectares (as of March 31, 2019) of which 6,808 hectares is located in the Trust Area, which represents approximately 0.8% of that land base. Any change to the authority of local trust committees would only affect a small portion of PMFL but would demonstrate government's continued support of the Islands Trust's raison d'etre.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

Staff time to prepare a draft letter for the Chair's signature and mail. Time to post to the Islands Trust website and send to subscribers.

FINANCIAL: None.

POLICY:

IMPLEMENTATION/COMMUNICATIONS: Send the Chair's letter to the Minister of Forests, Lands, Natural Resource Operations and Rural Development and the Minister of Municipal Affairs and Housing with copies to the Managed Forest Council, Trust Area First Nations, MPs, MLAs, Bowen Island Municipality and Islands Trust Council.

FIRST NATIONS: BC passed the *Declaration on the Rights of Indigenous Peoples Act* on November 28, 2019. Consultation with First Nations will need to be undertaken.

OTHER: The outcome of the PMFL review is still pending and this request may be consistent with, or contrary to, a final decision by government. If Islands Trust was given increased authority, Government may face increased pressure from local governments for a similar authority.

4 RELEVANT POLICY(S):

Legislative:

Islands Trust Act:

> ***24*** *(2) For the purpose of carrying out the object of the trust, each local trust committee may do the following:*

(b) regulate the development and use of land in its local trust area in accordance with sections 29 and 31;

***29** (1) Each local trust committee has, in respect of its local trust area, all the power and authority of a regional district board under the following enactments:*

(b) Part 14 [Planning and Land Use Management] *of the* Local Government Act*,..*

(2) For the purposes of subsection (1), the enactments referred to in that subsection, as they apply to a regional district board, apply to the local trust committees.

5 **ATTACHMENT(S):**

APPENDIX 1: Request for Decision report submitted by Trustee Rockafella for the June 2019 Trust Council meeting.

APPENDIX 2: Private Managed Forest Program Review - Joint ENGO Submission.

RESPONSE OPTIONS

Recommendation:

That the Islands Trust Council request the Chair write to the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) and the Honourable Minister of Municipal Affairs and Housing (MAH) requesting amendments to the *Private Managed Forest Land Act* that would enable local trust committees to regulate, but not prohibit, forest activities on land within the Islands Trust Area.

Alternative:

As directed by Trust Council.

Prepared By: Kees Langereis, Gabriola Island

Reviewed By/**Date**: CAO - given the timing of receipt of this RFD, staff have not conducted any analysis or provided comment. May 29, 2020

TRUSTEE SPONSORED REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 20, 2018
From:	**Tahirih Rockafella - Galiano**	**Date Prepared:**	May 29, 2019
SUBJECT:	**Private Managed Forest Land Advocacy**		

RECOMMENDATION:

That the Islands Trust Council request that the Chair respond to the Ministry of Forests, Lands and Natural Resources Operations and Rural Development's consultation on the Private Managed Forest Land Act and request that the Act require standards that are equivalent to Crown forest land regulations and that Section 21 be amended to allow local governments to regulate, but not prohibit forest management activities.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The Islands Trust Council has been concerned with the *Private Managed Forest Land Act* since its enactment in 2004.Under section 21 of the PMFLA, local governments (including local trust committees and island municipalities) are prohibited from adopting bylaws or issuing permits that would restrict, directly or indirectly, forest management activities managed forest lands, and there is no consultation with Islands Trust or other local governments about stewardship plans. As the Province is currently consulting on this topic, with a deadline of July 9, 2019, the recommendation is timely.

1 PURPOSE:

This RFD to request amendments to the Private Managed Forest Act (PMFLA) was motivated by recent clear-cut logging on Galiano's PMFL lands. The current forestry practices on private forest land reveal the disconnect between the concerns about climate change and initiatives to protect the sensitive Coastal Douglas Fir (CDF) zone, while allowing unregulated logging to take place on BC's coast.

The intention of this RFD is that the Islands Trust will add their voice to the many other communities who are appealing the Province for amendments to the PMFLA. The City of Fernie introduced a resolution in March to appeal to the UBCM to amend the PMFLA, which was then supported by the City of Nelson in April. The AVICC endorsed a resolution at their April annual meeting for amendments to the PMFLA. Premier John Horgan announced in January, as part of the Coast Forest Sector Revitalization, that one of his five main goals is to restore public confidence through amendments to the Forest and Range Practices Act and auditing the private managed forest land regime. In 2018, for the first time, a local elected official, Councillor Brian Frenkel, UBCM's Second Vice President, was appointed to the Managed Forest Council, so there is now a local government voice at the table.

It is vital that the Islands Trust now join the many municipalities demanding better management of our forest lands.

2 BACKGROUND:

The PMFL Act has been a topic of concern since its inception in 2003. This legislation has affected communities throughout BC, as it specifically targets the jurisdiction of local governments and their ability to encourage better practices on forest lands.

In BC, over 824,000 hectares of forest land is privately managed, most of which is found on the coast of BC, and includes old-growth forest and the Coastal Douglas-fir zone. Forest management practices on privately managed forest lands are primarily governed by the Private Managed Forests Lands Council, and do not require public consultation on stewardship plans before harvesting activities take place, and are not subject to local government bylaw. The PMFL has serious impacts on the CDF zone, as logging within the PMFL has been found to occur at twice the sustainable rate, with increasingly younger trees being logged (Canadian Centre for Policy Alternatives, 2008). BC has also seen a significant rise in raw log exports, with 62% being harvested from private forest lands (Saxifrage, 2013). Once land is designated as PMFL, the regulatory requirements are even less stringent than Forestry & Range Practices Act (FRPA), resulting in significant economic, environmental, and social consequences (Auditor General of BC, 2008).

In 2015, UBCM conducted a study that found “forest policy decisions need to be made in an open and transparent manner, based on community engagement and consultation, to ensure that the decisions are in the best interests of all parties; and the overall sustainability of the forest resource”. The PMFLA specifically states that local government may not regulate any activity that would directly, or indirectly, affect management of a forest land. There are also no requirements for public consultation or to provide stewardship plans before harvesting or road building activities take place. The Council of Powell River stated in 2016 that “the local government and community would benefit significantly if landowners within the PMFL were required to share the management commitment, operations map, harvesting plans and supporting assessments and long-term disposition or development intentions for their land”.

As stated by Douglas Harris of the UBC faculty of Law, “the PMFLA is a highly flexible, industry-friendly Act, which does not prohibit activity on forest land, but provides incentives to forest land owners”. Therefore, landowners within the PMFL are realizing the significant benefits of lower taxation, while harvesting the trees unrestricted by local government bylaws. This is a market-driven approach to determining the best use of land, at a time when we should be moving away from liquidating our forests and instead focusing on sustainably managing our remaining assets.

The Collaborative Partnership on Forests found that “sustainable forest management provides an effective framework for forest-based climate change mitigation and adaptation”. While the move to electric vehicles is beneficial, the destruction of forests accounts for more global emissions than all the cars and trucks in the world. Our forests are “the best large-scale investment we can make against climate change” (UN Secretary General, 2008). BC’s forests were once a massive carbon sink and have now become a carbon source. This is due to a number of climate-related factors, but the largest contributing factor is poor forest management (Wieting, 2018). In addition to sequestering carbon, BC’s forests provide clean water. West Coast Environmental Law stated that “the objectives set out in the PMFLA are far too general, and their minimal forest practice regulations are resulting in negative impacts on community watersheds” (Bell, 2016).

Forest management practices on privately managed forest lands can negatively impact the quality and quantity of water and effect ecosystem resilience to the impacts of climate change. By demanding better forestry practices on private forest lands, the Islands Trust will not only achieve

better protection of the CDF zone and support our coastal forest's ability to mitigate climate change, but assist the many communities throughout BC that are also struggling with the PMFLA.

The Islands Trust has considered advocacy on PMFL before:

> In September 2004, the Executive Committee, the Galiano Local Trustees and the CAO met with the Minister of Sustainable Resource Management and the Minister of Community, Aboriginal and Women's Services. At this time Trust concerns with the PMFLA were presented and an informal request to amend the legislation was made: That the Minister consider amendments to the Private Managed Forest Land Act and Regulation in consultation with the Ministry of Community, Aboriginal and Women's Services, the Union of BC Municipalities and the Islands Trust in order to eliminate conflicts and uncertainties that have a negative impact on the land use planning function of local governments and on property tax equity issues.
>
> TC-2008-171
> That the Islands Trust Council request staff to provide a briefing regarding making a request to the Lieutenant Governor in Council to make a regulation under Section 42(8) of the *Private Managed Forest Land Act* to exempt the Trust Area from the requirements of the Act and its regulations.
>
> TC-2008-197
> That Islands Trust Council request the Trust Programs Committee to work to develop a strategically oriented approach to recommend amendments to the *Private Managed Forest Land Act* so as to strengthen the ability of the Islands Trust to meet its object under the *Islands Trust Act*.
>
> TC-2009-108
> That Islands Trust Council directs the Executive Committee to explore with the appropriate provincial government ministries options for the exemption of Galiano Island from Section 21 of the *Private Managed Forest Land Act*. For clarity, the purpose of the Executive Committee's request is to help achieve effective solutions for the unique circumstances on Galiano Island.

On May 28, 2019, the Ministry of Forests, Lands, Natural Resource Operations and Rural Development announced a review of the Private Managed Forest Land Program (also known as the Managed Forest Program). The review is one of several policy reforms announced as part of the Province's Coast Forest Sector Revitalization Initiative.

The review will examine how well the Private Managed Forest Land Program is meeting its goals to:

- encourage private landowners to manage their lands for long-term forest production, and
- encourage sustainable forest management practices, including the protection of key public environmental values.

Specifically, the Province will examine: program goals; management objectives for public environmental values; regulatory framework for environmental values; incentives for participation in program; and disincentives for exit from the program.

The Province will accept responses to their online questionnaire and letters providing feedback until July 9, 2019. The ministry will also meet directly with landowners, local governments, First Nations and organizations and community groups that are directly impacted by activities on private managed forest land.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Two-three days of staff time to research and write the letter, submit and post to website, and send to cc's.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will draft a letter for the Chair's review in time for submission by the July 9, 2019 deadline. The letter will be cc'd to the Managed Forest Council, Trust Area First Nations, MPs, MLAs, Bowen Island Municipality and Islands Trust Council. The letter will be posted to the Islands Trust website and sent to subscribers.

FIRST NATIONS: Consultation and engagement on forestry issues has changed since the Tsilhqot'in decision. In that decision Judge Vickers found that commercial logging practices could significantly interfere with rights of First Nations and that the management responsibility lay with the Province. The test for title had been set out in Delgamuukw and Tsilhqot'in affirmed this. Aboriginal title lands are alienated to the Crown. It would be important to understand that engagement with First Nations would be required on lands in which the request is they be treated in same way as Crown lands since if this obligation is not met the test for justification to infringe would not be satisfied.

OTHER: No other implications.

4 RELEVANT POLICY(S):

The Policy Statement contains several commitments and directives that could be interpreted as supporting both the protection of forest ecosystems from adverse land use impacts and the protection of forestry as a traditional land use in the Trust Area.

Examples of this include:

3.2.2 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development and land use.

4.2.6 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address the need to protect ecological integrity on a scale of forests and landscapes.

4.2.1 Trust Council recognizes that forestry is a traditional land use in the Trust Area, and supports sustainable forestry as an appropriate form of land use.

4.2.7 Local trust committees and island municipalities shall, in their official community plans and regulatory bylaws, address:

- *The retention of large land holdings and parcel sizes for sustainable forestry use, and*
- *The location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.*

Past Council Advocacy:

This continues the advocacy of Trust Council dating back to 1996, see attached?

5 ATTACHMENT(S):

1. May 29, 2019 Provincial news release re consultation on PMFL
2. References Attached
3. Map of private managed forest lots within the southern Trust Area

4. Number of PMFL lands in the Islands Trust Area as of 2008

RESPONSE OPTIONS

Recommendation:
That the Islands Trust Council request that the Chair respond to the Ministry of Forests, Lands and Natural Resources Operations and Rural Development's consultation on the Private Managed Forest Land Act and request that the Act require standards that are equivalent to Crown forest land regulations and that Section 21 be amended to allow local governments to regulate, but not prohibit forest management activities.

Alternative:
As directed by Trust Council.

Prepared By: Tahirih Rockafella, Local Trustee, Galiano Island

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 29, 2019
David Marlor, Director, Local Planning Services/ May 29, 2019
Robert Kojima, Regional Planning Manager/ May 29, 2019

British Columbia News

Feedback requested on the management of private forests

https://news.gov.bc.ca/19863
Tuesday, May 28, 2019 9:30 AM

Victoria - The public is invited to provide input on a program that helps to ensure the sustainable management of private forests in B.C. until July 9, 2019.

“We want to hear from the public about whether there is room for improvement in the management of private forests and also whether the private managed forest land program is a benefit to private forest owners and the communities they live in,” said Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development.

The Private Managed Forest Land Program was established in 2003 with the introduction of the Private Managed Forest Land Act. Public input on the program is welcome until 4 p.m. on July 9, 2019. Feedback forms and more information are available:
https://engage.gov.bc.ca/privatemanagedforest

The objectives of the review are to confirm the primary goals of the program, which are to encourage private landowners to manage their lands for long-term forest production and encourage sustainable forest management practices, including protecting key public environmental values. Government also wants to increase public awareness and understanding of the program.

The ministry will also meet directly with and accept written submissions from landowners, local government, First Nations and organizations and community groups that are directly impacted by activities on private managed forest land.

Of the 4.6 million hectares of private land in B.C., about 818,000 hectares — primarily located on southern Vancouver Island and the Kootenays — are managed as part of the Private Managed Forest Land Program and regulated under the Private Managed Forest Land Act and regulations.

Private forest owners participating in the private managed forest land program must comply with the Private Managed Forest Land Act and regulations, including protecting key environmental values.

“The Managed Forest Council is proud of our responsive role as regulators for private managed forest land, and we are pleased that a recent, multi-year review has resulted in regulatory amendments to more effectively protect drinking water quality on managed forest land,” said Rod Davis, chair of the Managed Forest Council. “The Province’s review of the program will further ensure that the program is meeting the needs of managed forest owners, local communities and residents.”

“As private landowners that have subscribed to the Private Managed Forest Program, our members have voluntarily chosen to have forest management activities held to a higher standard,” said Megan Hanacek, chief executive officer of the Private Forest Landowners Association. “We hope that this review increases the public’s awareness and acceptance of the program, and our long-term commitment to sustainable management of forests and key public values.”

Information gathered as part of the review will be used by the ministry to examine how well the program is meeting its goals and whether any changes are necessary to maintain public confidence in the program. A summary report will be ready in fall 2019.

Learn More:

Private Managed Forest Land Act:
http://www.bclaws.ca/civix/document/id/complete/statreg/03080_01

BC Assessment Authority Managed Forest Land Class: https://info.bcassessment.ca/Services-products/property-classes-and-exemptions/managed-forest-classification-in-british-columbia/understanding-managed-forest-classification-in-british-columbia
https://info.bcassessment.ca/Services-products/property-classes-and-exemptions/managed-forest-classification-in-british-columbia/how-managed-forest-land-is-assessed

Managed Forest Council: http://mfcouncil.ca

Private Forest Landowners Association: https://www.pfla.bc.ca

A backgrounder follows.

Media Contacts

Ministry of Forests, Lands, Natural Resource Operations and Rural Development
Media Relations
250 356-7506

Backgrounders

Comparing private land to private managed forest land

The Private Managed Forest Land Program was established in 2003 with the introduction of the Private Managed Forest Land Act.

After more than a decade of implementing this framework, government is reviewing the program's performance.

There is a clear distinction between what legislation, regulations, bylaws and oversight apply to timber harvested on private land versus the legislation, regulations, bylaws and oversight that is applied to private managed forest land (a property class assigned by the BC Assessment Authority). Awareness of a specific property's class is integral to the context for how forestry activities on the property may be regulated.

All private landowners, regardless of property class, are subject to the Water Sustainability Act, Drinking Water Protection Act, Environmental Management Act, Wildlife Act, Assessment Act, Wildfire Act and federal acts such as the Fisheries Act, Migratory Birds Convention Act and Species at Risk Act.

Regulations governing private managed forest land are in addition to those for basic private forest landowners. The Private Managed Forest Land Act establishes management objectives for key

public environmental values, including soil conservation, critical wildlife habitat, fish habitat, drinking water quality and reforestation.

The private managed forest land program is voluntary. Property owners receive a lower property tax rate from BC Assessment by participating in the program. Owners must also pay an annual administration fee to the Managed Forest Council and submit an annual declaration of forest management activities completed during the year. They also must pay an exit fee, should they leave the program before an initial 15-year commitment period.

In exchange for their commitment to long-term, sustainable management practices and required time in the program, private managed forest landowners receive assessed values for land that are generally lower than residential, which can result in lower property taxes.

Additionally, while local governments have the power to adopt bylaws that place restrictions on forest management activities on private land within regional or municipal boundaries — including aligning their bylaws with requirements equivalent to Crown forest land regulations under section 21 of the Private Managed Forest Land Act — private landowners with land in the private managed forest program have the right to harvest trees and are exempt from local government bylaws and permits that would directly or indirectly restrict a forest management activity.

References:

Parfitt, Ben (2008). *Restoring the Public Good on Private Forestlands.* Retrieved from: https://www.policyalternatives.ca/sites/default/files/uploads/publications/BC_Office_Pubs/bc_2008/ccpa_private_forestlands_web.pdf

Saxifrage, Carrie (2013). *How privately managed forest land owners broke the social contract.* Silviculture Magazine, July 2013. Retrieved from: https://www.silviculturemagazine.com/articles/summer-2013/whoa-neighbour-how-privately-managed-forest-land-owners-broke-social-contract

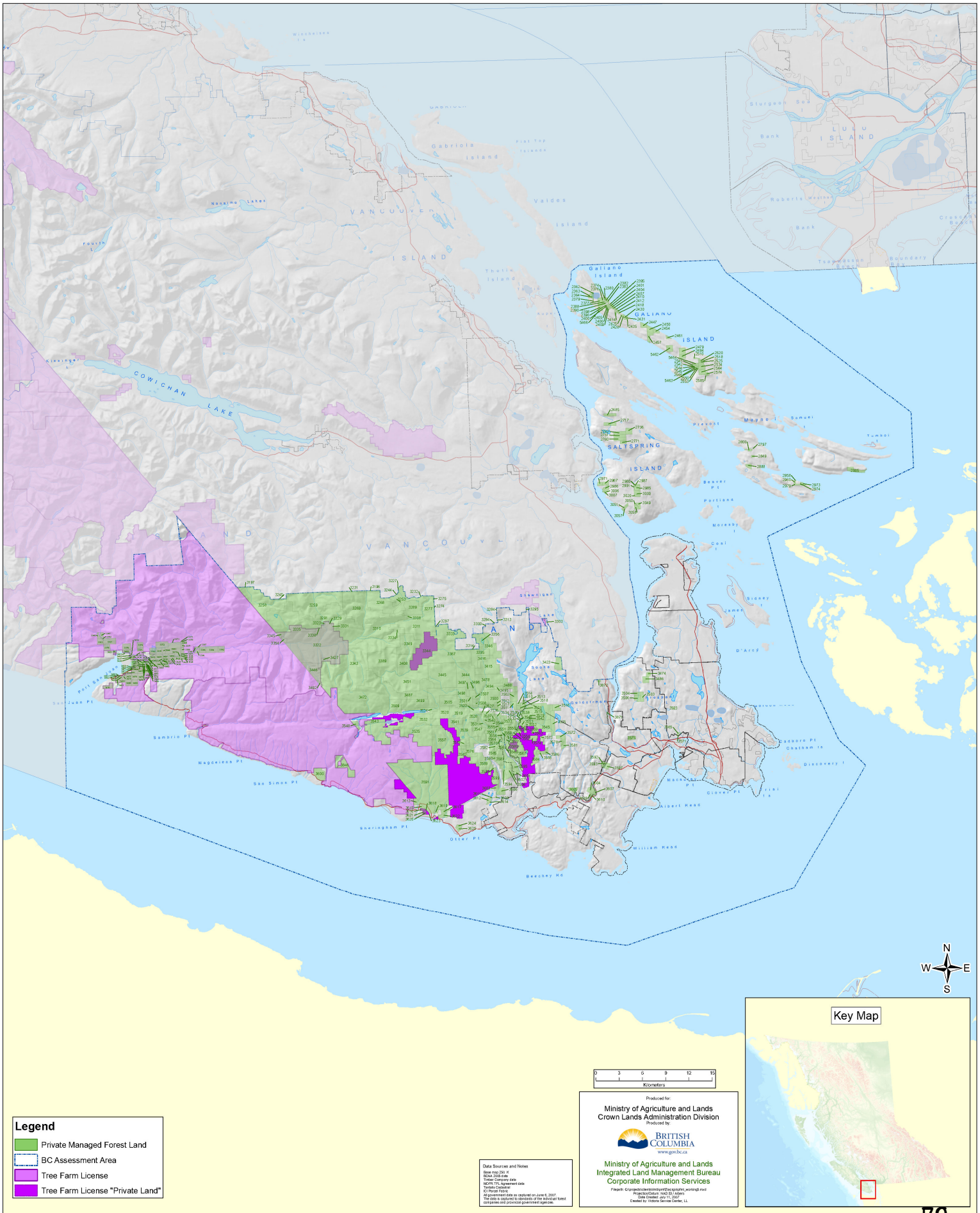
Office of the Auditor General Report (2008/2009). *Removing Private Land from Tree Farm Licences 6, 19 & 25: Protecting the Public Interest?* Retrieved from: https://www.bcauditor.com/sites/default/files/publications/2008/report5/report/removing-private-land-tree-farm-licences-6-19-25.pdf

UN Secretary General, Ban Ki-moon (2008). Retrieved from: https://www.un.org/sg/en/content/sg/speeches/2008-09-24/remarks-un-redd-programme-press-conference

Wieting, Jens (2018). *The Secret in BC's Forests.* Retrieved from: https://www.nationalobserver.com/2018/11/30/opinion/bc-must-stop-ignoring-surging-forest-carbon-emissions

Bell, Patrick (2016). *Forest Harvesting and Water Quality: A Case Study of the China Creek Community Watershed.* Retrieved from: https://open.library.ubc.ca/cIRcle/collections/graduateresearch/310/items/1.0305789

Private Managed Forest Lands
Saanich / Capitol Assessment Area



Managed Forest in the Islands Trust Area

	Denman	Gabriola	Galiano	Gambier	Lasqueti	Penders	Salt Spring	Saturna	Thetis/Valdes	Whole Trust Area
Number of MF units in PMFL (owners)	4	2	25	1	7	5	14	1	1	59
Number of properties in PMFL	5	2	57	1	10	7	30	2	19	114
Area of land in PMFL (ha)	80	55	1041	14	396	119	899	151	915	2755
Area of land in PMFL (ac)	197	137	2572	35	979	293	2223	373	2261	6808
Size of island (ha)	5214	5273	5824	7034	6609	3648	18518	3213	3551	69654
Percentage of island's land in PMFL	1.5	1.1	17.9	0.2	6.0	3.3	4.9	4.7	25.8	4.0
Island's percentage of Trust PMFL owners	7	3	42	2	12	8	24	2	2	100
Island's percentage of Trust PMFL folios	4	2	50	1	9	6	26	2	17	100
Island's percentage of Trust PMFL land	3	2	38	1	14	4	33	5	33	100

APPENDIX 2
Source: https://engage.gov.bc.ca/govtogetherbc/

Private Managed Forest Program Review - Joint ENGO Submission

As non-governmental organizations familar with the on-the ground realities facing BC's managed forests we provide these comments on the provincial review of the Managed Forest Program.

We look forward to discussing our ideas and recommended approach with you and your staff in the coming months as amendments to the Managed Forest Program are developed.

Sincerely,

Eddie Petryshen, Conservation Coordinator, Wildsight
Taryn Skalbania, Director and Coordinator, Peachland Watershed Protection Alliance
Mark Worthing, Climate and Conservation Campaigner, Sierra Club BC
Montana Burgess, Executive Director, West Kootenay Ecosociety
Nikki Skuce, Director, Northern Confluence Initiative
Andrea Inness, Forest Campaigner, Ancient Forest Alliance,
Natasha Ayers, Koksilah Working Group of the Cowichan Station Area Association

Introduction

Since the creation of the Managed Forest Program and the Private Managed Forest Land Act in 2003, large scale private landowners across BC have been subjected to weak regulations which has resulted in poor forest management on large private managed forests across the province. While current regulations may make sense for small landowners who own less than 500 hectares, they do not make sense for large landowners who own thousands of hectares of land and harvest hundreds of thousands of cubic metres a year. Large scale private land logging can have major impacts on public values like water, wildlife, biodiversity, and culturally significant areas.

In areas like the Elk Valley, the Sunshine Coast, and Southern Vancouver Island much of the landscape is classified as Managed Forest and both people and wildlife are dependent on the health and function of private Managed Forest. Both the scale of harvesting and the amount of land in these areas indicate that the land should be subjected to, at a minimum, the same regulations as crown land harvesting if land is registered as Managed Forest and greater than 500 hectares.

Sustainable Harvest

While Managed Forest harvest makes up a relatively small percentage of the provincial total harvest (7 percent), in areas like the Elk Valley, Vancouver Island and South Coast, private managed forest harvests accounts for a significant portion of the total harvest. More than one third of the total logging this year (January-June) in the Rocky Mountain Forest District has been from private land, of which the vast majority is from Managed Forests (Harvest Billing System 2019). On the BC coast, more than one fifth of the total logging is from Managed Forest land (MFC 2016). With minimal requirements to manage sustainably, short term forest liquidation is what we've experienced on private managed forests in the Kootenay region.

On the southern coast and Vancouver Island, more than one-fifth of total logging is on private Managed Forest land and over half of that wood is being exported as raw logs instead of being processed in BC mills (Harvest Billing System 2019).

Under the current framework, large scale managed forests are managed for short term timber supply which provides little benefit to both wildlife and communities. A provincially set Annually Allowable Cut (AAC) or a clear legally set objective for sustainable harvest on large private managed forests would ensure long term timber supply for communities. This would benefit the public interest while balancing environmental protections.

Ecosystem Services

Ecosystems provide essential regulating services such as pollination of crops, prevention of soil erosion, water purification, and a vast array of cultural services, like recreation, human health benefits, cultural enrichment and a sense of place.

Within the PMFLA Act, managing to protect ecosystem services should be considered a management objective. This value should be considered at par with other values or goals of the program such as long term forest production and encouraging landowners to practice sustainable forest management.

Retention of Managed Forests

Reinstating the Forests Land Reserve Act (FLRA) could ensure privately managed forests remain forests rather than being sold for urban or non forest development. Maintaining privately managed forests ensures the retention of forestry based jobs in a community as well as forested habitats.

Independent Review

The Managed Forest Council operates independently from government. With two of five of the Private Managed Forest Council members from the industry and the third member jointly appointed by government and industry, the Council is dominated by industry interests. The Council is supposed to be an independent public regulatory and enforcement agency, but the over representation of industry allows for a major conflict of interest and makes the Council an ineffective regulator.

An independent body such as FLNRORD or the BC Forest Practices Board should be responsible for overseeing compliance and enforcement on large-scale managed forest operations.

First Nations and Local Government Authority Processes

The regulatory gaps in the PMFLA impact the territories, economies, and social and cultural rights of Indigenous Nations. Despite these impacts, Indigenous Nations have been excluded from decision making activities under the PMFLA. A renewed framework for private managed forest lands requires collaboration with impacted Indigenous Nations, including direct participation in decision making about forestry activities and the development, monitoring and enforcement of environmental and cultural heritage protection on managed forest lands.

Indigenous Nations and Local and Regional Governments must have the authority to introduce and enforce bylaws to protect riparian areas, sensitive habitats, culturally

significant areas and community watersheds. There is no provision for this in the current FRPA or PMFLA legislation.

Public Consultation

Large landowners should also be subject to a stakeholder referral and public consultation process. The effects of overharvesting can spill over onto adjacent lands and result in undue hardships to other stakeholders or members of the public. Adjacent interest should be considered prior to the approval of harvesting activities that can negatively impact other interest groups. All documents should be publically available and provide an

Protection of Wildlife Habitat And Biodiversity

Under current regulations there is no objective to protect general wildlife habitat which remains a major regulatory gap for Managed Forest in areas like the Elk Valley and Vancouver Island, where much of the region is owned and managed by landowners. Wildlife populations in these areas are dependent on the health and function of private managed forest land.

While there are measures to declare Critical Wildlife Habitat (CWH) on managed forest land, to the best of our knowledge critical wildlife habitat has never been declared in the history of the program. CWH can only be declared if there is insufficient habitat on crown land and can only be declared on less than 1 percent of the private land. This measure is woefully inadequate in protecting and conserving wildlife habitat.

Wildlife and Biodiversity requirements at the stand or landscape level should be implemented in the same way they are under the Forest and Range Practices Act. Large landowners should be required to maintain wildlife habitat areas, old growth management areas, wildlife tree retention requirements, and ungulate winter range protections.

Improving Forest Management Practices

Stronger regulation is needed to protect and encourage deciduous stand health on private lands. Stronger riparian guidelines should establish no harvest or at minimum machine free zones on transitional and upland riparian areas where cottonwood and other wet indicating species are present. If there is any harvest in these areas silviculture practices must promote deciduous health.

Loss of stand structural elements (e.g., veteran trees, wildlife trees, hollow logs) has a significant effect on private land. Coarse woody debris targets and wildlife tree retention targets should be implemented at minimum meeting FRPA targets.

Forest harvesting is further endangering federally endangered species such as Whitebark Pine and at risk ecosystems like Vancouver Islands' Coastal Douglas Fir Ecosystems.

In the Elk Valley, one landowner harvested 35 logging truck loads of Whitebark Pine (Pa) over the last year and a half. Whitebark Pine is federally listed as endangered under the Species At Risk Act. Until provincial best management practices are in place for Whitebark Pine harvesting within Whitebark Pine stands should not be occurring.

On Vancouver Island and the Sunshine Coast, harvests continue at unsustainable rates in at risk ecosystems like the Coastal Douglas Fir Biogeoclimatic (BEC) Zone. The CDF BEC zone is the smallest and rarest BEC zone in British Columbia and has the highest density of

species that are of both provincial and global conservation concern of any BC BEC zone. Conservation of rare and at risk ecosystems such as the CDF ecosystem should be prioritized on managed forest land. This could be done by ensuring that large landowners are required to maintain both Wildlife and Biodiversity requirements at the stand and landscape level through OGMA and WHA.

Water Protection

Under current regulations there are insufficient protections for riparian areas. Harvesting in the riparian zone may reduce bank stability through direct disturbance and loss of root strength as a result of forest removal. Riparian harvest can also remove coarse-woody debris that may be necessary for channel stability. In some stream reaches, increased water temperature can result from the removal of riparian vegetation and loss of shade.

In mountain ecosystems small streams often account for most of the length of stream networks in a watershed. For this reason the downstream health and function of larger streams or rivers is directly dependent on the health and function of small streams. These streams are often non-fish bearing headwater streams that are less than 1.5 meters in width. These streams are among the most sensitive to erosion because of terrain and soil types. Small streams do influence surrounding environmental conditions and vegetation. A study in western Washington found microclimatic gradients around small (2 – 4m) streams extending between 31 – 62m from the stream (Brosofke et al. 1997). In addition these streams are travel and connectivity corridors for wildlife.

Under current regulations both on crown and private land there is little protection for these streams. Under private managed forest regulations, landowners are only required to maintain understory vegetation and non-commercial trees. These practices can lead to degraded stream health and function, increased sedimentation, loss of stream shade, and subsequent increases in stream temperature degrading fish habitat and drinking water downstream. These practices lead to significant windthrow in the riparian area as buffers are not large enough to be windfirm. For example, on private managed forest land in the Elk Valley small streams (S5's, S6's, NCD's) are being heavily impacted by poor regulations on private land. While the landowner (Canwel) is likely meeting provincial Managed Forest regulations, the regulations are not protective of water, riparian or stream health. These weak water protections are a threat to ecosystem health when applied to large areas like the Elk Valley or Southern Vancouver Island.

Buffers for all streams on managed forest land are minimal. On a large S1 stream landowners are only required to leave 30 merchantable trees per 100 metres of stream length. There can still be harvesting within this buffer. FRPA guidelines offer more protective buffers for streams and riparian areas. Both the width of protective buffers and the quantity of retained trees are larger under the FRPA. See below for a table that illustrates stream regulations for crown land and private managed forest.

Riparian Stream Classes under the PMFLA

Stream Class	Channel Width (m)	Fish bearing and/or diverted by licensed waterworks intake	Requirement to retain large riparian trees	Requirement to retain understory vegetation
A	≥ 10	Yes	30 trees per 100 m	30 m buffer
B	≥ 3 to < 10	Yes	25 trees per 100 m	30 m buffer
C	≥ 1.5 to < 3	Yes	15 trees per 100 m	10 m buffer
D	< 1.5	Yes	N/A	10 m buffer

E	≥ 1.5 and a direct tributary to a class A, B, C or D stream	No	N/A	10 m buffer
Other	All other	No	N/A	N/A

Riparian Stream Classes under the FRPA

Stream Class	Channel Width (m)	Fish bearing	Riparian Reserve Zone Width (m)	Riparian Management Zone Width (m)	Riparian Management Area Width (m)
S1a	>100	Yes	0	100	100
S1	20 – 100	Yes	50	20	70
S2	5 – 20	Yes	30	20	50
S3	1.5 – 5	Yes	20	20	40
S4	< 1.5	Yes	0	30	30
S5	> 1.5	No	0	30	30
S6	< 3	No	0	20	20

Under current Managed Forest regulations there are no legally required buffers on wetlands and lakes. There are no buffers for non-fish bearing wetlands or lakes. Wetlands are amongst the most biodiverse areas on the planet. Their riparian and transitional areas provide habitat and travel corridors for wildlife. They are often sensitive and contain rare plant communities.

Effective riparian buffers along lakes, rivers and streams can help protect migrating birds, water quality, fish habitat, biodiversity, and reduce flooding impacts. At minimum, Forest and Range Practices Act riparian standards should be implemented on Managed Forest lands to protect water quality, communities, and wildlife.

Watershed Assessments

Significant clearcut logging can result in higher peak flows in April and May and low flows in July and August which can severely impact stream function and fish reproduction. These peak flows will be further exacerbated by the impacts of climate change.

The interior Watershed Assessment Procedure suggests that if the private land exceeds 15 percent of a sub-basin it should be included in the Assessment. In areas like the Elk Valley and Vancouver island, private Managed Forest makes up the majority of some sub-basins and a large proportion of the watersheds as a whole.

In order to adequately manage watersheds, large landowners should be required to undertake Watershed Assessments and manage for the cumulative hydrological effects of all watershed activities.

Protecting Public Resources

British Columbia's Private Managed Forest Land Act must be amended to adequately protect valuable public resources that are threatened by unsustainable logging practices on private managed forest land. The new law and management regime should at the very least hold large private forest land landowners to the same management standards as those that apply on crown land.

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	June 16, 2020
From:	**CAO**	**Date Prepared:**	May 26, 2020
SUBJECT:	**Islands Trust COVID-19 Pandemic Response Planning**		

PURPOSE: To provide Trust Council a summary of the Islands Trust Response and Business Continuity planning associated with the COVID-19 pandemic.

BACKGROUND: The Islands Trust has responded to the COVID-19 pandemic through a variety of changes in work procedure, communications and adjustments to governance process. The attached report provides details of these responses and represents ongoing efforts by the Trust to provide continued work of the Islands Trust and to ensure health and safety for island communities, trustees and staff.

ATTACHMENT(S):

1. **Islands Trust Business Continuity Planning, May 26, 2020.**

FOLLOW-UP: The attached document report refers to recovery-planning requirements for the organization that have been developed under separate reporting.

Prepared By: **R Hotsenpiller**

Reviewed By/Date: **May 26, 2020**

May 2020

ISLANDS TRUST

Business Continuity Planning

COVID-19 Pandemic

INTRODUCTION

On March 11, 2020, the World Health Organization declared the novel coronavirus (COVID-19) outbreak a global pandemic. On March 17, 2020, the Province of BC declared a Provincial State of Emergency to support a comprehensive response to COVID-19 based upon the recommendation of the Provincial Health Officer. COVID-19 is a highly contagious corona virus with the potential for significant negative health impacts to the general population. At present, there are no vaccines or treatments available for COVID-19.

This document summarizes key business continuity and response planning by the Islands Trust, associated with the COVID-19 pandemic, from March to June 2020. At the outset of the COVID-19 pandemic, the organization did not have an emergency plan, nor a business continuity plan. In order to respond in a comprehensive manner, the Islands Trust adopted BC Emergency Response Management System (BCERMS) guidelines, including the development of Emergency Operations Centre functional roles:

BCERMS Role	**Islands Trust Function**
Management	Executive Committee, Executive Office
Finance/Administration	FPC, Director of Administration and staff
Logistics	Executive Office, Planning, Administration
Planning	Executive Office
Operation	all units

PURPOSE OF PLAN *Maintaining critical functions and minimizing impact on the Islands Trust organization*

OBJECTIVES

The following key objectives were identified in Islands Trust's response:

- To maintain effective governance of the Trust Area.
- To reduce any potential impacts to the health of staff, elected officials and members of the community in our operations.

- To communicate frequently and effectively with trustees, the public and staff, even if we do not have perfect information.

- To attempt to reduce the impact of this work interruption on the staff, and to recognize increased pressures and anxiety.

- To ensure that core operations of the organization proceed including applications, referrals, communications, electronic meetings, bylaw development, strategic planning items and others.

ASSESSMENT OF SITUATION

The seriousness of the regional, local, provincial and national pandemic situation became apparent during the week of March 16-20, highlighted by the declaration of a Provincial State of Emergency. In response, the following processes took place:

1. **Hazard assessment:** Reviewed potential hazards and risks to staff, trustees and the public including transmission of coronavirus, public access to facilities, staffing of offices, conducting public meetings, conducting committee meetings.
2. **Identification of critical business functions:** Identified a need to maintain the governance function provided by Executive Committee, to ensure that Information Services was able to function, that core land use, advocacy, administrative and conservancy services could continue, and that we could effectively communicate with the public, trustees, and the media.
3. **Staffing plan:** moved to provide equipment for work-from-home, procedures for work-from-home, and to begin to establish rules for staff access to the workplace. Considered possibility of staff contracting coronavirus and potential steps that would follow. Ensured those staff who where travelling self-isolated for 14 days. Ensured those staff with partners who have travelled and are isolating for 14 days.
4. **Communications**: Identified the Ministry of Municipal Affairs and Housing as a key communicator during provincial pandemic response. Established key personnel contacts with the Ministry. Began a series of updates to Trustees and staff on developing issues. Provided media outreach when appropriate. Identified a need to access high-level information services particularly in the use of ZOOM meetings, electronic meetings, telephony, work-from-home, computer provision and communications.

COVID-19 SITUATION REGIONAL UPDATE

Timeline

March 11	World Health Organization declares the novel coronavirus outbreak as a global pandemic.
March 16	Orders under Public Health Officer, mass gatherings shall not have more than 50 people, recommendation made to local trust committees (LTC's) to cancel LTC meetings until appropriate measures are put in place, to be revisited on April 15.

March 18	State of Provincial Emergency declared.
March 19	Closure of Islands Trust Offices to the public.
March 20	Realignment of all staff (85%) to work from home with support by Information Services.
March 26	Provision of Ministerial Order 083, which allowed for local governments, excluding Islands Trust, to conduct electronic meetings without the public.
April 2	Initiation of use of local government authority staff (bylaw officers) to assist public health orders.
April 20	Amendment by Trust Council of 5 Year Financial Plan to reduce budget by 2%.
April 23	First electronic meeting by Islands Trust, using 1627 Fort Street, Victoria, as public space, held by North Pender LTC.
May 1	Provision of Ministerial Order 139, which allows for electronic meetings and public hearings by the Islands Trust.

Relevant Provincial Orders and guidance Ministry of Public Safety & Solicitor General, Ministry of Municipal Affairs & Housing (MAH)

- State of Provincial Emergency
- MO083
- MO139
- BC Government Dashboard
- Local governments

Relevant Public Health Orders

- Mass gatherings, March 16
- Workplace safety, May 14
- Health Guidance

Key actions

Flexible work arrangement to allow critical functions to continue.

Increase meeting frequency of Executive Committee.

Initiating electronic local trust committee meetings.

GOVERNANCE *Response*

Imposition of Provincial Orders initially limited continued governance of the Islands Trust area by local trust committees as there was direction to limit public gatherings, and to maintain physical spacing. The Ministry of Municipal Affairs and Housing, supported by Minister Farnworth, introduced MO 083 allowing local governments to conduct meetings without the public present in order to pass emergency measures and finalize budgets. The Islands Trust was not included in the order and as such could only conduct electronic public meetings if a 'public gathering place' was established.

Actions

- Public facing events including local trust committee (LTC) meetings, trustee meetings, Community Information meetings, and public hearing were cancelled.
- Lobbied MAH to provide legislative authority to hold electronic meetings, public hearings and board of variance meetings.
- Instituted a 'work around' whereby LTC meetings would be conducted electronically while simultaneously a public gathering space was provided at 1627 Fort Street, Victoria.
- Increased official Executive Committee meetings from once every 3 weeks to once a week.
- Chair of Islands Trust attended weekly regional meetings with MAH Minister Robinson.
- Instituted a process of resolutions-without-meetings (RWMs) to guide LTC business.

OPERATIONAL *Response*

The Islands Trust undertook the following actions associated with its core business functions including land use planning, advocacy, administration and the Islands Trust Conservancy.

Actions

- Required that no staff who were ill or showing signs of illness attend offices.
- Closed regional offices to the public.
- Increased management meeting frequency to twice a week.
- Directors worked with immediate reports to maintain a process of work delivery for:
    - Land use applications;
    - Trust Area Services projects including the Policy Statement Engagement Plan, website;
    - Administrative services regarding the budget, payroll, audit, facilities and information services.
- Instituted a work-from-home regime on March 16, completed within 3 days.
- Conducted two all staff meetings via Zoom technology.
- Reduction of office personnel density.
- Introduced increased office cleaning and disinfection.
- Cancelled in-person local trust committee meetings.
- Conducted electronic Executive Committee meetings, Council Committee meetings. Trust Council meetings and LTC meetings.
- Bylaw officials were seconded to the public health unit, if requested, to assist in supporting maintenance of provincial health orders.
- Travel
    - Introduced limitations on travel, including ferry trips, site visits, bylaw enforcement visits;
    - Provided for electronic meeting of staff, committees, and external consultants.

FINANCE

- Financial management: Trust Council passed its 2020/21 budget during its March Trust Council session, in keeping with its legislative responsibility to provide its budget to the Minister by March 31.
    - Amendment of budget: Given the reduction in travel, meeting and employment expense associated with COVID-19 procedures, it became apparent that there would be savings during the 1st Quarter of 2020. Trust Council then received reporting and amended the annual budget to reduce the requisition from a 2% increase to a 0% increase. This reduction is based upon reduced travel and other expenses through June 30, 2020.
- Temporary halt to hiring: In light of work program uncertainty and the potential for reduced applications and hours for staff, hiring was suspended. This decision affected the Planner 2 position for Salt Spring Island and temporarily the GIS student position.
- There is anticipated increased spending in Quarter 2 for accommodations for staff returning to offices including increased cleaning and disinfection and potentially the installation of barriers at public access points.

LONG RANGE PLANNING

Development of a Recovery Plan for the organization including a safety plan, travel plan and communications plan was initiated on or about May 1, 2020. The Provincial Health Officer, in cooperation with WORKSAFE BC, requires the development of a safety plan for the Islands Trust based upon sectoral guidelines. Those guidelines were issued on May 18. It is anticipated that the safety plan and related policy would be adopted by the Islands Trust by early June 2020.

COMMUNICATIONS

- Two media releases associated with messaging to the public regarding limiting visits to island communities during the pandemic.
- Provided bulletins to Trustees.
- Opened a Trustee Zoom coffee room for discussion and information sharing of island experiences. Closed end of May.
- Opened a staff Zoom coffee room, ongoing.
- Conducted a Trustee poll regarding electronic meeting procedures.
- Conducted a staff poll regarding safety procedures for office work and work from home.
- Subscriber notices, announcing electronic local trust committee meetings and explaining why electronic meetings are taking place instead of face-to-face meetings, have been distributed to subscribers :
    - Denman Islands
    - Gabriola Island
    - Galiano Island
    - Gambier Island
    - Hornby Island
    - Lasqueti Island

    - Mayne Island
    - North Pender Island
    - Salt Spring Island
    - Saturna Island
    - Thetis Island
        - *Meeting chairs received speaking notes, which included information, to share with meeting participants, about why we are having electronic meetings.
        - *Trustees received text and images they could use to promote meetings on social media.

- News releases, related to our COVID-19 response include:
    - May 14, 2020 | Public Invited to Islands Trust Council's First Electronic Meeting
    - May 8, 2020 | Trust Council Reminds People to Avoid Non-essential Travel to the Islands
    - May 5, 2020 | Local Trust Committees Having Electronic Meetings and Public Hearings
    - April 22, 2020 | Trust Council Reduces 2020/21 Budget [related to Covid-19 response]
    - April 20, 2020 | Salt Spring Island Local Trust Committee moves to electronic meeting during the pandemic
    - April 20, 2020 | North Pender Island Local Trust Committee moves to electronic meeting during the pandemic
    - March 22, 2020 | Islands Trusts asks Visitors to Stay Home
    - March 18, 2020 | Islands Trust updates business operations in response to COVID-19
    - March 13, 2020 | Islands Trust Response to COVID-19

Key issues moving forward:

- **Implementation of a Safety/Recovery Plan for the Islands Trust.**
- **Interim period when state of emergency is lifted but there are still practical challenges with business as usual.**
- **Status of Trust Council meeting on Saturna Island in September.**
- **Consideration of a second wave of virus infections and ability of the organization to move back to 30% social interactions from approximately 60% interactions.**
- **Continuation of hiring processes.**
- **Province is substantially responding to pandemic crisis leading to a lower priority for some Islands Trust strategic items.**

Policy Statement Goal A: 'To Foster preservation and protection of the Trust Area's ecosystems'

1. LAND STEWARDSHIP

Preserve, protect and advocate for forest and terrestrial ecosystems

Strategy	Responsibility	Funding	Comment	Implementation
1. Map contiguous tracks of the Coastal Douglas fir zone (CDF) and associated ecosystems to aid in protection of that zone and its associated ecosystems.	Local Planning Committee	$15,000 for 2019 FY	Completed end of FY2019/20. Will go to LPC for consideration of next steps and how to use the information for amending bylaws.Currently out for peer review by several reviewers, as well a a contracted review.	In progress
2. Create a model development permit for Local Trust Committee-Bowen Island Official Community Plans bylaws to protect Coastal Douglas fir zones throughout the Trust Area.	Local Planning Services	$15,000 for 2021 FY	This is not budgeted for FY2020/21 but intended to be included in FY2021/22 LPC budget.	Not started
3. Amend legislation to increase the percentage of the Natural Area Protection Tax Exemption Program (NAPTEP) to act as an incentive for the protection of forest cover for climate change mitigation and adaptation in the Islands Trust Area.	Executive		Ministry officials are aware of the desire by the Conservancy to increase the percentage tax exemption. They have referred the Islands Trust to the Ministry of Finance for further information, which has not yet been scheduled.	In progress

2. MARINE AND FRESHWATER STEWARDSHIP

To preserve and protect marine ecosystems

Strategy	Responsibility	Funding	Comment	Implementation
4. Advocate to minimize the impact of commercial activities on the marine environment and participate in Canada""s Southern Resident Killer Whale (SRKW) recovery plan.	Trust Area Services		Saturna LTC has requested advocacy letter. Staff liaising with Trustee Middleton.	In progress
5. Map the extent of eelgrass and kelp beds throughout the Trust Area.	Local Planning Committee	$50,000 for 2020/21 FY	Was to be discussed at LPC meeting in May. partner is unable to raise funds as expected. May meeting recessed to June 11, 2020.	

Policy Statement Goal A: 'To Foster preservation and protection of the Trust Area's ecosystems'

2. MARINE AND FRESHWATER STEWARDSHIP

To preserve and protect marine ecosystems

Strategy	Responsibility	Funding	Comment	Implementation
6. Undertake a review of Local Trust Committee-Bowen Islands Municipality foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore and nearshore.	Local Planning Committee	$10,000 for 2020 FY	This is not budgeted for FY2020/21 but intended to be included in FY2021/22 LPC budget.	Not started

Protect quality and quantity of fresh water resources of the Trust Area

Strategy	Responsibility	Funding	Comment	Implementation
7. Develop a regional freshwater management strategy that addresses responsibilities under the Water Sustainability Act, identifies water resources throughout the Trust Area, integrates water resource management into land use decision-making, and accounts for the impacts of climate change on island water resources.	Local Planning Committee	$20,000 for 2020/21 FY	LPC approved a project charter to develop a Trust Council Freshwater Sustainability Strategy Stage 1. Next steps: procurement of consultant.	Not started
8. Map and develop water budgets for groundwater aquifers in the Trust Area.	Local Planning Committee	$50,000 for 2020/21 FY	Awaiting completion of Strategy 1 - work to begin in later half of FY2020/21.	Not started
9. Develop a model land use regulation regarding freshwater sustainability including groundwater, rainwater catchment and greywater recycling.	Local Planning Committee	$25,000 for 2021 FY; $25,000 for 2022 FY	This is not budgeted for FY2020/21 but intended to be included in FY2021/22 LPC budget.	Not started

Policy Statement Goal B: 'To ensure that human activity and the scale, rate and type of development in the Trust Area are compatible with maintenance of the integrity of trust area ecosystems'

3. CLIMATE CHANGE

Mitigate and adapt to climate change impacts

Strategy	Responsibility	Funding	Comment	Implementation
10. Amend the Islands Trust Policy Statement to add climate change mitigation, adaptation and resiliency policies.	Trust Area Services		Policy Statement Amendment Project is underway. EC approved revised project charter on Feb 26 , 2020. Staff will bring a 'What we heard' public engagement report to June Trust Council for approval. TPC has struck a climate working group to review the document while First Nations engagement continues.	In progress
11. Amend Official Community Plans and land use bylaws to foster climate change resilience, including measures to protect Coastal Douglas fir, foreshore and nearshore environments and groundwater.	Local Planning Services	$30,000 for 2021 FY; $30,000 for 2022 FY	Awaiting model bylaw from LPC - item 2 above. This is not budgeted for FY2020/21 but intended to be included in FY2021/22 LPC budget.	Not started
12. Develop i) a set of climate change, demographic and environmental data and ii) performance criteria in order to identify the effects of climate change in the Trust Area and to measure mitigation and adaption efforts.	Trust Area Services	$5,000 for 2020 FY; $25,000 for 2021 FY	Trust Programs Committee adopted project charter on February 10, 2020 for Phase I of this project which will involve scoping out a list of appropriate indicators, the feasibility of data collection and a budget for Phase II. Trust Programs Committee reviewed contract deliverables on May 22, 2020. Staff will let contract with July end-date so findings can be used for business cases for 2020/21 budget.	In progress

Policy Statement Goal C: 'To sustain island character and healthy communities'

4. COMMUNITY AND COMMUNICATION

Improve community engagement and participation in Islands Trust work

Strategy	Responsibility	Funding	Comment	Implementation
13. Develop the capacity to broadcast public meetings of Local Trust Committees, Council Committees and Trust Council.	Executive Admin-IT	$7,100 for 2020 FY	**Technology**: Testing of Zoom technology has been underway for electronic public meetings due to the COVID-19 pandemic. Currently there have been successful LTC, Council Committee, and TC electronic meetings. Testing with members of the public is underway with LTC meetings and *may* take place at the June TC. Steaming of meetings is being explored by the IS team using Collaborative Video technology and will be officially started as a trial with several LTCs in coming months. We are noting that streaming is made easier when all meeting participants and attendees are remote, or all are physically present. Complications (and possibly costs) rise when there is a blend of in-person vs. remote participants/attendees. Staff are seeking solutions and brainstorming workarounds. **Legislative**: Provisions of the *Freedom of Information and Protection of Privacy Act* (re: collection, storage and disclosure of personal information) and defamation law apply to broadcasting (streaming) meetings. One recommended practice, regardless of whether a meeting is conducted in person, or electronically, is that Islands Trust bodies notify the public that a meeting will be recorded and the recording posted online.	In progress

Policy Statement Goal C: 'To sustain island character and healthy communities'

4. COMMUNITY AND COMMUNICATION

Improve community engagement and participation in Islands Trust work

Strategy	Responsibility	Funding	Comment	Implementation
14. Develop a new website and initiate a social media program.	Trust Area Services	$115,000 for 2019 FY	Website project underway with planned fall completion; content 75% written, 90% page designs complete; document library documents sent to contractor including additional documents requested at March TC; development site in progress; next step is content and calendar loading; and testing followed by content and document updating. Facebook being updated regularly.	In progress
15. Develop and implement a stewardship education program directed towards the public, industry and stakeholders in the Trust Area.	Trust Area Services	$10,000 for 2019 FY; $15,000 for 2020 FY; $15,000 for 2021 FY; $15,000 for 2022 FY; $10,000 for 2023 FY	On May 22, 2020, the Trust Programs Committee received a Request for Decision and requested staff to: Trust Program Committee direct staff to develop a project charter for a water conservation webinar to be delivered in September 2020; provide a briefing to TPC in October 2020 with options for the Stewardship Education Program to be implemented November to March 31, 2021; and develop project charters for eel-grass and ecosystem adaptation webinars for delivery between September and the end of November.	Not started

Strengthen housing affordability throughout the Islands Trust Area

Strategy	Responsibility	Funding	Comment	Implementation
16. Implement the following high priority actions outlined in the Affordable Housing in the Trust Area: Strategic Actions for Islands Trust previously referred by Trust Council.	Trust Area Services/Local Planning Committee	$10,000 for each FY to $40,000	See following	See following

Policy Statement Goal C: 'To sustain island character and healthy communities'

4. COMMUNITY AND COMMUNICATION

Strengthen housing affordability throughout the Islands Trust Area

Strategy	Responsibility	Funding	Comment	Implementation
16. i. Review the Islands Trust Policy statement and give consideration to: a) giving affordable housing a greater profile for its role in sustainable communities b) including a reference to affordable housing in its policy direction to LTCs and municipalities.	Trust Area Services		Policy Statement Amendment Project is underway. EC approved revised project charter on Feb 26, 2020. TPC has struck a affordable housing working group to review the document while First Nations engagement continues.	In progress
16. ii. Review the Islands Trust Policy statement to ensure that it: a) includes clear and well-thought out definition of affordability b) includes clearly articulated vision, goal and objectives for affordable housing c) gives affordable housing a greater profile for its role in sustainable communities d) includes a reference to affordable housing in its policy direction to LTCs and municipalities.	Trust Area Services		Policy Statement Amendment Project is underway. EC approved revised project charter on Feb 26 , 2020. TPC has struck an affordable housing working group to review the document while First Nations engagement continues.	In progress
16. iii. Develop model bylaws that use floor area ratio as a density metric for consideration of implementation in local trust area land use bylaws.	Local Planning Committee		Will be considered by LPC in May 2020 - $8,000 funding available for FY2020/21. May LPC meeting was recessed and will reconvene on June 11, 2020.	Not started
16. iv. Develop model density bonus bylaws for consideration of implementation in local trust area land use bylaws.	Local Planning Committee		Consideration for FY2021/22 through LPC.	Not started
16. v. Develop model bylaws to address the use of building stratas as a tool for affordable housing.	Local Planning Committee		Consideration for FY2021/22 through LPC.	Not Started

Strengthen relations with First Nations

Strategy	Responsibility	Funding	Comment	Implementation

Policy Statement Goal C: 'To sustain island character and healthy communities'

4. COMMUNITY AND COMMUNICATION

Strengthen relations with First Nations

Strategy	Responsibility	Funding	Comment	Implementation
17. Adopt a Reconciliation Declaration.	Trust Council		Adopted March 2019.	Completed
18. Adopt and implement a Reconciliation Action Plan.	EXEC/TAS/LPS	$17,550 for 2020 FY; $10,000 for 2021 FY; $10,000 for 2022 FY; $5,000 for 2023 FY	Implementation in progress. Training design completed and delivered with one outstanding session due to COVID-19. Policy and referral process being reviewed with gap analysis.	In progress
19. Develop a Trust Area-wide archaeological impact strategy and establish a Cultural Working Group.	Trust Area Services		Cultural Working Group established. Interim measures in place for archaeological impact strategy with plans to work with other agencies. Current review of all staff reports in place, with forms to assist and inform applicants.Cultural Working Group established. Interim measures in place for archaeological impact strategy with plans to work with other agencies. Current review of all staff reports in place, with forms to assist and inform applicants.	In progress

Policy Statement Goal D: 'Effective, efficient and collaborative governance'

5. GOVERNANCE

To improve and modernize the ability of the Islands Trust to regulate land use activity and work with others

Strategy	Responsibility	Funding	Comment	Implementation
20. Amend the Islands Trust Act or other legislation to: i. Allow for entry warrants ii. Grant authority to use municipal ticketing for development permit enforcement iii. Enable adoption of development approval information bylaws by local trust committee iv. Add First Nations to the list of bodies with whom the Trust works in cooperation v. Enable delegation to staff the issuance of development permits vi. Clarify foreshore zoning authority	Executive/LPC		i. Indication Province is not going to make any changes. ii. At this time the indication is that the Province is not going to make any changes based on the belief enforcements is possible if guidelines are part of the LUB. iii. Being considered by the Province. iv. We have received positive indications from the Province that this item is pending. v. Being considered by the Province. vi. Being considered by the Province.	In progress
21. Provide a secretariat role to forums within the Trust Area.	Trust Area Services	$12,000 for 2020 FY	Trust Programs Committee is co-hosting Baynes Sound Lambert Channel Forum on May 30, 2020. In June, TPC will consider three requests for secretariat support.	In progress

Policy Statement Goal D: 'Effective, efficient and collaborative governance'

5. GOVERNANCE

To amend the Policy Statement

Strategy	Responsibility	Funding	Comment	Implementation
22. Amend the Policy Statement introductory and definitions sections.	Trust Programs Committee	$60,000 for 2019 FY; $45,000 for 2020 FY	Policy Statement Amendment Project is underway. EC approved revised project charter on Feb 26, 2020. TPC has struck a Reconciliation working group to review the document while First Nations engagement continues.	In progress
23. Determine if additional changes to the Policy Statement are desired by Trust Council.	Trust Programs Committee		Pending outcomes of Policy Statement engagement and First Nations referral .	Not started

Islands Trust Council Plan for Continuous Learning

2018-2022 Term

Updated May 28, 2020

Year	Trust Council Meeting	Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2020	December				
	September	?	?	?	?
	June	Conducting electronic meetings	NA	NA	NA
	March	FOI – Open Meetings Conflict of Interest – closed session, March 11, 2020		Water License Branch session- via webinar on March 3, 2020	Climate change related topics including enforcement, bylaw sharing associated with climate change
2019	December (Victoria)	Strategic Plan Residential/Industrial schools session			National Marine Conservation Area Reserve
	September (Bowen)	Strategic Plan	Role of the Executive Committee		Indigenous Law
	June (Galiano)	Strategic Plan	What Elected Officials Need to Know about FOI & Protection of Privacy Training (LGMA) June 25th webinar.		Chair, Vice Chair, Committee Chairs & ITC Chair training
	March 2019 (Gabriola)	Strategic Plan	Young/Anderson Introduction Bill Buholzer		
	January 2019 Nanaimo	Strategic Plan	Orientation		NA

POTENTIAL TOPICS/AGENCY LIAISON FOR CONSIDERATION FOR FUTURE SESSIONS:
Suggestions arising during 2018-2022 Term:

1. West Coast Environmental Law re foreshore jurisdiction **added December 2019**
2. Coast Guard re spill response plan missed consultation with Trust Council and local trust committees **added December 2019**
3. Bylaw enforcement processes **added December 2019**
4. Water licensing Branch session re role, expertise, and knowledge of aquifers **addressed March 2020**
5. Department of Fisheries and Oceans re fish stocks in dire straits **added December 2019**
6. Elected officials and/or staff on how the political government works **added December 2019**
7. Foreshore erosion and middens **added December 2019**
8. Community engagement for stewardship **added December 2019**
9. First Nations return to the lands and water **added December 2019**
10. Climate change related topics including enforcement, bylaw sharing associated with climate change
11. Private Managed Forest Lands (PMFL)
12. Housing agreements and how they work
13. First Nations relationship building
14. Indigenous Law **addressed September 2019**
15. How we measure Preserve and Protect
16. Engagement tools associated from IAP2
17. Agency liaison such as Agricultural Land Commission
18. *Freedom of Information and Protection of Privacy Act* (FOIPPA) session **addressed June 2019**
19. Business type training including Microsoft products
20. Chair, Vice Chair, Committee Chairs & ITC Chair training **addressed May 2019**
21. ALC session with CEO and Chair - aim for September TC
22. Role of the Executive Committee **addressed September 2019**
23. How to craft a resolution
24. Add open meetings and the regulations around them **addressed March 2020**
25. Residential/Industrial schools session **addressed December 2019**
26. Dr. Richard Hebda webinar or presentation **added March 2020**

Islands Trust Council Plan for Continuous Learning

2014-2018 Term

2018	November (Victoria)	Orientation	Orientation	Orientation	Orientation
	September (Gambier/Keats)	Lessons Learned 2014 -2018	Implications of the Water Sustainability Act		
	June (Saturna)	Strategic Plan	*Islands Trust Act* Amendments		Agricultural Land Commission/Islands Trust
	March (Salt Spring)	(Freshwater Specialist) (Water Sustainability Act) Regional Conservation Plan		Adapting to Climate Change	March (Salt Spring)
Year	**Trust Council Meeting**	**Trust Wide and Administrative Topics**	**Legal and Governance Topics**	**Planning How-To**	**Working With Others**
2017	December (Victoria)	Ocean Protection Plan			(San Juan County) (U.S. and Canadian Consuls General)
	September (Denman)				Effective Advocacy Regional Districts
	June (Lasqueti)	ITC Regional Conservation Plan	Role of the Trustee (2)	Species at Risk	
	Webinars (dates TBD)				

Suggestions arising during 2014-2018 Term:

1. Islands Trust Conservancy and the incorporation of the 2018-2027 Regional Conservation Plan information into local trust committee/island municipality official community plans.
2. *Water Sustainability Act (postponed from March 2017 due to difficulty scheduling speakers)*
3. Heritage Conservation Act session
4. Office of the Ombudsperson session
5. Making Online Meetings Work

6. OneNote for meetings
7. Public Consultation and Polling
8. NMCA – implications for local zoning jurisdiction
9. Options for a trustee network
10. Introduction to the Island Trust Policy Statement
11. Participatory decision-making (using expertise on Bowen Island)
12. Effective Communications and Social Media
13. Fisheries and Oceans with a senior representative from the Department of Fisheries and Oceans
14. Shoreline Planning
15. First Nations Policy & Engagement (deferred from Sept 2018)
16. Archaeological Site Protection (2)

From: SIRRA <info@sirra.ca>
Sent: Tuesday, May 26, 2020 9:59 AM
To: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: Islands Trust Meeting June 16th/17th

Dear Ms. Foster,

SIRRA requests that SIRRA be added as a delegation to the June Trust Council Meeting.

==========

"**May 26th 2020**

Submission from **Saturna Island Ratepayers and Residents Association (SIRRA)** for the agenda of the Islands Trust Council meeting on June 16th and 17th.

Please find attached 2 letters:

Islands Trust Budget Feedback from SIRRA Feb 16th 2020

SIRRA to Minister Robinson, 28th Feb 2020 (copied to IT Council).

Also included is a reply from the Ministry of Municipal Affairs and Housing.

These letters pose questions on IT Plans, Budget and transparency. We would appreciate an opportunity to discuss these at the meeting on June 17th and to offer the IT an opportunity to respond."

Speaker: Mairead Boland - VP SIRRA

==========

Kindly note that It appears that the 2020-02-16 Budget Feedback - Final letter may not have been forwarded in February as intended by the SIRRA board. Our apology if the letter was not received by the Islands Trust in a timely manner.

Thank-you,

SIRRA Communications



February 16, 2020

Mr. Russ Hotsenpiller
Chief Administrative Officer
Islands Trust
Office 200, 1627 Fort Street
Victoria, BC V8R

Dear Sir,

The Saturna Island Ratepayers and Residents Association (SIRRA) takes an interest in the Islands Trust Budget 2020/21 Consultation.

As such SIRRA requests your response to the bulleted points below.

The Islands Trust presents financial statements by comparing the proposed budget to last year's budget. While such practice may be common with local governments, the practice is not helpful toward the understanding of taxpayers, and therefore is unsatisfactory.

Expenditures of the Trust have increased year on year. A draw from "surplus/reserve funds" obscures the true rate of increase in Islands Trust's expenditures.

The Trust is planning to spend $800,000 more than the year ending March 2019 - an increase of almost 12%. In the current economic climate, the Trust has a fiscal responsibility to constrain expenditures.

- SIRRA requests that actual expenditures be presented year over year so that the financial picture is clear and open to assessment of the Trust's operational management.

The Trust invites feedback on "Budget 2020/21" - however the reality is that 90% is already allocated to salaries and other overheads. In turn, the taxpayers, have been asked for input on the small fraction associated with an overly elaborate Strategic Plan, i.e., on an expenditure of $620,650 over 5 years - $175,650 to be spent in the current year, which represents 2.14% of the budget. This is a waste of time and effort on the part of those the Trust is supposed to serve.

The taxpayers have not been asked to comment on the other 97.86% (nearly $8 million) of the expenditure while the Trust continues to grow as an institution that is absent rigorous financial or managerial review by a higher-level authority.



The questions posed in the feedback survey were couched to avoid disagreement or criticism. There was no option to allow a response of "none of the above" with respect to the various initiatives. It is clear that no consideration has been given to reducing overall expenditure and property taxes.

- Why are taxpayers not invited to comment on the details of the entire budget of $8,180,478?

The Trust indicates that a significant expenditure is on the execution of "planning services". An opportunity exists to review the scope of these activities and staffing levels in order to reduce effort and cost to the taxpayers. CRD duplicates many of the Trust's services.

- Is the Trust willing to consider how a reduction in scope and costs might be achieved, including with respect to the large cost of "planning services"?

We would appreciate a response to these points. We can meet with representatives of the Trust at your convenience.

Thank you,

Michel Chiasson, President
Saturna Island Ratepayers and Residents Association

cc: Honourable Selina Robinson, Minister of Municipal Affairs and Housing
MLA Adam Olsen, Leader, BC Green Party
Island Trust Council Members



February 28, 2020

Hon. Selina Robinson
Minister of Municipal Affairs and Housing
Room 310 Parliament Buildings
Victoria, BC V8V 1X4

Dear Ms. Robinson,

We write to you on behalf of the Saturna Island Ratepayers and Residents Association (SIRRA).

It is extremely disappointing that you are shutting down the office of auditor general (AG) for local government. We are surprised at the decision given that a year ago, an independent review showed that "the office offers value as a resource for communities to help them deliver the services people count on". The majority of the audited municipalities felt they had benefited and were implementing the audit findings. The first key recommendation of the review was that the Auditor General for Local Government office be retained.

The Islands Trust (IT) has expanded its scope of work far beyond its original remit and the IT expenditure grows at an unreasonable rate.

We strongly believe that the Islands Trust would benefit from an independent audit. Please explain how this can happen without the AG?

From a tax payers perspective the cost saving achieved by shutting down the AG ($.8 million now and $2.6 million ultimately) is minimal compared to potential savings achieved through these audits.

You speak of working with the Union of B.C. Municipalities (UBCM) to deliver a better way. Who will act on behalf of the taxpayers in the discussions to deliver this better way? How can these discussions be impartial without the AG to represent the taxpayer?



As the Minister responsible for the Islands Trust and therefore accountable for the use of the taxpayers contributions we ask that you reconsider your decision to disband the Auditor General for Local Government office - at least until the Islands Trust can be reviewed

If this cannot be, we ask that you make alternative arrangements for an external review of the IT.

We are happy to meet you to discuss this matter at your convenience,

Thank you for your attention,

Yours sincerely,

Michel Chiasson, President

Saturna Island Ratepayers and Residents Association

cc: MLA Adam Olsen

Islands Trust Council

Subject: Reply to your letter to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing
Date: Mon, 20 Apr 2020 23:40:12 +0000
From: Dong, Jodi MAH:EX <Jodi.Dong@gov.bc.ca>
To: 'info@sirra.ca' <info@sirra.ca>
Ref: 252553

Michel Chiasson, President
Saturna Island Ratepayers and Residents Association
PO Box 27,
Saturna, B.C. V0N 2Y0

Dear Michel Chiasson:

Thank you for your letter of February 28, 2020, to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, regarding the dissolution of the office of the Auditor General for Local Government (AGLG). I am pleased to respond on the Minister's behalf, and apologize for the delay.

While I can appreciate the Saturna Island Ratepayers and Residents Association's disappointment, Government will not be reconsidering the decision at this time.

Although the Independent Five-Year Review found that some local governments saw value in AGLG services, the office was imposed on local governments when it was created. The Union of B.C. Municipalities (UBCM), on behalf of all B.C. local governments, continues to oppose the office. The UBCM membership endorsed a resolution calling on government to eliminate the AGLG office and maintained that the accountability requirements of the office are already met under existing local government legislation and regulations.

As you mentioned, government will be engaging with UBCM over the coming months to better understand local governments' perspectives on this matter and explore future delivery models for supporting local governments. For now, the Islands Trust has the option of hiring a third party to complete the independent audit you are seeking. Additionally, there are a range of tools available, both voluntary and legislative, to help local elected officials ensure good governance in their communities. For example, under the *Islands Trust Act,* the trust council must each year appoint an independent auditor to review and report on the accounts and transactions of the trust council and local trust committees.

Thank you again for writing.

Jodi Dong, PhD
Executive Director
Community Policy and Legislation
Ministry of Municipal Affairs and Housing

From: Briony Penn <penn@saltspring.com>

Sent: Monday, May 25, 2020 12:34 PM

To: Lori Foster <lfoster@islandstrust.bc.ca>

Cc: Ruth Waldick <ruth.waldick@gmail.com>; Laura Patrick <lpatrick@islandstrust.bc.ca>; Martin, Tara (Forestry) <tara.martin@ubc.ca>

Subject: Request for Delegation

HI Lori,

Delegation on SSI Forest Research into Coastal Douglas-fir Forest Health, Carbon Emissions and Fire Risk from Logging, Current Tools and Implications for Policy

Could we please be put on the agenda for the June 16th Trust Council Meeting. We have formed a cohort of forest researchers on SSI to collate and communicate recent findings from the various institutional and citizen science research projects being undertaken on the island. We believe that our work can strengthen and inform the Trusts' excellent leadership on the CDF Forest initiatives.

Thanks,

Dr. Briony Penn

250 653-9996

From: Jan Slakov <janslakov@shaw.ca>
Sent: Saturday, May 23, 2020 11:00 PM
To: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: GIA delegation request

Dear Lori,

The Gulf Islands Alliance would like to make a delegation to the June TC meeting, on the topic of regulating forestry.

I hope this note finds you well and happy. … I remember our last TC meeting as it was pretty much the last public gathering I went to before the closures…

Please let me know if we can make a delegation and if you have the zoom link for the meeting, that would be handy.

all the best, Jan

From: Paul.Manly.A2@parl.gc.ca <Paul.Manly.A2@parl.gc.ca>
Sent: Thursday, May 21, 2020 10:48 AM
To: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: RE: NEWS RELEASE: Public Invited to Islands Trust Council's First Electronic Meeting

Dear Lori,

Thank you. Yes, he would like to speak about freighters and provide a COVID-19 update. He will not have a visual presentation.

Best,
Irene

From: Lori Foster <lfoster@islandstrust.bc.ca>
Sent: May 19, 2020 4:15 PM
To: Manly, Paul - Assistant 2 <Paul.Manly.A2@parl.gc.ca>
Subject: RE: NEWS RELEASE: Public Invited to Islands Trust Council's First Electronic Meeting

Hello Irene:
Yes, of course. Is there a topic?
This request will go in our June 3rd agenda package for consideration.

Regards,

Lori Foster
Executive Coordinator
250-405-5161

From: Paul.Manly.A2@parl.gc.ca <Paul.Manly.A2@parl.gc.ca>
Sent: Tuesday, May 19, 2020 1:05 PM
To: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: RE: NEWS RELEASE: Public Invited to Islands Trust Council's First Electronic Meeting

Dear Lori,

Thank you for sharing this information with our office. Paul is interested in delegating on June 17 at your meeting. Would it be possible to secure him a 10 min slot? I can be reached at this email, paul.manly.a2@parl.gc.ca, to coordinate on behalf of Paul.

Thank you,
Irene

Irene Brueckner-Irwin
Member's Assistant | Adjointe du Député
Office of Paul Manly, M.P. | Bureau de Paul Manly, Député
Member of Parliament for Nanaimo-Ladysmith | Député de Nanaimo-Ladysmith
paul.manly.a2@parl.gc.ca | t: 613-992-5243 | Room 313, Confederation Bldg. Ottawa, ON K1A 0A6

From: Paul.Manly.P9@parl.gc.ca <Paul.Manly.P9@parl.gc.ca>
Sent: Saturday, April 25, 2020 12:41 PM
To: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: FW: Freighter Collision Southern Gul Islands

Dear Lori

This is the letter that I sent to Minister Garneau. I have also mailed a letter to the Transportation Safety Board. Please share this with Islands Trust Chair, Peter Luckham.

All the best
Paul Manly

Paul Manly
Member of Parliament for Nanaimo-Ladysmith | Député de Nanaimo-Ladysmith
Constituency Office: Suite 103 495 Dunsmuir St. Nanaimo BC V9R 6B9 | t: 250-734-6400
Hill Office: Room 313, Confederation Bldg. Ottawa, ON K1A 0A6| t: 613-992-5243
paul.manly@parl.gc.ca

From: Manly, Paul - Personal
Sent: April 25, 2020 12:37 PM
To: Garneau, Marc - Personnel <marc.garneau.p9@parl.gc.ca>
Cc: Jordan, Bernadette - Personal <Bernadette.Jordan.P9@parl.gc.ca>; Beech, Terry - Personal <Terry.Beech.P9@parl.gc.ca>; Bittle, Chris - Personal <Chris.Bittle.P9@parl.gc.ca>; May, Elizabeth - Personal <Elizabeth.May.P9@parl.gc.ca>
Subject: Freighter Collision Southern Gul Islands

Dear Minister Garneau,

I am writing to draw your attention to a recent marine collision that occurred in the Southern Gulf Islands of British Columbia, and to urge you to remove freighters from southern B.C. anchorages.

On March 30, 2020, the MV Golden Cecilie collided with the MV Green K-Max 1, after which the anchors of both vessels became entangled. These vessels had been anchored between Saturna Island and Pender Island. No injuries or pollution were reported, however this collision could have been disastrous.

I have written to the Transportation Safety Board of Canada to request a full investigation of this incident. An investigation is warranted to prevent similar collisions from occurring in the future with potentially worse outcomes. Identifying the factors that contributed to this incident will be essential to eliminate any safety deficiencies moving forward, and to fulfill the government's commitment to modernizing Canada's marine safety regime through the Oceans Protection Plan.
Plumper Sound falls within the area covered by the Interim Protocol for the Use of Southern B.C. Anchorages, which allows freighters to anchor at 33 anchorages around

the Southern Gulf Islands. Most are waiting to enter Canada's busiest port in Vancouver. Due to supply chain inefficiencies, freighters often wait with partial loads. The risk of a chemical or fuel spill due to a collision like the one that took place in Plumper Sound is of great concern to coastal communities.

The Interim Protocol has been an issue in our communities since it was established in 2018. It was expected to last 6 months but has since been extended until at least July 2020. The Protocol allows freighters to park for free at the additional anchorages, adjacent to many communities who were not consulted.
Local residents are suffering from noise and light pollution, generator exhaust and dust from maintenance work on nearby freighters. There is no recourse for residents, as compliance with the guidelines for mitigating light and noise pollution is voluntary.

Anchorages threaten the sensitive ecosystem of the Salish Sea. They disrupt the habitat of endangered species, including the southern resident killer whale, and damage the ocean floor. The Salish Sea is home to the Strait of Georgia Glass Sponge Reef marine refuges and the proposed Southern Strait of Georgia National Marine Conservation Area, and yet on March 30, the MV Golden Cecilie reportedly dragged its anchor across the ocean floor. Thankfully, no oil spilled.

There are several factors that have escalated the anchorage situation. Ships are encouraged to anchor in the Salish Sea because they can do it for free. Inefficiencies at the Port of Vancouver are causing ships to make multiple trips back and forth from the port, and Canada continues to ship US thermal coal.

I urge you to take the following actions to address this situation:

1. Support a full inquiry from the Transportation Safety Board of Canada into the collision on March 30 in Plumper Sound;
2. Remove freighter anchorages from southern B.C. anchorages;
3. Stop thermal coal shipments, as urged in my letter to you on Sept. 5, 2019.

Thank you for your attention. I look forward to hearing back from you on this matter.

Sincerely,

Paul Manly

House of Commons
Chambre des communes
Canada

Paul Manly
Member of Parliament for Nanaimo-Ladysmith | Député de Nanaimo-Ladysmith
Constituency Office: Suite 103 495 Dunsmuir St. Nanaimo BC V9R 6B9 | t: 250-734-6400
Hill Office: Room 313, Confederation Bldg. Ottawa, ON K1A 0A6 | t: 613-992-5243
paul.manly@parl.gc.ca

-----Original Message-----
From: Michael Sketch
Sent: Monday, May 25, 2020 3:42 PM
To: Lori Foster <lfoster@islandstrust.bc.ca>
Cc: Michael Sketch <mgmsketch@cablelan.net>
Subject: M Sketch delegation request for Jun2020 Trust Council

Lori - May I please have a delegation place in the agenda for the upcoming Jun2020 electronic Trust Council meeting?

The title will be: “To better realize potential of the Islands Trust Act”.

Thank you.

Michael Sketch

MEMORANDUM

File No.: 2960-20-06
Summary & Trustee Update

DATE OF MEETING:	May 27, 2020
TO:	Trust Council
FROM:	David Maude, Mayne Island Local Trust Area
SUBJECT:	BC Ferries Advisory Committee Chairs update

PURPOSE

As a member of the BC Ferry Advisory Committee Chairs, update Trust Council on recently attended meetings and current issues.

1. The past few months have been very stressful in coping with the COVID-19 crisis and the overall cuts and reformatting of the ferry system. Some parts of the system were somewhat untouched, others like the Southern Gulf Islands saw radical cuts and changes. As this is being written, there is suggestion that in early June there will be a return to somewhat normal service, but to this point the impact has at times been severe and affected virtually every aspect of island life.

2. 'Salish 4' – the newest build of a Salish class vessel was recently announced. This ship will replace the Mayne Queen, which was originally due for retirement in 2013. It will be a long overdue and welcome replacement although many will be saddened at the loss of the Mayne Queen after more than 50 years of service to the islands. The new vessel is scheduled to being service in 2022.

3. The two new Island Class vessels will be entering service soon. These are a hybrid propulsion design and potentially could be the first all electric ferries in the BC Ferries fleet once electrical infrastructure is in place to allow battery charging.

Submitted By:	David Maude	May 27, 2020

Salt Spring Island Watershed Protection Alliance

Trust Council Report
June 2020

May 28, 2020

The Salt Spring Island Watershed Protection Alliance (SSIWPA) was created by the Salt Spring Local Trust Committee using powers delegated by Trust Council through Bylaw 154 to facilitate a coordinated approach to the management and protection of freshwater resources in the Salt Spring Island Trust Area.

The following is a report to Trust Council on SSIWPA's activities:

Rainwater Project: The rainwater project is aimed to promote rainwater harvesting. A "Rainwater: A Salt Spring Solution" brochure has been developed and distributed and is now available on the website.
https://www.ssiwpa.org/wp-content/uploads/Public-Library/SSIWPA-Projects-Reports-and-Presentations/Communications-Materials/SSIWPABrochure-Interactive1.pdf

Work is in progress to develop a Non-Potable Rainwater Harvesting Best Practices Guide, which is anticipated to be publicly released in July 2020. Unfortunately, a rainwater harvesting tour/workshop had to be postponed.

Cedar Lane and Weston Lake Water Availability: SSIWPA is coordinating stakeholders and assisting the Capital Regional District (CRD) in developing the Terms of Reference for a Cedar Lane Groundwater Availability Study. The CRD is proceeding with procuring a water balance study for Weston Lake, which supplies the Fulford Water System and SSIWPA will assist.

Water System Data: In 2017, FLNROD did a study called "Aquifer Mapping and Monthly Groundwater Budget Analysis for Aquifers on Salt Spring Island" (Golder Associates). SSIWPA provided significant coordination in support of this study. SSIWPA is now following up with all water systems (public and private) regarding any changes to their data collection parameters and rate structures since the 2017 report.

June Meeting Theme: In our June meeting, we will review the key risks to water from fire that were identified during the Climate Action Plan 2.0 update and engage in a discussion with different island representatives about drought, fire risk and water. A key outcome of the work to prepare the Climate Action Plan 2.0 was that protecting and enhancing the health of our forests and ecosystems is the single most important action to preserve and protect our water resources and resist fire and drought in the future. Healthy forests are more fire resistant, they slow the movement of water and increase water retention and recharge.

Laura Patrick, Chair

Islands Trust

Island Trust Council
Priorities Chart

Print Date: May 28, 2020

Islands Trust Council Goals	Executive Committee	Islands Trust Conservancy
1. Ecosystem Preservation and Protection 2. Ensure human activity and development are compatible with maintenance of Trust Area ecosystems 3. Sustain Island Character and Healthy Communities 4. Effective, Efficient and Collaborative Governance	1. Islands Trust Act Amendments 2. Update Islands Trust Policy Statement 3. Climate Change Emergency 4. Business Response to COVID-19 5. Electronic Meetings	1. Strategic Planning/Administration 2. Covenant and Property Acquisitions 3. Property and Covenant Management 4. Communications 5. Fundraising and Conservancy Support
Financial Planning Committee	**Local Planning Committee**	**Trust Programs Committee**
1. Accumulated Surplus Analysis 2. Review Trust Council Policy 7.2.1 Trustee Remuneration 3. Budget 2021/22: Draft 1, V1	1. Application Processing Services Update 2. Saltwater Intrusion Mapping 3. Protect quality and quantity of fresh water resources of the Trust Area.	1. Policy Statement Amendment 2. Secretariat Role to Forums within the Trust Area 3. Climate Change Data and Performance Indicators

Northern Islands Ballenas-Winchelsea, Denman, Gabriola, Gambier, Hornby, Lasqueti, Thetis
Ballenas-Winchelsea Islands
. Advocacy for the protection and appropriate use of Crown islets.
. Nanoose First Nation Relationship Building.
. Implement the Protection of Coastal Douglas fir and Associated Ecosystems toolkit and Islands Trust Conservancy Regional Conservation Plan.
Denman Island
. Denman Island Farm Plan Implementation
. Signage at Ferry Terminal
. Cannabis Land Use Regulation
Gabriola Island
. Housing Options and Impacts Review Project
. Cannabis Production and Retail Sales
. Develop an Ecological Protection Zone
Gambier Island
. Riparian Areas Regulation
. Gambier OCP Comprehensive Review
. Keats Island Shoreline Protection Project - Phase 2
. OCP Advocacy Policies - Implementation & Support

Southern Islands Galiano, Mayne, North Pender, South Pender, Saturna
Galiano Island
. Affordable Housing Strategy - STVR Review
. Groundwater Sustainability
. Land Use Bylaw amendments
Mayne Island
. Land Use Bylaw Technical Amendments
. Housing Regulations and Policy Review (tiny home initiative)
. Groundwater Sustainability Project
North Pender Island
. STVR review
. Climate Change Adaptation, Mitigation and Resilience
. LUB Review
Saturna Island
. First Nations RelationshipBuilding
. Groundwater Sustainability Project
. Review and amendment of Zoning and OCP Designations on National Park Reserve Lands
South Pender Island
. Groundwater Sustainability project
. STVR Review
. Alternative Housing

Northern Islands Ballenas-Winchelsea, Denman, Gabriola, Gambier, Hornby, Lasqueti, Thetis
Hornby Island
. Consideration of a rezone of 5040 Central Road to R3A.
. Watershed Protection and Groundwater Preservation
Lasqueti Island
. OCP/LUB Review
. Freshwater Project
. Model Cell Tower Strategy
Thetis Island
. Riparian Areas Regulation Implementation
. Coastal Shoreline Protection
. Relationship Building withLocal First Nations

Salt Spring
Salt Spring Island
. Water Sustainability - coordinate multiple jurisdictions in planning for water sustainability and watershed protection
. Protection of the Coastal Douglas-fir and Associated Ecosystems: An Islands Trust Tool Kit (2018)
. Affordable Rental Housing - rezone some seasonal cottages to be used for year round residential rental accommodation
. Regulate Cannabis Production
. Industrial Land Uses - update OCP and LUB
. TUPs for Residential Uses

DRAFT

Islands Trust Council September Quarterly Electronic Meeting Schedule
September 16 - 17, 2020

Tuesday, September	Trust Council Wednesday, September 16	Trust Council Thursday, September 17
9:00 Executive Committee pre-Trust Council Meeting	**9:00 Call to Order and Approval of Agenda** **General Business Arising** RWMs, Adoption of Minutes Follow-up Action List (FUAL) Trustee Round Table and Topic Focus **10:00 Executive** CAO's Report * EC Work Program Strategic Plan - Update Continuous Learning Plan	**9:00 Closed Meeting** **9:30 BREAK** **10:00 Delegations/Town Hall**
	11:00-1:00 BREAK	**11:30-1:00 BREAK**
	1:00 Local Planning Services Director's Report * LPC Work Program **2:00 Trust Area Services** Director's Report * TPC Work Program Islands Trust Conservancy Report **3:00 Adjourn for the day (approx.)**	**1:00 Administrative Services** Director's Report * FPC Work Program **1:30 New Business Items** **2:00 Trustee/Summary Updates** BC Ferries Advisory Committee Chairs GINPR Advisory Committee SSIWPA Howe Sound Community Forum Anchorages Roundtable Update **2:30 Priorities Chart** **December TC Draft Schedule** **Disposition of Delegations** **Correspondence** **3:00 Adjournment (approx.)**

* = decision item
BRF = briefing
RFD = decision item

DRAFT 2 Day Electronic Schedule

Trust Council Quarterly Meeting DRAFT Schedule
September 15 -17, 2020
Saturna Island, BC

Tuesday, September 15	Wednesday, September 16	Thursday, September 17
	8:30 **Trust Area Services** Consent Agenda Items Director's Report TPC Work Program Decision/Discussion Items	8:30 **Closed Meeting** 9:30
11:30 **Executive Committee Meeting**		**10:30 Break**
12:30 Lunch	9:30 **Administrative Services** Consent Agenda Items Director's Report FPC Work Program Decision/Discussion Items	10:45 **New Business Items** 11:15 **Trustee/Summary Updates** BC Ferries Advisory Committee Chairs Gulf Islands National Park Reserve Advisory Committee SSIWPA Howe Sound Community Forum Anchorages Roundtable Update 11:45 **Priorities Chart** **December Trust Council Draft Schedule** **Disposition of Delegations and Town Hall Requests** **Correspondence**
1:30 **Call to Order and Approval of Agenda** 1:35 **General Business Arising** RWMs Adoption of Minutes FUAL Trustee Round Table - topic focus	DRAFT	
2:45 Break	**10:30 Break**	**12:00 Adjournment (approx.)**
3:00 **Executive** Consent Agenda Item(s) EC Work Program Decision/Discussion Items CAO's Report Continuous Learning Plan 4:00 **Local Planning Services** Consent Agenda Items Director's Report LPC Work Program Decision/Discussion Items	10:45 **12:00 Lunch - Community Engagement Place Holder** 1:30 **Delegations & Town Hall** **3:00 Break** 3:15	IslandsTrust
5:00 **Adjourn for the Day**	5:00 **Adjourn for the Day**	

Local Planning Services
REPORT
December 2019 to February 2020

Date: 28/05/2020

General Comments

Pandemic Local Planning Service Operations

Over the last three months, Local Planning Services staff transitioned to mostly working from home in response to the pandemic. The transition was extremely smooth, a testament to the fact that the Islands Trust organisation was well equipped to allow Staff to access our servers remotely. With the resumption of local trust committee meetings via electronic means, and the ability to hold public hearings electronically, staff workload is similar to before the pandemic. Administrative staff is seeing a higher workload due to the additional needs of running electronic meetings.

Planning Staff is currently not undertaking site visits, or planner office hours on those islands that normally have them. The inability to undertake site visits may delay some applications, or change the approach to making recommendations for those applications. Where a site visit was not undertaken, Staff will make that clear in the report as it will limit the understanding of the property in the analysis. Resumption of site visits and planner office hours will be included in the Islands Trust recovery plan.

Advisory Planning Commissions (APCs) have not met since the declaration of the pandemic. The Ministerial Emergency Order allowing electronic local trust committee meetings does not specify local trust committees' APCs. Furthermore, we do not have capacity to hold electronic APC meetings. APCs that do need to meet would need to consider whether or not they can meet in person and still meet the Provincial Health orders in respect to personal distancing and limiting the maximum size of gatherings to less than 50 people.

Local Planning Services Renewal

In the next three months, the focus for the Director of Local Planning Services will be on implementation of the Local Planning Services Renewal, based on the 2018 Review recommendations.

The Public Service Agency has classified the new Planning Technician position, so we are now able to recruit. This will take place over the next month with the plan to have the new position filled by mid to late July. After orientation, we will begin the process of transitioning building permit referrals, Crown land referrals and other referrals to this new position, freeing planners to be able to undertake other planning duties. The establishment of the Planning Technician position allows us to establish a regional planning team of three planners that will take on a systematic approach to keeping all 20 official community plans up to date, take on major projects, especially those that have regional significance, and undertake major strategic plan work assigned to the Local Planning Committee. This team is expected to be formed in June, with transition paralleling the Planning Technician transition period.

The Regional Planning Team will initially take on two official community plan projects that have been long planned – Gambier and Lasqueti. This is expected to begin in late summer, once we have transitioned appropriately. The team will concurrently work with the Director of Local Planning Service and Regional Planning Managers on an official community plan and land use bylaw update strategy, including reviewing and making recommendations for Trust Council policy amendments on work program priorities and resource allocation (Trust Council policies 6.2.1 [Priority Setting/Review Guidelines] and 6.7.1 [Work Program, Follow-up Action Lists and Priorities Charts].

Another aspect of the Local Planning Services Renewal is to undertake a systematic review and update to our current planning processes. Specifically over the next few month, the Director will be working with the Regional Planning Managers to streamline application processing, improve efficiency and consistency between the regions, and:

1. Review staff reports content, and provide a standardised format and content expectation for all planners; we will start with Development Variance Permit reports. This includes reviewing other jurisdictions' approach, reviewing needs within the Islands Trust and developing a standardised and simplified approach to writing staff reports for development variance permits.
2. Following completion of development variance permit staff reports, we will review development permit staff reports, temporary use permit staff reports, and finally staff reports and the process around rezoning applications.
3. Undertake meetings with some Local Planning Services administrative staff to review the planned changes to planning service delivery and looking at changes required to the way administrative services are provided. This will include reviewing processes and looking for changes to improve efficiency.

Communication to trustees and the pubic will be developed and provided in advance of any major changes.

<u>Local Planning Services Professional Development Day</u>
Three times a year, Local Planning Services holds a Professional Development Day for all Local Planning Services staff and Bowen Island Municipality planning staff. Staff from the Ministry of Municipal Affairs and Housing usually joins us and provides Ministry updates.

The next Professional Development Day is planned for June 10, 2020 as a Zoom meeting due to the pandemic and Provincial Heath orders. The session will be split into two seminars; the first is a presentation on Cannabis regulations by staff from the Liquor Control and Licensing Branch and the Agricultural Land Commission; the second is a presentation by two Cannabis producers from Salt Spring Island.

Policy Planning
Policy planning includes all of the proactive planning work being undertaken by the local trust committees and Local Planning Committee.

The Local Planning Committee has reviewed a draft Applications Processing Services policy, a draft model fee bylaw, and a draft model development approval information bylaw. This work is expected to be completed by September 2020 and submitted to Trust Council in December 2020. Part of the process includes development of communication materials to explain the work that is undertaken for applications, and the difference in processing applications in the Islands Trust Area verses other local governments. Further work of the Local Planning Committee will be based on the 2018-2020 Strategic Plan.

Throughout the 13 local trust committees, there are 42 top priorities. These are listed in detail on the Top Priorities Chart in the Trust Council Agenda.

Current Planning
Current planning includes processing of all of the applications and referrals received by local trust committees. Since March 1, 2020, to the date of this report, we have received 118 new applications, 86 of which are building permits, Crown land or other such referrals. Staff received two new rezoning applications, 13 development variance permit applications, eight development permit applications, five Temporary Use Permit applications, three subdivision applications, and one Agricultural Land Reserve application. In total, including applications opened prior to March 1, 2020, there are 194 open applications, up from 190 as reported to Trust Council in March 2020.

Senior Freshwater Specialist

The Senior Freshwater Specialist has been focused on freshwater projects with a specific lens on the Reconciliation Declaration and Declaration of Climate Emergency, and is currently participating in major projects that balance the three tenets of First Nations, Water Authorizations, and Climate Change.

Southern Gulf Islands Groundwater Sustainability Strategy

This is designed to address the Islands Trust Policy Statement by identifying groundwater recharge areas and addressing climate emergency. Work includes determining groundwater budgets within current conditions and into the future in a changing climate. The project is a top priority of the North Pender, South Pender, Saturna, Mayne and Galiano local trust committees. The project is currently in a review phase and preliminary results were presented to the Local Planning Committee and will be presented to all participating local trust committees.

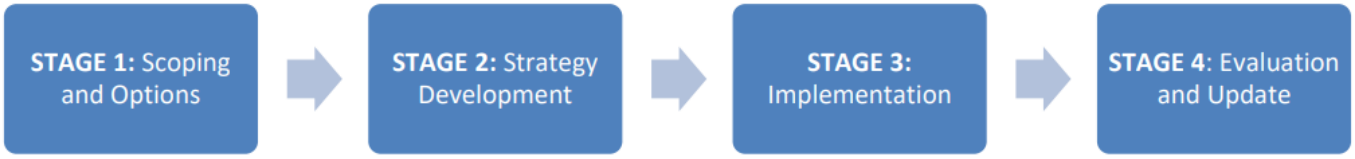
Salt Water Intrusion Mapping

The Senior Freshwater Specialist is a project team member working with the Ministry of Environment and Climate Change Strategy and Ministry of Forest, Lands, Natural Resource Operations and Rural Development (FLNRORD) to determine salt water intrusion risk to groundwater resources in the Islands Trust Area and the surrounding coast to Haida Gwaii. The Local Planning Committee contributed $10,000 to this project. The first year of the project is completed and is currently in a review stage. Preliminary data was presented to the Local Planning Committee in May 2020.

Trust Council Freshwater Sustainability Strategy

Islands Trust Local Planning Committee has passed a resolution to endorse a Project Charter for the Trust Council Freshwater Sustainability Strategy: Stage One Identifying Options and Opportunities. Stage One is a critical step in identifying and evaluating options and opportunities to support Local Planning Services (LPS) applications and projects, and implement new approaches to support freshwater sustainability in the Islands Trust Area into the future. The Trust Council Freshwater Sustainability Strategy will consider research, land use planning, education and engagement, advocacy and partnerships, and watershed governance approaches.

The proposed stages of the project are:



Land Use Planning Support

The Senior Freshwater Specialist continues to support the work of Local Planning Services by responding to land-use planning applications requiring water authorizations, re-zoning applications with considerations of watershed ecosystems, and providing a freshwater lens on other policy driven local trust committee projects.

Islands Trust

Print Date: May 28, 2020

Top Priorities Report

Local Planning Committee

1. *Application Processing Services Update*	Responsible	Dates
CURRENT: Combine policies 5.6.1, 5.6.2 and 5.6.3, add Model Fee Bylaw and model DAI Bylaw - draft back to LPC for May 2020 **PLANNED:** RFD to Trust Council on revised policy and model fees	Narrisa Chadwick	Rec'd: 22-Aug-2019 Target: 20-May-2020

2. *Saltwater Intrusion Mapping*	Responsible	Dates
CURRENT: Funding of $10,00 approved - work being undertaken by Province, with support from Islands Trust Senior Freshwater Specialist. **PLANNED**: Receipt of completed report on completion by end of Fiscal 2019/20	William Shulba	Rec'd: 17-Jul-2019 Target: 31-Mar-2020

3. ***Protect quality and quantity of fresh water resources of the Trust Area.***	Responsible	Dates
Trust Council Freshwater Sustainability Strategy: Develop a regional freshwater management strategy that addresses responsibilities under the *Water Sustainability Act*, identifies water resources throughout the Trust Area, integrates water resource management into land use decision-making, and accounts for the impacts of climate change on island water resources (2018-2022 Strategic Plan item 7).	Narrisa Chadwick	Rec'd: 12-Feb-2020 Target: 20-May-2020

Islands Trust

Print Date: May 28, 2020

Projects Report

Local Planning Committee

1. *Shoreline Marine Planning*	Responsible	Date Received
Trust Council - 2015-2018 Strategic Plan Item Conduct a working group session to brainstorm possible directions.		09-Nov-2017

2. *Preserve, protect and advocate for forest and terrestrial ecosystems*	Responsible	Date Received
1. Map contiguous tracks of the Coastal Douglas-fir zone (CDF) and associated ecosystems to aid in protection of that zone and its associated ecosystems (underway by contractor for completion March 31, 2020) (2018-2022 Strategic Plan item 1). 2. Create a model development permit area for Local Trust Committee-Bowen Island Official Community Plans bylaws to protect Coastal Douglas-fir zones throughout the Trust Area (2018-2022 Strategic Plan item 2).		12-Feb-2020

3. *Preserve and protect marine ecosystems*	Responsible	Date Received
1. Map the extent of eelgrass and kelp beds throughout the Trust Area (2018-2022 Strategic Plan item 5). 2. Undertake a review of Local Trust Committee- Bowen Islands Municipality foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore and nearshore (2018-2022 Strategic Plan item 6).		12-Feb-2020

4. *Protect quality and quantity of fresh water resources of the Trust Area*	Responsible	Date Received

Projects Report

Local Planning Committee

1. Map and develop water budgets for groundwater aquifers in the Trust Area (2018-2022 Strategic Plan item 8) 2. Develop a model land use regulation regarding freshwater sustainability including groundwater, rainwater catchment and greywater recycling (2018-2022 Strategic Plan item 9).	12-Feb-2020

5. *Strengthen housing affordability throughout the Islands Trust Area*	Responsible	Date Received
Implement the high priority actions outlined in the Affordable Housing in the Trust Area: Strategic Actions for Islands Trust previously referred by Trust Council: 1. Develop model bylaws that use floor area ratio as a density metric for consideration of implementation in local trust area land use bylaws (2018-2022 Strategic Plan item 16). 2. Develop model density bonus bylaws for consideration of implementation in local trust area land use bylaws (2018-2022 Strategic Plan item 16). 3. Develop model bylaws to address the use of building stratas as a tool for affordable housing (2018-2022 Strategic Plan item 16).		12-Feb-2020

6. *Mitigate and adapt to climate change impacts*	Responsible	Date Received
1. Amend Official Community Plans and land use bylaws to foster climate change resilience, including measures to protect Coastal Douglas fir, foreshore and nearshore environments and groundwater. (2018-2022 Strategic Plan item 11).		12-Feb-2020

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 16, 2020
From:	David Marlor, MCIP, RPP Director, Local Planning Services	**Date Prepared:**	May 29, 2020

SUBJECT: **Application Processing Procedures in Relation to Trust Council Policy**

Note; This report was presented to the Executive Committee on May 13, 2020 and to the Financial Planning Committee on May 29, 2020. The Financial Planning Committed requested that this report be forwarded to Trust Council.

PURPOSE:

To provide an update on application processes in Local Planning Services.

BACKGROUND:

At its regular meeting in March 2020, Trust Council passed the following resolution:

> ***TC-2020-034***
>
> *Request that staff prepare a report for Executive Committee and Financial Planning Committee outlining the Trust Policies relating to processing planning applications and whether or not those are being followed.*

There are three Trust Council policies that guide staff in processing applications. They are:

5.6.1 Application Processing Services

5.6.2 Cost recovery agreements

5.6.3 Extraordinary Processing Services Guidelines

The Applications Processing Services policy outlines the work that will be undertaken for the application fee. These services are:

- comprehensive staff assessment
- staff referral to other agencies, advisory planning commissions, and analysis of their comments
- discussions between planners and applicant throughout process as required
- bylaw or resolution drafting, including review for compatibility with Trust Object and policies and the relevant Official Community Plan
- one community information meeting with planning staff present
- notification of public hearing, including cost of placing ad
- conducting one public hearing with staff present
- staff report with recommendation for local trust committee (LTC) approval consideration
- processing bylaws through Executive Committee for approval consideration, if necessary
- forwarding to Minister of Municipal Affairs and Housing for approval consideration, if necessary

- adoption of all bylaws or issuing of permits as required.

The Applications Processing Services policy establishes the following as extraordinary costs that are not covered by the fee:

- Covenant development
- Continuous dedicated staffing
- Additional public consultation including community information meetings, advisory planning commission meetings and public hearings
- Technical assessments or studies as required by the LTC
- Retaining special technical assistance required by the LTC
- Legal counsel services required for the application
- Process agreement negotiation
- Other resources and/or services required by the LTC to process the application
- Accelerated timeframe to process the application.

Policy 5.6.2 Cost recovery Agreements and Policy 5.6.3 Extraordinary Processing Services Guidelines outline the processes to undertake when using cost recovery agreements and extraordinary processing service fees.

Fee Bylaws:

All local trust committees have a fees bylaw. This bylaw establishes fees for each type of application and referral as permitted by legislation. The fee bylaws are based on a model that was created by Trust Council in the early 2000s.

The fee bylaws include a section on Extraordinary Cost Charges that states:

> *In the event the costs of processing, inspection, advertising and administration in respect of an application are estimated by the Islands Trust to exceed 150% (percent) of the applicable fee, the Applicant shall pay to the Islands Trust prior to the processing of the application the estimated actual costs of processing, site inspection, advertising and administration.*

This section can only be used at the start of the application process and requires a comprehensive understanding of the application and work required to be effective. It is not used mid-stream in applications, where circumstances require additional staff reports or additional staff time. Response back from the Regional Planning Managers on this clause in the bylaw is that it is impractical as there is no ability nor enough understanding of complexities for a comprehensive consideration of the work needed per application upon receipt. The application and fee is received and processed by the planning team assistants, who have very little discretion

Without a clear understanding of what the expected costs of processing and inspection are, it is nearly impossible to estimate 150%. Moreover, monitoring staff time per application is generally not done; instead, processing of applications is lumped together when monitoring how staff time is spent.

It is virtually impossible at the beginning of processing an application to justify additional soft costs (staff processing time) to an applicant in any objective way. Most additional costs arise as the result of local trust committees imposing additional process mid-stream. Covenants, legal fees, extra hearings or community information meetings that arise in the course of processing are funded through cost recovery agreements.

Part of the Fee review being undertaken by the Local Planning Committee is to address this and propose a more robust approach to fee recovery.

Staff is following the polices in relation to application processing services and requiring cost recovery for those items identified as required to be funded by such. The Fee bylaw is being followed in relation to initial fee, but we are not reviewing the fee against the actual staff cost of processing at the start of the process for reasons provided above.

Staff has long recognized that the fees paid do not reflect the actual average cost to the organization. Work to review fees bylaws and options is underway by the Local Planning Committee.

FOLLOW-UP:

The Local Planning Committee is currently working on a new model fee bylaw and revisions to the application services processing, cost recovery and extraordinary application processing services guidelines policies. As this briefing is a result of a Trust Council request, reporting back to Trust Council on the outcome would be appropriate.

This report was presented to the Executive Committee on May 13, 2020, and amended to include a comment regarding reporting back to Trust Council following that meeting. Further follow-up as requested by the Financial Planning Committee.

Prepared By: David Marlor, MCIP, RPP, Director, Local Planning Services

Reviewed By/Date: Stefan Cermak, Regional Planning Manager/May 8, 2020
Robert Kojima, Regional Planning Manager/May 8, 2020
Heather Kauer, Regional Planning Manager/May 8, 2020
Executive Committee/May 13, 2020

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 16, 2020
From:	**David Marlor, MCIP, RPP** **Director, Local Planning Services**	**Date Prepared:**	May 29, 2020
SUBJECT:	**Development Application Volumes –April 9, 2020 – May 8, 2020**		

PURPOSE: To update the Trust Council on the volume of development applications over the past six weeks.

BACKGROUND:

Development applications are entered into the Trust Area Property Information System (TAPIS) on receipt. This systems allows Staff to track applications, and allows us to run reports for any point in time.

From April 9, 2020 to May 8, 2020 we have received 30 applications. Of these 20 are referrals such as building permits, Crown land, liquor and cannabis referrals, or siting and use permit applications. We have received two rezoning applications, four development variance permit applications, two development permit applications, one Agricultural Land Commission application and one temporary use permit application.

As of the date of printing the attached report, there were a total of 195 open applications (files that staff are working on) including the 30 new applications.

The attached report shows the breakdown by local trust area and type of application for the period April 9, 2020 to May 8, 2020.

By comparison, for the same period in 2019 (April 9, 2019 to May 8, 2019) we had received 37 applications, 26 were referrals such as building permits, Crown land, liquor and cannabis referrals, or siting and use permit applications. In the same period in 2019 we also received two development variance permit applications, two development permit applications, one agricultural land reserve application, one rezoning application, two temporary use permit application, one Board of Variance application, and one other type of application (not specified).

ATTACHMENT(S):

1. Application Statistic – April 9, 2020 to May 8, 2020

Note that in the attachment:

***/FTE** means number of applications per full-time equivalent (planner)*

FOLLOW-UP:

None.

Prepared By: **David Marlor, DLPS**

Reviewed By/Date: **Russ Hotsenpiller, CAO**

Islands Trust

Application Statistics

Applications Received: April 9, 2020 to May 8, 2020

	NORTHERN TEAM									SALT SPRING		SOUTHERN TEAM							TOTAL	
Application	**EX**	**DE**	**GB**	**GM**	**HO**	**LA**	**TH**	**SUM**	**/FTE**	**SS**	**/FTE**	**GL**	**MA**	**NP**	**SA**	**SP**	**SUM**	**/FTE**	**SUM**	**/FTE**
ALR	0	0	0	0	1	0	0	1	0.20	0	0.00	0	0	0	0	0	0	0.00	1	0.08
BOV	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0	0	0	0.00	0	0.00
CL/BP/SUP/LCB	0	1	1	2	1	0	0	5	1.00	6	1.50	2	5	1	0	1	9	2.25	20	1.54
DP	0	0	1	0	0	0	0	1	0.20	1	0.25	0	0	0	0	0	0	0.00	2	0.15
DVP/FPE	0	0	1	0	0	0	0	1	0.20	1	0.25	0	0	2	0	0	2	0.50	4	0.31
HAP	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0	0	0	0.00	0	0.00
OTH	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0	0	0	0.00	0	0.00
RZ	0	0	0	0	0	2	0	2	0.40	0	0.00	0	0	0	0	0	0	0.00	2	0.15
SC	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0	0	0	0.00	0	0.00
SDP	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0	0	0	0.00	0	0.00
SRP	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0	0	0	0.00	0	0.00
SUB	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0	0	0	0.00	0	0.00
TUP	0	0	0	0	0	0	0	0	0.00	0	0.00	1	0	0	0	0	1	0.25	1	0.08
TOTAL	0	1	3	2	2	2	0	10	2.00	8	2.00	3	5	3	0	1	12	3.00	30	2.31

FTE = # of planner positions (North = 5, SS = 4, South = 4)

Application	**EX**	**DE**	**GB**	**GM**	**HO**	**LA**	**TH**	**SUM**	**FTE**	**SS**	**FTE**	**GL**	**MA**	**NP**	**SA**	**SP**	**SUM**	**FTE**	**SUM**	**FTE**
CL,BP,SUP,LCB	0	1	1	2	1	0	0	5	1.00	6	1.50	2	5	1	0	1	9	2.25	20	1.54
Permits/Referrals	0	0	2	0	1	0	0	3	0.60	2	0.50	1	0	2	0	0	3	0.75	8	0.62
RZ	0	0	0	0	0	2	0	2	0.40	0	0.00	0	0	0	0	0	0	0.00	2	0.15
TOTAL	0	1	3	2	2	2	0	10	2.00	8	2.00	3	5	3	0	1	12	3.00	30	2.31

Application	**EX**	**DE**	**GB**	**GM**	**HO**	**LA**	**TH**	**SUM**	**FTE**	**SS**	**FTE**	**GL**	**MA**	**NP**	**SA**	**SP**	**SUM**	**FTE**	**SUM**	**FTE**
OPEN	0	24	23	13	22	3	5	90	18	63	16	13	8	15	6	0	42	11	195	15

Report Date: May 8, 2020

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	June 16, 2020
From:	**Warren Dingman, Bylaw Compliance and Enforcement Manager**	**Date Prepared:**	May 28, 2020
SUBJECT:	**Bylaw Compliance and Enforcement Resources Report**		

PURPOSE:

The purpose of this briefing is to provide an overview of the current file load and Bylaw Compliance and Enforcement Staffing.

BACKGROUND:

At its regular business meeting in March, 2020, Islands Trust Council passed the following resolution:

> ***TC-2020-030***
> ***It was Moved by Trustee Rockafella and Seconded by Trustee Colbourne,***
> *That Trust Council request a staff report on bylaw enforcement capacity and the number of active cases.*

Resources:

Current Situation:

Islands Trust Bylaw Compliance and enforcement consists of the following staffing:

- One full-time Bylaw Enforcement and Compliance Manager
- Two full-time Bylaw Compliance and Enforcement Officers
- One Administrative Assistant (60% assigned to Bylaw Compliance and Enforcement Office)

The Manager is located in Victoria, one officer based at the Gabriola Office and the other at the Salt Spring Office. The Salt Spring Officer position is currently vacant, and recruitment is underway. The Administrative Assistant position is currently vacant.

The current number of open files is 378. While this number fluctuates over the years, it has held fairly consistently around 310 for the past several years. Please note that the current number of files is higher than usual because, without in-person site inspections for the past two months, dozens of files have not been closed.

Review of Other Jurisdictions:

In preparation for this report, Staff reviewed the staffing levels for Bowen Island Municipality and other jurisdictions in the lower mainland as a guide.

Bowen Island Municipality has a Bylaw Supervisor and two part-time staff for a population of approximately 3,600. Islands Trust currently has two full-time bylaw officers and one manager for a population of 25,000.

The following link is a report undertaken for the City of Richmond regarding bylaw officer staffing for lower mainland municipalities.

https://www.richmond.ca/__shared/assets/6_Review_Staffing_Service_Levels_Bylaw_Enforcement_GP_11041954881.pdf

The Richmond report states that staff can handle 20-30 active files for property use, and complete the work in a timely fashion. It also states that handling more than 40 files negatively affects productivity.

Analysis:

The Islands Trust Area has a population of approximately 25,000. Salt Spring Island has a fulltime population of 10,550, and Gabriola Island has a population of 4,000. The file load of the Trust as a whole can be comprised of 50 per cent Salt Spring Island files, with the number last year for salt Spring Island exceeding 150, and at one time 170 open files. While the Bowen Island Municipality staff will be dealing with issues beyond land use, they will primarily have the same role, and do it with more staff for a population that is less than Gabriola Island Local Trust Area.

Bylaw Compliance and Enforcement Staff handle a high volume of enquiries, a large percentage of which come from Salt Spring Island; these enquiries can come from the general public, complainants or respondents.

While the per capita ratio of full-time Islands Trust bylaw staff is comparable to the best ratios in municipalities in the lower mainland with one officer per 13,000 population (not including the manager), it does not compare well with Bowen Island Municipality. With two part-time positions, Bowen Island Municipality effectively has one full-time equivalent (FTE) bylaw enforcement officer per 3,600 people and a supervisor. The same ratio within Islands Trust would see at least six FTEs. In Staff's opinion, this is not required, but a more balanced number of three FTE officers per 8000 is required.

Currently, a big driver in enforcement activity is Short-term vacation rentals (STVRs). With proactive STVR enforcement, the file count is now typically over 300, and sometimes over 350. Local trust committees have indicated a desire to proactively enforce on STVRS, and if only one other decides to proactively enforce STVRs, the total number of files could exceed 400 this year depending on the number of written complaints we receive.

Islands Trust Bylaw Compliance and Enforcement Officers are routinely assigned to more than 100 files each at any given time, and at times the file load can reach 120 per officer. This number has increased over the last several years, and trends indicate this will continue to remain similar or rise.

The Bylaw Enforcement and Compliance Officer located on Salt Spring Island cannot be expected to handle all of the Salt Spring Island files, and it will be necessary going forward to ensure that this officer's file load is carefully managed. Of the two recent hires for the position located in the Salt Spring Island office, neither has lasted more than 2.5 years in the position.

Based on research and experience, Staff recommends that the maximum number of files per Bylaw Enforcement and Compliance officer at the Islands Trust be no more than 80, with 100 being the absolute maximum during short periods of times. To achieve this, Staff is reviewing the options below to reduce file load and improve bylaw enforcement efficiency.

Options

Staff is in the process of examining the following options to allocate resources and manage the file load:

1. establishment of a new fulltime position for a bylaw compliance and enforcement officer so that there is one bylaw officer per planning office;
2. increase capacity through conversation/change of duties of the administrative position to a bylaw compliance and enforcement officer position, or some combination of administration and compliance and enforcement; and
3. Consideration of inclusion of an enforcement budget to hire additional resources when local trust committees request proactive bylaw enforcement.

Prepared By: **Warren Dingman, Bylaw Compliance and Enforcement Manager**

Reviewed By/Date: **David Marlor, Director Local Planning Services**

Administrative Services Report
Quarter 1: April - June 2020
Prepared on: May 29, 2020

1. GENERAL

In support of the Financial Planning Committee (FPC) we have completed work in the following areas:

- **Budget 2020/21 Amendment and Completion**: The Trust Council pandemic-amended, approved budget was forwarded to the Minister and has been approved after staff successfully fielded several questions during their review. The budget was amended to reduce LTA tax increases to nil (formerly 2%) to acknowledge the difficulties some islanders may be facing financially as a result of the COVID-19 pandemic. Amended tax requisitions have been submitted to the Surveyor of Taxes and to Bowen Island Municipality.
- **2019/20 Financial Statement Audit**: We have completed the financial statement audit for Islands Trust and Islands Trust Conservancy, with a clean audit report issued by KPMG LLP on both sets of financial statements.
- **2019/20 Allocated Financial Statements**: We have completed the 2019/20 allocated financial statements in record time in the current year. Typically these internal reports make their way to FPC in August and then to Trust Council in September. As the figures reported in these statements related to the fiscal 2019/20 year, it made sense to move timelines upwards to present these figures along with the audited financial statements and year-end financial results. Staff worked hard to complete this report 3 months ahead of schedule while managing the year-end audit process at the same time.

The next FPC meeting will be held on August 19, 2020 with a focus on the start of the 2020/21 budget cycle, specifically regarding assumptions and principles to be applied in the budget for next year. At the same time, a review of Islands Trust surplus funds will be undertaken to determine if change to Council policies on surplus should be reviewed or amended in support of the budget development for 2020/21 and beyond.

Significant time and effort has been dedicated to the Islands Trust COVID-19 response in collaboration with the whole senior management team. Our efforts have been rewarded as we have been able to provide safe working environments for all staff and have seen very little negative productivity impact on operations.

2. EMPLOYEE SERVICES/HUMAN RESOURCES (HR)

We have completed several hiring actions and internal position updates this quarter, resulting in the following changes to the Islands Trust team:

- Brad Smith was made permanent in the role of Southern team Island Planner effective March 16, 2020. Brad is filling the shoes of
- Nicole Miller, Employee Services Coordinator returned from maternity leave March 16, 2020.
- Teresa Wood, Acting Employee Services Coordinator completed her temporary assignment with the Trust on March 27, 2020 and has moved on to join the payroll team at BC Transit.
- Jemma Green was made permanent in the role of Covenant Management and Outreach Specialist effective March 16, 2020.
- William Shulba became permanent in the role of Senior Freshwater Specialist effective April 1, 2020.
- Geordie Gordon transitioned from a Planner 1 to a Planner 2 position with the SSI office effective April 1, 2020.
- Gary Richardson, Island Planner in the southern office retired on April 30, 2020 after an incredible 32 years of service with the Islands Trust. Trustees and staff alike have expressed their gratitude for Gary's long and outstanding service. The Public Service Agency's (PSA) long-service awards for the year were cancelled due to the COVID-19 pandemic unfortunately, but are expected to resume next year. Gary will be invited to attend for another celebration of his contributions.
- Kate Emmings has been extended in the role of Acting Islands Trust Conservancy Manager
- until September 30, 2020. Kate is covering for Jennifer Eliason who remains on temporary assignment with BC Parks.
- Kathryn Martell has been extended in the role of Acting Ecosystem Protection Specialist until September 30, 2020. Kathryn is covering for Kate Emmings who is acting in the manager role.
- Julia Onderwater, GIS Co-op student joined the Information Services team on May 11, 2020. Julia is the first new hire since the Trust moved to a remote workforce. She is handling this mode of work with ease having formerly completed a fully remote work term with Natural Resources Canada prior to joining the Trust.

Current ongoing and upcoming hiring competitions include:

- A hiring competition is currently underway for a Bylaw Enforcement Administrative Assistant. This opportunity became available when Robert Barlow transitioned to the role of Legislative Services Clerk effective March 16, 2020.
- We are excited to announce that the newly created position of Planning Technician has received classification approval from PSA, allowing the implementation of the full LPS review to proceed. The hiring competition for this new position will begin soon.
- A hiring competition is currently underway for an Island Planner in the SSI office. This position became available when Claire Negrin's temporary assignment with the Trust came to an end on

March 31, 2020. Claire has moved on to a new role with the City of Nanaimo as their Manager of Subdivisions.

~ A hiring competition is currently underway for a Planning Team Assistant in the SSI office. This position will become vacant on June 30, 2020 with the departure of Edyta Tyszkiewicz. Edyta has decided to pursue further education and will begin studies with the UNBC's Masters of Social Work program up on completion of her time with the Trust.

~ A hiring competition is currently underway for a Bylaw Enforcement Officer in the SSI office to fill the vacancy left by Karol Kudyba. Karol has taken on new challenges with the Liquor and Cannabis Regulation Branch in Vancouver, BC. His last day with the Trust was March 17, 2020.

This past quarter staff completed their Annual Performance Management and Development plans (PMDPs). This process reviews objectives that were set in the prior year and sets new objectives and training plans for the current year.

The All Staff Meeting took place on April 1, 2020 ans was conducted as a virtual Zoom meeting in compliance with health orders not have gathers larger than 50 people. The meeting created an opportunity for management and staff to connect on the continuously moving parts related to the Trust pandemic response, and share appreciation with one another for the positive way in which all staff have embraced the new normal. Extra kudos was expressed for the IS team for all they have done getting the Trust staff working remotely to keep everyone safe and healthy.

3. FINANCE

In addition to ongoing regular financial administration, the finance team finalised the preparation of the financial statement package for the auditors, prepared for and now completed the year-end audit with KPMG LLP. This was the first year that the audit was conducted fully electronically which was a new experience for all involved. Overall, the experience was a positive one and fieldwork was conducted quite efficiently.

As mentioned, the allocated financial statements have been completed ahead of normal timelines, to more appropriately align with other year-end reporting. It was noted during the preparation of this report that improvements can be made to how time collection is undertaken at the Trust in regards to planning work. These improvements are being actively pursued with staff.

The COVID-19 pandemic has meant a fast move to more digital processes as staff shifted to working remotely. This necessitated the rapid development of new processes, internal controls, and staff training to ensure uninterrupted financial operations. Success has been achieved in this area and financial operations remain fully functional under the new digital workflow.
Additional planned work that will be explored in future include improvements to the use and function of the Islands Trust accounting and financial reporting system and a potential for paperless accounts payable functions.

4. INFORMATION SERVICES (IS)

In conjunction with Trust Area Services, IS continues to support the Website Design and Development project. Design work is nearing completion, content editing and document classification continues. Based on current project timelines, the new website release is scheduled for fall 2020.

Specific project milestones completed over the last quarter include:

- Completed transition to a fully remote workforce, including distribution of home workspace hardware and associated software training and support.
- Completed Zoom Webinar deployment and training in support of Local Trust Committee and Trust Council committee meetings.
- Completed the laptop refresh in conjunction with remote systems updates and patches.
- Completed network backup system, server universal power supply and network switch hardware updates.
- Completed proof of concept for live and on-demand as part of the meeting streaming pilot project.
- Initiated realignment of core data layers (i.e. Zoning, Parks and Protected Areas) as part Parcel Map BC adoption.
- Acquired and deployed, in partnership with GeoBC, Trust-wide elevation data (LiDAR). GeoBC has delayed delivery of the 2019 orthophotos until next quarter.
- Awarded contract for 2020 orthophoto acquisition (Thetis, Gabriola, Denman, and Hornby islands) with delivery anticipated for September 2020.

Islands Trust

Print Date: May 28, 2020

Top Priorities Report

Financial Planning Committee

1. *Accumulated Surplus Analysis*	Responsible	Dates
Staff to prepare a report on the history, intended use, and future possibilities for use of surplus funds held by the Trust, as directed by FPC at their special meeting on April 14, 2020.	Julia Mobbs	Rec'd: 14-Apr-2020 Target: 19-Aug-2020

2. *Review Trust Council Policy 7.2.1 Trustee Remuneration*	Responsible	Dates
Review Trust Council Policy 7.2.1 Trustee Remuneration against recently released UBCM 'Council and Board Remuneration Guide' to ensure best practices are being followed with regard to elected official compensation.	Julia Mobbs	Rec'd: 06-Nov-2019 Target: 19-Aug-2020

3. *Budget 2021/22: Draft 1, V1*	Responsible	Dates
Prepare budget assumptions and principles for review and discussion at the August 2020 FPC meeting.	Julia Mobbs	Rec'd: 27-May-2020 Target: 19-Aug-2020

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 17, 2020
From:	Audit Committee, Via Financial Planning Committee	**Date Prepared:**	May 22, 2020

SUBJECT: MARCH 31, 2020 AUDITED FINANCIAL STATEMENTS

RECOMMENDATION:
That Trust Council approve the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets, and the Statement of Cash Flows for the year ended March 31, 2020.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
The Independent Auditor's report indicates that, in their opinion, the financial statements present fairly, in all material aspects, the financial position of the Islands Trust as at March 31, 2020.

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1 PURPOSE:
To present the audited financial statements for the Islands Trust to Trust Council for approval.

2 BACKGROUND:
The Audit Committee has reviewed the year-end audited financial statements and auditor's report with the external auditors, KPMG LLP, and reported back to Financial Planning Committee (FPC). FPC has forwarded the financial statements and audit report to Trust Council for approval

The Islands Trust financial statements for the year ending March 31, 2020 have received a clean audit opinion by KPMG LLP.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: None**.**

FINANCIAL: None**.**

POLICY: None**.**

IMPLEMENTATION/COMMUNICATIONS:
Once approved by the Islands Trust Council, the year-end audited financial statements and auditor's report will be forwarded to the Minister of Municipal Affairs and Housing as required by the *Islands Trust Act, S. 19* and will be made available to the public via the Islands Trust website.

FIRST NATIONS: None.

OTHER: None.

4 RELEVANT POLICY(S):

Islands Trust Council Bylaw No. 176

Islands Trust Act S. 18 requires the Islands Trust appoint an auditor to audit the accounts and transactions of the Islands Trust Council and local trust committees, and requires that the auditor report to the Islands Trust Council and to the Minister.

5 ATTACHMENT(S):

- Islands Trust March 31, 2020 Audited Financial Statements and audit report

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RESPONSE OPTIONS

Recommendation:
That Trust Council approve the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets, and the Statement of Cash Flows for the year ended March 31, 2020.

Alternative: None.

Prepared By: Julia Mobbs, Director, Administrative Services

Reviewed By: Russ Hotsenpiller, Chief Administrative Officer
Audit Committee/May 27, 2020
Financial Planning Committee/May 27, 2020

Financial Statements of

ISLANDS TRUST

And Independent Auditors' Report thereon

Year ended March 31, 2020

ISLANDS TRUST

Financial Statements

Year ended March 31, 2020

Financial Statements

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MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The accompanying financial statements of Islands Trust (the "Trust") are the responsibility of the Trust's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting standards for local governments as established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Trust's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Trust, acting through its Audit Committee, meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by KPMG LLP, independent external auditors appointed by Trust Council. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Trust's financial statements.

Chief Administrative Officer

Director of Administration Services

INDEPENDENT AUDITORS' REPORT

To the Trustees of Islands Trust and the Minister of Municipal Affairs and Housing

Opinion

We have audited the financial statements of Islands Trust which comprise:

- the statement of financial position as at March 31, 2020
- the statement of operations for the year then ended
- the statement of change in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Islands Trust as at March 31, 2020, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the ***"Auditors' Responsibilities for the Audit of the Financial Statements"*** section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing Island Trust's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate Islands Trust or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Island Trust's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

  The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Islands Trust's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Island Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause Islands Trust to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Victoria, Canada
_____, 2020

ISLANDS TRUST

Statement of Financial Position

March 31, 2020, with comparative information for 2019

	2020	2019
Financial assets:		
Cash and cash equivalents (note 2)	$ 1,092,028	$ 1,473,052
Accounts receivable	243,553	64,636
Investments (note 3)	2,930,428	2,749,388
	4,266,009	4,287,076
Liabilities:		
Accounts payable and accrued liabilities	447,260	465,834
Wages and benefits payable	1,318,019	1,183,963
Deferred revenue	32,387	29,161
Employee benefit obligations (note 4)	189,781	136,206
Obligations under capital leases (note 5)	43,727	60,670
Cost recovery deposits (note 13(b))	4,029	27,177
	2,035,203	1,903,011
Net financial assets	2,230,806	2,384,065
Non-financial assets:		
Tangible capital assets (note 6)	501,281	388,159
Prepaid expenses	150,836	99,046
	652,117	487,205
Commitments (note 11)		
Contingent liabilities (note 12)		
Subsequent event (note 14)		
Accumulated surplus (note 7)	$ 2,882,923	$ 2,871,270

The accompanying notes are an integral part of these financial statements.

Approved by the Trust Council:

Trustee

Trustee

ISLANDS TRUST

Statement of Operations

Year ended March 31, 2020, with comparative information for 2019

	Budget (note 9)	2020	2019
Revenue:			
Property tax - general	$ 6,696,752	$ 6,696,752	$ 6,501,701
Property tax levy - Bowen Island municipality	329,634	329,634	293,933
Property tax - special requisition	98,500	98,500	98,500
Government transfers (note 8)	180,000	193,201	191,946
Fees and sales	160,000	102,051	166,154
Interest income	80,000	102,281	104,384
Other income	164,000	161,853	5,074
Total revenue	7,708,886	7,684,272	7,361,692
Expenses (note 10):			
Council services	1,305,831	1,217,690	1,357,324
Local trust committee services	5,764,048	5,691,915	5,313,437
Trust conservancy services (note 13)	870,007	763,014	669,084
Total expenses	7,939,886	7,672,619	7,339,845
Annual surplus (deficit)	(231,000)	11,653	21,847
Accumulated surplus, beginning of year	2,871,270	2,871,270	2,849,423
Accumulated surplus, end of year	$ 2,640,270	$ 2,882,923	$ 2,871,270

The accompanying notes are an integral part of these financial statements.

ISLANDS TRUST

Statement of Change in Net Financial Assets

Year ended March 31, 2020, with comparative information for 2019

	Budget	2020	2019
	(note 9)		
Annual surplus (deficit)	$ (231,000)	$ 11,653	$ 21,847
Acquisition of tangible capital assets	-	(288,451)	(264,055)
Amortization of tangible capital assets	75,000	174,759	79,979
Loss on disposal of capital assets	-	570	-
	(156,000)	(101,469)	(162,229)
Acquisition of prepaid expenses	-	(51,790)	11,680
Change in net financial assets	(156,000)	(153,259)	(150,549)
Net financial assets, beginning of year	2,384,065	2,384,065	2,534,614
Net financial assets, end of year	$ 2,228,065	$ 2,230,806	$ 2,384,065

The accompanying notes are an integral part of these financial statements.

ISLANDS TRUST

Statement of Cash Flows

Year ended March 31, 2020, with comparative information for 2019

	2020	2019
Cash provided by (used in):		
Operating activities:		
Annual surplus	$ 11,653	$ 21,847
Items not involving cash:		
Amortization of tangible capital assets	174,759	79,979
Loss on disposal of tangible capital assets	570	-
Changes in non-cash operating assets and liabilities:		
Accounts receivable	(178,917)	(10,719)
Wages and benefits payable	134,056	29,179
Accounts payable and accrued liabilities	(18,574)	(17,620)
Deferred revenue	3,226	(8,330)
Employee benefit obligations	53,575	17,066
Cost recovery deposits	(23,148)	4,198
Prepaid expenses	(51,790)	11,680
Net change in cash from operating activities	105,410	127,280
Capital activities:		
Acquisition of tangible capital assets	(288,451)	(264,055)
Investing activities:		
(Investment in) redemption of investments	(181,040)	780,624
Financing activities:		
Principal payments on obligations under capital leases	(16,943)	(17,639)
Change in cash and cash equivalents	(381,024)	626,210
Cash and cash equivalents, beginning of year	1,473,052	846,842
Cash and cash equivalents, end of year	$ 1,092,028	$ 1,473,052
Supplemental cash flow information:		
Assets acquired under capital lease	$ -	$ -

The accompanying notes are an integral part of these financial statements.

Islands Trust (the "Trust") is incorporated under the Islands Trust Act of British Columbia (as amended). The objectives of the Trust are to preserve and protect the Trust area and its unique amenities and environment for the benefit of the residents of the Trust area and of the Province generally.

1. Significant accounting policies:

The financial statements of Islands Trust are prepared by management in accordance with Canadian public sector accounting principles for local governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the Trust are as follows:

(a) Reporting entity:

The financial statements include a combination of all the assets, liabilities, revenues, expenses, and changes in fund balances and in financial position of the trust council and the local trust committees.

The Trust occasionally conducts work on behalf of development applicants on a cost-recovery basis. These trust activities are not included in the financial statements.

(*i*) Consolidated entities:

The Trust does not control any significant external entities and accordingly no entities have been consolidated with the financial statements.

(*ii*) Funds held in trust:

The Trust administers operations of The Islands Trust Conservancy. The annual expenses of The Islands Trust Conservancy are reported by the Trust in accordance with The Islands Trust Act (note 13).

(b) Basis of accounting:

The Trust follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(c) Revenue recognition:

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except when and to the extent that the transfer gives rise to an obligation that meets the definition of a liability under section PS 3200 of public sector accounting standards.

Revenue unearned in the current period is recorded as deposits or deferred revenue.

Tax revenue is recognized on an accrual basis.

1. Significant accounting policies (continued):

(d) Cash and cash equivalents:

Cash and cash equivalents include short-term highly liquid investments with a term to maturity of 90 days or less at acquisition.

(e) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on restricted funds is added to the investment and forms part of the deferred revenue balance.

(f) Employee future benefits:

The Trust and its employees make contributions to the Public Service Pension Plan, which provides benefits directly to employees upon retirement. These contributions are expensed as incurred.

A gratuity is also available to employees upon retirement. The cost of this benefit is paid by the Public Service Pension Plan.

(g) Liability for contaminated sites:

A liability for contaminated sites is recognized when a site is not in productive use and the following criteria are met:

(*i*) an environmental standard exists;

(*ii*) contamination exceeds the environmental standard;

(*iii*) the Trust is directly responsible or accepts responsibility

(*iv*) it is expected that future economic benefits will be given up; and

(*v*) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

(h) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

1. Significant accounting policies (continued):

(h) Non-financial assets (continued):

(*i*) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful life - years
Furniture and equipment	5
Computers	3
Leasehold improvements	lesser of remaining term of the lease and useful life

Amortization is charged annually, including in the year of acquisition and disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Trust's ability to provide goods and services, or when the value of future economic benefits associated with the asset are less than the book value of the asset.

The Islands Trust is fortunate to have, and to be mandated to protect, many natural assets in the Trust Area that reduce the need for engineered infrastructure that might otherwise be required by other government agencies to provide various services to the islands. This includes island aquifers (water storage and filtration); streams, ditches and wetlands (rain water management); forests (carbon sequestration); and foreshore areas (natural seawalls). Canadian public sector accounting standards do not provide for the valuation and recording of such assets in the financial statements. As such, these natural assets are not reported in these financial statements. Nevertheless, the Trust acknowledges the importance of these assets and the need to manage them in conjunction with engineered infrastructure that is managed by other government agencies.

(*ii*) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(*iii*) Works of art and historical treasures:

Works of art and historical treasures are not recorded as assets in these financial statements.

1. Significant accounting policies (continued):

(h) Non-financial assets (continued):

(*iv*) Interest capitalization:

The Trust does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

(*v*) Leased tangible capital assets:

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(i) Use of estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant estimates include assumptions used in estimating provisions for accrued liabilities. Actual results could differ from these estimates.

2. Cash and cash equivalents:

	2020	2019
Bank account balances	$ 1,092,028	$ 1,473,052

3. Investments:

Investments consist of guaranteed investment certificates with a cost plus accrued interest that approximates market value. The stated interest rates is 2.16% and the maturity dates range from April 2020 to August 2020.

4. Employee benefit obligations:

	2020	2019
Vacation pay	$ 154,612	$ 109,174
Compensatory time off	35,169	27,032
	$ 189,781	$ 136,206

Vacation pay and compensatory time off represent the liability for accumulated banks for draw down at future dates and/or for payout on approved retirement, or upon termination or death.

Other pension plans:

The Trust and its employees contribute to the Public Service Pension Plan (a jointly trusteed pension plan). The Public Service Pension Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at March 31, 2019, the plan has about 64,000 active members and approximately 50,000 retired members.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The latest actuarial valuation as at March 31, 2017, indicated a funding surplus of $1,896 million for basic pension benefits on a going concern basis. The next valuation will be as at March 31, 2020, with results available in early 2021. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

The Trust paid $339,085 (2019 - $314,456) for employer contributions to the plan in fiscal 2020.

5. Obligations under capital leases:

The amounts due for obligations under capital leases are as follows:

2021	$	18,169
2022		14,391
2023		14,391
2024		3,111
2025 and thereafter		-
Total minimum lease payments		50,062
Less amounts representing interest (at rates ranging from 4.70% to 5.20%)		6,335
Present value of net minimum capital lease payments	$	43,727

Interest of $2,367 (2019 - $2,367) relating to capital lease obligations has been included in expenses on the statement of operations.

6. Tangible capital assets:

	Denman Island Site	Furniture and equipment	Computers	Leasehold improvements	Total 2020	Total 2019
Cost:						
Balance, beginning of year	$ 10,000	$ 210,367	$ 223,592	$ 207,891	$ 651,850	$ 712,505
Additions	-	39,185	69,147	180,119	288,451	264,055
Disposals	-	-	(25,935)	(1,035)	(26,970)	(324,710)
Balance, end of year	10,000	249,552	266,804	386,975	913,331	651,850
Accumulated amortization:						
Balance, beginning of year	10,000	110,192	136,246	7,253	263,691	508,422
Additions	-	37,476	68,175	69,108	174,759	79,979
Disposals	-	-	(25,935)	(465)	(26,400)	(324,710)
Balance, end of year	10,000	147,668	178,486	75,896	412,050	263,691
Net book value, end of year	$ -	$ 101,884	$ 88,318	$ 311,079	$ 501,281	$ 388,159

Contributed tangible capital assets:

There were no contributed assets received during 2020 or 2019.

In fiscal 1994, the Denman Island Ratepayers' Association donated $10,000 which was used by the Trust to purchase the Denman Island Old School Site from School District #71. The Trust agreed to facilitate the sale of the school site between School District #71 and the Ratepayers' Association and to hold title to the property on behalf of the community. The Denman Island Ratepayers' Association has leased the building on the site from the Trust for 99 years for a total fee of $10.

Included in tangible capital assets is assets under capital leases with a net book value of $43,712 (2019 - $60,670).

7. Accumulated surplus:

Accumulated surplus consists of:

	2020	2019
Invested in tangible capital assets	$ 457,554	$ 327,490
General Revenue Fund	2,218,831	2,477,152
Local Trust Committee Project Specific Reserve Fund	121,272	42,287
Special property tax requisition fund	85,266	24,341
	$ 2,882,923	$ 2,871,270

8. Government transfers:

Government transfers recorded as revenue on the statement of operations are comprised of:

	2020	2019
Provincial operating grant	$ 180,000	$ 180,000
Salt Spring Island Water Protection Project	7,672	8,329
Transport Canada	2,772	3,617
Other	2,757	-
	$ 193,201	$ 191,946

9. Budget data:

The budget data presented in these financial statements is based upon the 2020 operating budget approved by Trust Council on March 14, 2019. The following reconciles the approved budget to the budget figures reported in these financial statements.

	Budget amount
Operating budget:	
Revenue	$ 7,864,886
Less appropriation from surplus	(156,000)
	7,708,886
Expenses	7,864,886
Plus amortization expense	75,000
	7,939,886
Annual deficit	$ (231,000)

10. Classification of expenses by object:

	2020	2019
Staff salaries and benefits	$ 4,803,756	$ 4,367,315
Traveling/training and recruitment	183,064	171,028
Council and trustee costs	892,660	911,090
Elections	61	140,865
Office operations	976,337	1,001,077
Programs	370,836	413,775
Legal	270,006	254,716
Amortization	175,329	79,979
Loss on disposal of assets	570	-
	$ 7,672,619	$ 7,339,845

11. Commitments:

The Trust is committed to leases for rented premises. Minimum future payments in the next five years are as follows:

2020	$ 360,261
2021	332,235
2022	304,685
2023	241,568
2024	117,642

12. Contingent liabilities:

In the normal course of operations, claims for alleged damages are made against the Trust. The Trust records an accrual in respect of legal claims that are likely to be successful and for which a liability amount is reasonably determinable. The remaining claims, should they be successful as a result of litigation, will be recorded when a liability is likely and determinable. The Trust is covered through an independent insurance program against certain claims.

13. Trust activities:

(a) Trust Conservancy:

The Trust pays the administration expenses of The Islands Trust Conservancy (the "Conservancy") which is related through the composition of the Conservancy's Board. The Conservancy is empowered to accept donations, grants and bequests and to hold land and other property in compliance with a plan approved by the Ministry of Municipal Affairs and Housing. The Conservancy's Board is comprised of three members from Trust Council and up to three members appointed by the Minister of Municipal Affairs and Housing.

For financial reporting purposes, the Trust and the Conservancy are reported on separately. These financial statements present the financial position and results of operations of the Trust.

The Conservancy's annual expenses are funded by and reported as part of the Trust in accordance with The Islands Trust Act. These expenses are summarized as follows:

	2020	2019
Operations and Property Management	$ 527,344	$ 485,276
Board	19,043	18,409
Administration	216,627	165,399
	$ 763,014	$ 669,084

13. Trust activities (continued):

(b) Cost-recoveries:

The Trust administers trust activities on behalf of development applicants on a cost-recovery basis. These activities are included in cost recoveries and are as follows:

	2020	2019
Cash received during the year	$ 58,025	$ 53,231
Cash paid during the year	81,173	49,034

The net payable from development applicants of $4,029 (2019 - $27,177) is included in cost recoveries on the statement of financial position.

14. Subsequent event:

In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization and remains ongoing. The situation is dynamic and the ultimate duration and magnitude of the impact on the economy and our business are not known at this time. These impacts could include impairment in the value of our long-lived assets or potential future decreases in revenue or the profitability of our ongoing operations.

BRIEFING

To: Trust Council **For the Meeting of:** June 17, 2020

From: Julia Mobbs, Director, Administrative Services **Date Prepared:** May 21, 2020

SUBJECT: **MARCH 31, 2020 FISCAL YEAR FINANCIAL RESULTS**

PURPOSE:
To provide an analysis of actual financial results versus approved budget for the fiscal year ending March 31, 2020.

BACKGROUND:
Islands Trust consolidated financial performance for the fiscal year ending March 31, 2020 resulted in an annual surplus of $11,654 for Islands Trust, which has resulted in a contribution to accumulated surplus for the same amount. The annual budget anticipated a total transfer from accumulated surplus of $156,000, of which $75,000 was for the LTC projects and $81,000 was for general operations. Details of actual activities and transfers between funds is outlined in this report.

The total accumulated surplus balance as of March 31, 2020 is $2,882,924. This accumulated surplus balance consists of the following (as noted in financial statement note 7 of the March 31, 2020 audited financial statement package):

	2020	2019
Invested in tangible capital assets	$ 457,554	$ 327,490
General Revenue Fund	2,218,841	2,477,152
Local Trust Committee Project Specific Reserve Fund	121,272	42,287
Special property tax requisition fund	85,256	24,341
Accumulated surplus	$ 2,882,924	$ 2,871,270

Amounts invested in tangible capital assets represent funds spent on capital assets that have not yet been fully amortized, and thus not fully expensed through the Statement of Revenues and Expenditures. This results in balances in accumulated surplus that are not readily accessible given they are tied up in non-financial assets. The change in this balance represents asset purchases in the year, less annual amortization expense, losses on disposal and amounts owing under capital lease.

The General Revenue fund decreased by $258,311 of which $150,000 relates to a transfer to the LTC Project specific reserve fund. The remaining $108,311 relates to activity associated with amounts

invested in tangible capital assets, losses on asset disposals, and general operations excluding SSIWPA and LTC project activity.

The LTC Project Specific Reserve Fund balance increased by $78,985 due to an annual surplus of the same amount, which includes a transfer from the general fund of $150,000 minus spending on LTC projects of $71,015, which was $3,985 (-5%) below budget. Underspending was due to project delays resulting in incomplete projects at year-end.

The Special Property tax requisition Fund (SSIWPA) increased by $60,915 due to an annual surplus of the same amount. This was primarily due to underspending of requisitioned funds due to a delay in securing the SSIWPA coordinator for five months of the fiscal year.

Details of consolidated financial activity in the year and performance against budget are discussed as follows:

CONSOLIDATED REVENUES

Total Revenue is lower than budget by approximately $25,000 (-0%) due to the following:

Fees & Sales from land-use applications were approximately $58,000 (36%) lower than anticipated due to a slowing down in the rising application volumes anticipated at the time of budget development.

Investment Income was higher by approximately $22,000 (28%) as the secured yields on GIC investments were higher than anticipated due mainly to the timing of investment purchases.

Other Revenues was higher than anticipated by approximately $11,000 (7%) due mainly to an additional landlord contribution to the Victoria office renovation of $6,500 for flooring work, as well as higher than anticipated grant funds awarded throughout the year for SSIWPA projects, for First Nation's reconciliation initiatives on Galiano Island, for attendance at the Ocean Protection Plan Forum and Proactive Vessel management Framework, and for a climate change impact literature review.

CONSOLIDATED EXPENSES

Total expenses in the financial statements is reported at $7,672,618, which includes amortization expense and excludes capital spending that has been capitalized as tangible capital assets on the Statement of Financial Position, in accordance with Public Sector Accounting Standards. This is not the same methodology used to develop the budget, which includes capital spending amounts. To adjust actual reported expenses to reflect a proper basis of comparison, we add back actual capital purchases made in the year as follows:

Total expenses per March 31, 2020 audited financial statements	$7,672,619
Add back capitalized assets	288,451
Total for budget comparison purposes	$7,961,070
Vs. Total approved budget (incl. amortization + capital)	7,939,886
Over (under) approved budget	$ 21,184

Total actuals were higher than budget by approximately $21,000 (0%) due mainly to timing of expenses related to the Victoria office renovation, increased amortization expense based on increased renovation costs, and increased legal expenses. A breakdown of budget to actual analysis by functional area is as follows:

**denotes area where capital purchases are reflected in the budget.*

COUNCIL

Total Council expenses include costs related to three main areas: Trust Council; Executive Committee; and Trust Area Services; as well as an allocation of administrative expenses. In aggregate and inclusive of the admin allocation these expenses were lower than budget by approximately $88,000 (-7%).

Trust Council (TC) costs are comprised of TC meeting costs, Council committee costs (LPC, TPC, FPC), elections and by-elections costs, insurance premiums associated with Council work, general legal costs relating to Trust Wide issues, memberships and training for trustees associated with their Council work, Trust council portion of trustee remuneration and benefits. Trust Council spending was higher than budget by approximately $24,000 (8%) due mainly to TC meeting expenses being higher than planned, particularly the June 2019 TC meeting on Gabriola Island.

Executive Committee (EC) costs are comprised of applications sponsored by EC, EC meeting expenses, EC mobile device costs, training, travel and conferences for EC members, and the EC portion of trustee remunerations and benefits. Executive Committee costs were lower than budget by approximately $8,800 (-7%) due mainly to underspending in meeting expenses and fewer sponsored applications.

Trust Area Services (TAS) costs are comprised of grants in aid for history and heritage, trust-wide communications costs, contracted TAS services, memberships, subscriptions, mobile devices, training, travel, salaries and benefits for TAS staff, TPC project costs, Islands Trust Act amendment project costs, a share of the website renewal project costs, and costs associated with the photo management project. TAS expenses were lower than budget by approximately $99,000 (-17%) due primarily to underspending on TPC programs (-$19,000) as the committee did not undertake all planned program work due to a heavy focus on the Policy Statement Amendment Project, underspending on communications funds (-$14,000) as a result of reduced contractor oversight capacity from vacant staff positions, underspending on the Islands Trust Act amendment project (-$15,000) as a result of not requiring planned contract or legal advice on the project, underspending on the website renewal project (-$12,000) as a result of project delays, and underspending on TAS salaries and benefits (-$19,000) as a result of staff vacancies.

LOCAL PLANNING SERVICES (LPS)

Total LPS expenses include costs related to five main areas: Local Trust Committees (LTCs); LPS Projects; LPS Staff; LPS facilities; and Bylaw enforcement; as well as an allocation of administrative expenses. In aggregate and inclusive of the admin allocation, these expenses were lower than budget by approximately $72,000 (-1%).

Local Trust Committee costs are comprised of the LTC-engaged First Nation protocol funds, rent, utilities and office services for on-island trustee offices, general legal costs, bylaw enforcement legal costs, legal litigation costs, trustee expenses, LTC and APC meeting expenses, LTC communications and special project expenses, and the LTC portion of trustee remuneration and benefits. Local Trust Committee expenses were higher than budget by approximately $81,000 (12%) due primarily to increased legal action for bylaw enforcement ($21,000) as well as increased legal defense costs for litigation against LTCs ($64,000).

LPS Projects costs are comprised of all LTC projects and related protocol funds, cultural working group funds, a share of the website renewal project costs, LPC program costs, water aquifer mapping costs, and includes all SSIWPA expenses. This area of spending was lower than budget by approximately $101,000 (-34%) due mainly to underspending by SSIWPA (-$61,000) as a result of a delay in securing the contracted SSIWPA coordinator for the year, project delays associated with the website renewal project (-$33,000), and underspending on LTC projects (-$7,000) as a result of project delays.

Planning staff costs are comprised of all salaries, benefits, training, and travel costs associated with LPS staff or contractors used to cover staff vacancies. Planning staff costs were higher than budget by approximately $5,000 (0%) which is not considered significant for reporting purposes.

**LPS facilities* costs are comprised of expenses associated with board of variance activities, land titles registrations, LPS staff meeting expenses, memberships, subscriptions, mobile devices, office rent and supplies for the Gabriola Island and the Salt Spring Island offices, as well as a portion of the Southern office. Total spending in the year related to LPS facilities was approximately $456,000, which is $50,000 (12%) above budget. This is due primarily to increased cost associated with the Victoria office renovation. Of this total spending, approximately $110,000 in costs were capitalized as tangible capital assets (i.e.: removed from the statement of revenue and expenditure), and as such the final reported expense for this area is $346,000 which is $59,000 (-15%) below reported budget.

Bylaw enforcement costs are comprised of all salaries, benefits, training, and travel costs associated with LPS staff or contractors used to cover staff vacancies or collect on fines. Bylaw enforcement expenses were under budget by approximately $25,000 (-8%) due primarily to staff vacancies.

TRUST CONSERVANCY (ITC)

Total ITC expenses include costs related to three main areas: Board expenses; Operations expenses; and Property management expenses; as well as an allocation of administrative expenses. In aggregate and inclusive of the admin allocation, these expenses were lower than budget by approximately $107,000 (-12%).

ITC Board costs are comprised of ITC board meeting expenses, honoraria and training for board members. Board expenses were under budget by approximately $9,000 (-33%) due to reduced meeting expenses as a result of electronic meeting implementation, and underspending on honoraria funds for meeting attendance by appointed board members.

Operations costs are comprised of ITC communications, ecosystem mapping, photo management work, ITC legal costs, mobile devices, training, travel, salaries and benefits for ITC staff. These expenses were under budget by approximately $92,000 (-17%) due to underspending on communications (-$4,500), ecosystem mapping (-$13,500), legal (-$8,500), and ITC salaries and benefits (-$58,500) all as a result of staff vacancies during the year. Underspending on photo management work (-$7,000) is due to project delays.

Property Management costs are comprised of property management and conservation planning and land securement. These expenses were under budget by approximately $10,000 (-12%) due to less completed work on property management and conservation as a result of staff vacancies during the year.

GENERAL ADMINISTRATION

Total general administrative expenditures include costs related to six main areas: Executive office; Administrative services; Office Operations; Information systems; Computer, Furniture and Equipment; and Amortization expense. General administration costs are allocated to the three functional areas of the Trust (Council, LTC Services, and ITC) based on their relative expenses for the period.

Executive office costs are comprised of contract services for executive-related work, electronic data management costs, and the mobile devices, training, travel, salaries and benefits for Executive office staff. Executive office expenses were under budget by approximately $16,000 (-4%) due mainly to unspent contingency funds (-$11,000), less EDM contractor time required (-$2,000) and salaries and benefits coming in slightly below budgeted (-$2,500).

Administrative services costs are comprised of third party contracted support services, training, travel, salaries and benefits for administrative services staff. Administrative services expenses were under budget by approximately $17,000 (-3%) due underspending on contracted support services for ACCPACC (-$12,000), lower payroll processing transaction fees, and a reduction in salaries and benefits costs (-$5,000) due to less overtime worked by union staff.

Office operations costs are comprised of audit fees, bank charges, carbon offset purchases, internet, insurance premiums associated with office operations, office rent, utilities and outside services, office supplies and postage, human resources costs associated with recruitment, organization-wide training, organization-wide staff meetings, safety and staff recognition costs. Office operations were higher than budget by approximately $25,000 (8%) due to: increased rent costs to relocate staff and files to new working spaces during the office renovation plus higher than anticipated rental adjustments for property taxes and common area fees for the Victoria office ($15,000); higher than anticipated expenditures for offsite file storage as a significant volume of paper files were shipped offsite ($10,000), as well as increased parking and maintenance cost associated with the office parking lot ($7,000), increased costs for phone and legal ($10,0000), offset by underspending in audit fees, supplies and postage, safety and recruitment (-$17,000).

Information Systems costs are comprised of software licensing, third party technical support, computer supplies, mobile devices, and all salaries, benefits, training, and travel costs associated with Information Systems staff. Information systems expenses were under budget by approximately $2,000 (-0%) due mainly to decreased costs for software support & licensing (-$16,000) offset by increased costs in staff salaries and benefits expense ($14,000) which points to greater reliance on in-house technical support versus third party technical support.

**Computer, Furniture and Equipment* costs are comprised of hardware, software, furniture, equipment, and leasehold improvements. Total spending in year for this area was $245,000 which is $179,000 (53%) above budget. This is due primarily to increased hardware and furniture costs associated with the Victoria office renovation. Of this total spending, approximately $179,000 in costs were capitalized as tangible capital assets (i.e.: removed from the statement of revenue and expenditure), and as such the final reported expense for this area is $66,000 which is $64,000 (-49%) below reported budget.

Amortization expense is an estimation of the use/wear and tear on capital assets in use for Islands Trust and Islands Trust Conservancy operations. Amortization expense was over budget by approximately $100,000 (230%) due to a delay in amortization of the office renovation assets (due to project completion delay) putting more amortization expense into a shorter time frame, as well as the fact that budgeted amortization expense was not appropriately updated for the total value of the office renovation project to be capitalized.

CONSOLIDATED EXPENSES BY OBJECT

Public Sector Accounting Standards determine that financial reporting for government entities be reported “by function” (i.e.: service area) in the Statement of Financial Operations as discussed in the earlier section of this report. Expenses “by object” (i.e.: type) are reported in accompanying financial statements notes. For purposes of great transparency and understanding of Islands Trust financial results, March 31, 2020 expenses by object are shown as follows:

Description	Approved Budget	31-Mar-20	*$ over (under) budget*	*% over (under) budget*
Traveling/training and recruitment	227,140	183,064	*(44,076)*	*-19%*
Council and trustee costs	893,561	892,660	*(901)*	*0%*
Office operations	938,912	976,907	*37,995*	*4%*
Programs	560,000	370,836	*(189,164)*	*-34%*
Legal	199,999	270,006	*70,007*	*35%*
Elections	7,000	61	*(6,939)*	*-99%*
Staff salaries and benefits	4,852,374	4,803,756	*(48,618)*	*-1%*
Amortization	75,000	174,759	*99,759*	*133%*
Loss on Disposal of Assets	-	570	*570*	*100%*
Total*	**7,753,986**	**7,672,619**	***(81,367)***	***-1%***
Capital Purchases	185,900	288,451	*102,551*	*55%*
Total including Capital	7,739,886	7,961,070	*21,184*	*0%*

**Excludes $185,900 in budgeted capital spending to align with March 31, 2020 actuals which capitalizes (removes) $288,451 of actual capital spending from expenses.*

Traveling/training and recruitment were under budget due to staff vacancies (respective areas noted in earlier section of the report) as well as increasing work volumes allowing for less time for staff training and development.

Council and trustee costs were almost exactly on budget. Higher than anticipated Council meeting costs were offset by lower than expected Committee meeting costs and trustee costs.

Office operations were over budget due mainly to increased rent costs to relocate staff and files to new spaces during the office renovation, higher than anticipated costs for offsite file storage and increased parking and parking lot maintenance expenses.

Programs were under budget due to LTC project delays and significant underspending on SSIWPA projects, discussed in earlier sections of this report.

Legal expenses were over budget due to increased legal action for bylaw enforcement and legal defense costs for litigations against LTCs, as discussed in earlier section of this report.

Elections expense was under budget due to no by-elections taking place in the year.

Staff salaries and benefits were under budget due mainly to staff vacancies in the year, discussed in earlier sections of this report, by area of function.

Amortization was over budget as discussed in earlier sections of this report.

Loss on Disposal of Assets relates to the disposal as capital assets that have not been fully amortized as at the date of their disposal. The loss relates to previously held leasehold improvements that were written off as part of the Victoria office renovation.

Capital spending was higher than budget due to increased costs in the year for the office renovation which were delayed from prior year, as well as increased costs of hardware for the renovated boardroom.

ATTACHMENT(S):

1. Consolidated Statement of Revenue and Expenditures for the Year Ending March 31, 2020

FOLLOW-UP: None identified.

Prepared By: Nancy Roggers, Finance Officer
Julia Mobbs, Director, Administrative Services

Reviewed By: Julia Mobbs, Director, Administrative Services
Russ Hotsenpiller, Chief Administrative Officer

Islands Trust

Statement of Operations

For The Year Ending March 31, 2020

	Budget	2020	2019	*Over (under) budget ($)*	*Over (under) budget (%)*
Revenue:					
Fees & Sales	160,000	102,051	166,154	*(57,949)*	*-36%*
Provincial Grant	180,000	180,000	180,000	-	*0%*
Property Tax Levy General	6,696,752	6,696,752	6,501,701	-	*0%*
Special Property Tax Requisition	98,500	98,500	98,500	-	*0%*
Property Tax Levy Bowen	329,634	329,634	293,933	-	*0%*
Investment Income	80,000	102,281	104,384	*22,281*	*28%*
Other Revenues	164,000	175,054	17,020	*11,054*	*7%*
Total Revenue	**7,708,886**	**7,684,272**	**7,361,692**	*(24,615)*	*0%*
Expenses					
Trust Council	294,979	318,740	484,514	*23,761*	*8%*
Executive Committee	120,084	111,246	144,169	*(8,838)*	*-7%*
Trust Area Services	571,210	472,608	397,844	*(98,602)*	*-17%*
General Admin Allocation - 16%	319,558	315,095	330,797	*(4,463)*	*-1%*
Total Council Expenses	**1,305,831**	**1,217,689**	**1,357,324**	*(88,142)*	*-7%*
Local Planning Services					
Local Trust Committees	655,563	736,929	698,093	*81,366*	*12%*
Projects (Note 1)	294,650	193,795	191,975	*(100,855)*	*-34%*
Planning Staff	2,689,221	2,694,069	2,427,400	*4,848*	*0%*
LPS Facilities*	405,776	346,473	345,786	*(59,303)*	*-15%*
Bylaw Enforcement	308,283	283,031	308,616	*(25,252)*	*-8%*
General Admin Allocation - 73%	1,410,555	1,437,619	1,341,568	*27,064*	*2%*
Total Local Planning Services Expenses	**5,764,048**	**5,691,915**	**5,313,437**	*(72,133)*	*-1%*
Trust Conservancy					
Board	28,250	19,043	18,409	*(9,207)*	*-33%*
Operations	545,852	454,100	385,231	*(91,752)*	*-17%*
Property Management	83,000	73,244	100,045	*(9,756)*	*-12%*
General Admin Allocation - 11%	212,905	216,627	165,399	*3,722*	*2%*
Total Trust Conservancy Expenses	**870,007**	**763,014**	**669,084**	*(106,993)*	*-12%*
General Admin					
Executive Office	389,694	373,718	388,039	*(15,976)*	*-4%*
Admin Services	499,436	482,716	450,712	*(16,720)*	*-3%*
Office Operations	314,340	339,635	336,085	*25,295*	*8%*
Information Systems	534,368	532,086	511,270	*(2,282)*	*0%*
Computer/Furniture & Equipment*	130,180	65,856	71,680	*(64,324)*	*-49%*
Amortization Expense and Loss on disposal	75,000	175,329	79,978	*100,329*	*134%*
General Admin Recovery	(1,943,018)	(1,969,341)	(1,837,765)	*(26,323)*	*1%*
Total General Admin Expenses	**-**	**-**	**-**	-	*0%*
Total Expenses	**7,939,886**	**7,672,619**	**7,339,845**	*(267,267)*	*-3%*
Less Amortization	(75,000)	-			
Transfer to (from) from General Surplus Fund	(81,000)	(139,900)			
Transfer to (from) LTC Project Specific Reserve Fund	(75,000)	78,985			
Transfer to (from) Special Property Tax Fund	-	60,915			
	7,708,886	7,672,619	7,339,845		
Surplus (Deficit)	0	**11,653**	21,847		
Surplus Fund, beginning of the period		2,871,270	2,849,423		
Surplus Fund, end of the period		2,882,923	2,871,270		
Note 1:					
Projects made up of:					
SSIWPA	98,500	45,256	96,571	*(53,244)*	*-54%*
Project - Projects funded by grants	12,000	2,757	-	*(9,243)*	*-77%*
LTC Projects	75,000	71,015	90,226	*(3,985)*	*-5%*
Website Renewal - LTC portion	81,650	48,658	-	*(32,992)*	*-40%*
First Nations Protocol Funds/Cultural Working Group Funds	2,500	808	-	*(1,692)*	*-68%*
LPC Projects	25,000	25,300	5,178	*300*	*1%*
	294,650	**193,795**	**191,975**	*(100,855)*	*-34%*

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 17, 2020
From:	Julia Mobbs, Director Administrative Services	**Date Prepared:**	May 20, 2020

SUBJECT: **March 31, 2020 Allocated Financial Statements**

PURPOSE:

To provide Trust Council with allocated Financial Statements for the fiscal year ending March 31, 2020.

BACKGROUND:

In 2006/07, Local Trust Committees (LTCs) had concerns about their ability to conduct business and to undertake community planning projects due to the amount of planning staff available. In response to these concerns Trust Council requested the Finance Department to develop a process to allocate revenues and expenditures to LTCs based on actual financial results for the fiscal period.

The process of allocating revenues and expenses to Local Trust Committees was revised in 2015/16, and was further refined in 2017/18. The process is completed through three major steps:

1. Revenues and expenses directly attributed to Local Trust Areas

The Islands Trust financial system tracks most financial transactions by location code (among other segments) which enables such expenses to be reported by specific Local Trust Committee (and other work units). The first step in the process is to report this information.

Revenues received are allocated as follows:

- Fees and sales revenues – allocated by specific LTC, as tracked in the accounting system.
- Property tax revenues (LTAs) – allocated to LTCs based on net converted assessment values per BC Assessment.
- Special Property tax levies – allocated to the LTC for which it was levied.
- Property tax levy (BIM) – allocated to BIM.
- Provincial Grant/Interest and other income – allocated to LTCs and Island Municipalities based on net converted assessment values per BC Assessment.
- Grant Income – allocated by specific LTC, as tracked in the accounting system.

2. LPS Administration expenses allocated to Local Trust Committees

Planning staff and bylaw enforcement officers record their time in the Time Collection System. Time allocation options for planning and bylaw staff are limited to the following categories:

- LPS Admin Staff - where all LPS admin staff working and related travel time would be reported.

- LPS Planner Administration - where Planner time spent on LTC, council committee and trust council meeting attendance, preparation and travel would be recorded.
- LPS Planner Current Planning – where planner time for application processing would be recorded. This includes time spent at public meetings, travel for site visits, research and reporting, and general work associated with application processing.
- LPS Planner Projects – this includes planner time spent working on LTC work program items and Islands Trust wide planning projects, including related travel.
- LPS Project [specific project name] – these codes capture time spend on specific LTC planning projects.
- LPS Region Management – review and preparation of documents for meetings, staff support and mentoring, and related travel.
- LPS Cost Recovery – specific applications operating under cost-recovery agreements have time codes set up for staff time tracking.
- Bylaw Enforcement –BE time and related travel time worked by bylaw enforcement staff
- General Leave – paid time off for all staff who record time such as vacation time
- General Administration – staff meetings, training, conferences and related travel for all staff who record time

The data collected by staff in the time collection system is used to develop allocation percentages for each of the three planning office: Victoria, Salt Spring Island, and Gabriola Island. These percentages are used to allocate certain LPS-administrative expenses attributable to Local Planning Services, as follows:

- *Planning Costs, Northern Office* – allocated based on the percentage of planning time in the Northern office reported to specific Local Trust Committees.

- *Planning Costs, Southern Office* - allocated based on the percentage of planning time in the Southern office reported to specific Local Trust Committees.

- *Planning Costs, Salt Spring Island* – allocated 100% to Salt Spring Island Local Trust Committee.

- *Director LPS Costs* – allocated to each Local Trust Committee based on the percentage of total planning time reported to a specific Local Trust Committee by all offices.

- *LTC Executive Committee expenses* - allocated to each Local Trust Committee based on the percentage of total planning time reported to a specific Local Trust Committee by all offices.

- *Bylaw costs* – allocated based on the percentage of bylaw enforcement officer administrative assistant, and manager time reported to specific Local Trust Committees.

3. Non-LPS Administration expenses allocated to Local Trust Areas and Island Municipalities

Trust Council Expenses – allocated to each Local Trust Committee based on their percentage of assessed values in relation to all Local Trust Areas, including Island Municipalities.

Trust Conservancy Expenses – allocated to each Local Trust Area based on their percentage of assessed values in relation to all Local Trust Areas, including Island Municipalities.

General Administrative Expenses

- *Non-LPS related* – allocated to each Local Trust Area based on their percentage of assessed values in relation to all Local Trust Areas, including Island Municipalities.

- *LPS-related* – allocated to Local Trust Committees only (excludes Island Municipalities) based on their percentage of assessed values in relation to all Local Trust Committees.

The inclusion of Island Municipalities was new as of fiscal 2018. Previous year's statements will not show these separately.

Conclusions:

- The time collection system is only as reliable as the users of the system. It has been noted that there are some staff not using the system to record their time in a timely manner. As such, estimates of time allocations are made at the end of the year. Such estimates reduce the accuracy of the information used for allocation purposes in the allocated financial statements. Staff have been reminded that this information in important and should be input on a weekly basis. New processes requiring management tracking and follow-up are being implemented which should help increase the accuracy and usefulness of the data collected;

- The process to produce the Allocated Financial Statements remains an imperfect reflection of Local Trust Area resource use, due to the many services that are shared throughout the Islands Trust organization.

ATTACHMENT: March 31, 2020 Allocated Financial Statements

FOLLOW-UP:

As directed.

Prepared By: **Julia Mobbs, Director, Administrative Services**

Reviewed By: **David Marlor, Director, Local Planning Services**

ISLANDS TRUST March 31, 2020 Allocated Financial Statements	LTC Bal/Win	LTC Denman	LTC Gabriola	LTC Galiano	LTC Gambier	LTC Hornby	LTC Lasqueti	LTC Mayne	LTC N. Pender	LTC Salt Spring	LTC Saturna	LTC S. Pender	LTC Thetis	BIM	**Total**
Direct Revenue															
Fees & Sales	4,629	6,650	15,596	17,700	3,091	8,822	117	5,335	4,707	29,985	(1,350)	(270)	7,040	-	**102,051**
Property Tax Levy - General	5,346	248,309	907,566	445,776	439,682	362,184	101,064	445,277	664,346	2,658,086	167,907	105,305	145,904	329,634	**7,026,386**
Special LTC Tax Requisition	-	-	-	-	-	-	-	-	-	98,500	-	-	-	-	**98,500**
Grant income for projects	-	-	-	3,476	-	-	-	-	-	7,672	-	-	-	-	**11,148**
Total Direct Revenue	**9,975**	**254,959**	**923,162**	**466,952**	**442,773**	**371,006**	**101,181**	**450,612**	**669,053**	**2,794,243**	**166,557**	**105,035**	**152,944**	**329,634**	**7,238,085**
LTC Direct Expenses - Operating															
Computer - internet charges	-	-	-	1,091	-	-	-	-	-	-	-	-	-	-	**1,091**
FN Protocol Funds	-	-	75	-	-	-	-	-	109	-	-	-	43	-	**227**
Legal - general	-	13,087	6,885	5,239	138	-	-	90	6,343	20,380	-	-	5,639	-	**57,801**
Legal - bylaw enforcement litigation	-	10,826	6,124	9,806	4,984	-	796	7,103	10,458	27,341	3,408	-	960	-	**81,806**
Legal - litigation	-	11,873	41,851	3,899	-	-	-	-	25,459	2,168	-	3,452	-	-	**88,702**
LTC Trustee Expenses	-	504	-	473	685	1,113	58	-	55	1,182	144	43	489	-	**4,745**
LTC Meeting Expenses	164	2,897	3,737	4,059	3,018	3,102	2,366	1,549	3,503	8,614	3,287	1,046	1,809	-	**39,150**
LTC Local Exp APC Meeting Expenses	-	1,118	1,296	790	-	301	68	52	700	2,613	24	864	271	-	**8,097**
LTC Local Exp Communications	-	500	530	2,329	-	503	-	1,090	100	44	-	-	70	-	**5,166**
LTC Local Exp Special Projects	-	-	-	4,000	-	-	-	-	580	68	-	-	-	-	**4,648**
Notices - Statutory & Non-Statutory	-	214	373	2,170	-	535	68	352	3,392	9,050	1,663	124	143	-	**18,085**
Office - Lease costs	-	1,445	-	7,523	-	-	-	1,000	6,196	-	1,650	-	-	-	**17,814**
Office - outside services	-	-	-	1,705	-	-	-	-	458	-	-	-	-	-	**2,163**
Telephone - lease	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
Trustee Remuneration	-	15,040	31,312	19,702	14,495	15,221	11,686	16,438	21,373	57,477	11,892	14,185	12,491	-	**241,313**
Trustee Remuneration - Benefits	-	6,626	5,706	3,798	6,893	6,634	6,087	5,491	7,123	8,020	6,791	3,386	6,076	-	**72,629**
LTC Operating Subtotal	**164**	**64,131**	**97,889**	**66,585**	**30,212**	**27,409**	**21,129**	**33,164**	**85,848**	**136,956**	**28,859**	**23,100**	**27,990**	**-**	**643,437**
Direct Expenses - Projects															
Project - Funded by Grants		-	-	2,757	-	-	-	-	-	7,672	-	-	-	-	**10,429**
Project - Funded by Special requisition		-	-	-	-	-	-	-	-	37,584	-	-	-	-	**37,584**
Projects - Trust Wide	109	5,381	19,890	9,683	9,167	7,476	2,203	9,957	15,199	57,448	3,463	2,215	3,160	-	**145,349**
LTC Projects - LTC Specific	-	182	6,321	977	5,543	582	-	-	904	9,368	1,713	5,851	1,582	-	**33,023**
LTC Projects - Southern Islands Only				9,119				9,324	14,232		3,243	2,074		-	**37,992**
LTC Projects Subtotal	**109**	**5,563**	**26,211**	**22,537**	**14,710**	**8,058**	**2,203**	**19,280**	**30,335**	**112,072**	**8,419**	**10,140**	**4,742**	**-**	**264,378**
Total Direct Expenses (Operating + Projects)	**273**	**69,694**	**124,100**	**89,122**	**44,922**	**35,467**	**23,332**	**52,445**	**116,183**	**249,028**	**37,278**	**33,240**	**32,732**	**-**	**907,815**
Direct Revenues less Direct Expenses	**9,702**	**185,265**	**799,062**	**377,830**	**397,851**	**335,539**	**77,849**	**398,167**	**552,870**	**2,545,215**	**129,279**	**71,795**	**120,212**	**329,634**	**6,330,270**
Indirect Planning Expenses															
Allocate Planning Costs - Northern	6,199	196,084	263,173	-	132,762	176,035	35,421	-	-	1,963	-	-	64,134	-	**875,771**
Allocate Planning Costs- Southern	-	1,355	33,198	290,607	1,389	1,491	913	155,385	241,603	16,192	73,940	84,680	1,694	-	**902,448**
Allocate Planning Costs - SSI	-	-	-	-	-	-	-	-	-	740,430	-	-	-	-	**740,430**
Allocate Director LPS	1,413	44,885	64,747	41,721	30,458	40,335	8,204	22,308	34,686	196,312	10,615	12,157	14,860	-	**522,700**
Allocate LTC Executive expenditures	249	7,914	11,416	7,356	5,370	7,111	1,446	3,933	6,116	34,612	1,872	2,143	2,620	-	**92,159**
Allocate Bylaw	-	9,659	68,408	21,218	875	5,780	304	16,921	25,667	129,940	2,700	1,255	304	-	**283,031**
Total Indirect Planning Expenses	**7,861**	**259,896**	**440,941**	**360,903**	**170,853**	**230,751**	**46,289**	**198,548**	**308,072**	**1,119,450**	**89,127**	**100,236**	**83,612**	**-**	**3,416,539**
Net surplus (shortfall) before Administrative	**1,841**	**(74,630)**	**358,121**	**16,927**	**226,998**	**104,788**	**31,560**	**199,620**	**244,798**	**1,425,765**	**40,152**	**(28,441)**	**36,600**	**329,634**	**2,913,731**
Administrative Expenses															
Allocate Trust Council	508	25,141	92,935	45,245	42,832	34,930	10,294	46,522	71,014	268,422	16,180	10,349	14,764	155,805	**834,943**
Allocate Trust Conservancy	332	16,452	60,817	29,608	28,030	22,858	6,736	30,444	46,472	175,656	10,588	6,772	9,661	101,959	**546,387**
Allocate Net Administration	1,079	53,408	197,425	96,115	90,990	74,202	21,867	98,827	150,858	570,216	34,372	21,984	31,363	78,040	**1,520,748**
Total Administrative Allocation	**1,920**	**95,002**	**351,177**	**170,969**	**161,852**	**131,990**	**38,897**	**175,793**	**268,344**	**1,014,295**	**61,140**	**39,105**	**55,788**	**335,804**	**2,902,077**
Net Surplus (Shortfall) incl. Special Taxes	**(79)**	**(169,632)**	**6,944**	**(154,042)**	**65,146**	**(27,203)**	**(7,337)**	**23,827**	**(23,546)**	**411,470**	**(20,988)**	**(67,546)**	**(19,188)**	**(6,170)**	**11,654**
Made up of:															
Surplus from SSIWPA										60,916					60,916
Other Surplus (Shortfall)	(79)	(169,632)	6,944	(154,042)	65,146	(27,203)	(7,337)	23,827	(23,546)	350,554	(20,988)	(67,546)	(19,188)	(6,170)	(49,262)
	(79)	**(169,632)**	**6,944**	**(154,042)**	**65,146**	**(27,203)**	**(7,337)**	**23,827**	**(23,546)**	**411,470**	**(20,988)**	**(67,546)**	**(19,188)**	**(6,170)**	**11,654**

Trust Area Services Report
Quarter 1: April - June
Prepared on: May 25, 2020

General:

In May, Trust Area Services (TAS) staff supported a Trust Programs Committee meeting.

Islands 2050 (Policy Statement Amendment) project:

The Islands 2050: The Future of the Trust Area project has been the primary focus of Trust Area Services this quarter. The project's activities are documented separately in an Islands 2050 briefing in the June 2020 Trust Council agenda package.

Climate Policy & Programs:

Climate Policy Working Group: In March 2020, Trust Area Services established a Climate Policy Working group comprised of staff from Trust Area Services, Local Planning Services and Islands Trust Conservancy to better coordinate, strategize and synergize climate action policies, tools and programs amongst the three departments. The group is developing an integrated climate action framework to communicate the Trust's climate action priorities, programs and key messages to the public via the new Islands Trust website and other means. The framework will also serve to inform TAS' climate-related programming as well as climate change priorities for the Policy Statement Amendment Project.

Climate Change Strategic Plan Projects: In this quarter, Trust Area Services began the first phases of two strategic plan projects related to climate change:

- **Climate Change Indicators Project (Phase 1):** a scoping project to develop a set of indicators to measure/monitor the impacts of climate change and the effectiveness of climate change mitigation and adaptation efforts in the Trust Area, and assess the feasibility of data collection;

- **Climate Change Stewardship Education Program**: a program to educate community members on ways they can contribute to mitigating and adapting to climate change in the Trust Area through a series of webinars, in-person workshops, speaker series and/or mail outs.

Advocacy

Staff supported the Islands Trust Chair with the following letters:

Advocacy Letters were sent on the following issues:

- **Ghost Gear Removal in the Salish Sea:** Letter to the Department of Fisheries and Oceans Canada, supporting the Dead Boats Disposal Society's application for funding to locate and remove ghost gear from sensitive marine environments within the Trust Area, underscoring the importance of these efforts to the conservation, protection and restoration of fish stocks and ecosystems, as well as species-at-risk, in the Salish Sea.

- **Freighter Anchorages in the Southern Gulf Islands:** Letter to the Honourable Marc Garneau, Minister of Transport, calling for a Transportation Safety Board investigation into the March 30 freighter collision in Plumper Sound. The letter reiterated Islands Trust's longstanding request that the federal government take all measures possible to reduce, and ultimately eliminate, the use of the 33 commercial freighter anchorage sites throughout the Southern Gulf Islands. Further advocacy around the freighter anchorages issue resulted in several pieces of news media coverage and interviews with the Chair in April 2020.

Thank-you letters were sent to the following individuals/groups who made presentations to the March 2020 Trust Council Meeting:

- **Maxine Leichter:** who presented a report outlining recommendations for improving the Islands Trust bylaw enforcement policy and process from the perspective of the complainant.

- **Eric Booth:** who presented on the topic of application fees, outlining concerns related to the processing of land-use planning applications in the Trust Area.

- **Salt Spring Community Energy Society:** who urged the Trust to investigate their eligibility to apply for BC Hydro funding to hire a Community Energy Manager as part of the Trust's climate emergency action plan.

- **Gulf Island Frontlines:** who gave a presentation on "The Way Forward in a time of Reconciliation" and requested support through a declaration of solidarity with the Wet'suwet'en People.

- **Gulf Islands Alliance:** who presented on the need for more urgent forest protection in the Islands Trust Area and requested that the Trust work with the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNRORD) to achieve this objective.

Communications

Covid-19 Communications: We worked with management and LPS to develop communications related to Covid-19. The work involved creating posters, issuing news releases, writing subscriber notices, developing social media imagery and text for trustees, and writing speaking notes for local trust committee chairs.

Communications Networks:
The Communications Specialist is formally networking with local government communicators in the South Island. The south island network intends to share best practices, identify collaboration opportunities, and enhance profession-specific learning and development. The Communications Specialist is also liaising with the mid and north island local government communicators and, through this association, has access to a shared drive of resources.

Annual Report:
We have coordinated and are working to finalize the 2019/20 Annual Report.

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The Islands 2050 "What We Heard" report to the public is in development. The report summarizes the engagement process, highlights what we heard across the Trust Area, and provides information about the next steps.

Communications Planning To facilitate website development and to align with BC Government's best practices around writing for the public; Trust Area Services is promoting plain language writing. All website writers have been required to take a two-hour online course offered by the BC Government.

Website Rebuild: The website rebuild continues, and phase one is close to completion. In early summer, staff will be trained to work with the website and begin loading content.

News Releases: Ten news released have been distributed over the past quarter:

- March 13, 2020 - Islands Trust Response to COVID-19
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Social Media:
In the last quarter, social media has focused on Covid-19 related posts and freighter anchorages advocacy.

Support to Local Planning Services and Bylaw Enforcement: Trust Area Services staff continued to provide support to local trust committees, Local Planning Services and Bylaw Enforcement staff in regards to communications needs. We have been working in partnership to develop the new website pages for these departments.

Legislative Monitoring:

As requested by the Executive Committee, staff have transitioned to preparing quarterly legislative monitoring reports. Staff provided time-sensitive items to the Executive Committee and prepared a report for Trust Council.

Secretariat Services:

Trust Programs Committee endorsed the Baynes Sound / Lambert Channel Forum Project Charter, which provides resources and funding to organize a one-day forum in May, 2020 at the Deep Bay Field Station. Since then, COVID-19 restrictions have not allowed the gathering to meet in person. The meeting will take place on May 29, 2020 electronically two and a half hours long. At its May 22, 2020 meeting, the Trust Programs Committee ran out of time to consider three additional requests for secretariat support so will consider those requests at its June 23 meeting.

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Islands Trust

Print Date: May 28, 2020

Top Priorities Report

Trust Programs Committee

1. *Policy Statement Amendment*	Responsible	Dates
Implement Policy Statement engagement plan and project charter (in support of Strategic Plan strategies #10,16,22,23)	Clare Frater Dilani Hippola	Rec'd: 21-Jun-2017 Target: 14-Sep-2022

2. *Secretariat Role to Forums within the Trust Area*	Responsible	Dates
Provide a report to Trust Council with information about the implications of the Islands Trust taking on a secretariat role.	Clare Frater Dilani Hippola	Rec'd: 20-Jun-2018 Target: 13-Aug-2020

3. *Climate Change Data and Performance Indicators*	Responsible	Dates
Let a contract to scope out future project: Develop i) a set of climate change, demographic and environmental data and ii) performance criteria in order to identify the effects of climate change in the Trust Area and to measure mitigation and adaption efforts. (Strategic Plan strategy #12)	Clare Frater Dilani Hippola	Rec'd: 10-Feb-2020 Target: 13-Aug-2020

Islands Trust

Print Date: May 28, 2020

Projects Report

Trust Programs Committee

1. *Stewardship Education Program*	Responsible	Date Received
Develop and implement a stewardship education program directed towards the public, industry and stakeholders in the Trust Area. (Strategic Plan strategy #15).		04-Dec-2019

2. *Update Crown Land Agreements*	Responsible	Date Received
Engage Bowen Island Municipality and the Province of B.C. in updating and consolidating existing agreements into one.		19-Jun-2014

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 16, 2020
From:	Executive Committee	**Date Prepared:**	May 28, 2020
SUBJECT:	**2019/20 DRAFT ANNUAL REPORT**		

RECOMMENDATION:
That the Islands Trust Council approves the 2019/20 Draft Annual Report (as amended) for submission to the Minister of Municipal Affairs and Housing.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
Under the *Islands Trust Act*, Trust Council has the authority to approve the draft annual report before forwarding to the minister responsible for the Islands Trust.

---

1 **PURPOSE:** To gain approval of the 2019/20 Annual Report text in order to meet legislative requirements for annual reporting.

2 BACKGROUND: At its March, 2020 meeting, the Executive Committee approved the format and outline of the 2019/20 Annual Report.

Each local trust committee and each standing Council committee reviewed and approved their sections at recent meetings. Some local trust committees have yet to approve their sections. As is past years, staff will incorporate these reports after Trust Council has approved the report.

3 **IMPLICATIONS OF RECOMMENDATION**

ORGANIZATIONAL: Preparation of the Islands Trust Annual Report is coordinated by Trust Area Services staff, reporting to the Executive Committee, and is consistent with the Trust Council's Annual Report Policy 6.10.i.

FINANCIAL: Graphic design is paid through the annual communications budget.

POLICY: Trust Council's Annual Report Policy 6.10.i. gives the Executive Committee responsibility for developing the outline, format, and template for all sections, and to ensure a consistent standard that meets legislative and other requirements for an annual report. Under Annual Report Policy 6.10.i Trust Council approves the Annual Report.

IMPLEMENTATION/COMMUNICATIONS: Preparation of the Islands Trust Annual Report is coordinated by Trust Area Services staff, reporting to the Executive Committee. Once approved, and upon receipt of the Auditor's Financial Statements, this report will be copy edited and then formatted for printing and web-publishing, and sent to the Minister responsible for the Islands Trust along with other recipients listed in Policy 6.10.i.

FIRST NATIONS: The annual report documents the Trust's reconciliation activities in 2019/20.

OTHER: None.

4 RELEVANT POLICY(S): This approach complies with Section 19 of the *Islands Trust Act* and Trust Council's Annual Report Policy 6.10.i.

5 ATTACHMENT(S): Draft 2019/20 Annual Report.

RESPONSE OPTIONS

Recommendation: That the Islands Trust Council approves (as amended) the Draft 2018/19 Annual Report for submission to the Minister of Municipal Affairs and Housing.

Alternative: None.

Prepared By: **C**lare Frater, Trust Area Services Director/May 28, 2020

Reviewed By/Date: Russ Hotsenpiller, Chief Administrative Officer/ May 29, 2020
Executive Committee/ June 3, 2020

Islands Trust 2019/20 Annual Report

Outline and draft contents

Cover image & Logo

Reconciliation Declaration inside front cover.

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Message from the Islands Trust Council Chair

Message from the Islands Trust Conservancy Board Chair

Message from the Chief Administrative Officer

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- Islands Trust Council
- Islands Trust Council Committees
- Islands Trust Conservancy
- Local Trust Committees and Bowen Island Municipality
- Reconciliation and Relationship Building
- Climate Change Action
- Legislative Services - Administrative Fairness and Freedom of Information
- Enforcement and Legal Action

Appendix A: Strategic Plan 2018–2022 – full plan to be added to designed report

Appendix B: Islands Trust Financial Statements – to be added in June once approved by TC

Appendix C: Islands Trust Fund Financial Statements – to be added in June once approved by TC

Message from the Islands Trust Council Chair

On March 11, 2020; the same day Trust Council was in session on Salt Spring Island, the World Health Organization declared a global pandemic. The next day, in response to the news, Council directed staff to prepare a business continuity plan detailing how Islands Trust would adapt to the unfolding coronavirus pandemic. The public received information about our new way of doing business, and credible sources of Covid-19 communications, through a subscriber information notice, news release, media interviews and social media posts.

I am grateful to Council for the decision to create a plan. We have transformed how Trust Council governs, and like the Islands Trust staff, trustees are working from home and online.

Our ability to adapt quickly to a new way of working can be credited to work done over eighteen months, leading up to March 2020.

In March 2019, Islands Trust joined other governments around the world and declared a climate emergency. We committed to intensifying our climate action work, and we explored holding electronic meetings to reduce our carbon footprint and allow more people to attend meetings. At the time, we didn't know this exploration would enable us to adapt during the state of emergency, declared on March 18, 2020. Another important event in March 2020 was the continuation of support for the Salt Spring Island Watershed Protection Alliance (SSIWPA).

A major theme of the 2019/20 term was Trust Council prioritizing the protection of Coastal Douglas-fir, the most threatened ecosystem in the province. Local trust committees were asked to focus on this priority by supporting the implementation of the Islands Trust Conservancy Regional Conservation Plan, and making it part of their long-term plans.

At our June 2019, Trust Council meeting, we announced the recipients of the Community Stewardship Awards. Bi-annually, this award recognizes Trust Area individuals and organizations doing work to advance the Island Trust's mandate.

Award recipients in the following categories were:

- Enduring Achievement
    - C'tasi:a -Elder Geraldine Manson, Gabriola Island
- Individual Achievement
    - Mark Bottomley, Lasqueti Island for reducing marine pollution in the Salish Sea
    - Andrew Simon, Galiano Island for creating a living field guide
- Organization Achievement Category:
    - Saturna Community Club Recycling Centre, for celebrating 44 years of recycling services
    - Thetis Island Nature Conservancy Society for land acquisition and conservation efforts related to the Fairyslipper Forest Nature Reserve
- Special 2019 Community Stewardship Award for Lifetime Achievement
    - Sara Steil, North Pender Island

In December, after a thorough process, Trust Council adopted its 2018-2022 Strategic Plan. The plan reflects Council's strong commitment to working and building relationships with First Nations, mitigating and adapting to climate change, and; preserving and protecting the islands in the Salish Sea. It is my hope that every element in the Strategic Plan will be implemented in a way that respects the March 2019 Trust Council reconciliation declaration.

This year's significant Strategic Plan work included the creation and June 2019 adoption of our Reconciliation Action Plan. The Reconciliation Action Plan is a four-year action plan that provides a foundation of goals and initiatives to assist the Islands Trust bodies to reflect, learn, and work collaboratively and respectfully with First Nations governments and Indigenous Peoples within the Islands Trust Area.

Much work has also gone into our climate change adaption and mitigation work, and over the last year, we developed policies and systems to support electronic meetings. They enable us to engage with communities in new ways and reduce our carbon footprint. Also, this work put us in an excellent position to transition to electronic meetings during the Pandemic.

Advocacy continues to be necessary. We have worked on several areas of concern including vessels at anchor in the Salish Sea; logging practices through the gulf islands; homelessness; protection of farmlands and shorelines; protecting orca, salmon and herring; regulation and management of short term rentals; and the impacts of expanding tourism.

This annual report would not be complete without recognizing the Howe Sound Community Forum's significant work in advancing the Howe Sound Biosphere Region Initiative. In September, Trust Council endorsed the Howe Sound Biosphere Region application to the United Nations Educational, Scientific and Cultural Organization (UNESCO). We recognize the significant value, and if the application is successful, it will be the second area in the Trust Area to have this globally important protection. Currently, our Ballenas-Winchelsea Islands are part of the Mt Arrowsmith Biosphere Region, designated by UNESCO in the year 2000.

In closing, I want to thank Chief Administrative Officer, Russ Hotsenpillar, and every employee at the Islands Trust for working together, supporting trustees, and our community, while transitioning to work at home and online.

I am also incredibly grateful to our minster, the Minister of Municipal Affairs and Housing, Selina Robinson, and her staff; the Minister of Health, Adrian Dix; Provincial Health Officer, Dr. Bonnie Henry; and Premier John Horgan for their leadership, courage, and strength to guide us through this unusual time.

In Dr. Henry's words, "Be kind, be calm, and be safe".



Peter Luckham
Chair, Islands Trust Council

Message from the Islands Trust Conservancy Board Chair

Over the years Islands Trust Conservancy has focused on building resilience for a solid future of conservation in the Islands Trust Area. Little did we know that at the end of this fiscal year we would find ourselves navigating unexpected turbulence with the onset of a global pandemic.

Had we predicted extreme change at a global level we would have guessed that it would stem from climate instability. So much so, this year we completed a synthesis of local climate change projections for the Trust Area. We used a suite of relevant indicators that help us understand how conditions will change in our region's land, waters, and surrounding ocean. Of importance to management of protected areas in the Islands Trust Area, we conducted an introductory review of impacts of those changes on local ecosystems and species.

Understanding the impacts of climate projections will only be strengthened by listening to and respecting multiple kinds of knowledge. Islands Trust Conservancy is working to review current processes and policies to ensure that the work we do is reflective of the Truth and Reconciliation (TRC) Calls to Action, the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), and the Province of BC Declaration on the Rights of Indigenous Peoples Act (DRIPA). This important work brings together the long-standing work of the ITC mandate of conservation, protection, and preservation of the lands and waters with the foundational principles of recognition, reconciliation, and history.

Expanding our ways of knowing, we have welcomed two new Board members to our leadership team – Don Clarke is a member of the Black River First Nation, with more than 25 years of experience working in community development and education in over 50 First Nations communities, and Dr. Susan Hannon is a former Ecology Professor with research expertise in forest ecology and conservation. We are working hard to bring together science-based knowledge with traditional ecological knowledge, knowing that this will strengthen our understanding of how to best preserve and protect these special places.

2019 brought two more special places protected: Lasqueti Island welcomed the Salish View Nature Reserve, and the Swift Family protected Link Island with a conservation covenant through the Natural Area Protection Tax Exemption Program (NAPTEP). These exceptional places will be preserved and protected for future generations.

To keep pace with the number of properties under our care, this year we welcomed the addition of a Covenant Management & Outreach Specialist to the Islands Trust Conservancy team. This increase in capacity will enable us to bring our annual monitoring work in-house, better support current covenant landowners to achieve their conservation goals, and be proactive with outreach to prospective covenant donors. Also, with the approval of a new Fund Development Plan, we look forward to further increasing our capacity to conserve natural lands.

The impacts and pressures on natural systems and habitats today are extreme. Islands Trust Conservancy understands that we can't preserve and protect the islands and waters of the Salish Sea alone. The work of securing and leaving a legacy for future generations has never been more urgent. Inspiring conservation in the land and waters of the Salish Sea through compelling story-telling is critical to the work we all do. That is why we worked so hard on creating a more engaging and inclusive Islands Trust Conservancy website, to be merged with the Islands Trust website this coming fall.

During our response to the COVID-19 pandemic, Islands Trust and Islands Trust Conservancy demonstrated a flexibility that we didn't even know we had. We swiftly and, for the most part, seamlessly shifted from a regular office to home-based offices. Daily work carried on despite the changes to the very fabric of society. All the while we found we were asking each other "is this the new normal?" and perhaps more fundamentally, "what will the new normal be"?

In times of uncertainty we all turn to touchstones of calm, beauty and timelessness. Islanders have those touchstones in their natural spaces. Parks, nature reserves and conservation covenants are islands of safe company in a world of physical distancing.

If we have learned anything from this chaotic time, it is that it is not just the waters and islands of the Salish Sea that are fragile – as biodiversity declines, global human health is also vulnerable. Is it an exaggeration to say that our very lives depend on preserving and protecting rare and sensitive ecosystems?

We think not.



Kate-Louise Stamford
Chair, Islands Trust Conservancy

Message from the Chief Administrative Officer

On behalf of the staff and organization of the Islands Trust, I wish to present our 2019/20 Annual Report.

Any sense of achievement for the work of the Islands Trust this year is tempered as we find ourselves in the midst of a global pandemic. The circumstances we have collectively worked through since February have tested us all in some way, personally and professionally. Given the extraordinary work of essential employees, first responders and health professionals, we can more accurately see how we make our contribution to our region, society and environment and, how we can improve. I am proud of how our staff have adapted how we do our business given physical distancing and the need to keep people safe. I want to thank the Trustees who have demonstrated understanding about the limitations that come with responding to this pandemic, and have been supportive as we seek to do things in a new way.

We seek to find positives in how we work; positives we can apply to the future. We are meeting and collaborating electronically much more than we did previously and, as a result, we have reduced our travel, meeting costs and climate impacts. We are increasing our social media platforms for Trust meetings and providing the potential for more citizens to participate and understand the Islands Trust. We intend to maintain these new processes into the future and learn from our present circumstances.

This year Trust Council adopted its 2018-2022 Strategic Plan. It is an ambitious scope of work that is grounded in the purpose, policy and mandate of the Trust. A key characteristic of the Strategic Plan is that the various goals support each other. Goals for climate change, First Nation Reconciliation, land and marine stewardship, and community engagement will ultimately be included in the fabric of the Islands Trust: our Policy Statement, Official Community Plans, land use regulations and Conservancy work. At the core of the plan is Trust Council's dedication to its reconciliation work and incorporating UNDRIP principles into its decision-making.

I am proud of our staff and the work that has been done this year. We continue to evolve and seek to be an employer of excellence that retains our employees and is an attractive place to work. I must acknowledge the extraordinary work done this year by our Information Services team: Mark van Bakel, David Beeston and Nigel Hughes. Over the last number of years we have consciously embraced technology as a means of doing our work. That investment is paying off. We have passed a number of milestones: we have our all staff meetings online, we have hosted local trust committees electronically and most notably, we have conducted our first fully electronic regular meeting of Trust Council. We also managed to get over fifty staff working from home within three days, when the provincial state of emergency was declared, regarding COVID-19. None of this would have happened without strong planning, adaptability and technical expertise.

Of course, time and life marches on and we have said goodbye to some treasured staff. With the retirements of Gary Richardson and Sharon Lloyd-deRosario this year, we have lost many years of experience and two wonderful personalities from the Islands Trust family. Most people don't have 30 year careers with one organization anymore, but these two did and we miss them and their contributions.

Behind the Scenes—Staff Recognition Awards

The eleventh annual staff recognition awards presented in December 2019 gave staff an opportunity to recognize the achievements and contributions of their colleagues.

The **Innovation Award** goes to an individual (or team) who goes over and above their job description by creating or overseeing a particularly innovative program, project, system or process that could lead to cost savings or efficiencies. This year recognised a great team effort from the Salt Spring office: **Serena Klaver,** Planner 1**, Geordie Gordon**, Planner 1**, Kristine Mayes**, Planner 1, and **Shayla Burnham,** Administrative Assistant, for taking the initiative to create and implement a paperless permit referral system which accommodated changes in the Capital Regional District's process. They were nominated for their courtesy and professionalism in transitioning new and ongoing applicants into the system while still processing their normal workloads, and, for proving themselves adaptive and pro-active problem solvers.

The **Champion Award** goes to an individual, as demonstrated through a project or actions, who champions the Islands Trust Policy Statement or strategic goals. For the first time this award was presented to a team: **Gillian Nicol**, Program Coordinator**, Clare Frater,** Director, Trust Area Services**, Lisa Wilcox,** Senior Intergovernmental Policy Advisor**, Phil Testemale,** Planner 2**, Jackie O'Neil,** GIS Technician**, and Lesley Valour,** Acting Senior Policy Advisor, were collectively recognised for their work on the public engagement component of the Islands 2050 project. From inception to the first events this initiative came together in an exceptionally fast timeline during which this team worked endless hours in collaboration to create storyboards, produce publication information, and coordinate and run 24 public engagement events across the Islands Trust Area. Not only did this team raise interest and awareness in the potential revisions to the Islands Trust Policy Statement, they created a way for the Trust to engage directly with the public to tell the story of the Trust in the context of reconciliation and the climate emergency.

The **Exceptional Team Effort Award** goes to a regular, ad hoc team, or special team formed for a specific project. This year's recipients were **Nancy Roggers**, Finance Officer, and **Mark van Bakel**, Senior Technical Analyst, for their considerable efforts in coordinating the Victoria Office Renovation. While the entire renovation team came together to make the best of a difficult situation: Nancy and Mark shepherded the project from inception to completion, working well outside the scope of their regular work and for far longer than anyone else even knew. They kept the project team on task and took in stride all the unexpected challenges that came with a project of this scale.

The **Excellence in Leadership Award** is awarded to an individual for supervising staff, leading a special project team, encouraging teamwork, empowering the team, mentoring staff, and/or communicating well. This year's award went to **Clare Frater,** Director of Trust Area Services. Clare received multiple nominations lauding her commitment to her staff, her ability to multi-task several high-profile and high-demand projects while always finding a smile and time to support her team and co-workers. She was recognized for leading by example, mentoring and uplifting her team when needed, and for not being afraid to do the heavy lifting on projects.

The **Service Excellence Award** is presented to a staff member for excellent customer service, courtesy, co-operation, dependability, assisting others, and being an excellent team member. The award went to **Cassandra Rahmann**, and **Shayla Burnham**, Administrative Assistants to Victoria and Salt Spring Island offices. Both recipients were nominated for their diligence and commitment to their teams as well as their courteous, professional manners. They create positive experiences, solve problems great and small, and work tirelessly to learn the answer to every question that might come their way.

The **Unsung Hero Award** is given to an individual for going that extra mile to make our working lives better, and doing things nobody else wants to do. As with many of the 2019 awards, this one was presented to a team: **Mark van Bakel**, Senior Technical Analyst, **Dave Beeston**, Information Services Coordinator, **Jackie O'Neil**, GIS Technician, **Nigel Hughes**, Computer Applications Support Technician, and **Cassandra Rahmann,** Administrative Assistant. This team was the arms and legs of the Victoria renovation: literally moving every piece of furniture, setting up every temporary work space, arranging waste and recycling, fridges and drinking water and countless boxes of filing. They sourced movers and storage and furniture, they cleared away the debris of years that had collected behind shelves and in cabinets, they worked hard without being asked and without giving up any of their own work to ensure that the 6 months we spent outside our comfort zone were as comfortable as they could be.

The **Legacy Award** is not presented annually, but rather is only awarded to a staff member who has, through their work, done something lasting for the organisation or community that makes things better for all of us. The ninth Legacy Award was presented to **Lisa Wilcox, kwakwemtenaat**, Senior Intergovernmental Policy Advisor for her work on the precedent-setting Trust Council Reconciliation Declaration and Reconciliation Action Plan. She redefined the direction that Islands Trust will take into the future and changed the way we view every part of our work in the Trust Area. We proudly recognise the profound and lasting legacy she has created and are grateful for her continued wisdom, advice, and the gentle manner in which she challenges us all to shift our thinking and lead the way in Reconciliation.

The 2019/20 Annual Report is important to the organization as a record of our ambitions, hard work and accomplishments and I sincerely hope it is received well by the Islands Trust community.

Russ Hotsenpiller, CAO



Russ Hotsenpiller,
Chief Administrative Officer

The Islands Trust Area

Map of Trust Area

The Islands Trust Area covers the islands and waters between the British Columbia mainland and southern Vancouver Island, including Howe Sound and as far north as Comox, with the exception of Texada Island. It is approximately 5,200 square kilometres (2,000 square miles) in size and has a resident population of more than 26,000, with an additional 10,000 non-resident property-owners.

Located in the Strait of Georgia and Howe Sound, the Islands Trust Area is a unique and special place—a scenic archipelago of 13 large islands and more than 450 smaller islands and islets.

The area provides habitat for an exceptional variety of species: more than 200 types of migratory and resident birds and numerous species of fish and other marine and intertidal life, terrestrial wildlife and vegetation. Outstanding scenery and recreational resources include panoramic viewpoints, sheltered bays, protected marine waterways and anchorages, all of which contribute to the beauty, appeal and tranquility of this are

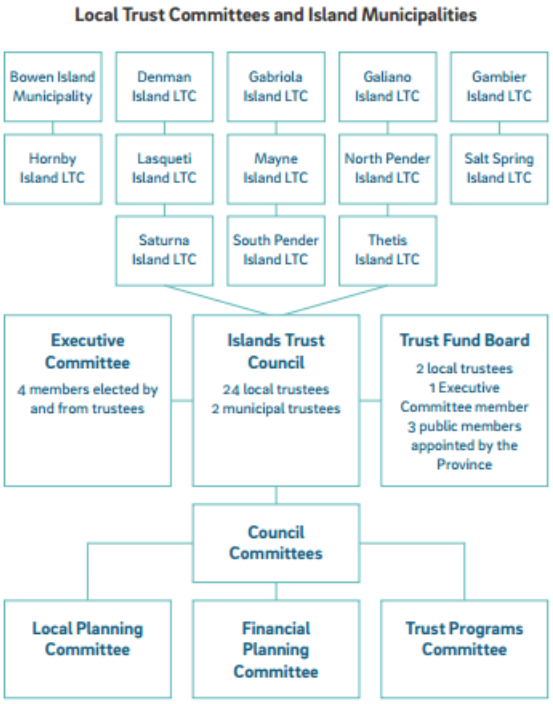
The unique natural environment of the islands in the Strait of Georgia and Howe Sound has given the area national recognition. Realizing this, the government of British Columbia enacted special protective legislation in 1974 entitled the *Islands Trust Act*. The act states that the object of the Islands Trust is to "preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in co-operation with the municipalities, regional districts, improvement districts, other persons and organizations, and the Government of British Columbia."

Organization & Responsibilities

The Islands Trust is a unique federation of 12 special-purpose local government bodies and Bowen Island Municipality, all of which plan land use and regulate development in the Islands Trust Area. The Islands Trust consists of a number of distinct corporate entities: Islands Trust Council, Executive Committee, 12 local trust committees, Bowen Island Municipality, and the Islands Trust Conservancy.

Like other communities in British Columbia, island communities currently elect their local representatives every four years. Each group of islands, designated as a local trust area or island municipality, elects two local trustees. For the 12 local trust areas, the two local trustees, together with an appointed chair from the Executive Committee, are responsible for the land use decisions within their local area. For Bowen Island Municipality, the two local trustees are part of a seven-member council that is responsible for all functions of a local government, including land use decisions. Unlike the Bowen Island Municipal Council, each local trust committee also has jurisdictional authority for the smaller islands and waters that surround the major island in that local trust area.

Islands Trust Legislative Structure





2019–2020 Key Accomplishments

Annual Highlights

Trust Council adopted its 2018–2022 Strategic Plan in December 2019. The Strategic Plan aligns its priorities with staff resources and budget. Trust Council focused on the following five areas, each supported by a number of objectives and strategies: 1.) Land Stewardship, 2.) Marine and Freshwater Stewardship, 3.) Climate Change, 4.) Community and Communication, and 5.) Governance. Selected accomplishments from this year are highlighted throughout this report. You can read the Strategic Plan in Appendix A.

On June 19, 2019 Trust Council unanimously passed the Islands Trust Reconciliation Action Plan 2019-2022. The Reconciliation Action Plan is a four-year action plan that provides a foundation of goals and initiatives to assist the Islands Trust bodies to reflect, learn, and work collaboratively and respectfully with First Nations governments and Indigenous Peoples within the Islands Trust Area. The Reconciliation Action Plan will guide the Islands Trust Council in the application of the United Nations Declaration on the Rights of Indigenous Peoples Articles, the Truth and Reconciliation Commission Calls to Action, the Islands Trust First Nations Engagement Policy, and the *Declaration on the Rights of Indigenous Peoples Act*. Islands Trust Council recognizes that reconciliation is fundamental to building meaningful relationships now and into the future, and that the work of reconciliation is key to understanding our shared history and preserving and protecting this place we call home for generations to come. The Action Plan work is highlighted throughout this report.

Islands Trust Council

Role

The 26-member Islands Trust Council establishes general policies for carrying out the object of the Islands Trust. Islands Trust Council also adopts an operational budget for the Islands Trust and manages the financial undertakings of all parts of the Islands Trust except for the Trust Fund, which manages its own operations. Islands Trust Council appoints staff and auditors and adopts an annual budget. Tax levies on properties within the Trust Area are the primary funding source for the operations of the Islands Trust. Additional revenue comes from a provincial grant and development application fees.

The *Islands Trust Act* requires Islands Trust Council to implement the Trust Policy Statement that is applicable to the whole Trust Area. The Minister of Municipal Affairs and Housing approves it, before the Policy Statement is adopted. The Policy Statement provides broad policy guidelines for Islands Trust Council, the Islands Trust Conservancy, and the local trust committees and island municipality regarding the protection of ecosystems, the stewardship of resources and the promotion of sustainable communities. The positions and philosophy of Islands Trust Council contained in the Policy Statement also constitute a policy framework for reference by the public and other agencies such as the regional districts of the Islands Trust Area, the province, and its agencies.

Islands Trust Council has three standing committees of trustees—the Local Planning Committee, Trust Programs Committee, and the Financial Planning Committee—which provide policy advice to Trust Council on a range of issues.

Members of Islands Trust Council – 2018-2022

Bowen Local Trust Area	Sue Ellen Fast, Michael Kaile
Denman Local Trust Area	Laura Busheikin, David Critchley
Gabriola Local Trust Area	Scott Colbourne, Kees Langereis
Galiano Local Trust Area	Tahirih Rockafella, Jane Wolverton
Gambier Local Trust Area	Kate-Louise Stamford, Dan Rogers
Hornby Local Trust Area	Alex Allen, Grant Scott
Lasqueti Local Trust Area	Peter Johnston, Timothy Peterson
Mayne Local Trust Area	Jeanine Dodds, David Maude
North Pender Local Trust Area	Benjamin McConchie, Deb Morrison
Salt Spring Local Trust Area	Peter Grove, Laura Patrick
Saturna Local Trust Area	Paul Brent, Lee Middleton
South Pender Local Trust Area	Cameron Thorn, Steve Wright
Thetis Local Trust Area	Doug Fenton, Peter Luckham

2019/20 Advocacy

The Islands Trust Council's advocacy program is guided by the Islands Trust Policy Statement, which states: to achieve its object, the Islands Trust must be an educator, co-ordinator, and initiator guiding individuals, organizations, and other agencies in support of the object. While the Islands Trust can provide the necessary leadership, responsibility for stewardship of the Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself all have important roles to play. Cooperative actions are required of other agencies, organizations, and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities.

Most of this advocacy work is overseen and implemented by Islands Trust Council's Executive Committee and is guided by the Islands Trust Advocacy Policy (Policy 6.10.iii). In response to concerns raised by communities through their elected trustees and supported by the objectives laid out in its 2018-2022 Strategic Plan, Islands Trust Council continued to place a high priority on its advocacy program during 2019/20. The Islands Trust Council advanced its advocacy priorities by writing letters, making submissions to consultation processes, hosting meetings, passing resolutions, and working with partners on the following topics:

Land Stewardship

Private Managed Forest Land Act (PMFLA) Consultation Feedback: In July 2019, the Chair wrote to The Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development, in response to the call for comments on the *Private Managed Forest Lands Act*, to request that amendments be made to require forest practice standards equivalent to Crown forest lands, and allow local governments to regulate some forestry related activities. (The PMFLA Review Team responded on November 5, 2019.)

Marine and Freshwater Stewardship

Marine shipping safety and oil spill preparedness and response

Roberts Bank Terminal 2 Project Environmental Assessment: In April 2019, the Chair wrote to the Review Panel Secretariat for the Roberts Bank Terminal 2 Project to provide comments on the marine shipping components of the proposed project and later spoke at the public hearing in Victoria.

West Coast Emergency Towing Needs Assessment: In June 2019, the Chair wrote to the Oceans Protection Plan, led by the Canadian Coast Guard, with detailed feedback on the draft West Coast Emergency Towing Needs Assessment Report.

West Coast Emergency Towing Needs Assessment and Protocol for the Use of Southern B.C. Anchorages: In July 2019, the Chair wrote to The Honourable Marc Garneau, Minister of Transport Canada, reiterating the need for an Anchorages Initiative regarding vessels continuing to anchor in the Trust Area and the need to address residents' concerns regarding environmental and health impacts.

Extension of Pacific Region Anchorages Interim Protocol: In July 2019, the Chair wrote to Transport Canada in response to its request for feedback on extending the Interim Protocol for the Use of Southern B.C. Anchorages (Interim Protocol). Islands Trust expressed concern at Transport Canada's request for a further extension, and called upon them to work towards eliminating the use of 33 commercial freighter anchorages throughout the Southern Gulf Islands, to prohibit any dumping of potential contaminants overboard, and to stop conducting maintenance that generates bright lights and loud and constant noise throughout the day and night. (Transport Canada responded on July 10, 2019.)

Draft Proactive Vessel Management National Framework Paper: In September 2019, the Chair wrote to Transport Canada expressing support for the collaborative approach that Transport Canada is proposing to address vessel traffic issues in local waterways to reduce the impacts of shipping and expressing expectations and matters for consideration. A $1,350 Ocean Protection Plan grant was applied for and received to support this work.

Marine Ecosystems Protection

UBCM Resolution – Key Marine Cumulative Effects Values: In May 2019, the Union of BC Municipalities (UBCM) endorsed an Islands Trust resolution requesting the provincial government to prioritize the

approval of key marine cumulative effects values for long-term monitoring and cumulative effects assessments in coastal regions. (The resolution and provincial response are included in this report – Section B155.)

Herring Moratorium Request: In July 2019, the Chair wrote to Islands Trust Area First Nations with an invitation to be a joint signatory on the Chair's letter to the Minister of Fisheries and Oceans calling for a a moratorium on the Pacific herring fishery in the Salish Sea until an ecosystem-based management plan was in place. In Aug 2019, the Chair wrote to all regional districts in the Trust Area and municipalities in the Salish Sea Area calling for regional cooperation on the call for a moratorium. In October 2019, the Chair wrote to the Honourable Jonathan Wilkinson, Minister of Fisheries, Oceans, and the Canadian Coast Guard, a letter sent jointly with the Mayor of Bowen Island Municipality requesting that the federal government place "a moratorium on the herring fishery in the Salish Sea until an ecosystem-based management plan is in place that considers the current and future effects of climate change and the potential impacts of the fishery on predator species, in particular, Chinook Salmon and Southern Resident Killer Whales."

Request for Additional Resources for Enforcement of Shellfish Aquaculture Regulations: In December 2019, the Chair wrote to the Honourable Bernadette Jordan, Minister of Fisheries and Oceans, and the Canadian Coast Guard, requesting that more resources be dedicated to enforcement of aquaculture regulations with the aim of reducing the amount of aquaculture refuse in the marine environment and clearly marking tenure boundaries. (Minister Jordan responded on January 28, 2020.) In December 2019, the Chair also wrote to the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development, requesting that more resources be allocated to ensuring that aquaculture tenure requirements can be enforced effectively.

Support for Atl'ka7tsem/Howe Sound being designated an UNESCO Biosphere Reserve: In December 2019, the Chair wrote to the Chair of the Howe Sound Biosphere Region Initiative in support of Atl'ka7tsem/Howe Sound becoming a United Nations Educational, Scientific and Cultural Organization (UNESCO) Biosphere Reserve.

Support for Dead Boats Disposal Society's Ghost Gear Removal Efforts: In February 2020, the Chair wrote to the Department of Fisheries and Oceans Canada, supporting the Dead Boats Disposal Society's application for funding to locate and remove ghost gear from sensitive marine environments within the Trust Area, underscoring the importance of these efforts to the conservation, protection and restoration of fish stocks and ecosystems, as well as species-at-risk, in the Salish Sea.

Climate Change

Climate change: In May 2019, the Chair wrote to First Nations and Regional Districts in the Islands Trust Area, highlighting the Islands Trust Climate Change Emergency Declaration announced in March 2019 and requesting collaboration on climate change efforts in the Trust Area. (The First Nations Leadership Council responded on June 27, 2019.)

Supporting National Determined Contribution Target: In May 2019, the Chair wrote to The Honourable Catherine McKenna, Minister of Environment and Climate Change, expressing Islands Trust's support for the National Determined Contributions Target (reduction in greenhouse gas emissions) made by Canada under the UNFCCC Paris Agreement and requesting federal government support for local governments to accomplish the important work of combatting climate change.

Input to Help B.C. Prepare for Climate Change: In May 2019, the Chair wrote to The Honourable George Heyman, Minister of Environment and Climate Change Strategy, expressing Islands Trust's support of the development of a new strategy that will better prepare B.C. communities for the impacts of climate change. In January 2020, the Chair wrote again with more detailed feedback to be considered in the development of this provincial strategy.

Request for Greater Support for Solar Energy in Rural and Remote Communities: In September 2019, the Chair wrote to regional districts in the Islands Trust Area inviting them to co-sign a letter to the Minister of Energy, Mines and Petroleum Resources requesting greater support for solar energy in rural and remote communities. In November 2019, the Chair then wrote to the Honourable Michelle Mungall, Minister of Energy, Mines and Petroleum Resources, requesting a financial incentive program for hybrid solar photovoltaic systems with batteries for community buildings in rural and remote communities.

Supporting Active Transportation: In August 2019, the Chair wrote to The Honourable Claire Trevena, Minister of Transportation and Infrastructure, to urgently request that current upgrades to roads on Gabriola Island be reconsidered to include active transportation lanes and that the Official Community Plan and 1992 Letter of Agreement be consulted. (Minister Trevena responded on October 10, 2019). In January 2020, the Chair wrote to the Honourable Claire Trevena, Minister of Transportation and Infrastructure, to request that the Province integrate British Columbia's Active Transportation Strategy and ferry electrification in its planning for BC Ferries.

Community and Communication

Internet Accessibility and Connectivity Throughout the Islands Trust Area: In September 2019, the Chair wrote to The Honourable Jinny Sims, Minister of Citizens' Services, and The Honourable Navdeep Bains, Minister of Innovation, Science and Economic Development Canada, requesting funding and support for the Islands Trust Area communities that have not been included in the Connect to Innovate and Connected Coast initiatives, namely Denman Island, Hornby Island, Gabriola Island, Thetis Island, Galiano Island, Mayne Island, South Pender Island, and Keats Island. (The Ministry of Citizens' Services responded on December 3, 2019.)

First Nations Reconciliation & Engagement

Islands Trust Reconciliation & First Nations Engagement: In July 2019, the Chair wrote to The Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation, seeking funding and

guidance from the Ministry to assist in the implementation of the Islands Trust Reconciliation Action Plan 2019-2022 to foster dialogue, work collaboratively, and to meaningfully engage with First Nations and community within the Islands Trust Area. In December 2019, following a meeting with Minister Fraser and his staff, the Chair wrote again to the Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation, requesting his Ministry's support in fostering meaningful engagement with First Nations governments on the Policy Statement review currently underway.

Governance

UBCM Resolution – Development Permit Area Requirements: In May 2019, the Union of BC Municipalities endorsed an Islands Trust resolution requesting the provincial government to improve the enforceability of development permit area requirements by enabling local governments to enforce violations by way of prosecution, ticket or bylaw notices. (The resolution and provincial response are included in this report –Section B53.)

Eligibility for Review by the Auditor General for Local Government: In October 2019, the Chair wrote to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, advising that Trust Council passed a motion "to add the Islands Trust to the *Auditor General Act,* allowing for review of the Trust by the Auditor General for Local Government." (Minister Robinson responded on January 17, 2020, and the Chair followed up on February 18, 2020).

Delegations and Presentations to Islands Trust Council in 2019/20

Trust Council invited the following guests to attend its 2018/19 quarterly meetings:

- In June 2019, a **Penelakut Tribe Address** was presented to Trust Council by **Councillor Ken Thomas** and **Band Manager Jim Chisholm**, who spoke about working together cooperatively within the Salish Sea. In appreciation, Chair Luckham presented blankets to the two guests.
- In December 2019, **Bill Adsit** was invited to share his lived experience of residential schools as a part of the Trust's work on First Nations Reconciliation.
- In December 2019, **Parks Canada** gave a presentation on the proposed National Marine Conservation Area Reserve (NMCAR) for the Southern Strait of Georgia.
- In March 2020, **Tine Rossing** was invited to present on the topic of ecosystem-based adaptation: nature-based responses to climate change.

To promote dialogue between islanders and trustees, members of the public are encouraged to make presentations and participate in a town hall session at each quarterly meeting of Islands Trust Council.

At the June 2019 meeting on Galiano Island, Trust Council heard from the following delegations:

- **BC Community Bus Coalition:** requested support for a community bus service in the Trust Area and amendments to the *Passenger Transportation Act.*

- **Gulf Islands Forest Preservation:** presented on the importance of preserving island forests and opposing industrial level clearcutting on private land not zoned for forestry.

- **Southern Gulf Islands Tourism Partnership Society:** introduced their new society that is seeking to qualify for the Municipal and Regional District Tax which raises revenue for local tourism.

- **Gulf Islands Alliance:** presented on the implementation of the Coastal Douglas fir tool kit, asking Trust Council to regulate logging in the Trust Area by working with the appropriate ministries.

At the September 2019 meeting on Bowen Island, Trust Council heard from the following delegations:

- **Bowie Keefer:** spoke to the "Islands 2050 - Future of the Trust Area" public engagement, the Islands Trust object, and island trail networks.

- **Gulf Islands Alliance:** relayed support and encouragement for the Trust's preserve and protect mandate.

- **SeaChange Marine Conservation Society**: spoke to climate change impacts on sensitive shorelines, conservation efforts involving eelgrass and climate change mitigation measures such as removing concrete sea walls to restore beaches.

At the December 2019 meeting in Victoria, Trust Council heard from the following delegations:

- **Raincoast Conservation Foundation:** presented on their work that seeks to characterize the current state of forests within the Coastal-Douglas fir biogeoclimatic zone and identify tools to protect forest health and promote resilience.

- **Salt Spring Solutions and the Salt Spring Housing Council**: presented a petition to Trust Council requesting that bolder action be taken on affordable housing, stressing that housing action is climate action.

- **Gulf Islands Alliance:** addressed the Policy Statement review process and the mandate of the Islands Trust. Stressing that the Islands Trust is a special purpose agency, rather than a local government, he suggested that trustees preface motions with "in order to preserve and protect the Trust Area" to help focus their decisions.

At the March 2020 meeting on Salt Spring Island, Trust Council heard from the following delegations:

- **Maxine Leichter:** presented a report outlining recommendations for improving the Islands Trust bylaw enforcement policy and process from the perspective of the complainant.

- **Eric Booth:** presented on the topic of application fees, outlining concerns related to the processing of land-use planning applications in the Trust Area.

- **Salt Spring Community Energy Society:** urged the Trust to investigate their eligibility to apply for BC Hydro funding to hire a Community Energy Manager as part of the Trust's climate emergency action plan.

- **Gulf Island Frontlines:** gave a presentation on "The Way Forward in a time of Reconciliation" and requested support through a declaration of solidarity with the Wet'suwet'en People.

- **Gulf Islands Alliance:** presented on the need for more urgent forest protection in the Islands Trust Area and requested that the Trust work with the Ministry of Forests, Lands, Natural Resource Operations & Rural Development (FLNRORD) to achieve this objective.

Policy Statement Amendment Process

Trust Council's Policy Statement Amendment Policy (1.2.i) states that each term, Trust Council will identify Policy Statement review and/or amendment tasks. For the 2018-2022 term, the Islands Trust Council has assigned the Executive Committee, with involvement from Trust Programs Committee as appropriate, to co-ordinate update of the Policy Statement. Council has directed that this update include:

- Update to the Introduction, Part 1, Part 2 and Schedule 1 - Definitions sections;
- Addition of climate change mitigation, resilience, and adaptation policies to Parts 3, 4 and 5;
- Addition of a definition of 'affordability';
- Addition of vision, goal and objectives for affordable housing;
- Greater profile for affordable housing in its role in sustainable communities; and
- Addition of a reference to affordable housing in policy direction to LTCs and municipalities.

In accordance with Trust Council's Policy Statement Amendment Policy, in March 2019, the Executive Committee adopted an engagement plan and project charter to guide the amendment process. To inform potential amendments and to raise awareness and understanding of the Policy Statement, Staff launched the Islands 2050: The Future of the Trust Area engagement on September 6, 2019 via news release with the intention to gather information and insight from residents and non-residents about their concerns and vision for the next 30 years in the Trust Area. The two primary methods of face-to-face engagement have been 11 open houses/ 5 vision booths and booths on BC Ferries. The face-to-face events were centered on 14 storyboards that provide information on the Policy Statement, the amendment project, climate change, local and regional context, and First Nations and Reconciliation information. Islands Trust also engaged via an online tool that allowed participants to undertake an iterative process to provide their thoughts on specific questions. Participants then had the opportunity to rank the thoughts of others in terms of importance. Staff also reached out to First Nations governments to outline potential methods of engagement on the Policy Statement. Various meetings

were held with First Nations governments to outline how the Policy Statement can aligns with the work of Bill 41 - *Declaration on the Rights of Indigenous Peoples Act, 2019*. the Policy Statement.

Islands Trust Council Committees

Executive Committee

Role

The Executive Committee (EC) comprises the Chair of Islands Trust Council and three Vice-Chairs, elected for a four-year term by Trust Council from among its members. In addition to the responsibilities of individual members, who serve as the chair of local trust committees, the committee oversees external communications for the Islands Trust, liaises with the provincial government, reviews and implements the Islands Trust Policy Statement, and conducts other functions as directed by Trust Council.

The Executive Committee carries out the daily business of the Islands Trust, reviews the bylaws of local trust committees to ensure compliance with the Islands Trust object and the Trust Policy Statement and acts as a local trust committee for the Ballenas/Winchelsea Island group north of Nanaimo.

Members

Serving during the 2018-2022 term

Peter Luckham, Thetis Island (Chair)

Sue Ellen Fast, Bowen Island (Vice-Chair)
Laura Patrick, Salt Spring Island (Vice-Chair)
Dan Rogers, Gambier Island (Vice-Chair)

Union of British Columbia Municipalities Annual Convention
September 23 - 27, 2019

Annually, at the Union of British Columbia Municipalities (UBCM) convention, Islands Trust representatives meet and share ideas with Members of the Legislative Assembly (MLAs) and local government representatives from across the province. All members of the Executive Committee attended the convention on behalf of the Islands Trust Council. Chief Administrative Officer, Russ Hotsenpiller.

The Islands Trust Executive Committee hosted a breakfast for Electoral Area Directors (EADs) and MLAs who serve the Islands Trust Area. This breakfast provided an opportunity for EC to introduce themselves as Islands Trust's newly elected members. Chair Peter Luckham highlighted upcoming UBCM resolutions that would benefit the Islands Trust Area and advance Trust Council's 2018–2022 Strategic Plan. A Power Point presentation entitled, "Governance for Protection of the Salish Sea and Gulf Islands" was

viewed. The main topics of discussion were advocacy, the Islands Trust Council's commitment to reconciliation actions with First Nations, and a program of engagement to amend the Policy Statement.

While at the convention, the Executive Committee and staff met with the Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation (MIRR), requesting funding and guidance from MIRR to assist in the implementation of Islands Trust Council's Reconciliation Action Plan 2019-2022, and the Islands Trust Policy Statement amendment engagement process with Trust-Area First Nations.

The Executive Committee and staff also met with John Allen, Deputy Minister of the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development requesting that the *Private Managed Forest Land Act* be amended to require standards that are equivalent to Crown forest land regulations; and to allow local governments to regulate, but not prohibit, forest management activities.

The UBCM delegates voted to endorse the Islands Trust's two resolutions requesting the Province of British Columbia: 1. prioritize the approval of key marine cumulative effects values and, 2. improve the enforceability of development permit area requirements.

Bylaws Approved by Executive Committee

Before a local trust committee can adopt a bylaw, the Executive Committee must approve it for compliance with the Islands Trust Policy Statement. Before Bowen Island Municipal Council adopts an Official Community Plan Bylaw or an amendment to an Official Community Plan bylaw, the Executive Committee must approve the bylaw for compliance with the Islands Trust Policy Statement. Under the Letters Patent for Bowen Island, the Executive Committee also comments on other bylaws that reference a matter included in the Islands Trust Policy Statement. In 2019-20, the Executive Committee approved 33 bylaws, of which three were for Bowen Island Municipality.

Applications Sponsored by Executive Committee

The Executive Committee sponsored the following application fees:

The Salt Spring Island Community Services development permit and development variance permit fees ($2,035.00) to develop a property located at 176 Bishop's Walk, to facilitate the development of a 24-unit affordable housing project in Development Permit Area 1 - Island Villages.

Grants in Aid for History, Heritage and Conservation

That Executive Committee authorized a grant of $4,500.00 to Drama Camp Productions in support of the application to host screenings of the movie Dust n Bones and reconciliation discussions on Salt Springy, Denman and Gabriola Islands.

Liaison Meetings

The Executive Committee held a liaison meeting with Islands Trust Conservancy Board, in Victoria, and discussed coordination on advocacy issues when working with the province, featuring the Conservancy

at the Union of British Columbia Municipalities/Islands Trust annual breakfast meeting, and working more closely with local trust committees, to feature the work of the Conservancy.

Local Planning Committee

Role

The Local Planning Committee (LPC) provides policy and planning advice to Trust Council by identifying and reporting on emerging issues related to the committee's areas of responsibility: development management, community planning, and sustainable community. The committee also develops guidelines, policies, and models for use by staff and local trust committees.

Members

Laura Busheikin, Denman Island (Chair)
David Maude, Mayne Island (Vice-Chair)
Jeanine Dodds, Mayne Island
Kees Langereis, Gabriola Island
Timothy Peterson, Lasqueti Island
Kate-Louise Stamford, Gambier Island
Jane Wolverton, Galiano Island
Laura Patrick, Salt Spring Island (Executive Committee Representative)
Peter Luckham, Thetis Island, Chair Trust Council (Ex Officio Member)

2019/20 Highlights

In the 2019/20 fiscal year, the Local Planning Committee (LPC) supported "Saltwater Intrusion Risk Mapping". The data will be owned by the provincial Ministry of Environment, will be public and will be incorporated into Tapis, Mapit and iMAP BC. It will contribute to the development of a Ground Water Sustainability Strategy.

Building on the previous year's development of a coastal Douglas-fir and associated ecosystems toolkit, the LPC committed funding to map contiguous tracks of the Coastal Douglas-fir zone and its associated ecosystems in partnership with the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP). The Islands Trust Conservancy will use the mapping for regional conservation planning and the information will be available as a mapping layer on Tapis and MapIT.

The LPC also began working on the development of a Model Fee and Development Approvals Information Bylaw which involves a review of current fees and estimate of fees based on cost recovery.

Trust Programs Committee

Role

The Trust Programs Committee's (TPC) role is to provide policy advice to Islands Trust Council on Trust-wide issues related to the committee's areas of responsibility (e.g. water, marine, sustainable

communities, public awareness and education) and to propose amendments to the Islands Trust Policy Statement.

Members

Deb Morrison, North Pender Island, Chair
Scott Colbourne, Gabriola Island, Vice-Chair
Alex Allen, Hornby Island
Paul Brent, Saturna Island (October 23, 2019 - present)
David Critchley, Denman Island
Doug Fenton, Thetis Island
Michael Kaile, Bowen Island (October 15, 2019 - present)
Kees Langereis, Gabriola Island (October 15, 2019 - present)
Peter Luckham, Thetis Island, (Ex Officio Member)
Ben McConchie, North Pender Island
Tim Peterson, Lasqueti Island (October 15, 2019 - present)
Dan Rogers, Gambier Island (Executive Committee Representative)
Grant Scott, Hornby Island (joined May 6, 2019; resigned August 13, 2019)

2019/20 Highlights

The Trust Programs Committee met six times in 2019/20. A major focus was providing advice to the Executive Committee regarding the scope and delivery of the Policy Statement Amendment Project. The Committee reviewed terms of reference for the project and provided advice to staff and the Executive Committee about a large public engagement campaign branded as “Islands 2050: The Future of the Trust Area” to seek feedback from First Nations and island communities. The TPC also continued work related to the Islands Trust Climate Change Emergency Declaration initiated in March 2019, by reviewing priorities for climate action and developing key messages and backgrounders on climate change for Trust Council. TPC also oversaw the finalization of the Islands Trust State of the Islands report.

During the course of the year, the TPC collaborated with partner organizations to support two meetings of the Baynes Sound / Lambert Channel Ecosystem Forum, and provided funding towards minute-taking at meetings of the Ocean Watch Task Force, a committee of the Howe Sound Community Forum. In addition, the TPC reviewed nominations for the Islands Trust Community Stewardship Awards and made recommendations to Islands Trust Council, which is responsible for issuing these awards every two years.

Financial Planning Committee

Role

The Financial Planning Committee (FPC) is responsible for facilitating Trust Council's involvement in the annual budget process. This includes aligning the annual strategic planning process with the annual budget process, monitoring, reviewing, and making recommendations on the organization's financial management, budget, and financial practices to Trust Council, and reviewing audit reports and recommendations. The committee also provides advice to the Islands Trust Conservancy Board on financial services and support.

Members

FPC consists of ten trustees from across the Islands Trust Area: one member from the Trust Programs Committee (the chair, unless otherwise appointed), one member from the Local Planning Committee (the chair, unless otherwise appointed), the four members of the Executive Committee, one member from the Trust Conservancy Board, and three other trustees. The chair of the committee is elected from amongst the other trustees.

Peter Grove*, Salt Spring Island, Chair
Paul Brent*, Saturna Island, Vice-Chair
Deb Morrison*, North Pender Island, Trust Programs Committee (October 23, 2019)
Scott Colbourne, Gabriola Island, Trust Programs Committee alternate
Laura Busheikin*, Denman Island, Local Planning Committee
Peter Luckham, Thetis Island, Executive Committee
Sue Ellen Fast, Bowen Island, Executive Committee
Laura Patrick, Salt Spring Island, Executive Committee
Dan Rogers, Gambier Island, Executive Committee
Robin Williams, Islands Trust Conservancy Board (term ended December 31, 2019)
Kate-Louise Stamford*, Islands Trust Conservancy Board (appointed February 13, 2020)
Tahirih Rockafella, Galiano Island

The Audit Committee is a sub-committee of the Financial Planning Committee and includes all members with the exception of the four Executive Committee members. The Audit Committee convenes, at a minimum, twice annually to meet with the external auditors and review the year-end audit work program, the audit findings report and any management letter recommendations, and to determine follow-up actions if required.

* indicates current member of the Audit Committee

2019/20 Highlights

As part of its ongoing responsibilities, FPC oversaw, through its Audit Committee, the completion of the annual financial statement audit for Islands Trust and Islands Trust Conservancy for the fiscal year ending March 31, 2019. The Audit Committee met with external auditors, KPMG LLP, to review their

audit findings reports and initiated planning for the March 31, 2020 financial statement audit.

FPC facilitated Trust Council's development of the 2020/21 budget, including recommendations on the amount to draw from surplus funds, the amount of the property tax requisition to Trust Area landowners, and a review of the Bowen Island municipal tax levy which is based on Trust Council's Policy 7.2.6 Municipal Tax Requisition Calculation. Bowen Island Municipality's contribution experienced a net decrease in the 2020/21 budget due to an increased draw from surplus funds, as well as changes to approved spending in Trust-wide programs, the Islands Trust Conservancy, and related administration expenses. FPC also oversaw a public consultation on the draft budget. This year, thanks to increased promotion via social media, FPC saw a record number of responses with 745 members of the public completing the survey, taking on average 11 minutes to contribute their thoughts.

The Salt Spring Island Local Trust Committee requested an additional Special Property Tax Requisition for co-ordination of the Salt Spring Island Watershed Protection Alliance, which was approved by Trust Council upon recommendation from FPC.

Quarterly financial updates on actual results, as well as financial forecasts based on the second and third quarter results, were provided to the committee for information and review.

Islands Trust Conservancy

Role

Islands Trust Conservancy was established April 1, 1990 by the Islands Trust Act to preserve natural landscapes, cultural heritage, and ecosystems in the Islands Trust Area. The area is nestled within the Salish Sea and includes most of the Gulf Islands and Atl'ka7tsem/Howe Sound. As the regional land trust for the Islands Trust Area, Islands Trust Conservancy works with landholders, local conservancies, and communities to protect places of natural significance in perpetuity. Islands Trust Conservancy receives donations of land, conservation covenants, and cash; monitors and manages land to conserve and restore biodiversity; and works with islanders on private land stewardship. As a qualified donee, Islands Trust Conservancy provides receipts for income tax purposes for all eligible donations.

This year Islands Trust Conservancy affirmed its commitment to respect and honour Reconciliation with First Nations, and to develop mutually respectful relationships with Coast Salish Indigenous Peoples, through a formally adopted Reconciliation Declaration.

Members

Kate-Louise Stamford, Gambier Island (2014-2018, Chair, 2018-present)
Sue Ellen Fast, Bowen Island Municipality (2018-present)
Doug Fenton, Thetis Island (2018-present)
Linda Adams, Salt Spring Island (Appointed Member, August 2018 - August 2019, August 2019-present)

Susan Hannon, Salt Spring Island (Appointed Member, November 2019 – present)
Donald Clarke, Victoria (Appointed Member, January 2020 – present)
Hoops Harrison, Vancouver and Saturna Island (Appointed Member, August 2016 - August 2019)
Robin Williams, Salt Spring Island (Appointed Member, 2017, 2018-2019)

Regional Conservation Plan

The Regional Conservation Plan 2018 – 2027 guides the work of Islands Trust Conservancy to protect ecosystems in the islands in the Salish Sea. This ten-year plan is science-based and community-informed, and included valuable input from six Coast Salish Nations.

The Regional Conservation Plan 2018 – 2027 has four long-term goals to focus its efforts and resources on the species and habitats most urgently in need of conservation. The following is a summary of the activities and accomplishments as assessed through the lens of the four long-term goals identified in the Regional Conservation Plan:

Goal 1: Knowledge-based Conservation Planning

Identify, investigate and communicate about important natural areas to generate action on conservation priorities

In order to contribute to effective conservation of biological diversity and ecological integrity in the Islands Trust Area, Islands Trust Conservancy seeks to increase its understanding of ecosystems and species in the region. Islands Trust Conservancy uses a variety of information to support careful decisions on how to manage and care for land.

Mapping and Data Analysis

Islands Trust Conservancy acquires and analyzes data and shares it with others. In 2019 - 2020, the Islands Trust Conservancy:

- Updated protected area mapping for the region and contributed to the British Columbia Non-Governmental Organization Conservation Areas Database.
- Coordinated updates of species-at-risk data with federal and provincial governments.
- Shared data with seven non-profit organizations, government partners and community members.
- Developed a synthesis and analysis of climate change projections and likely impacts to natural areas across the Islands Trust Area.
- Worked with the Islands Trust to map contiguous forest, and rated impacts to them from roads and structures.

Planning and Adapting for Climate Change

Islands Trust Conservancy is developing practical and feasible actions to ensure that our work includes both adaptation and mitigation in response to climate change. In 2019 – 2020 Islands Trust Conservancy:

- Completed a synthesis of local climate change projections for the Trust Area. We used a suite of relevant indicators that help us understand how conditions will change in our region's land, waters, and surrounding ocean.
- Conducted an analysis of impacts of those changes on local ecosystems and species.

Goal 2: Collaboration with First Nations

Strengthen relationships with First Nations to identify and collaborate on shared conservation goals

Islands Trust Conservancy passed a Reconciliation Declaration in July 2019 and in January 2020, Islands Trust Conservancy welcomed its first Indigenous Board member.

As part of our commitment to the TRC Calls to Action and reconciliation, Islands Trust Conservancy staff and Board members participated in cultural competency training in 2019. This training has been incorporated into our orientation for new staff and Board members.

Islands Trust Conservancy is working to review current processes and policies to ensure that the work we do is reflective of the Truth and Reconciliation (TRC) Calls to Action, the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), and the Province of BC's Declaration on the Rights of Indigenous Peoples Act (DRIPA). We have created a template for a Cultural Management Plan for nature reserves that can be used alongside ecological plans and have begun the important work of engaging with First Nations regarding land management. We have also broadened the intent of our conservation covenant template to reflect the important work needed to protect cultural sites. We anticipate that these standards will evolve over time as we work to implement UNDRIP.

This important work brings together the Islands Trust Conservancy mandate of conservation, protection, and preservation of the lands and waters around us with the foundational principles of recognition, reconciliation, and history.

Islands Trust Conservancy looks forward to working closely with First Nations governments to ensure that conservation is reflective of Indigenous ways of knowing, cultural history and heritage, sustainability and stewardship, and management.

Goal 3: Protect Core Conservation Areas

Continue to secure and manage Islands Trust Conservancy lands and conservation covenants to maximize ecological integrity

The core of Islands Trust Conservancy's work is to secure conservation areas that conserve biodiversity within the Islands Trust Area. We have developed systematic approaches rooted in science and best practices to determine which areas are most in need of conservation and focus our outreach, land securement and property management efforts in these areas.

Covenants are a tool that permanently protects natural features on private property while allowing landholders to retain ownership of their land. Islands Trust Conservancy manages the Natural Areas Protection Tax Exemption Program (NAPTEP), which provides island landholders with an annual 65% property tax reduction on the portion of their land protected by a conservation covenant. This incentive is unique to the Islands Trust Area.

In 2019-2020, no new conservation covenants were registered with Islands Trust Conservancy. Instead, Islands Trust Conservancy grew its capacity to promote the NAPTEP program and support land management across our 76 conservation covenants with the addition of a Covenant Management & Outreach Specialist position. This enabled us to transition our covenant monitoring program in-house, take on new ecosystem protection projects in partnership with covenant landholders, and initiate a covenant outreach program to promote private land conservation.

2019-2020 Land Acquisitions

Salish View Nature Reserve (11.5 hectares), Northern Coast Salish Territory, Lasqueti Island:

On July 31, 2019, the Salish View Nature Reserve on Lasqueti Island was successfully transferred to Islands Trust Conservancy. Salish View was acquired after a year-long campaign, in partnership with Lasqueti Island Nature Conservancy, which raised $250,000 in cash from 150 individual donors and included a $70,000 in-kind donation from the landholder who generously donated 23 per cent of the market value of the property. The Salish View Nature Reserve connects with Squitty Bay Provincial Park, creating an uninterrupted shoreline-to-ridgetop protected area. Salish View Nature Reserve has a 270-degree vista of the Salish Sea from the summit and is home to peregrine falcons and ancient groves of Arbutus and Coastal Douglas-fir trees. A management plan for the Salish View Nature Reserve was approved in February 2020 and is available online at Salish View Nature Reserve Management Plan.

Opportunity Fund

The Opportunity Fund provides support for ‘hard to fundraise’ costs associated with land protection or leverages donations through matching funds for land acquisition campaigns. The disbursement of funds is guided by the Regional Conservation Plan and the Islands Trust Conservancy Board considers applications twice per year.

In 2019 - 2020, the Opportunity Fund received $3,486 in donations and had a closing balance of $20,479. Islands Trust Conservancy awarded the following Opportunity Fund grants:

- $2,719.50 to Galiano Conservancy Association
- $4,500 to Salish View Nature Reserve matching campaign to raise funds for the purchase of the Salish View Nature Reserve on Lasqueti Island
- $3,500 to Salt Spring Island Conservancy

Taking Care of What We Have

Acquiring a property or signing a conservation covenant is just the first step in ecosystem protection. Islands Trust Conservancy monitors and manages its nature reserves according to management plans

that identify long-term conservation, as well as restoration goals. In 2019 – 2020 Islands Trust Conservancy undertook many property management projects in partnership with local island-based conservancies, including:

- Monitoring all Islands Trust Conservancy nature reserves to assess property management needs.
- Monitoring all Islands Trust Conservancy conservation covenants to maintain relationships with landowners and ensure compliance.
- Revising management plans for Mount Artaban, Brigade Bay Bluffs, and Long Bay Wetland nature reserves (Gambier Island).
- Developing management plans for Salish View Nature Reserve (Lasqueti Island) and Fairyslipper Forest Nature Reserve (Thetis Island).
- Initiating management plan revisions for Lindsay Dickson, Inner Island, and Valens Brook nature reserves (Denman Island), and Inner Island and Lower Mount Erskine nature reserves (Salt Spring Island)
- Removing exotic invasive species from conservation covenants and nature reserves on Bowen, Denman, Gabriola, Galiano, and Salt Spring islands.
- Initiating a trail-building project in the new Fairyslipper Forest Nature Reserve (Thetis Island).
- Trail maintenance on all nature reserves with trails to ensure safe passage.
- Planting and caging trees to restore an additional 0.4 ha of Coastal Western Hemlock forest in Brigade Bay Bluffs Nature Reserve (Gambier Island). Since 2017, almost a hectare of forest (more than 2.3 acres) has been replanted at this reserve.
- Monitoring forest restoration projects at Singing Woods and David Otter Nature Reserves (Bowen Island), Lindsay Dickson Nature Reserve (Denman Island), Mount Trematon and John Osland Nature Reserves (Lasqueti Island), Trincomali Nature Sanctuary (Galiano Island), and Long Bay Wetland and Brigade Bay Bluffs Nature Reserves (Gambier Island).
- Participating in a Parks Canada-led Sidney Island Ecosystem Restoration Project that will benefit the ecological health of Islands Trust Conservancy covenant lands.

Goal 4: A Strong Voice for Nature Conservation

Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

Islands Trust Conservancy has been a consistent presence in the conservation of species and ecosystems for 30 years. In order to remain a long lasting, stable agency, Islands Trust Conservancy must continually adapt to changing circumstances, both on the landscape and as an organization, while maintaining a stable base.

Maintaining Our Capacity for Land Care and Increasing Our Capacity for Outreach

In 2019-2020 Islands Trust Conservancy's land monitoring contractors retired, resulting in a major transition in our monitoring program. After careful consideration, we decided to bring our land monitoring program in-house. Because we were also hearing that islanders wanted more interaction

and information from our staff, we concurrently decided to expand our ability to do outreach in island communities. With approval from Trust Council, Islands Trust Conservancy created a new Covenant Management and Outreach Specialist position. The new position has removed management of covenants from the duties of our Property Management Specialist allowing for nature reserve monitoring to be absorbed into this existing position. Additionally, the changes will provide our Property Management Specialist with additional time to do more work with First Nations as we embrace Islands Trust Conservancy's Reconciliation Declaration.

Covenant Management & Outreach Specialist

To keep pace with the number of properties under our care, this year we welcomed the addition of a Covenant Management & Outreach Specialist to the Islands Trust Conservancy team. This increase in capacity enables the Islands Trust Conservancy to bring our annual monitoring in house, provides better support current covenant landowners to achieve their conservation goals, and supports proactive outreach to prospective covenant donors.

Jemma Green, was hired in 2019 as the Islands Trust Conservancy Covenant Management and Outreach Specialist. Jemma's background is in wildlife and habitat conservation. She holds a BSc in Natural Resources Conservation (UBC) and a MSc in Environmental Studies specializing in ecological restoration (UVic). Jemma is the point of contact for monitoring activities and land management initiatives in ITC's conservation covenants.

Telling the Islands Trust Conservancy Story

The impacts and pressures on natural systems and habitats today are extreme. We know that we can't preserve and protect the islands and waters of the Salish Sea alone. The work of securing and leaving a legacy for future generations has never been more urgent. That is why inspiring conservation in the land and waters of the Salish Sea through compelling story-telling is so critical to the work we all do.

Islands Trust Conservancy engages audiences in and beyond the Islands Trust Area through E-news, the Heron Newsletter, Facebook and through our website. In 2019-2020, the Islands Trust Conservancy began a website review and decided to make a big shift to our website through a merger with the Islands Trust site. This shift is expected to increase traffic to the Islands Trust Conservancy website and highlight the "preserve and protect" mandate of the Islands Trust. The website project is set to complete in the 2020-2021 fiscal year.

Up to Date Tools and Strategies

Islands Trust Conservancy needs to engage with the latest technology and best practices to be relevant and effective. Up to date tools enable Islands Trust Conservancy better data collection and accuracy that in turn enhance and strengthen the capacity to paint a picture of conservation with precision and credibility. Improving use of technology builds efficiencies and saves important dollars for use elsewhere.

- **Technology Use in Fieldwork**

Islands Trust Conservancy is developing technology for fieldwork to streamline data collection and storage of data for the growing number of properties it manages.

- **Islands Trust Conservancy Board Fund Development Advisory Committee**
  In March 2019, the Islands Trust Conservancy Board formed a Fund Development Advisory Committee to create a strategy and an action plan to meet Islands Trust Conservancy funding needs. In January 2020, the Fund Development Advisory Committee finalized its Fund Development Strategy, which was approved by the Islands Trust Conservancy Board in February 2020. The Fund Development Strategy will guide the work of Islands Trust Conservancy for the next five years as it develops funding sources for its work.

- **Land Trust Alliance of British Columbia Seminar Series**
  Islands Trust Conservancy staff and Vice Chair participated in the Land Trust Alliance of British Columbia Seminar Series in November 2019, gaining valuable knowledge about standards and practices, communications techniques, conservation planning strategies, land and covenant management and emerging issues for land trusts. Staff also presented a joint session about conservation planning tools in with the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership.

- **Island Outreach**
  Islands Trust Conservancy staff and Board members hosted celebrations for the completion of Link Island NAPTEP Covenant (Link Island), Valens Brook Nature Reserve (Denman Island) and Salish View Nature Reserve (Lasqueti Island), reaching over 125 people and educating locals and visitors about the role of protecting habitat to conserve sensitive island species.

- **Coastal Douglas-fir and Associated Ecosystems Conservation Partnership**
  Islands Trust Conservancy staff are members of the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Steering Committee and Securement Committee. In 2019-2020 Islands Trust Conservancy collaborated with the CDFCP and Raincoast Conservation Foundation to produce a stewardship resource for Coastal Douglas-fir forests for island residents, to be released in early 2020-2021. Our joint work with Islands Trust mapping contiguous forest this year in the Trust Area is part of the CDFCP's Priority Sites Project.

- **Partnering to Address Invasive Species**
  Islands Trust Conservancy joined the Capital Region Invasive Species Partnership (CRISP) in 2019. This group of land managers, representing the local governments of the region meets regularly to discuss invasive species prevention, control, containment, and eradication concerns, and to share knowledge and resources to tackle the growing problem of invasive species. CRISP also has strong connections with other coastal regional working groups and the province and this network will be an invaluable resource for Islands Trust Conservancy as we manage invasive species in our nature reserves and on conservation covenant lands.

- **Stewardship Education**
  Islands Trust Conservancy encourages islanders to get involved in conserving and stewarding private land by supporting conservation education and sharing information on best practices for land care. In 2019-2020, Islands Trust Conservancy promoted private land conservation through its website, the Heron newsletter (printed and online), e-news updates to subscribers, Facebook posts and Twitter. Islands Trust Conservancy brochures are also available in local libraries, real estate offices and Islands Trust offices throughout the islands.

Local Trust Committees and Bowen Island Municipality

A local trust committee exists for each group of islands designated as a local trust area under the *Islands Trust Act*, except for Bowen Island, which is an island municipality.

Each local trust committee has three members — two locally elected trustees and one Executive Committee member serving as the Chair.

A local trust committee is responsible for land use planning and regulation for its area of jurisdiction. The responsibilities include preparation and adoption of official community plans, land use bylaws, zoning and subdivision bylaws, regulation of soil removal and deposit, and authorization of permits under Part 26 of the *Local Government Act*.

A seven-member Council serves the Bowen Island Municipality, which holds broad municipal powers including land use planning. The community elects two of the municipal councillors to Trust Council.

Ballenas - Winchelsea Islands (Executive) Local Trust Committee

TBA

Bowen Island Municipality

Sue Ellen Fast and Michael Kaile are the Bowen Island municipal trustees on the Islands Trust Council. Bowen Island Municipality produces its own annual report, available online at bowenislandmunicipality.ca/reports-publications. During 2019/20, three Bowen Island bylaws were approved by the Islands Trust's Executive Committee

Denman Island Local Trust Committee

The Denman Island Local Trust Committee (DE LTC) held five regular business meetings, one special meeting, and a community workshop in the 2019/20 fiscal year.

Work for this period focused on advancement of the DE LTC priority to implement the Denman Island Farm Plan and on efforts towards reconciliation and relationship building with local First Nations. This included adopting a standing resolution stating its intent to engage in reconciliation by honouring the Truth and Reconciliation Commission Calls to Action and the United Nations Declaration on the Rights of

Indigenous Peoples as well as its intent to work with First Nations governments on implementing actions that support reconciliation and maintain relationships based on respect and recognition.

The DE LTC considered numerous reports in conjunction with two major rezoning applications for affordable housing on the island. The committee also reviewed and considered: two development variance permits, three development permits, and one temporary use permit.

Staff reviewed one subdivision, fourteen siting and use permits and two crown land referrals related to proposed development in the Denman Local Trust Area

Gabriola Island Local Trust Committee

TBA

Galiano Island Local Trust Committee

The Galiano Island Local Trust Committee (GL LTC) held 10 regular business meetings in the 2019/20 fiscal year, as well as one Community Information Meeting, two special meetings and one public hearing.

Work for this period focused on advancing the GL LTC priorities to address affordable housing and groundwater sustainability.

The GL LTC received and considered applications for five development variance permits, one development permit, eight temporary use permits and three rezonings. Staff also reviewed twenty-one building permit and crown referrals, and two subdivision referrals.

Another initiative of the GL LTC for this period was relationship building with First Nations. The GL LTC is working on a project – "A Cultural Journey – Connecting Penelakut and Galiano Islands" – in collaboration with the Penelakut Tribe that includes identifying the important cultural sites on Galiano, their traditional uses and names with a goal to produce mapping that reflects these. The GL LTC also adopted a standing resolution stating its intent to engage in reconciliation by honouring the Truth and Reconciliation Commission Calls to Action and the United Nations Declaration on the Rights of Indigenous Peoples as well as its intent to work with First Nations governments on implementing actions that support reconciliation and maintain relationships based on respect and recognition.

Gambier Island Local Trust Committee

TBA

Hornby Island Local Trust Committee

TBA

Lasqueti Island Local Trust Committee

TBA

Mayne Island Local Trust Committee

The Mayne Island Local Trust Committee (MA LTC) held six regular business meetings in the 2019/20 fiscal year.

Work for this period focused on advancing the MA LTC priorities to address commercial land uses and groundwater sustainability.

The MA LTC also initiated a key project to consider amendments to policies and regulations to permit alternative forms of housing.

The Mayne Island Local Trust Committee received and considered applications for five development variance permits, one development permit and one rezoning application. Staff also reviewed twenty-six building permit and crown referrals, and one subdivision referral.

The MA LTC also adopted a standing resolution stating its intent engage in reconciliation by honouring the Truth and Reconciliation Commission Calls to Action and the United Nations Declaration on the Rights of Indigenous Peoples as well as its intent to work with First Nations governments on implementing actions that support reconciliation and maintain relationships based on respect and recognition.

North Pender Island Local Trust Committee

The North Pender Island Local Trust Committee (NP LTC) held nine regular business meetings in the 2019/20 fiscal year, as well as four Community Information Meetings, one special meeting, and one public hearing.

Work for this period focused on advancing the NP LTC priorities to address waste management, groundwater sustainability, and landowner education.

The NP LTC also initiated key projects including a review of short term vacation rental policies and regulations and commencing a Land Use Bylaw update to implement Official Community Plan policies. The NP LTC received and considered applications for two development variance permits, five development permits, six temporary use permits, three rezonings, and one cannabis retail referral and one cell tower referral. Staff also reviewed thirty-five building permit and crown referrals, and one subdivision referral.

The NP LTC also adopted a standing resolution stating its intent engage in reconciliation by honouring the Truth and Reconciliation Commission Calls to Action and the United Nations Declaration on the Rights of Indigenous Peoples as well as its intent to work with First Nations governments on implementing actions that support reconciliation and maintain relationships based on respect and recognition.

Salt Spring Island Local Trust Committee

The Salt Spring Island Local Trust Committee (SSI LTC) held 11 regular business meetings in the 2019/20 fiscal year, as well as seven Community Information Meetings, four special meetings, and three public hearings. The SSI LTC also continued to coordinate the Salt Spring Island Watershed Protection Alliance (SSIWPA). SSIWPA had eight steering committee meetings, at least five sub committee meetings, and engaged in various community events.

Work for this period focused on advancing the SSI LTC strategic priorities to: implement climate change mitigation and adaption measures; ensure fresh water sustainability; protect the Coastal Douglas-fir ecosystem; increase availability of affordable housing; protect and enhance agriculture; increase meaningful consultation and cooperation with citizens, agencies and First Nations; and advance village planning.

The SSI LTC received and considered 145 applications during the 2019/20 fiscal period: two rezoning applications, 12 development variance permits, 10 development permits, and staff processed 104 building permit and crown lease referrals.

The SSI LTC also adopted a standing resolution stating its intent engage in reconciliation by honouring the Truth and Reconciliation Commission Calls to Action and the United Nations Declaration on the Rights of Indigenous Peoples as well as its intent to work with First Nations governments on implementing actions that support reconciliation and maintain relationships based on respect and recognition.

Saturna Island Local Trust Committee

The Saturna Island Local Trust Committee (SA LTC) held four regular business meetings in the 2019/20 fiscal year, as well as two Community Information Meetings, one special meeting and two public hearings.

Work for this period focused on advancing the SA LTC priorities to address secondary suites, short term vacation rentals, a technical review of the Land Use Bylaw, and groundwater sustainability. The Saturna Island Local Trust Committee also passed three standing resolutions in support of efforts to enhance protections to avoid extinction of the Southern Resident Killer Whales.

The SA LTC also initiated key projects including a review of zoning on National Park Reserve lands and Official Community Plan language acknowledging First Nations.

The SA LTC received and considered applications for one rezoning and one Agricultural Land Reserve application.

South Pender Local Trust Committee

The South Pender Island Local Trust Committee (SP LTC) held five regular business meetings in the 2019/20 fiscal year, as well as three Community Information Meetings, four special meetings and one public hearing.

Work for this period focused on advancing the SP LTC priorities to address groundwater sustainability and short term vacation rentals.

The SP LTC also initiated key projects including a review of building and siting regulations, and a review residential policies and regulations.

The SP LTC also adopted a standing resolution stating its intent engage in reconciliation by honouring the Truth and Reconciliation Commission Calls to Action and the United Nations Declaration on the Rights of Indigenous Peoples as well as its intent to work with First Nations governments on implementing actions that support reconciliation and maintain relationships based on respect and recognition.

Thetis Island Local Trust Committee

TBA

Reconciliation and Relationship Building

From shore to shore across the lands and waters of the Salish Sea, First Nations communities have called this place home since time immemorial. Their village sites, harvesting areas, and gathering places reflect the abundance and beauty of their homelands, treaty lands, and traditional territories. The Salish Sea is and was home to the Coast Salish and Northern Coast Salish peoples from Denman Island to the Southern Gulf Islands. The Islands Trust Area encompasses this Indigenous homeland and the 10,000 years of history and culture of First Nations peoples.

When the Islands Trust was formed in 1974, existing policies and processes limited our understanding and recognition of reconciliation. We realize from the important work of the Truth and Reconciliation Commission (TRC) and the signing of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) that organizations and society have work to do to build better relationships with First Nations communities and governments. The principles and framework of this work is outlined in the TRC Calls to Action and the UNDRIP Articles. As well, the federal and provincial government are developing frameworks for moving forward to strengthen and commit to the important work of Reconciliation. Over the last few years, Islands Trust bodies have begun the foundational work of acknowledging and committing to Reconciliation. The Islands Trust Council initiated policy and engagement processes that will develop understanding and knowledge around Reconciliation and relationship building with First Nations within the Islands Trust Area.

Islands Trust bodies took the following steps to develop and implement the work of Reconciliation and relationship building:

- Meetings with First Nations community leaders, Chiefs, and Councils throughout the Islands Trust Area both at the local trust committee and organizational level;
- Review of engagement process to ensure that the Islands Trust is acknowledging treaty and traditional territory lands and waters;
- Education of staff and trustees on the history of the islands within the Islands Trust Area and embedding that knowledge within the organization;
- Implementation of the Islands Trust First Nations engagement plan and policies.

Following the passing of a Reconciliation Declaration by the Islands Trust Council on March 14, 2019, on Gabriola Island, Trust Council adopted a Reconciliation Action Plan in June 2019. Islands Trust commits to moving forward together to realize the important work of reconciliation, knowing that we do so with humility and respect for the people and place in which we live. This year, the organization focused on foundational work to prepare the organization for policy and process changes in future years. This included completion of one to one dialogue sessions with many staff and trustees; facilitated workshops with staff and trustees to discuss the role of leaders in reconciliation work; all staff training session;, a Trust Council session on residential schools in response to the Truth and Reconciliation Call to Action #57; creation of a trustee/staff Cultural Working Group; and, additional foundational work

Climate Change Action

Climate change will have serious consequences for the ecosystems of the islands in the Trust Area, impacting everything from oceans to shorelines to forests. These impacts will greatly affect the communities that depend on them.
The forests of the Islands Trust Area have a high carbon storage capacity, with the potential to act as a major sink for carbon produced in the region. Through land acquisition and covenants, the Islands Trust Conservancy continues to protect mature and maturing forests. In 2019-20, the Conservancy acquired the Salish View Nature Reserve, a 160 metre-high ridgetop on the Lasqueti Island coast with 270-degree views of the Salish Sea as well as the Swift Family Link Island covenant which protects 19.30 ha of the 21.45 ha island.

All land use planning staff reports are required to include a section on climate change and greenhouse gas emission reductions, and staff recommendations are based on the best practices available for mitigating climate change.

Islands Trust Council is also a signatory to the B.C. Climate Action Charter, with a focus on operational carbon neutrality. From 2012 – 2014, this was achieved with the purchase of carbon offsets from the Community Carbon Marketplace. From 2015 – 2019, it was achieved through carbon credits afforded to Islands Trust by our participation in the Capital Regional District Organic Waste Composting Project.
On an operational level, Islands Trust takes the following steps to reduce its carbon footprint:

- Encourage trustees and staff to share vehicles when travelling.

- Hold, where possible, meetings electronically to reduce trustee and staff travel.
- Encourage staff to bike to work through provision of safe bike lockers and promotion of bike to work week.
- Support flexible staff work schedules and work locations, which results in less carbon emissions related to travel to and from work.
- Using paperless meeting management software to reduce paper consumption.

Detailed information is available in our Climate Action Revenue Incentive Public (CARIP) Report for 2018. The CARIP Report for 2019 will be available on the Islands Trust website once approved by Trust Council at their September 2020 meeting.

Legislative Services - Administrative Fairness and Freedom of Information

The Legislative Services Manager is responsible for the planning, coordination, and control of a variety of functions necessary to carry out the legislative obligations of the 15 corporate bodies of the Islands Trust. The manager delivers direct services to trust bodies, staff, and the public by providing advice, support, and recommendations on statutory, procedural, or privacy matters. As part of this service, the manager acts as corporate Records Manager, Freedom of Information and Protection of Privacy Head, and coordinates elections and by-elections.

The manager also oversees the orientation of elected officials and the training of staff regarding legislative and administrative matters, such as Freedom of Information and Protection of Privacy, minute taking guidelines, and email and records management.

Islands Trust policy requires the reporting of the number of administrative fairness complaints received each year. There were two complaints received during the period, one from Gabriola Island and the other from Hornby Island.

Also during the 2019–2020 fiscal year, there were 24 requests for records received pursuant to the Freedom of Information and Protection of Privacy Act. Of these, 12 were received from Salt Spring Island, four from Galiano Island, two each from Gabriola, Hornby and North Pender islands and one each from Denman and Thetis islands.

Bylaw Compliance and Enforcement

After a 35-year career in bylaw enforcement with the Capital Regional District and Islands Trust, Miles Drew retired in July 2019. Miles had a depth of knowledge and expertise in land use law that was a huge asset to the organization, and he was a mentor to many bylaw officers who were new to field. His contributions will be greatly missed.

The retirement of such a senior member of the staff has meant a transition year for the bylaw enforcement and compliance office, with new staff arriving, and other staff also moving on to other enforcement work within the provincial government. Bylaw Compliance and Enforcement Staff

undertook a proactive enforcement effort for Salt Spring Island Local Trust Committee on short-term vacation rentals, and this work will be continued as the concerns regarding the vacation rentals and the local affordable housing supply remain.

Bylaw Enforcement and Compliance staff will ensure that the proactive enforcement on short-term vacation rentals is maintained with additional staff resources being allocated on Salt Spring to ensure that all enforcement issues and public complaints are addressed. As there is continued concern across the Islands Trust areas with the number of short-term vacation rentals, proactive enforcement was undertaken across the southern Gulf Islands, and proactive enforcement has begun on Hornby Island. Islands Trust undertook three separate legal actions (the only ones initiated for the fiscal year) against non-permitted short-term vacation rental operations and were successful in ceasing the unlawful uses.

Other areas of enforcement include investigating works done in environmentally sensitive areas, especially those areas designated as development permit areas. This past year has seen heightened concern around the Southern Gulf Islands and any works that might affect the Southern Resident Killer Whale population. As maintaining fish stocks is key to ensuring a healthy whale population, the protection of designated riparian areas is a high priority for bylaw staff and community members.

Proactive enforcement on North Pender Island for derelict vehicles began in 2019, and there will be continued efforts to remove these vehicles and the contamination risk they pose to valuable ground water supplies.

The Bylaw Enforcement Notice and Adjudication System has now been adopted in 10 local trust areas, and it will be the main enforcement tool for bylaw staff. While the vast majority of files are resolved through voluntary compliance, Bylaw Violation Notices were issued for 52 enforcement files, with adjudication requests proceeding on five files. Generally, fewer than ten files per year require an adjudication hearing, as the majority of people subject to enforcement sign compliance agreements and pay no fines.

Appendix A: Strategic Plan 2018– 2022

To be added.

Appendix B Islands Trust Financial Statements

To be added, once approved by TC.

Appendix C Islands Trust Fund Financial Statements

To be added, once approved by TC.

If you are reading a print version of this report, you can access hyperlinks by going to the online version at islandstrust.bc.ca/annualreports

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islandstrust.bc.ca

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 16, 2020
From:	Lisa Wilcox, kwekwamtenaat Senior Intergovernmental Policy Advisor	**Date Prepared:**	April 27, 2020
SUBJECT:	**First Nations and COVID-19**		

PURPOSE: Provide update on some aspects of COVID-19 concerns and considerations within First Nations communities.

BACKGROUND:

On March 17, 2020 Islands Trust staff and trustees began working remotely in response to public health warnings and directives related to COVID-19/SARS-CoV-2. First Nations communities and Indigenous Peoples face many challenges as outlined below:

Emergency Measures:

- Over the last month many First Nation governments and associations declared States of Emergency as the full understanding of Covid-19 became understood. This mirrored the local governments and Islands Trust also stating the importance of protecting vulnerable communities which lack full emergency measures or medical services. These safeguards ensured all members could be protected on reserve.
- First Nation governments are able to enact emergency measures under section 81 of the *Indian Act* which allows elected band councils to enforce by-laws on reserve regarding health and prevention of disease. Under section 30.a elected band councils can enforce no trespass fines and restrictions for reserve lands. As well, inherent rights and jurisdiction enshrined in UNDRIP, and case law such as Delgamuukw v. British Columbia, [1997] 3 S.C.R. 1010 hereditary governance systems, or self-government councils can enact restrictions on reserve and traditional territory areas.
- Many Nations have limited capacity to manage health emergencies within their own community as is the experience on many of the islands that have smaller clinics and medical professionals that either visit the area for services and not full-time. https://policyoptions.irpp.org/magazines/march-2020/priority-pandemic-response-needed-for-first-nations/
- To protect vulnerable Elders and membership many Nations have closed roads that lead into reserve, and are restricting any non-membership from entering the community (reserve lands).
- First Nation associations such as First Nations Summit (BC), Assembly of First Nations (BC and National) have been issuing releases requesting the Federal and Provincial government increase funding and protect community.
- Communities lack infrastructure that brings clean water, and services that other communities take for granted. Housing is at emergency levels even when a pandemic is not in place and so it is difficult to create isolation or physical distancing.

History/Legacy:

- Nations have many fundamental concerns regarding pandemics. Historically, Indigenous Peoples faced smallpox, measles, and tuberculosis at such high levels that whole communities were impacted and loved ones lost. This historical impact means that membership and community is very sensitive to narratives, messaging, and media regarding disease, pandemics, and loss of loved ones.
- Nation membership have historical trauma regarding hospitalization, government intervention, and studies. None of these are reflective of Indigenous protocol or culture.
- Many of the islands traditional villages and reserves where greatly impacted by disease and pandemics which lead to the forced removal of Indigenous People from those villages to reserves on the mainland and Vancouver Island (this was called centralization).
- Intergenerational trauma means that narratives and media impact multiple generations of people because of residential school tuberculosis, diabetes due to starvation, and impacts from land contamination (mercury).
- The impacts of not being able to do ceremony, gatherings, or funeral practices during this time is deeply painful for community since many of these practices in the past where outlawed through legislation, or banned, and this time will create reminders of this past time, and the continued oppression or inability to connect with cultural and spiritual ways.
- The fear of losing Elders, who hold cultural teachings and knowledge, is very real and will have extreme impacts on community who are only now beginning to develop language and teachings after the impacts of residential school and oppressive legislation.
- Cultural safety concerns will be needed as we move forward to ensure that in our discussions and engagement we are cognizant of triggers and cultural history. We must ensure that staff and trustees participating in future engagements are trauma and trigger informed through cultural safety training.

Reconciliation Plan/Policy Statement:

- Islands Trust staff continue to connect and engage with staff at First Nations governments to work on the Policy Statement engagement plan. First Nations staff have requested Islands Trust staff provide the current Policy Statement in an amended draft with proposed wording for the introduction, preamble, history sections for their review.
- Islands Trust staff have provided a draft of a cooperation agreement for Naut'sa 'mawt Tribal Council staff to review.
- Now is a good time to review and do the gap analysis that has been outlined in the RAPlan 2019-2022 with a sense to implementing DRIPA and UNDRIP.

Best Practices:

- Many Nations are expressing great concern about applications and referrals continuing to be sent out to Nations governments during the pandemic. It is important for Islands Trust to realize that applications or decisions that are made during the pandemic and state of emergency may not meet engagement or consultation requirements.
- Nations may also feel that this is not the time to approve or make land use decisions that impact Nations during a state of emergency.
- Islands Trust should ensure that reserve lands on various islands are not impacted during the state of emergency since Indigenous community members are not able to visit the islands to monitor or ensure that reserve lands are being protected.
- Indigenous community members maybe financial and fiscally impacted in greater ways than the general population since they will not be eligible for some funding streams.

- Cultural humility and safety training is a process of self-reflection to understand personal and systemic biases, and assists with creating respect mutual relationships that acknowledge the past/legacy/history. These forms of training assist organizations and help build trust.
- Continuing to acknowledge First Nations and territory and respect that the land is here to center and hold us and bring us strength during this time, and we are humbly thankful for this place we live.
- Impacts from the pandemic will not only be related to the Islands Trust Area but will be felt from impacts to Nations all across Turtle Island (North America).

ATTACHMENT(S)/LINKS:

Cultural Safety in the Face of a Pandemic UBC Learning Circle:
https://learningcircle.ubc.ca/2020/01/24/mar312020-harley-eagle/

Discussion Paper on Emergencies, Indigenous Government, and Jurisdiction:
http://irshdc.ubc.ca/files/2020/04/UNDRIP_Article6_Jurisdiction_and_emergency.pdf

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Prepared By: Lisa Wilcox, Senior Intergovernmental Policy Advisor

Reviewed By/Date: Clare Frater, Director Trust Area Services/May 28, 2020
Russ Hotsenpiller, CAO/May 28, 2020
Executive Committee/June 3, 2020

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 16, 2020
From:	Trust Area Services	**Date Prepared:**	May 26, 2020
SUBJECT:	**Islands 2050 Policy Statement Amendment Project Update**		

PURPOSE:
To update Trust Council on the Islands 2050 Policy Statement Amendment Project and provide details on next steps.

BACKGROUND:

Public Engagement Process: In February 2019, Executive Committee approved a Project Charter (Attachment 1) for the Islands Trust Policy Statement Amendment Project. In that Charter, Staff was tasked with undertaking public engagement between September 2019 and January 2020. In the early fall of 2019, Staff undertook an extensive public consultation process, holding 24 public events throughout the Trust Area, which included open houses, booths at key community events, and booths on select BC Ferries sailings. These events were held in all local trust areas and on Bowen Island. In addition, an online tool called "Thought Exchange" was used to solicit feedback from the public on two questions: "What do you value about the Trust Area", and "In the context of climate change, what concerns do you have for the next 30 years".

"What We Heard" Report on Public Engagement Feedback: Attachment 2 is a draft "What We Heard" report designed for the public. Following the guidance of the International Association for Public Participation (IAP2), the document provides an opportunity to report back the results of the public engagement process without showing any decision making. This approach provides an opportunity to be transparent with the public. Staff is currently finalizing the report, with guidance from Executive Committee. The report will then be posted to the Islands Trust website and shared with email subscribers, advisory group members and First Nations who are working with us on amendments. Staff will then begin working on Part 2 of the public engagement reporting through a gap analysis report outlining "What We Learned".

First Nations Engagement: Staff has been meeting with First Nations representatives and governments over the past year. Due to COVID-19, Staff adjusted the engagement process to use remote meetings and discussions, and to reach out to First Nations that had requested copies of the Policy Statement for review. Engagement will include working with First Nation representatives and their staff to review the Policy Statement and incorporate amendments learned through this process. Through inter-agency discussions with the Ministry of Indigenous Relations and Reconciliation, and the Ministry of Municipal Affairs and Housing, Staff also reviewed capacity funding opportunities and possible protocol agreements. Staff is working to ensure that processes are reflective of the Truth & Reconciliation Commission (TRC) Calls to Action, the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), and the Declaration on the Rights of Indigenous Peoples Act (DRIPA), and are done in good faith, cooperation, and understanding.

Project Budget: The project has a $45,000 budget for the 2020/21 fiscal year. The project has not incurred any expenses to date for the 2020-2021 budget, aside from graphic design of the "What We Heard" report. Over the next month, staff will begin sending capacity funding to collaborating First Nations.

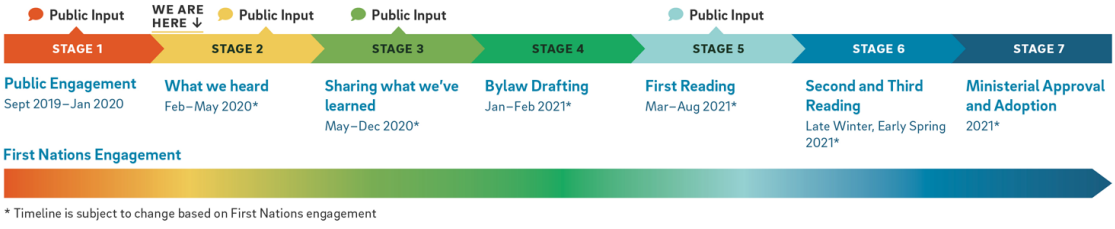
Intergovernmental Advisory Group:
The Islands 2050 Policy Statement Amendment Project has an intergovernmental advisory group comprised of staff from the Ministry of Environment and Climate Change, the Ministry of Municipal Affairs and Housing, the Ministry of Forests, Lands and Natural Resource Operations and Rural Development, and the Ministry of Indigenous Relations and Reconciliation. Staff has continued to keep advisory group members up to date with progress reports via emails and phone calls. Staff continues to work closely with the Ministry of Indigenous Relations and Reconciliation, and has not heard concerns from the Ministry of Environment and Climate Change Strategy, or the Ministry of Municipal Affairs and Housing. Staff will be sharing the "What We Heard" report with members of this advisory group.

Internal Policy Analysis & 2011 Policy Statement Assessment Task Force Report
As First Nations engagement continues throughout the year, Trust Programs Committee (TPC) and Staff is now commencing a detailed review of the Policy Statement internally. At its May 22 meeting, TPC received a presentation from Staff highlighting the key recommendations of a report published by the 2011 Policy Statement Assessment Task Force. TPC requested that a copy of the presentation slides and full report be forwarded to Trust Council. The presentation slides are enclosed (Attachment 3) and the full 2011 Task Force Report is hyperlinked below. TPC also decided to create three small subcommittees to begin a more detailed analysis of the Policy Statement through the lenses of 1) Reconciliation; 2) Climate Change and 3) Affordable Housing, and to then report back to the wider TPC. Staff from Trust Area Services and Local Planning Services will provide support to these subcommittees.

Next Steps:
The scope of this policy review process, as outlined in the Project Charter, includes a review of the Introduction, Part I, Part II and Schedule 1 (Definitions) sections of the Policy Statement, as well as a review of the whole document through the lenses of reconciliation, climate change and affordable housing. Staff will undertake meaningful engagement with First Nations throughout this process.

The timeline below shows that we are now commencing Stage 3 of the project. Staff will undertake the following work over the coming months:

- Ongoing engagement with First Nations
- Sharing the "What We Heard" report with the public (Part 1 of public engagement reporting)
- Internal policy analysis, including recommendations for specific amendments by TPC subcommittees and TAS/LPS staff. (This work will be influenced by the ongoing First Nations engagement process.)
- Developing the "What We Learned" report (Part 2 of public engagement reporting).
  In keeping with Trust Council's Reconciliation Declaration and the intent of the Project Charter to undertake meaningful engagement with First Nations, the timing of the reporting on "What We Learned" will need to consider whether sufficient meaningful engagement with First Nations has taken place. With that caveat, the "What We Learned" report, including analysis, options and recommendations, is expected to be completed by Fall 2020. Sharing "What We Learned" with the public and seeking public input would complete Stage 3 of the project timeline.



ATTACHMENT(S):

1. Islands Trust Policy Statement Amendment Project Charter, Version 2
2. Islands 2050: The Future of the Trust Area Public Engagement – "What We Heard" Report
3. Presentation Slides: Highlights from the 2011 Policy Statement Assessment Task Force Report
4. "Review and Amendment of the Islands Trust Policy Statement: A Preliminary Assessment" - Final Report of the Islands Trust Policy Statement Assessment Task Force (May 9, 2011) (hyperlink only)

FOLLOW-UP:

Staff will soon finalize the "What We Heard" report with the approval of Executive Committee (Attachment 2), post it to the Islands Trust website for public information, share it with email subscribers, and undertake the work outlined in "Next Steps" above. Staff will continue to implement the project in accordance with the project charter.

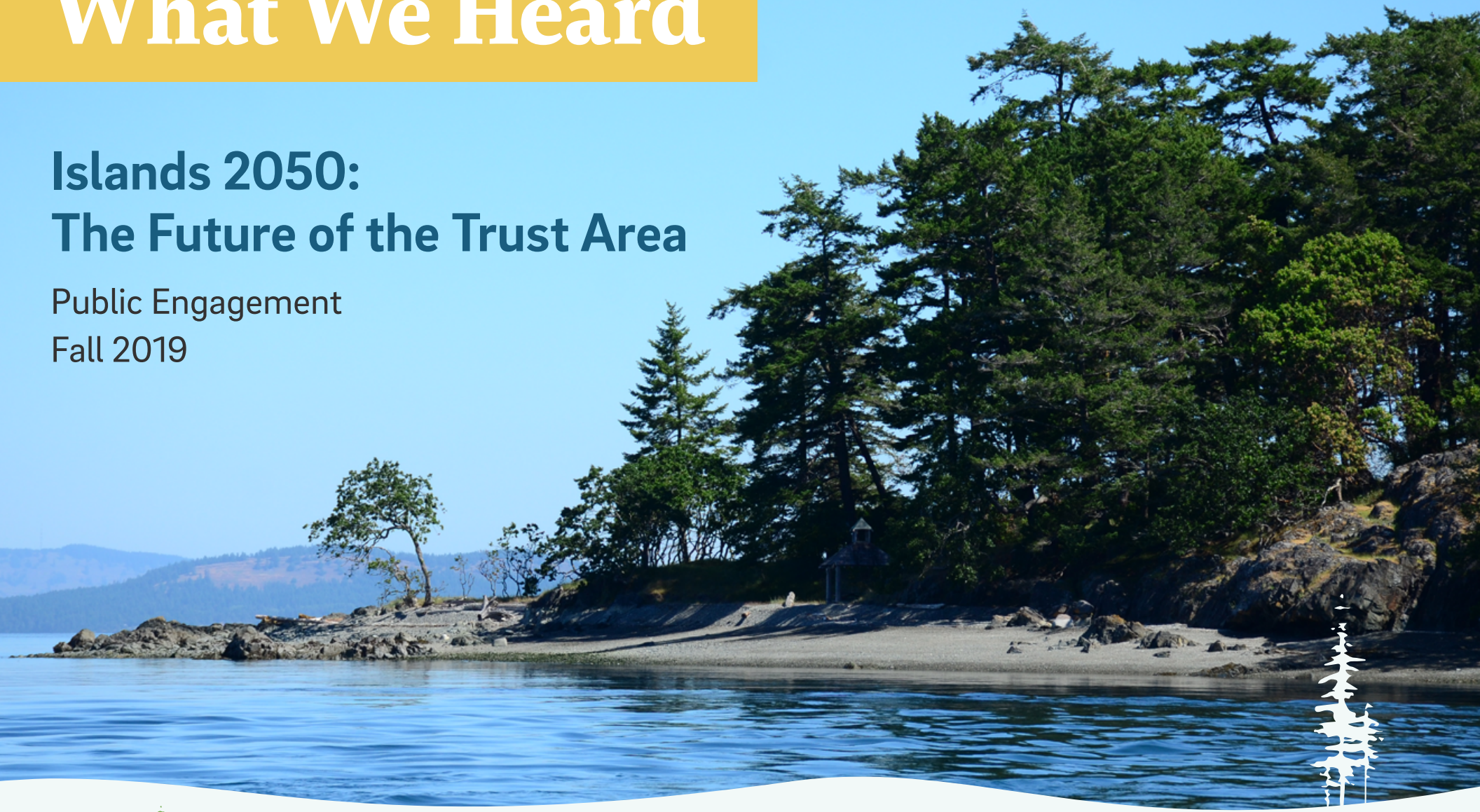
Prepared By: Dilani Hippola, Senior Policy Advisor
Gillian Nicol, Program Coordinator
Lisa Wilcox, Senior Intergovernmental Policy Advisor

Reviewed By/Date: David Marlor, Director, Local Planning Services/May 28, 2020
Clare Frater, Director, Trust Area Services/May 28, 2020
Russ Hotsenpiller, CAO/May 28, 2020
Executive Committee/June 3, 2020

What We Heard

Islands 2050:
The Future of the Trust Area

Public Engagement
Fall 2019



islands 2050
THE FUTURE OF THE TRUST AREA

Islands Trust

islandstrust.bc.ca/islands2050 #Islands2050



Territorial Acknowledgement

Islands Trust trustees and staff are humbly thankful to live and work in the traditional and treaty territories of the BOḰEĆEN, Cowichan, Halalt, Homalco, K'ómoks, Klahoose, Ts'uubaa-asatx, *Lək'ʷəŋən* (SXIMEŁEŁ, Songhees, T'Sou-ke), Lyackson, MÁLEXEL, Penelakut, Qualicum, Scia'new, *səl̓ilwətaʔɬ*/sel̓íl̓witulh, SEMYOME, Shíshálh, Snaw-naw-as, Snuneymuxw, Sḵwx̱wú7mesh, ST̓ÁUTW̱, Stz'uminus, Tla'amin, Tsawwassen, We Wai Kai, Wei Wai Kum, W̱JOŁEŁP, W̱SIḴEM, and xʷməθkʷəy̓əm.

Amending the Islands Trust Policy Statement is what Islands 2050: the Future of the Trust Area engagement process is all about. This is one action among many that Islands Trust is taking towards reconcilation.

Islands 2050: The Future of the Trust Area

We are planning for the future and initiated the Islands 2050 public engagement process to seek input and better understand the opportunities and challenges facing the Islands Trust Area. This multi-year project, kicked off in September 2019 with community and First Nation engagement processes.

Over five months, we hosted Islands 2050 events, rode the ferries with our information booth, and invited people to visit us online as we gathered input to revise the Islands Trust Policy Statement.

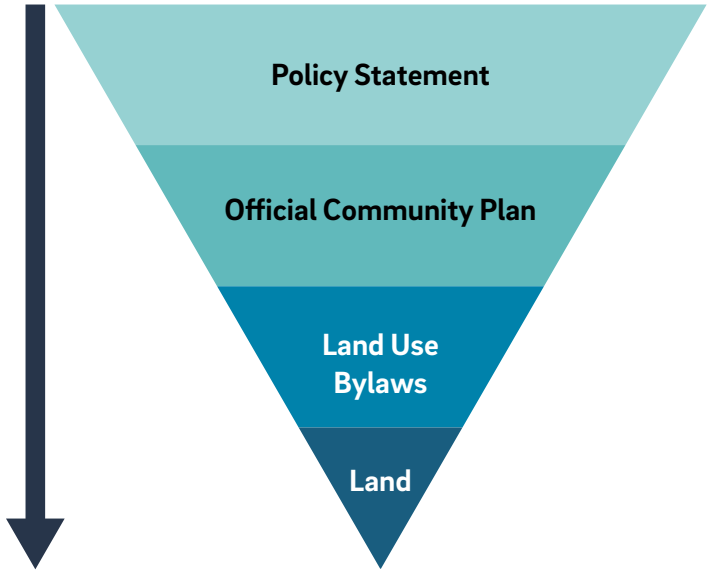


Diagram: Influence of Policy Statement on Land

What is the Policy Statement?

The Policy Statement provides direction for regulating the development and use of land and water. The document guides the preserve and protect mandate of Islands Trust, but the last version of the Policy Statement was written in 1994, and a lot has changed in the last 26 years:

- We made a commitment to reconciliation with First Nations.
- The population got older.
- We declared a climate emergency.
- Development pressures in the neighbouring cities of Vancouver, Victoria and Seattle, caused land prices to go up and reduced housing options.
- Trade increased so more cargo ships are travelling and anchoring in the Trust Area.
- Technology rapidly evolved.

We are updating the Policy Statement to be current, to be able to adapt to future challenges, and to take advantage of new and evolving opportunities.

The Policy Statement Guides Everything We Do

The Policy Statement helps shape our 20 official community plans — documents providing direction for community growth and change — plus associated bylaws, policies and regulations.

It is used to guide:

- Local trust committee special projects
- Decisions on rezoning applications and associated proposed bylaw amendments
- Advocacy to other levels of government about things that matter locally

Islands 2050 Timeline

Islands 2050, which is all about updating the Islands Trust Policy Statement, involves seven stages.

It started with stage one, public engagement. Over five months we met with the public and gathered their input face-to-face and online.

In stage two, which involved producing this report, we reported back on what we heard.

In stage three, after analysing data, we will share information about what we learned.

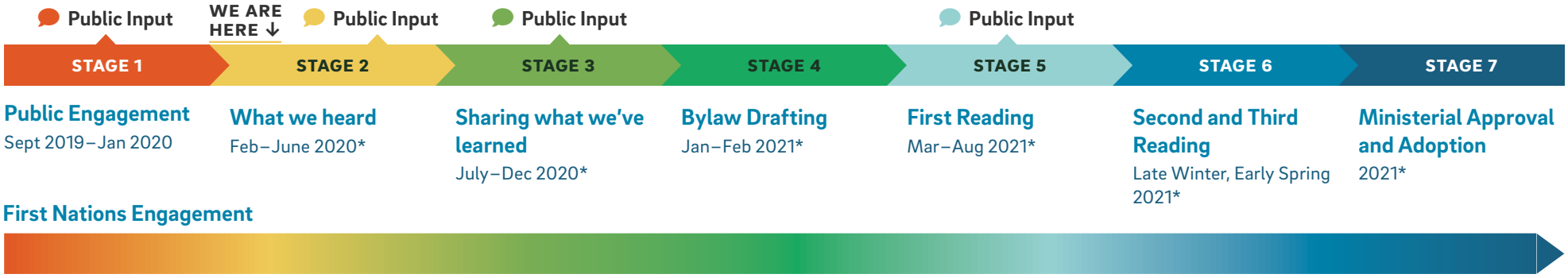
At stage four, we will apply what we learned and draft a revised Policy Statement Bylaw.

In stage five, the revised bylaw will go to Trust Council and will be introduced for first reading.

At stage six, second reading will involve Council discussing the bylaw and possibly making amendments. Then, during the third reading, there will be a final discussion about the bylaw before it is approved.

Finally, in stage seven, the bylaw will be approved and adopted by the Minister of Municipal Affairs and Housing.

Islands Trust will be meaningfully engaging with First Nation governments and communities at each stage of the Island 2050 process.



* Timeline is subject to change based on First Nations engagement

What We Asked You

In person and online we asked:

- What do you value about the Trust Area?
- What opportunities do you see to protect and preserve the Trust Area?
- In the context of a changing climate, what concerns do you have for the next 30 years?



Pictured: Islands 2050 booth at the Salt Spring Island Fall Fair in September 2019.

How We Engaged

In Fall 2019, we hosted 24 events across the Trust Area. We:

- Held evening open houses
- Set up booths at key community locations
- Sailed BC Ferries with information displays
- Welcomed ideas online through a comment forum called Thought Exchange.

During that time:

557 people
attended open houses and information booths

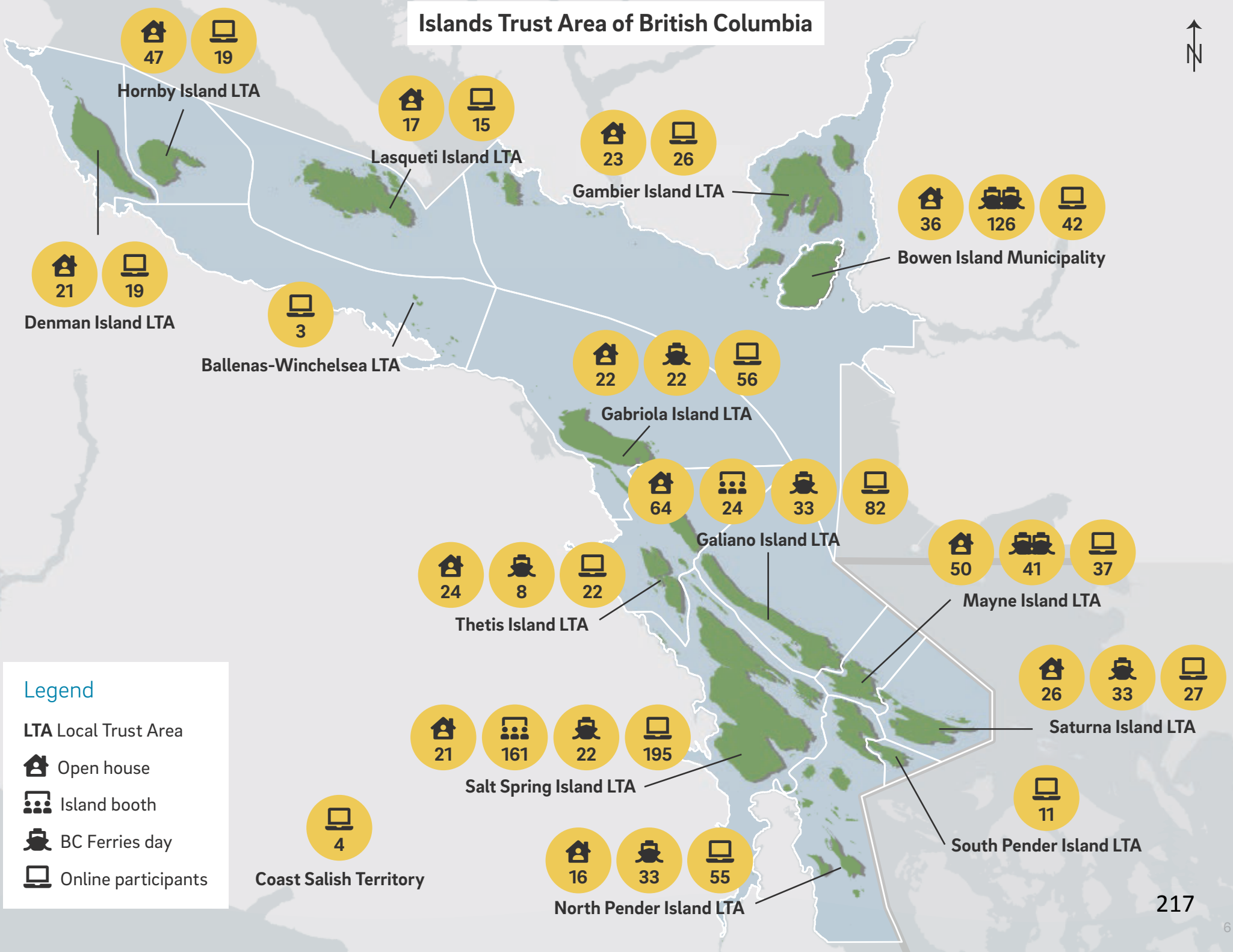
789 people
participated on Thought Exchange providing **1,269 comments**

132 people
spoke with us on the ferries

24,257 ratings
on comments in Thought Exchange

149 people
browsed our display and materials

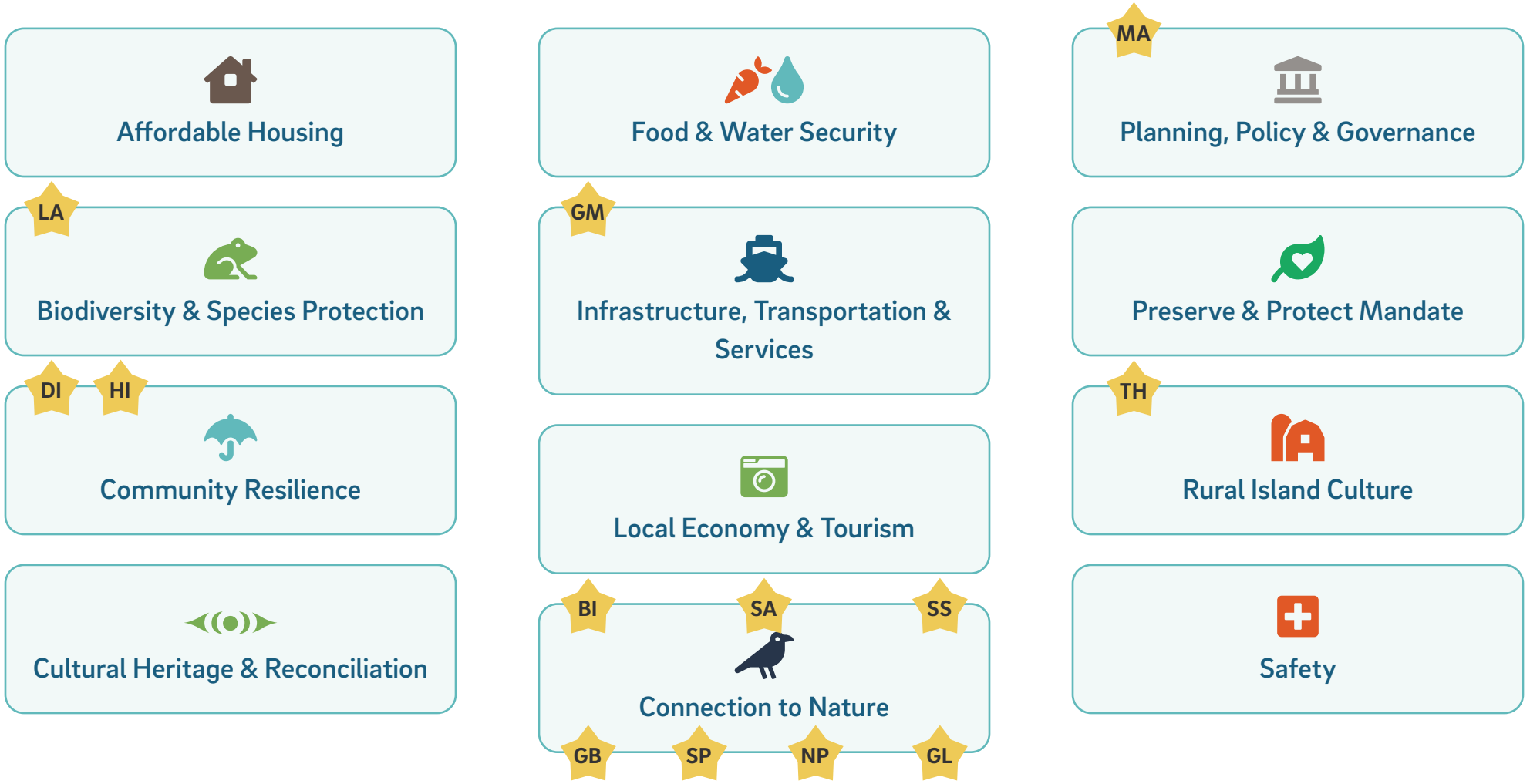
The map of the Trust Area (next page) shows the 13 local trust areas and Bowen Island Municipality along with some results from the engagement process.


Islands Trust Area of British Columbia
N
47
19
Hornby Island LTA
17
15
Lasqueti Island LTA
23
26
Gambier Island LTA
36
126
42
Bowen Island Municipality
21
19
Denman Island LTA
3
Ballenas-Winchelsea LTA
22
22
56
Gabriola Island LTA
64
24
33
82
Galiano Island LTA
24
8
22
Thetis Island LTA
50
41
37
Mayne Island LTA
26
33
27
Saturna Island LTA
21
161
22
195
Salt Spring Island LTA
11
South Pender Island LTA
4
Coast Salish Territory
16
33
55
North Pender Island LTA
Legend
LTA Local Trust Area
Open house
Island booth
BC Ferries day
Online participants

What we heard

When we asked "What do you value about the Trust Area?", twelve main themes emerged from the 933 comments we received.

Below there is a star representing the most common theme in each Local Trust Committee or Island Municipality. There is also a legend showing the abbreviations of each area.



BI Bowen
DI Denman
GB Gabriola
GL Galiano
GB Gambier
HI Hornby
LA Lasqueti
MA Mayne
NP North Pender
SS Salt Spring
SA Saturna
SP South Pender
TH Thetis

What do you value about the Trust Area?

* Online and in person

Key Themes	Common words used in comments to describe the theme	Total # of comments*	Example Comments
Nature Connection	Solitude, natural beauty, water, ocean, love, quiet, peaceful, community	207	"The trust area is peaceful, beautiful, and clean, and is a spirit filled place. [It was] my home as a young adult. I'm blessed to live here fulltime once again. Not everyone can earn a livelihood in such a place! Let's be generous."
Preserve & Protect Mandate	Role of Islands Trust, special, environment	139	"I value that it is a special entity with a mandate to preserve and protect the nature."
Planning, Policy & Governance	Community, democracy, development, land and water use decisions, mandate	135	"It has a special authority to manage land use only through provincial legislation. It is not pressured to balance land use with the delivery of community services, unlike a municipality."
Rural Island Culture	Landscape, unique, simpler, living, environment, community, maritime, nature	126	"Peace and serenity. There is a getaway feeling, not the maximized development that occurs elsewhere. Islands by their nature pull one away from the trappings of capitalism, commodifying, commercialization, and congestion."
Community Resilience	Connectivity, self sufficient, supportive, strong, adaptable	117	"These islands are sacred, peaceful, and perfectly preserved. We have a variety of friendly people who support each other. We know who one another are. It's important to feel connected with where one lives and who the people around them are."
Infrastructure, Transportation & Services	Low carbon, community, footprint, internet, connectedness, active transportation, proximity	56	"I want to reduce carbon intensive transportation methods. I want to invest in electric charging stations, and community bus systems, and improve hitch hiking advertisement." "Can the existing infrastructure support the islands capacity? What does these trends tell us? What is the cost of living on an island? Can we be more self-sufficient?"

Biodiversity & Species Protection	Protect, diversification, dying, trees, marine	54	"An ecologically important area, the Georgia Basin contains unique plants and animals that need to be protected. I value the rural lifestyle with opportunities to limit unchecked development."
Food & Water Security	Production, rainwater harvesting, local, farming, access	31	"Rainwater harvesting should be allowed for potable water use as technology allows. Solar panels. There needs to be better enforcement of short term vacation rentals to protect the water."
Local Economy & Tourism	Negative, positive, real estate, businesses, thrive, hinder	17	"Tourism is negatively impacting the island as it is making housing hard to find. Tourism/Airbnb is lowering the rental market availability."
Affordable Housing	Income housing, limited development, population pressures, low impact rural solutions	13	"Low impact rural solutions to affordable housing like land sharing, co-op housing, tiny home village, retirement communities can be accomplished. Creative and ecological small foot print solutions are out there and can be obtained when there is a will."
Cultural Heritage & Reconciliation	History, justice, support, learn, protect, heritage	13	"Commitment of Islands Trust (IT) to reconciliation. Recent efforts have illustrated that the IT is "walking the talk" when it comes to reconciliation--something the provincial government has yet to do."
Safety	Children, quiet, dock, homeless, low crime	11	"I value our safe, quiet communities. However, we have a growing homeless population in downtown Salt Spring. We have witnessed aggressive behavior from some of the people. We require on island facilities, as the RCMP are chronically under staffed and 75% of the issues seem to stem from mental health."

What we heard (cont'd)

When we asked "In the context of a changing climate, what concerns do you have for the next 30 years?", sixteen main themes emerged from the 732 comments we received.

Below there is a star representing the most common theme in each Local Trust Committee or Island Municipality. There is also a legend showing the abbreviations of each area.

- Alternative Energy
- Ecosystem Protection (BI, SS, MA, TH)
- Land & Marine Use Decision-making (GL)
- Transportation
- Community Resilience (HI)
- Education
- Population
- Water (SP)
- Deforestaton & Tree Cutting
- Fire Risks
- Public Services
- Wood Smoke
- Economics & Employment
- Food Security
- Sea Level Rise
- Ecosystems Change (DI, GM, GB, SA, NP)
- Governance (LA)

BI Bowen
DI Denman
GB Gabriola
GL Galiano
GB Gambier
HI Hornby
LA Lasqueti
MA Mayne
NP North Pender
SS Salt Spring
SA Saturna
SP South Pender
TH Thetis

In the context of a changing climate, what are your concerns for the next 30 years?

* Online and in person

Key Themes	Common words used in comments to describe the theme	Total # of comments*	Example Comments
Ecosystem Change	Climate, dying, invasive, removal, extreme weather, erosion, cedars	95	"Already seeing significant tree death, fewer insects, fewer birds, etc. This is an emergency. Ecosystem health is our health."
Water	Shortage, security, ground water, portable, wells, development, desertification, biggest issue on islands, access	92	"Water Security: insufficient well monitoring data, water storage infrastructure, and policy for aquifer/freshwater ecosystems protection. There is a strain on aquifers and freshwater ecosystems due to peak freshwater demands during summertime droughts (which may be prolonged with climate change)" "Healthy forests prevents island acidification. Coastal forests provide a biotic pump bringing in flows of moisture laden air from the adjacent ocean, which means more rain. www.youtube.com/watch?v=kKL40aBg-7E"
Land and Marine Use Decision-making	Housing, over development, private, affordable, sustainable, enforcement, monitoring, bylaws, planning, tourists	83	"It's important to always have a climate change lens on everything IT does. Policies and land use decision making should reflect these decisions." "Can Islands Trust create zoning to reduce shoreline development? We need to prevent home owners & developers building infrastructure on difficult areas." "Lifestyles of personal property [owners] need to change to a cooperative model where people are willing to leave a land trust for people to live and work. Higher density with adjacent farms and nature spaces. People are willing to share land." "Trustees spend a lot of time approving new bylaws, but those bylaws are not really enforced, meaning violators [do not] experience negative consequences. It is not a good use of time to pass bylaws that are really only suggestions."

Governance	CRD, Indigenous, power sharing, tree cutting, forestry, reconciliation, regenerative development	67	"I'm concerned that neither the Island's Trust nor the Capital Regional District (CRD) have the jurisdiction to really get a handle on climate change resilience planning. [That]means besides lots of words, nothing real will get done." "Lack of political will in spite of 'declarations'. Governments have declared emergencies rather frivolously. An emergency means you change how you operate top to bottom."
Ecosystems Protection	Deforestation, preserving, protecting, threatened, shoreline, loss, cedar, species, acidification, erosion, dying, flora, fauna	49	"I am very concerned about the increase of our human footprint on the landscape Habitat loss, our indigenous flora and fauna is negatively impacted by the increase in the human population and its food choices." "Summer drought, winter storms, extended power outages, dying and stressed flora and fauna. It is difficult to predict or prepare for what is ahead." "I'm already seeing die-off of cedar trees on Mayne Island. What other species are we going to lose? What will the impacts be for the delicate and beautiful ecosystems that we all love?"
Transportation	Active, bikes, non-motorized paths, public transit, pollution, BC Ferries, sustainable, parking, reduce carbon emissions	48	"How do we encourage islanders to ride their bikes? We need to make active transportation more accessible and safer. We require bike only paths for everyone to use and be safe!" "We need to reduce our carbon footprint; however, how do we do this? What is the most effective way? If we invest in electric engines, won't we be increasing the demand on our electricity grid? Will we really decrease our carbon footprint overall?" "We're too dependent on individual vehicles. We need shared transportation that syncs up with the ferry ebb and flow, to reduce emissions and impacts."

Community Resilience	Adaptation, survival, responsibility, local sustainable systems, community resources and strategies, difficult times to come	47	"Deep concern that we are not collectively prepared — in terms of infrastructure, food security, community resilience, civility. A significant amount of foresight, planning and thoughtfulness is required to address this crisis." "I am afraid that the majority of people are ignoring climate change and not making lifestyle changes to alleviate the problems. Ideally we act as a community supporting local farmers and businesses and [use] public transit instead of driving all over the place as well as off island." "How do we reconnect and support one another when we all have differences of opinions as a community?" "How will the stress of climate change affect the cohesive quality of communities? Will the rich/poor divide widen? Denman Island has the highest levels of household poverty in the Comox Valley, and some extremely wealthy property owners."
Food security	Local, agriculture, productivity, climate change, drought, island grown, system, regenerative agriculture, sustainability, soil quality	47	"Regenerative agriculture sequesters carbon. Current agriculture is oxidizing soil carbon producing greener house gas (GHG) emissions. See *The Magic of Soil* on YouTube and learn about regenerative agriculture." "Food insecurity is going to grow exponentially. Food will grow more costly, and moving it around the world costs carbon. Local food movements are growing, but there is a limited opportunity." "Food production is one of the largest costs to islanders How do we produce food sustainable on our islands? Should we invest in electric transportation and other forms in order to produce local food?" "The growth in animal agriculture on our gulf Islands seems ignorant of the impact of GHG omissions, excessive water use, and biodiversity loss. We must shift our agriculture to stock free, agro ecological systems for better use of arable lands currently occupied by resource intensive livestock."

Fire Risks	Forest fires, drought, risk management, climate change, wildfire, dry	42	"I'm concerned about dry forests and absent-minded people starting fires on the islands. In 2006, we had a massive fire on Galiano, and if the winds hadn't changed our island community would have predominately disappeared." "Fires are increasing everywhere with climate change, and we are extremely vulnerable on these islands. We need to protect our wetlands and lakes and be fire smart with replanting forest cover." "Flammable invasive plants like Scotch broom should be required to be removed by property owners with disposal managed by the city. The plant, due to its high flammability, poses an increased risk to [the] life and of our ecosystem."
Education	Communication tools, advocacy, reduce, reuse, and then recycle, value, technical advice, lack of knowledge, lots of questions asking for help	37	"I take responsibility for protecting biodiversity on our island. I do not cut down trees. I am conscious of the ground water I use. I want support from the Islands Trust in the stewardship of the forest and wildlife. I need technical advice, especially in this changing climate." "[The is a] lack of knowledge and commitment to IT mandate from most residents." "We need to educate! Let us implement simplistic ways to educate people on climate change. We need to help spread what to do about climate change." "[Have] Education for newcomers regarding critical island resources and ways of living responsibly on the land. Newcomers may be eager to discover ways they can live connected to the natural environment, but islanders and Islands Trust lack efficient communication tools."

Sea Level Rise	Impacts, docks, planning, shorelines, development, infrastructure, water levels, erosion, wells, sewage, waterfront properties	31	"Can we complete an asset management report prior to sea level rise? Who will pay for the property that may be lost?" "Sea level rise will affect beachfront properties. Owners of property on the sea (i.e. waterfront) are likely to build berms and channels. The trustees should enact local bylaws and clarify federal ownership of intertidal zones, to avoid disrupting breeding/spawning of marine species." "Rising sea levels will slowly reduce the usability of ferry docks. The Islands Trust should lobby BC Ferries, and the government must upgrade ferry docks to maintain existing services. In particular, Denman's cable ferry may be less adaptable to other ferries."
Wood Smoke	Fine particle pollution, cigarette smoke, cheap, air pollution, science, health, carbon footprint	21	"Scientific studies have recently linked the fine particle pollution created by burning wood to heart attack and stroke. When particulate pollution goes up, so do deaths from heart disease and stroke." "Taxing the cost of wood burning needs to be implemented so it is no longer "a cheap alternative "to other greener, cleaner solutions." "Wood smoke is worse than cigarette smoke; the toxic properties are similar, but wood smoke contains dangerous PM2.5 particulate matter."
Economics & Employment	Tourism, tourist, development, pressure, internet, jobs	20	"Island Tourism and Climate Change – Plans for protecting island ecology and permanent residents with increased tourism while maintaining stable economy Increased strain on water and terrestrial ecosystems, local food security with increased tourism; however we don't want to remove people's main income."
Public Services	Community planning, services,	17	"Public services vary depending on what islands one lives on. Public Services can mean a variety of services, but what does IT provide all of us?"
Population	Economy, overpopulation, limited resources, tourists, how many people can live on the islands?	13	"Since the elephant in the room is population, would we as a community ever consider a population cap? Any healthy ecosystem can only support a limited number of individuals (e.g. planet). Should we start limiting the number of people to match resources/eco?"

Deforestation & Tree Cutting	Private, developers, tree removal, policy	13	"Consideration of tree retention policies to protect the ecosystems of the islands may be necessary. People say they value trees, but clear. Their land Developers will log the more merchantable trees (fir a nd cedar) and leave the maples and alders."
Alternative Energy	Sustainable, electric, invest, composting toilets	10	"The inflexibility shown by the IT and CRD regarding more sustainable building is unconscionable. The lack of incentives or support for alternative water, grey water reuse, composting toilets, alternative energy, etc. is sad and so backwards."

What we heard (cont'd)

When we asked "What opportunities do you see to preserve and protect the Trust Area?", seventeen main themes emerged from the 225 comments we received.

As not all geographical areas provided feedback on this question during in person events, rankings are not indicated.

- Advocacy
- Alternative Energy & Infrastructure
- Alternative Living & Community Resilience
- Biodiversity & Species Protection
- Climate Change
- Cultural Heritage & Reconciliation
- Forestry, Deforestation & Tree Cutting
- Economics & Employment
- Education & Communication
- Emergency Prepareness
- Enforcement
- Food Security
- Governance
- Housing
- Preserve & Protect Mandate
- Partnerships & Program Initatives
- Planning & Policy Initiatives
- Water System Infrastructure & Management

Principles

Islands 2050 principles helped guide our engagement process and will continue to influence our requests for public input. We work to:

- Ensure our processes are inclusive and support participation
- Involve and provide access to anyone who wants to participate
- Improve events based on community feedback
- Provide participants with simple yet meaningful information
- Nurture community conversations that value all voices in a safe environment
- Bring people together and work collaboratively in a solution-focused way

How to get more involved

There is still time to provide input to Islands Trust. We encourage individuals, community groups and agencies to write to us.

islands2050@islandstrust.bc.ca

1627 Fort St, Victoria, BC V8R 1H8



Next steps

Staff will continue to undertake an analysis of the Policy Statement with the themes that emerged during the engagement process. They will provide options for addressing gaps and make amendment recommendations. Islands Trust will be seeking further input from the public.

This work will be influenced by the on-going First Nation engagement process. We will draft amendments to the Policy Statement which will be provided to Trust Council.

After Trust Council has accepted a draft, we will provide more opportunities for public input.

Then the Policy Statement will go to Trust Council for adoption before getting final approval from the Minister of Municipal Affairs and Housing.

Finally, the last step will involve local trust committees and Bowen Island Municipality. They will work with their communities and First Nations to update their official community plans to reflect and respond to the new Islands Trust Policy Statement.

Stay informed

Thank you for your interest and contribution to the Islands 2050 engagement process.

Sign up for our Islands 2050 subscriber notice and we'll email updates to you.

Follow us on:

@IslandsTrust

@Islands_Trust

Visit our website IslandsTrust.bc.ca

Pictured: Islands 2050 open house on Thetis Island in November 2019.

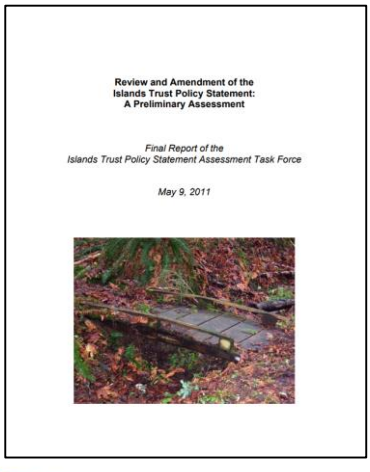
POLICY STATEMENT AMENDMENT PROJECT

Highlights from the 2011 Policy Statement Assessment Task Force Report

Presentation to Trust Programs Committee (TPC) - May 22, 2020

islands 2050
THE FUTURE OF THE TRUST AREA

OVERVIEW


Review and Amendment of the
Islands Trust Policy Statement:
A Preliminary Assessment

Final Report of the
Islands Trust Policy Statement Assessment Task Force

May 9, 2011

Overview of Islands Trust Policy Statement

- Structure and Influence
- Guiding Principles for Trust Council
- Priority Goals & Directive Policy Topic Areas
- History of Amendments

2011 Policy Statement Task Force Report

- Key Recommendations
- Priority Amendment Topics
- General Comments/Suggestions

Next Steps & Discussion

STRUCTURE OF THE POLICY STATEMENT

Islands Trust

Islands Trust Act
Section 3

Islands Trust Object:

"The object of the Trust is to preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in cooperation with municipalities, regional districts, other persons and organizations and the Government of British Columbia."

1989 Amendment
Islands Trust Act, Section 15:

"Trust Council must, by bylaw, adopt a Trust Policy Statement (…) a general statement of the policies of the Trust Council to carry out the object of the Trust."

Islands Trust Policy Statement

- Introduction
- PART I: Purpose & Implementation
- PART II: Trust Object & Guiding Principles
- PART III: Ecosystem Preservation & Protection
  PART IV: Stewardship Of Resources
  PART V: Sustainable Communities
  - Commitments
  - Directive Policies
  - Recommendations
- SCHEDULE I: DEFINITIONS

Amendment Policy (1.2.i)
Outlines amendment process, including public engagement and topic review inventory

Implementation Policy (1.3.i)
Outlines directives checklist; bylaw referrals, approvals and appeals process; ensures consistency across organization

INFLUENCE OF THE POLICY STATEMENT

Islands Trust

ISLANDS TRUST ACT

Islands Trust Policy Statement

- Official Community Plans
  - Land Use Bylaws
- TRUST COUNCIL + COMMITTEES
- STRATEGIC PLAN
- PLANNERS
  Policy Statement Directives Checklist
- ADVOCACY
- INTERGOVERNMENTAL RELATIONSHIPS

Islands Trust Conservancy Five-Year Plan

GUIDING PRINCIPLES FOR TRUST COUNCIL

Islands Trust

LEAD
The primary responsibility of Trust Council is to provide leadership for the preservation, protection and stewardship of the amenities, environment and resources of the Trust Area.

PRIORITIZE
When making decisions and exercising judgment, Trust Council will place priority on preserving and protecting the integrity of the environment and amenities in the Trust Area.

SEEK
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.

ISLANDS TRUST POLICY STATEMENT
SIX GUIDING PRINCIPLES FOR TRUST COUNCIL
TO CARRY OUT THE TRUST OBJECT

LIMIT
Trust Council believes that to achieve the Islands Trust object, the rate and scale of growth and development in the Trust Area must be carefully managed and may require limitation.

ENGAGE
Trust Council believes that open, consultative public participation is vital to effective decision making for the Trust Area.

IMPLEMENT
Trust Council will implement a plan for the advancement of the Policy Statement as part of its annual budget process, and the Executive Committee of Trust Council will report to Council on progress in achieving the goals of the Policy Statement.

PRIORITY GOALS & DIRECTIVE POLICY TOPIC AREAS

Islands Trust

ISLANDS TRUST POLICY STATEMENT
THREE GOALS
TO CARRY OUT THE TRUST OBJECT

GOAL 1:
To Foster Preservation and Protection of The Trust Area's Ecosystems

- 3.1 Ecosystems
- 3.2 Forest Ecosystems
- 3.3 Freshwater and Wetland Ecosystems and Riparian Zones
- 3.4 Coastal and Marine Ecosystems

GOAL 2:
To Ensure that Human Activity and the Scale, Rate and Type of Development in the Trust Area are Compatible with Maintenance of the Integrity of Trust Area Ecosystems

- 4.1 Agricultural Land
- 4.2 Forests
- 4.3 Wildlife and Vegetation
- 4.4 Freshwater Resources
- 4.5 Coastal Areas and Marine Shorelands
- 4.6 Soils and Other Resources

GOAL 3:
To Sustain Island Character and Healthy Communities

- 5.1 Aesthetic Qualities
- 5.2 Growth and Development
- 5.3 Transportation and Utilities
- 5.4 Disposal of Waste
- 5.5 Recreation
- 5.6 Cultural and Natural Heritage
- 5.7 Economic Opportunities
- 5.8 Health and Well-Being

HISTORY OF POLICY STATEMENT AMENDMENTS

Islands Trust

1993-1996 Term

- Policy Statement adopted in June 1994
- "Trust Policy Committee" established

Amendments:
- Environmentally sensitive areas
- Agriculture
- Coastal zone management
- Roads
- Local government structure
- Information to support land use planning

1996-1999 Term

- Trust Policy Committee merges with Environmental Planning Committee to form "Trust Programs Committee"

Amendments:
- Forests
- Gaming facilities
- Road system impacts on agricultural land
- Wetlands
- Islands Trust Object

HISTORY OF POLICY STATEMENT AMENDMENTS

Islands Trust

1999-2002 Term

- Chair of Trust Council appointed Policy Statement Task Force
- Task Force recommended strengthening wording; recommendation was rejected by Trust Council

Amendments:
- Task Force recommended changes to text to provide more clarity without changing intent (changes adopted in next term/2003).

2002-2005 Term

- Trust Programs Committee recommended amending Policy 4.4.2 (water supply) to provide more flexibility; recommendation was rejected by Trust Council

Amendments:
- Inclusion of interpretive note regarding artificial reefs
- Editorial amendments from previous term

The 2003 consolidated Policy Statement is the current version in use.

HISTORY OF POLICY STATEMENT AMENDMENTS

2005-2008 Term

- For the first time, a local trust committee (LTC) sought Trust Council's (TC) approval on proposed bylaws that had been rejected by Executive Committee (EC).
- The LTC had invested considerable time developing bylaws that local trustees, staff and Islands Trust legal counsel understood to be consistent with the Policy Statement. TC and EC ultimately decided the bylaws were not in line with the Policy Statement.
- Discussion on the intent/applicability of the Policy Statement ensued.

2008-2011 Term

- Trust Council established a Policy Statement Assessment Task Force to conduct a preliminary assessment of the Policy Statement and make recommendations regarding further actions.
- **The Task Force produced a report in May 2011 outlining its assessments and recommendations: "Review and Amendment of the Islands Trust Policy Statement: A Preliminary Assessment" to be considered by the next Trust Council (2011-2014).**
- Post-2011 Report:
  - The 2011-2014 Trust Council voted NOT to review the Policy Statement during that term, but directed TPC to amend the Related Policies 1.2.i; 1.3.i and 1.3.ii (completed in 2015) and to add one new topic to the Topic Review Inventory (seabed).
  - The 2014-2018 Trust Council voted to add two new topics: (public trust doctrine + right to a healthy environment)

2011 TASK FORCE REPORT – KEY RECOMMENDATIONS

- **2011 Recommendations relevant to current Policy Statement Amendment Project**

- **Topic Review Inventory:** That the next Trust Council consider the full Topic Review Inventory in Appendix B and the priority topics identified by the Policy Statement Assessment Task Force (p. 5-6) when determining the scope and approach of a future Policy Statement Review process.
- **Clear Language:** That the next Trust Council closely review the language of the Policy Statement to ensure that terms used are unambiguous and easily understood, adding definitions if necessary to achieve this purpose.
- **More Directive Policies:** That the next Trust Council consider inclusion of a rationale for any directive policies, either in the body of the Policy Statement or as an appendix, and remove the use of the word "address" from the Policy Statement in cases where Trust Council wants the policy to be more directive.

Ref: 2011 Task Force Report, p. 1
Recommendations # 2, 3, 5

2010 TOPIC REVIEW INVENTORY – PRIORITY TOPICS

Existing Policies Needing Amendments		Suggested New Policy Statement Topics (Gaps)
4.2	Forests (stewardship)	Climate Change
5.2.5	Density Limits	Marine Protection (stewardship/shipping/lighthouses)
4.4	Freshwater Resources	Affordable Housing / Diversity of Housing
Part V	Sustainable Communities	Connectivity in Environmental Protection
4.5	Coastal and Marine Areas	Food Security
4.2.8	Designation of Forest Ecosystem Reserves	Riparian Area Protection
5.7	Economic Opportunities	Sustainable Environment
5.8.5	Healthy Communities	Agriculture
3.4.5	Protection of Natural Coastal Processes	BC Ferries
5.8.8	Renewable Energy Production	Landowner Stewardship
4.4.2	Water Quality and Quantity	Archaeological Resources
4.1	Agricultural Land	Crown Land Protection
5.2	Growth and Development	First Nations
5.6.3	Heritage	Rainwater Harvesting and Catchment Systems
3.4.8	Marine Sewage	Islands Trust Conservancy (NAPTEP, RCP, funding, protected area stewardship, conservation of biodiversity priorities)
4.5.1/4.5.2	Aquaculture	
5.5.2	Gaming/Casinos Prohibition	Use of Pesticides and other Toxins
5.8	Health and Well-Being	Natural Area Protection Tax Exemption Program
5.3.5	Impacts of Road Location, etc.	Performance Measurement / Indicators
4.2.6	Protection of Forest Stands	Tourism
4.6	Soils and Deposits	Tree Removal

Ref: 2011 Task Force Report p. 4-5 + Appendix B-1 p. 16-28

2010 TOPIC REVIEW INVENTORY – GENERAL COMMENTS

- General comments/suggestions from 2010/11 Policy Statement Review

Procedural Issues

- Executive Committee powers to overturn Local Trust Committee decisions on new land use bylaws
- Redundancy of reviewing applications against both Policy Statement and Official Community Plans
- Directives Only Checklist not useful to Planners
- Review implementation process to ensure administrative fairness, natural justice and certainty
- Consider section-by-section review at first two Trust Council meetings of each new term
- Consider role of First Nations in review process (e.g. Snuneymuxw FN protocol)

Ref: 2011 Task Force Report Appendix B-3

2010 TOPIC REVIEW INVENTORY – GENERAL COMMENTS

- General comments/suggestions from 2010/11 Policy Statement Review

Directive Policies

- Directive policy language not clear; too much room for interpretation ("shall address")
- Change language to "shall: X action" (remove "address")
- Provide more specifics on rationale behind policies and how to "address"
- Provide more direction about timeframes, measurable targets and how to accomplish intentions of directives
- Legal Opinion (Nov 2000) endorsed more mandatory language; more consistent with *Islands Trust Act*
- Core issue: how much leeway to leave to local trust committees / island municipalities?

Ref: 2011 Task Force Report Appendix B-3, B-4

2010 TOPIC REVIEW INVENTORY – GENERAL COMMENTS

- General comments/suggestions from 2010/11 Policy Statement Review

Structure / Format

- Make Policy Statement structure more clear/concise, user-friendly, principles-based and modernized
- Move "Definitions" section to beginning
- Eliminate footnotes
- Integrate Parts III (Ecosystem Preservation and Protection) and IV (Stewardship of Resources)
- Change position of "Aesthetic Qualities" (not first section of Part V)
- Add new Implementation section
- Include Directives Only Checklist as Appendix to Policy Statement

Ref: 2011 Task Force Report Appendix B-3

2010 TOPIC REVIEW INVENTORY – GENERAL COMMENTS

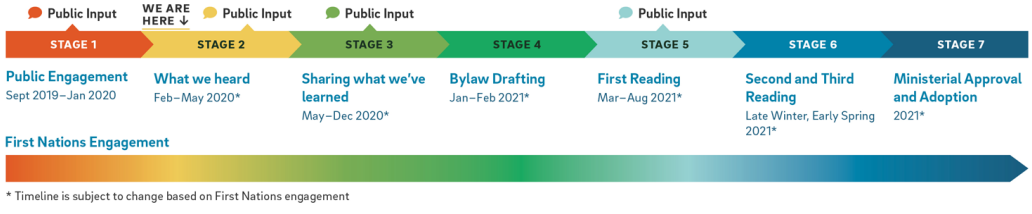
- General comments/suggestions from 2010/11 Policy Statement Review

Clarity / Emphasis

- Vision is unclear/inconsistent; consider adding a vision statement
- Purpose of Policy Statement should be more directly linked to Trust Object
- Clarify ambiguous terms (e.g. define "amenities" - see Appendix D discussion paper)
- Greater emphasis on key topics (e.g. First Nations; biodiversity; "living lightly"; developing partnerships)
- Clarify role of forestry on the islands
- Updates needed (e.g. agency names; NAPTEP; history; perceptions of "resources"; reference to "Salish Sea")

Ref: 2011 Task Force Report Appendix B-3 and D

NEXT STEPS FOR CURRENT POLICY STATEMENT AMENDMENT PROJECT



Current Phase:

- Communicating "What We Heard" from the Islands 2050 Public Engagement
- Conducting ongoing First Nations engagement
- Commencing internal policy analysis

NEXT STEPS FOR CURRENT POLICY STATEMENT AMENDMENT PROJECT



Current Scope of Policy Statement Review:

- First Nations Input on Policy Statement (full document)
- Holistic review of Introduction, Parts I, II and Schedule I-Definitions
- Climate Change & Affordable Housing lenses (full document)

Next Steps:

- Trust Programs Committee to discuss the recommendations outlined in the 2011 Task Force Report and provide advice to staff and/or Trust Council

QUESTIONS & DISCUSSION

islands 2050
THE FUTURE OF THE TRUST AREA

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 16, 2020
From:	Trust Programs Committee	**Date Prepared:**	May 21, 2020
SUBJECT:	**Primer – Integration of UNDRIP into Policy Statement Amendments**		

PURPOSE: Provide a primer on the integration of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and the *Declaration on the Rights of Indigenous Peoples Act* (*DRIPA*) into the Islands Trust Policy Statement amendments.

BACKGROUND:

This briefing is in response to a November 6, 2019 request of the Trust Programs Committee that staff provide a report on the integration of the United Nations Declaration on the Rights of Indigenous Peoples principles with the Islands Trust Policy Statement review. On May 22, 2020, the Trust Programs Committee requested that the briefing be provided to Trust Council.

The year 2019 was historic for the Province of BC and the Islands Trust in their steps toward reconciliation. In 2019 Trust Council began the implementation of the Islands Trust Reconciliation Action Plan 2019-2022, passed a Reconciliation Declaration, and passed the Standing Resolution on the implementation of UNDRIP and relationship building with First Nation governments at eleven of the thirteen Local Trust Committees. In November 2019, the Province of British Columbia passed the *Declaration on the Rights of Indigenous Peoples Act (DRIPA)* recognizing and affirming the rights of Indigenous Peoples. This foundational work, both at the Islands Trust and the Province of BC, is in recognition of the Truth and Reconciliation Commission's (TRC) Call to Action 43: to adopt the United Nations Declaration on the Rights of Indigenous Peoples as a "framework for reconciliation."

DRIPA will over time require the alignment of British Columbia's laws and legislation with the principles of UNDRIP. *DRIPA* will provide clear and direct objectives toward the implementation of UNDRIP through Action Plans, with a reporting framework that outlines laws and legislation to be reviewed each year. At this time, important questions are being raised as to how and what form of work will be done to meet the purpose of DRIPA. What will the roles and responsibilities be for various agencies, governments, and individuals to develop Action Plans, review laws, or interpret UNDRIP?

Islands Trust Council has moved forward in a unique way that is reflective of its special mandate under the *Islands Trust Act*. Realizing that a shared understanding of place, and the development of mutually respectful relationships with First Nations governments was key, in 2019 Trust Council undertook the work necessary to begin implementation of UNDRIP within the Islands Trust Area. This undertaking included fulfilment of TRC Calls to Action related to: training as per Call to Action #57; the history and legacy of residential schools; Indigenous Law; UNDRIP; development of a Reconciliation Action Plan; and a declaration to commit to, strive for, and acknowledge the importance of reconciliation. This work is reflective of the progressive, forward-thinking approach taken by the Islands Trust since its inception in 1974.

The process to align BC laws with UNDRIP will take time. There will be short-term and long -term goals associated with the mandate set out in *DRIPA*. Two key goals are to establish greater certainty around

meaningful engagement and consultation and to recognize the rights of Indigenous Peoples through agreements, joint decision-making, and the development of working relationships.

The Ministry of Municipal Affairs and Housing[1] has noted that there is "no immediate affect" to the *Local Government Act* with the passing of *DRIPA* and that the *Act* "does not *explicitly* make changes to regulatory frameworks". So how do we interpret and implement UNDRIP through decision-making, policies, and processes?

Purpose of a Declaration:

A Declaration is a statement that is not legally binding. Declarations can be endorsed and form conventions that governments agree upon. Declarations may guide law and can be statements of standards that can be used to interpret law. Where existing laws or legislation may be lacking, a Declaration can guide decision-making. States or Nations can look for guidance from Declarations where states or nations have not reformed oppressive legislation or laws to be reflective of human or equal rights, rights for those subject to oppression, or rights for peoples who experienced colonization, genocide, or cultural genocide. For a Declaration to become binding, and "have full force and effect," that government must expressly say so through legislation.

At this time, *DRIPA* does not express this clear intent (as per SCR: *Pan-Canadian Securities Regulation, 2018*). However, this does not mean that it is not "relevant and persuasive" according to the Supreme Court of Canada. Declarations form, according to the Supreme Court, a way of interpreting domestic human rights in decisions that impact human rights or cultural practices. For example, Justice Thompson stated, in the first written court decision post-*DRIPA,* that the interpretive framework set out by the Supreme Court of Canada for rights under s. 35(1) of the *Constitution Act, 1982* directs:

> that it is imperative for the Court to consider the Indigenous perspective on the definitions of any rights which are tied to Indigenous cultural practices. The right of Indigenous Peoples to self-define their cultural and religious practices is also embodied in an international human rights framework, endorsed by Canada, within the United Nations Declaration on the Rights of Indigenous Peoples ("UNDRIP"). (January 8, 2020 in *Servatius*)

Indigenous Perspectives and Rights:

Even before *DRIPA,* the Court stated, in decisions spanning 24 years, that the rights and perspectives of Indigenous Peoples must be considered. In *Delgamuukw v British Columbia,* the Supreme Court was clear that laws must be adapted in light of the Indigenous perspective:

> This appeal requires us to…adapt the laws of evidence so that the aboriginal[2] perspective on their practices, customs and traditions and on their relationship with the land, are given due weight by the courts. ([1997] 3 SCR 1010 ("*Delgamuukw*"), at p 84)

In *Mitchell v M.N.R.* the Court stated that oral history was evidence:

> [O]ral histories may provide the aboriginal perspective on the right claimed. Without such evidence, it might be impossible to gain a true picture of the aboriginal practice relied on or its significance to the society in question. ([2001] 1 SCR 911, at p 32)

In *R v Van der Peet* the Court stated that during an assessment the rights of Indigenous Peoples must be taken into account:

[1] https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/indigenous-people/aboriginal-peoples-documents/bc_declaration_act-factsheet-local_government.pdf

[2] The term "aboriginal" is used in its legal sense in this document as written in the decisions

> In assessing a claim for the existence of an aboriginal right, a court must take into account the perspective of the aboriginal people claiming the right. ([1996] 2 SCR 507 ("*Van der Peet*"), at p 49)

In *R v Marshall* and *R v Bernard* the Court went a step further stating that evidence must be considered from "their world and value system":

> "The evidence, oral and documentary, must be evaluated from the aboriginal perspective. What would a certain practice or event have signified in their world and value system?" [2005] 2 SCR 220, at p 69

In *Mitchell v Peguis Indian Band* the Court notes in regard to rights:

> "In my opinion, reference to the notion of "aboriginal understanding", which respects the unique culture and history of Canada's aboriginal peoples, is an appropriate part of that approach." [1990] 2 SCR 85

In R v Sparrow:

> "[I]t is crucial to be sensitive to the aboriginal perspective itself on the meaning of the rights at stake." [1990] 1 SCR 1075 ("Sparrow"), at p 1112

In *Tsilhqot'in Nation v British Columbia* Chief Justice McLachlin notes:

> "…the court must be careful not to lose or distort the Aboriginal perspective by forcing ancestral practices into the square boxes of common law concepts, thus frustrating the goal of faithfully translating pre-sovereignty Aboriginal interests into equivalent modern legal rights." [2014] 2 SCR 257 ("Tsilhqot'in"), at p 32

The Truth and Reconciliation Commission called all Canadians to learn about the history and legacy of residential schools. Justice Lance Finch writes about the duty to learn, and to "take Indigenous perspectives into account as an obligation which":

> "engages the principle of the rule of law. If the rights of all Canadians, including Aboriginal Canadians[3], are to be articulated and guarded by the courts, the courts must necessarily be capable of understanding the nature of those interests." Finch, Chief Justice Lance. "The Duty to Learn: Taking Account of Indigenous Legal Orders in Practice" Indigenous Legal Orders and the Common Law. (November 2012) CLE BC ("Duty to Learn"), p 15

We must realize, as Dr. Judith Sayers states, that "culture is a way of life" and is not separate from the land, waters, or well-being of Indigenous Peoples. Cultural and spiritual traditions are encompassed in the land and waters and expressed through the language, in oral history, and in the ability to exercise and practice rights and traditions on those lands and waters.

When we seek understanding and acknowledge the harm done through laws, policies, and social beliefs we can look to the words of the TRC:

> "For over a century, the central goals of Canada's Aboriginal policy were to eliminate Aboriginal governments; ignore Aboriginal rights; terminate the Treaties; and, through a process of assimilation, cause Aboriginal peoples to cease to exist as distinct legal, social, cultural, religious, and racial entities in Canada. The establishment and operation of residential schools were a central element of this policy, which can best be described as "cultural genocide" Honouring the Truth, Reconciling for the Future, Summary of the Final

[3] This term is used in this document as it is written in the quote and not to be interpreted as terminology to be used in everyday discourse

> Report of the Truth and Reconciliation Commission of Canada, (Winnipeg, MB: Truth and Reconciliation Commission of Canada, 2015), ("TRC Summary"), p 1

The purpose of Reconciliation is to realize the past, and how this past has harmed Indigenous Peoples, and to take action "to change behaviour":

> "Reconciliation must inspire Aboriginal and non-Aboriginal peoples to transform Canadian society so that our children and grandchildren can live together in dignity, peace, and prosperity on these lands we now share." TRC Summary, p 8

Constitutional Rights and Values:

For Indigenous Peoples, rights have been affirmed through the passing of *DRIPA* and the adoption of UNDRIP, but they are also affirmed, recognized, and protected in the *Constitution Act 1982 Section 35*:

> "…the doctrine of aboriginal rights exists, and is recognized and affirmed by s. 35(1), because of one simple fact: when Europeans arrived in North America, aboriginal peoples were already here, living in communities on the land, and participating in distinctive cultures, as they had done for centuries. It is this fact, and this fact above all others, which separates aboriginal peoples from all other minority groups in Canadian society and which mandates their special legal, and now constitutional, status." (*Van der Peet*, at 30)

The Supreme Court of Canada also looked at how reconciliation supports and upholds constitutional values and rights for Indigenous Peoples in *Haida Nation v British Columbia (Minister of Forests):*

> "Reconciliation is not a final legal remedy in the usual sense. Rather, it is a process flowing from rights guaranteed by s. 35(1) of the Constitution Act, 1982. This process of reconciliation flows from the Crown's duty of honourable dealing toward Aboriginal peoples, which arises in turn from the Crown's assertion of sovereignty over an Aboriginal people and de facto control of land and resources that were formerly in the control of that people. As stated in Mitchell v. M.N.R., … at para. 9, "[w]ith this assertion [sovereignty] arose an obligation to treat aboriginal peoples fairly and honourably, and to protect them from exploitation." [2004] 3 SCR 511, at 32

In the matter of *Loyola*, Justice Abella notes that a democracy through civic and state expressions must protect the shared values of a society:

> "These shared values — equality, human rights and democracy — are values the state always has a legitimate interest in promoting and protecting. They enhance the conditions for integration and points of civic solidarity by helping connect us despite our differences: … freedom must therefore be understood in the context of a secular, multicultural and democratic society with a strong interest in protecting dignity and diversity, promoting equality, and ensuring the vitality of a common belief in human rights." (Loyola, at p 47)

Justice Thompson states, "values of reconciliation and preservation of the collective rights of Indigenous Peoples form a crucial part of the constitutional fabric" (*Servatius,* at p 44).

Application of UNDRIP:

Justice Thompson clearly states in the written arguments in *Servatius* how UNDRIP is to be applied to existing law:

> "Where an interpretation of domestic law that conforms with UNDRIP is possible, that interpretation will be preferred over one that does not." (January 8, 2020 in Servatius at p 42)

Justice Thompson cites specific articles of UNDRIP to demonstrate this point:

> "Article 34 mandates protection of Indigenous Peoples' 'distinctive customs, spirituality, traditions, procedures, practices.' Article 8(1) speaks about freedom from assimilation and destruction of Indigenous Peoples' culture and articulates that 'Indigenous peoples and individuals have the right not to be subjected to forced assimilation or destruction of their culture.' Collectively, these provisions of UNDRIP point to a right of self-determination of Indigenous Peoples to choose their own spiritual and cultural paths. A right to manifest, practice and develop spiritual and religious practices must include the right to define what those are, but also what they are not." (January 8, 2020 in Servatius at p 42)

Justice Thompson states that when the Court is urged to make an interpretation, that interpretation should not be contrary "to the interpretation framework set out in UNDRIP, and of the reconciliation principles required by the Supreme Court of Canada jurisprudence echoed by the direction of the TRC" (*Servatius,* at p 43).

At the Federal government level, Private Members *Bill C-262* affirms that UNDRIP is "an international human rights instrument with application in Canadian law" and that UNDRIP can be used to "interpret Canadian laws."[4] The *Bill* did not pass the Senate floor.

Why is UNDRIP necessary and how does DRIPA reinforce its necessity?:

As we can see in the many decisions and interpretations provided by the Court, we have many tools in the toolkit. There is the *Constitution Act s. 35*, reconciliation and the Calls to Action set out by the Truth and Reconciliation Commission, legal decisions from the *Charter of Rights and Freedoms*, decisions by the Supreme Court of Canada, and decisions here in British Columbia. There are also treaties, land management agreements, letters of understanding, memorandums of understanding, and many other cooperation and protocol agreements. And finally, there are policies within various levels of government that guide the responsibilities and roles of both elected and public servants.

However, what may be missing from this toolkit is a way of addressing the legacy of colonialism. As clearly stated in the decisions noted above, the Courts have repeatedly guided us to interpretations that broaden the perspective, outline the duty to learn, and state the rights that exist and have always existed pre-Confederation for Indigenous Peoples. Yet the decisions, rulings, and Acts that are supposed to provide decision makers with interpretative frameworks and guiding principles continue to be interpreted and guided within the lens of colonialism. Therefore, it is necessary to provide, through the framework of UNDRIP, fundamental rights that form the "minimum standard" (Article 43). *DRIPA* ensures that laws and legislation will, over time, harmonize with the minimum standard of rights, shifting the historic pattern of denial and oppression to one of recognizing the rights of Indigenous Peoples.

Acknowledgement of Place - Islands Trust Area:

The Islands Trust area is located within the treaty and traditional territories of the BOḰEĆEN, Cowichan, Halalt, Homalco, K'ómoks, Klahoose, Ts'uubaa-asatx, Lək̓ʷəŋən (SXIMEŁEŁ, Songhees, T'Sou-ke), Lyackson, MÁLEXEŁ, Penelakut, Qualicum, Scia'new, səl̓ilwətaʔɬ/sel̓íl̓witulh, SEMYOME, Shíshálh, Snaw-naw-as, Snuneymuxw, Sḵwx̱wú7mesh, SȾÁUTW̱, Stz'uminus, Tla'amin, Tsawwassen, We Wai Kai, Wei Wai Kum, W̱JOŁEŁP, W̱SIḴEM, and xʷməθkʷəy̓əm Peoples, who have lived here since time immemorial.

Indigenous Peoples lived in this area before Confederation, before colonial settlement, and before the *Islands Trust Act 1974*. At no time did they relinquish, cede, or abandon the area, but sought through time to the present to occupy, utilize, gather, harvest, and practice cultural ways and life within the area. Indigenous Peoples have continuous use of the area from 1845 onward despite policies, laws, and

[4] https://cpij-pcji.ca/open-letter-signed-by-101-experts-supporting-bill-c-262/

legislation that sought to restrict, prevent, or impede their rights and practices. Indigenous Peoples had villages, cultural areas, burial grounds and areas, longhouses, and harvest areas. Harvest areas were cultivated within the Islands Trust area lands and waters, and were named in the languages of the Indigenous Peoples and evidenced in their oral histories and knowledge.

Indigenous Peoples of this area were subject to forced removal; discriminatory and oppressive policy and legislation; and the burning of their cultural places, longhouses, and villages. They were subject to forced removal of their children, mandatory attendance at residential school, and destruction of their cultural heritage and governance systems.

Indigenous Peoples in the Islands Trust area have faced decades of state denial and oppression. They have witnessed the destruction of their cultural heritage, removal of ancestral loved ones from their resting places, and restriction of their access to cultural locations, harvesting areas, and villages. The policies and legislation in place today continue to deny the "minimum standard" of human rights to Indigenous Peoples.

How do we progress to a relationship that is based on recognition and acknowledgement of this past and our current situation? We begin by understanding how UNDRIP and *DRIPA* can inform future decision-making and policies.

Shared Understanding and Insights:

Meaningful engagement with First Nations representatives and governments creates a shared understanding of the perspectives and interpretations of each government body. Government to government dialogue and discussions provide insight into the policies and procedures currently in place at the local and provincial government agencies; and provide insight into the governance structure, laws, and practices of Indigenous governments. This shared understanding allows for a worldview that is expansive and informed by oral history and knowledge.

Both the provincial and federal governments have stated that relationships with Indigenous Peoples cannot continue to be adversarial[5] and that decisions that rely on Indigenous Peoples having to prove their existence, their rights, and their presence on the land are based on principles that are flawed. The rights of Indigenous Peoples are inherent rights protected by section 35 of the *Constitution Act*. We revisit this point here because the purpose of meaningful engagement is to enter into dialogue to create shared understanding and insight. That shared understanding and insight allows for dialogue about how to work together to make better decisions, how to interpret current legislation and policy, and to decolonize that legislation and policy using the toolkit of UNDRIP and reconciliation.

As noted in the decisions cited above, to do otherwise is to fail in the civic and collective duty of a democratic society. It is the role of society to build greater equality and justice. If we deny the human rights of Indigenous Peoples in our laws, policies, and understanding, we continue to perpetuate the oppressive legislation and policies of the past.

UNDRIP in the Context of Climate Change:

On June 27, 2019, Trust Council received a letter from the First Nations Leadership Council in response to correspondence from Trust Council dated May 27, 2019. Trust Council correspondence sought direction on how to work together on climate change initiatives. In addressing how to work together the First Nation Leadership Council specifically referred to the need to create consistency on climate action

[5] https://www.justice.gc.ca/eng/csj-sjc/principles-principes.html; https://www2.gov.bc.ca/assets/gov/careers/about-the-bc-public-service/diversity-inclusion-respect/draft_principles.pdf

through the implementation of UNDRIP Articles 18, 25, 29.1, and 32.1 (Appendix A).

Free, Prior, and Informed Consent (FPIC)[6]:

UNDRIP Article 18 states that governments "shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions in order to obtain their free, prior and informed consent before adopting and implementing legislative or administrative measures that may affect them". Free, prior, and informed consent (FPIC) applies when legislation or "administrative measures" will impact the treaty or traditional territories of Indigenous Peoples. Treaty and traditional territories includes the waters and lands of those Indigenous Peoples as represented by First Nations representatives or governments chosen by them. Impacts include and are not limited to: changes to lands and waters from development, recreation, zoning, density, commercial operations, marine shipping and harvesting, and infrastructure.

Impacts to the lands and waters affect cultural heritage, cultural sites, villages, ancestral burial areas, harvesting and gathering areas, traditional ecological plants, sacred and spiritual locations, creation story locations, and areas that sustain the well-being, language, and cultural understanding of Indigenous Peoples.

Aspects of FPIC mean that Indigenous Peoples are free to engage with government agencies regarding impacts to their lands and waters with representatives of their choosing; using First Nation government structures based on Indigenous protocol, law, or knowledge. FPIC means that prior to impacts occurring government agencies will engage using processes and methods that meet the requirements chosen by First Nation representatives or governments.

Informed consent has been part of policy and dialogue interpretations at many levels. What is clear about informed consent is that dialogue regarding impacts must be meaningful, must occur in "good faith", and must occur in cooperation. Decision makers enacting legislation or administrative measures must become familiar with UNDRIP and realize that transformation of current policies and processes must begin and become an evolving process developed over time by First Nations and government agencies.

Summary:

A legal opinion is that UNDRIP is a set of standards that the Canadian government should adopt into domestic law. The Government of BC has now adopted this through the passing of DRIPA. DRIPA forms the process in which to establish those standards. At this time, how this will manifest and how laws will conform is uncertain. However, because this uncertainty exists First Nation governments have taken the position that government agencies must meet the UNDRIP standards in their dealing with Nations. This is where we are at this time as we develop and look to amend policies, processes, and engagement. The more the Islands Trust takes into consideration UNDRIP and DRIPA the more certainty will be established in government-to-government engagement.

As stated by the *Attorney-General of Canada's Directive on Civil Litigation Involving Indigenous Peoples*:

> Adversarial litigation cannot and should not be a central forum for achieving reconciliation. This is a message the Supreme Court of Canada has sent time and time again, strongly encouraging that the work of reconciliation take place through political, economic, and social processes that involve negotiating, building understanding, and finding new ways of working together.

[6] https://d3n8a8pro7vhmx.cloudfront.net/ubcic/pages/4091/attachments/original/1571858202/consent_paper_-_final.pdf?1571858202

The work that the Islands Trust has undertaken over the past years is central to "building understanding, and finding new ways of working together". How the implementation of UNDRIP evolves may take time, but it is work that will be meaningful and co-operative in its implementation. As stated in the UNDRIP preamble:

> recognition of the rights of Indigenous peoples in this Declaration will enhance harmonious and cooperative relations between the State and Indigenous peoples, based on principles of justice, democracy, respect for human rights, non-discrimination and good faith.

ATTACHMENT(S)/LINKS:

Appendix A: Applicable UNDRIP Articles

Prepared By: Lisa Wilcox, Senior Intergovernmental Policy Advisor, Trust Area Services

Reviewed By/Date: Clare Frater, Director Trust Area Services/May 28, 2020
Russ Hotsenpiller, CAO/May 28, 2020
Executive Committee/June 3, 2020

Appendix A

Applicable UNDRIP Articles:

UNDRIP Articles that would influence decision making and policies within the Islands Trust area include:

Right to be free from discrimination and exercise rights:

Article 2 Indigenous peoples and individuals are free and equal to all other peoples and individuals and have the right to be free from any kind of discrimination, in the exercise of their rights, in particular that based on their indigenous origin or identity.

- In the interpretation of policies and procedures they should be free from discrimination related to the exercise of individual and collective rights, origin and identity of Indigenous Peoples.

Right to self-determination:

Article 3 Indigenous peoples have the right to self-determination. By virtue of that right they freely determine their political status and freely pursue their economic, social and cultural development.

- States shall engage with Indigenous governments that are self-determined by those Indigenous governments.

Right to maintain and strengthen and participate in the state:

Article 5 Indigenous peoples have the right to maintain and strengthen their distinct political, legal, economic, social and cultural institutions, while retaining their right to participate fully, if they so choose, in the political, economic, social and cultural life of the State

- Indigenous Peoples within their defined systems can retain the right to participate fully in the structure of the state.

Right to be free from assimilation, propaganda, discrimination:

Article 8 1. Indigenous peoples and individuals have the right not to be subjected to forced assimilation or destruction of their culture. 2. States shall provide effective mechanisms for prevention of, and redress for: (a) Any action which has the aim or effect of depriving them of their integrity as distinct peoples, or of their cultural values or ethnic identities; (b) Any action which has the aim or effect of dispossessing them of their lands, territories or resources; (c) Any form of forced population transfer which has the aim or effect of violating or undermining any of their rights; (d) Any form of forced assimilation or integration; (e) Any form of propaganda designed to promote or incite racial or ethnic discrimination directed against them.

- Policies and processes will not continue forced assimilation or destruction of culture, and the state will provide ways to prevent and redress forced assimilation and destruction of culture, and policies and processes will not deprive the integrity of Indigenous Peoples

Right to practice and revitalize traditions and customs:

Article 11 1. Indigenous peoples have the right to practise and revitalize their cultural traditions and customs. This includes the right to maintain, protect and develop the past, present and future manifestations of their cultures, such as archaeological and historical sites, artefacts, designs, ceremonies, technologies and visual and performing arts and literature. 2. States shall provide redress through effective mechanisms, which may include restitution, developed in conjunction with indigenous peoples, with respect to their cultural, intellectual, religious and spiritual property taken without their free, prior and informed consent or in violation of their laws, traditions and customs.

Right protection of cultural sites:

Article 12 1. Indigenous peoples have the right to manifest, practise, develop and teach their spiritual and religious traditions, customs and ceremonies; the right to maintain, protect, and have access in privacy to their religious and cultural sites; the right to the use and control of their ceremonial objects; and the right to the repatriation of their human remains. 2. States shall seek to enable the access and/or repatriation of ceremonial objects and human remains in their possession through fair, transparent and effective mechanisms developed in conjunction with indigenous peoples concerned.

Right to languages, oral traditions, places and persons:

Article 13 1. Indigenous peoples have the right to revitalize, use, develop and transmit to future generations their histories, languages, oral traditions, philosophies, writing systems and literatures, and to designate and retain their own names for communities, places and persons. 2. States shall take effective measures to ensure that this right is protected and also to ensure that indigenous peoples can understand and be understood in political, legal and administrative proceedings, where necessary through the provision of interpretation or by other appropriate means.

Right to dignity and diversity:

Article 15 1. Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education and public information. 2. States shall take effective measures, in consultation and cooperation with the indigenous peoples concerned, to combat prejudice and eliminate discrimination and to promote tolerance, understanding and good relations among indigenous peoples and all other segments of society.

States shall cooperate in good faith:

Article 18 States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions in order to obtain their free, prior and informed consent before adopting and implementing legislative or administrative measures that may affect them.

Right to participate in decision-making:

Article 19 Indigenous peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own indigenous decision-making institutions.

Right to own systems:

Article 20 1. Indigenous peoples have the right to maintain and develop their political, economic and social systems or institutions, to be secure in the enjoyment of their own means of subsistence and development, and to engage freely in all their traditional and other economic activities. 2. Indigenous peoples deprived of their means of subsistence and development are entitled to just and fair redress.

Right to access and practices:

Article 21 1. Indigenous peoples have the right to their traditional medicines and to maintain their health practices, including the conservation of their vital medicinal plants, animals and minerals. Indigenous individuals also have the right to access, without any discrimination, to all social and health services. 2. Indigenous individuals have an equal right to the enjoyment of the highest attainable standard of physical and mental health. States shall take the necessary steps with a view to achieving progressively the full realization of this right.

Right to spiritual expression:

Article 24 Indigenous peoples have the right to maintain and strengthen their distinctive spiritual relationship with their traditionally owned or otherwise occupied and used lands, territories, waters and coastal seas and other resources and to uphold their responsibilities to future generations in this regard.

Right to relationship with lands and waters:

Article 25 Indigenous peoples have the right to maintain and strengthen their distinctive spiritual relationship with their traditionally owned or otherwise occupied and used lands, territories, waters and coastal seas and other resources and to uphold their responsibilities to future generations in this regard.

Right to lands and territories:

Article 26 1. Indigenous peoples have the right to the lands, territories and resources which they have traditionally owned, occupied or otherwise used or acquired. 2. Indigenous peoples have the right to own, use, develop and control the lands, territories and resources that they possess by reason of traditional ownership or other traditional occupation or use, as well as those which they have otherwise acquired. 3. States shall give legal recognition and protection to these lands, territories and resources. Such recognition shall be conducted with due respect to the customs, traditions and land tenure systems of the indigenous peoples concerned.

Right to open and transparent processes related to lands and waters:

Article 27 States shall establish and implement, in conjunction with indigenous peoples concerned, a fair, independent, impartial, open and transparent process, giving due recognition to indigenous peoples' laws, traditions, customs and land tenure systems, to recognize and adjudicate the rights of indigenous peoples pertaining to their lands, territories and resources, including those which were traditionally owned or otherwise occupied or used. Indigenous peoples shall have the right to participate in this process.

Right to redress and restitution:

Article 28 1. Indigenous peoples have the right to redress, by means that can include restitution or, when this is not possible, just, fair and equitable compensation, for the lands, territories and resources which they have traditionally owned or otherwise occupied or used, and which have been confiscated, taken, occupied, used or damaged without their free, prior and informed consent. 2. Unless otherwise freely agreed upon by the peoples concerned, compensation shall take the form of lands, territories and resources equal in quality, size and legal status or of monetary compensation or other appropriate redress.

Rights to conservation and protection of lands and resources:

Article 29 1. Indigenous peoples have the right to the conservation and protection of the environment and the productive capacity of their lands or territories and resources. States shall establish and implement assistance programmes for indigenous peoples for such conservation and protection, without discrimination. 2. States shall take effective measures to ensure that no storage or disposal of hazardous materials shall take place in the lands or territories of indigenous peoples without their free, prior and informed consent. 3. States shall also take effective measures to ensure, as needed, that programmes for monitoring, maintaining and restoring the health of indigenous peoples, as developed and implemented by the peoples affected by such materials, are duly implemented.

Right to protection and control of cultural heritage, knowledge, and expression:

Article 31 1. Indigenous peoples have the right to maintain, control, protect and develop their cultural heritage, traditional knowledge and traditional cultural expressions, as well as the manifestations of their sciences, technologies and cultures, including human and genetic resources, seeds, medicines, knowledge of the properties of fauna and flora, oral traditions, literatures, designs, sports and traditional games and visual and performing arts. They also have the right to maintain, control, protect and develop their intellectual property over such cultural heritage, traditional knowledge, and traditional cultural expressions. 2. In conjunction with indigenous peoples, States shall take effective measures to recognize and protect the exercise of these rights.

Right to determine and develop priorities on use of lands and waters:

Article 32 1. Indigenous peoples have the right to determine and develop priorities and strategies for the development or use of their lands or territories and other resources. 2. States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions in order to obtain their free and informed consent prior to the approval of any project affecting their lands or territories and other resources, particularly in connection with the development, utilization or exploitation of mineral, water or other resources. 3. States shall provide effective mechanisms for just and fair redress for any such activities, and appropriate measures shall be taken to mitigate adverse environmental, economic, social, cultural or spiritual impact.

Right to treaties, and agreements honoured:

Article 37 1. Indigenous peoples have the right to the recognition, observance and enforcement of treaties, agreements and other constructive arrangements concluded with States or their successors and to have States honour and respect such treaties, agreements and other constructive arrangements. 2. Nothing in this Declaration may be interpreted as diminishing or eliminating the rights of indigenous peoples contained in treaties, agreements and other constructive arrangements.

Rights constitute minimum standards:

Article 43 The rights recognized herein constitute the minimum standards for the survival, dignity and well-being of the indigenous peoples of the world.

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 16-18, 2020
From:	Trust Area Services	**Date Prepared:**	May 27, 2020
SUBJECT:	Legislative Monitoring Report, May 2020		

PURPOSE: To provide Trust Council with a summary of past or proposed external regulatory changes that could directly affect Islands Trust operations, local trust committee/island municipality bylaws or regulations, or Strategic Plan projects, as well as information about resources and issues of interest.

Caveat: This document is provided for convenience only and is not to be construed as a legal document or as legal advice.

BACKGROUND: The Legislative Monitoring Report was established in 2003 and has traditionally been presented to Trust Council every six months. In October 2019, the Executive Committee requested that the report be provided quarterly at each Trust Council meeting.

The attached legislative monitoring report includes:

- Planned legislation;
- Legislation in process;
- Legislation in effect;
- Court decisions;
- New resources; and
- Discussion/Planning/Conservancy and Advocacy topics;

The report does not track private members' bills, except if introduced by Islands Trust Area Members of Legislative Assembly or Members of Parliament.

The report is updated using a range of sources, including Union of British Columbia publications, the websites of the Legislative Assembly of BC and the Parliament of Canada, provincial and federal news releases, the Canada Gazette, and a variety of websites and RSS news feeds.

ATTACHMENT(S): Legislative Monitoring Report, May 2020

FOLLOW-UP: Staff will follow-up as requested. Staff will post the report to the website and provide to Bowen Island Municipal Council.

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Executive Committee/June 3, 2020

LEGISLATIVE MONITORING REPORT

May 2020

This document is intended to advise Trust Council about past or proposed external regulatory changes that could directly affect Islands Trust operations, local trust committee/island municipality bylaws or regulations, or Strategic Plan projects. The chart captures changes made in the last four months and is organized according to the following categories:

- **PLANNED LEGISLATION** – the intention to draft and pass new legislation is being developed and may be in a consultation or draft stage. No bill has been introduced to legislature/parliament yet.
- **LEGISLATION IN PROCESS** – a bill has been introduced to legislature/parliament and is awaiting Royal Assent, or Royal Assent has been issued but the new law or regulation has not come into force yet.
- **NEW LEGISLATION IN EFFECT –** legislation has received Royal Assent and any specified timeline for it to come in effect has occurred.
- **COURT DECISIONS** – a ruling from any level of court that affects the Islands Trust.
- **NEW RESOURCES** – publically available reports or websites that provide information relevant to Islands Trust work.
- **DISCUSSION, PLANNING, CONSERVANCY, and ADVOCACY TOPICS** – information related to topics of interest to Islands Trust.

PLANNED LEGISLATION	STATUS	BACKGROUND / KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Proposed *Aquaculture Act* and Regulations (Federal)	Public engagement ran Mar 1 – Dec 21, 2019. "What We Heard" report is expected in early 2020. (may be postponed due to COVID-19) Drafting of new bill expected in mid-to-late 2020 Royal Assent expected in 2022.	The proposed *Aquaculture Act* is expected to: • define the term aquaculture in legislation • recognize the need for clarity and stability for responsible economic growth of the aquaculture sector • ensure environmental protections enshrined in the *Fisheries Act* are included and specific to aquaculture • develop enforcement mechanisms specific to aquaculture • respect provincial and territorial jurisdictions • respect roles and responsibilities articulated in treaties and other rights reconciliation arrangements Highlights from proposed *Aquaculture Act* outline: • Zoning section would provide the authority to designate areas for the culturing of aquatic organisms, such as finfish, shellfish, and other aquatic plants • Regulations section would provide the authority to incorporate standards into regulations • Leases, licenses and fees section would specify authorities, conditions and fees for issuing and cancelling leases and licences • Environmental management section would provide the authorities and prohibitions related to fish habitat protection and the deposit of deleterious substances, as well as the authorities to require plans from industry to better assess impact of proposals • Sections outlining aquaculture-specific offences, punishment and enforcement powers	Jan 2018 Chair letter to Minister of DFO requesting ecosystem-based study of potential impacts of the Integrated Geoduck Management Framework 2017 on the health of the Salish Sea. 2018 UBCM resolution calling for DFO to conduct an ecosystem-based study of potential and cumulative impacts of increased geoduck clam aquaculture and consider increased monitoring and enforcement. Dec 2019 Chair letters to Ministers of DFO and FLNRORD requesting more resources for enforcement of shellfish regulations and tenure licenses. Trust Programs Committee co-sponsored a virtual Baynes Sound/Lambert Channel Ecosystems Forum in May 2020, together with the World Wildlife Fund.	The Province has responsibility for issuing tenures for aquaculture. Local governments have zoning authority. This generally does not include regulating anything covered through aquaculture licenses from DFO. Once the amendments are complete, a review should be undertaken to determine any necessary zoning amendments.

PLANNED LEGISLATION	STATUS	BACKGROUND / KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Proposed changes to hunting regulations that affect the Gulf Islands.	Decision statement pending. Public consultation closed on January 19, 2020.	Closure of Salt Spring Island General Open Season for Ravens: this proposed regulatory change would remove the opportunity to hunt raven on Salt Spring Island (private lands). Farmers could still apply for a nuisance permit in cases where there is a need to hunt raven for the protection of property/livestock. Change Mule Deer (antlerless and any buck) Seasons on Denman and Hornby Island: this proposed regulatory change would add approximately one more month to the mule deer hunting season for both islands (from Oct 5 – Dec 10 to Sept 10 – Dec 10). The intention would be to increase hunting opportunities, reduce the need for early season deer kill permits, and reduce regulatory complexity. There are reportedly no conservation concerns for deer on these islands. Rather, a reduction in overabundant deer populations may help ecosystems to recover. Implement Mule Deer Bow Only Season on all islands in the Trust Area (excepting Bowen Island Municipality and Gambier Island Local Trust Area): this proposed regulatory change would establish a bow only season for mule deer hunting from Aug 25 – Sept 9. As there was previously no bow only season in these areas, this change lengthens the hunting season on these islands.	N/A	Staff will continue to monitor the passage of the legislation and any impacts to Islands Trust.

PLANNED LEGISLATION	STATUS	BACKGROUND / KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Proposed amendment to Schedule 1 (List of Wildlife Species at Risk) under the Federal Species at Risk Act (SARA)	Public engagement OPEN. Environment and Climate Change Canada began consultations on terrestrial species in January 2020. It is expected that DFO will be starting its own consultations on aquatic species in the coming months.	In October 2019, the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) submitted 56 assessments of species at risk to the federal Minister of the Environment. In January 2019, the Government of Canada posted its Ministerial Response Statements to the COSEWIC report and launched public consultations on the potential amendment of Schedule 1, the List of Wildlife Species at Risk under SARA. The complete set of statements and the consultation path (normal or extended) for each species are available here. Environment and Climate Change Canada is currently seeking comments on the proposed amendment of Schedule 1 resulting from assessments of 17 terrestrial species. Fisheries and Oceans Canada will eventually conduct consultations for 17 aquatic species eligible for addition to the list. Of particular interest is the listing of several Chinook populations as endangered or threatened. Many of these Chinook species occupy the waters of the Islands Trust Area and are the favored food of the Southern Resident Killer Whale. At the same time, Chinook diets feed heavily on sandlance and surf smelt, two forage fish that spawn on Islands Trust beaches and whose habitat ITC has been working to map.	Oct 2019 Chair letter to DFO Minister re call for moratorium on herring fishery (lists Chinook as critical to marine food web and SRKW). Nov 2016 Chair letter to federal Ministry of Environment and Climate Change Canada providing comment on federal government policies on implementation of SARA. 2016 Chair letter to BC Ministry of Environment re provincial SAR measures.	ITC staff will provide input on the potential amendments listed in Schedule 1, particularly on listings of Chinook species. **ITC and TAS staff recommend an advocacy letter from the Chair highlighting the importance of Chinook to marine food webs and SRKW in the Trust Area.**

PLANNED LEGISLATION	STATUS	BACKGROUND / KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Provincial Species and Ecosystems at Risk Legislation	On hold. Anticipated 2020 SAR legislation is off the table, confirmed by Ministry of Environment with no details as to why or when/if it will be reintroduced.	The Ministry of Environment and Climate Change had begun the process of developing legislation for protecting and recovering species at risk in BC and had begun an active consultation process until work was put on hold in 2019. BC staff working in this area are waiting for further direction. ITC staff are monitoring. A Species and Ecosystems at Risk (SEAR) Local Government Working Group (LGWG), established in Fall 2009, consisted of representatives from municipal, regional and provincial governments, and the Union of British Columbia Municipalities (UBCM). A jointly prepared discussion paper was completed in January 2011. In 2016, the Working Group struck a SEAR Charter Advisory Committee to help develop a SEAR Charter between the province and local governments to provide greater clarity on roles and responsibilities of both parties. The Charter was expected to compliment the anticipated provincial SAR legislation. Consultation with local governments on a draft Charter began in May 2018. If the process resumes, it is expected that local governments will be asked to sign on to the Charter.	Islands Trust Staff participate in the provincial Species and Ecosystems at Risk (SEAR) Local Government Working Group (LGWG). 2016 Chair letter to BC Ministry of Environment regarding provincial SAR measures. Staff attended 2020 Spring/Summer SEAR LGWG webinars on several topics of interest.	Staff will continue to monitor developments.

PLANNED LEGISLATION	STATUS	BACKGROUND / KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Proposed new residential flexibility for Agricultural Land Reserve (ALR) landowners	The Ministry of Agriculture outlined its proposal in a policy intentions paper released Jan 27, 2020. The technical review committee has completed consultations and is now preparing potential recommendations to government. Grandfathering period for manufactured homes in the ALR for immediate family members extended to Dec. 31, 2020.	In order to support farmers and non-farmers living in the Agricultural Land Reserve (ALR), the Ministry of Agriculture is considering a change to regulations that will enable landowners in the ALR to have both a principal residence and a small secondary residence on their property, provided they have approval from their local government. In other words, there would be no required application to the ALC. Further, the province would not impose restrictions to require this secondary residence be a manufactured home, or be for an immediate family member, or be part of a farming plan. The primary use of ALR land is, and will continue to be, for agriculture. In April 2020, Policy Directive L-26 was adopted. This policy outlines general guidelines for the ALC's consideration of non-adhering residential use applications which request residential uses in excess of those residential uses permitted by the *Agricultural Land Commission Act* or its regulations. This includes applications for temporary farm worker housing, and other housing for farm labour, as well as applications to construct or alter a principal residence which will exceed 500m2 in total floor area. The Ministry of Agriculture is currently undertaking engagement on the proposed residential flexibility options outlined in its Residential Flexibility Policy Intentions Paper. As such, there may be future regulatory changes to the permitted residential uses in the ALR. Individuals or associations who would like more information on this process, or who want to provide feedback for policy consideration, should contact: ALR_ALCRevitalization@gov.bc.ca	Currently, a second dwelling on ALR property is not permitted without Agricultural Land Commission (ALC) approval.	If adopted, this proposal would allow LTCs to zone for second dwellings, within the limits of the proposed legislative change, without needing to seek ALC approval. Trustees may wish to note that requirement for manufactured home registration has been extended to Dec. 31, 2020.

LEGISLATION IN PROCESS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Bill 15 - *Agricultural Land Commission Amendment Act, 2019*	Royal Assent given on May 30, 2019. On Mar 12, 2020, Order in Council 131/2020 brought into force and effect certain parts of Bill 15. Further topics will have force and effect in September 2020.	Bill 15 restores some legal protections for the BC Agricultural Land Reserve (ALR). It proposes to remove regional panels, giving a province-wide Agricultural Land Commission (ALC) the power to determine what happens on ALR lands for the first time since the early 2000s. As of March 12, 2020, the BC Government adopted a new Agricultural Land Reserve General Regulation (ALR General Regulation Reg. 57/2020) and renamed the existing Agricultural Land Reserve General Regulation B.C. Reg 171/2002 the Agricultural Land Reserve Transitional Regulation (ALR Transitional Regulation). Both of these regulations set out application procedures that have partial force and effect. The remaining portions of the new ALR General Regulation will be brought into force on September 30, 2020, and the ALR Transitional Regulation will be repealed. Order in Council 131/2020 sets out which sections of the new ALR General Regulation and the renamed ALR Transitional Regulation are currently in force and effect. Read OIC 131/2020 here. The Agricultural Land Reserve Use Regulation B.C. Reg 30/2019 remains unchanged by the March 12, 2020 changes and identifies permitted uses in the ALR.	Historically, a landowner had to make two separate applications to remove land from the ALR: one to the ALC, and one to the local government. Fees Until March 12, 2020, Islands Trust charged $1,500 for an exclusion request. The ALC kept $1,200 and Islands Trust kept $300. The ALC sets the fee structure, not Islands Trust. Islands Trust had one exclusion request in the last three years, on Salt Spring Island, which was not supported by the Local Trust Committee.	Staff will continue to monitor developments on Bill 15 regulations. As of March 12, 2020, Islands Trust will now be required to pay the $1,200 fee for an exclusion request.

LEGISLATION IN PROCESS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Bill 28 - *Zero-Emission Vehicles Act*	Royal Assent given on May 30, 2019. Pending development of regulations to come into force.	Bill 28 sets into law the zero-emission vehicle mandate that was announced in Fall 2018 as part of the Clean BC economic agenda. It further outlines a credit/debit system, similar to what exists in California, in that it will allow new vehicle car dealers to meet the provincial compliance targets. In particular, the bill legislates that: "(a) in 2025 and in each subsequent year, at least 10% of all new light-duty motor vehicles sold or leased in British Columbia must be zero-emission vehicles; (b) in 2030 and in each subsequent year, at least 30% of all new light-duty motor vehicles sold or leased in British Columbia must be zero-emission vehicles; (c) in 2040 and in each subsequent year, 100% of all new light-duty motor vehicles sold or leased in British Columbia must be zero-emission vehicles."	N/A	LTCs and BIM could establish parking standards for uses, including requiring number and design of parking stalls for EVs. Update bylaws to specify number of parking stalls for EV's. Trust Council could advocate to BC Ferries to designate electric car parking and charging facilities at terminals.

LEGISLATION IN PROCESS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Bill 14 - *Heritage Conservation Amendment Act*, 2019	Royal assent given May 30, 2019. Pending development of regulations to come into force.	Amendments to the *Heritage Conservation Act*, mean greater protection for areas with heritage and archeological values in the province. Under the proposed changes: • people will be legally required to report discoveries of specified sites or objects with potential heritage value; • a person may be required to obtain and pay for a heritage inspection or investigation prior to obtaining a permit to alter a heritage site in some circumstances. For example, if a person wants to alter a site to develop land, but there is little or no information about the site, they may be required to complete archeological studies to gather required information; • the ministry will have enhanced powers to refuse, amend, suspend and cancel permits; and • compliance and enforcement tools will be improved. The amendments also bring BC's heritage legislation into alignment with other jurisdictions. While changes to reporting requirements will come into effect through regulation, expected within the next year, the remainder of the changes came into effect when the bill received royal assent. Local governments and Islands Trust have separate powers for heritage protection under s.15 of the *Local Government Act*. S.15 is not impacted by the new legislation.	Does not affect local planning. Planning staff already advise landowners of the process if there is a potential archeological site in the area. In Feb 2020, the Galiano LTC and staff sponsored a screening and discussion of "DUST 'N BONES", a documentary examining the preservation and re-dedication of First Nations artifacts, burial sites, and remains. Filmmakers Leslie Bland and Harold Joe and members of Penelakut Tribe were present. Screenings planned on other islands were postponed due to COVID.	Future screenings of "DUST 'N BONES" on other islands in the Trust Area will be scheduled, as possible, post COVID-19.
Memorandum of Understanding between Canada, British Columbia and Wet'suwet'en 2020	MOU signed on May 14, 2020. Some directives took immediate effect. Others will come into effect over the coming year.	Wet'suwet'en Hereditary Chiefs and Wet'suwet'en community signed a Memorandum of Understanding with Crown-Indigenous Relations and Northern Affairs Canada and Ministry of Indigenous Relations and Reconciliation BC on May 14, 2020. The MOU will outline how to work together to negotiate agreements regarding outstanding rights and title concerns within the traditional territory. The MOU and negotiated agreements will align with Section 35 of the *Constitution Act* and the *Declaration on the Rights of Indigenous Peoples Act.*	In March 2019, Islands Trust Council unanimously passed the First Nations Reconciliation Declaration and has prioritized reconciliation efforts in its 2018-2022 Strategic Plan. Substantial advocacy since 2011.	Staff will continue to monitor impacts on First Nations relations.

LEGISLATION IN EFFECT	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS-PAST	ISLANDS TRUST ACTIONS – FUTURE
Bill 41 – *Declaration on the Rights of Indigenous Peoples Act, 2019*	Royal Assent given Nov 26, 2019.	The legislation states that "the government must take all measures necessary to ensure the laws of British Columbia are consistent with" United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). To achieve this, it sets in place a requirement that the Province prepare and implement an action plan, in consultation and collaboration with Indigenous Peoples. To ensure progress and accountability, it also requires the Province to file an annual report outlining progress that has been made towards achieving the goals of the action plan.	In Mar 2019, Islands Trust Council passed a First Nations Reconciliation Declaration and has prioritized reconciliation efforts in its 2018-2022 Strategic Plan and the Reconciliation Action Plan. In July 2019, the Islands Trust Conservancy Board passed a First Nations Reconciliation Declaration.	Staff will continue to monitor the legislation and any impacts to Islands Trust.
Bill 38 – *Climate Change Accountability Amendment Act, 2019*	Royal Assent given Nov 28, 2019	Amendments introduced intend to strengthen the Act by mandating annual reporting requirements on reduction of carbon emissions by the BC Government and public sector organizations (Crown corporations, school districts, health authorities, etc). Progress will be assessed by an independent body of experts (to be established by the Province). The government released its 2019 Climate Change Accountability Report for CleanBC in Feb 2020, which details a range of actions over the past year to reduce emissions and build a cleaner economy.	Islands Trust is committed to the actions agreed to under the BC Climate Action Charter. The Islands Trust reports annually on its carbon emissions via the Climate Action Revenue Incentives Report and its Greenhouse Gas Emissions report.	Staff will continue to monitor.

LEGISLATION IN EFFECT	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS-PAST	ISLANDS TRUST ACTIONS – FUTURE
Province Supports Local Governments to Hold Public Hearings Electronically	In effect.	Under the Emergency Program Act, the Province has repealed and replaced Ministerial Order M083 with M139 to expand the authorities given to local governments under M083. The new order will help local governments, improvement districts and the Islands Trust continue to make important decisions for their communities during the COVID-19 pandemic, including allowing local governments to hold public hearings electronically. The new order gives Islands Trust the authority to hold meetings electronically without in-person public participation, allows for bylaws to be read and adopted in a single day and allows the use of electronic options for its public hearings. The order is effective for as long as the Provincial state of emergency is in effect, or until otherwise repealed.	Islands Trust bodies have been holding electronic meetings under the Act	LTC and Trust Bodies may meet electronically without a public gathering location. LTCs may conduct public hearings electronically. Staff are planning for when the Emergency Program Act is repealed. On May 27, 2020 the Premier stated there is no likely end in sight for the state of emergency.
Cannabis Policy Direction	New licensing came into effect in March 2020.	A new Policy Directive from the BC Liquor and Cannabis Regulation Branch came into effect on March 20, 2020, allowing non-medical cannabis retail store licensees to offer reservations of non-medical cannabis products available in their store to customers via their website or by telephone. This is a permanent change, but will help in social distancing during the pandemic. In May 2020, UBCM announced it is seeking to appoint up to seven local government staff members to its Cannabis Policy Technical Working Group. The purpose of the Working Group is to provide a forum for local governments to raise issues and concerns related to non-medical cannabis, and engage with the provincial government regarding relevant policy issues.	N/A	No action.

LEGISLATION IN EFFECT	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS-PAST	ISLANDS TRUST ACTIONS – FUTURE
BC Building Code Amendments - Changes to Design and Construction Requirements for Secondary Suites	In effect. Applies to building permit applications on or after December 12, 2019.	Previous BC Building Code limited secondary suites to a floor area of not more than 90 square metres and a floor space of less than 40% of the habitable building space; suites also had to be located within a building of residential occupancy containing only one other dwelling unit and located in and part of a building which was considered a single real estate entity. The changes (effective Dec 12, 2019) redefine a secondary suite as a "self-contained dwelling unit located within a building or portion of a building"; the new codes remove the floor area limitations, allow for common spaces and require complete fire separation between units.	LTCs and BIM may have regulations regarding size of secondary suites. The proposed Act change will lift building code limitations, providing more freedom to LTCs/BIM to establish different sizes for secondary suites.	LTCs/BIM may wish to review their secondary suite regulations and amend as required.

COURT DECISIONS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Supreme Court to Consider Compensation Issue when First Nations Reserve Lands are Taken	The schedule for the appeal has not been set, and timing may be delayed due to COVID-19.	In April 2020, the Supreme Court of Canada granted Lac Seul First Nation's application for leave to appeal the Federal Court of Appeal's decision in *Southwind v. Canada.* The Supreme Court is expected to clarify how equitable compensation is calculated in cases where a First Nation's reserve lands have been taken or damaged by the Crown in the absence of a valid surrender or expropriation. The decision could directly affect First Nations across Canada dealing with claims related to the unlawful taking of their reserve lands.	In March 2019, Islands Trust Council unanimously passed the First Nations Reconciliation Declaration and has prioritized reconciliation efforts in its 2018-2022 Strategic Plan. Substantial advocacy since 2011.	Staff will continue to monitor impacts on First Nations relations.

NEW RESOURCES	STATUS	SUMMARY	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS - FUTURE
Funding for Housing Needs Report Program	Due to COVID-19, the May 2020 intake has been postponed until further notice. Based on available funding, the next intake will likely be the final intake of this funding program.	Since April 2019, local governments have been required to develop housing needs reports on a regular basis. The Housing Needs Reports program supports local governments in undertaking housing needs reports in order to meet provincial requirements. The reports will strengthen the ability of local governments to understand what kinds of housing are most needed in their communities, and help inform local plans, policies, and development decisions. The Ministry of Municipal Affairs & Housing has provided $5 million for this program. The program is structured to reflect the planning areas for which local governments are required to complete housing needs reports: municipalities, electoral areas, and local trust areas (within the Islands Trust). Funding is scaled based on the net population of each planning area. Up to $15,000 is available for local trust areas.	Housing reports were completed for all LTCs. All but Salt Spring met the transition requirements of the legislation. Ballenas-Winchelsea is exempt by regulation.	The Salt Spring housing needs report is being undertaken as part of a larger project for undertaking multiple assessments led by CRD. All other Housing reports are up to date, but will need renewing within 5 years of their creation.
Funding to Improve Rural Internet Connectivity	Applications are now being accepted by Northern Development Initiative Trust. Internet service providers must complete their projects by June 30, 2020.	The $50-million Connecting British Columbia program now includes a funding stream to help internet service providers with immediate network equipment upgrades to rapidly improve capacity and internet speeds in underserved communities throughout the province. Internet service providers throughout the province can apply for grants of up to $50,000 for 90% of their expenses to cover the cost of equipment, including antennas, electronics or other types of devices that relate to the performance or range of their network. Applications are now being accepted by Northern Development Initiative Trust.	N/A	N/A

DISCUSSION, PLANNING, CONSERVANCY, ADVOCACY TOPICS	STATUS	SUMMARY	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS - FUTURE
Climate Ready BC - Climate Preparedness and Adaptation Strategy	Public engagement Nov 7, 2019 – Jan 10, 2020. "What We Heard" report released in May 2020. Phase 2 of engagement is ongoing. The BC Climate Preparedness and Adaptation Strategy is expected to be finalized in late 2020.	The Province is in the process of developing a Climate Preparedness and Adaptation Strategy to prepare for and respond to the impacts of climate change. In response to record wildfires, extreme weather, increased drought and more frequent flooding, BC is looking to develop policies and programs to support climate resilient communities. Due to COVID-19, the Province has adjusted its Phase 2 engagement plans and will now be seeking direct input from Indigenous governments, communities and organizations, local governments and key partner groups to help build the climate preparedness and adaptation strategy. The "What We Heard" report from Phase 1 of Public Engagement was posted online in May 2020.	Islands Trust declared a climate emergency in March 2019 and identified climate change as a key pillar in its 2018-2022 Strategic Plan. Nov 2019 Chair letter re request for greater support for solar energy in rural and remote communities.	Islands Trust adopted a climate action focussed budget for 2020/21 and will work to apply a climate lens to the Policy Statement Amendment Project, OCPs, and LUBs.
Salt Spring Climate Action Plan 2.0	Public engagement OPEN.	A small group of volunteers has been working alongside CRD and Islands Trust elected officials and Transition Salt Spring to create the updated Salt Spring Climate Action Plan. The group is now starting a public engagement process. For more details and to participate in the engagement process, please visit: https://saltspringclimate.ethelo.net/page/climate-emergency-planning	N/A	N/A

DISCUSSION, PLANNING, CONSERVANCY, ADVOCACY TOPICS	STATUS	SUMMARY	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS - FUTURE
2020 Federal Measures to Protect Southern Resident Killer Whales	Measures now in effect.	On May 7, 2020, the federal Ministers of Transport, Fisheries Oceans and the Canadian Coast Guard, and Environment and Climate Change, announced protective measures to support the survival and recovery of the endangered Southern Resident Killer Whale (SRKW) for this year and beyond. This year's measures are part of the Government of Canada's 5-year, $167.4 million Whales Initiative through the Oceans Protection Plan. The 2020 measures focus on the primary threats to Southern Resident killer whales: prey availability (including Chinook salmon) and accessibility, acoustic and physical disturbance, and contaminants. The measures include a directive stating that, from June 1 - Nov 30, 2020, no vessel traffic or fishing activity is allowed in interim sanctuary zones off the southwest coast of Pender Island, southeast end of Saturna Island and at Swiftsure Bank. Exceptions will be allowed for emergency vessels and vessels engaged in Indigenous food, social and ceremonial fisheries. Vessel restrictions in the interim sanctuary zones will be put in place using the Interim Order power of the Minister of Transport under the *Canada Shipping Act*.	Saturna Island Trustees Middleton and Brent sit on the federal government's SRKW Indigenous and Multi-Stakeholder Working Group, who were involved in drafting these new measures. Saturna, South Pender, North Pender and Galiano Island LTCs have passed resolutions in support of the interim sanctuary zones and vessel speed reduction initiatives and are considering further advocacy options.	**Trust Council may wish to consider further advocacy from the Chair in response to the announcement of the 2020 measures.** Trustees and Staff are exploring the possibility of a presentation by federal government officials to Trust Council on the topic of the SRKW recovery plan.
Oceans Protection Plan Winter 2020 Dialogue Forum Report	The Report and copies of presentations from the Forum were released in May 2020.	The Winter 2020 Oceans Protection Plan (OPP) Dialogue Forum was held on January 30, 2020. The Forums began in 2017 as an opportunity for invited Indigenous people and organizations, and stakeholders such as coastal communities, non-governmental organizations and industry, to get engaged in OPP and other marine initiatives. At this Forum, all four pillars of OPP were represented – improving marine safety systems, preserving and restoring marine ecosystems, partnering with Indigenous peoples, and building stronger evidence based systems. More info on the OPP here.	Staff and Trustees attended the Winter 2020 Dialogue Forum and delivered Trust Council's advocacy messaging on anchorages in the Southern Gulf Islands. Latest advocacy letter from Chair.	Staff will continue to monitor and consider opportunities for further advocacy on anchorages, SRKW, oil spill response, and other OPP topics relevant to the Trust Area.

DISCUSSION, PLANNING, CONSERVANCY, ADVOCACY TOPICS	STATUS	SUMMARY	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS - FUTURE
Compensation for Ship-source Oil Spills	Public consultations OPEN. Public consultations began in March 2020 and will run until September 30, 2020.	Transport Canada recently made changes to the *Marine Liability Act* to make sure all eligible claims from any spill can be fully compensated. In this public consultation, TC is interested in learning about losses or damages that don't have an easily identified economic impact – e.g. long-term impacts on the environment, resources or local culture. To participate in the consultation, please visit: https://letstalktransportation.ca/cssos to answer a series of discussion questions. Deadline: September 30, 2020 Questions may be addressed to: MarineLiability-ResponsabiliteMaritime@tc.gc.ca.	Apr 2019 Chair submission to Roberts Bank Terminal 2 Project Review Panel. Oct. 2018 Chair submission to Transport Canada re: Transport Canada's Strengthening Marine Environmental Protection and Response Potential Legislative Amendments Discussion Paper.	Staff will continue to monitor. Trustee Rogers sits on a Coast Guard led Oil Spill Response Plan Working Group for the Vancouver Harbour area. Work is currently on hold due to COVID-19.
Roberts Bank Terminal 2 – Report of the Review Panel	The Report of the Review Panel was released on March 30, 2020.	The Review Panel established to conduct an environmental assessment of the proposed Roberts Bank Terminal 2 Project has submitted their report to the Minister of Environment and Climate Change Canada. The report is a culmination of several years of extensive assessment, including public and indigenous consultation. The Panel concluded that the Project would result in numerous adverse residual and cumulative effects for ecosystems, First Nations and local populations. See the Summary of Findings. The time limit for issuance of the Decision Statement has been extended by ninety days due to COVID-19.	Apr 2019 Chair submission to Roberts Bank Terminal 2 Project Review Panel. Oct. 2018 Chair submission to Transport Canada	Staff will continue to monitor. **Trust Council may wish to consider further advocacy in response to the Review Panel's Report.**

DISCUSSION, PLANNING, CONSERVANCY, ADVOCACY TOPICS	STATUS	SUMMARY	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS - FUTURE
Federal Court of Appeals Ruling on Trans Mountain Pipeline Expansion Project	On Feb 4, 2020, the Federal Court of Appeal rejected claims from several First Nations in BC that the Government of Canada failed to adequately consult First Nations on TMX expansion.	In a 3-0 decision, the Federal Court of Appeals rejected four challenges from First Nations in British Columbia who claimed that federal officials failed to adequately consult them on the proposed Trans Mountain Pipeline Expansion, removing the final major barrier hanging over the long-delayed project. The decision also sought to establish a firm line against Indigenous claims that they should have a veto over major natural resource projects deemed to be in the public interest. The judges ruled that "reconciliation does not dictate any particular substantive outcome" on a given resource project. They wrote that requiring a "perfect" level of consultation would in turn create a kind of de facto veto on major projects, and said First Nations "cannot tactically use the consultation process as a means to try to veto it."	At its June 18, 2019 meeting on Galiano Island, the Islands Trust Council expressed its disappointment on learning that the Federal Government planned to continue with the Trans Mountain Pipeline expansion project. Reconciliation Declaration (2019) and substantial advocacy since 2011.	Staff will continue to monitor impacts on First Nations relations.
BC Coastal Ferry Vision Engagement	Public engagement open Feb 2 – Mar 20. Due to COVID-19, in-person public engagement meetings in coastal communities were cancelled.	The government intends to develop a broad provincial vision to ensure the right ferry services are in place in the future. The visioning process may include exploring additional ways of connecting coastal communities, such as: supplementing current services with passenger-only ferries; expanding transportation choices; and innovations to reduce greenhouse gas emissions. Between October and November 2019, the Province engaged with more than 130 stakeholders in seven communities throughout coastal BC. A Pre-Engagement Regional Forums Summary of Feedback report was posted online in February 2020.	The Minister of Transportation and Infrastructure hosted five community meetings in early November 2019 to gather feedback on ferry services, which some Trustees attended. Jan 2020 Chair letter re BC Ferries planning – active transportation and electrification.	Staff will continue to monitor.

DISCUSSION, PLANNING, CONSERVANCY, ADVOCACY TOPICS	STATUS	SUMMARY	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS - FUTURE
BC Expert Panel on the Future of Housing Supply & Affordability	Public engagement OPEN from Jan 22 – June 26, 2020.	The Expert Panel on the Future of Housing Supply and Affordability has been tasked with making recommendations to the Governments of B.C. and Canada. In light of the of the COVID-19 pandemic, the deadline for input was extended to June 26, 2020. Feedback may be provided via online form or as a written submission. UBCM is preparing a submission based on policy set out in UBCM's housing strategy. Local governments are also advised that FCM has partnered with Generation Squeeze to develop a toolkit to help local governments across Canada regulate short-term rentals. As part of this work, local governments are invited to participate in a short survey on the regulation of short-term rentals and to identify resources to include in the toolkit. The survey will be available until June 5. BC Housing is offering a 2-hour webinar on June 23, 2020 entitled *Building Knowledge and Capacity for Affordable Housing in B.C. Communities*. The webinar will offer perspectives on the unique issues and needs of small communities drawn from research and interviews with local governments, developers, builders and non-profit organizations.	N/A	Staff will continue to monitor. TPC will be reviewing the Islands Trust Policy Statement through the lens of affordable housing as part of this term's Policy Statement Amendment Project.
Joint UBCM-Provincial Short Term Rental (STR) Committee	Committee will run November 2019 to April 2020	A new provincial – UBCM advisory group will provide the province with policy options to strengthen the regulation of short-term rentals. The committee will outline key considerations and ideas for the Province and local governments for potential STR related policy options to support STR strategies.	Multiple LTCs and Bowen Island Municipality regulate short-term rentals.	Chair Luckham and Vice-Chair Rogers represent Islands Trust Council.

DISCUSSION, PLANNING, CONSERVANCY, ADVOCACY TOPICS	STATUS	SUMMARY	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS - FUTURE
BC Old Growth Strategic Review	Public engagement Oct 23, 2019 – Jan 31, 2020. The "What we Heard" report is expected to be released to the public by Fall 2020.	In July 2019, the Government of British Columbia announced that an independent, two-person panel had been appointed as part of an Old Growth Strategic Review, to undertake public engagement on old growth and provide a report to the Minister of Forests, Lands, Natural Resource Operations and Rural Development. Garry Merkel (professional forester, natural resource expert and member of the Tahltan Nation) and Al Gorley (professional forester and former chair of the Forest Practices Board) was asked to report back to government by April 30, 2020, with recommendations expected to inform a new approach to old-growth management in British Columbia.	N/A	N/A

ISLANDS TRUST CONSERVANCY

ISLANDS TRUST CONSERVANCY REPORT TO TRUST COUNCIL 1st Quarter 2020-2021

COMPLETED SINCE LAST REPORT	PLANNED FOR NEXT QUARTER
1. STRATEGIC PLANNING/ADMINISTRATION	
Assisted Local Planning Services to finalize Coastal Douglas-fir mapping Reviewed climate change research and insights report and approved Project Charter for next steps Held a Reconciliation Retreat to begin integrating Reconciliation Declaration into work programs Completed staff reviews Transitioned all staff to work from home status and held first electronic ITC meeting Contact management database agreement signed and transfer of data completed Converted the Covenant Management and Outreach Specialist position to a permanent position Completed 2019-2020 audit Staff and Board members attended remote sessions for the Salish Sea Ecosystem Conference	Update ecosystem mapping on MapIT Continue consultations with Environment and Climate Change Canada to consider Section 11, Species at Risk Act Agreement Continue to review ITC Vision Statement to better reflect and include Indigenous populations Review draft 2020 work plan to reflect ITC reconciliation declaration and finalize 2020 work plan Identify next steps to incorporate climate impacts into conservation planning and property management Continue to update procedures for ITC internal processes and staff positions Participate in a five-week online 'Open Standards for the Practice of Conservation' course (staff)
2. COVENANT AND PROPERTY ACQUISITIONS	
Continued investigation of Profit a Prendre as a tool for conservation Reviewed Conservation Proposal for one potential covenant / acquisition, and had initial discussions with two land holders about conservation options Initiated review of two potential acquisition projects	Continue to negotiate seven covenants (S. Pender, Salt Spring (2), Keats, Thetis, and Lasqueti (2)) and continue to negotiate transfer of Sandy Beach Nature Reserve (Keats), Crystal Mountain (Galiano) Negotiate, as directed, conservation covenant for the Baile NAPTEP application (N. Pender) Continue participation on the Coastal Douglas-fir & Associated Ecosystems Conservation Partnership Steering Committee and Securement Committee
3. COVENANT AND PROPERTY MANAGEMENT	
Postponed 2020 monitoring season due to COVID-19 restrictions; began preparations for modified monitoring consistent with WorkSafeBC rules	Negotiate service contracts for management activities in ITC nature reserves, including invasive species removal and trail maintenance

As of June 2020 the Islands Trust Conservancy protects 105 conservation properties, 29 nature reserves and 76 covenants (of which 25 have NAPTEP certificates)

3. COVENANT AND PROPERTY MANAGEMENT (CONT.)	
Approved management plans for three nature reserves on Denman Finalized MOU for the Sidney Island Ecological Restoration Project	Continue to adapt monitoring season as required during the COVID-19 pandemic Complete management plans for two nature reserves on Salt Spring Island; continue management planning for one nature reserve on Thetis Island Develop access, kiosk and informative panels for Fairyslipper Forest Nature Reserve on Thetis Island Support one landowner with planning an assessment of pond health on their covenant Continue participation in the Capital Regional Invasive Species Partnership and the Sidney Island Ecological Restoration Project Trial use of iNaturalist for collection of biodiversity information for ITC conservation lands
4. COMMUNICATIONS AND OUTREACH	
Developed ITC website material for new website Issued a Spring 2020 newsletter for covenant landowners Developed customized CDF Fact Sheets for local trust areas for use in outreach and on websites Met with Salt Spring Islanders regarding educational materials for CDF forests Island Profiles completed – available on ITC and local trust committee websites and BIM website; printed copies made available to all offices.	Develop outreach plan for 2020 Mail CDF outreach package to approximately 345 private landowners of CDF forest Review proto-version of new website; update content as required Plan celebration of ITC's 30th Anniversary Produce summer edition of Heron newsletter Develop and implement communications plan for Climate Projections report
5. FUNDRAISING AND CONSERVANCY SUPPORT	
Held four meetings with Planned Giving advisors Contacted and met with Vancouver and Victoria Foundations; updated information on their websites Awarded Opportunity Fund grants of $3,500 to the Salt Spring Island Conservancy and $5,000 to the Denman Conservancy Association	Write Strategic Charitable Giving Action Plan Continue meetings with Planned Giving professional advisors.

As of June 2020 the Islands Trust Conservancy protects 105 conservation properties, 29 nature reserves and 76 covenants (of which 25 have NAPTEP certificates)

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	June 16-17, 2020
From:	**Islands Trust Conservancy**	**Date Prepared:**	May 26, 2020

SUBJECT: **AUDITED FINANCIAL STATEMENTS OF THE ISLANDS TRUST CONSERVANCY FOR 2019-2020**

PURPOSE: The audited financial statements of the Islands Trust Conservancy for the year ended March 31, 2020 were reviewed and accepted by the Islands Trust Conservancy Board at their May 26, 2020 meeting and are being provided to Trust Council for information.

BACKGROUND: The *Islands Trust Act* Section 46 requires the Islands Trust Conservancy to prepare and submit to Trust Council a report respecting the previous fiscal year that includes an audited balance sheet, a statement of receipts and expenditures and a schedule of all assets held in trust, with their valuation.

A note has been added to the financial statements (note 1 (f)) to recognize the importance of natural assets held by the ITC. This note was added at the request of the ITC Board at its November 2019 meeting:

> **ITC-2019-047**
> It was MOVED and SECONDED, that Islands Trust Conservancy Board direct staff to consider including a Note Disclosure highlighting the importance of natural assets to the mandate of Islands Trust and the services they provide for island communities, starting with the current fiscal year's annual financial reporting.

ATTACHMENT(S):

1. Financial Statements of the Islands Trust Conservancy, Year Ended March 31, 2020

FOLLOW-UP: The Audited Financial Statements of the Islands Trust Conservancy will be posted to the Islands Trust Conservancy website at www.islandstrustconservancy.ca.

Prepared By: Kate Emmings, A/Manager, Islands Trust Conservancy

Reviewed By/Date: Clare Frater, Director of Trust Area Services / May 26, 2020
Russ Hotsenpiller, CAO / May 28, 2020
Executive Committee / June 3, 2020

Financial Statements of

THE ISLANDS TRUST CONSERVANCY

And Independent Auditors' Report thereon

Year ended March 31, 2020

INDEPENDENT AUDITORS' REPORT

To the Trustees of The Islands Trust Conservancy Board, the Trustees of Islands Trust and the Minister of Municipal Affairs and Housing

Opinion

We have audited the financial statements of the Islands Trust Conservancy (the Entity) which comprise:

- the statement of financial position as at March 31, 2020
- the statement of operations for the year then ended
- the statement of changes in fund balances for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, except for the possible effects of the matter described in the 'Basis for Qualified Opinion' section of our auditors' report, the financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2020, and its results of operations, its changes in fund balances and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Entity derives revenue from donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Entity.

Therefore, we were not able to determine whether any adjustments might be necessary to:

- the current assets reported in the statements of financial position as at March 31, 2020 and March 31, 2019
- the donations revenues and excess of revenues over expenses reported in the statements of operations for the years ended March 31, 2020 and March 31, 2019
- the fund balances, at the beginning and end of the year, reported in the statements of changes in fund balances for the years ended March 31, 2020 and March 31, 2019
- the excess of revenues over expenses reported in the statements of cash flows for the years ended March 31, 2020 and March 31, 2019.

Our opinion on the financial statements for the year ended March 31, 2019 was qualified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the **"*Auditors' Responsibilities for the Audit of the Financial Statements*"** section of our auditors' report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

  The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Entity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Victoria, Canada
_____, 2020

THE ISLANDS TRUST CONSERVANCY

Statement of Financial Position

March 31, 2020, with comparative information for 2019

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2020 Total	2019 Total
						(Schedule 1)
Assets:						
Current assets:						
Cash	$ 25,205	$ 171,702	$ -	$ -	$ 196,907	$ 256,626
Short-term investments (note 2)	-	161,433	-	88,000	249,433	258,710
Due from Islands Trust	26	165	-	-	191	-
	25,231	333,300	-	88,000	446,531	515,336
Investments (note 3)	-	113,155	-	-	113,155	68,227
Land (notes 4 and 6)	-	-	7,624,169	6,566,532	14,190,701	13,885,770
	$ 25,231	$ 446,455	$ 7,624,169	$ 6,654,532	$ 14,750,387	$ 14,469,333
Liabilities:						
Current liabilities:						
Accounts payable	$ 3,500	$ 215	$ -	$ -	$ 3,715	$ -
Due to Islands Trust	-	-	-	-	-	2,627
	3,500	215	-	-	3,715	2,627
Fund Balances:						
Unrestricted	21,731	-	-	-	21,731	28,844
Investment in land (note 4)	-	-	7,624,169	-	7,624,169	7,624,169
Internally restricted (note 5)	-	23,268	-	-	23,268	23,525
Externally restricted (note 5)	-	422,972	-	-	422,972	440,567
Restricted for endowment purposes (note 6)	-	-	-	6,654,532	6,654,532	6,349,601
	21,731	446,240	7,624,169	6,654,532	14,746,672	14,466,706
	$ 25,231	$ 446,455	$ 7,624,169	$ 6,654,532	$ 14,750,387	$ 14,469,333

The accompanying notes are an integral part of these financial statements.

Approved by the Trust Conservancy Board:

_____ Board member

_____ Board member

THE ISLANDS TRUST CONSERVANCY

Statement of Operations

Year ended March 31, 2020, with comparative information for 2019

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2020 Total	2019 Total
						(Schedule 2)
Revenue:						
Donations:						
Cash	$ 3,486	$ 205,919	$ -	$ -	$ 209,405	$ 31,008
Land	-	-	-	70,000	70,000	85,000
Grants	-	5,219	-	-	5,219	5,076
Rental income	-	10,306	-	-	10,306	10,200
Investment income (loss)	152	(6,271)	-	-	(6,119)	8,576
Sale of fundraising items	-	-	-	-	-	125
	3,638	215,173	-	70,000	288,811	139,985
Expenses:						
Repairs and maintenance - Alton property	-	2,594	-	-	2,594	2,598
Cost of sales of fundraising items	-	-	-	-	-	668
Bank charges	31	-	-	-	31	565
Donations to conservancy groups	6,220	-	-	-	6,220	3,990
	6,251	2,594	-	-	8,845	7,821
Excess (deficiency) of revenue over expenses	$ (2,613)	$ 212,579	$ -	$ 70,000	$ 279,966	$ 132,164

The accompanying notes are an integral part of these financial statements.

THE ISLANDS TRUST CONSERVANCY

Statement of Changes in Fund Balances

Year ended March 31, 2020, with comparative information for 2019

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	Total
Fund balances, March 31, 2018	$ 29,881	$ 415,891	$ 7,624,169	$ 6,264,601	$ 14,334,542
Excess (deficiency) of revenue over expenses	(1,037)	48,201	-	85,000	132,164
Fund balances, March 31, 2019	28,844	464,092	7,624,169	6,349,601	14,466,706
Excess (deficiency) of revenue over expenses	(2,613)	212,579	-	70,000	279,966
Interfund transfer (note 7)	(4,500)	(230,431)	-	234,931	-
Fund balances, March 31, 2020	$ 21,731	$ 446,240	$ 7,624,169	$ 6,654,532	$ 14,746,672

The accompanying notes are an integral part of these financial statements.

THE ISLANDS TRUST CONSERVANCY

Statement of Cash Flows

Year ended March 31, 2020, with comparative information for 2019

	2020	2019
Cash provided by (used in):		
Operating activities:		
Excess of revenue over expenses	$ 279,966	$ 132,164
Item not involving cash:		
Donation of land	(70,000)	(85,000)
Changes in non-cash operating working capital:		
Inventory of fundraising items	-	667
Accounts payable	3,715	-
Due to (from) Islands Trust	(2,818)	2,627
	210,863	50,458
Capital activities:		
Cash paid to acquire land	(234,931)	-
Investing activities:		
(Decrease) in short-term investments	(44,928)	(1,705)
Increase (decrease) in long-term investments	9,277	(5,938)
	(35,651)	(7,643)
Increase (decrease) in cash	(59,719)	42,815
Cash, beginning of year	256,626	213,811
Cash, end of year	$ 196,907	$ 256,626

The accompanying notes are an integral part of these financial statements.

The Islands Trust Conservancy (the "Trust Conservancy") is incorporated under The Islands Trust Act of British Columbia and is empowered to accept donations, grants and bequests on behalf of The Islands Trust and to hold land and other property in compliance with a Trust Conservancy plan approved by the Ministry of Municipal Affairs and Housing.

The Islands Trust (the "Trust") is also incorporated under The Islands Trust Act of British Columbia (as amended). The objectives of the Trust are to preserve and protect the Trust area and its unique amenities and environment for the benefit of the residents of the Trust area and of the Province generally.

The Trust Conservancy is administered by the Trust and for financial reporting purposes, the Trust and the Trust Conservancy are reported on separately. The Trust Conservancy's annual expenses are funded by and reported as part of the Trust in accordance with The Islands Trust Act. These financial statements present the financial position and changes in fund balances of the Trust Conservancy.

1. Significant accounting policies:

The financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards including the 4200 standards for government not-for-profit organizations:

(a) Fund accounting:

The Trust Conservancy follows the restricted fund method of accounting for contributions.

The Opportunity Fund reports unrestricted resources.

The Restricted Fund reports the assets, liabilities, revenue and expenses related to internally and externally restricted assets.

The Capital Fund reports the assets, liabilities, revenue and expenses related to the Trust Conservancy's capital assets.

The Endowment Fund reports resources that are contributed for endowment purposes.

(b) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Derivative instruments and equity instruments that are quoted in an active market are reported at fair value. All other financial instruments are subsequently recorded at cost or amortized cost unless management has elected to carry the instruments at fair value. Management has elected to record all investments at fair value as they are managed and evaluated on a fair value basis.

Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses until they are realized, when they are transferred to the statement of operations.

1. Significant accounting policies (continued):

(b) Financial instruments (continued):

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations and any unrealized gain is adjusted through the statement of remeasurement gains and losses. When the asset is sold, the unrealized gains and losses previously recognized in the statement of remeasurement gains and losses are reversed and recognized in the statement of operations. During the years presented, there are no unrealized gains and losses, and as a result, no statement of remeasurement gains and losses has been included in these financial statements. All investments held by the Trust Conservancy are classified as Level 2 investments for fair value measurement and there were no changes in classification in the years presented.

(c) Land:

Purchased land is recorded at cost. Contributed land is recorded at estimated fair value at the date of contribution.

(d) Revenue recognition:

Restricted contributions are recorded as revenue of the appropriate restricted fund when received or receivable, if the amount can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions are recorded as revenue of the Opportunity Fund in the year received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

Contributions for endowment are recorded as revenue in the Endowment Fund balance.

Interest income earned on Endowment Fund resources is restricted for the purpose of maintaining certain specified property and is recorded in the Restricted Fund. Interest income of internally restricted funds is recorded as revenue of the Restricted Fund. Other interest income is recorded as revenue of the Opportunity Fund when earned.

All other forms of income are recorded as revenue of the Opportunity Fund when received or receivable.

1. Significant accounting policies (continued):

(e) Liability for contaminated sites:

A liability for contaminated sites is recognized when a site is not in productive use and the following criteria are met:

(*i*) an environmental standard exists;

(*ii*) contamination exceeds the environmental standard;

(*iii*) the Trust Conservancy is directly responsible or accepts responsibility;

(*iv*) it is expected that future economic benefits will be given up; and

(*v*) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

(f) Natural assets:

The Trust Conservancy is fortunate to have, and to be mandated to protect, many natural assets in the Island Trust Area that reduce the need for engineered infrastructure that might otherwise be required by other government agencies to provide various services to the islands. This includes island aquifers (water storage and filtration); streams, ditches and wetlands (rain water management); forests (carbon sequestration); and foreshore areas (natural seawalls). Canadian public sector accounting standards do not provide for the valuation and recording of such assets in the financial statements. As such, these natural assets are not reported in these financial statements. Nevertheless, the Conservancy acknowledges the importance of these assets and the need to manage them in conjunction with engineered infrastructure that is managed by other government agencies.

(g) Use of estimates:

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions which affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the period. Significant estimates include assumptions used in estimating the fair value of contributed land at the date of contribution. Actual results could differ from those estimates.

2. Short-term investments:

Short-term investments consist of an endowment fund with the Victoria Foundation and Municipal Finance Authority of British Columbia (“MFA”) Short Term Bond and Money Market Funds. Investments in MFA Funds are recorded at market value.

3. Investments:

Investments consist of a guaranteed investment certificate that matures on July 29, 2020. It has an interest rate of 2.23%.

4. Land:

	Acquisition date	2020	2019
Inner Island Nature Reserve, Denman Island	1992	$ 70,000	$ 70,000
Coats Millstone Reserve, Gabriola Island	1994	100,000	100,000
Medicine Beach Nature Sanctuary, North Pender Island	1996	477,000	477,000
Cunningham Reserve, Salt Spring Island	1994	265,000	265,000
Deep Ridge Reserve, Salt Spring Island	1992	255,000	255,000
Lower Mt. Erskine Nature Reserve, Salt Spring Island	1996	284,000	284,000
Kwel Nature Sanctuary, Lasqueti Island	1997	195,497	195,497
Singing Woods Nature Reserve, Bowen Island	1999	157,000	157,000
Trincomali Nature Sanctuary, Galiano Island	2001	242,406	242,406
Horton Bayviary Nature Reserve, Mayne Island	2002	210,000	210,000
Morrison Marsh Nature Reserve, Denman Island	2006	438,000	438,000
Brigade Bay Bluffs Nature Reserve, Gambier Island	2006	150,000	150,000
Long Bay Wetland Nature Reserve, Gambier Island	2006	305,000	305,000
Elder Cedar Nature Reserve, Gabriola Island	2007	658,000	658,000
Mount Artaban Nature Reserve, Gambier Island	2009	1,177,000	1,177,000
Fairy Fen Nature Reserve, Bowen Island	2011	1,817,000	1,817,000
Laughlin Lake Nature Reserve, Galiano Island	2013	56,000	56,000
Vanilla Leaf Land Nature Reserve, Galiano Island	2014	217,000	217,000
Fairy Slipper Forest Nature Reserve, Thetis Island	2017	550,266	550,266
		$ 7,624,169	$ 7,624,169

5. Restricted Fund balances:

	2020	2019
Internally restricted:		
McFadden Creek management fund	$ 23,268	$ 23,525
Externally restricted:		
Alton Nature Reserve - maintenance fund	130,590	129,934
Morrison Fund	20,269	20,140
Covenant Defense Fund	113,508	111,453
Lasqueti Acquisition Fund	33,069	57,360
Gambier Acquisition Fund	124,243	120,392
Thetis Island Acquisition Fund	1,293	1,288
	422,972	440,567
	$ 446,240	$ 464,092

6. Restricted for endowment purposes:

	Acquisition date	2020	2019
Short-term investments			
Alton Nature Reserve - maintenance	2002	$ 88,000	$ 88,000
Land:			
Lindsay Dickson Nature Reserve, Denman Island	2001	2,200,000	2,200,000
Alton Nature Reserve, Salt Spring Island	2002	454,000	454,000
McFadden Creek Nature Sanctuary, Salt Spring Island	2015	422,601	422,601
Properties acquired under the Federal Government Ecological Gifts program:			
Mt. Trematon Nature Reserve, Lasqueti Island	2006	320,000	320,000
David Otter Nature Reserve, Bowen Island	2007	620,000	620,000
John Osland Nature Reserve, Lasqueti Island	2012	890,000	890,000
Valens Brook Nature Reserve, Denman Island	2013	280,000	280,000
Burren's Acres Nature Reserve, Gabriola Island	2014	210,000	210,000
Moore Hill Nature Reserve, Thetis Island	2017	780,000	780,000
Valens Brook Nature Reserve, Denman Island	2019	85,000	85,000
Salish View Nature Reserve, Lasqueti Island	2020	304,931	-
		6,566,532	6,261,601
		$ 6,654,532	$ 6,349,601

Investment gains (losses) on endowment funds for the year of ($13,127) (2019 - $1,914) have been recorded in the Restricted Fund.

Two properties owned by the Trust Conservancy, the Lindsay Dickson property on Denman Island, and the Alton property on Salt Spring Island, were donated on the condition that the properties be used and managed in certain ways. The Lindsay Dickson property was donated "for so long as the land is used as a nature reserve for the use, benefit and enjoyment of the residents of B.C.". The Alton property is to be held, managed and preserved for its ecological environment and scenic features and not as a recreational park. The residence, gardens and driveway are to be preserved and managed for non-profit purposes.

In the event that these properties are not managed accordingly, the properties could revert to the Province of British Columbia in the case of the Lindsay Dickson Nature Reserve and to the Executors of the donor's estate in the case of the Alton Nature Reserve.

In 2015, the McFadden Creek Nature Sanctuary on Salt Spring Island was donated to the Trust Conservancy on the condition that the property was to be protected, preserved and maintained in its natural state. Should a disposition of this property ever be triggered, there is a Right of First Refusal on the property in favor of the Wild Bird Trust of BC.

Certain properties as listed in the preceding table were acquired under the Federal Government Ecological Gift program. Recipients of ecological gifts are responsible for maintaining the biodiversity and environmental heritage values of the property in perpetuity.

7. Interfund transfer:

During the year, there was an interfund transfer of $4,500 from the Opportunity Fund to the Endowment Fund and a transfer of $230,431 from the Restricted Fund to the Endowment Fund, representing in total the cash paid to acquire the Salish View Nature Reserve on Lasqueti Island.

8. Related party:

The Trust is related to the Trust Conservancy through the composition of the Trust Conservancy's Board. The Trust Conservancy's Board is comprised of three members from the Trust's Council and up to three members appointed by the Minister of Municipal Affairs and Housing.

The Trust Conservancy's annual expenses are funded by and reported as part of the Trust in accordance with The Islands Trust Act. The expenses are summarized as follows:

	2020	2019
Operations and property management	$ 527,344	$ 485,276
Board	19,043	18,409
Administration	216,627	165,399
	$ 763,014	$ 669,084

For the year ended March 31, 2020, amounts owing from Islands Trust were $191 (2019 - $2,627 payable).

9. Financial risks and concentration of risk:

The Trust Conservancy's financial instruments consist of cash, short-term investments, accounts receivable, investments, property tax payable and amounts due from Islands Trust. It is management's opinion that the Trust Conservancy is not exposed to significant interest, currency or credit risk arising from these financial instruments. The maximum exposure to credit risk at March 31, 2020 is the carrying value of cash, accounts receivable, short-term investments and investments. The Trust Conservancy deals with creditworthy counterparties to mitigate credit risk. The Trust Conservancy manages its liquidity risk by monitoring its operating requirements. Interest rate risk is not significant due to the short term nature of investments held. There have been no significant changes to risk exposure in the years presented.

10. Subsequent event:

Subsequent to March 31, 2020, the COVID-19 outbreak that was declared a pandemic by the World Health Organization remains ongoing. The situation is dynamic and the ultimate duration and magnitude of the impact on the economy and our business are not known at this time. These impacts could include impairment in the value of our long-lived assets or potential future decreases in revenue or the profitability of our ongoing operations.

THE ISLANDS TRUST CONSERVANCY

Statement of Financial Position

Schedule 1

March 31, 2019

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2019 Total
Assets:					
Current assets:					
Cash	$ 31,548	$ 225,078	$ -	$ -	$ 256,626
Short-term investments (note 2)	-	170,710	-	88,000	258,710
Inventory of fundraising items	-	-	-	-	-
	31,548	395,788	-	88,000	515,336
Investments (note 3)	-	68,227	-	-	68,227
Land (notes 4 and 6)	-	-	7,624,169	6,261,601	13,885,770
	$ 31,548	$ 464,015	$ 7,624,169	$ 6,349,601	$ 14,469,333
Liabilities:					
Current liabilities:					
Property tax payable	$ -	$ -	$ -	$ -	$ -
Due to Islands Trust	2,704	(77)	-	-	2,627
Deferred revenue	-	-	-	-	-
	2,704	(77)	-	-	2,627
Fund Balances:					
Unrestricted	28,844	-	-	-	28,844
Investment in land (note 4)	-	-	7,624,169	-	7,624,169
Internally restricted (note 5)	-	23,525	-	-	23,525
Externally restricted (note 5)	-	440,567	-	-	440,567
Restricted for endowment purposes (note 6)	-	-	-	6,349,601	6,349,601
	28,844	464,092	7,624,169	6,349,601	14,466,706
	$ 31,548	$ 464,015	$ 7,624,169	$ 6,349,601	$ 14,469,333

THE ISLANDS TRUST CONSERVANCY

Statement of Operations

Schedule 2

Year ended March 31, 2019

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2019 Total
Revenue:					
Donations:					
Cash	$ 3,610	$ 27,398	$ -	$ -	$ 31,008
Land	-	-	-	85,000	85,000
Grants	-	5,076	-	-	5,076
Rental income	-	10,200	-	-	10,200
Investment income	108	8,468	-	-	8,576
Sale of fundraising items	125	-	-	-	125
	3,843	51,142	-	85,000	139,985
Expenses:					
Repairs and maintenance - Alton property	-	2,598	-	-	2,598
Cost of sales of fundraising items	668	-	-	-	668
Bank charges	222	343	-	-	565
Donations to conservancy groups	3,990	-	-	-	3,990
Consultant fees	-	-	-	-	-
	4,880	2,941	-	-	7,821
Excess (deficiency) of revenue over expenses	$ (1,037)	$ 48,201	$ -	$ 85,000	$ 132,164

The accompanying notes are an integral part of these financial statements.

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 16, 2020
From:	**Trust Conservancy Board**	**Date Prepared:**	May 21, 2020

SUBJECT: **NATURAL AREA PROTECTION TAX EXEMPTION PROGRAM (NAPTEP) CERTIFICATE, NORTH PENDER ISLAND LOCAL TRUST AREA**

RECOMMENDATION: That the Islands Trust Council request the Secretary issue a Natural Area Protection Tax Exemption Certificate for the covenanted portion of the property described as "Lot B Section 22 Pender Island Cowichan District Plan VIP 67942, Parcel Identifier 024-289-582" subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The Islands Trust Conservancy Board currently holds nine NAPTEP covenants in the North Pender Island Local Trust Area. Trust Council has issued twenty-five NAPTEP tax exemptions in the Islands Trust Area to date.

---

1 **PURPOSE:** Approval of a Natural Areas Protection Tax Exemption Certificate

2 BACKGROUND:

A NAPTEP application was received on January 23, 2020 to covenant approximately 3.99 ha (9.85 acres) of land on Clam Bay Road (map below) in the North Pender Local Trust Area.

Property Information

Property Description: PID: 024-289-582, Lot B Section 22 Pender Island Cowichan District Plan VIP 67942
Property size: 3.99ha (9.85 ac)

NAPTEP Natural Values & Amenities

Islands Trust Conservancy staff have reviewed the proposal and confirmed that it is eligible under section 2 of the NAPTEP Regulations, due to presence of:

1 **Areas that are relatively undisturbed by human activity[1] and are good examples of one or more of the ecosystems described in the Schedule to the regulation**
   - *Mature-older forest ecosystem*: The proposed covenant area consists largely of mixed mature forest ecosystems.
   - *Woodland Ecosystem*: There are steep mossy bluff areas that are mapped woodland ecosystems, dry, open stands of Douglas-fir and Arbutus with non-forested openings.

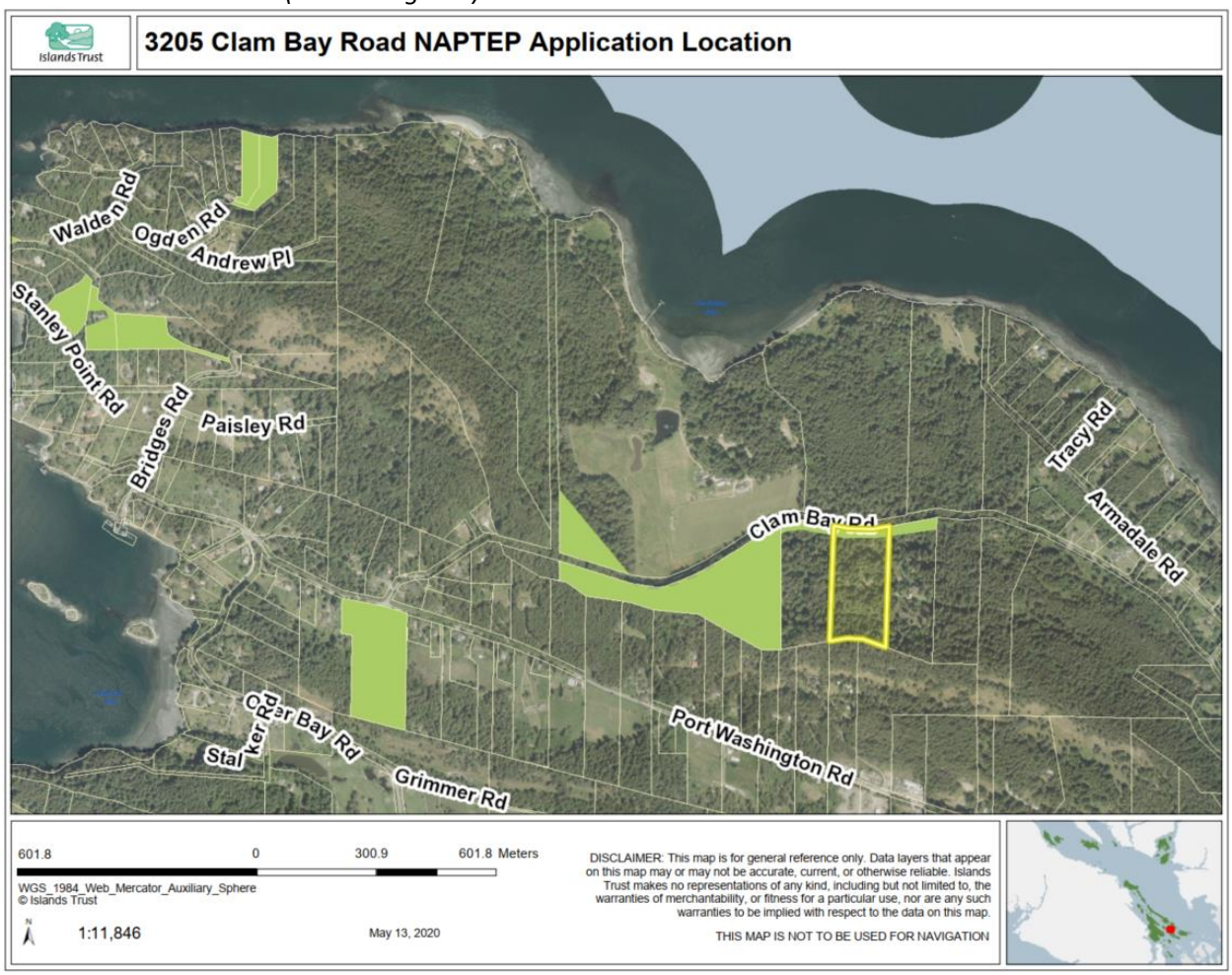
2 **Areas that are relatively undisturbed by human activity and are key habitat for rare native plant species or plant communities**
   The following rare plant communities have been mapped on the property (in the Terrestrial Ecosystem Mapping project for the Coastal Douglas-fir zone [2009, and 2017 updates]):
   - a. *Douglas-fir – Dull Oregon-grape Ecological Community* (Red listed)

[1] Islands Trust Conservancy notes that the area in question has a rich history of human activity pre and post contact and that the area in question is an area of Indigenous cultural heritage, activity, and use.

- b. *Douglas-fir – Alaska Oniongrass* (Red-listed)
- c. *Grand fir – Dull Oregon-grape* (Red-listed)

The Islands Trust Conservancy Board reviewed the application at their 26 May meeting and agreed to hold the related conservation covenant for this application.

Location of subject property (yellow outline), showing local context of existing Islands Trust Conservancy conservation covenants (shown in green).



3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Covenant registration and issuance of the Exemption Certificate will be the responsibility of ITC staff. Staff will ensure that both the covenant and the baseline inventory report meet NAPTEP standards.

FINANCIAL: The costs of administering this application will be partly recovered through the application fees. Other associated costs such as covenant registration, survey costs and baseline costs will be covered by the landowner. Annual monitoring will be done by the Covenant Management and Outreach Specialist and the ITC budget will increase according to Trust Council approved amounts for ongoing covenant management.

POLICY: This application is consistent with Trust Council's policies regarding NAPTEP applications.

IMPLEMENTATION/COMMUNICATIONS:

- The applicant will be advised of Trust Council's decision.

- The applicant will complete a baseline inventory report and a legal survey (if necessary) and will be required to register the standard NAPTEP covenant against the property title.
- The certificate will be issued by the Islands Trust Secretary when the covenant is successfully registered.
- Once the certificate is issued to the applicant, the BC Assessment Authority, the Land Titles Office, and the Regional District and any other relevant agencies will be advised.
- ITC staff will advise the public regarding the successful completion of NAPTEP applications via a news release and the ITC website.

FIRST NATIONS: There are no known archaeological sites on the land and at this time and the application has not been referred to First Nations. Section 35 rights related to harvesting or gathering of flora and fauna at this time has not been inventoried. ITC has not arranged a site visit, at this time, by an Indigenous Knowledge Holder (IKH) or Traditional Ecological Knowledge holder (TEK).

OTHER: ITC currently holds a small covenant along the northern border of the land, protecting mature forest and individual old-growth Douglas-fir trees. The North Pender Island Local Trust Committee was provided information regarding the Baile NAPTEP application at its May 21, 2020 meeting. No comments were provided.

4 RELEVANT POLICYS:

- Islands Trust Act (7.1)
- Islands Trust Natural Area Protection Tax Exemption Regulation
- Trust Council procedure 2.1.x re: Administration of the NAPTEP program

5 ATTACHMENTS: None

RESPONSE OPTIONS

Recommendation: That the Islands Trust Council request the Secretary issue a Natural Area Protection Tax Exemption Certificate for the covenanted portion of the property described as "Lot B Section 22 Pender Island Cowichan District Plan VIP 67942, Parcel Identifier 024-289-582" subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.

Alternative:
1. To decline to issue the certificate.
2. To delay issuance of the certificate subject to receipt of additional information.

Prepared By: Kathryn Martell, A/Ecosystem Protection Specialist

Reviewed By/Date: Kate Emmings, A/Islands Trust Fund Manager / May 25, 2020
Clare Frater, Director Trust Area Services / May 26, 2020
Russ Hotsenpillar, Chief Administrative Officer / May 28, 2020
Executive Committee / June 3, 2020

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 16-17, 2020
From:	Kate Emmings	**Date Prepared:**	May 27, 2020
SUBJECT:	Coastal Douglas-fir protection and communication initiatives		

PURPOSE: To describe to Trust Council the ways in which contiguous Coastal Douglas-fir forests are highlighted and prioritized by the Islands Trust Conservancy in outreach, communications and approval of NAPTEP covenants.

BACKGROUND: At its March 2019 meeting, Trust Council passed a resolution requesting that staff make recommendations for how the Natural Areas Property Tax Exemption Program (NAPTEP) can be tailored to highlight and prioritise contiguous tracks of the Coastal Douglas-fir zone in the outreach, communications, and approval of NAPTEP covenants by the Islands Trust Conservancy (see underline of resolution below).

TC-2019-024
It was Moved by Trustee Busheikin and Seconded by Trustee Patrick
That Islands Trust Council requests implementation of the Coastal Douglas-fir Tool Kit as follows:

1. *Distribute the Coastal Douglas-fir Tool Kit to local trust committees and Bowen Island Municipality with a recommendation to add it as a top priority long range planning project.*
2. *Prioritize protection of the Coastal Douglas-fir and Associated Ecosystems and implementation of the Islands Trust Conservancy Regional Conservation Plan in the Islands Trust Council strategic plan for 2019-2023.*
3. *Direct Local Planning Committee to commission mapping of contiguous tracks of the Coastal Douglas-fir zone and associated ecosystems across the Islands Trust Area.*
4. ***Request staff to create a strong communications program that will support Islands Trust Conservancy conservation initiatives for Coastal Douglas-fir protection as well as support the land use planning process, with a special focus on communicating the role of Development Permit Areas as a tool for Coastal Douglas-fir protection that permits development.***
5. ***Request staff to bring recommendations for how the Natural Areas Property Tax Exemption Program (NAPTEP) can be tailored to highlight and prioritise contiguous tracks of the Coastal Douglas-fir zone in the outreach, communications, and approval of NAPTEP covenants by the Islands Trust Conservancy.***
6. *Request Trust Area Services staff to continue participating in the Coastal Douglas-fir Conservation Partnership.*

Protection of Contiguous Coastal Douglas-fir Forest under NAPTEP

NAPTEP has always prioritized protection of contiguous Coastal Douglas-fir forests through the Islands Trust Natural Area Protection Tax Exemption Regulation, BC Reg. 41/2002, section 2 (a), which prioritizes mature forests for protection, and section 2 (b), which prioritizes areas that are "key habitat

for rare native plant species or plant communities." Nothing in the NAPTEP regulation prioritizes protection of contiguous forests; however, through its Regional Conservation Plan, the Islands Trust Conservancy identifies a set of biodiversity priorities which include healthy forests and larger, connected protected areas. Islands Trust Conservancy staff and board use these criteria when assessing and approving NAPTEP covenants.

Outreach and Communications for NAPTEP

Islands Trust Conservancy staff frequently profile the protection of forests through NAPTEP and include information about NAPTEP in education materials. Additionally, all NAPTEP outreach campaigns have focused on high biodiversity lands, including those with older, contiguous forests.

Islands Trust Conservancy staff are currently working on a mail out to approximately 375 landowners of larger, contiguous forests across the Trust Area. The mail out will describe the importance of Coastal Douglas-fir forests, include a check-list of things that landowners can do to care for forests and a fact sheet about forest ecosystems. The checklist and CDF Fact Sheet include a reference to NAPTEP as a tool for forest conservation, as well as the opportunities for use of planning tools, such as Development Permit Areas, for Coastal Douglas-fir protection.

ATTACHMENT:

1. Coastal Douglas-fir Fact Sheet (Salt Spring Island provided as an example)
2. Islands Trust Natural Area Protection Tax Exemption Regulation, BC Reg. 41/2002

FOLLOW-UP: Under its current practices, the Islands Trust Conservancy takes opportunities to prioritize forest protection and to communicate about the importance of protecting large, contiguous tracts of forest habitat. Staff will continue to promote protection of Coastal Douglas-fir forests in this work. There are no additional recommendations for changes to current work programs.

Staff will be including a new page on Forest Protection on the new website. This page will feature information on land use planning tools and other conservation options that can be used to protect Coastal Douglas-fir forests.

Staff will follow up as directed.

Prepared By: Kate Emmings, A/Manager, Islands Trust Conservancy

Reviewed By/Date: Clare Frater, Director, Trust Area Services / May 27, 2020
Russ Hotsenpiller, Chief Administrative Officer / May 28, 2020
Executive Committee/June 3, 2020



SALT SPRING ISLAND LOCAL TRUST AREA

Coastal Douglas-fir Forests

What are Coastal Douglas-fir Ecosystems?

The Coastal Douglas-fir (CDF) zone describes a unique set of ecosystems found only on southeast Vancouver Island, the Gulf Islands, and the southwest coast of BC. CDF ecosystems are rare and highly endangered. These ecosystems include Douglas-fir forests, as well as Garry oak woodlands, wetlands, estuaries, and other unique communities of plant, animal, and fungi found nowhere else in the world.

Why are CDF Ecosystems Important?

CDF ecosystems have:

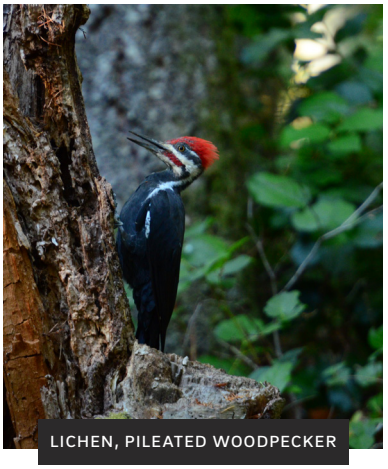
- The highest diversity of plant species in BC
- The highest diversity of overwintering bird species in Canada
- The highest density of species at risk in BC, including 24 globally imperiled species

Yet 98% of the 45 ecological communities in the CDF zone are at risk of being lost.

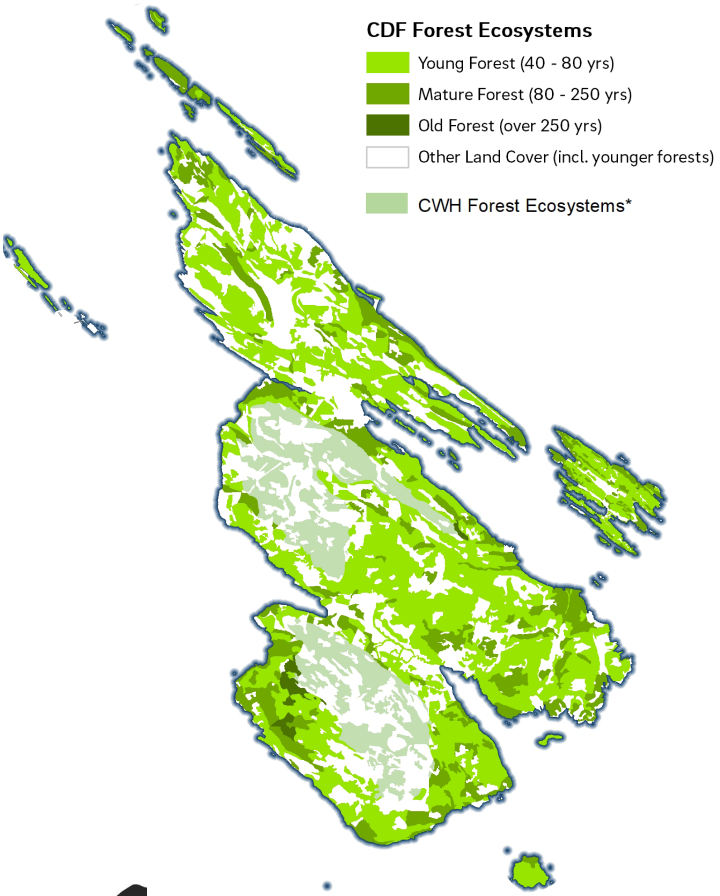
In addition to supporting biodiversity, CDF forests benefit our communities by:

- Mitigating climate change by capturing and storing carbon from the atmosphere
- Supporting cultural and spiritual values of First Nations that have lived in the region since time immemorial
- Reducing pollution by removing dust, pollen, and smoke from the air
- Controlling and filtering rainwater runoff into lakes and streams, which captures and protects drinking water and reduces risk of flooding and drought
- Supporting resilient food systems by providing habitat for native pollinators
- Increasing property values
- Providing recreational opportunities and spaces for relaxation





LICHEN, PILEATED WOODPECKER



*CWH: Coastal Western Hemlock Forest Ecosystem

This resource was developed by:

ISLANDS TRUST CONSERVANCY

COASTAL DOUGLAS-FIR & ASSOCIATED ECOSYSTEMS CONSERVATION PARTNERSHIP

RAINCOAST CONSERVATION FOUNDATION

Photos by Kristine Mayes except lichen photo by Ken Lertzman, header and footer photos by Alex Harris for Raincoast. Map produced by Islands Trust.

Why are CDF Forests at Risk?

Since European settlement, almost half of the historically forested land in the CDF zone has been lost due to land uses such as forestry and development. Most old-growth forests have been replaced by second-growth forests that are not as biodiverse or resilient. Remaining CDF forests are in a hotspot of urban and rural development, and under increasing pressure from a growing population.

Climate change will have significant impacts on CDF forests as intensifying summer droughts stress trees. Islander observations indicate that climate change has already impacted western redcedar and other species. It is likely that drought is the primary cause of increased stress, but work needs to be done to understand these changes and adapt conservation of CDF habitats.

CDF forests and associated ecosystems are among the most endangered in Canada, yet only 11% of land in this zone is protected. Eighty percent of the land in the CDF zone is privately owned, highlighting the importance of voluntary conservation actions by individuals to protect what's left.


DOUGLAS-FIR CONES

Only 11% of land in the CDF zone is under some form of protection

What You Can Do

Become a land steward:

- ☐ Protect living trees
- ☐ Leave large patches of natural forest intact
- ☐ Leave standing dead trees (snags) and fallen trees to decay in place to provide shelter and food for wildlife
- ☐ Restrict vehicle and livestock access into forests
- ☐ Control invasive species, like ivy, holly, daphne, and broom
- ☐ Keep cats indoors as much as possible
- ☐ Garden with native species
- ☐ Keep forest health in mind while managing fire risk. Focus on fire-proofing your home and planting a buffer of fire-resistant native plants like salal and Oregon-grape. Help protect your community by protecting older forests: their high moisture-holding capacity makes them a natural fire break.
- ☐ Become a citizen scientist — add your observations to a growing global database using the iNaturalist app, or keep a nature journal

Consider how your community can protect forests through Environmental Development Permit Areas and conservation guidelines in your Official Community Plan and Land Use Bylaw.

Permanently protect your land with conservation covenant. A covenant is a voluntary, legal agreement between you and a conservancy that protects your land from development — not just while you own and live on the land, but even after your property is sold or transferred to new owners. Covenants registered through the Islands Trust's **Natural Areas Protection Tax Exemption Program (NAPTEP)** are eligible for a 65% reduction in property taxes on the portion of land protected.

Create a nature reserve through a donation of land to a conservancy or parks agency. If you donate land with significant ecological value, you may be eligible for additional tax benefits through the federal Ecological Gifts Program.

Opportunity Fund Grants can help cover costs associated with protecting land. Contact Islands Trust Conservancy to learn more at 250-405-5186 or itcmail@islandstrust.bc.ca

Resources

For information on conservation covenants, land donations, and stewardship programs, contact:
Islands Trust Conservancy: visit islandstrustconservancy.ca, email itcmail@islandstrust.bc.ca, or phone 250-405-5186

Salt Spring Island Conservancy: visit saltspringconservancy.ca or email office@saltspringconservancy.ca

For information on CDF ecosystems at risk, contact:
Coastal Douglas-fir Conservation Partnership: visit cdfcp.ca or email info@cdfcp.ca

For information about Raincoast Conservation Foundation's Gulf Islands Forest Project, visit: raincoast.org/gulf-islands

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 16-17, 2020
From:	Islands Trust Conservancy	**Date Prepared:**	May 22, 2020
SUBJECT:	**Update: Climate Change Impacts Project**		

PURPOSE: To present Trust Council with the report *Climate Projections for Islands Trust Area* and to provide an update on next steps to identify and adapt to probable climate change impacts for Islands Trust Area ecosystems and species.

BACKGROUND:
In July 2019, the Islands Trust Conservancy (ITC) Board held a special meeting to discuss the Islands Trust climate change emergency. At that meeting, the ITC Board passed the following resolution:

> ***ITC-2019-026***
> *It was MOVED and SECONDED, that the Islands Trust Conservancy Board direct staff to incorporate the climate change actions as discussed at the meeting of August 7, 2019 into staff work programs and develop budgets as required.*

The work discussed at the August 7, 2019 meeting included, "obtain a literature review synthesizing available climate change impact information specific to the Pacific Northwest region and identifying information gaps" with a view towards appropriately considering climate change impacts in both how ITC manages existing nature reserves and in guiding priorities for future land securement (covenants and acquisitions).

ITC staff contracted Pinna Sustainability Ltd. to conduct a preliminary review and analysis of projected local impacts in the Islands Trust Area. The report provides past and future values for climate indicators based on an ensemble of 12 global climate models developed by the Pacific Climate Impacts Consortium (PCIC) that describe climate projections for the 2050s and the 2080s. These indicators collectively provide insight into how conditions are expected to change within the region's land, waters, and surrounding ocean.

The ITC Board received the final report at its May 26 meeting and passed the following resolution:

> ***ITC-2020-009***
> *It was MOVED and SECONDED, that the Islands Trust Conservancy Board approve the Climate Change Project Charter as drafted and request that staff forward the Climate Projections for Islands Trust Area, Final Report to Trust Council and Bowen Island Municipality for information.*

The report is attached to this brief and is available on the Islands Trust Conservancy website at http://www.islandstrustconservancy.ca/about-us/our-publications/.

Climate Projections for our Region

Climate change is already visible within the Islands Trust Area in a number of ways, including warmer winter and summer temperatures, and more extreme winter storms. We can continue to expect:

- Warmer summer temperatures, with hotter and more extreme heat days in summer.
- Earlier spring, warmer winter temperatures, and a longer growing season.
- Less rain and more frequent, longer dry spells in the summer months.
- More frequent, more intense storms, with more rain falling during storms, and overall annual precipitation more concentrated in the fall instead of winter.
- Rising sea levels.
- Increasing acidity and temperatures, and reduction of oxygen levels, in global ocean waters.

These changes differ in their projected magnitude across the Islands Trust Area. They will impact species and ecosystems in complex ways and will alter biological diversity, and the range and abundance of species.

Next steps

ITC has committed to developing feasible actions to address climate change. This *Climate Projections* report is a foundational piece to support adapting Islands Trust Conservancy's conservation planning and property management. ITC staff will now work to identify specific impacts and actions to best protect species and ecosystems through to plausible future climate scenarios.

ITC staff will be implementing next steps as directed by the ITC Board, and guided by a Project Charter alongside the ITC Regional Conservation Plan. These actions are expected to include:

- Communicating results of this climate projections report
- Identifying anticipated impacts to Islands Trust Area species and ecosystems
- Evaluating potential changes to ITC policy and practice to best protect ecological integrity
- Continued liaison with climate change-related projects underway within different divisions of Islands Trust (Trust Area Services, Local Planning Services, and Islands Trust Conservancy).

The work done and planned will also support the Islands Trust Strategic Plan 2018-2022 strategies to achieve climate change objectives.

ATTACHMENT:

1. *Climate Projections for Islands Trust Area*, Final Report produced by Pinna Sustainability for Islands Trust Conservancy, March 2020

FOLLOW-UP: Staff will follow up as directed. The report will be posted to the Islands Trust website and made available through the document library in the new website. The report is already available on the Islands Trust Conservancy website at http://www.islandstrustconservancy.ca/about-us/our-publications/. The Islands Trust Conservancy has asked staff to determine the costs and scope of work associated with better identifying the local area impacts of climate change, in order to adapt Islands Trust Conservancy's work to best protect local species and ecosystems. In addition, the Board has asked staff to identify potential changes to securement and management of conservation properties in response to anticipated climate change impacts.

Prepared By: Kathryn Martell, A/Ecosystem Protection Specialist

Reviewed By/Date: Kate Emmings, A/Manager, Islands Trust Conservancy / May 25, 2020
Clare Frater, Director, Trust Area Services / May 27, 2020
Russ Hotsenpiller, Chief Administrative Officer / May 28, 2020
Executive Committee/June 3,2020

Climate Projections for Islands Trust Area

March 2020



Prepared by: Pinna Sustainability

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Introduction

Rising temperatures, changes to seasonal precipitation patterns and more extreme weather events are challenging our unique ecosystems. With a mandate to preserve and protect the islands, it is important for Islands Trust to understand how climate change will continue to challenge our terrestrial and aquatic ecosystems, and use this information to inform the Islands Trust Conservancy's conservation planning initiatives and property securement and management actions.

This memo provides climate projections and potential impacts for the Islands Trust Area to support decision-making around how to adapt future acquisition and stewardship of land to appropriately consider climate change. The first section offers key indicators of temperature and precipitation that display how conditions are expected to change within the Islands Trust Area's land, waters and surrounding ocean in the 2050s and 2080s.[1] The second section describes how these projected changes are expected to impact biodiversity, as well as terrestrial, aquatic and oceanic ecosystems.

Methodology

This memo provides regional and site-specific past and future values for climate indicators based on an ensemble of 12 global climate models developed by the Pacific Climate Impacts Consortium (PCIC) that describe climate projections. The climate projections presented in this memo are based on a "business as usual" greenhouse gas emission scenario, using the Representative Concentration Pathway of 8.5 (RCP8.5) within these models.

The projection data was accessed from two different sources:

1. Regional data from PCICs database. This source includes the data for Region 1, and maps for the Area which are offered throughout this memo. This data is not publicly available.
2. Site-specific data accessed through the web portal climatedata.ca.[2] This data is for each region in the data tables.

In many cases, there are two sources of data for Region 1 (PCIC and Climatedata.ca), resulting in two entries for Region 1 data in each table. Additionally, PCIC data includes climate indicators that were not available on climatedata.ca: growing season length, warmest winter day, seasonal precipitation, maximum 5-day total precipitation, 1-in-20 wettest day, 95th and 99th percentile wettest days, and dry spells. In these instances, Region 1 data is provided, and maps of the whole Area, where available. Maps are available only for the 2050s timeframe.

[1] These time periods were chosen based on available data.

[2] Information about modelling can be found here: https://climatedata.ca/about/

For more information on the methodology used to develop these climate projections, please refer to the Capital Regional District (CRD) Climate Projection report.[3] A detailed glossary of terms to support interpretation is available at https://climatedata.ca/glossary/.

The Islands Trust Area was divided into four regions based on available data and local climatic differences. The four 'regions' are summarized in Table 1 and displayed in Figure 1.

Table 1: Island Trust Area region descriptions.

		Site	Source
Region 1	Southern Gulf Islands (CRD)	Southern Region	PCIC Database – Region 1 data including Saturna, Mayne, Galiano, N /S Pender, Saltspring, Sidney, Moresby, and surrounding islets
	Saltspring Island	Saltspring Island	climatedata.ca – Location specific data PCIC Database – Regional maps
Region 2	Gabriola & Thetis Islands	Mudge Island	climatedata.ca – Location specific data PCIC Database – Regional maps
Region 3	Howe Sound	Gambier Island	climatedata.ca – Location specific data PCIC Database – Regional maps
Region 4	Northern Gulf Islands	Denman Island	climatedata.ca – Location specific data PCIC Database – Regional maps

[3] Capital Regional District, 2017, "Climate Projections for the Capital Region", 59 pgs, available at https://www.crd.bc.ca/docs/default-source/climate-action-pdf/reports/2017-07-17_climateprojectionsforthecapitalregion_final.pdf.

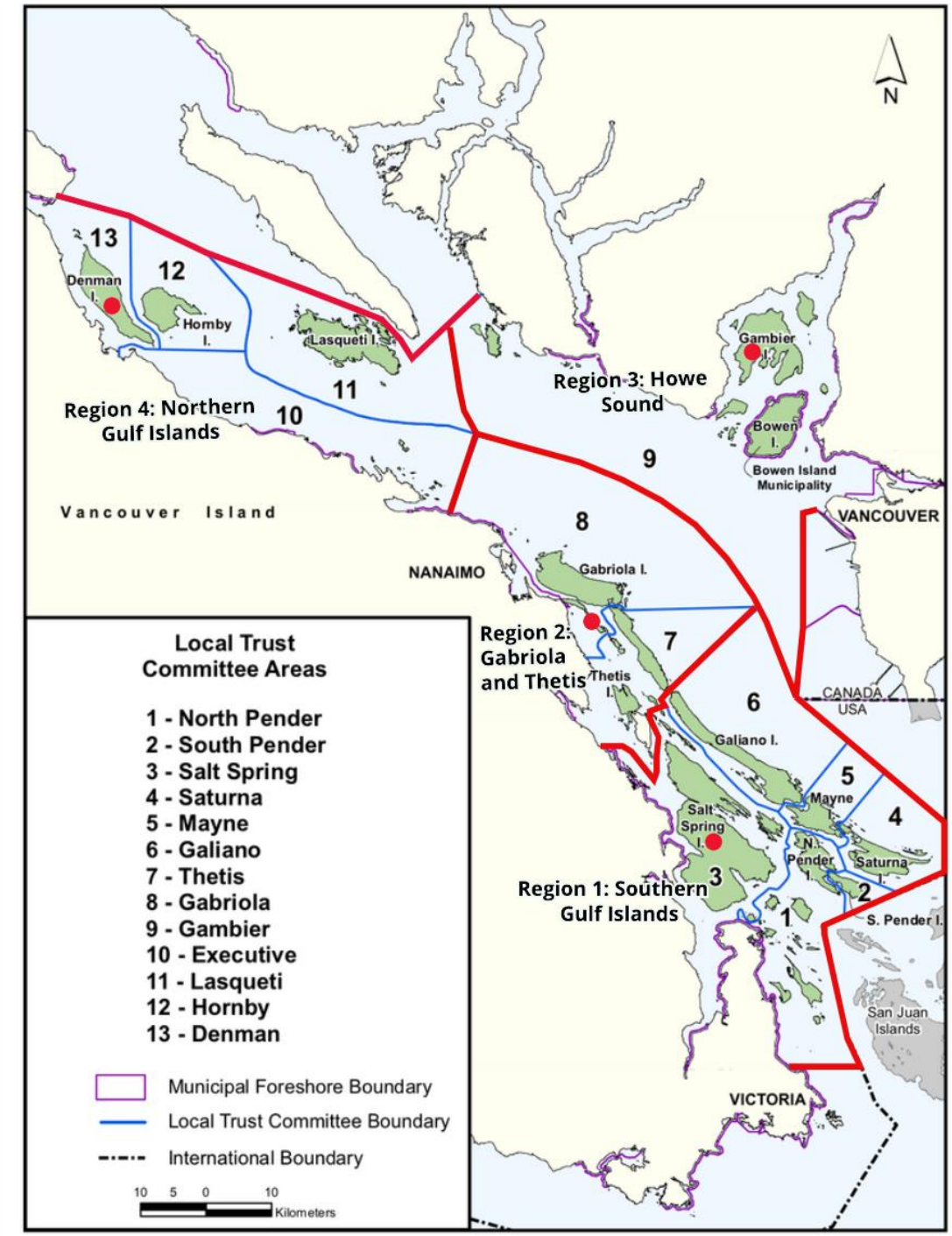

Figure 1: Island Trust Area divided into Regions used for climate projection analyses. Red dots indicate the location of the PICS data sites, given in table 1 above.

Climate Indicators for Islands Trust Area

Summary

In general, rising temperatures, changes to seasonal precipitation patterns and more extreme weather events are already affecting the Islands Trust Area, and we can continue to expect:

- Warmer summer temperatures, with hotter and more extreme heat days in summer.
- Warmer nights and a longer growing season.
- Warmer winter and summer temperatures.
- Less rain and longer droughts in the summer months.
- More precipitation and intense storms.
- Rising sea levels.
- Increasing acidity and temperatures, and reduction of oxygen levels in global ocean waters.

Projections Indicators

The following indicators were selected based on data availability and their applicability to future securement and stewardship of land. For each indicator, plain language definitions are given, along with average annual (or seasonal) projected values for the 2050s, and the 2080s, for each of the four regions in the Islands Trust Area, when available.

Summer Temperature Indicators

- 1.1 Annual hottest day
- 1.2 Days over 25°C
- 1.3 Days over 30°C
- 1.4 Growing Degree-Days
- 1.5 Growing Season Length

Winter Temperature Indicators

- 2.1 Warmest Winter Day
- 2.2 Coldest Day
- 2.3 Frost Days
- 2.4 Ice Days

Precipitation Indicators

- 3.1 Seasonal Precipitation
- 3.2 1-in-20 wettest day precipitation
- 3.3 Maximum 1-Day Total Precipitation
- 3.4 Maximum 5-Day Total Precipitation
- 3.5 95th and 99th percentile wettest days
- 3.6 Dry spells

Ocean Indicators

- 4.1 Sea Level Rise
- 4.2 Surface temperature
- 4.3 Ocean acidification
- 4.4 Deoxygenation

Climate Projection Tables Details

In the tables below, climate indicators are provided in column A. Past values are in column B. Average values for climate projections derived from 12 global climate models are presented for 2050 and 2080 in columns C, and D, along with the range (upper bound and lower bound) of the models below in brackets. Projections are based on a RCP8.5 (business as usual) climate scenario and do not anticipate impacts of reduction of global emissions. The following terms in the projection tables are explained below:

- **Past** refers to the average value over a 30-year period between 1970-2000. These values are based on historical and measured data.
- **2050** refers to the projected average value over the 30-year period between 2040-2070.
- **2080** refers to the projected average value over the 30-year period 2070-2100.
- **Percent Change** refers to the average percent change from the baseline past value.
- **(Range)** refers to the 10th and 90th percentile values given by the 12 models.

Summer Temperature Indicators

1.1 Annual Hottest Day

About this Indicator: Hottest day refers to the highest daytime high temperature of the year, usually experienced during the summer months. The annual high for each year is an indicator of extreme temperatures and is averaged over a 30-year period. This measure helps us predict what to expect for annual hotter temperatures.

Projections:

- The past average annual hottest day temperature varied from 30 to 32°C for the Islands Trust Area, with the Northern Gulf Islands region experiencing slightly hotter temperatures, and the Howe Sound and the Southern Gulf Islands regions experiencing slightly cooler temperatures.
- Temperature of the Annual Hottest Day will increase to about 33 to 34°C by the 2050s, and to 35 to 36°C by the 2080s.

Table 2: Annual Hottest Day

			2050s (°C)		2080s (°C)	
		Past (°C)	Average	Range	Average	Range
Region 1	Southern Gulf Islands (CRD)	30	33	(32 to 34)	36	(34 to 38)
	Saltspring Island	31	34	(32 to 37)	36	(33 to 40)
Region 2	Gabriola & Thetis Islands	32	33	(32 to 37)	36	(33 to 40)
Region 3	Howe Sound	31	33	(31 to 36)	35	(32 to 38)
Region 4	Northern Gulf Islands	32	34	(31 to 37)	36	(32 to 39)

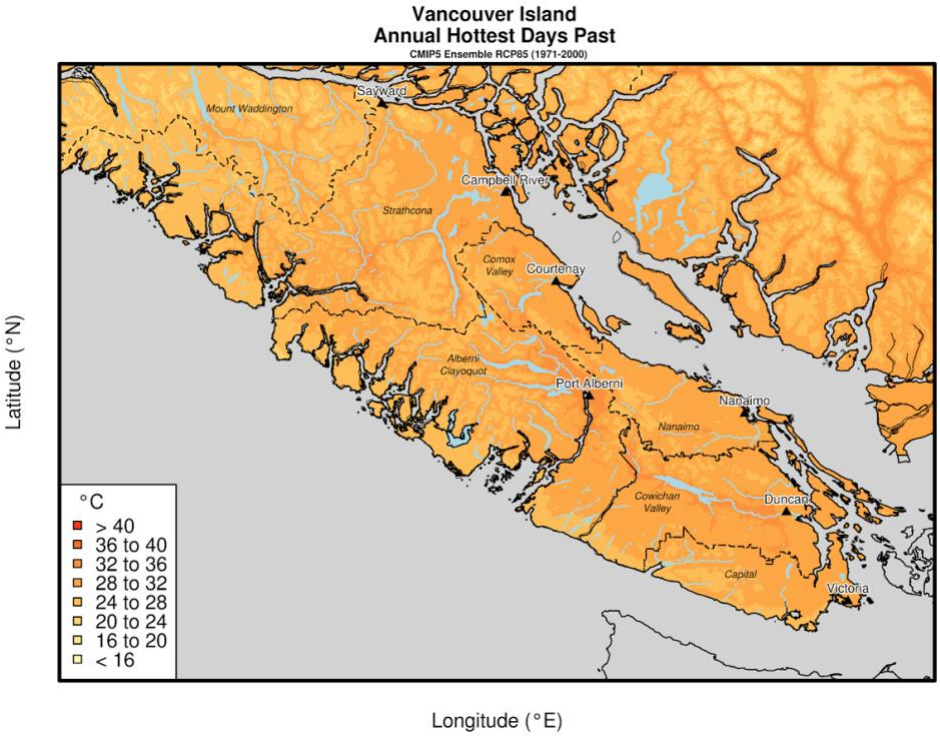

Figure 2: Annual Hottest Day - Past

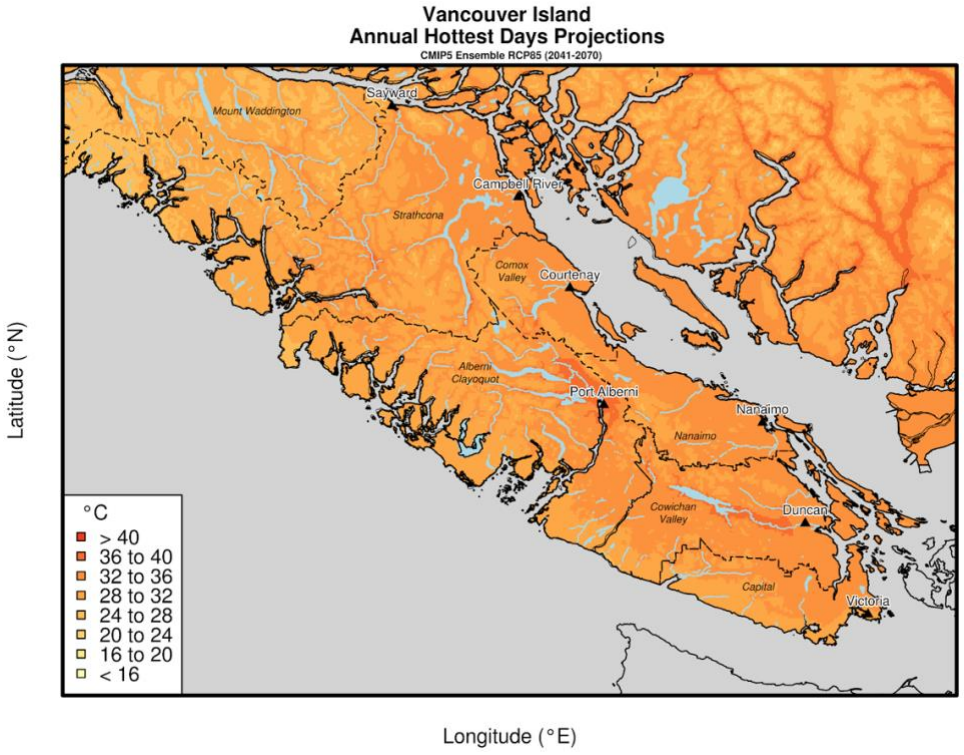

Figure 3: Annual Hottest Day - Future (2050s)

1.2 Days over 25°C

About this Indicator: This is the number of days when daily maximum temperature is greater than 25°C and gives an indication of the number of days with 'summer-like' temperatures. Values are calculated based on a 30-year average.

Projections:

- The past number of days over 25°C each year varied from 17 to 23 for the Area, with the Southern Gulf Islands and Howe Sound regions on average experiencing fewer summer days and the Northern Gulf Islands and Gabriola & Thetis regions experiencing more.
- The number of days per year over 25°C is projected to increase by approximately 30 days by the 2050s, and by about 60 days by the 2080s. Total days are offered in the tables below.

Table 3: Days over 25℃

		Past (days)	2050s (days)		2080s (days)	
			Average	Range	Average	Range
Region 1	Southern Gulf Islands (CRD)	17	54	(40 to 68)	82	(57 to 107)
	Saltspring Island	19	46	(29 to 70)	81	(58 to 113)
Region 2	Gabriola & Thetis Islands	23	54	(34 to 75)	89	(62 to 122)
Region 3	Howe Sound	18	47	(27 to 72)	84	(58 to 108)
Region 4	Northern Gulf Islands	21	55	(34 to 74)	91	(60 to 120)

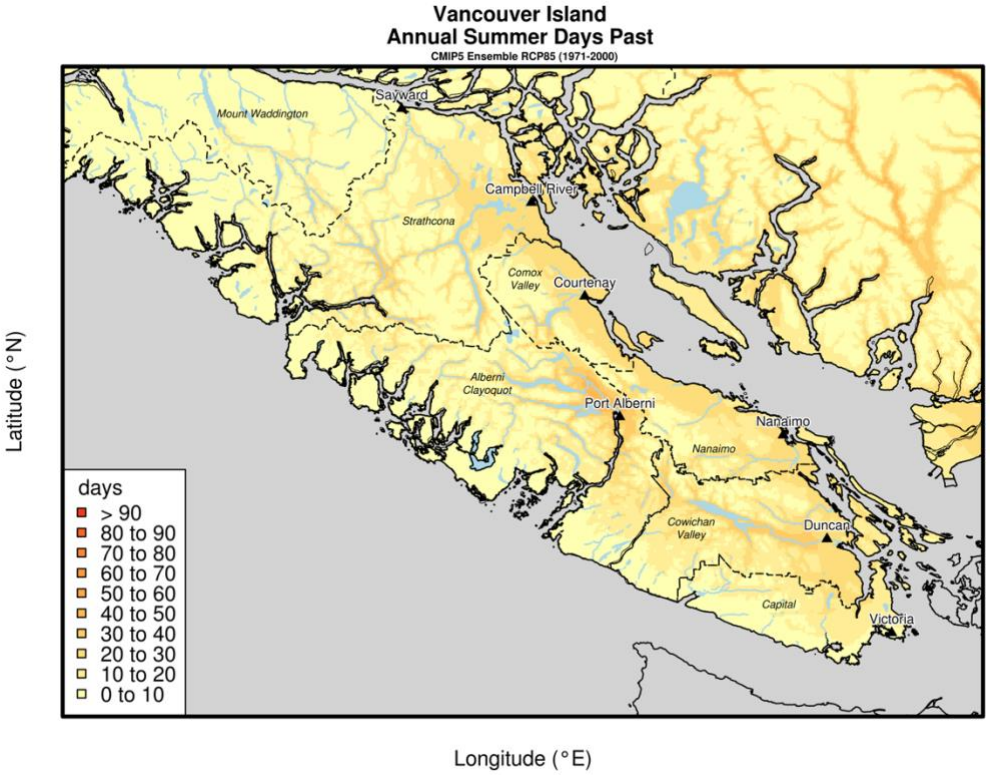

Figure 4: Days over 25℃ - Past

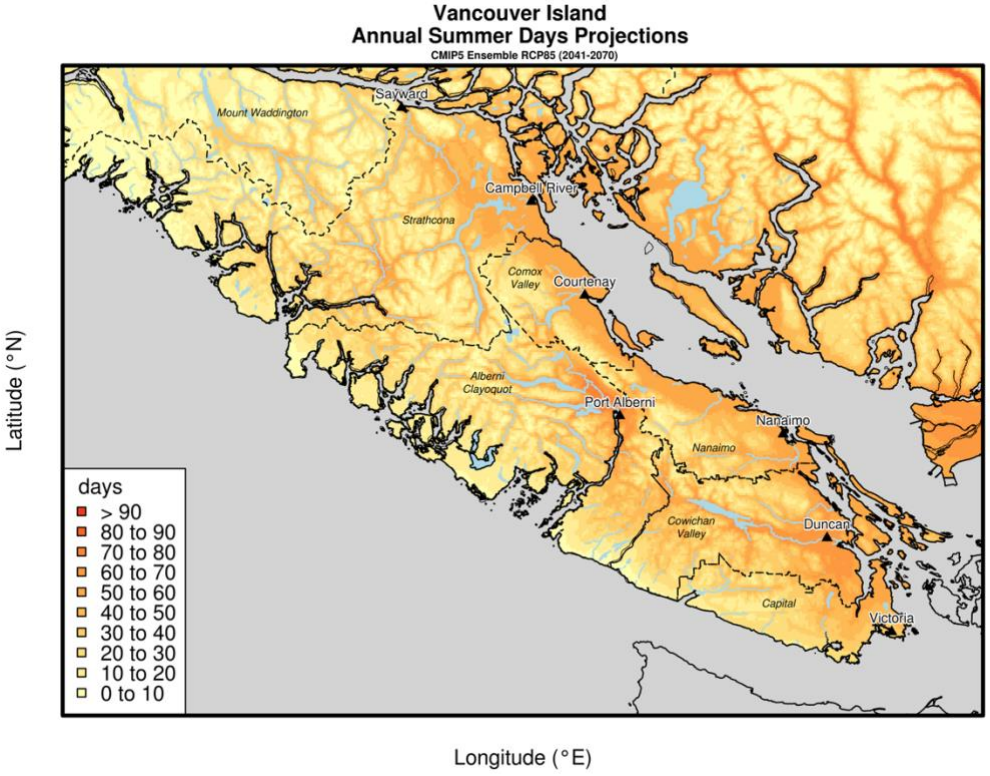

Figure 5: Days above 25℃ - Future (2050s)

1.3 Days over 30°C

About this Indicator: This is the number of days when daily maximum temperature is greater than 30°C and gives an indication of the number of higher temperature summer days.

Projections:

- In the past, the Area experienced 1 to 2 days over 30°C on average.
- Across the Islands Trust Area, annual number of higher temperature summer days will increase by about 5 to 8 by the 2050s, and by 20 to 30 days by the 2080s, with the Northern Gulf Islands experiencing the largest increase, and Howe Sound experiencing the lowest increase for the Area. Total days are offered in the tables below.

Table 4: Days over 30℃

		Past (days)	2050s (days)		2080s (days)	
			Average	Range	Average	Range
Region 1	Southern Gulf Islands (CRD)	n/a[4]	n/a	n/a	n/a	n/a
	Saltspring Island	2	7	(3 to 24)	22	(9 to 60)
Region 2	Gabriola & Thetis Islands	2	10	(3 to 24)	27	(11 to 66)
Region 3	Howe Sound	1	6	(2 to 23)	21	(8 to 60)
Region 4	Northern Gulf Islands	2	9	(3 to 24)	33	(10 to 60)

[4] There is no available data at a Southern Gulf Islands regional level from PCIC on this indicator.

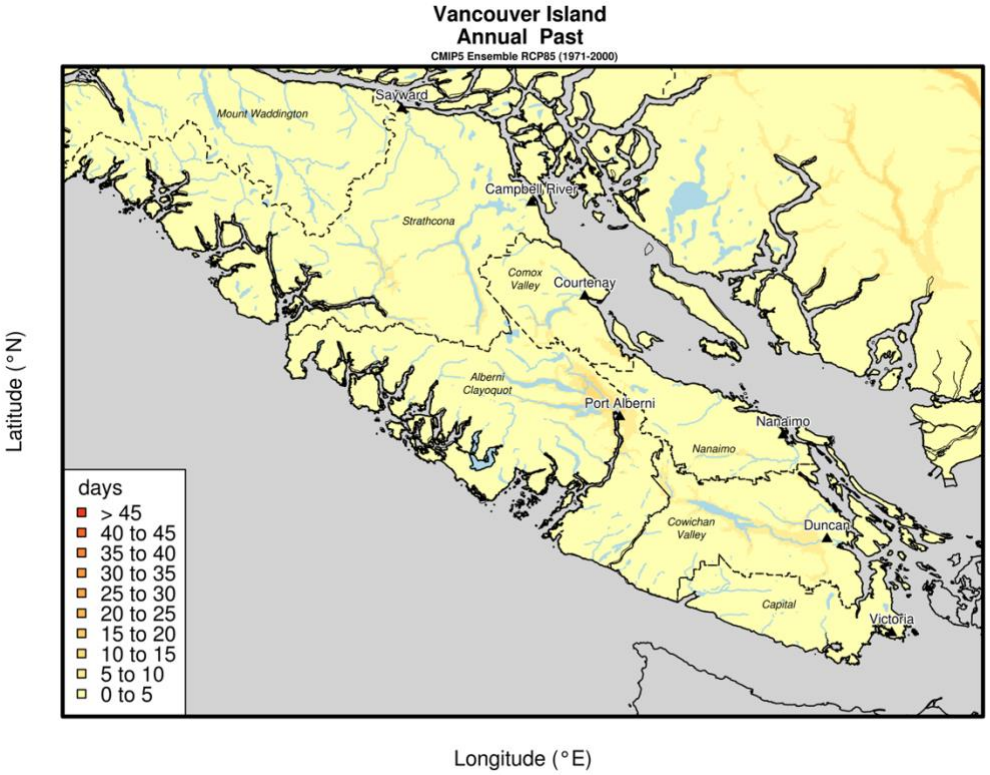

Figure 6: Days over 30℃ – Past

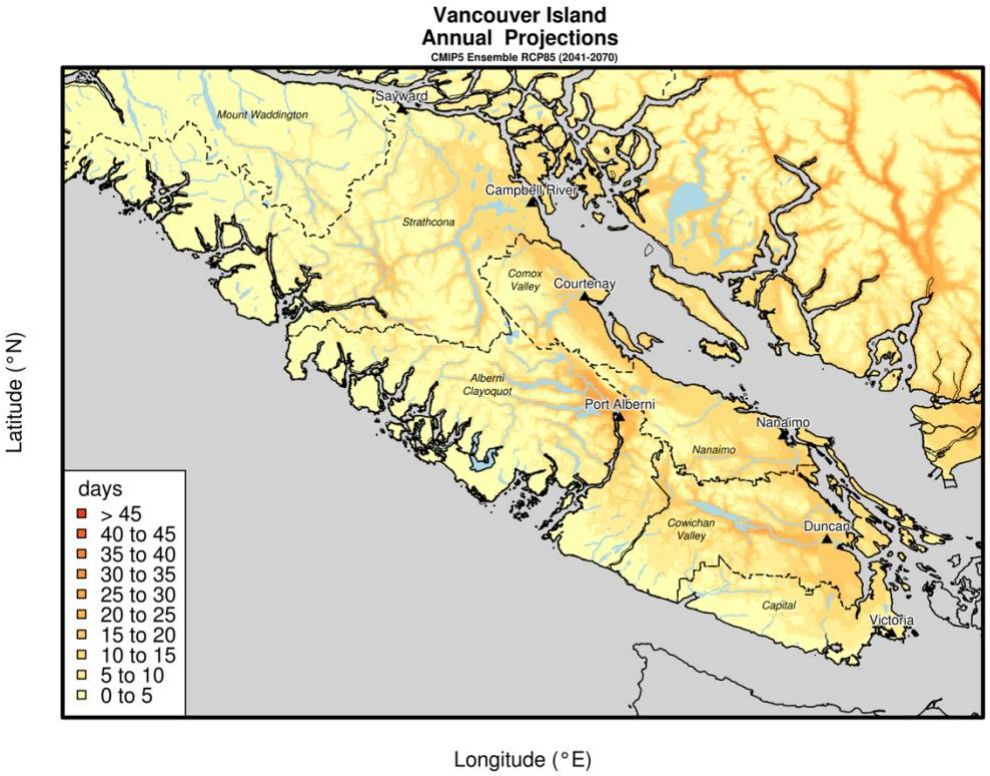

Figure 7: Days over 30℃ - Future (2050s)

1.4 Growing Degree-Days

About this Indicator: Growing degree-days is a measure of whether climate conditions are warm enough to support plant growth. When the daily mean temperature exceeds the threshold temperature, growing degree-days are accrued. A threshold temperature of 5°C was used, as it is generally used to calculate growing degree-days for forage crops in this region. This indicator also has relevance to native plants. For example, degree-days over 5°C have been used to model the geographic distribution of areas climatically suited to Garry oak ecosystems.[5]

Projections:

- The past growing degree-days varied from 1,900 to 2,100 for the Area.
- Growing degree-days will increase by about 45% by the 2050s, and by about 65% by 2080s, with the Northern Gulf Islands experiencing the largest increase, and Howe Sound and the Southern Gulf Islands (CRD) experiencing the lowest increase for the Area.

Table 5: Growing Degree-Days

		Past (degree-days)	2050s (degree-days)			2080s (degree-days)		
			Average	Range	Percent Change	Average	Range	Percent Change
Region 1	Southern Gulf Islands (CRD)	2,000	2,900	(2,500 – 3,300)	45%	3,500	(2,900 – 4,000)	75%
	Saltspring Island	1,900	2,700	(2,331 – 3,037)	42%	3,200	(2,800 – 3,900)	68%
Region 2	Gabriola & Thetis Islands	2,100	2,900	(2,500 – 3,200)	38%	3,400	(3,000 – 4,200)	62%
Region 3	Howe Sound	1,950	2,700	(2,400 – 3,100)	38%	3,200	(2,900 – 4,000)	64%
Region 4	Northern Gulf Islands	2,000	2,700	(2,400 – 3,000)	35%	3,200	(2,900 – 4,000)	60%

[5] Pellatt et. al. 2007. *Fire History and Ecology of Garry Oak and Associated Ecosystems in British Columbia*. Parks Canada. Available at https://www.researchgate.net.

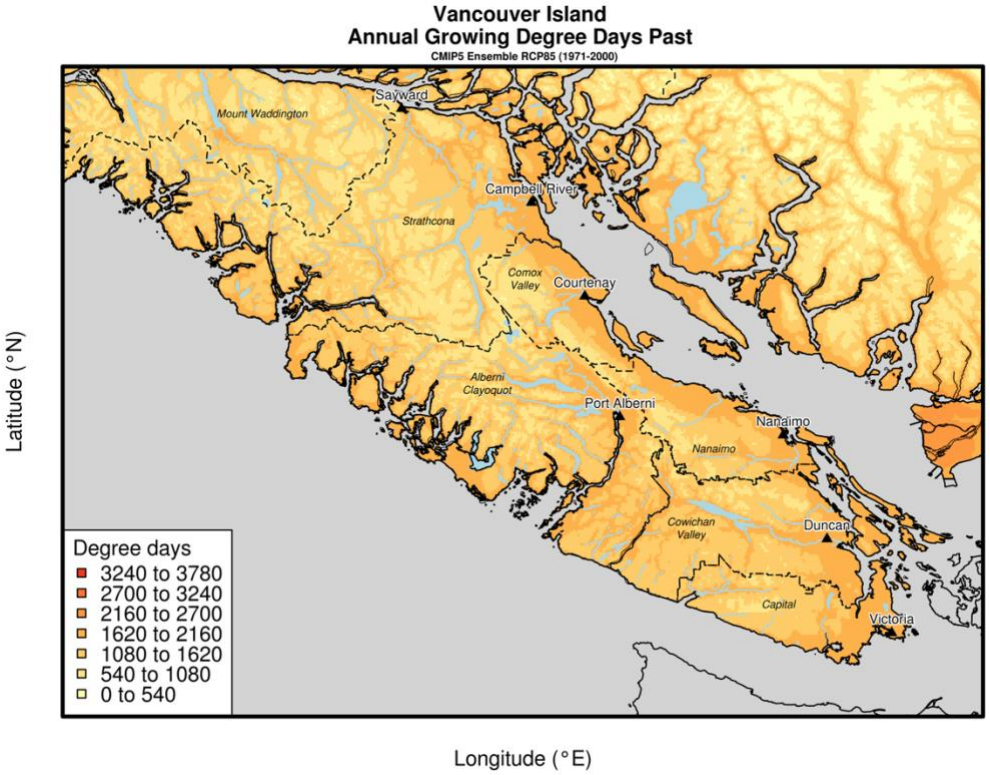

Figure 8: Growing Degree-Days - Past

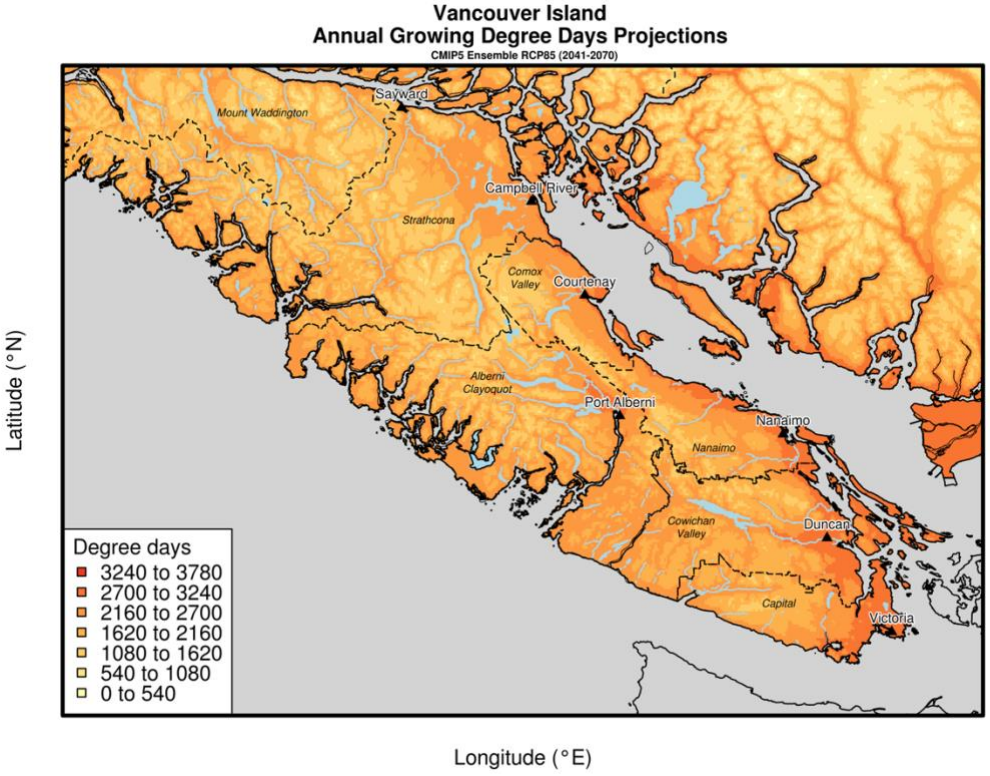

Figure 9: Growing Degree-Days - Future (2050s)

1.5 Growing Season Length

About this Indicator: Growing season length is an annual measure that counts the number of days between the first span of at least 6 days with a daily average temperature greater than 5°C and the first span after July 1 of 6 days with temperature less than 5°C. While each plant species has unique environmental cues to start and end its annual growth cycle, this growing season metric is a widely used general indicator of the timing of plant photosynthetic activity, and indicates the length of the growing season for typical plants or crops.

Projections:

- The past growing season length was on average 300 days in the Southern Gulf Islands.
- Growing season length will increase by 15% in the 2050s, and by 20% in the 2080s.

Table 6: Growing Season Length

		Past (days)	2050s (days)			2080s (days)		
			Average	Range	Percent Change	Average	Range	Percent Change
Region 1	Southern Gulf Islands (CRD)	300	345	(340 - 350)	15%	360	(355 – 360)	20%

Winter Temperature Indicators

2.1 Warmest Winter Day

About this indicator: Warmest winter day is the highest temperature recorded during the winter months, in an average year. Winter is considered to be the months of December, January, and February.

Projections:

- The past warmest winter day ranged from 4 to 8°C.
- Warmest winter temperatures will increase for the Southern Gulf Islands to about 9°C by the 2050s, and to 11°C by 2080s.
- Regional data are available only for the Southern Gulf Islands (CRD). The remainder of the Warmest winter day projections for the other regions have been estimated from the maps (Figure 10 and Figure 11).

Table 7: Warmest Winter Day

		Past (°C)	2050s (°C)		2080s (°C)	
			Average	Range	Average	Range
Region 1	Southern Gulf Islands (CRD)	7	9	(8 to 10)	11	(10 to 13)
	Saltspring Island	(4-8)	(8-12)	n/a	n/a	n/a
Region 2	Gabriola & Thetis Islands	(4-8)	(8-12)	n/a	n/a	n/a
Region 3	Howe Sound	(4-8)	(8-12)	n/a	n/a	n/a
Region 4	Northern Gulf Islands	(4-8)	(8-12)	n/a	n/a	n/a

Note: Site-specific data is not available as climatedata.ca does not provide data on warmest winter day indicator. The range for Past and 2050s average the values based off the maps below.

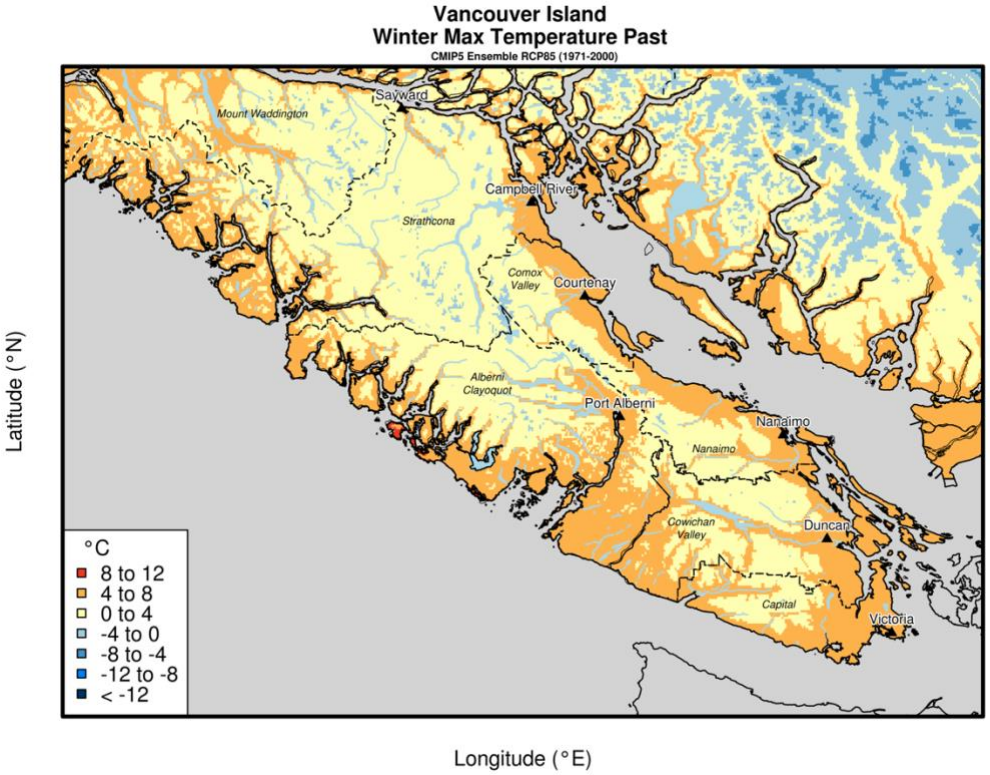

Figure 10: Warmest Winter Day – Past

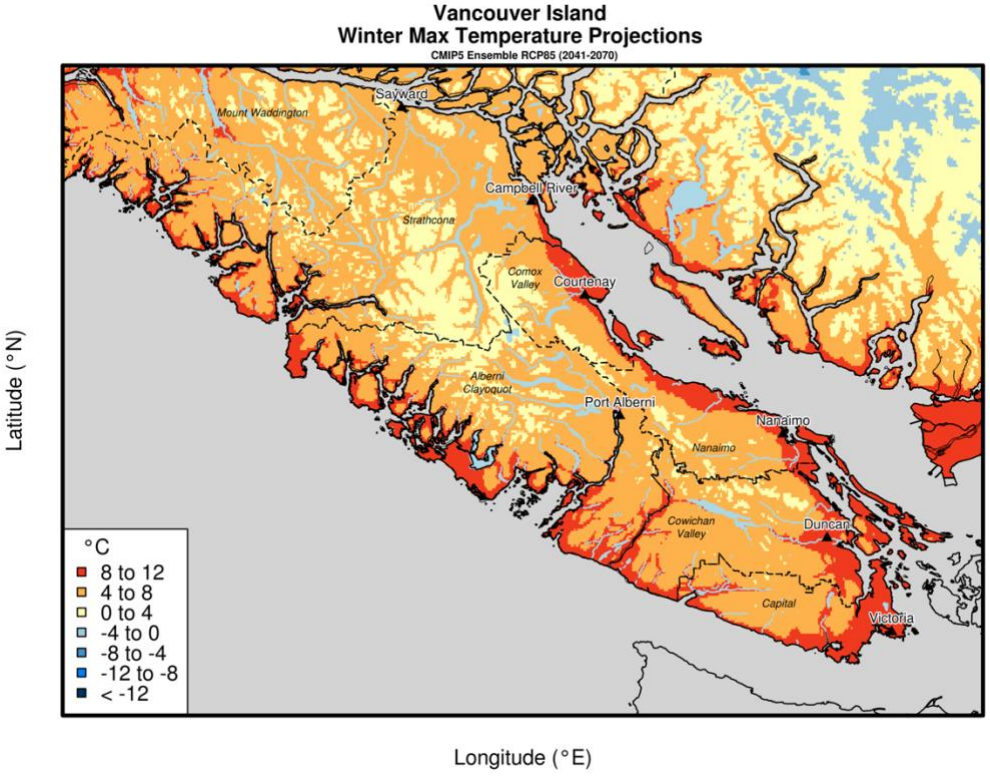

Figure 11: Warmest Winter Day - Future (2050s)

2.2 Coldest Day

About this indicator: Coldest day is the lowest minimum temperature value in this time period, usually experienced at nighttime during winter months.

Projections:

- The past coldest day in the region was on average -8°C.
- Average annual coldest day temperatures will increase by about 3°C by the 2050s, and by about 7°C by 2080s.

Table 8: Coldest Day

		Past (°C)	2050s (°C)		2080s (°C)	
			Average	Range	Average	Range
Region 1	Southern Gulf Islands (CRD)	-8	-4	(-5 to -2)	-2	(-3 to 0)
	Saltspring Island	-7	-3	(-6 to 0)	0	(-4 to 4)
Region 2	Gabriola & Thetis Islands	-8	-2	(-6 to 0)	0	(-4 to 4)
Region 3	Howe Sound	-9	-4	(-7 to 0)	0	(-4 to 4)
Region 4	Northern Gulf Islands	-8	-4	(-7 to 0)	-1	(-4 to 3)

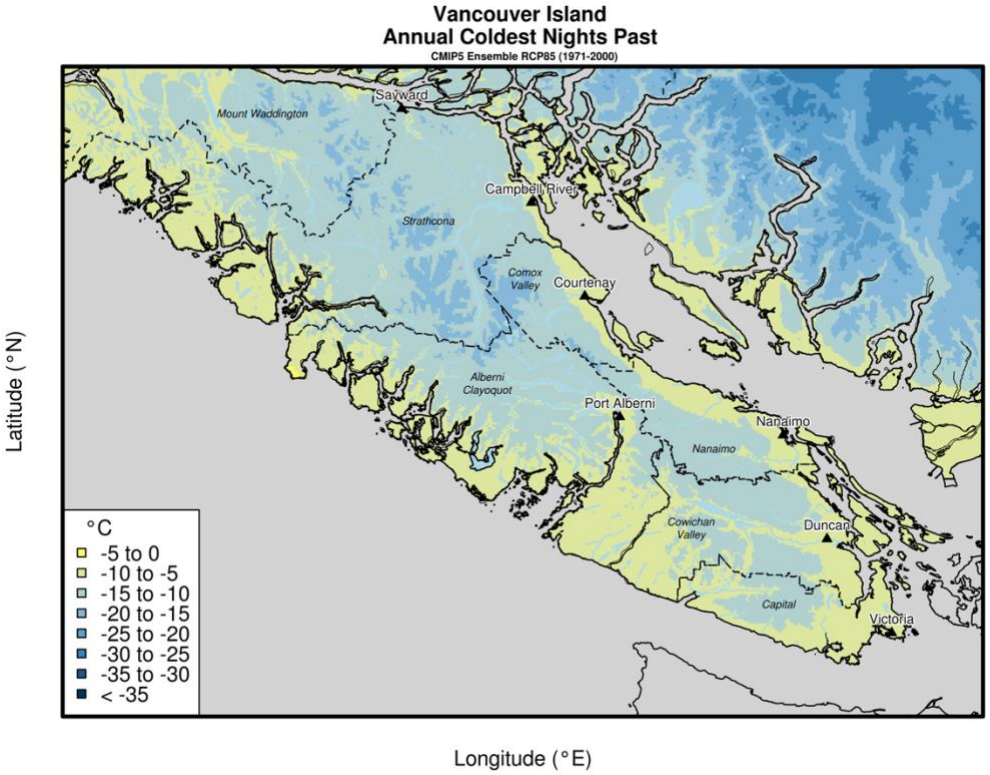

Figure 12: Coldest Day – Past

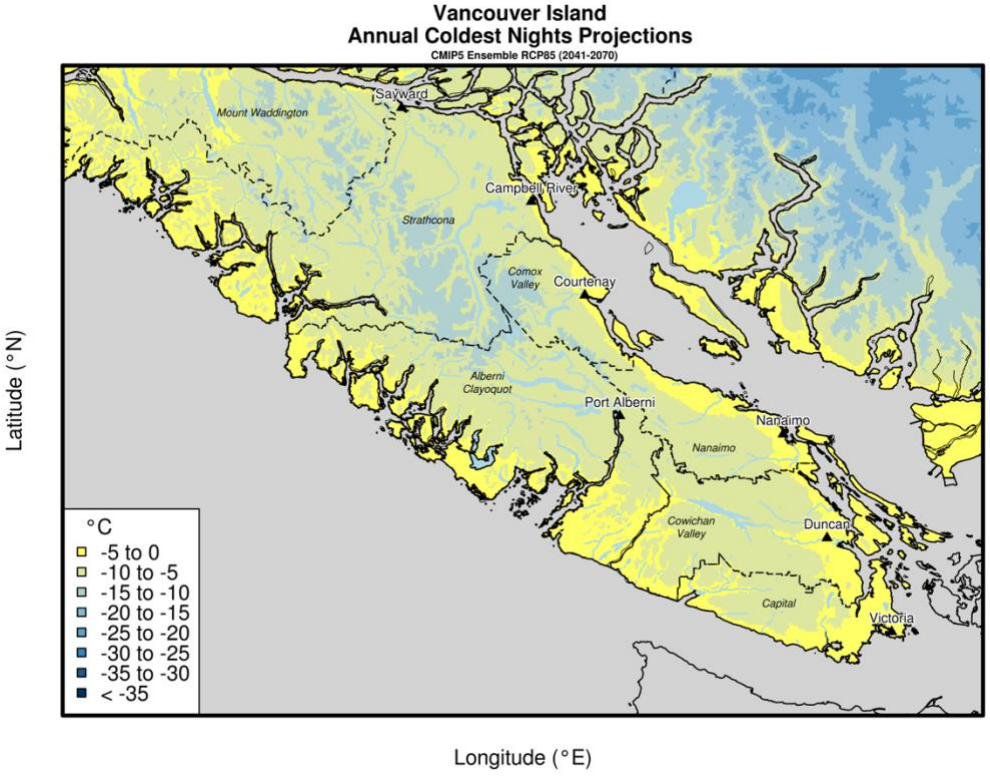

Figure 13: Coldest Day - Future (2050s)

2.3 Frost Days

About this indicator: Frost Days is the number of days when daily minimum temperature is less than 0°C and indicates when conditions are below freezing, usually overnight.

Projections:

- The past average annual number of frost days varied from 40 to 50 for the Area.
- This number will decrease by just over 30 days by the 2050s, and frost days will nearly never occur by the 2080s.

Table 9: Frost Days

		Past (days)	2050s (days) Average	2050s (days) Range	2080s (days) Average	2080s (days) Range
Region 1	Southern Gulf Islands (CRD)	40	9	(4 to15)	3	(0 to 8)
	Saltspring Island	45	9	(0 to 27)	1	(0 to 13)
Region 2	Gabriola & Thetis Islands	40	7	(0 to 26)	1	(0 to 10)
Region 3	Howe Sound	40	9	(0 to27)	1	(0 to 11)
Region 4	Northern Gulf Islands	50	9	(1 to 30)	2	(0 to 16)

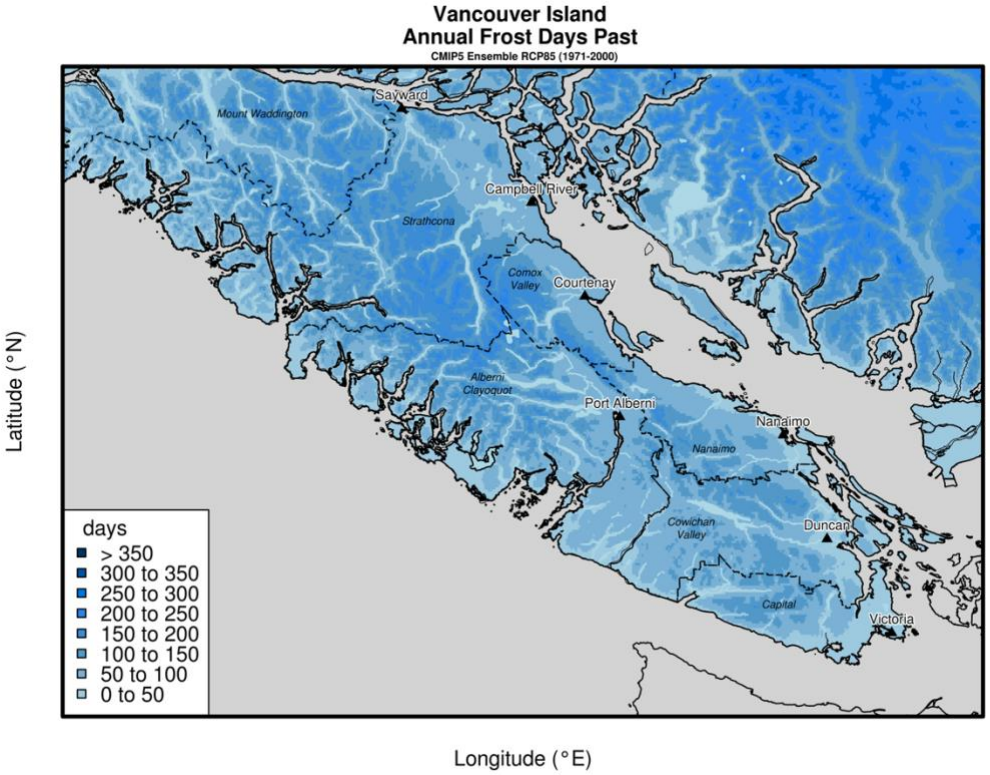

Figure 14: Frost Days - Past

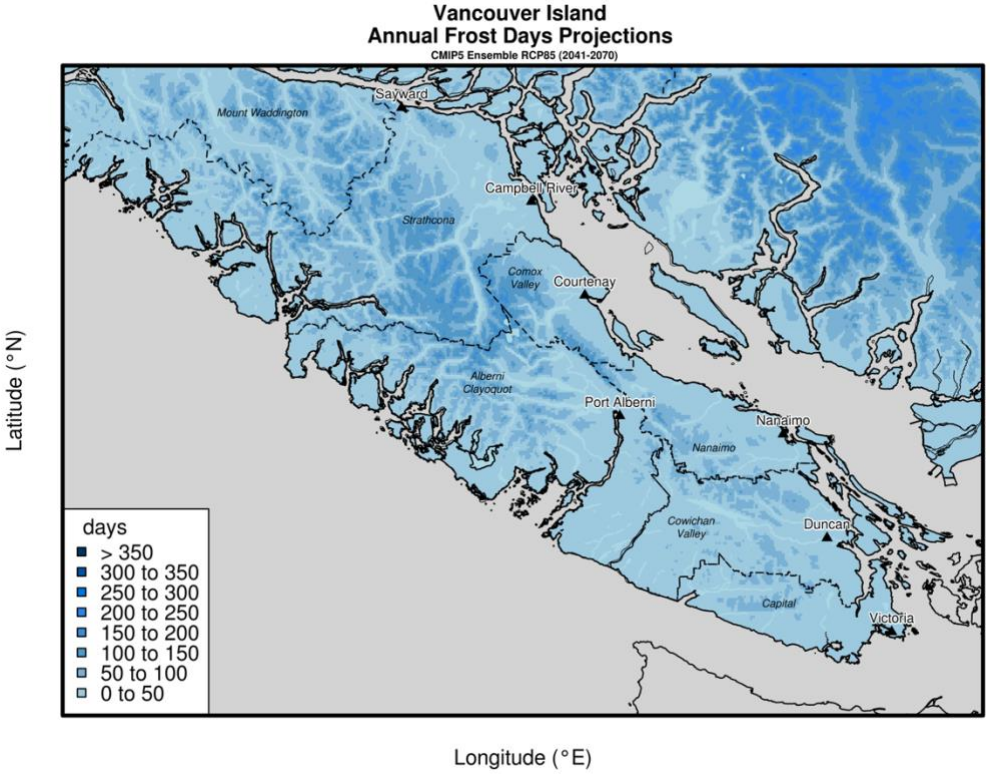

Figure 15: Frost Days – Future (2050s)

2.4 Ice Days

About this indicator: Ice days refers to the number of days when the daily maximum temperature does not exceed 0°C.

Projections:

- In the past, there were approximately 2-3 ice days a year, on average.
- By the 2050s there will be a very low chance of an ice day, and by the 2080s, temperatures will almost never remain below freezing all day.

Table 10: Ice Days

		Past (days)	2050s (days)		2080s (days)	
			Average	Range	Average	Range
Region 1	Southern Gulf Islands (CRD)	3	1	(0 to 2)	0	(0 to 1)
	Saltspring Island	3	0	(0 to 2)	0	(0 to 1)
Region 2	Gabriola & Thetis Islands	2	0	(0 to 1)	0	(0 to 0)
Region 3	Howe Sound	3	1	(0 to 2)	0	(0 to 1)
Region 4	Northern Gulf Islands	2	0	(0 to 1)	0	(0 to 0)

Note: The maps were not useful for this measure, as the degree of change was too small to be viewed for this region.

Precipitation Indicators

3.1 Seasonal Precipitation

About this indicator: Seasonal precipitation is all precipitation summed over the season, including rain and snow water equivalent. This is a high-level indicator of how precipitation patterns can be expected to change.[6]

Projections:

- The past summer precipitation total was about 80 mm for the Southern Gulf Islands, and between 100 – 200mm for the other regions.
- For the Southern Gulf Islands, summer precipitation will decrease by approximately 20% (to ~70 mm) in the 2050s and by 27% (to ~61 mm) in the 2080s.
- For the Southern Gulf Islands, Fall precipitation will increase by approximately 15% in the 2050s and by 25% in the 2080s.

Table 11: Seasonal Precipitation for Region 1: South Gulf Islands (CRD)

	Past	2050s (Percent change)		2080s (Percent change)	
	(mm)	Average	Range	Average	Range
Summer	84	-19%	(-44 to 3)	-27%	(-51 to -5)
Fall	272	13%	(5 to 29)	24%	(9 to 47)
Winter	388	4%	(-2 to 12)	15%	(2 to 27)
Spring	174	7%	(-5 to 15)	10%	(-1 to 25)

[6] Seasons refer to Summer (June, July, August), Fall (September, October, November), Winter (December, January, February), Spring (March, April, May).

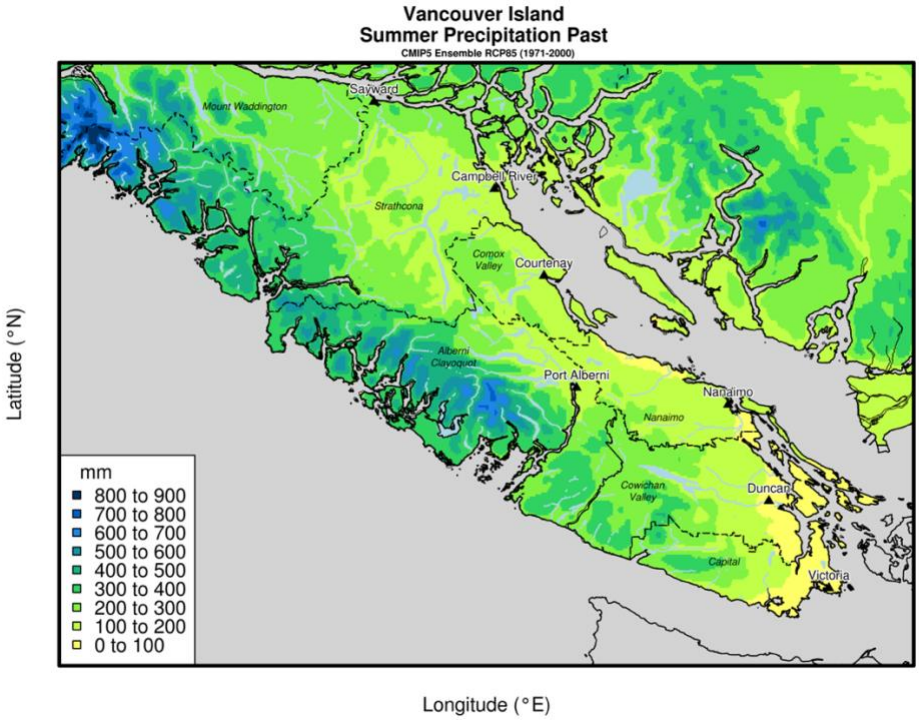

Figure 16: Summer Precipitation - Past

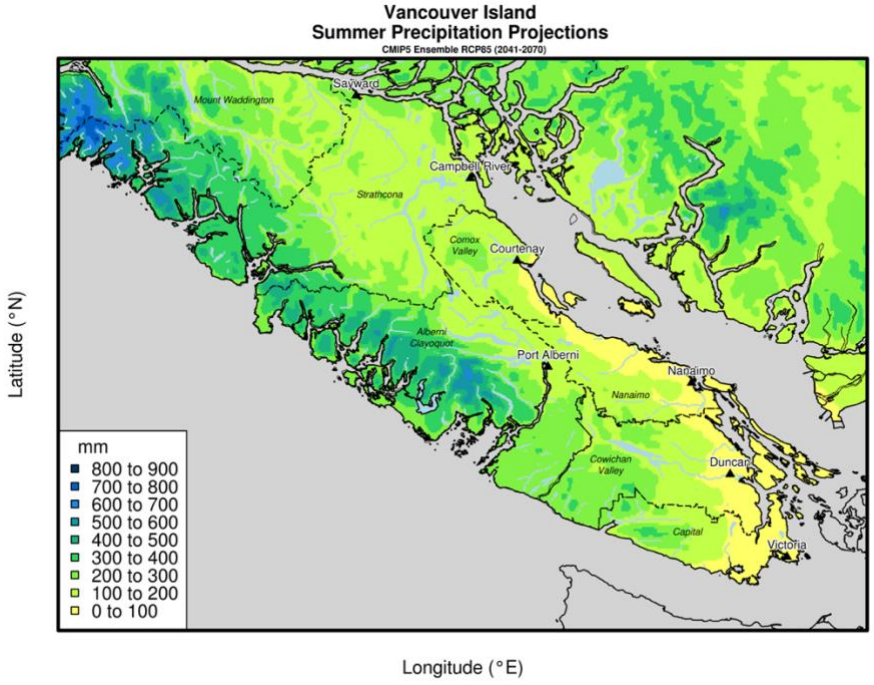

Figure 17: Summer Precipitation – Future (2050s)

Note that for the other seasons, maps are not shown as they do not show interpretable changes within the Islands Trust Area as the scale of the maps is too large relative to that of predicted changes.

3.2 Maximum 1-Day Total Precipitation

About this indicator: Single-day annual maximum precipitation describes the amount of precipitation that falls on the wettest day of the year, on average.

Projections:

- The wettest single day of the year will see an average of 15% more rain by the 2050s, and up to 35% more by the 2080s for the Southern Gulf Islands.
- Howe Sound and the Northern Gulf Islands will see an approximate increase of just over 10% by the 2050s, on average, and approximately 15% by the 2080s.
- The southern portion of this Area will see a larger percentage change in precipitation than the northern.

Table 12: Maximum 1-Day Total Precipitation

		Past (mm)	2050s Average (mm)	2050s Range (mm)	2050s Percent change	2080s Average (mm)	2080s Range (mm)	2080s Percent change
Region 1	Southern Gulf Islands (CRD)	42	49	(43 to 58)	17%	56	(47 to 64)	35%
	Saltspring Island	42	49	(39 to 76)	17%	51	(42 to 60)	21%
Region 2	Gabriola & Thetis Islands	41	47	(34 to 71)	15%	50	(38 to 57)	22%
Region 3	Howe Sound	70	77	(60 to 107)	10%	83	(63 to 106)	18%
Region 4	Northern Gulf Islands	60	68	(48 to 89)	13%	67	(53 to 89)	12%

3.3 Maximum 5-Day Total Precipitation

About this indicator: Five-day annual maximum precipitation describes the largest amount of rain that falls over a period of 5 consecutive days in the year.

Projections:

- The wettest five-day total precipitation event in the summer will see a decrease in rain of approximately 7% by the 2050s, and 8% more by the 2080s;
- The wettest five-day total precipitation amount in Fall will increase by approximately 15% in 2050s and 35% in the 2080s.

Table 13: Maximum 5-Day Total Precipitation for Region 1: Southern Gulf Islands

	Past	2050s			2080s		
	(mm)	Average (mm)	Range (mm)	Percent Change (%)	Average (mm)	Range (mm)	Percent Change (%)
Summer	29	27	(20 to 31)	-7	26	(18 to 31)	-8
Fall	70	81	(67 to 105)	16	93	(79 to 111)	33
Winter	83	89	(85 to 95)	7	97	(84 to 105)	17
Spring	42	47	(38 to 54)	12	49	(43 to 54)	16

3.4 1-in-20 wettest day

About this indicator: The 1-in-20 wettest day is the day so wet that it has only a 1-in-20 chance of occurring in a given year. That is, there is a 5% chance in any year that a 1-day rainfall event of this magnitude will occur. This indicator measures total annual precipitation during heavy precipitation events, which is a combination of both how often these events occur (frequency) and the size of these events (magnitude).

Projections:

- More precipitation is expected to fall during the 1-in-20 (or 5% chance) wettest day extreme storm events in the future. Larger 1-in-20 wettest day events could mean over 30% more rain falling during these events, on average, by the 2050s.
- There are expected to be more 1-in-20 day events in the future, which is indicated by the volume of precipitation.
- Note: Due to variability and timing of precipitation displayed through the seasonal precipitation indicator (3.1 above), more storms may not lead to more stormwater retention, groundwater and surface water recharge.

Table 14: 1-in-20 wettest day

		Past (mm)	2050s (mm)		2050s (Percent change)
			Average	Range	Average
Region 1	Southern Gulf Islands (CRD)	67	87	(65 to 119)	32%

3.5 Wettest Days

About this indicator: The 95th and 99th percentile wettest days precipitation indicator describes the number of days when precipitation exceeds a threshold set by the annual 95th (wettest days) and 99th (very wettest days) percentile of wet days during the baseline period (1971–2000). This measure indicates how many days will experience these heavy rain events, and very heavy rain days.

Projections:

- The amount of precipitation in 95th percentile wettest days will increase by approximately 30% by the 2050s, and 63% by the 2080s.
- The amount of precipitation in 99th percentile wettest days (the very wettest days) will increase by approximately 68% by the 2050s, and 138% by the 2080s.
- These increases are a product of more frequent heavy event days (more big storms), and wetter wet days (more rain falling during storms).
- It is likely that precipitation will be concentrated into the wettest days. The wettest days of the year could occur anytime from September to May. Historically, total precipitation has been highest in the winter months, but this may shift to the fall in the future.

Table 15: Region 1 - Southern Gulf Islands Wettest Days

	Past	2050s			2080s		
	(mm)	Average (mm)	Range (mm)	Percent Change (%)	Average (mm)	Range (mm)	Percent Change (%)
Wet Days (R95P)	201	260	(206 to 317)	30	327	(281 -386)	63
Very Wet Days (R99P)	62	102	(71 to 137)	68	145	(108 - 200)	138

3.6 Dry Spells

About this indicator: Dry spells are a measure of the number of consecutive days where daily precipitation is less than 1 mm. The value denotes the longest stretch of dry days in a year, typically in summer. This number does not indicate extreme droughts, as it is averaged over the 30-year period.

Projections:

- Dry spells lasted between 20 and 30 days in the past, on average.
- Dry spells will increase to 30 – 35 days by the 2050s for the Southern Gulf Islands region, and to approximately 37 days by 2080s, on average.

Table 16: Region 1 - Southern Gulf Islands (CRD) Dry Spells

		Past (days)	2050s (days)		2080s (days)	
			Average	Range	Average	Range
Region 1	Southern Gulf Islands (CRD)	27	33	(29 to 38)	37	(31 to 43)
Region 1	Saltspring Island	(25 – 30)	(30 – 35)	n/a	n/a	n/a
Region 2	Gabriola & Thetis Islands	(25 – 30)	(30 – 35)	n/a	n/a	n/a
Region 3	Howe Sound	(20 – 25)	(20 – 25)	n/a	n/a	n/a
Region 4	Northern Gulf Islands	(20 – 25)	(20 – 25)	n/a	n/a	n/a

Note: Site specific data is not available for this indicator from climatedata.ca. The range for Past and 2050s average values are calculated based off the maps below.

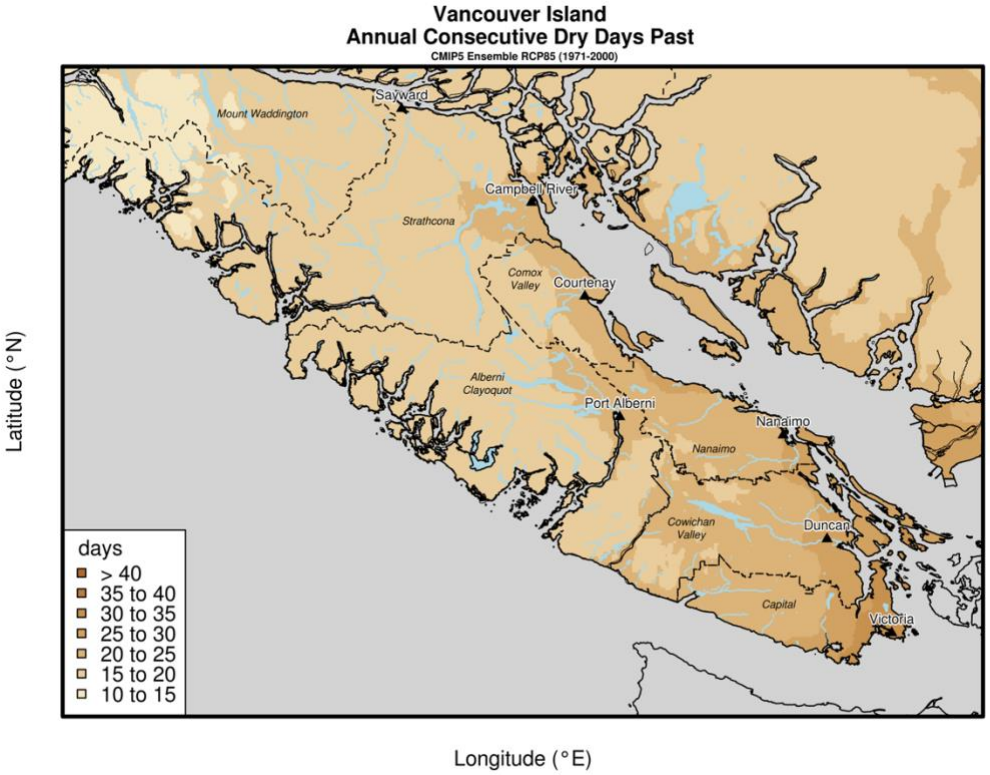

Figure 18: Dry Days - Past

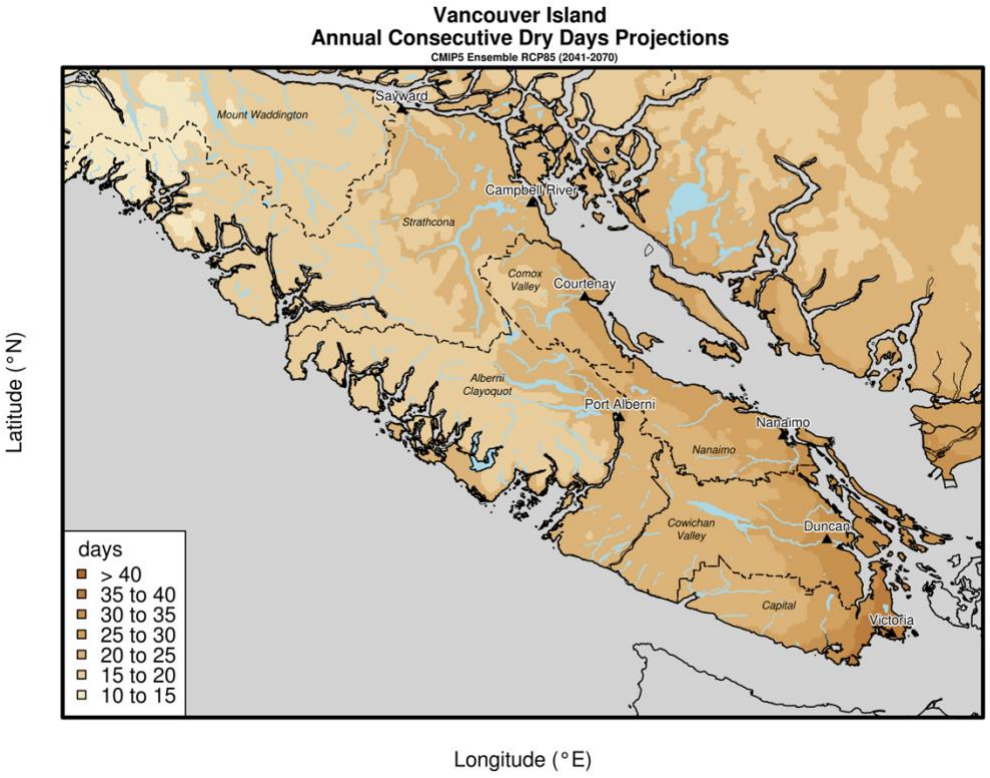

Figure 19: Dry Days - Future (2050s)

Ocean Indicators

4.1 Sea Level Rise

About this indicator: Sea level rise identified for coastal B.C. reflects the combined impacts of climate change and vertical land movements. Relative sea-level changes are displayed below, and are the changes in sea level that are observed or experienced relative to the solid surface of the Earth. The coast of B.C. is still rising from a geological process called post-glacial rebound—the rising of land due to past thinning and retreat of the massive ice sheet that once covered much of the province. In addition, the shifting of the tectonic plates generates vertical land motion in coastal B.C. causing parts of Vancouver Island to rise, and subduction in the Georgia Strait. These factors result in a difference in sea level rise across the region.

Projections:[7]

- Recent technical guidelines published by the Provincial government projected a sea level rise of half a metre by the year 2050, one metre by 2100 and two metres by 2200. Detailed local projections are offered in the bullets below.
- The past sea level rise varied from -0.3cm in North Saanich to 0.8cm in Vancouver.
- There will be an increase in sea level rise to between 15 and 20 cm in the 2050s, to between 34 and 42 cm in the 2080s.[8]

Table 17: Sea Level Rise

	Past 2007 (cm)	2050s (cm)		2080s (cm)	
		Average	Range	Average	Range
North Saanich	-0.3	15	(5 to 25)	34	(13 to 54)
Vancouver	0.8	20	(10 to 30)	42	(21 to 62)

Note: The table above is based on relative sea-level projections, for more information see James et al., 2015, report referenced in footnote 7 below.

[7] Sea level past level and projected rise is sourced from James et al, 2015. For more information see report: James, T.S., Henton, J.A., Leonard, L.J., Darlington, A., Forbes, D.L., and Craymer, M., 2015. Tabulated values of relative sea-level projections in Canada and the adjacent mainland United States; Geological Survey of Canada, Open File 7942, 81 p. doi:10.4095/297048.

4.2 Ocean Surface Temperatures

About this indicator: Ocean surface temperatures indicate the temperature in the top 100m of the ocean. Note that this indicator does not include local variability that may come from the influence of freshwater lenses on the ocean surface. For example, the Fraser River temperatures are predicted to increase and will likely have an impact on the east side of the Southern Gulf Islands, but this nuance is not included in this indicator.

Projections:

- The average global ocean surface temperature has increased at a rate of 1.1°C per century between 1971 and 2010, according to the Intergovernmental Panel on Climate Change (IPCC).[9]
- For the Strait of Georgia, the mean water temperature could be 1.5–3 °C warmer by the end of the 21st century.[10]
- Climate models project that average global ocean surface temperature will increase by 0.6°C to 2°C in the top 100m of the sea by the end of 2100. [11]

4.3 Ocean Acidification

About this indicator: Ocean acidification is the ongoing decrease in the pH of the ocean due to uptake of Carbon Dioxide from the atmosphere.

Projections:

- There is an overall global trend towards decreasing pH levels in the oceans, resulting in acidification.
- Since the industrial revolution, ocean pH has dropped from 8.2 to 8.1, and is expected to decrease to an average of ~7.7 pH level by 2091-2100.[12]

[9] Intergovernmental Panel on Climate Change. 2013. Summary for Policymakers. In: Climate Change 2013: The Physical Science Basis. Contribution of Working Group I to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change [Stocker, T.F., D. Qin, G.-K. Plattner, M. Tignor, S. K. Allen, J. Boschung, A. Nauels, Y. Xia, V. Bex and P.M. Midgley (eds.)]. Cambridge University Press, Cambridge, United Kingdom and New York, NY, USA. https://www.ipcc.ch/pdf/assessment-report/ar5/wg1/WGIAR5_SPM_brochure_en.pdf

[10] Riche O, Johannessen S, Macdonald R. 2014. Why timing matters in a coastal sea: Trends, variability and tipping points in the Strait of Georgia, Canada. Journal of Marine Systems. 2014 vol: 131 pp: 36-53. https://www.sciencedirect.com/science/article/pii/S092479631300225X

[11] British Columbia Ministry of Environment. (2016). Indicators of Climate Change for British Columbia: 2016 Update. Ministry of Environment, British Columbia, Canada.

[12] Canadian Centre for Climate Modelling and Analysis, Environment Canada, 2013.

4.4 Ocean Deoxygenation

About this indicator: Ocean deoxygenation is the expansion of oxygen minimum zones in the world's oceans as a consequence of anthropogenic emissions of carbon dioxide.

Projections:

- Research published in 2014 projects declining dissolved oxygen levels for the Northeast Pacific Ocean.[13]
- This century, dissolved oxygen is expected to decrease in the global ocean by 1–7%.[14]
- Changes to oxygen levels are occurring rapidly in the North Pacific Ocean, where oxygen has already decreased by 22% at depths of between 100 and 400 m during the last 50 years.[15]
- In the North Pacific Ocean, oxygen has decreased at a rate of 0.39–0.70 µM $year^{-1}$ or an integrated rate of 123 mmol m^{-2} $year^{-1}$. Canada's Pacific coast has experienced loss rates of 0.5 to 1.0 µM per year measured below the surface mixed layer.[16]

[13] T.A. Okey, H.M. Alidina, V. Lo, S. Jessen, Effects of climate change on Canada's Pacific marine ecosystems: a summary of scientific knowledge, Rev Fish Biol Fisheries. 24 (2014) 519–559. doi:10.1007/s11160-014-9342-1.

[14] Keeling RF, Kortzinger A, Gruber N (2010) Ocean deoxygenation in a warming world. Ann Rev Mar Sci 2:199–229. doi:10.1146/annurev.marine.010908.163855

[15] Batten S, Chen X, Flint EN, Freeland HJ, Holmes J, Howell E, Ichii T, Kaeriyama M, Landry M, Lunsford C, Mackas DL, Mate B, Matsuda K, McKinnell SM, Miller L, Morgan K, Peña A, Polovina JJ, Robert M, Seki MP, Sydeman WJ, Thompson SA, Whitney FA, Woodworth P, Yamaguchi A (2010) Status and trends of the North Pacific oceanic region, 2003–2008. In: McKinnell SM, Dagg MJ (eds) Marine ecosystems of the North Pacific Ocean, 2003–2008. PICES Spec Publ 4:56–105

[16] Crawford WR, Pena MA (2013) Declining oxygen on the British Columbia Continental Shelf. Atmos Ocean 51(1):88–103. doi:10.1080/07055900.2012.753028

Regional Impacts

The projected changes to our climate presented throughout this memo will have multiple impacts on the Islands Trust Area. This section provides an overview of the types of impacts we can expect as a result of the changing climate and is in no way an exhaustive snapshot of impacts. The impacts were gathered from a meeting with Islands Trust Conservancy staff, and research from neighbouring regions with similar ecological impacts.[17] Climate change will impact the Islands Trust Area in complex ways, as species that reside here are part of an interdependent system. Species may experience benefits from one change and stress from another and the variability and instability of climatic factors will stress all species and ecosystems.

Expected Impacts to our Ecosystems and Biodiversity

The changing climate will create undue stress to ecosystems and species which will ultimately impact biological diversity, species ranges and species health. Due to increased variability and higher temperatures, the Islands Trust Area can expect strains to sensitive habitats. Further, warmer temperatures will increase the likelihood of spread of invasive species and pests and pathogens, all of which have the potential to compromise native species.

Significant impacts to aquatic, marine and terrestrial species will come as a result of the changing climate. The Islands Trust Area can expect to see new species migrating to the region. The region can also expect the presence and range of some species (e.g. Western redcedar) to decline and contract, respectively, as the local climate becomes less suitable, with the potential for other species, such as Garry oak, to expand their range.

Specific threats to ecosystems and biodiversity include:

Earlier springs and longer growing season

Early springs and a longer growing season may cause species' reproductive and biological cycles to be out of sync with new conditions. The timing of pollination may be negatively affected, causing changes to occur within insect populations, and impacting the fruiting of plants. Finally, the changing climate in spring could increase pests and the introduction and spread of disease. For example, invasive species such as House Sparrows, rats, and domestic rabbits may be able to raise greater numbers of successful young.

The ability of native and non-native plant species to change the timing of life-cycle events may alter the extent and outcome of invasive species spread as climate changes. Non-native species are typically better able to adapt their lifecycles to temperature changes than native species. For example, recent studies show that non-native plants are better able than native species to flower earlier in response to earlier warm temperatures. Climate change may therefore promote invasion success and population persistence.[18]

[17] Cowichan Valley Regional District. (2017). Climate Projections for the Cowichan Valley Regional District. 46 pgs.

[18] For a recent field trial, see MA. Zettlemoyer, EH. Schultheis, JA. Lau. Phenology in a warming world: differences between native and non-native plant species**.** *Ecology Letters*, 2019; DOI: 10.1111/ele.13290

Warmer, drier summers

In general, the Islands Trust Area can expect to see a shortage of water during the summer months, increase in heat stress for plants, impacts on growth rates and a reduced quality of forage crops. Hotter, drier summers will increase risk of wildfires. This will result in ecosystem stress, stress of upland forest water-holding capacity, soil exposure, and erosion.

Increased summer temperatures could curb summer growing and, depending on precipitation patterns, result in a shift in growth to spring and fall with a potential dormant period in the summer due to drought. Further, the Islands Trust Area can expect stress on aquatic species due to decreased summer streamflow and warmer water temperatures, with potential severe consequences for freshwater aquatic invertebrates and fishes and estuaries. Warmer temperatures may increase invasive weed and algae growth, and will result in lower dissolved oxygen levels, putting further stress on important marine shoreline ecosystems such as eelgrass and kelp beds. Further, soil microfauna will be impacted, particularly fungi. We may see big shifts in the abundance and timing of mushrooms, and impacts to survival of different types of plants based on changes to their symbiotic relationships. The changes to moisture and temperature will also likely shift decomposition rates which will affect soils.

Changing precipitation regimes

Longer drought periods followed by more intense precipitation will significantly impact soil chemistry and capacity to absorb and retain water. As a result, the Islands Trust Area can expect increased risk of slope failure, overland flooding, streambank collapse, and the transport of silt to water bodies. Changes to water quality and levels will also likely result in:

- Scouring of streams could result of loss of eggs and juveniles (fishes, amphibians) and of larval stages of aquatic insects
- Reduced quality of drinking water, requiring additional chemical and filtration systems
- The loss of property as it sloughs away during large events
- Compromised soil conditions and root systems, increasing risk of tree blow-down.

Warmer, wetter winters

Warmer, wetter winters will increase demand on resources for species that typically overwinter on the Islands. The Islands Trust Area can anticipate a shift in migration patterns, with some migrating birds becoming year-long residents. Further, small mammals and snakes that typically hibernate may remain active. Changing activity patterns may cause shifts in predator prey relationships, for example, more fish and amphibian eggs may be eaten as demand for resources increases and predators are more active during winter.

Growth and development of plants is also likely to change. For instance, the season of algal blooms is likely to be extended. Both native and introduced plant species that typically require

or experience dormancy may not go dormant. Life cycles of insects, both native and non-native, may be significantly altered, especially those that require one or more over-wintering stages. Additionally, cyclical species' death, for example of pests and pathogens that currently die or become inactive during the winter, may not occur as temperatures do not go below a certain level in winter.

It is important to note that the Islands Trust provides respite to tourists during the warmer winter months. Warmer winters may also shift tourism patterns, resulting in increased tourism in the winter, which may put more strain on ecosystems if the spectrum of use for natural spaces increases.

Warmer more acidic ocean conditions

Ocean acidification, as a result of warmer temperatures, will impact growth of nearshore species such as eelgrass beds, and kelp beds, as well as the ability of molluscs such as clams and oysters to make shells. Warmer more acidic ocean conditions will also increase algal blooms and affect the ability of deep water species, such as glass sponge, to thrive[19]. These stresses may change populations and movement patterns of keystone species such as eelgrass, bull kelp and sea stars, with potentially disproportionately large impacts to intertidal ecosystems, salt marshes and estuaries.

Increase in the intensity of storms combined with sea level rise

An increase in the intensity of storms, combined with sea level rise may result in loss of shoreline property. Further, salt water intrusion into freshwater can be expected, possibly increasing the presence of salt marshes but also shifting dynamics of estuaries and surface freshwater. Shoreline erosion will also create:

- Impacts to archeological sites
- Impacts to traditional harvesting such as loss of clam beds
- Impacts to trail management, access to beaches, restoration prescriptions, shoreline infrastructure (e.g. stairs)
- Increase in turbidity will impact eelgrass beds and kelp

[19] See article for more details: https://thetyee.ca/News/2018/05/08/Glass-Sponges-Climate-Change-BC-Ocean-Environment/

Recommendations

This memo marks a first step for the Islands Trust Conservancy's pathway towards understanding and managing the challenges posed by the changing climate. Early recommendations that have come out of discussions with staff include:

- Take a no-regrets approach to climate action. The time for change is now.
- Explore further how key ecosystems and species will be impacted by the projected change in climate.
- Engage in new work to explore specific impacts as they pertain to each ecosystem and signature species. For example, Garry oak, Douglas-fir, wetlands, shoreline, intertidal, and riparian.
- Update property management policies and procedures as required to plan for management activities based on shifting cycles. For example, potential alteration of breeding timing for birds may require changes to the timing of management activities such as trail building and danger tree removal.
- Use this information in existing and future planning processes.
- Explore the best way to communicate the content of this memo with various audiences, including the public and partners.
- Work with neighbouring regional districts to align research and work on climate change and climate action.

Islands Trust Conservancy - Executive Committee
Liaison Meeting Agenda

Date: Tuesday, July 14, 2020
Time: 1:00 pm - 3:00 pm
Location: Islands Trust - Victoria Boardroom
200-1627 Fort Street, Victoria, BC

---

1. CALL TO ORDER

1.1 Introductions and Context for Annual Meeting

2. APPROVAL OF AGENDA

3. MINUTES/COORDINATION

3.1 Review of the July 16, 2019 Meeting Minutes

4. BUSINESS

4.1 Items for Information

4.1.1 Introductions:

- Islands Trust Conservancy (ITC)
- Executive Committee (EC)
- Review of ITC/EC roles

4.2 Items for Discussion/Direction

4.2.1 Working with the Province

- Strategic Plan Item: Amend legislation to increase the percentage of the Natural Area Protection Tax Exemption Program (NAPTEP) to act as an incentive for the protection of forest cover for climate change mitigation and adaptation in the Islands Trust Area.

4.2.2 Working with Trust Council

- COVID-19 Updates
- Strategic Planned Giving
- Climate Change Emergency Declaration
  - FireSmart and ecology
  - Climate Change Projections Report
  - Other?
- Referrals and communication
  - Between TC and ITC

DRAFT

        - Between Committees and ITC
    - Budget:
        - Fire Risk Assessment
        - Property Management Formula
    - Canada Nature Fund
    - Regional Conservation Plan Update

4.2.3 Working with Local Trust Committees

- LPS/ITC policy
- CDF Tool Kit

4.2.4 Working with First Nations

- Reconciliation Declaration and Action Plan
- Crown Land Policy

4.2.5 Working with the Public

- Website

5. NEXT MEETING

To be determined in late 2020; in Victoria

6. ADJOURNMENT

DRAFT

From: Southern Resident Killer Whales / Épaulards residents du Sud (TC) <TC.SRKW-ERS.TC@tc.gc.ca>
Sent: Friday, May 8, 2020 11:33 AM
To: Southern Resident Killer Whales / Épaulards residents du Sud (TC) <TC.SRKW-ERS.TC@tc.gc.ca>
Subject: Southern Resident Killer Whale 2020 measures

Hello,

The Government of Canada is continuing to take important steps to support the protection and recovery of the Southern Resident Killer Whale population, which is a vital component of the local marine ecosystem and has cultural significance for Indigenous peoples and coastal communities in British Columbia. The Government of Canada recognizes that the Southern Resident Killer Whale faces imminent threats to their survival and recovery, and that action is required.

Building on measures taken in 2018 and 2019, the Government of Canada has introduced the suite of 2020 Southern Resident Killer Whale measures, including:

Effective June 1, 2020: Minimum 400 metre approach distance

- Vessels are prohibited from approaching any killer whale within a 400-metre distance in all southern BC coastal waters between Campbell River and just north of Ucluelet. Certain whale watching and ecotourism companies who receive an authorization from the Minister of Transport, will be allowed to view non-Southern Resident Killer Whales from 200 metres, in recognition of their ability to distinguish between ecotypes. Authorized companies will have a purple flag with 'AV' denoted in the middle. This measure is in addition to the 200-metre approach distance for all killer whales in Canadian fisheries waters in the Pacific Ocean and BC, other than in the area described above.

Effective June 1 – November 30, 2020: Interim Sanctuary Zones

- Interim Sanctuary Zones will be in effect off Pender Island, Saturna Island and at Swiftsure Bank. No vessel traffic and no fishing will be allowed in these areas, with some exceptions including: vessels accessing local residences, business or services; vessels in distress or providing assistance to a person or vessel in distress; vessels avoiding immediate or unforeseen danger; Indigenous peoples exercising existing rights. Additionally, a 20 metre corridor along the shoreline of the Pender and Saturna Island Interim Sanctuary Zones has been created to allow those in human-powered vessels to transit safely through these areas.

Fisheries Management Measures:

- Area-based fishing closures will be in effect in the Juan de Fuca Strait and Southern Gulf Islands for recreational and commercial salmon fisheries through the summer and fall. Specific dates will be announced in June..
- Fishers are also asked to stop fishing within 1,000 metres of all killer whales.

Remember to always be whale wise:

- Reduce speed to 7 knots or less when within 1000 metres of the nearest marine mammal
- Turn off echo sounders and fish finders when safe to do so.
- Place engine in neutral idle and allow animals to pass if you find yourself within 400 metres a killer whale.

The Government of Canada is also addressing the potential impacts of contaminants on the Southern Resident Killer Whale population and their primary prey (the Chinook salmon). Efforts are underway to further develop and implement control measures, research and monitoring, data sharing, and outreach and education.

For more information on the 2020 measures and how the Government of Canada is keeping its promise to protect and support the recovery of this endangered, iconic whale population, please follow these links:

2020 Management Measures to protect Southern Resident Killer Whales

Background: 2020 Measures

Watching marine wildlife

$167.4 million Whales Initiative: Protecting the Southern Resident Killer Whale

Protecting at-risk species is a responsibility shared by all Canadians, and the Government of Canada is committed to working with Indigenous people, provincial and territorial governments, stakeholders and coastal communities to achieve this goal.

Given the current pandemic, we are asking all mariners to avoid non-essential trips and consider staying close to home to save lives as our country works to reduce the spread of COVID-19.

In order to ensure this information is distributed widely, we are sharing with our networks. We understand you may have received this email through other channels.

Sincerely,

Transport Canada
Government of Canada/Gouvernement du Canada TC.SRKW-ERS.TC@tc.gc.ca

From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Wednesday, May 27, 2020 2:17 PM

To: Lori Foster

Subject: UBCM Convention going virtual; New patio service process

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THE COMPASS — News and information from the Union of BC Municipalities

UBCM pulling out the stops for virtual convention

May 27, 2020

The 2020 UBCM Convention will be going ahead in a virtual format September 22-24. "Over the last century, UBCM has found ways to meet during the great depression, two world wars and the Spanish Flu pandemic," said Mayor Maja Tait, UBCM president. "We will also find a way for our members to meet and deliberate the issues that matter to B.C.'s communities in 2020." UBCM received provincial support and authorization to hold a virtual meeting through an order issued by Minister Farnworth and direction provided by UBCM's Executive. Read more

Streamlined process to assist hospitality sector

The provincial government has introduced a streamlined online application for food primary, liquor primary and manufacturer licensees seeking a Temporary Service Area Authorization (e.g. patio approval). Local governments have the option to further expedite this process by pre-approving all eligible licensees seeking to apply for a temporary service area expansion. Read more

Expert Panel on Housing Supply and Affordability

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lidstone@lidstone.ca

The Expert Panel on the Future of Housing Supply and Affordability has been tasked with making recommendations to the Governments of B.C. and Canada. In light of the of the COVID-19 pandemic, the deadline for input was extended to June 26, 2020. Feedback may be provided via online form or as a written submission. UBCM is preparing a submission based on policy set out in UBCM's housing strategy. Read more

FCM Municipal Asset Management Program

The Municipal Asset Management Program (MAMP) is an eight-year, $110-million program funded by Infrastructure Canada to support Canadian municipalities and communities in making informed infrastructure investment decisions based on stronger asset management practices. Read more

BC COVID-19 survey

The BC Centre for Disease Control is asking BC residents to participate in a population health survey to strengthen their pandemic response and better understand the impacts of COVID-19 to date (social, economic, mental wellness and community wellness). The survey will be open until May 31.

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From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Wednesday, May 13, 2020 12:47 PM

To: Lori Foster

Subject: Advocacy for property tax deferral, transit funding & stimulus framework

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THE COMPASS

News and information from the Union of BC Municipalities

UBCM seeks expanded property tax deferral, transit funding, stimulus framework

May 13, 2020

The Union of B.C. Municipalities has written to Minister Selina Robinson to seek the expansion of the existing Property Tax Deferral Program. An expanded program would ease the financial pressure on residential homeowners facing loss of income during the COVID-19 pandemic and provide greater certainty to local governments as they seek to maintain current levels of service. UBCM has also asked for additional provincial funding for public transit and the development of an infrastructure stimulus framework to support economic recovery.

2020 Community Excellence Awards

Applications are now being accepted for UBCM's 2020 Community Excellence Awards. The application deadline is July 10, 2020. The awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate

excellence in meeting the purposes of local government in B.C.
Read more

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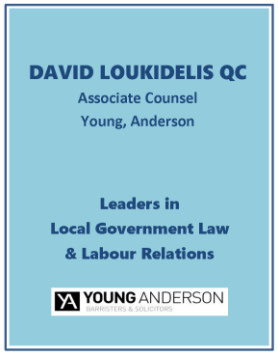
Federal infrastructure funding stream for pandemic response



Infrastructure Minister Catherine McKenna announced yesterday that the federal government will allocate more than $3 billion for projects that make provincial and local government facilities more pandemic resistant as well as encourage outdoor activities. The Minister made the comments during an interview with the Canadian Press. Read more

Gas Tax report deadline extended



The 2019 Gas Tax Annual Expenditure Report deadline has been extended to July 1, 2020. The AER report covers Federal Gas Tax Fund spending between January 1 and December 31, 2019. Reports can be submitted through UBCM's online Program Information Management System (PIMS). Information on how to submit this year's report is available on our website.

UBCM Cannabis Policy Technical Working Group

UBCM is seeking to appoint up to seven local government staff members to its Cannabis Policy Technical Working Group. The Working Group was recently established by the UBCM Executive to consult with the provincial government on an as-needed basis regarding new and ongoing policy issues. Read more

COVID-19 Community Response Fund

The Federation of Canadian Municipalities and the Canadian Medical Association Foundation have introduced a new program to directly fund cities and communities to support vulnerable populations during COVID-19 pandemic. *The COVID-19 Community Response Fund for Vulnerable Populations* program will empower municipalities to better reach, protect and assist the most vulnerable among us-including those experiencing homelessness or grappling with mental health and substance use challenges.

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From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Thursday, May 7, 2020 11:34 AM

To: Lori Foster

Subject: BC's Restart Program; Funding & Resources; Local Government Awareness Week

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THE COMPASS

News and information from the Union of BC Municipalities

Premier outlines B.C.'s restart plan

May 7, 2020

Premier John Horgan has announced a plan to lift COVID-19 restrictions in phases, gradually allowing for more social and economic activity. The four-phase plan will see British Columbians transitioning to the second phase in mid-May, allowing for the implementation of several changes, including the opening of more non-essential businesses in keeping with safe operational plans and the re-opening of provincial parks for day use. Read more

Funding & Resources Update

Each month we provide an update on UBCM funding programs and information on other programs, events and resources that may be of interest to local governments and First Nations. Read more

Local Government Awareness Week

UBCM, in partnership with CivicInfo BC and the Ministry of Municipal Affairs & Housing, is pleased to support the 2020 Local Government Awareness Week,

May 17-23. This annual initiative is aimed at building public awareness of local government roles and encouraging participation in local government processes. Read more

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Vaping Guide for Local Governments

Vancouver Coastal Health has published a policy discussion paper on vaping for local governments. UBCM provided feedback on the paper, which outlines the population health concerns, discusses regulatory powers of different levels of governments, and examines different responses that local governments might consider.

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From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Monday, May 4, 2020 11:33 AM

To: Lori Foster

Subject: Electronic public hearings allowed during pandemic

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THE COMPASS — News and information from the Union of BC Municipalities

Electronic public hearings allowed during pandemic

May 4, 2020

The Province has issued a ministerial order that allows local governments to hold public hearings electronically during the current provincial state of emergency. Each local government will need to determine which electronic method works best for its public hearings. This decision to expand the authorities given to local governments under the *Emergency Program Act* was enacted by the Province repealing and replacing Ministerial Order M083 with M139. Read more

Affordable Housing Webinar

BC Housing is offering a 2-hour webinar on June 23, 2020 entitled *Building Knowledge and Capacity for Affordable Housing in B.C. Communities*. The webinar will offer perspectives on the unique issues and needs of small communities drawn from research and interviews with local governments, developers, builders and non-profit organizations.

From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Thursday, April 30, 2020 1:48 PM

To: Lori Foster

Subject: Planning for the 2020 UBCM Convention

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THE COMPASS *News and information from the Union of BC Municipalities*

Planning for the 2020 UBCM Convention

April 30, 2020

COVID-19 has required that British Columbians collectively re-think nearly every aspect of our lives. At UBCM, this process of rethinking includes developing contingency plans for hosting the 2020 UBCM Convention.

At this point there are many unanswered questions with regard to the health orders that will be in place come September. We want to assure our members that we have begun the process of weighing other options to help you connect and collectively identify the top issues facing B.C.'s communities.

Planning for each Convention is a year-round process, so considerable work has been undertaken for the 2020 Convention, slated to be held at the Victoria Conference Centre, September 21-25. While this work will continue, we will also develop a virtual Convention concept to provide a contingency in the event that an in-person Convention is prohibited or unfeasible. We are very appreciative of the support and the interest that has been offered by the City of Victoria, our sponsors and others to ensure this year's Convention is the best possible in consideration of provincial health orders.

UBCM recognizes that this is a time of unusual financial challenge for B.C.'s local governments. The 2020 Convention will deliver quality programming while facilitating member direction and provincial engagement in a cost-effective

From: Union of BC Municipalities <ptaylor@ubcm.ca>

Sent: Monday, April 27, 2020 1:00 PM

To: Lori Foster

Subject: COVID-19 Updates: Rural Internet Service; Housing Vulnerable Populations; ICBC; Tree Planting

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THE COMPASS

News and information from the Union of BC Municipalities

Funding to Improve Rural Connectivity

April 27, 2020

The $50-million Connecting British Columbia program now includes a funding stream to help internet service providers with immediate network equipment upgrades to rapidly improve capacity and internet speeds in underserved communities throughout the province. Connecting British Columbia's COVID-19 response funding will help internet service providers (ISPs) to make immediate upgrades to their networks. Read more

Additional Supports for Vulnerable People During COVID-19

The Province has announced decampment plans to transition people living in major homeless camps in Vancouver and Victoria into temporary accommodations during the COVID-19 crisis. This builds on additional measures undertaken by BC Housing, non-profits, health authorities, local governments and others to secure shelter for those experiencing or at risk of homelessness in communities across the Province. Read more

Timber King Supports BC FireSmart Campaign

Like many British Columbians, Timber Kings' Bryan Reid Sr. experienced the province's 2017 and 2018 wildfire seasons up close and personal. Now he is helping get the FireSmart message out in a new social media campaign,

featuring videos and helpful web-based resources. You can help promote Bryan's Top 3 FireSmart Tips through Facebook, Instagram and Twitter.

Tree Planting to Proceed Under Strict Guidelines

On April 23, 2020, the Provincial Health Officer released guidelines to reduce and mitigate the risks of COVID-19 for all tree planters in response to forestry and silviculture being defined as essential services. Read more

ICBC Changes During COVID-19 Pandemic

ICBC has implemented some changes to help customers manage the financial impacts of COVID-19. Read more

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From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Thursday, April 23, 2020 1:13 PM

To: Lori Foster

Subject: UBCM endorses call for Federal funding support

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THE COMPASS *News and information from the Union of BC Municipalities*

April 23, 2020

UBCM endorses call for Federal support

UBCM is adding its voice in support of a report by the Federation of Canadian Municipalities (FCM) indicating the need for a minimum of $10 billion in emergency operating funding, with an additional $2.4 billion for communities with transit systems, to be provided through a direct federal allocation to local governments. Local governments across the province are facing financial pressure due to a significant loss of variable revenues following on the implementation of COVID - 19 public health orders. Read more

UBCM Group Benefits Plan marketing results

UBCM is pleased to announce that Pacific Blue Cross (PBC) has been chosen as the preferred proponent in the UBCM Group Benefits Plan Marketing Review. The continuation of our longstanding relationship builds on 36 years of valued partnership and collaborative efforts in delivering benefits to our member local governments and affiliated associations. While the carrier isn't changing, the way we work together to serve our members' needs will be. Read more

From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Tuesday, April 21, 2020 1:55 PM

To: Lori Foster

Subject: Orphaned wells funding; Enforcement ticketing; Rural & Indigenous health framework

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THE COMPASS

News and information from the Union of BC Municipalities

April 21, 2020

Economic response plan targets orphaned wells

The recently announced federal Economic Response Plan includes provisions to clean up orphaned and inactive oil and gas wells in Western provinces. British Columbia, which has 350 orphaned wells, will see $120 million through this new initiative. This provision responds to advocacy by FCM and the Western Economic Solutions Taskforce, of which UBCM is a member. Other measures announced by the federal government include a loan program to reduce methane emissions from oil and gas production. Read more

Additional tools to enforce EPA Orders

Under the authority of the Emergency Program Act, the provincial government has announced new tools to support enforcement of ministerial orders. Effective immediately, police and other enforcement authorities, including bylaw officers, may issue $2,000 violation tickets for a variety of infractions, including price gouging and the reselling of essential goods (e.g. medical supplies). Read more

Enhanced health framework for rural, Indigenous communities

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A new collaborative framework will help ensure people living in rural, remote and Indigenous communities in B.C. have access to critical health care during the COVID-19 pandemic. The framework is adaptable to local needs and outlines immediate actions to improve health-care services and respond to the COVID-19 pandemic. Read more

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From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Thursday, April 16, 2020 3:09 PM

To: Lori Foster

Subject: Changes to property tax framework; Expanded CERB eligibility

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THE COMPASS

News and information from the Union of BC Municipalities

April 16, 2020

Changes to B.C.'s property tax framework

The provincial government introduced temporary changes to B.C.'s property tax framework to provide financial support for businesses and local governments earlier today. Among the changes introduced, local governments will have the ability to borrow, interest-free, from their capital reserve funds and municipalities will be able to access school tax revenue collected for the Province until the end of the year. Read more

Expanded eligibility for CERB

The federal government has announced that it is expanding eligibility for the Canada Emergency Response Benefit (CERB) to include seasonal and part-time workers, such as volunteer firefighters. Seasonal workers, those who have exhausted employment insurance benefits, and those making less than $1,000 per month now qualify for the CERB. Read more

2019 Gas Tax annual expenditure reporting

Local Governments may now submit their 2019 Gas Tax Annual Expenditure Report through UBCM's online Program Information Management System (PIMS). All Local Governments are required to submit project and financial details for Gas Tax funded projects between January 1 and December 31, 2019. AER submission deadline is June 1, 2020, however, should you require an extension this year due to impacts of COVID-19, please contact us at gastax@ubcm.ca. For information on how to submit this year's report, please visit our website.

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Modernizing land use planning update

The B.C. Ministry of Forests, Lands, Natural Resource Operations and Rural Development has published two fact sheets on the Modernized Land Use Planning Initiative. The Ministry acknowledges local governments' important roles and perspectives in the process and commits to their involvement "early and on an ongoing basis". The fact sheets provide background on the Modernizing Land Use Planning Process, including plans for collaboration with First Nations, local governments, stakeholders and the public.

COVID-19 support service for BC Business

To help B.C. businesses affected by the COVID-19 pandemic, the Province and the Government of Canada have partnered with Small Business BC (SBBC) to launch an online support service to answer pressing questions about the support available to businesses. The dedicated website will host announcements from industry and community partners, along with resources and tools to support B.C. businesses. A summary of all identified supports for B.C. businesses affected by COVID-19 will also be updated regularly.

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From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Thursday, April 9, 2020 5:12 PM

To: Lori Foster

Subject: COVID-19 Provincial Orders Support Team and Call Centre, Guidance to Social Service Providers

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THE COMPASS

News and information from the Union of BC Municipalities

April 9, 2020

COVID-19 Provincial Orders Support Team and Call Centre

A Provincial Orders Support Team and Call Centre has been established to support local authority staff (e.g. municipal bylaw officers and equivalent local officials) that are supporting compliance of Provincial Orders to prevent the spread of COVID-19. This is the central point of contact to anyone supporting compliance and enforcement of Provincial Health Officer orders to ensure clear interpretation and application of such orders. Read more

Guidance for Social Service Providers

The office of the Provincial Health Officer has developed "Interim Guidance to Social Service Providers for the Prevention and Control of COVID-19 in their Facilities". The purpose of the Guidance document is to provide social service providers with information to prevent the introduction and/or spreading of the virus in social service settings and/or prevent transmission between clients and staff.

From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Friday, April 3, 2020 1:51 PM

To: Lori Foster

Subject: Financial impact of COVID-19 on local governments

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THE COMPASS — News and information from the Union of BC Municipalities

April 3, 2020

UBCM COVID-19 Outreach & Advocacy

UBCM has been monitoring and assessing the impact of COVID-19 on BC communities and local government operations and finances. Last week, UBCM reached out to a wide of range of local governments to gather information on the immediate and projected long-term financial pressures facing local governments, their residents, and local businesses. As part of this outreach, UBCM sought to identify measures that could address the financial pressures local governments faced, as well as support the economic recovery following the pandemic. Read more

From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Thursday, April 2, 2020 8:53 AM

To: Lori Foster

Subject: Guidelines for enforcement of COVID-19 orders; Support for renters & landlords

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THE COMPASS

News and information from the Union of BC Municipalities

April 2, 2020

New guidelines for bylaw officers enforcing COVID-19 orders

The provincial health officer (PHO) has issued new guidelines to support compliance with orders on business closures and gatherings, under the Public Health Act. The new guidelines for municipal bylaw officers and other compliance officers give clear instruction on warnings, public education and fines - and what can be issued by whom - to make sure there is compliance with the PHO's orders and, if necessary, they are enforced consistently throughout B.C. communities.

Factsheet for renters and landlords

The Ministry of Municipal Affairs and Housing has provided an update for renters and landlords on COVID-19 related policies and programs. As announced on March 25, 2020, the Province has halted evictions during the COVID-19 crisis. Also, to support renters who are facing a loss of income during the pandemic, a new Temporary Rental Supplement will offer up to $500 monthly to pay a portion of their rent.

From: Union of BC Municipalities <ubcm@ubcm.ca>

Sent: Monday, March 30, 2020 1:29 PM

To: Lori Foster

Subject: COVID-19 update: critical supplies inventory; substance use risk mitigation

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THE COMPASS

News and information from the Union of BC Municipalities

March 30, 2020

Request for Essential Services Critical Supplies

The Province has requested that businesses and organizations undertake an inventory of critical supplies in their possession, including personal protective equipment, medical supplies and cleaning. Local governments are asked to share this request with businesses and organizations in their community. Read more

New clinical guidance to reduce risks for people who use substances

To help reduce the risks to people who use substances, the Province has announced new clinical guidance, effective immediately, for health-care providers to stem the spread of COVID-19 and respond to the ongoing overdose emergency. The provincial clinical guidance incorporates the federal government's recent exemptions to the Controlled Drugs and Substances Act in response to the COVID-19 pandemic. The full guidance document is available on the BC Centre on Substance use website. Read more

Status of farmer's markets

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The Ministry of Health designated farmers' markets as essential food and agriculture service providers. Farmers' markets are not currently considered a high risk setting for the transmission of COVID-19 as they are usually held outdoors. The BC Centre for Disease Control has provided guidance to reflect the recommendations and orders of the Provincial Health Officer for the reference of farmers' market organizers.



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From: Union of BC Municipalities <ubcm@ubcm.ca>
Sent: Thursday, March 26, 2020 2:33 PM
To: Lori Foster
Subject: COVID-19 Update: New Ministerial Orders

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THE COMPASS — News and information from the Union of BC Municipalities

March 26, 2020

Ministerial Orders for Local Government

Mike Farnworth, Minister of Public Safety Minister and Solicitor General, announced ministerial orders today that have immediate and direct relevance of local government service delivery in relation to COVID-19 response. Minister Farnworth suspended local states of emergency in BC specific to the COVID-19 pandemic, excepting the City of Vancouver. Other orders pertained to local government meetings, delivery bylaws and the use of bylaw officers to enforce provincial health orders. Read more

UBCM Grant Administration: COVID-19 Update

The administration of provincially-funded grant programs is continuing at UBCM during the COVID-19 pandemic, including adjudication of intakes that closed before March 15, 2020, review of final reports and processing of all payments. We are implementing a few changes to ensure fairness and provide additional flexibility during this time. Read more

UBCM Union of BC Municipalities

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-----Original Message-----
From: mg
Sent: Tuesday, May 19, 2020 1:51 PM
To: Wil Cottingham <wcottingham@islandstrust.bc.ca>; diltc@gmail.com
Subject: electronic meetings

Kudos to the trustees and the Trust in general for holding an electronic meeting! This makes the meeting far more accessible to me - if LTC meetings were always held this way, I would attend many more of them, and be more involved with local trust activities. I hope electronic meetings are the wave of the future, with concomitant savings in transportation and accommodation for off-island trustees.

It would be great if the Trust Council meetings were always held this way, as the costs of in-person meetings involving trustees from all the islands must be substantial. If there are Denman Islanders who don't have electronic access to meetings, and would attend them if they did, the local trustees should ensure that sites are available on-island for those people.

Congratulations on this 21st Century upgrade, and I hope the savings are visibly reflected in your 2021 budget!

Sincerely,
Margie Gang

From: Jacinthe Eastick
Sent: Monday, May 11, 2020 6:30 PM
To: Web Comments <webcomments@islandstrust.bc.ca>
Subject: Re: NEWS RELEASE: Trust Council Reminds People to Avoid Non-essential Travel to the Islands

Yes please. Thank you for the suggestion.
I feel strongly that our parks are sanctuary for the soul, they much not be used as a pawn in a political inertia to address the problem that is not going to go away. I feel that the Supreme Court has to be asked to give a acceptable formula to go with its ruling. At least, we would know that, for argument sake, Gabriola Island, a 12,000 acres are with a population of say 5000 Islanders should be providing XXXXX homeless beds to satisfy the Supreme Court Ruling. We may not be to rape our parkland to provide what would be required
Thank you,
Jacinthe Eastick

Sent from my iPad

On May 11, 2020, at 10:52 AM, Web Comments <webcomments@islandstrust.bc.ca> wrote:

Hello Jacinthe,

Would you like me to provide this submission to the Executive Committee for them to consider on their next agenda?

Clare Frater
Director, Trust Area Services
Islands Trust
250-405-5192
Websites: www.islandstrust.bc.ca | www.islandstrustconservancy.ca
Preserving Island communities, culture and environment since 1974

From: Jacinthe Eastick
Sent: Saturday, May 9, 2020 6:29 PM
To: Web Comments <webcomments@islandstrust.bc.ca>
Subject: Re: NEWS RELEASE: Trust Council Reminds People to Avoid Non-essential Travel to the Islands

Thank you! How about making the Gulf Islands exempt from the Supreme Court ruling to allow camping in parks for the homeless. None of those Island have the infrastructure to support the influx that ruling would allow and the fragility of the Islands would be heighten to a most unsustainable level. I support housing for the homeless, not sub-standard camping in unserviced parks for the homeless. The failure of most authorities to provide for the homeless made the Supreme Court ruling necessary but how about doing things right. Please consider providing opportunities for the homeless as per a formula agreeable to the Supreme Court. For example how many homeless units should a 12,000 acres Island need to provide? The Supreme Court must be asked to come up with some sort of a formula to go with their ruling. Would you agree? Otherwise, the whole notion would be simply a recipe for disaster for both the homeless and the community.

Thank you,
Jacinthe Eastick
Gabriola Island

Sent from my iPad

Hi Lori,

For EC correspondence,

Clare

From: Laurie Brinklow <brinklow@upei.ca>
Sent: Wednesday, May 27, 2020 11:47 AM
To: Clare Frater <cfrater@islandstrust.bc.ca>
Subject: Island Responses to COVID-19

Dear Clare,

I'm hoping this finds you well and that you and your family and friends have weathered the COVID-19 storm without too much difficulty. We here on Prince Edward Island are feeling particularly glad that we're an island, as we've had only 27 cases, no hospitalizations or deaths, and all have recovered. I credit our water boundary and being able to control our entry points. Indeed, when Dr. Bonnie Henry was interviewed on our local CBC radio program, she said, "I wish we were an island!" (Bonnie's parents live on PEI.)

I was wondering if I might enlist your help on something I'm writing for the Canadian Rural Revitalization Foundation on Island Responses to COVID-19. There has been a global effort to collect data, from the University of Strathclyde, but I'd like to use our informal Canadian islands network to gather more in the way of Canadian island experiences of the pandemic. I've put together a few questions, and wondered if you might be able to answer them based on your experience with islands that are part of the Islands Trust.

I have also been approached by staff in the Centre for Rural Economic Development, wondering if there is anything they could be doing that would help rural and island Canadians in the recovery process - thus the last two questions.

Thanks, Clare! And feel free to send this along to anyone you think might have something to contribute.

Talk soon!

Laurie

ISLAND RESPONSES TO COVID-19

Here are a few questions about how COVID-19 is affecting life on your island. I'm hoping to use some of your responses to help inform a Rural Insights paper on Island Responses to COVID-19, and to compile a list of suggestions for the Centre for Rural Economic Development.

1. How has your island responded to COVID-19?

2. What are the main challenges your island has encountered in the gradual opening up of your island?

3. Have you implemented or seen any innovative responses to address concerns related to COVID-19 on your island?

4. What resources do you need to adapt and recover from COVID-19? And who should provide these resources? Please identify any gaps or implementation challenges you've experienced in the federal rollout of support programs.

5. How can the Centre for Rural Economic Development assist island communities during this time?

--
Laurie Brinklow, BA, MA(IS), PhD
Co-ordinator
Institute of Island Studies | UNESCO Chair in Island Studies and Sustainability
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**
Government of Iceland's Honorary Consul for Prince Edward Island
https://www.mfa.is/diplomatic-missions/icelandic-missions

Secretary, International Small Island Studies Association (ISISA)
http://isisa.org

Treasurer, Canadian Rural Revitalization Foundation
http://crrf.ca/

Member, Editorial Review Board, Rethinking the Island Series
Rowman & Littlefield
https://www.rowmaninternational.com/our-books/series/rethinking-the-island