



Executive Committee Agenda

Date: January 12, 2022
Time: 9:00 am
Location: Islands Trust Victoria Boardroom
200-1627 Fort Street, Victoria, BC

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
2.1. Introduction of New Items	
2.2. Approval of Agenda	
2.2.1. Agenda Context Notes	4 - 4
3. RISE AND REPORT DECISIONS FROM PREVIOUS CLOSED MEETING	
None	
4. ADOPTION OF MINUTES	
4.1. December 15th draft minutes	5 - 10
5. FOLLOW UP ACTION LIST AND UPDATES	
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5.2. Local Trust Committee Chair Updates	
5.3. Islands Trust Conservancy Liaison Update	
6. BYLAWS FOR APPROVAL CONSIDERATION	
6.1. Salt Spring Island Local Trust Committee Proposed Bylaw No. 529 (administrative) - RFD	18 - 30
That the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Proposed Bylaw No. 529, cited as "Salt Spring Island Local Trust Committee Meeting Procedure Bylaw No. 529, 2021" in accordance with Section 27 of the <i>Islands Trust Act</i> .	
7. TRUST COUNCIL MEETING PREPARATION	
7.1. Executive	
7.1.1. Trust Council draft Nov/Dec minutes	
Pending late item	
7.2. Local Planning Services	
7.3. Administrative Services	
7.4. Trust Area Services	
8. EXECUTIVE COMMITTEE PROJECTS	

8.1.	Trust Council Initiated	
8.1.1.	Executive	
8.1.2.	Trust Area Services	
8.1.2.1.	Policy Statement Amendment Project Update - Briefing	31 - 32
8.1.2.2.	Presentation by ISL - Phase 3 Public Engagement Plan for the Policy Statement Amendment Project	33 - 55
	See item 2.2.1 Agenda Context Notes	
8.1.3.	Local Planning Services	
8.1.4.	Administrative Services	
8.2.	Executive Committee Initiated	
8.2.1.	Executive	
8.2.1.1.	Electronic/In-person Executive Committee 2022 meetings designation - RFD	56 - 63
	1. That the following 2022 Executive Committee regular business meetings be held electronically as shown in Attachment 1: February 2, March 8, March 23, April 13, May 4, May 25, July 6, August 3, September 20, and October 5.	
	2. That Executive Committee schedule a meeting to be held electronically, December 6, 2022, as shown in Attachment 1.	
8.2.2.	Trust Area Services	
8.2.2.1.	2022 AVICC/UBCM Proposed Resolutions - RFD	64 - 69
	1. That the Executive Committee direct staff to forward a resolution with backgrounder for consideration at the 2022 Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) conventions, requesting that the Province fund and support the development and integration of climate risk and vulnerability assessments into Official Community Plan review processes.	
	2. That the Executive Committee direct staff to forward a resolution with backgrounder for consideration at the 2022 Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) conventions, requesting that the Province provide funding and support to local governments and Islands Trust to facilitate affordable housing projects in rural areas in British Columbia.	
8.2.2.2.	Gabriola Museum Grant Application	70 - 73
	See item 2.2.1 Agenda Context Notes	
8.2.3.	Local Planning Services	
8.2.4.	Administrative Services	
9.	NEW BUSINESS	
9.1.	Executive/Trust Council	

9.2.	Trust Area Services	
9.2.1.	LTC Chairs Report on Local Advocacy Topics	
9.3.	Local Planning Services	
9.4.	Administrative Services	
10.	CORRESPONDENCE (for information unless raised for action)	
10.1.	M. Boland emails dated December 5, 2021, and January 3, 2022, re budget	74 - 94
	The correspondence has been sent to the Financial Planning Committee.	
10.2.	M. Gang email dated December 13, 2021 re Public Engagement	95 - 95
	This letter has been posted to the the Islands 2050 website.	
10.3.	R. Burger email dated December 14, 2021 re BIM housing affordability	96 - 98
10.4.	LGLA 2022 Forum logistics / deadlines to register	99 - 106
	<u>Visit the LGLA webpage for more information</u>	
11.	WORK PROGRAM	
11.1.	Review and amendment of current work program	107 - 111
12.	NEXT MEETING	
	The next Executive Committee meeting is scheduled for February 2, 2022, starting at 9:00 a.m.	
13.	CLOSED MEETING (under separate cover)	
	That the meeting be closed to the public subject to Sections 90(1)(i) and (j) of the Community Charter in order to consider matters related to receipt of advice that is subject to solicitor-client privilege and, information that if it were presented in a document would be prohibited from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act, and that staff attend the meeting.	
14.	ADJOURNMENT	

Agenda No.	From	Context Notes
8.1.2.2	DTAS	Presentation – Phase 3 Public Engagement Plan for the Policy Statement Amendment Project The ISL Project Team members, whose biographies are attached prior to the Phase 3 Plan, will give a 15 minute presentation on the draft followed by a question and answer session.
8.2.2.2	SIPA	Gabriola Museum Grant Application At its December 15th business meeting, Executive Committee reviewed the History, Heritage, and Conservation grant application (attached for information in this agenda package) from the Gabriola Museum Society. At that meeting, the following motion was passed in relation to the application request: That Executive Committee authorize a History, Heritage and Conservation grant of \$5,000 to Gabriola Historical & Museum Society in support of their application to embark on a major Reconciliation project developing and renewing the museum's 'Snuneymuxw Village of the Ancestors' to create a dedicated space on the museum grounds, subject to the support of Snuneymuxw First Nation Chief and Council or representative. Further to this motion the recommendation is that the Gabriola Museum Society engage with the Snuneymuxw First Nation to seek support for the project named 'Snuneymuxw Village of the Ancestors' and once that support, in the form of a letter from Chief and/or Council is received, Executive Committee encourages the Gabriola Museum Society to reapply for the History, Heritage, and Conservation Grant In-aid.



Executive Committee Minutes of Regular Meeting

Date: December 15, 2021
Location: Public venue
Islands Trust
200-1627 Fort Street
Victoria, BC V8R 1H8

Members Present: Peter Luckham, Chair, Thetis Island Trustee (Victoria boardroom)
Dan Rogers, Vice Chair, Gambier/Keats Island Trustee (electronic)
Laura Patrick, Vice Chair, Salt Spring Island Trustee (electronic)
Sue Ellen Fast, Vice Chair, Bowen Island Municipal Trustee (electronic)

Staff Present: Russ Hotsenpiller, Chief Administrative Officer (CAO) (Victoria boardroom)
Clare Frater, Director, Trust Area Services (DTAS) (electronic)
David Marlor, Director, Local Planning Services (DLPS) (electronic)
Mark van Bakel, Information Services Manager (Victoria boardroom)
Lisa Wilcox, Senior Intergovernmental Policy Advisor (electronic)
Dilani Hippola, Senior Policy Advisor (electronic)
Lori Foster, Executive Coordinator/Recorder (Victoria boardroom)

Other: One member of the public attended the meeting electronically

1. CALL TO ORDER

At 9:03 a.m., Chair Luckham called the meeting to order and humbly stated gratitude to live and work on Coast Salish First Nations traditional and treaty territory.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

- Reorder agenda to address item 8.1.2.4 after item 3
- Receive late item 8.1.2.5 circulated as an addendum on December 14, 2021

2.2 Approval of Agenda

By general consent, that agenda was adopted as amended.

3. RISE AND REPORT DECISIONS FROM PREVIOUS CLOSED MEETING – None

8.1.2.4 Trust Programs Committee, Chair Morrison re: TPS amendments – Discussion

Chair of Trust Programs Committee, Trustee Deb Morrison, spoke on the Trust Policy Statement (TPS) amendment project and next steps.

Discussion followed on:

- Getting to a reading stage of the draft bylaw,
- Public engagement, what that would look like, LTC's will differ,
- Challenges of modernizing the document,
- Summary report coming in June,
- Trust Council resolution TC-2021-075,
- Request trustee input to Trust Programs Committee,
- Remind trustees to read all correspondence.

EC-2021-174

It was Moved and Seconded,

That Executive Committee request Trust Programs Committee to engage in a discussion on the draft Trust Policy Statement and that the Trust Council Chair and Trust Programs Committee Chair collaborate on a message to trustees to report back the feedback to facilitate the Trust Programs Committee deliberations.

CARRIED

Trustee Morrison left the meeting.

At 10:17 a.m. the meeting recessed for a break and reconvened at 10:23 a.m.

4. ADOPTION OF MINUTES

4.1 November 30th draft minutes

By general consent, the minutes were adopted as presented.

5. FOLLOW UP ACTION LIST AND UPDATE

5.1 Follow Up Action List (FUAL)/Director/CAO Updates

CAO Hotesenpiller and directors addressed FUAL items and gave status reports on emerging issues and staffing updates.

Information Services Manager van Bakel was present and discussed local trust committee electronic meeting management. This item is under review and feedback from local trust committee chairs is ongoing.

Director of Local Planning Services (DLPS) Marlbor noted a grant application to the Time Immemorial Fund is pending.

5.2 Local Trust Committee Chair Updates

Local trust committee chairs gave verbal updates on recently attended meetings, status of applications and emerging issues.

5.3 Islands Trust Conservancy Liaison Update - None

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Executive Committee acting as a Local Trust Committee (Ballenas-Winchelsea Islands) Bylaw No. 35 – RFD

EC-2021-175

It was Moved and Seconded,

THAT the Islands Trust Executive Committee approve Executive Committee acting as a Local Trust Committee (Ballenas-Winchelsea Islands) Bylaw No. 35, cited as "Executive Committee Acting as a Local Trust Committee (Ballenas – Winchelsea Islands) Fees Bylaw, 2021", in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7. TRUST COUNCIL MEETING PREPARATION

7.1 Executive

7.1.1 Roundtable review Nov/Dec Trust Council

Discussion followed on:

- How the meeting presents over the Zoom livestream and recording,
- Process of determining vote count with mixed in-person and electronic attendance,
- Overall satisfaction with the venue.

7.1.2 Trust Council Business Decision Highlights

Amend the business decision highlights document as follows:

- Draft budget 2022/23 – first sentence after “draft budget” add “for public consultation,” and after “Bowen Island Municipality” add “for its municipal contribution.
- Housing Equity and Workforce Shortage Crisis - remove the words “a list of”.

EC-2021-176

It was Moved and Seconded,

That the business decision highlights document be circulated as amended.

CARRIED

7.1.3 Trust Council Follow-up Action List

It was noted that Director of Local Planning Services FUAL item #8 “Shoreline Protection Model Bylaw report has not been forwarded.

Received for information.

7.2 Local Planning Services - None

- 7.3 Administrative Services - None
7.4 Trust Area Services - None

8. EXECUTIVE COMMITTEE PROJECTS

8.1 Trust Council Initiated

8.1.1 Executive

8.1.1.1 Council Committee Appointments – Discussion

Chair Luckham made the following committee appointments as requested at the Nov/Dec Trust Council meeting:

- Trustee Scott Colbourne to the Regional Planning Committee.
- Trustee Steve Wright and Trustee Grant Scott to the Trust Programs Committee.

A Trust Council resolution without meeting (RWM) was initiated to ratify the appointments.

TC-RWM-2021-xxx

It was Moved by Chair Luckham and Seconded by Vice-Chair Rogers, That Trust Council ratify the appointments of Trustee Colbourne to the Regional Planning Committee, Trustee Scott to the Trust Programs Committee and Trustee Wright to the Trust Programs Committee.

Chair Luckham requested staff conduct the vote for the RWM as moved and seconded.

8.1.2 Trust Area Services

8.1.2.1 History Heritage and Conservation Grant Application Gabriola Historical & Museum Society – RFD

Senior Intergovernmental Policy Advisory (SIPA) Wilcox spoke to the request for decision (RFD).

Discussion on Snuneymuxw First Nation's support of the project followed.

EC-2021-177

It was Moved and Seconded,

That Executive Committee authorize a History, Heritage and Conservation grant of \$5,000 to Gabriola Historical & Museum Society in support of their application to embark on a major Reconciliation project developing and renewing the museum's "Snuneymuxw Village of the Ancestors" to create a dedicated space on the museum grounds, subject to the support of Snuneymuxw First Nation Chief and Council or representative.

CARRIED

8.1.2.2 AVICC/UBCM Resolution Selection – RFD

EC-2021-178

It was Moved and Seconded,

That the Executive Committee direct staff to draft a resolution and backgrounder on rural affordable housing project development support and climate vulnerability assessment support for submission to the Association of Vancouver Island and Coastal Communities 2022 convention for Executive Committee's consideration in January 2022.

CARRIED

8.1.2.3 Draft Communications Strategy – Briefing

Director of Trust Area Services (DTAS) Frater spoke to the strategy as presented in the briefing. Discussion followed and the draft report was received for information.

8.1.2.4 Trust Programs Committee, Chair Morrison re: TPS amendments – Discussion

This item was addressed after item 3 in the re-ordering of the agenda.

8.1.2.5 Policy Statement Amendment Project Update – Briefing

DTAS Frater spoke to the briefing. The consultants will be presenting at the January 12th EC meeting.

8.1.3 Local Planning Services - None

8.1.4 Administrative Services - None

8.2 Executive Committee Initiated - None

8.2.1 Executive

8.2.2 Trust Area Services

8.2.3 Local Planning Services

8.2.4 Administrative Services

9. NEW BUSINESS

9.1 Executive/Trust Council – None

9.2 Trust Area Services

9.2.1 LTC Chairs Report on Local Advocacy Topics

LTC Chairs gave verbal updates on local advocacy topics. Ongoing items include the antenna/cell tower application on Galiano and the status of the New Brighton dock on Gambier.

- 9.3 **Local Planning Services** - None
- 9.4 **Administrative Services** – None

10. CORRESPONDENCE (Received for information unless noted otherwise)

- 10.1 **Mayor Gary Ander to Honourable Katrine Conroy re Request for a prohibition of recreational motorized vehicles on Mount Gardner letter dated December 3, 2021**
- 10.2 **J. Garza email dated December 3, 2021 re Community climate action in Islands Trust**
- 10.3 **Invitation to Oceans Protection Plan Forum and newsletter dated December 6, 2021**
- 10.4 **Salish Sea Ecosystem Conference Early Bird Registration Open**

11. WORK PROGRAM

- 11.1 **Review and amendment of current work program**

Received for information.

12. NEXT MEETING

The next Executive Committee meeting is scheduled for January 12, 2022.

13. CLOSED MEETING - None

14. ADJOURNMENT

By general consent, the meeting was adjourned at 12:30 p.m.

Peter Luckham, Chair

Certified Correct

Lori Foster, Executive Coordinator



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. By general consent, at its Dec 16, 2020 meeting, Executive Committee put this item on hold pending review by Trust Programs Committee.	Russ Hotsenpiller	Meeting: 12-Sep-2017 Target: 05-Dec-2017	In Progress
2 THAT Executive Committee direct that staff develop draft policy regarding the provision of electronic meetings for application by Trust Council and Committees for when the Provincial State of Emergency is concluded.	Carmen Thiel Russ Hotsenpiller	Meeting: 30-Sep-2020 Target: 15-Dec-2021	Completed
3 That the report Potential legislative and procedure change by the Islands Trust in relation to forest protection - Briefing be brought to a future Executive Committee meeting for next steps.	Russ Hotsenpiller	Meeting: 18-Nov-2020 Target: 23-Feb-2022	In Progress
4 Executive Committee resolved to meet electronically for two-thirds of its remaining term.	Russ Hotsenpiller	Meeting: 27-Oct-2021 Target: 12-Jan-2022	In Progress
5 That Executive Committee request an update on the operational side of electronic meetings at the December 15th Executive Committee meeting.	Russ Hotsenpiller	Meeting: 17-Nov-2021 Target: 15-Dec-2021	Completed



Follow Up Action Report

Executive Committee

Chief Administrative Officer

Activity	Responsibility	Dates	Status
6 Amend the business decision highlights document as follows: - Draft budget 2022/23 - first sentence after "draft budget" add "for public consultation," and after "Bowen Island Municipality" add "for its municipal contribution. Housing Equity and Workforce Shortage Crisis - remove the words "a list of" and circulate.	Russ Hotsenpiller	Meeting: 15-Dec-2021 Target: 17-Dec-2021	Completed

Director, Administrative Services

Activity	Responsibility	Dates	Status
1 Review Islands Trust Policy 6.5.2 as a whole and specifically make recommendations to amend the policy to ensure the policy is clear in regards to the process and decision making authority related to proposed 'overspends' for any particular budget item.	Julia Mobbs	Meeting: 21-Oct-2020 Target: 23-Feb-2022	In Progress
2 That more information be brought back regarding the financial implications of Employee & Family Assistance Plan EFAP if the deductible changed to further consider if staff should enrol the new term of trustees in the Union of British Columbia Municipalities (UBCM) enhanced benefits plan with the Employee & Family Assistance Plan add-on.	Julia Mobbs	Meeting: 26-May-2021 Target: 15-Sep-2022	In Progress

Director, Local Planning Services

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Executive Committee

Director, Local Planning Services

Activity	Responsibility	Dates	Status
1 Staff review the sponsorship policy and report back recommendations on local trust committee approvals, communications, and funding mechanisms.	David Marlor	Meeting: 14-Apr-2021 Target: 23-Feb-2022	In Progress
2 That Executive Committee request staff to continue this discussion (Local Planning Services Renewal Status Report - Briefing) to a future Executive Committee meeting and the pros and cons of reducing the projects per local trust committee to one.	David Marlor	Meeting: 03-Feb-2021 Target: 23-Feb-2022	In Progress
3 Notify Executive Committee acting as a Local Trust Committee (Ballenas-Winchelsea Islands) that Bylaw No. 35, was approved by the Executive Committee.	David Marlor	Meeting: 15-Dec-2021 Target: 12-Jan-2022	Completed
4 Circulate model bylaws re: Shoreline Protection to LTC's and Bowen Island Municipality for information.	David Marlor	Meeting: 15-Dec-2021 Target: 02-Feb-2022	In Progress

Director, Trust Area Services

Activity	Responsibility	Dates	Status
1 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: 23-Feb-2022	In Progress



Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
2 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 (COMPLETE) and Gabriola Islands, subject to support of local trustees and affected local trust committees.	Clare Frater	Meeting: 26-Feb-2020 Target: 23-Feb-2022	In Progress
3 Collaborate with Bowen Island Municipal staff on an insert for the tax notice and a delay for a year would be appropriate.	Clare Frater	Meeting: 14-Apr-2021 Target: 01-Feb-2022	In Progress
4 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.	Clare Frater	Meeting: 10-Mar-2020 Target: 23-Feb-2022	In Progress
5 That Trust Council request that the Executive Committee support Bowen Island Municipality in its efforts to oppose recreational use of motorized vehicles on Mount Gardner Crown land, subject to consultation with First Nations.	Clare Frater	Meeting: 17-Jun-2020 Target: 23-Feb-2022	In Progress
6 The Executive Committee request staff to provide a Learning at Home series on the Murdered and Missing Indigenous Women and Girls Calls for Justice.	Clare Frater	Meeting: 05-Aug-2020 Target: 23-Feb-2022	In Progress



Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
7 Staff to investigate the benefits and opportunities for the Islands Trust to cooperate with others in the anticipated Fall 2021 grant intake for the Government of Canada Nature Smart Climate Solutions Fund.	Clare Frater	Meeting: 05-May-2021 Target: 12-Jan-2022	Completed
8 Executive Committee request staff to provide a briefing on the potential for webinars on Indigenous perspectives on climate change.	Clare Frater	Meeting: 08-Sep-2021 Target: 23-Feb-2022	In Progress
9 Trust Council requested staff prepare correspondence for the Chair to the appropriate ministries affirming Trust Council's support for the location of a dedicated Emergency Response Towing Vessel in Sidney, B.C.	Clare Frater	Meeting: 23-Sep-2021 Target: 23-Feb-2022	In Progress
10 Trust Council requested staff provide a report outlining potential options for how the Trust and local trust committees can engage and assist with the Coast Guard Oil Spill response planning process.	Clare Frater	Meeting: 23-Sep-2021 Target: 02-Feb-2022	In Progress
11 Ask staff to investigate options for policies or policy updates for formal opportunities for First Nations presentations and engagement at Trust Council meetings.	Clare Frater	Meeting: 27-Oct-2021 Target: 12-Jan-2022	In Progress
12 That the Executive Committee request staff to collaborate with provincial staff to develop, deliver, and promote a webinar on groundwater licensing.	Clare Frater	Meeting: 17-Nov-2021 Target: 23-Feb-2022	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
13 That Executive Committee request Trust Programs Committee to engage in a discussion on the draft Trust Policy Statement and that the Trust Council Chair and Trust Programs Committee Chair collaborate on a message to trustees to report back the feedback to facilitate the Trust Programs Committee deliberations.	Clare Frater	Meeting: 15-Dec-2021 Target: 02-Feb-2022	Completed
14 That Executive Committee authorize a History, Heritage and Conservation grant of \$5,000 to Gabriola Historical & Museum Society in support of their application to embark on a major Reconciliation project developing and renewing the museum's "Snuneymuxw Village of the Ancestors" to create a dedicated space on the museum grounds, subject to the support of Snuneymuxw First Nation Chief and Council or representative.	Clare Frater	Meeting: 15-Dec-2021 Target: 12-Jan-2022	In Progress
15 That the Executive Committee direct staff to draft a resolution and backgrounder on rural affordable housing project development support and climate vulnerability assessment support for submission to the Association of Vancouver Island and Coastal Communities 2022 convention for Executive Committee's consideration in January 2022.	Clare Frater	Meeting: 15-Dec-2021 Target: 12-Jan-2022	Completed

Legislative Services Manager

Activity	Responsibility	Dates	Status
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Follow Up Action Report

Executive Committee

Legislative Services Manager

Activity	Responsibility	Dates	Status
1 Staff to draft amendments for replacement of those Trust Council policies deemed as top priority for updating, based on policy review analysis, for consideration of approval by Trust Council.	Carmen Thiel	Meeting: 03-Feb-2021 Target: 08-Mar-2022	In Progress
2 THAT Executive Committee direct that staff develop draft policy regarding the provision of electronic meetings for application by Trust Council and Committees for when the Provincial State of Emergency is concluded.	Carmen Thiel Russ Hotsenpiller	Meeting: 30-Sep-2020 Target: 15-Dec-2021	Completed



Islands Trust

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: SS-BL-529

3900-03: LPS Admin Bylaw

DATE OF MEETING: January 12, 2022

TO: Islands Trust Executive Committee

FROM: Stefan Cermak, Regional Planning Manager
Salt Spring Island Team

SUBJECT: Salt Spring Island Local Trust Committee – Proposed Bylaw No. 529

RECOMMENDATION:

That the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Proposed Bylaw No. 529, cited as “Salt Spring Island Local Trust Committee Meeting Procedure Bylaw No. 529, 2021” in accordance with Section 27 of the *Islands Trust Act*.

CHIEF ADMINISTRATIVE OFFICER COMMENTS

Salt Spring Island Local Trust Committee (SS LTC) has referred Proposed Bylaw No. 529 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approval as it is not contrary to or at variance to the Islands Trust Policy Statement.

The Director of Local Planning Services is unavailable for comment and concurrence at this time; regardless, the request for decision is being forwarded to the Executive Committee for reasons discussed during their respective January 5, 2022 meeting – primarily the significant spike in the reported cases of COVID-19 Omicron variant.

IMPLICATIONS OF RECOMMENDATION

Organizational

The proposed amendments regarding electronic regular meetings reflect requirements in the new [Islands Trust Electronic Meeting Regulation](#). In a Ministry of Municipal Affairs July 7, 2021 document Guidance for Adapting to the New Electronic Meetings Framework the following advice is offered:

- Electronic meetings may be a useful tool for councils and boards in certain circumstances; however, as a best practice, they should not be a substitute for all in-person meetings;
- Councils and boards may want to consider under what circumstances to allow electronic meetings in their community, for example, emergency circumstances only, or to increase accessibility and create more flexibility.

Financial

Electronic meetings will increase administrative costs related to staff administering electronic meetings. Moreover, provincial regulations still require staff to attend a site where the public can listen or listen and view electronic meetings. These meeting hosting sites are as yet undetermined. The Salt Spring office would not likely be a suitable host in such circumstances as it would not be able to accommodate the regularly well attended meetings.

Policy

The proposed amendments regarding electronic regular meetings reflect requirements in the new [Islands Trust Electronic Meeting Regulation](#).

Implementation/Communications

Staff would prepare a Resolution Without Meeting for SS LTC members to consider adoption of Bylaw 529, following the January 12, 2022 Executive Committee meeting. The purpose for the RWM is for the SS LTC to be able to consider changing its scheduled January 18, 2022 in –person meeting to an electronic meeting, if desired, to address current COVID-19 issues.

PURPOSE

Proposed Bylaw No. 529 will permit the SS LTC to consider conducting regular business meetings using means of electronic communications.

BACKGROUND

On September 29, 2021 the [Islands Trust Electronic Meeting Regulation](#) was amended to allow Trust Council, Executive Committee, local trust committees and the Islands Trust Conservancy Board to conduct regular meetings electronically, in addition to special meetings which are already provided for.

The Salt Spring Island Local Trust Committee (SS LTC) has proposed amendments to their existing meeting procedure bylaw in order to implement the new authority for electronic regular meetings. Other proposed amendments include housekeeping amendments:

- Recognizing that local elections are held every four years which began in 2018;
- Clarify that resolutions shall be in writing and may be seconded by any member of the LTC.

The proposed amendments have been reviewed by legal counsel.

First, Second, and Third Reading were given December 14, 2021.

Issues Relating To Provincial Interest

No referrals were issued as the bylaw is an administrative bylaw. Regardless, the bylaw implements provincial amendments to the Islands Trust Electronic Meeting Regulations. The provincial amendments address issues related to continuing the work of Islands Trust during the COVID-19 pandemic.

Issues Relating To First Nation Interest

No referrals were issued as the bylaw is an administrative bylaw. Regardless, the bylaw may increase the ease and flexibility of scheduling and partnering with First Nations.

Issues Relating To Resources and Enforcement

Increased administrative costs to administer electronic meetings while having to also host a meeting site for the public to be able to listen or listen and watch meetings.

Public Comments

There have been no public comments made.

Staff Comments

The Executive Committee is being asked to approve this bylaw. Following Executive Committee approval, the bylaw will be returned to the SS LTC for final approval.

KEY ISSUES/CONCEPTS

- Proposed Bylaw No. 529 will permit the SS LTC to consider conducting regular business meetings using means of electronic communications.

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]

ALTERNATIVE

1. Determine that the bylaw is contrary to the Islands Trust Policy Statement:

THAT the Executive Committee request that staff advise Salt Spring Island Local Trust Committee in writing that the Executive Committee considers that Salt Spring Island Local Trust Committee Proposed Bylaw No. 529, cited as "Salt Spring Island Local Trust Committee Meeting Procedure Bylaw No. 529, 2021" is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Salt Spring Island Local Trust Committee on steps needed to address the specified issues.

Submitted By:	Stefan Cermak, Regional Planning Manager	January 4, 2022
Concurrence:	Russ Hotsenpillar Chief Administrative Officer	January 5, 2022

ATTACHMENTS

1. EC Submission Cover
2. EC Policy Checklist
3. Proposed Bylaw No. 529



Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Salt Spring Island Local Trust Committee

Bylaw No.: SS-529

Bylaw Type: Meeting Procedure Bylaw

Date of resolution referring bylaw to Executive Committee: 14-Dec-2021

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

Received by Islands Trust Secretary:

Signature: _____
Secretary

Date: _____

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

Date bylaw will appear on Executive Committee agenda: _____

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

Distribution: Executive Committee

Director, LPS

Local Trust Committee

Planner

Planning Clerk

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: Stefan Cermak

Status

Date Resolution Referred to Exective Committee: 14-Dec-2021

Reading: 14-Dec-2021

Third Reading

PROPOSED

SALT SPRING ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 529, 2021

A bylaw to establish procedures for meetings of the Local Trust Committee

The Salt Spring Island Local Trust Committee, being the local trust committee having jurisdiction in respect of the Salt Spring Island local trust area under the *Islands Trust Act*, enacts as follows:

SHORT TITLE

1. This bylaw may be cited as “Salt Spring Island Local Trust Committee Meeting Procedure Bylaw No. 529, 2021”.

MEETINGS AND NOTICE OF MEETINGS

2. The first regular meeting of the Local Trust Committee shall be held on a date to be determined by the Local Trust Committee by Resolution Without Meeting following a general local election.
3. At the first regular meeting and at the last regular meeting of each of the first, second, and third years following a general election, or by Resolution Without Meeting, the Local Trust Committee shall establish a schedule of the date, time and place of regular Local Trust Committee meetings for the following calendar year, of which there shall be at least two held in-person and the schedule shall be posted on a bulletin board located at the Salt Spring Island Office of the Islands Trust.
4. Public notice of the availability of the regular meeting schedule at the place specified in Section 3 shall be given at least once a year by publication in a newspaper circulating in the local trust area.
5. Advance public notice of a regular or special meeting that is to be conducted by means of electronic or other communication facilities shall include the way in which the meeting is to be conducted by means of electronic or other communication facilities and the place where the public may attend to hear, or watch and hear, the proceedings that are open to the public and shall be posted at the places specified in Section 3 and delivered to trustees in accordance with Section 6. Notice of a special meeting which is to be conducted by means of electronic or other communication facilities shall be delivered to the trustee in accordance with Section 7.
6. Each local trustee shall provide to the Secretary of the Islands Trust a telephone number and mailing address for the purpose of receiving notices of Local Trust Committee meetings, and notice shall be deemed to have been sufficiently given to the local trustee if the notice is delivered to the trustee's mailing address or given to the trustee in person.
7. Any two members of the Local Trust Committee may call a special meeting by giving notice of the day, time, place and purpose of the meeting to the third member of the Committee by telephone or written notice delivered to the trustee at least 48 hours before the time of the meeting, and by posting the notice at the places specified in Section 3, except that notice to Local Trust Committee members may be waived by unanimous vote.
8. If the Chairperson is not one of the members calling the special meeting, the members calling the special meeting shall, prior to doing so, advise the Chairperson of the calling of the meeting and consider the Chairperson's representations, if any, regarding the calling of the meeting.

9. Regular and special meetings of the Local Trust Committee shall be open to the public, except where the Committee has stated by resolution in open meeting that the meeting or portion of the meeting is to be closed to the public, and has stated the statutory basis on which it is to be closed.
10. A quorum of the Local Trust Committee is two members.
11. 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.

MINUTES

12. The Director of Local Planning Services or his or her designate shall legibly record the minutes of the meetings of the Local Trust Committee, and shall record any resolutions without meeting. After the minutes of a meeting have been adopted, the Director or his or her designate shall certify the minutes as correct and the Chairperson or other trustee who presided at the meeting shall sign the minutes.
13. The minutes shall record every resolution of the Committee, and the mover, including every resolution closing a meeting to the public, the reading and adoption of every bylaw, and every declaration made in relation to a conflict of interest.

MEETING PROCEDURE, RESOLUTIONS AND BYLAWS

14. Any question of meeting procedure that is not provided for in this Bylaw, the *Islands Trust Act*, the *Local Government Act*, the *Community Charter*, or regulations under either of those statutes, shall be resolved in accordance with the most current edition of *Robert's Rules of Order*.
15. Resolutions shall be in writing, and may be moved by any member of the Local Trust Committee.
16. Bylaws shall be in writing, may be read by title only, provided that each member of the Local Trust Committee is in possession of a complete copy of the proposed bylaw at the meeting, and may be adopted on a motion to that effect at a regular or special meeting. Bylaws may be read a first time, and may be adopted, by resolution without meeting.
17. The Chairperson of the Local Trust Committee or other trustee who presided at the meeting at which it was adopted, and the Secretary of the Islands Trust shall sign every bylaw adopted by the Local Trust Committee, and the Secretary shall keep a certified copy of the bylaw at the principal office of the Islands Trust.

DELEGATIONS

18. A Delegation period, limited to fifteen (15) minutes in duration, may be scheduled for each regular meeting of the Local Trust Committee and may be extended by unanimous vote of the members present.

19. An individual, or a representative of an organization, may request the opportunity to address the Local Trust Committee as a delegation. A delegation requesting permission to appear before the Local Trust Committee shall submit a written request to address the members of the Local Trust Committee. The subject of the written request and the presentation must fall within the jurisdiction of the Local Trust Committee, or address an item within the jurisdiction of the Islands Trust Council.
20. The written request must specify the subject matter of the presentation and include either a copy of the presentation or an overview of the information to be presented. The written request must also include the name and address of the person(s) speaking.
21. All written requests to appear before the Local Trust Committee must be received by the Deputy Secretary by 12:00 noon fourteen (14) calendar days prior to the meeting.
22. Each address shall be limited to five (5) minutes unless a longer period is agreed to by unanimous vote of those Local Trust Committee members present.
23. Any video presentations used as part of a delegation's address to the Local Trust Committee will count toward the time limit permitted for the delegation.
24. In the event of a delegation presenting a petition, the petition shall contain each petitioner's signature and printed name and address.
25. Where written requests have not been received by the Deputy Secretary as prescribed in section 20, an individual may address the meeting in the Public Participation period, as outlined within this bylaw.
26. The Local Trust Committee must not permit a delegation to address a meeting of the Committee regarding a bylaw in respect of which a public hearing has been held, where the public hearing is required under an enactment as a pre-requisite to the adoption of the bylaw.
27. The Deputy Secretary may schedule delegations to another Local Trust Committee meeting according to the subject matter of the delegation.
28. The Deputy Secretary may refuse to place a delegation on the agenda if the issue is not considered to fall within the jurisdiction of the Local Trust Committee or address an item within the jurisdiction of the Islands Trust Council. If the delegation wishes to appeal the Deputy Secretary's decision, the information must be distributed under separate cover to the Local Trust Committee for their consideration.

ORDER AND DECORUM

29. The Chair is to preserve order at every meeting of the Local Trust Committee and has the power to make such rulings as are necessary to do so, including the power to rule on all points of order and may deny any individual or a delegation the right to address a meeting if, in the Chair's opinion, the individual or the delegation:
 - 29.1 makes defamatory remarks about any person or speaks disrespectfully of any person;
 - 29.2 addresses issues not contained within the written application of the individual or delegation, as prescribed in sections 19 and 20; or,

- 29.3 immoderately raises his or her voice, or uses profane, vulgar or offensive language, gestures or signs.
30. Individuals and delegations will not be heard at regular meetings of the Local Trust Committee on the following:
- 30.1 the promotion of commercial products or services which have no connection to the business of the Local Trust Committee;
 - 30.2 matters on which the Local Trust Committee has approved commencement of prosecution and on which judgment has not been rendered;
 - 30.3 publicly tendered contracts or proposal calls for the provision of goods and services for the Local Trust Committee, between the time that such contract or proposal call has been authorized and the time such contract or proposal call has been awarded, either by the Local Trust Committee or Islands Trust staff; or
 - 30.4 Topics which are normally dealt with by Islands Trust staff as a matter of routine.
31. A Local Trust Committee member may ask or answer questions of a member of the public who is addressing the Local Trust Committee. Debate with, or by any member of the Local Trust Committee or staff is not permitted.
32. The Chair or person presiding may expel and exclude a person from a meeting of the Local Trust Committee for improper conduct.

INVITED PRESENTATIONS

33. Members of the Salt Spring Island Local Trust Committee may, with the Chair's approval, invite a person, persons, or organizations(s) to make a presentation to the Local Trust Committee. Time permitting, the Deputy Secretary shall include the subject of the presentation and the designated speaker on the meeting agenda.

PUBLIC PARTICIPATION

34. A public participation period, limited to fifteen (15) minutes in duration, may be scheduled for each regular meeting of the Local Trust Committee and may be extended by majority vote of the Local Trust Committee members present.
35. A member of the public may have three (3) minutes to address the Local Trust Committee during the public participation period, unless extended by unanimous vote of the Local Trust Committee members present.
36. Persons wishing to address the Local Trust Committee will be asked to state their name and topic involved.
37. Subjects must relate strictly to matters under the jurisdiction of the Local Trust Committee, or items within the jurisdiction of the Islands Trust Council, unless the Local Trust Committee waives this requirement by majority consent.

38. Subjects must be on topics which are not normally dealt with by Islands Trust staff as a matter of routine.
39. Subjects must be brief and to the point.
40. The order of priority in which speakers will be heard during the duration of the public participation period will be determined as follows: first, those addressing items on the Local Trust Committee agenda; second, those addressing items within the jurisdiction of the Local Trust Committee; and third, those addressing items within the jurisdiction of the Islands Trust Council.

ELECTRONIC MEETINGS

41. Regular or special meetings of the Local Trust Committee beyond the minimum number of in-person physical meetings identified in Section 3 may be conducted entirely by means of electronic or other 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.
42. An individual Local Trust Committee member who is unable to attend at the physical location of a ~~special~~ Local Trust Committee meeting that is held in-person may choose to participate by means of electronic or other communication facilities, provided the Deputy Secretary has received sufficient notice and can make the necessary arrangements.
43. Not more than one Local Trust Committee member may participate by means of electronic or other facilities when the meeting has been scheduled for an in-person meeting.
44. An individual member of the Local Trust Committee may not participate by means of electronic or other communication facilities in two consecutive regular Local Trust Committee meetings that are held in-person.
45. The Local Trust Committee may waive the restrictions in sections 42 and 43 by unanimous resolution, of the Local Trust Committee.
46. Local Trust Committee members who use electronic or other communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.
47. Members of the Local Trust Committee may begin participation in a meeting by electronic communication facilities after the meeting has been called to order.
48. Where members of the Local Trust Committee are participating in a meeting through electronic or other 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.
49. Where members of the Local Trust Committee are participating in a meeting through electronic communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.

50. For the duration of a Local Trust Committee meeting conducted by electronic or other communication means that is open to the public, a designated staff member shall be in attendance attend at the place specified in the meeting notice for the public to hear, or watch and hear, the meeting.
51. If communication is lost to one or more electronic participants during the meeting:
 - 51.1 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;
 - 51.2 if there is not a quorum, the Local Trust Committee Chair or person presiding will call a recess until the link is reestablished; and,
 - 51.3 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.

EXECUTION OF DOCUMENTS

53. The Chairperson and one other member of the Local Trust Committee may execute any document on behalf of the Local Trust Committee once the Committee has authorized the execution of the document.
54. "Salt Spring Local Trust Committee Meeting Procedures Bylaw No. 391, 2004" is repealed.

READ A FIRST TIME THIS 14TH DAY OF DECEMBER, 2021
 READ A SECOND TIME THIS 14TH DAY OF DECEMBER, 2021
 READ A THIRD TIME THIS 14TH DAY OF DECEMBER, 2021
 APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS _____ DAY OF _____, 20__
 ADOPTED THIS _____ DAY OF _____, 20__

CHAIRPERSON

DEPUTY SECRETARY

BRIEFING

To:	Executive Committee	For the Meeting of:	January 12, 2022
From:	Trust Area Services	Date Prepared:	January 6, 2022
SUBJECT:	Policy Statement Amendment Project Update		

PURPOSE: To provide Executive Committee with a draft Islands 2050 Phase 3 Public Engagement Plan for review. ISL will attend the Executive Committee meeting to present the engagement plan and answer questions.

BACKGROUND:

Islands 2050 Phase 3 Public Engagement Program Update

In September 2021, Trust Council approved “Scenario 3” of an expanded [Islands 2050 Phase 3 Public Engagement Strategy](#) that had been prepared by consultants from MODUS Planning, Design & Engagement, along with an associated [project charter](#). Following a competitive procurement process, a contract was awarded to [ISL Engineering and Land Services](#) on November 25, 2021 for the Phase 3 Public Engagement Program. ISL has developed a draft Phase 3 public engagement plan for review.

This expanded third phase of public engagement is intended to meaningfully engage the public on the draft new Policy Statement, in accordance with the [IAP2](#) “inform” and “consult” levels of public participation.

- Public engagement activities will include:
 - Focus groups (8)
 - Recorded information session with speakers and live question and answer (1)
 - Multi-day virtual workshop for key interested and affected parties (1)
 - Community events in each local trust area / Bowen Island (13)
 - Information kiosks at events and pop-ups in high profile community locations (14)
 - Survey & Discussion Guide (online with printed hard copies available) (1)

ISL will also be supporting project communications through four e-newsletters, a direct mailing, invitation letters, fact sheets, social media posts, community information boards, a project information video, and other communications support. Staff is working to contract additional communications support for the project.

ISL will consolidate all public input relevant to the Policy Statement Amendment Project, including public correspondence and delegation presentations received in 2021 and early 2022, into a final “What We Heard” report for public release that includes outcomes of the engagement process and communicates how public input will inform further amendments to the draft new Policy Statement. ISL will also offer evaluation of the Phase 3 engagement program. ISL’s contract is expected to be completed no later than the end of May 2022.

Staff is aware of the following resolutions but has not responded:

That the Salt Spring Island Local Trust Committee expresses its desire to provide input to Trust Area Services staff, and an engagement consultant once hired, into Policy Statement engagement activities planned for Salt Spring Island. (October 5, 2021)

That the Mayne Island Local Trust Committee request staff attend a half-day presentation of draft policy to address questions and concerns regarding draft Policy Statement. (September 27, 2021)

Staff could attend upcoming LTC meetings if requested by Executive Committee.

Throughout this third phase of public engagement, the consultants will strive to be respectful of Islands Trust Reconciliation Principles, and of the separate but parallel track of early and meaningful engagement that is occurring with First Nations, Treaty Alliances and/or Tribal Councils, and Indigenous community members, with advice and training from Islands Trust's Senior Intergovernmental Policy Advisor (SIPA).

Staff continue to respond to public/media inquiries and have been posting public correspondence to the [Islands 2050 webpage](#). Trustees are encouraged to check the 'Public Correspondence' folder on the Islands 2050 webpage regularly to view the latest public correspondence.

Project Timeline Update

The Policy Statement Amendment Project timeline had previously aimed for first reading in July 2021 with the third phase of public engagement to occur in Fall 2021. However, in response to concerns expressed by the public in the lead up to the July meeting, Trust Council postponed consideration of first reading to December 2021 and called for enhanced engagement on the draft new Policy Statement prior to first reading. Due to the length of time required to develop and implement the expanded third phase of public engagement, it was not feasible to reach first reading by December 2021. At the moment, it appears that first reading would not likely occur before Summer 2022. The project timeline will be updated in early 2022, once [ISL Engineering and Land Services](#) and Islands Trust have finalized the implementation plan for the Islands 2050 Phase 3 Public Engagement Program.

ATTACHMENTS: N/A

FOLLOW-UP: A news release will soon be prepared to notify the public of the winning firm and what to expect going forward. In the coming quarter, staff will continue to undertake early and meaningful engagement with First Nations and Treaty Alliances and/or Tribal Councils, and work with the new consultants to launch the third phase of public engagement. Once these particular engagement phases are complete (likely in Spring 2022), staff will then collate and present feedback to Trust Council to consider in an integrated manner. At the moment, it appears that first reading would not likely occur before Summer 2022.

Prepared By: Clare Frater, Director, Trust Area Services

Reviewed By/Date: Dilani Hippola, Senior Policy Advisor / Jan 6, 2022
Lisa Wilcox, Senior Intergovernmental Policy Advisor / Jan 6, 2022
Gillian Nicol, A/Engagement Planner / Jan 7, 2022
Russ Hotsenpiller, Chief Administrative Officer / Jan 7, 2022

Who We Are

At ISL Engineering and Land Services Ltd. (ISL) we are a diverse group of professionals who share an enthusiasm for community.

For over 35 years, ISL has been providing professional services on projects for our clients. Our full-service firm provides communications, engagement, marketing, land use planning, landscape architecture, and engineering (transportation, structural, municipal) services to our clients in both the public and private sector. Our engagement and communications team provides services to not only our technical teams, but on standalone engagement projects to support both urban, rural and island clients in achieving their project outcomes.

Local Knowledge

We believe in collaboration and local solutions. At ISL our relationships are what we value. We work with interested and affected parties to deliver innovative projects that meet our client's objectives. Our long-standing connections in communities throughout Western Canada help us understand the environmental, social and economic issues that affect our clients' projects and help us develop locally appropriate solutions

Key ISL Project Team Members



Kirsty Neill, BA Hon, CP3, PMP
Project Manager / Senior Community Engagement Strategist

Biography: Kirsty is a senior public participation professional delivering on key organizational results through public engagement. She has more than 15 years of experience in strategic communications and engagement, stakeholder relations and issues management, and project management. Kirsty is a Certified Public Participation Professional (CP3) with IAP2 and a Project Management Professional (PMP) with the Project Management Institute (PMI).

Kirsty has served the public sector from both within the administration of a municipal local authority and as a consultant to the public sector, winning awards for her efforts in public engagement. She has a deep understanding of community public engagement, and the challenge and reward of balancing diverse, passionate perspectives across a wide-variety of service areas including policy amendments, community and open-space planning, transportation, water infrastructure, and local government financing.



Courtney Laurence, MPlan, M.A., RPP, MCIP
Community Engagement Advisor

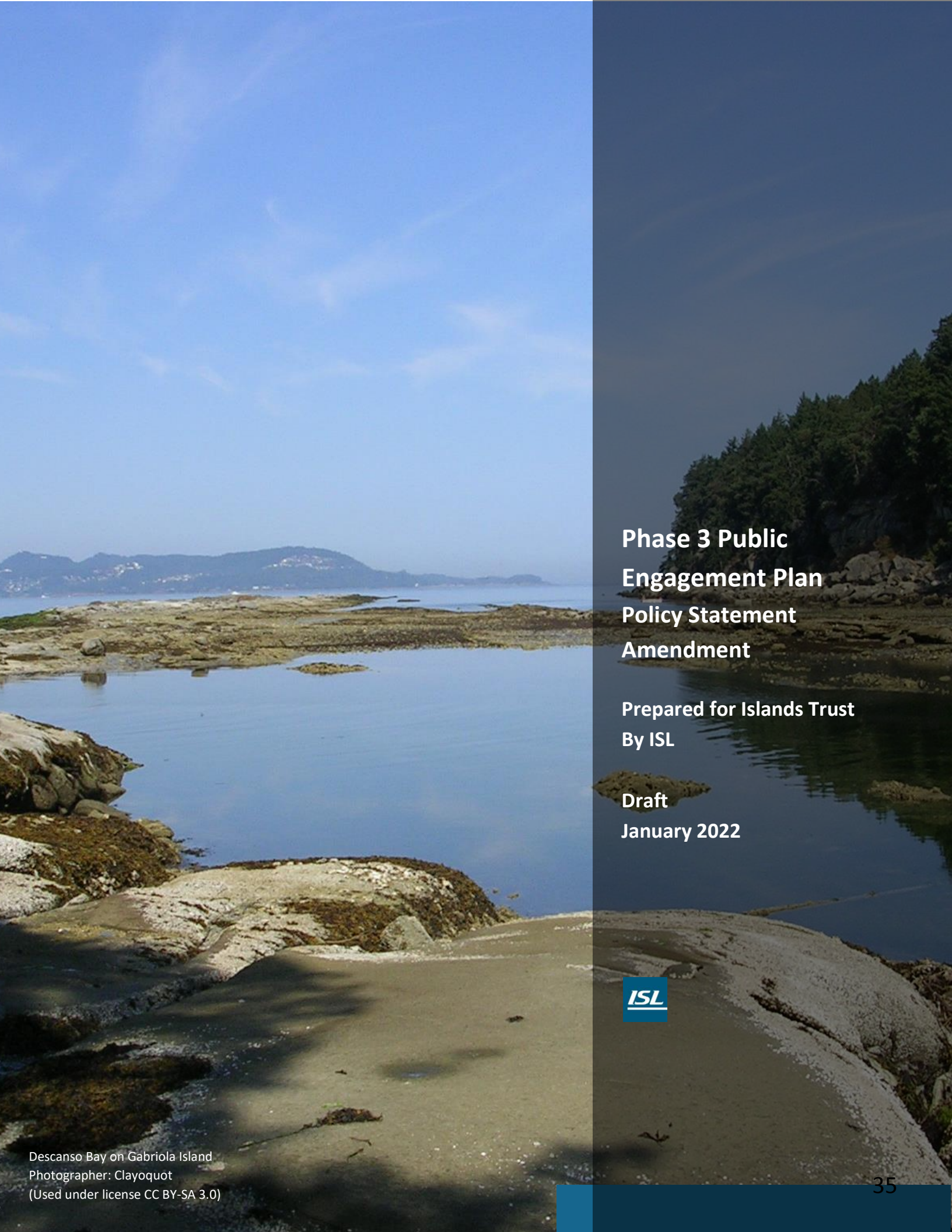
Biography: As a Community Planner / Engagement Strategist with ISL, Courtney's versatile skillset will serve the project in multiple ways. Courtney excels at analyzing and distilling complex information on municipal projects into highly visual, easy to understand collateral in digital and print media. Courtney has led the engagement program for over a dozen municipal, regional and intermunicipal planning projects, in addition to land use planning and housing work on Vancouver Island, mainland BC and with First Nations' communities.

Courtney's passion is working with citizens and community members at a local level to help them articulate and identify their needs and aspirations for the neighbourhoods they live and work in. She is well-suited to dig deeper to understand residents' and stakeholders' underlying values and points of convergence and translate those values into actionable policy.



Ashlene Harvey, B.A.
Community Engagement Coordinator

Biography: Since 2015 Ashlene has been working with a variety of public and private sector clients across Canada to develop and implement their engagement strategies. Working in large and small urban settings as well as rural settings, she is experienced in planning public engagement initiatives as well as all aspects of their implementation including development of materials, facilitation of in-person and virtual events, web and social media content development and online engagement tool and survey development. Ashlene also has experience in communications, having worked frequently to distill technical information and engagement data into effective communications materials. Notable project work has included engagement services provided for First Nations Land Use and Community Plans, Indigenous governance, municipal planning, and infrastructure projects.



Phase 3 Public Engagement Plan Policy Statement Amendment

**Prepared for Islands Trust
By ISL**

**Draft
January 2022**



Territorial Acknowledgement

The Islands Trust Area is located within the treaty lands and territories of the BOĆEĆEN, K'ómoks, Lək'əŋən, Lyackson, MÁLEXEŁ, Qualicum, Cowichan Tribes, scə́waθən məsteyəxʷ, Scia'new, sə́lilwətaʔt, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Spune'luxutth, SḶÁUTW, Stz'uminus, ɬaʔəmen, toq qaymɪxʷ, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, WJOŁEŁP, WSIKEM, Xeláltxw, Xwémalhkww/ʔop qaymɪxʷ, and xʷməθkʷəy̓əm.

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Appendix

Appendix 1: Preliminary List of Interested and Affected Parties

Introduction

This Public Engagement Plan outlines a process to be used to capture community input and inform recommended policy changes to the Islands Trust Policy Statement.

Since the Policy Statement was first adopted in 1994, the regional context has changed from the perspective of climate change, commitments to Reconciliation with Indigenous Peoples and First Nations, population demographics, increased housing, and land costs.

The Islands Trust is updating the current Policy Statement to address these topics.

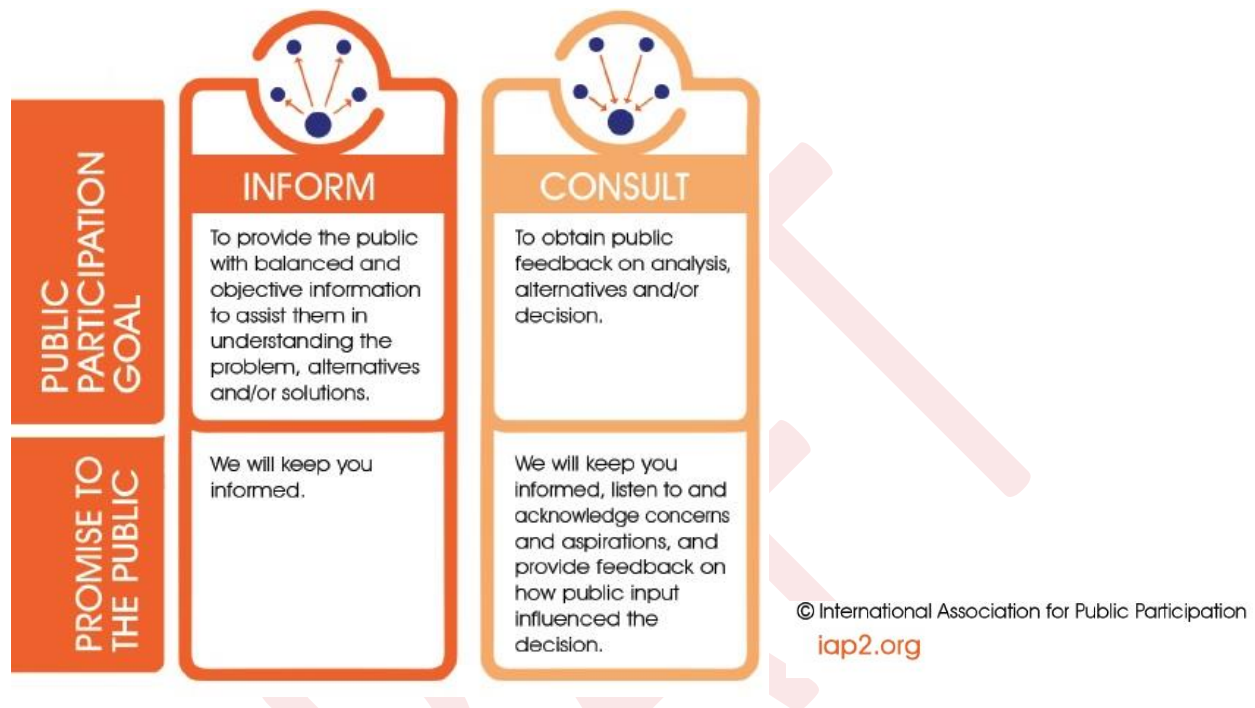
Incorporating community members' feedback into the review of the Policy Statement will improve the update as well as community understanding and support of the recommended changes.

Engagement Objectives

- To build relationships and trust with the residents and community members of the Islands Trust Area.
- To increase the understanding and awareness of the Islands Trust, its mandate, and the role that the Policy Statement plays in the governance structure and network of policies that impact the local trust areas (LTAs) and Bowen Island.
- To facilitate meaningful engagement with targeted engagement methods and communications materials.
- That the Islands Trust Area community feels that their opinions and voices are reflected in the update – and that the community feels proud and included in this process
- To clearly communicate how public input was used throughout this process
- To honour the concurrent First Nations and Indigenous community engagement process and relationship building
- To confirm Policy Statement updates that address key challenges of our time – climate change, affordable housing, and reconciliation – informed by insight from community perspectives.

Promise to the Public

The Phase 3 Public engagement plan for the Policy Statement update consists of multiple types of engagement activities at the levels of *Inform* and *Consult*, on the IAP2 Spectrum.



In the previously completed Phase 1 of public engagement, Islands Trust gathered input on community values, concerns related to climate change, and opportunities to preserve and protect the Trust Area, which was used to develop draft policy directions.

In Phase 2 of public engagement, Islands Trust gathered input on the draft policy directions for climate change and affordable housing. Feedback from Phase 2 engagement on the draft policy directions was used to develop a draft new Policy Statement.

In Phase 3, we will show how feedback from previous public engagement informed the draft new Policy Statement and gather feedback on recommended amendments. We will share how public feedback will influence the next round of revisions to the draft Policy Statement that will be presented as recommendations to Trust Council.

Interested or Affected Parties

A preliminary list of those who may be interested or affected by the updated Policy Statement has been identified. This list may evolve as Islands Trust becomes aware of who is interested/affected by the project.

Provincial and Federal Government Agencies, Regional Districts, Improvement Districts, School Districts, and Islands Trust bodies

- These parties have been engaged through a referral process. A parallel early and meaningful engagement process continues with First Nations governments, Treaty Alliances, and/or Tribal Councils.

External Groups or Organizations

- Business, Commerce, and Tourism
- Agriculture Groups and Associations
- Environmental Groups and Organizations
- Service Groups and Non-Profits
- Recreation Clubs and Groups
- Local Branches of International Service Organizations
- Healthcare and Emergency Services

Community

- Indigenous community members
- Youth
- Full-time Residents
- Part-time Residents
- Property Owners

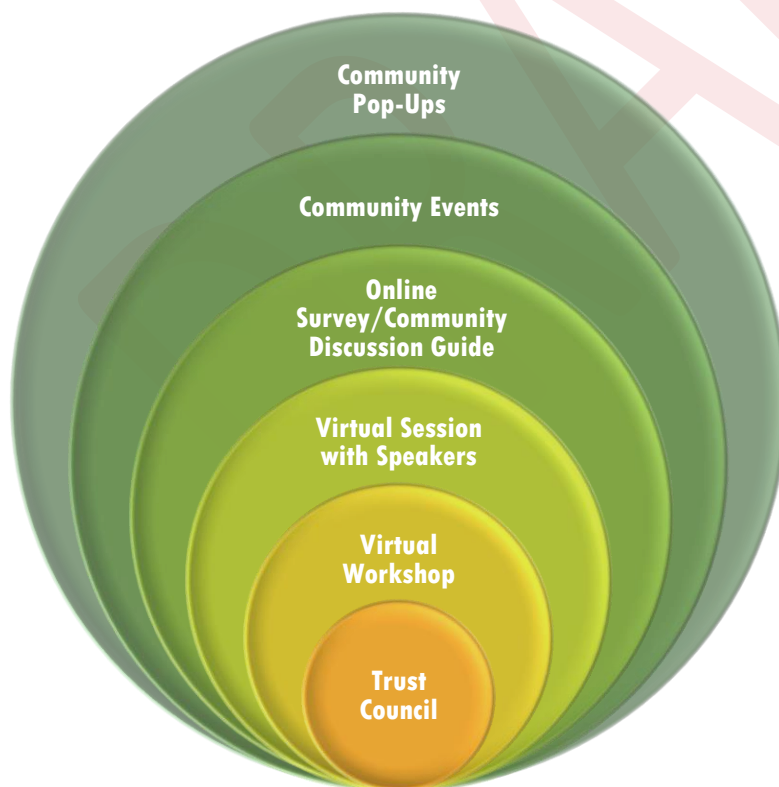
Tools and Techniques

The Public Engagement Plan for Phase 3 will provide community members of the Islands Trust Area an opportunity to review the draft updates to the Policy Statement, and for interested and affected parties to learn more about how this guiding policy helps preserve, protect the Trust Area.

Any engagement technique can address some needs of engagement, but not all needs of engagement, for example,

- Small group discussions are good at exploring a topic in-depth from a unique perspective but limit the numbers of who can participate.
- Workshop techniques allow a larger number of people to participate but require a significant commitment of participant time and energy.
- Drop-in style community events and pop-ups reach a larger number of people, and are located in their communities, but are less efficient ways to explore topics in-depth and are at a scheduled times, days and locations.
- Online or hardcopy feedback opportunities allow for participants to contribute at their own time, pace, and location, but do not include interaction with project team members for questions or dialogue.

The Phase 3 Engagement Plan makes use of each of these techniques to balance each of their respective strengths and limitations. As a program of engagement activities this provides the outcome of holistic engagement across the communities of the Islands Trust Area. This best practice approach to public engagement has been described as orbits of participation.



The orbits of participation model developed by Lorenz Aggens, clarifies that there is no single public, but different levels of interest and ability to participate, even within a single interest group. Participating at an orbit closer to the center requires a higher commitment of time and energy. Offering a variety of participation opportunities this way allows individuals to choose how involved they want to be and to realistically manage their own participation.

This approach creates a balance between level of interest and capacity to participate; it helps to mitigate participant

fatigue and demonstrates respect for participants' time. Providing opportunities at varying levels of participation also helps the core team from becoming overwhelmed.

Feedback will be solicited through the following methods:

Target Group	Primary Engagement Tactic	Timeline
Community Groups or Organization Representatives	Focus Groups (8)	February 2022
Community (including members of community organizations and groups)	- Virtual Sessions with Speakers and Live Q&A (1) - Virtual Community Workshop (1) - Online Survey and hardcopy Community Discussion Guide (1) - Community Events in Each LTA and Bowen Island Municipality (13) - Community Pop-Ups (14)	March 2022

■ First Nations and Indigenous Community Member Engagement

First Nations engagement has been and will continue to be a parallel process to the public engagement process and is coordinated by Islands Trust in collaboration with First Nations.

Challenges and Opportunities

■ Inclusive Process

Challenge. An engagement process that does not encourage broad and inclusive participation results in input that does not accurately reflect the diversity of interests and needs of the community.

Opportunity. Recognize that building relationships with communities takes time and may be only partially achieved given the project timelines for Phase 3 engagement. Reach out directly to community groups for their input and to ask they provide information to their networks about how to participate in the engagement activities. Solicit feedback on engagement activities to refine them. Provide a variety of opportunities for input that vary

the method, location, and time commitment required for participation to allow individuals to balance their interest with their capacity to participate.

■ Competing Interests

Challenge. Due to varying impacts to different interested parties, there is potential for competing interests and values, leading to high community emotion and potentially lack of internal adoption of draft amendments or additional interruptions to the process.

Opportunity. The Phase 3 engagement strategy ensures that the engagement process includes small group opportunities to understand unique perspectives, as well as public opportunities to understand how those perspectives integrate into the larger community discourse. Clearly communicating all the input methods that Islands Trust Council must balance will help to provide context for individual public contributions. It will also be important to ensure all parties can access the same information. And, that all public feedback is made available (in aggregate) to create transparency about what was heard.

■ Complexity of the Project Information/Information Overwhelm

Challenge. Policy-making is a specialized skill, uses specialized language and has specialized scope constraints depending on the particular policy and policy environment. This can make it difficult to convey what input can or cannot be accommodated in the content of recommended updates. In addition, there is a large amount of information – including all verbatim comments and individual submissions from participants since Phase 1 engagement – making it harder for non-specialists to sift through what they need to know. This complexity, as well as volume, of information can increase concern that participants may miss something important to them and can be experienced as an attempt to (inadvertently) obfuscate what is really going on.

Opportunity. Create communication materials that succinctly, yet comprehensively, communicate key project information and inputs from the community, as well as inputs from other project activities such as policy analysis, referral agency input and changes within the new draft Policy Statement that support reconciliation. Use visual representations where possible to help communicate complex ideas. Organize long-form information into a library (online), the structure of which can be easily navigated and understood by the community.

■ Out-of-date or misinformation circulation

Challenge. Community concerns about the possible amendments leading to out-of-date information or misinformation being circulated by community or special interest groups and individual influencers.

Opportunity. Proactively communicate project information, ensure it is easy-to digest, and easy for interested parties to share. Acknowledge what is being asked for, share what is available and what is not available, provide the rationale and/or timeline when the desired information will be known and shared through project communication channels.

■ Out-of-Scope Discussions

Challenge. Community members may want to discuss topics or processes that are not included in this review.

Opportunity. Clear messaging and educational materials will be embedded in the engagement and communications process to set engagement expectations and identify decisions being made so we are able to focus on gathering meaningful and usable input.

■ COVID-19 ongoing changes to protocols for public gatherings

Challenge. In-person events are not permitted or are severely limited due to gathering restrictions, and proof of vaccination and masking requirements.

Opportunity. Flexibility to adapt sessions if/as needed based on changing public health guidelines will be key. The engagement plan includes a mix of virtual and in-person engagement activities. Online opportunities to participate are provided for those unable to attend in-person and to allow a broader inclusion of participants not bound by location. Hard copies of information and feedback collection will be made available for pick up so those who do not feel comfortable participating in-person still have an opportunity to participate. Low or no-contact engagement options such as community pop-up events or community boards/drop-boxes will be used to share information and gather feedback.

Communications and Engagement

■ Communication and Promotion Tactics

By using various communication channels, we hope to reach a broad audience to raise awareness of the project and encourage participation in the engagement plan.

Sharing Project Information

- Project introduction and information video
- Fact sheets
- Key messages and FAQs
- Community Discussion Guide
- Virtual Session with Speakers and Live Q&A

Promoting Awareness of the Project and Engagement Events

- E-Newsletter
- Direct mail and invitation letters
- Social media
- Leveraging relationships and networks of community organizations and groups

■ **Engagement Tactics**

Focus Groups (February 2022)

Focus groups with community organizations and interest groups will be hosted using a virtual platform, such as Zoom. Exploring the draft Policy Statement amendments in these small groups of 8-10 representatives in each group helps to highlight these unique perspectives within in the larger public discourse. The focus group sessions will consist of a presentation followed by a facilitated discussion and virtual post-it activity. In addition to contributing feedback to the draft Policy Statement, feedback from these small group discussions will also be used to refine engagement materials and activities for the broader community.

Virtual Session with Speakers and Live Q&A (March 2022)

Using ISL's moderated webinar format, the Virtual Session will include a project presentation with Islands Trust staff followed by a moderated Q&A. Intended as the first day of the multi-day workshop, this session can also be attended by those who do not subsequently participate in the virtual workshop. Following the session, participants will be encouraged to complete the online survey (or Community Discussion Guide) to share their input and/or participate in the Virtual Community Workshop.

Virtual Community Workshop (March 2022)

Building on the information presented and questions asked at the Virtual Session, a community workshop, with registered attendees from the community, will use interactive and deliberative techniques such as world café, focused dialogue, and break-out groups to explore the draft Policy Statement in more depth and gather input that is specific and relevant to what is needed to finalize the Policy Statement Amendment Project. The session will be recorded and posted to the Islands Trust website.

Online Survey, Community Discussion Guide and Community Information Board (March 2022)

A survey will be available to be completed online with specific questions related to this phase of the project – to gather feedback on the draft Policy Statement. A hard copy Community Discussion Guide, which includes project information as well as the survey, will be made available for pick-up in the different communities for those who prefer this method.

In addition, community information boards that share project information and hard copies of the community discussion guide will be set up at key locations in the Trust Area for participants to pick-up and submit their input.

Community Events in Each LTA and Bowen Island (March 2022)

These drop-in-style events will include static display boards, interactive activities, and printed surveys (in the form of the community discussion guide). These events will also provide an opportunity for island residents to ask questions and learn more about the project.

Community Pop-Ups (March 2022)

Located either at existing fairs/events in the community, or at central locations within the Trust Area, such as ferry terminals or outside grocery stores. These temporary pop-ups have the direct benefit of being located where residents are already gathering. Community Pop-up opportunities will be used to share information through static displays, fact sheets, and the community discussion guide; and

encourage people to share feedback through interactive activities at the pop-up or directing them to the online survey.

Schedule

The Public Engagement Plan is proposed to launch in February 2022. It is intended that the final What We Heard Report will be finalized in April 2021.

Task	Dec	Jan	Feb	Mar	Apr
Kick-off meeting					
Further background research and review					
Public Engagement Plan development					
Put Plan into Action					
Advertising					
Web Updates					
Engagement Materials Preparation					
Focus Groups (8)					
Online Survey					
Virtual Session with Live Q&A (1)					
Virtual Community Workshop (1)					
Community Events (13)					
Community Pop-ups (14)					
Reporting					

 Task

Reporting

Desired outcomes of this process include engagement reports outlining the community's perspective on recommended changes to the Islands Trust Policy Statement. These outcomes will be used to inform Trust Council's consideration of further amendments to the draft new Policy Statement.

A final engagement plan report will be prepared that describes the engagement activities completed, methodologies used, and key feedback themes, as well as all verbatim public feedback. It will also include a summary of correspondence and delegations received relevant to the Policy Statement Amendment Project in 2021 and early 2022.

The final engagement report will be provided in digital format to Islands Trust for posting on the Islands 2050 webpage and delivery to Islands Trust Council.

Monitoring and Evaluation

The engagement plan will be deemed successful if it results in meaningful input on potential Policy Statement amendments; if participants understand how their input has contributed to the project; and, if Trust Council possesses a clear understanding of how the project team incorporated and balanced all the public feedback received.

Evaluation by Participants	By Facilitators	By the Project Team
• Event questionnaires • Online feedback and commenting	• Post-event verbal de-briefs	• Post-event verbal de-briefs • End-of-project Lessons Learned Session

APPENDIX
Preliminary List of Interested and Affected Parties

1

Appendix 1: Preliminary List of Interested and Affected Parties

Islands 2050 Policy Statement Public Engagement

Note: This preliminary list will be expanded as additional interested and affected parties are identified.

BUSINESS, COMMERCE, AND TOURISM

North and South Pender Island Local Trust Areas

- Pender Island Chamber of Commerce

Salt Spring Island Local Trust Area

- Salt Spring Chamber of Commerce
- Salt Spring Island Community Economic Development Commission

Gabriola Island Local Trust Area

- Community Economic Development Officer Gabriola
- Gabriola Island Chamber of Commerce
- Gabriola Museum

Denman Island Local Trust Area

- Comox Valley Chamber of Commerce
- Denman Island Farmers and Artisans
- Denman Island Museum

Galiano Island Local Trust Area

- Galiano Island Chamber of Commerce
- Therah Village Developments Ltd

Thetis Island Local Trust Area

- Chemainus Area Bed and Breakfast Association
- Chemainus + District Chamber of Commerce

Hornby Island Local Trust Area

- Comox Valley Chamber of Commerce
- Hornby Island Community Economic Enhancement Corporation
- Hornby Island Community Economic Development Corporation
- Hornby Island Natural History Centre
- Hornby Creative
- The Heart of the Hornby Island Community

Southern Gulf Islands

- Southern Gulf Islands Tourism Partnership Society (SGITPS)
 - (Pender, Saturna, Mayne, Salt spring, Galiano)
- Victoria Real Estate Board (VREB) Islands Region
 - (Galiano, Mayne, Moresby, Pender, Prevost, Salt Spring, Saturna, Sidney, etc.)

■ AGRICULTURE

Pender Island Local Trust Area

- Pender Island Farmers' Institute

Gabriola Island Local Trust Area

- Gabriola Agricultural Association Co-op

Bowen Island

- Bowen Island Agricultural Alliance

Galiano Island Local Trust Area

- Galiano Island Farmer's Institute

Thetis Island Local Trust Area

- Thetis Island Farm CO-OP

■ ENVIRONMENTAL GROUPS AND ORGANIZATIONS

Pender Island Local Trust Area

- Pender Island Conservancy Association
- Pender Island Recycling Society
- Pender Community Transition

Salt Spring Island Local Trust Area

- Climate Action Salt Spring Island
- Transition Salt Spring Island
- Salt Spring Island Conservancy
- Salt Spring Island Freshwater Catalogue Watershed Stewardship group*
- Salt Spring Island Watershed Protection Alliance

Gabriola Island Local Trust Area

- Gabriola Island Recycling Organization
- Gabriola Land and Trails Trust

Lasqueti Island Local Trust Area

- Lasqueti Island Nature Conservancy

Galiano Island Local Trust Area

- Galiano Conservancy Association
- Galiano Island Recycling Resources

Mayne Island Local Trust Area

- Mayne Island Conservancy

Saturna Island Local Trust Area

- Saturna Recycling/Free Store

Thetis Island Local Trust Area

- Thetis Island Nature Conservancy

Gambier and Keats Local Trust Area

- Gambier Island Conservancy
- Keats Island Conservation Group

Bowen Island

- Bowen Solar Initiative
- Bowen Island Conservancy
- Bowen Nature Club

■ COMMUNITY GROUPS, SERVICE GROUPS, AND NON-PROFITS

North and South Pender Island Local Trust Areas

- Pender Island Community Service Society (Nu to You)
- Pender Island Child Care Society
- Pender Island Art's Council

Salt Spring Island Local Trust Area

- Salt Spring Solutions
- Islanders Working Against Violence
- Salt Spring Island Foundation
- Salt Spring Island Community Services

Galiano Island Local Trust Area

- Galiano Community Resource Centre

Gabriola Island Local Trust Area

- People for a Healthy Community on Gabriola Society
- Gabriola Community Bus Foundation
- Gabriola Arts Council
- Gabriola Commons Foundation

Bowen Island

- Bowen Island Community Foundation

- Bowen Island Heritage Preservation Association

Hornby Island Local Trust Area

- New Horizons Society
- Hornby Island Resilience Initiative

Lasqueti Island Local Trust Area

- The Judith Fisher Centre

Bowen Island

- Bowen Island Family Place
- Island Discovery Learning Community
- Bowen Island Gulf Association
- Bowen Island Arts Council
- Heritage Commission
- Caring Circle
- Coast Animal Welfare and Education Society

Islands Trust Area

- Concerned Island Residents Association*
- Southern Gulf Island and Business Coalition*
- Friends of the Gulf Islands*
- Gulf Islands Alliance

■ COMMUNITY RECREATION GROUPS

Pender Island Local Trust Area

- Pender Island Garden Club

Salt Spring Island Local Trust Area

- Salt Spring Island Garden Club

Hornby Island Local Trust Area

- Community Programs

Denman Island Local Trust Area

- Denman Island Gardening Association

Lasqueti Island Local Trust Area

- Lasqueti Community Association
- Lasqueti Internet Access Society

Galiano Island Local Trust Area

- Galiano Club

Mayne Island Local Trust Area

- Mayne Island Garden Club

Saturna Island Local Trust Area

- Saturna Community Club
- Saturna Women's Club

Bowen Island

- Bowen Island Garden Club

Thetis Island Local Trust Area

- Thetis Island Community Association

Gambier and Keats Local Trust Area

- Gambier Community Centre Society (GCCS)
- Eastbourne Community Association

Trust Area

- Gulf Islands Gardening

■ LOCAL BRANCHES OF INTERNATIONAL SERVICE ORGANIZATIONS

Pender Island Local Trust Area

- Pender Island Legion Branch 239

Salt Spring Island Local Trust Area

- Lions Club of Salt Spring Island
- Rotary Club of Salt Spring Island
- Salt Spring Island Legion Branch 92

Gabriola Island Local Trust Area

- Gabriola Lions Club

Galiano Island Local Trust Area

- Galiano Lions Club

Mayne Island Local Trust Area

- Mayne Island Legion Branch 84
- Mayne Lions Club

Saturna Island Local Trust Area

- Saturna Lions Club

Bowen Island

- Bowen Island Rotary Club
- Bowen Island Legion Branch 150

■ **FOODBANKS AND PROGRAMS**

Galiano Island Local Trust Area

- Galiano Community Food Program

Bowen Island

- Bowen Island Food Resilience Society

Trust Area

- Gulf Islands Food Co-op

■ **HOUSING**

Salt Spring Island Local Trust Area

- Salt Spring Island Housing Council
- Green Ground Community Design

Gabriola Island Local Trust Area

- Gabriola Housing Society

Hornby Island Local Trust Area

- Hornby Island Housing Society

Denman Island Local Trust Area

- Denman Housing Association

Galiano Island Local Trust Area

- Galiano Community Housing Association

- Galiano Green Housing Society

Bowen Island

- Snug Cove Housing Society
- Bowen Island Home Safe Program
- Bowen Island Seniors Housing Co-operative
- Bowen Island Resilient Community Housing Society
- Bowen Community Housing Association

■ **HEALTHCARE AND EMERGENCY SERVICES**

Gabriola Island Local Trust Area

- Gabriola Auxiliary for Island Health Care Society
- Gabriola Volunteer Fire Department

Galiano Island Local Trust Area

- Galiano Health Care Society

Mayne Island Local Trust Area

- Mayne Island Health Centre Society

Thetis Island Local Trust Area

- Thetis Island Fire

Gambier and Keats Local Trust Area

- Gambier Fire Equipment Group

Bowen Island

- Bowen Island Health Centre Foundation

■ OTHER GROUPS

Gabriola Island Local Trust Area

- Gabriolans Against Freighter Anchorages

Galiano Island Local Trust Area

- Galiano Community Development Office

Mayne Island Local Trust Area

- Mayne Island Integrated Water Systems Society

Thetis Island Local Trust Area

- ACThetis (Anchorage Concern Thetis)

*These grass roots groups may not have representatives in the same sense as more formally organized groups or associations



REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** January 12, 2022
From: Executive Coordinator **Date Prepared:** January 6, 2022
SUBJECT: Electronic/In-person Executive Committee 2022 meetings designation - RFD

RECOMMENDATIONS:

1. That the following 2022 Executive Committee regular business meetings be held electronically as shown in Attachment 1: February 2, March 8, March 23, April 13, May 4, May 25, July 6, August 3, September 20, and October 5.
2. That Executive Committee schedule a meeting to be held electronically, December 6, 2022, as shown in Attachment 1.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Trust Council recently amended its meeting procedures which allows Executive Committee to hold regular electronic meetings. When Executive Committee adopted its 2022 meeting schedule it also passed a motion to hold two-thirds of its meetings (for the remainder of the term) electronically. The recommendations in this request for decision (RFD) provides the information needed for the public notice requirement.

1 PURPOSE: To seek Executive Committee's approval for the recommendation as presented.

2 BACKGROUND:

At its October 27, 2021 meeting, Executive Committee (EC) passed the following resolution (EC-2021-153):

That Executive Committee resolve to meet electronically for two-thirds of its remaining term and reduce the Executive Committee meeting budget 2022/2023 to \$5,000.

The last EC meeting prior to a regular Trust Council quarterly meeting (excluding the pre-Trust Council "mini" EC meeting which addresses late or urgent items) is typically more rigorous than EC's other regular meetings. EC may find it reasonable and efficient to conduct these meetings in-person as shown in Attachment 1, with the remainder being electronically conducted.

The recommendation to hold an EC meeting December 6th follows on Trust Council's adoption of an additional meeting in December 2022.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

A meeting designated to be conducted "in-person" would require that at least one committee member is physically present at the public venue.

A meeting designated to be conducted “electronically” requires a designated staff person to physically be present at the public venue and all committee members may attend electronically.

FINANCIAL:

EC’s decision to hold two-thirds of its term’s remaining meetings electronically is financially prudent reducing the need for travel also resulting in less impacts to the environment.

POLICY:

The Islands Trust Electronic Meetings Regulation states that advance public notice must be given in the way in which regular meetings of a trust body are conducted.

IMPLEMENTATION/COMMUNICATIONS:

Meeting information will be posted to the Islands Trust website and offices of the Islands Trust.

FIRST NATIONS: N/A

OTHER: N/A

4 RELEVANT POLICY(S):

Recent amendments to the [Islands Trust Electronic Meetings Regulation](#), and Trust Council’s amendments to its meetings procedure with the adoption of Bylaw 184 (see Attachment 2) permit Executive Committee to conduct its meetings electronically.

For information:

[The Community Charter](#)

[The Local Government Act](#)

5 ATTACHMENT(S):

1. EC 2022 adopted meeting schedule indicating the recommended in-person/electronic meeting formats
2. Adopted amendment Bylaw 184.

RESPONSE OPTIONS

Recommendations:

1. That the following 2022 Executive Committee regular business meetings be held electronically as shown in Attachment 1: February 2, March 8, March 23, April 13, May 4, May 25, July 6, August 3 and October 5.
2. That Executive Committee schedule a meeting to be held electronically, December 6, 2022, as shown in Attachment 1.

Alternative: As directed by Executive Committee.

Prepared By: Lori Foster, Executive Coordinator

Reviewed By/Date: CAO, January 7, 2022



2022 ADOPTED Meeting Schedule

Islands Trust Council and Executive Committee

Whether electronically or in-person, the place where the public may attend to hear, or watch and hear, the proceedings that are open to the public is the Islands Trust Victoria office (#200, 1627 Fort Street) unless otherwise noted. For meeting details, visit the Meetings and Events webpage

<https://islandstrust.bc.ca/whats-happening/meetings-and-events/> and click on the associated date in the calendar tool.

Meetings will be conducted electronically unless otherwise noted.

Executive Committee

(Meeting start time is 9:00 a.m. – pre Trust Council 10:00 a.m.)

1. January 12
2. February 2
3. February 23 (in-person)
4. March 8 (pre Trust Council in-person)
5. March 23
6. April 13
7. May 4
8. May 25
9. June 8 (in-person)
10. June 21 (pre Trust Council)
11. July 6
12. July 12 Conservancy/EC Liaison MTG
13. August 3
14. September 7 (in-person)
15. September 20 (pre Trust Council)
16. October 5
17. October 19 (in-person)
18. November 1 (pre Trust Council in-person)
19. November 23 (in-person)
20. December 6 (pre Trust Council)

Trust Council

March 8-10	Nanaimo
June 21-23	electronic
September 20-22	electronic
November 1-3	Victoria
December 6-8	electronic

(Meeting start times to be determined)

ISLANDS TRUST COUNCIL

BYLAW NO. 184

 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 adding the following definitions for Delegation and Public Comment Period under section 1.1 Definitions:

“Delegation” means an individual or group which appears before Trust Council or a Council committee to make a presentation, submit a petition or request for action, or bring Council or a committee up-to-date on a project, new idea or information, or concept, on a topic specified on an “Application Form for Delegations to Address Islands Trust Council or a Council Committee” and which falls within the jurisdiction or activities of Trust Council or one of its committees.

“Public Comment Period” means a scheduled period of time where a member of the public may address Trust Council or a Council committee on a topic under the jurisdiction or activities of Council or the applicable Committee.”;

b) By deleting section 2.4 in its entirety and replacing it with the following:

“Postponement if no Quorum

2.4 If there is no quorum of trustees at an in-person meeting within three hours of the time set for the beginning of the meeting, or at an electronic meeting within 15 minutes of the time set for the beginning of the meeting:

(a) the regular meeting is cancelled;

(b) all business on the agenda for that regular meeting is cancelled; and

(c) all business on the agenda for that regular meeting must be dealt with at the next regular meeting or a special meeting.”;

c) By deleting section 3.1(b) in its entirety and replacing it with the following:

“3.1 (b) In the event the resolution without meeting referred to in Section 3.1(a) or (c) is passed by a majority of trustees, the Secretary shall give notice of the special meeting to every trustee in writing at the place to which the trustee has directed that notices be sent, and to the public by posting a copy of the notice at places specified in Section 10.2, at least 48 hours before the time of the meeting. The notice will indicate the day, hour, place and in general terms the purpose of the special meeting.”

d) By deleting section 4.4 in its entirety and replacing it with the following:

“Electronic Meetings and Electronic Attendance at In-Person Meetings

- 4.4 (a) A regular meeting of Council, or a special meeting of Council to deal with urgent new business, may be conducted by means of electronic or other communication facilities if a majority of the members of the Council have agreed by resolution that the meeting may be conducted in this way and provided the Secretary has received sufficient notice and can make the necessary arrangements. The notice of regular meeting shall be given in accordance with Part 10 and the notice of special meeting shall be given in accordance with Section 3.1(b). Advance public notice of a regular or special meeting that is to be conducted by means of electronic or other communication facilities shall include the way in which the meeting is to be conducted by means of electronic or other communication facilities and the place where the public may attend to hear, or watch and hear, the proceedings that are open to the public.
- (b) An individual Council member who is unable to attend at the physical location of a special Council meeting or a regular Council meeting held in-person may participate in the meeting by means of electronic or other communication facilities, provided the Secretary has received sufficient notice and can make the necessary arrangements.
- (c) At a regular in-person Council meeting, no more than ten (10) Council members may participate by means of electronic communication facilities and in the event that more than ten (10) members wish to do so, the first ten (10) members to notify the Secretary will be those eligible to participate through electronic communication facilities.
- (d) The person presiding at a regular Council meeting must be present at the physical location of the Council meeting.
- (e) Council members who use electronic communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.
- (f) A member of the Council may begin participation in a meeting by electronic communication facilities after the meeting has been called to order.
- (g) Where a member of the Council 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.
- (h) Where a member of the Council is participating in a meeting through electronic communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.
- (i) For the duration of a special or regular 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 meeting.”;
- e) By adding the word “Local” before the words “Trust Committee” in the first line of section 5.5;
- f) By deleting section 5.7 in its entirety and replacing it with the following:

“Addition of Agenda Items

5.7 Council may, by resolution supported by an affirmative vote of at least 2/3 of the members present, place urgent items on the agenda at the beginning of the regular meeting during adoption of the agenda.”;

g) By deleting section 5.8 in its entirety and replacing it with the following:

“5.8 (a) A person who wishes to present a petition to, or a delegation who wants to appear before Council at a regular meeting of Council shall, at least three (3) weeks prior to the meeting, deliver the request in writing to the Secretary on the prescribed application form. The request must include the name of each applicant or designate with their residential address, the subject of the petition or delegation and a complete copy of the presentation material for the record.

(b) Where written application has not been received as prescribed in section 5.8(a), a petitioner or delegation may address the meeting if approved by a vote of at least 2/3 of the members present, in accordance with Section 5.10.

(c) The subject of the petition or delegation must be related to a matter that is within the jurisdiction or activities of Trust Council.”;

h) By adding “(3)” after the word “three” in the second line of section 5.11;

i) By adding new sections 6.4 through 6.7 Public Comment Period as follows:

“Public Comment Period

6.4 A public comment period may be scheduled for each regular meeting of Trust Council.

6.5 A member of the public may have three (3) minutes to address Trust Council during the public comment period, unless extended by the Chair or a vote of the Trust Council members present.

6.6. Persons wishing to address Trust Council will be asked to state their name, address, and topic involved.

6.7 Subjects must relate to matters within the jurisdiction or activities of Trust Council, unless Council waives this requirement by majority consent.”;

j) By deleting section 7.4 in its entirety and replacing it with the following:

“7.4 A trustee may appeal any ruling of the Chair on a point of order to Council. The Chair must put to Council the question "Should the ruling of the Chair be sustained?". The question must be put to the meeting at once by the Chair and the question must be immediately voted upon by Council without debate. The Chair is entitled to vote on the question. If the votes for and against the question are equal, the chair is sustained. The Chair is governed by the vote of the trustees on the question.

k) By deleting Section 8.12 in its entirety and replacing it with the following:

“Voting by Show of Hands or by Voice

8.12 Each trustee voting on a question must do so by raising their hand physically, electronically or by voice.”;

- l) By deleting the words “in accordance with Section 3.1(d)” at the end of section 8.15(b);
- m) By deleting the words “reconsidered and” in section 9.2(c);
- n) By adding the word “and” at the end of 11.5(a)(i);
- o) By deleting section 11.5(b) in its entirety and replacing it with the following:

“11.5 (b) Where either a regular or special committee meeting is conducted entirely by means of electronic or other communication facilities under section 11.11(a), the public meeting notice shall include notice of the way in which the meeting is to be conducted by means of electronic or other communication facilities and the place where the public may attend to hear, or watch and hear, the part of the proceedings that is open to the public. The regular meeting notice shall be given in accordance with Section 11.5(a) and the special meeting notice shall be given in accordance with Section 11.5(d).”;
- p) By deleting sections 11.5(d) and (e) in their entirety and replacing them with the following:

“11.5 (d) The Committee Chair must cause a notice of the day, time and place of a special meeting called under section 11.4(b) to be posted at the principal office of the Islands Trust in Victoria and on the Islands Trust website and to be given to all members of the committee at least 48 hours before the scheduled start of the meeting by leaving a copy of the notice with each member at the place to which the member has directed notices to be sent.

(e) The Committee Chair must cause a notice of the day, time and place of a meeting cancelled under section 11.4(b) to be posted at the principal office of the Islands Trust in Victoria and on the Islands Trust website and to be given to all members of the committee at least 48 hours before the scheduled start of the meeting by leaving a copy of the notice with each member at the place to which the member has directed notices to be sent.”;
- q) By deleting sections 11.11 and 11.12 in their entirety and replacing them with the following:

“Electronic Meetings and Electronic Attendance at In-Person Meetings

- 11.11 (a) A regular or special meeting of the Executive Committee or a Council committee may be conducted by means of electronic or other communication facilities if a majority of the members of the committee have agreed by resolution that the meeting may be conducted in this way and provided the Secretary has received sufficient notice and can make the necessary arrangements.
- (b) An individual committee member who is not at the physical location of a regular or special in-person Executive Committee or Council committee meeting may choose to participate by means of electronic or other communication facilities, provided the Secretary has received sufficient notice and can make the necessary arrangements.

- (c) Executive Committee and Council committee members who use electronic or other communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.
- (d) Executive Committee and Council committee members may begin participation in a meeting by electronic or other communication facilities after the meeting has been called to order.
- (e) Where any meeting participant is participating in a meeting through electronic or other 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.
- (f) Where any meeting participant is participating in an Executive Committee or Council committee meeting through electronic or other communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.
- (g) 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.

11.12 Cell phone or satellite connections may be used for open committee meetings.”;

r) By replacing the phrase “10 minutes” with the phrase “15 minutes” in section 11.13.

2. This Bylaw may be cited for all purposes as “Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 6, 2021”.

READ A FIRST TIME THIS	30th	DAY OF	November	, 2021
READ A SECOND TIME THIS	30th	DAY OF	November	, 2021
READ A THIRD TIME THIS	30th	DAY OF	November	, 2021
ADOPTED THIS	8th	DAY OF	December	, 2021

SECRETARY

CHAIR

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** January 12, 2022
From: Trust Area Services **Date Prepared:** January 5, 2022
SUBJECT: 2022 AVICC/UBCM PROPOSED RESOLUTIONS (Annual Item)

RECOMMENDATIONS:

1. That the Executive Committee direct staff to forward a resolution with backgrounder for consideration at the 2022 Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) conventions, requesting that the Province fund and support the development and integration of climate risk and vulnerability assessments into Official Community Plan review processes.
2. That the Executive Committee direct staff to forward a resolution with backgrounder for consideration at the 2022 Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) conventions, requesting that the Province provide funding and support to local governments and Islands Trust to facilitate affordable housing projects in rural areas in British Columbia.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Islands Trust has a practice of submitting resolutions to AVICC/UBCM for consideration at their annual meetings. Resolutions that are endorsed by the UBCM membership can trigger advocacy support from UBCM staff and usually result in a well-considered response from the relevant Ministry or Department. Executive Committee may wish to consider additional advocacy such as proposing a related session for the AVICC or UBCM conventions or a meeting with a minister.

- 1 **PURPOSE:** To seek direction about submitting two resolutions and backgrounders for consideration at the 2022 Association of Vancouver Island and Coastal Communities (AVICC) and Union of British Columbia Municipalities (UBCM) conventions.
- 2 **BACKGROUND:** On November 17, 2021, following a request from the Executive Committee, staff sent out an email to staff and trustees with a call for resolution proposals for the 2022 AVICC/UBCM conventions. On December 15, 2021, the Executive Committee reviewed the proposals and subsequently directed staff to draft resolutions and backgrounders on the topics of “rural affordable housing support” and “climate risk and vulnerability assessment support” for consideration at its January 12, 2022 EC meeting and subsequent submission to the AVICC by their deadline of January 28, 2022. The draft resolution and backgrounder are attached for EC’s review.

In past years, the Islands Trust has advanced resolutions on the following topics:

- Request that legislative change so that temporary use permit and public hearing notifications can be provided electronically (2021)
- Request that the province work with First Nations, and federal, provincial, and local government stakeholders, to develop a coordinated strategy to study and address the environmental and social impacts associated with liveaboards on the British Columbia coastline. (2020)
- Request that the provincial government improve the enforceability of development permit area requirements by enabling local government to enforce violations by way of prosecution, ticket or bylaw notice (2019)
- Request that the provincial government prioritize the approval of key marine cumulative effects values for long-term monitoring and assessment in coastal regions (2019)
- Request for DFO review of potential cumulative impacts of increased geoduck aquaculture (2018)
- Preventing Rigid Foam Pollution in the Marine Environment (2017)
- Assessment and Mitigation of Marine Shipping Risks and Impacts in the Salish Sea (2016)
- Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) funding (2015)
- Derelict & Abandoned Vessels (2013)
- Industry Funding for Oil Spill Prevention, Preparedness & Response (2012)
- Southern Strait of Georgia National Marine Conservation Area Reserve (2010) and Derelict & Abandoned Vessels, Barges & Docks (2010)

It is possible for Islands Trust to submit more than one resolution. Staff do not recommend proposing more than two resolutions in any one year due to the resulting workload and the difficulty in advocating for more than two topics at one convention.

In the past, the Executive Committee has supported selected resolutions by suggesting/organizing complementary AVICC/UBCM sessions and by requesting and/or attending Ministers' meetings to discuss the proposed topic.

When selecting a resolution, the Executive Committee should be guided by section 4.2 of the Islands Trust policy 6.12ii on UBCM/AVICC Membership and Resolutions:

All Islands Trust bodies that develop resolutions for consideration at AVICC and UBCM conventions must ensure that their resolutions address topics within their legislated jurisdiction and are consistent with the Islands Trust Policy Statement.

Executive Committee members should also consider that UBCM guidelines suggest that issues identified in resolutions should be relevant to other local government across the province.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL Finalizing the resolution and backgrounder will take up to one hour of Trust Area Services and the Legislatives Services Manager's time. The documents will need to be submitted to AVICC by their deadline of January 28, 2022.

FINANCIAL: Legal fees, if required.

POLICY: No implications for existing policy.

IMPLEMENTATION/COMMUNICATIONS: Upon approval by Executive Committee, staff will submit the resolutions and backgrounders to AVICC by the January 28 deadline and will include

the resolutions and backgrounders in the information package provided to trustees attending the 2022 AVICC/UBCM conventions. Alternatively, AVICC will accept “late resolutions” received by April 15, but these will not be included in the resolutions package sent out to members before the Convention, and must be of an emerging or urgent nature. Resolutions can also be sent directly to UBCM by June 30 to be considered at the UBCM Convention in September 2022.

FIRST NATIONS: The Senior Intergovernmental Policy Advisor (SIPA) has been consulted to ensure that the resolution wording aligns with the Islands Trust Reconciliation Declaration, the Reconciliation Action Plan 2019-2022, and Local Trust Committee Standing Resolutions on First Nations relations. As appropriate, staff or trustees can request advice from SIPA to align resolutions with the guiding principles of UNDRIP, TRC Calls to Action, and Islands Trust reconciliation initiatives.

Islands Trust recognizes that areas of cultural significance and culturally significant species are at risk from climate change and that vulnerability assessments would assist the preservation and protection of these areas in collaboration with First Nations within the Islands Trust Area. As well, Islands Trust recognizes that facilitating safe, secure, affordable housing within the Islands Trust Area supports the recommendations of the Missing and Murdered Indigenous Women and Girls (MMIWG) Calls for Justice which the Islands Trust has adopted at the recommendation of UBCM¹.

OTHER: None.

4 RELEVANT POLICY(S):

- [Policy 6.12.ii - UBCM/AVICC Membership and Resolutions](#)

5 ATTACHMENT(S):

- Draft Resolutions & Backgrounders for 2022 AVICC and UBCM conventions

RESPONSE OPTIONS

Recommendations:

1. That the Executive Committee direct staff to forward a resolution with backgrounder for consideration at the 2022 Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) conventions, requesting that the Province fund and support the development and integration of climate risk and vulnerability assessments into Official Community Plan review processes.
2. That the Executive Committee direct staff to forward a resolution with backgrounder for consideration at the 2022 Association of Vancouver Island and Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) conventions, requesting that the Province provide funding and support to local governments and Islands Trust to facilitate affordable housing projects in rural areas in British Columbia.

Alternatives:

1. That the Executive Committee forward the resolution(s), as amended, to AVICC/UBCM.
2. That the Executive Committee not propose the resolution(s) to AVICC/UBCM.
3. That the Executive Committee submit the resolution(s) directly to UBCM by the June 30 deadline.

¹ https://islandstrust.bc.ca/wp-content/uploads/2021/02/tc_2020-11-05_itr_ubcm-mmiwgrecommendations_final.pdf

Prepared By: Dilani Hippola, Senior Policy Advisor, Trust Area Services

Reviewed By/Date: Lisa Wilcox, Senior Intergovernmental Policy Advisor, Jan 6, 2022
Clare Frater, Director, Trust Area Services, Jan 6, 2022
Russ Hotsenpiller, Chief Administrative Officer, Jan 6, 2022

CLIMATE RISK AND VULNERABILITY ASSESSMENTS

ISLANDS TRUST

RESOLUTION:

WHEREAS the increasing impacts of climate change are requiring local governments and Islands Trust to develop robust climate adaptation plans and policies;

AND WHEREAS these adaptation plans and policies must be grounded in a detailed analysis of the unique climate risks and vulnerabilities of each local area;

THEREFORE BE IT RESOLVED that AVICC & UBCM call upon the Province of British Columbia to fund and support the development and integration of climate risk and vulnerability assessments into Official Community Plan review processes.

BACKGROUNDER:

As the impacts of climate change are rapidly increasing across local communities in British Columbia, local governments and Islands Trust are needing to integrate robust adaptation planning measures into their local Official Community Plans and other local planning processes. This requires, first and foremost, the development of climate risk and vulnerability assessments for each community, but local governments often lack the resources, capacity, data, and/or knowledge to undertake these assessments, particularly in small rural communities.

Climate risk assessments focus primarily on projected changes in climatic conditions in a particular area, highlighting potentially impacted assets and discerning the likelihood/severity of key impacts and their consequences. Climate vulnerability assessments tend to focus more on the exposure, sensitivity, and adaptive capacities of systems, assets, and populations with a certain area. Integrated climate risk and vulnerability assessments are needed to address both the vulnerability to, and impacts of, climate hazards in order to develop effective climate adaptation plans and foster resilient communities.

Provincial funding and support could help local governments and Islands Trust respond to the pressing need to adapt to climate change with enhanced adaptation planning capacity, improved data collection and analysis, and knowledge sharing on best practices and standards.

AFFORDABLE HOUSING SUPPORT FOR RURAL AREAS

ISLANDS TRUST

RESOLUTION:

WHEREAS the Province of British Columbia has implemented the “Homes for BC: A 30-Point Plan for Housing Affordability in British Columbia”;

AND WHEREAS the Plan largely benefits urban areas that have better access to both resources and support services than rural areas;

THEREFORE BE IT RESOLVED that AVICC & UBCM call upon the Province of British Columbia to provide funding and support to local governments to facilitate affordable housing projects in rural areas in British Columbia.

BACKGROUNDER:

British Columbia is facing an acute shortage of affordable housing options needed to support the long-term sustainability and resilience of local communities. The Province of British Columbia has instituted “Homes for BC, a 30-Point Plan for Housing Affordability in British Columbia” in order to address some of these challenges. However, the plan largely caters to high-density urban areas that have good access to the resources and support services needed to access BC Housing funding mechanisms. It is vital that the Province also provide capacity building support to rural communities in British Columbia to address their unique housing affordability challenges.

Amidst a heated real estate market and a global pandemic that has encouraged people to migrate to rural areas where they can work from home or have ‘staycations’ in second homes, rural areas are facing unprecedented housing demands and lack adequate affordable housing to support the basic needs of local seniors, working class families, tradespeople, and other key members of diverse and healthy rural communities. The dramatic deficit of affordable housing in rural areas has led to significant challenges for local governments, Islands Trust, and non-profits working in this field. Local rural governments are often required to expend significant resources putting in place supportive zoning, water, and personnel to support proposed housing projects before even being considered for BC Housing funding. These are resources that rural communities, in comparison to their urban counterparts, do not have. Rural BC needs more resources to be able to get projects to the point of being “shovel-ready” so that they are able to access the bulk of affordable housing funding intended for construction.

Provincial funding and support could help local governments and Islands Trust respond to the urgent and rapidly-increasing need to support affordable housing projects in their local jurisdictions, thus supporting the Province’s broader strategy for housing affordability in British Columbia.



REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** December 15, 2021

From: Trust Area Services **Date Prepared:** December 9, 2021

SUBJECT: History, Heritage and Conservation Grant Application – Gabriola Historical & Museum Society

RECOMMENDATION: That Executive Committee authorize a History, Heritage and Conservation grant of \$X,000 to Gabriola Historical & Museum Society in support of their application to embark on a major Reconciliation project developing and renewing the museum’s “Snuneymuxw Village of the Ancestors” to create a dedicated space on the museum grounds.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: This application is consistent with Trust Council’s Policy 2.1.14 [History, Heritage and Conservation Grants in-aid] and furthers the reconciliation principles of the Islands Trust by increasing the awareness of First Nations history and heritage in the Trust Area, and supports the guiding principles of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP Article 15.2¹ and Article 31² and subsequently the Declaration on the Rights of Indigenous Peoples Act.

-
- 1 **PURPOSE:** To provide Executive Committee with a grant application received for the History, Heritage and Conservation Grant-in-Aid program
 - 2 **BACKGROUND:**

The History, Heritage and Conservation Grant-in-Aid program is to support and give financial assistance to communities, societies, organizations, First Nations and/or Indigenous People living on the islands to engage in activities to gain or provide understanding about the history and heritage of the Islands Trust Area and increase public awareness, understanding, and appreciation of the history and heritage under Section 8(2)(h) of the *Islands Trust Act*.

On June 27, 2021 Islands Trust received an application for the History, Heritage and Conservation Grant-in-Aid from Gabriola Historical & Museum Society. Due to staff error, it has not been provided to the Executive Committee until now. Staff have offered an apology to the applicant, and advised that their application would be forwarded to Executive Committee on December 15, 2021. Staff also advised the applicants that the grant in aid form currently on the webpage, that does not function properly, will be fixed, and apologized for this inconvenience.

¹ Article 15.2. 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

² 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.

The Society seeks \$5,000 in funding to embark on a reconciliation project to develop and renew the museum's "Snuneymuxw Village of the Ancestors". This is a dedicated space on the museum grounds. The society is working with Snuneymuxw Elder Geraldine Manson (C'Tas'ia) to design and implement this project which consists of: constructing an immersive outdoor exhibit honouring and celebrating Snuneymuxw life on Gabriola Island; relocation of up to 12 of 39 petroglyph reproductions to the newly located village site; a covered outdoor education shelter; and interpretive signage.

3 IMPLICATIONS OF RECOMMENDATION

4 ORGANIZATIONAL: None.

FINANCIAL: Trust Council has budgeted \$5,000 in 2021/22 for the History and Heritage Grants in Aid program. No funds have been allocated to date.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will advise the applicant of Executive Committee's decision and administer the grants funds as necessary. Staff will include information about the grant on the [History and Heritage Grants in Aid](#) webpage.

FIRST NATIONS: The project supports the guiding principles of reconciliation.

OTHER: The Policy on History, Heritage and Conservation Grants in-aid (2.1.14) includes a Conditions of Funding policy 2.5 which states "With the approval of affected local trust committees or island municipality." As staff have yet to develop procedures for grant in aid application processing, there is no defined process for seeking this approval.

5 RELEVANT POLICY(S): [Trust Council Policy on History, Heritage and Conservation Grants in-aid \(2.1.14 \)](#)

6 ATTACHMENT(S):

a. Grant in aid application from Gabriola Historical & Museum Society

RESPONSE OPTIONS

Recommendation: That Executive Committee authorize a History, Heritage and Conservation grant of \$X,000 to Gabriola Historical & Museum Society in support of their application to embark on a major Reconciliation project developing and renewing the museum's "Snuneymuxw Village of the Ancestors" to create a dedicated space on the museum grounds.

Alternative: That Executive Committee not support the application or grant a different amount of funding.

Prepared By: Lisa Wilcox, Senior Intergovernmental Policy Advisor

Reviewed By/Date: Clare Frater, Director Trust Area Services/December 9 2021
Russ Hotsenpiller, CAO/December 9, 2021

ATTACHMENT 1

ISLANDS TRUST

HISTORY, HERITAGE AND CONSERVATION – GRANTS-IN-AID APPLICATION FORM

Name of Person or Organization:	Gabriola Historical & Museum Society
Address of Person or Organization:	Box 213, 505 South Road, Gabriola Island, BC V0R 1X0
Full Mailing Address:	See above
Telephone Number:	250 247-9987, 250 618-1954
Email address:	pres@gabrielamuseum.org gfilax@shaw.ca
Contact Person:	Joan Merrifield, President; Gloria Filax, Chair Truth & Reconciliation Committee
First Nation membership or self-identity	Snuneymuxw First Nation Geraldine Manson, Elder (C'Tasia)
Primary purpose of organization:	Museum, Archive, Education, Awareness
Service you provide to the community:	Educational, cultural, historical archives, indoor and outdoor displays, community connection and understanding
Number of clients or people that use your service:	300 members, 100 volunteers, 10 board members, up to 4,000 visitors annually
Cultural Knowledge Holder or Traditional Ecological Knowledge:	Elder Geraldine Mason, Snuneymuxw First Nation
Amount of Grant-in-aid Requested:	\$5,000
Purpose of the grant-in-aid:	Conservation History Heritage
Describe how the grant-in-aid will be used:	The Gabriola Historical & Museum Society has embarked on a major Reconciliation project developing and renewing the museum's "Snuneymuxw Village of the Ancestors". This is a dedicated space on the museum grounds. We are working together with Snuneymuxw Elder Geraldine Manson (C'Tas'ia) to design and implement this project (which has been delayed somewhat due to Covid restrictions and health issues of key team members). The project consists of: Constructing an immersive outdoor exhibit honouring and celebrating Snuneymuxw life on this island; relocation of up to 12 of 39 petroglyph reproductions to the newly located village site; a covered outdoor education shelter; and interpretive signage. It will be a much-valued community/Trust area education asset, open to the public at no charge. To provide honoraria for compensation and travel costs for teachers and apprentices and Craftspeople to create newly identified, important features to the Outdoor built space. For all other components of this project, we already have confirmed support from "Heritage BC - Indigenous Partners' Program", Snuneymuxw Community Leaders, Regional District of Nanaimo Community Grants program, internal budget allocations of funds, volunteer in-kind and donor support from our community. On behalf of all the team members involved in this project and this island community, thank you very much for your consideration. We look forward to hearing from you. And should you require any further details about the project, please contact me.

Describe how the grant-in-aid will support the object of the Islands Trust, the Islands Trust Policy Statement or an Islands Trust Strategic Plan or Islands Trust Reconciliation Declaration item.	In the spirit of “Syeyutsus” (ie. Walking together in Reconciliation), the purpose of this project is to be a tangible and lasting example for all Trust Area residents and organizations to enjoy and learn from. In walking together in this project we build relationship with Snuneymuxw FN to creat other collaborative projects and meaningful ways we can to enrich this relationship in future beneficial activities. Key benefits include: 1. Demonstrate to all islanders, a culturally appropriate heritage exhibit that deepens knowledge and appreciation of the importance of Indigenous Peoples to island culture, nature stewardship and inhabiting the Trust Area for thousands of years. 2. Honour and respect the values and oral history of the Snuneymuxw cultural traditions and of many existing artifacts and representations as sacred. 3. Snuneymuxw-led exhibit design, relocation, interpretation and re-positioning of significant reproduction castings of the island Indigenous petroglyphs. Note: Gabriola is widely regarded as having more petroglyph remains than any other coastal locale. Initial site preparation and construction is now underway. Project site development includes: careful relocation of replica petroglyphs; a post-and-beam covered outdoor education shelter (donated by a local business); carved posts and interpretive display materials.
Have you received a previous grant-in-aid from the Islands Trust:	Yes/No (if yes, please list grants received)
Applicant Signature	Joan Merrifield President, GHMS 250-247-9987 pres@gabriolamuseum.org Gloria Filax Chair, Truth & Reconciliation Cmtt GHMS gfilax@shaw.ca
Date of Signature	12/9/2021
Internal Use Only: Date of EC Resolution: Amount Approved:	Collection Notice: Personal information contained on this form is collected under the authority of the Local Government Act and is subject to the Freedom of Information and Protection of Privacy Act. The personal information will be used for purposes associated with the 2017 Community Stewardship Awards program. Enquiries about the collection or use of information in this form can be directed to Carmen Thiel, Legislative Services Manager at 250-405-5188.

From: SIRRA <info@sirra.ca>

Sent: Sunday, December 5, 2021 1:06 PM

To: Sue Ellen Fast <sfast@islandstrust.bc.ca>; Michael Kaile <mkaile@islandstrust.bc.ca>; Laura Busheikin <lbusheikin@islandstrust.bc.ca>; David Critchley <dcritchley@islandstrust.bc.ca>; Scott Colbourne <scolbourne@islandstrust.bc.ca>; Kees Langereis <klangereis@islandstrust.bc.ca>; Dan Rogers <drogers@islandstrust.bc.ca>; Jane Wolverton <jwolverton@islandstrust.bc.ca>; Kate-Louise Stamford <kstamford@islandstrust.bc.ca>; Alex Allen <aallen@islandstrust.bc.ca>; Grant Scott <gscott@islandstrust.bc.ca>; Peter Johnston <pjohnston@islandstrust.bc.ca>; Timothy Peterson <tpeterson@islandstrust.bc.ca>; Peter Luckham <pluckham@islandstrust.bc.ca>; Jeanine Dodds <jdodds@islandstrust.bc.ca>; David Maude <dmaude@islandstrust.bc.ca>; Benjamin McConchie <bemconchie@islandstrust.bc.ca>; Deb Morrison <dmorrison@islandstrust.bc.ca>; Tahirih Rockafella <trockafella@islandstrust.bc.ca>; Laura Patrick <lpatrick@islandstrust.bc.ca>; grove@islandstrust.bc.ca; Paul Brent <pbrent@islandstrust.bc.ca>; Lee Middleton <lmiddleton@islandstrust.bc.ca>; Cameron Thorn <cthorn@islandstrust.bc.ca>; Steve Wright <stwright@islandstrust.bc.ca>; Doug Fenton <dfenton@islandstrust.bc.ca>

Cc: Executive Admin <execadmin@islandstrust.bc.ca>; Islands2050 <Islands2050@islandstrust.bc.ca>

Subject: SIRRA delegation Wed 2nd 2021- follow-up.

Hello Trustees,

Thank you for your time on Wed 2nd.

At that time (SIRRA Budget presentation) I did not dwell on the source of the data nor the methods I used - time is always a constraint.

For clarity and veracity I am covering those details now - it is rather simple and straightforward.

Attached files:

The original IT Staff report containing the results of the budget consultation is rather (131 pages) long as it includes the comments on each question.

For your convenience I extracted the pages (14) with the data that I used and those numbers are highlighted.

Extract of data pages from Feb 2021 Budget Survey Highlights.pdf

I have also attached the spreadsheet I used to do basic mathematics on the numbers presented in the report.

FINAL Survey Questions and Results Feb 2021

The bottom line is that 70% of respondents wanted No Increase in expenditures.

I would ask you to listen and to act accordingly.

Source of the data

IT Staff Report 12th Feb 2021 - Results of the Budget Consultation Survey

In the slide pack I made reference to this **IT Staff Report** as follows:

https://islandstrust.bc.ca/wp-content/uploads/2021/02/TC-2021-22-Budget-Consultation-Survey-Results_Redacted.pdf

This IT Staff report report may also be found in the **Agenda for the FPC meeting on Feb 17th 2021 :**

4.6. 2021/22 Budget Consultation Feedback - Briefing **45 - 181**

<https://islandstrust.bc.ca/document/financial-planning-committee-regular-meeting-agenda-2/>

and on **page 3** of the **Minutes of that FPC meeting:**

<https://islandstrust.bc.ca/document/financial-planning-committee-regular-meeting-minutes-3/>

I was surprised to read " *There are various challenges as to how to interpret and understand the public feedback received.*"

In my opinion the data is very clear.

The response was consistently and overwhelmingly in support of No Increase.

Survey Question format:

These answers were offered with respect to each budget category:

1 Increase

2 Decrease

3 Remain the same - sometimes split as in Question 3 into 2 variations.

3.1 : Remain the same overall but re-allocate to different areas internally

3.2 : Remain the same and keep the same allocations.

4. Don't know

Method:

I used excel. (attached)

Sheet 1: Q3 pie chart was constructed from the percentages on page 6 of the IT Staff Report

Sheet 2: Q3 to 13 tabulated data is taken from the IT Staff Report, for the questions I highlighted i.e. those directed to all islanders (excluding Bowen in some cases):

- Increase
- No Increase = Sum (Decrease + Remain The Same)
- Total No of Respondents

Calculation:

I calculated Increase and No Increase responses as a percentage of the Total Respondents for that question.

Those percentages are communicated in my presentation.

60% to 71% of respondents across all the questions wanted No Increase.

Q3 : 70.3% want No Increase

I am happy to discuss this further with anyone,

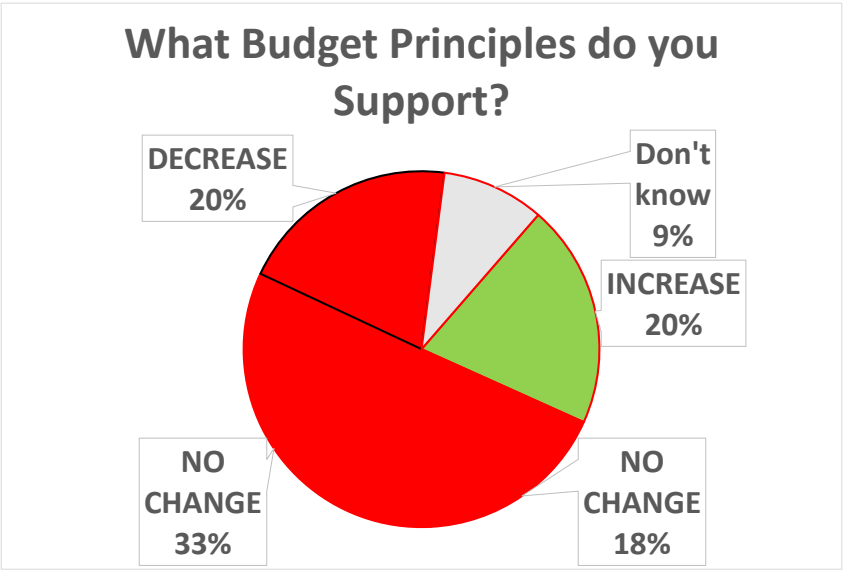
Regards,

Mairead Boland

Saturna Residents and Ratepayers Association.

Q3 What budget principles do you support?

Response	Response	Percent
INCREASE	INCREASE	20.34%
NO CHANG	NO CHANGE	17.43%
NO CHANG	NO CHANGE	33%
DECREASE	DECREASE	20%
Don't know	Don't know	9.32%



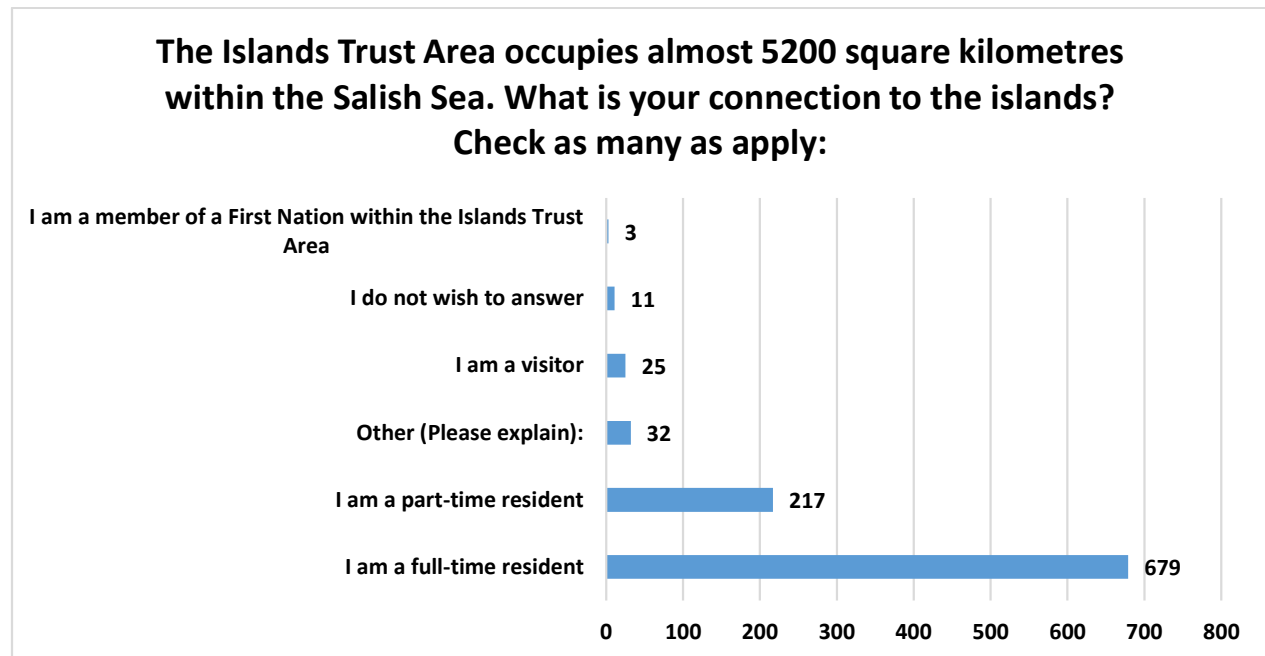
Total Respondents 942 (66% completed the survey)	Decrease or Remain the Same	Increase	Decrease or Remain the Same (%)	Increase (%)	Percentage who answered compared to total who started (942)	BOWEN Residents	No Completed the question
Excludes Bowen residents: (73)							
Question 3	581	168	70.3	20.3			826
Question 6 Would you like to see funding for local land use planning services: - Decrease or remain the same : 451, Increase: 142	451	142	68.1	21.5	76.2	73.0	662
Question 7 Would you like funding for long term planning work (official community plans/land use bylaws) to Decrease or remain the same : 429, Increase: 177	429	177	64.8	26.7	76.2	73.0	662
Question 8 In terms of your support for increased funding for long term planning work, would you still support this if it meant less funding for application processing, resulting in slower application processing times? No: 266 Yes 216 Don't Know: 154 (NOTE - question poorly constructed and poorly understood - worth reading the comments on this question - many people objected to its format)	???	???					632
Question 9 Would you like to see funding for bylaw compliance and enforcement: Decrease or remain the same: 453, Increase: 148	453	148	67.8	22.2	70.9		668
Questions for All:							
Question 10 Would you like to see funding for regional programs and services: Decrease or remain the same: 458, Increase: 138	458	138	71.1	21.4	68.4		644
Question 11 Would you like to see funding for the Islands Trust Conservancy? Decrease or remain the same: 385, Increase: 229	385	229	59.8	35.6	68.4		644
Question 12 Please rate (1 through 11) the following planned climate action activities according to their importance to you (1=highest ranked, 11 = lowest ranked): NOTE 1 there is no option to say that NONE listed are important, the activities are broad, confusing and in some cases seem totally unrelated to climate change. NOTE 2 No comments collected.					59.7		562
Question 13: Would you like to see increased funding for climate action? Stay the same or No to increase 376, Increase 221	376	221	58.4	34.3	68.4		644

Tell us about yourself

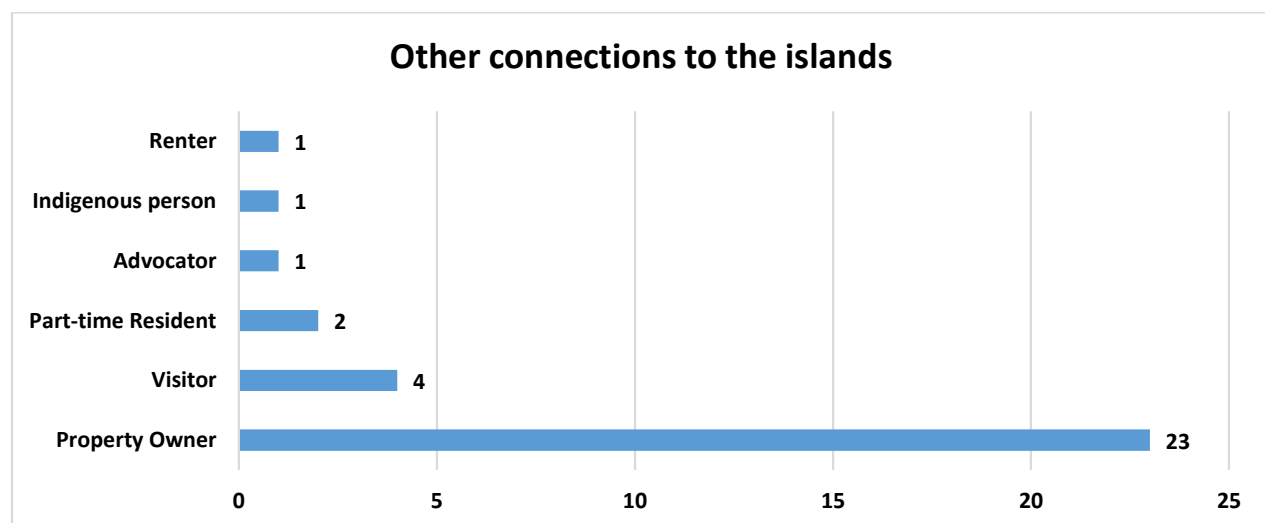
Question 1

- 941 out of 941 completed (100%) who participated in the survey completed question 1

The Islands Trust Area occupies almost 5200 square kilometres within the Salish Sea.

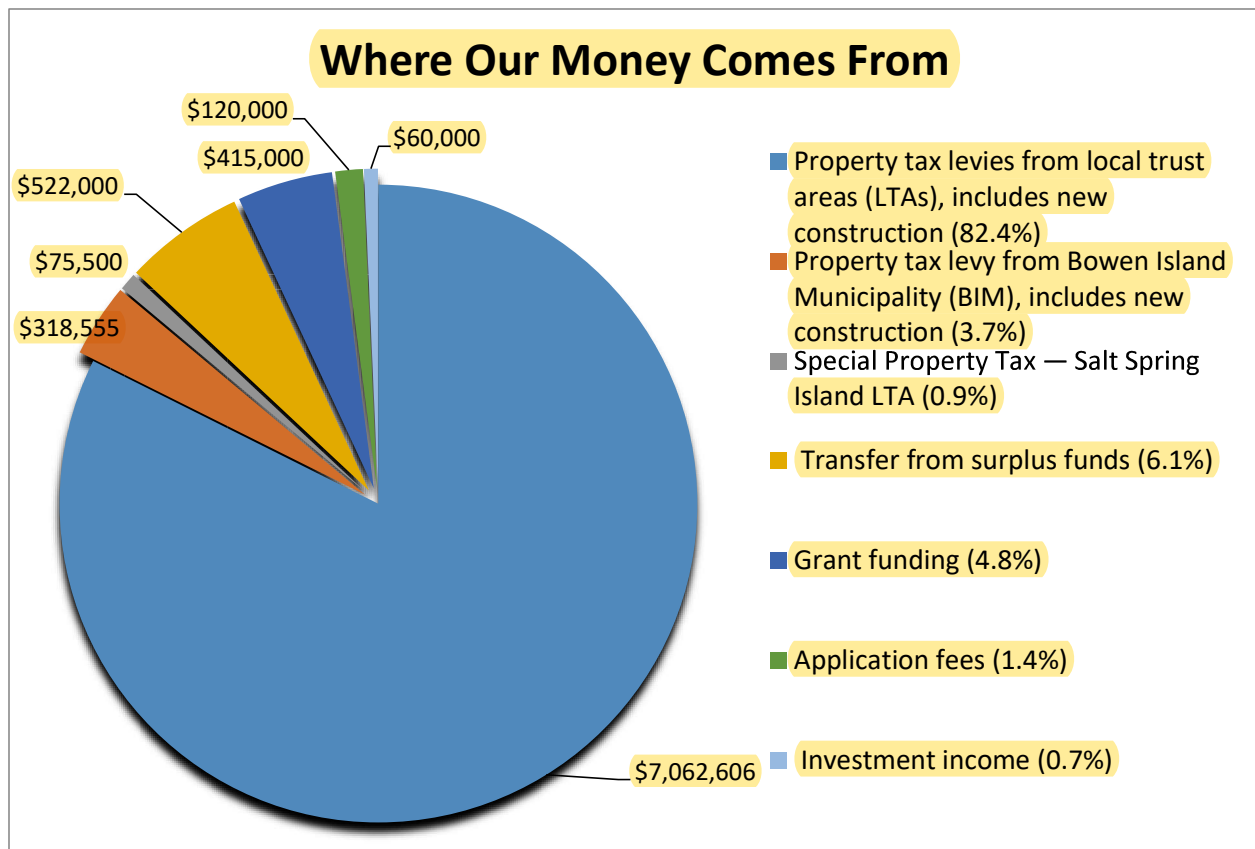


In the graph below, 32 participants had an opportunity to provide other reasons why they were connected to the island.



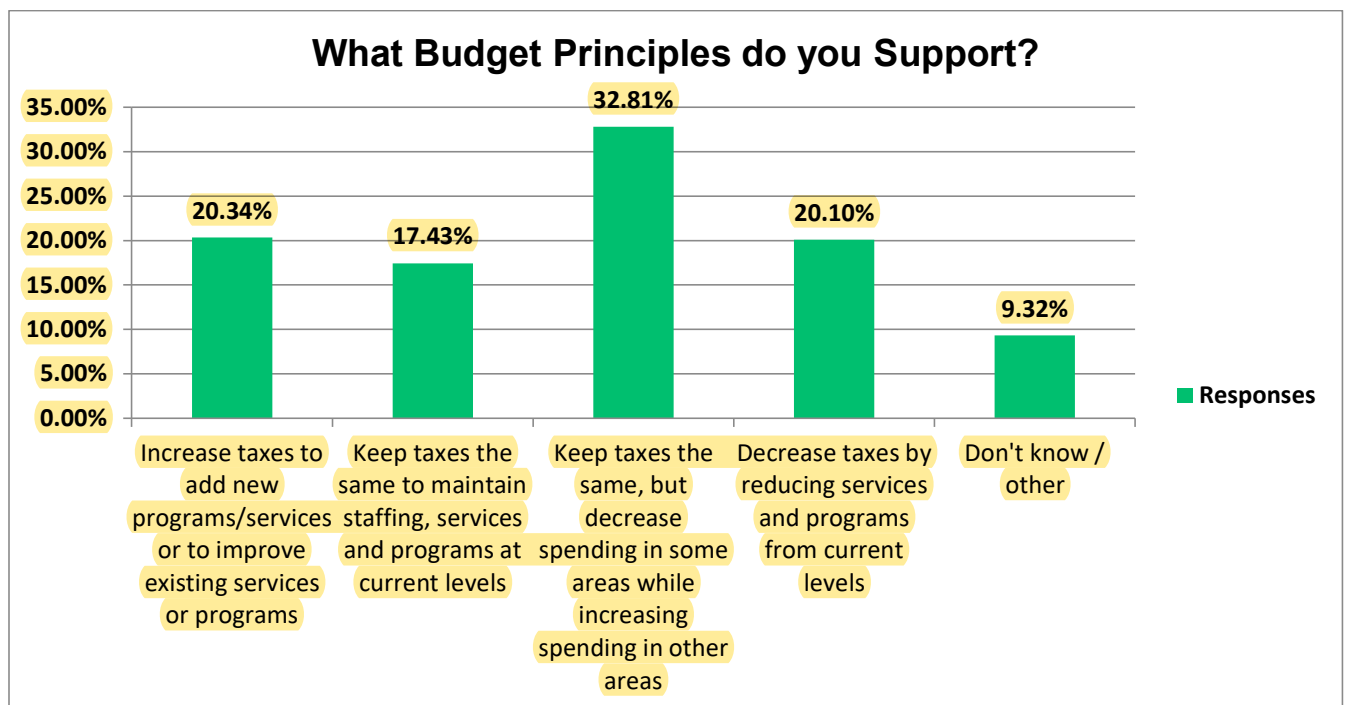
Question 2

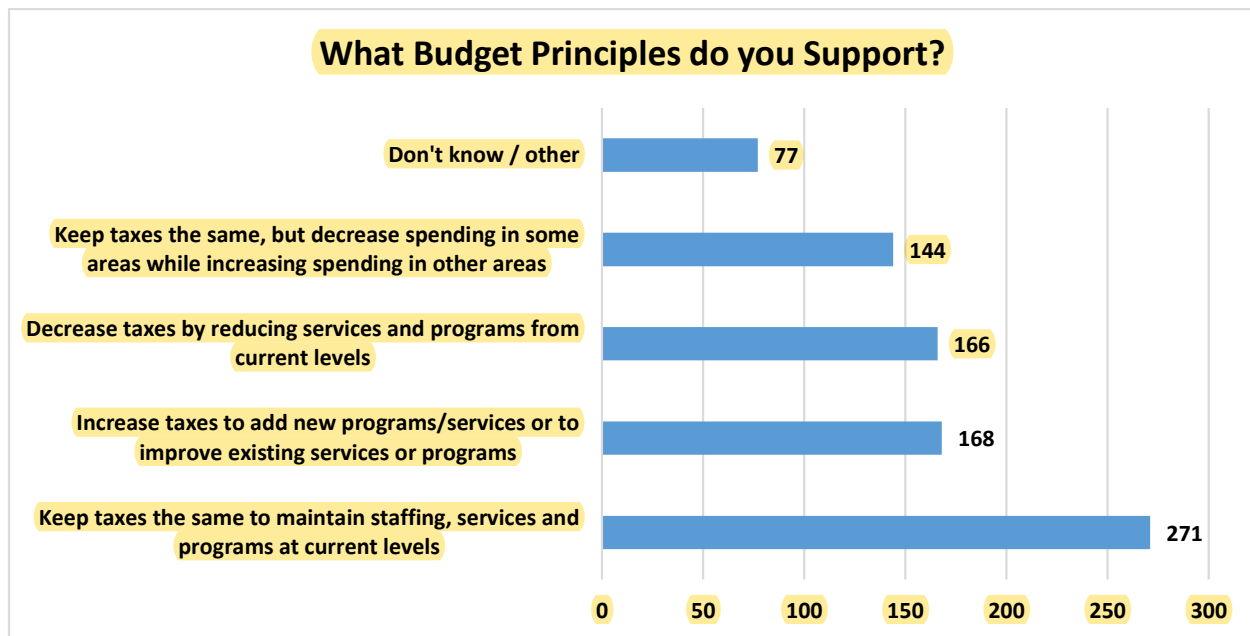
- 941 out of 941 (100%) who participated in the survey completed question 2



Question 3

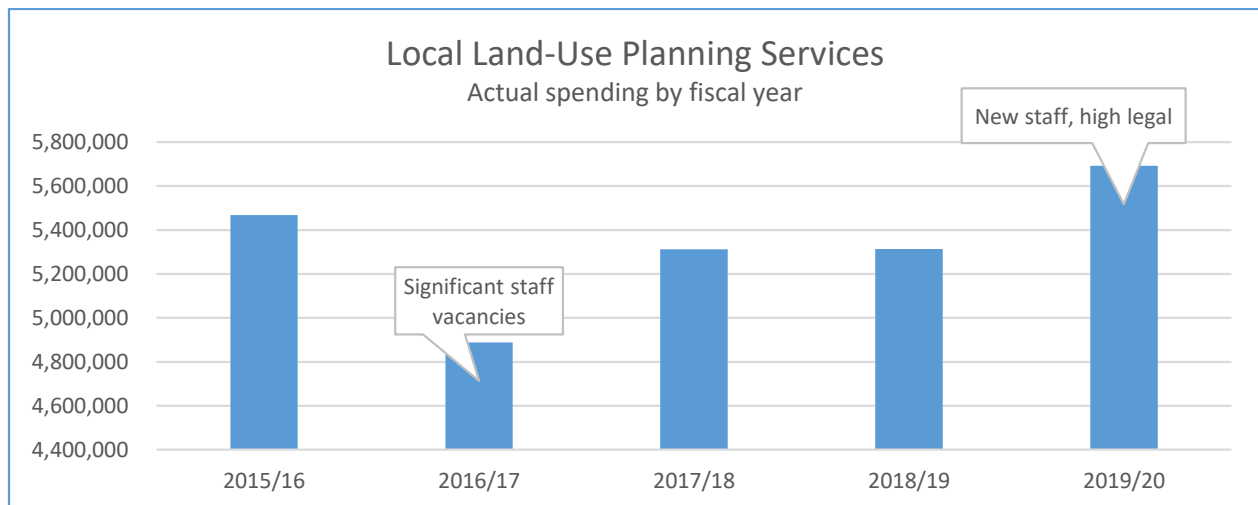
- 826 out of 941 (87%) who participated in the survey completed question 3





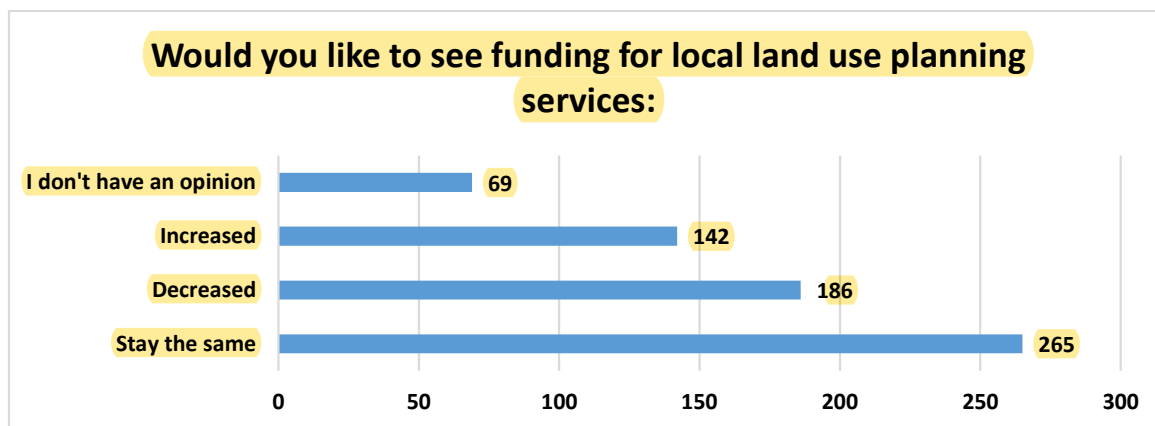
The following tables show the comments from 397 participants who explained their choices to question 3.

Comments from participants who chose:
Increase taxes to add new programs/services or to improve existing services or programs
I am concerned that the Trust is not doing enough to preserve and protect our fragile environment.
Costs increase and service requirements also increase
I'm educated
I feel that those who can afford land should support programs and services that help the more vulnerable in our communities.
We need more housing and solutions for the downtown Ganges crime area. this cost money
Social and mental health services must be a higher priority
Local trust committees should be able to support more than two top priorities and may need more staff support to do this
because we desperately need improvement in existing services
There is a lot to improve. Maintaining current levels is important and would be great if they were better supported
Services are a great investment that pays back
Because we are at a critical or tipping point with climate change and preserving and protecting our special and unique islands.
Population increases - infrastructure requires sustainable planning
Because most of the programs are necessary and shouldn't be cut.
Taxes should increase to reflect the rate of inflation
Re-investment in your own community is paramount to its success in meeting the regions demands and keeping the environment's homeostasis intact.
Increased operating expenses and special projects



Question 6

- 662 out of 868 (76%) who participated in the survey completed question 6
(Note: Participants who chose 'Bowen' for Q2 would not have viewed this question, as they do not pay taxes for these services.)



The following tables show the comments from 262 participants who explained their choices to question 6.

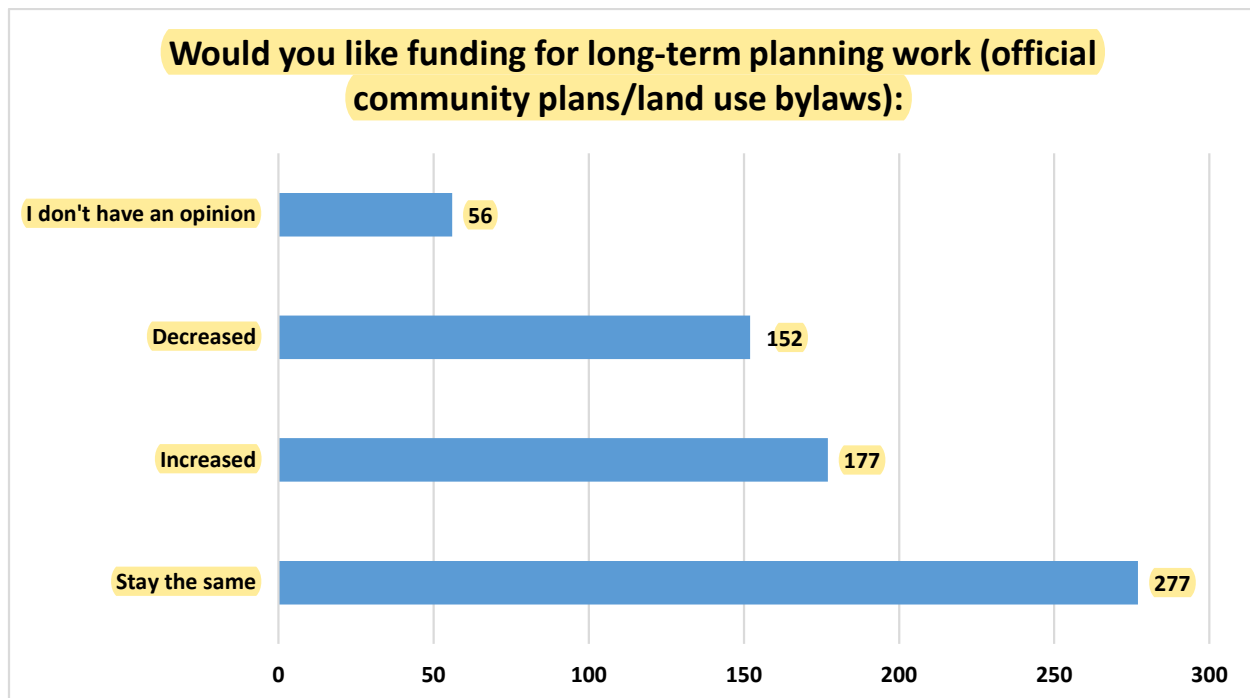
Comments from participants who chose:	
Increased	
These decisions if not properly made, and lack of bylaw enforcement, breed lack of trust and fracture the community	
I would support an increase if it could mean more climate savvy planning	
The current pressure of people leaving the cities means more planning needs to go into land use if we are going to protect environment, rural nature, food security, and access to affordable housing.	
Community Plans need updating at least every ten years.	

Comments from participants who chose:
Stay the same
If what we mean by this is the folks at the counter, then the same. What we need MORE of is policy vision and innovation.
Increase funding % to protecting islands fragile eco systems. Decrease and cease funding for development applications.
COVID.affect. Don't see a lot of people moving around
This is the function of day to day life, we should try to maintain that as best we can.

Comments from participants who chose:
No opinion
I would like to see you support for affordable housing increased, but I'm not sure how to make that happen.
I don't know if there is a need.
Depends on where the increase/decreases are allocated
i need to study this more
I would need to more deeply understand where the money is going to to be able to answer this question.
Nothing has been done on our part of the Island. Zero .
I lack information.
Depending upon the services.
Climate change is last on your agenda after getting an office Reno. I'm sorry that is [REDACTED] up.
It depends on outcomes achieved and it's not apparent what outcomes if any are being achieved from the money spent
I don't have enough information.
again, if the planning accomplished something I could decide
I don't know enough to judge this.
Despite the explanation above, it isn't clear what this is!
There is insufficient information provided for me to make a call
I fully support robust funding for local land use planning but am unsure if more is needed, especially given the big jump in last year's costs. I'm curious what created the high legal costs.
Please see my previous budget answer

Question 7:

- 662 out of 868 (76%) who participated in the survey completed question 7
(Note: Participants who chose 'Bowen' for Q2 would not have viewed this question, as they do not pay taxes for these services.)

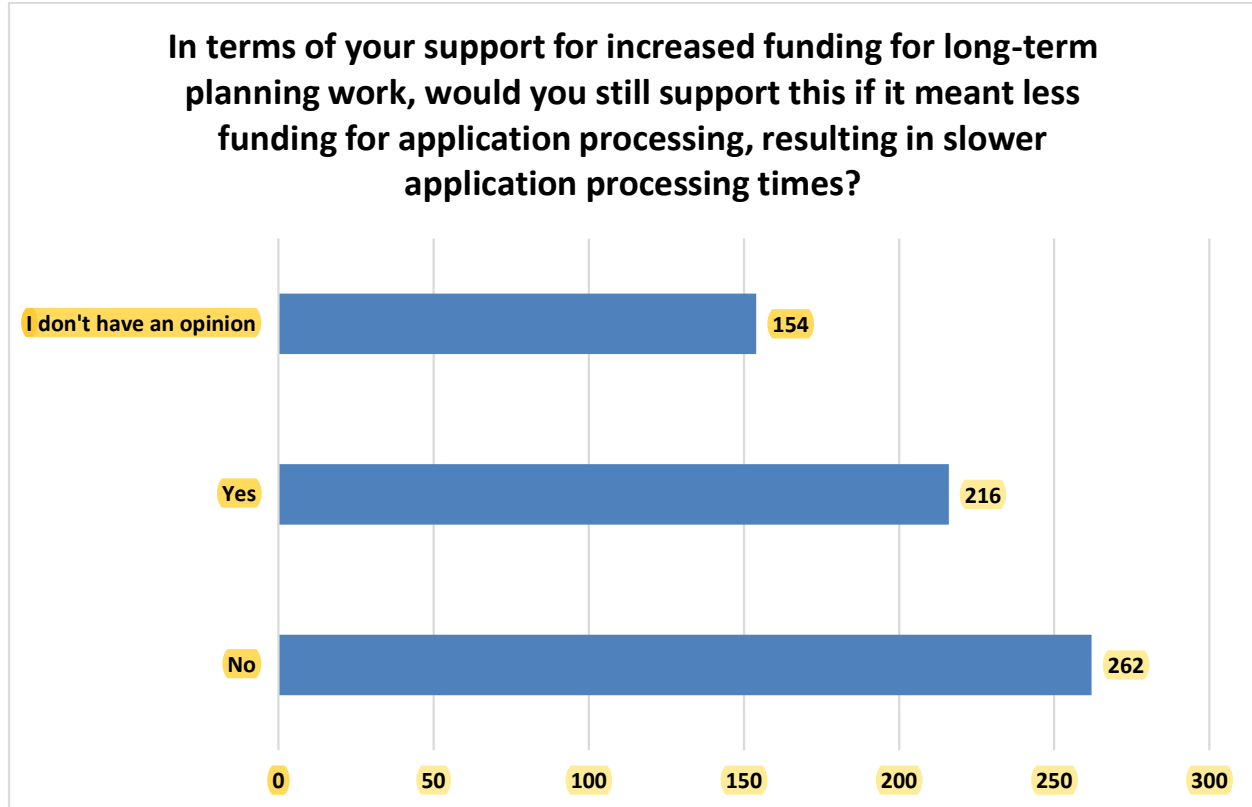


The following tables show the comments from 228 participants who explained their choices to question 7.

Comments from participants who chose:
Increased
I see little long term planning being done on the local level. The Planner seems to mainly function as a facilitator for any rezoning applications brought forward rather than paying much attention to larger issues of sustainability, climate change, water use planning, etc. Perhaps more resources for long-term planning would help but again its seems more about attitude and vision. the Planner seems to function as an agent for the rezoning applicant.
As I stated above, the Land Use Bylaws need a MAJOR overhaul to make the align more with the OCP (which is still very valid, and does not need to be updated, the LUB needs to be updated to align with the OCP, and to make living on rural properties in harmony with the land actually possible. Right now the LUB supports a classist system that only caters to the wealthy and (mostly)retired - and makes it very hard for working class, farmers, land stewards, to make a living and have community.
As per above
Revision to bylaws is desperately needed
These are the sources that guide land use decisions - they should be reviewed regularly, kept up to date, reflect community needs, address the ongoing climate crisis, housing crisis. and systemic injustices and inequities that are written into government policies.
If it helps our community flourish
Only if the bylaws are reviewed and changed. The bylaw and the OCP are not aligned. The bylaw is open to interpretation on so many levels and contradict in some ares. The bylaw needs to reflect current demographics and living situations
This a great investment in wise development of our resources
increase if there is a need.

Question 8

- 632 out of 868 (72%) who participated in the survey completed question 8
(Note: Participants who chose 'Bowen' for Q2 would not have viewed this question, as they do not pay taxes for these services.)

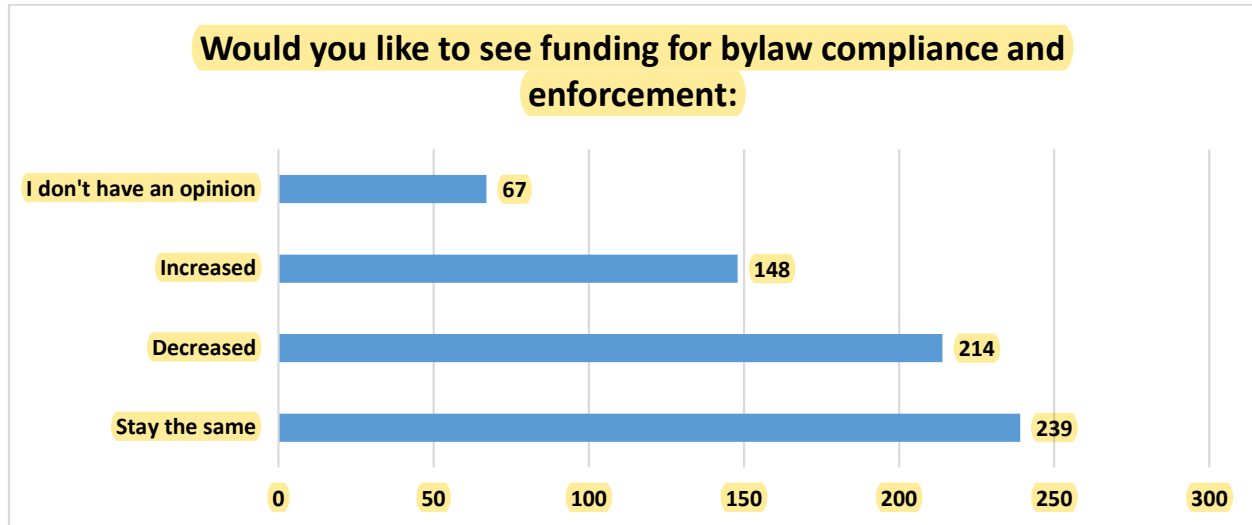


The following tables show the comments from 200 participants who explained their choices to question 8.

Comments from participants who chose:
Yes
Long term planning work is more important to ensure sustainability, real climate change action and protection of the environment. I see all these things being sacrificed for development.
How could your current system be any slower or more complex?
i still support lowered costs. I also think that the process of applications for development on Sidney Island should just be through one entity - the CRD, not two or more.
Too much planning and no action
Revision to OCP and bylaws would facilitate more efficient application processing
Gambier is 90 recreational and now only rich people can build. Make them wait.
Yes, on a reasonable timeline. And ideally this would not interfere with critical applications for housing rezoning and other priority agenda items
The application process can be expedited and simplified. It is too onerous and wasteful
Trade off.... Worth it in the long run
less funding, less need for ridiculous applications that are meaningless

Question 9

- 668 out of 868 (77%) who participated in the survey completed question 9
(Note: Participants who chose 'Bowen' for Q2 would not have viewed this question, as they do not pay taxes for these services.)



The following tables show the comments from 276 participants who explained their choices to question 9.

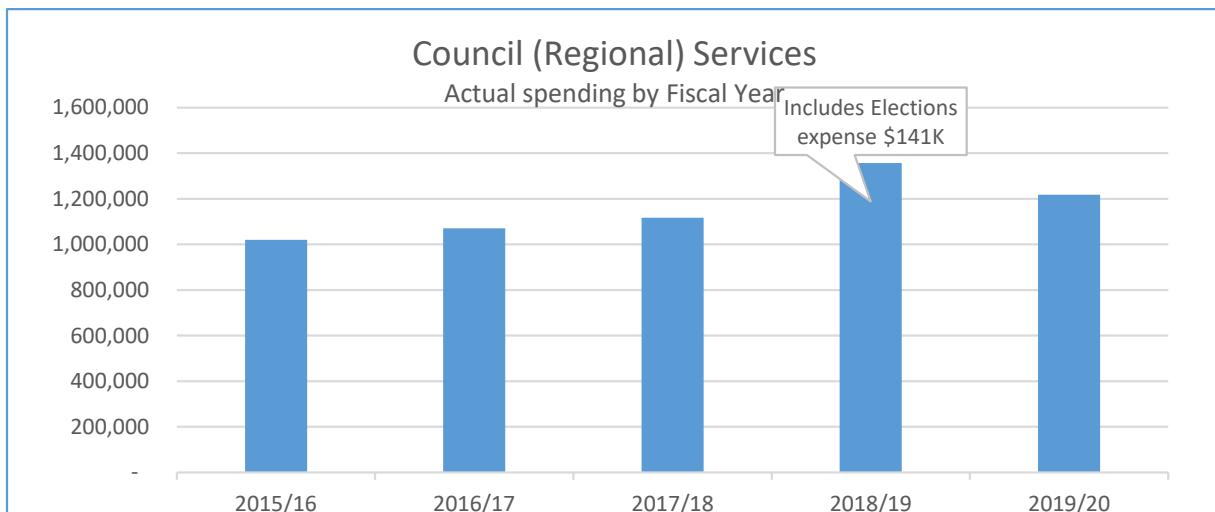
Comments from participants who chose:
Increase
I think we need better enforcement to protect the environment. Too many people are not in compliance with bylaws and it seems not to matter.
as above: lack of enforcement breeds cynicism and hopelessness in those negatively affected
We need more responsible accountability
This is urgent. There are so many non compliant situations
after this summer we need more RCMP and actual consequences for people who cause serious disruptions and openly sell drugs
We need our parks to be useable again and not taken over
The situation in the Ganges Park is out of control
As populations grow in each are, there will likely be more need for bylaw enforcement
No point in having bylaws if they can't be enforced.
If there is a need to ensure bylaws are enforced on a timely basis.
Enforce the rules.....
I like to read about the Wild West, not live there.
In particular, there is no point in having a by law about short term rentals if it isn't enforced. It only puts a strain on limited community resources and island lifestyle.
Too many time people say one thing and do another without any consequences.
The increase of population on our island necessitates more monitoring and enforcement
There are unlicensed vehicles and children driving golf carts and motorcycles. Someone is going to get hurt

Comments from participants who chose:
• I don't have an opinion
I do have an opinion. I am of very mixed minds about bylaw enforcement. Let's enforce the right bylaws to build the community we want. Shutting down small dwellings used for rentals is crazy in a housing crisis. Work with the province to change codes. Similarly with greenhouses. I shouldn't have to hire an engineer for a fucking greenhouse! Barrier to entry is too high.
I don't know enough about this issue.

Regional Programs

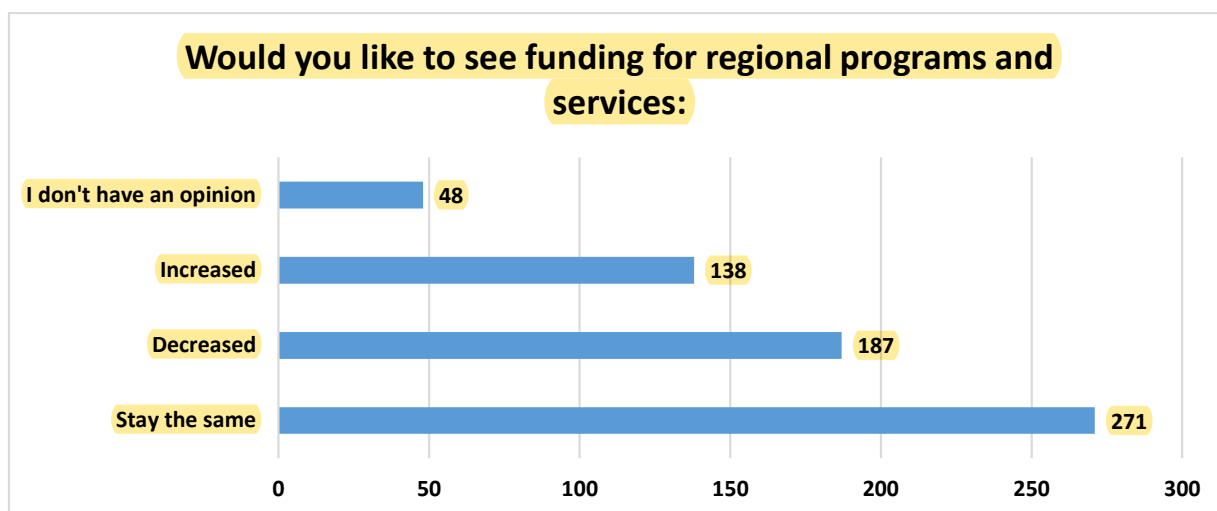
The Islands Trust Council supports the preserve and protect mandate through region-wide programs and services. These include:

- Public education programs (e.g. Community Stewardship Award program; educational workshops on topics such as water, climate action, species at risk)
- Legislative services (e.g. Freedom of Information requests)
- Communications (e.g. website, social media, advertising, publications, news releases)
- Intergovernmental relations (e.g. reconciliation, agreements with other levels of government, hosting of coordination events)
- Trust Area-wide policy management, including the Policy Statement (e.g. updating, interpreting)
- Advocacy (e.g. lobbying about topics such as marine shipping safety, climate action)
- Islands Trust Council meetings and Council committee meetings



Question 10:

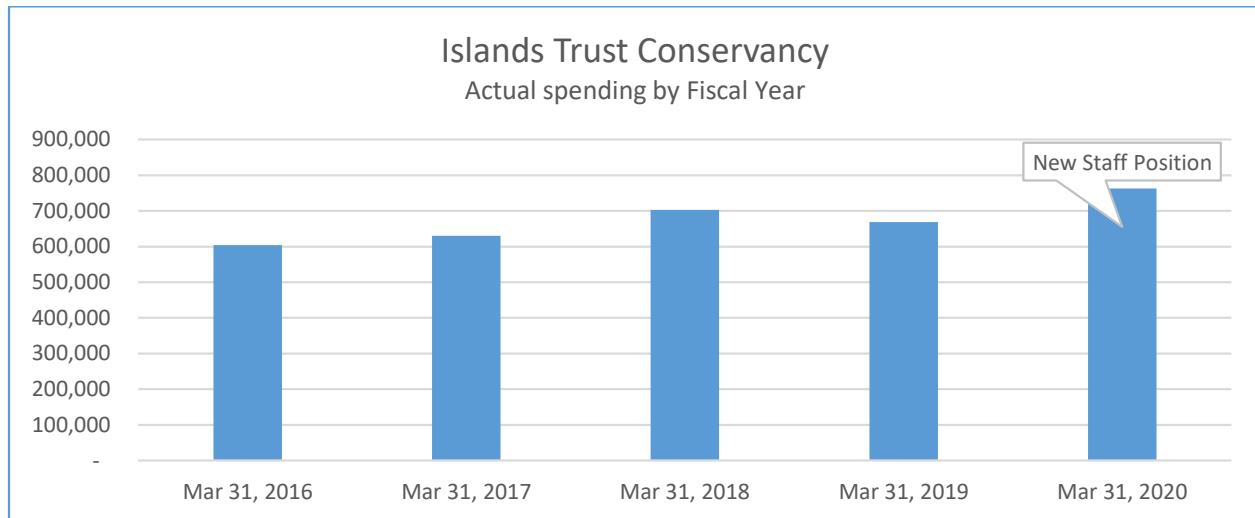
- 644 out of 941 (68%) who participated in the survey completed question 10



The following tables show the comments from 229 participants who explained their choices to question 10.

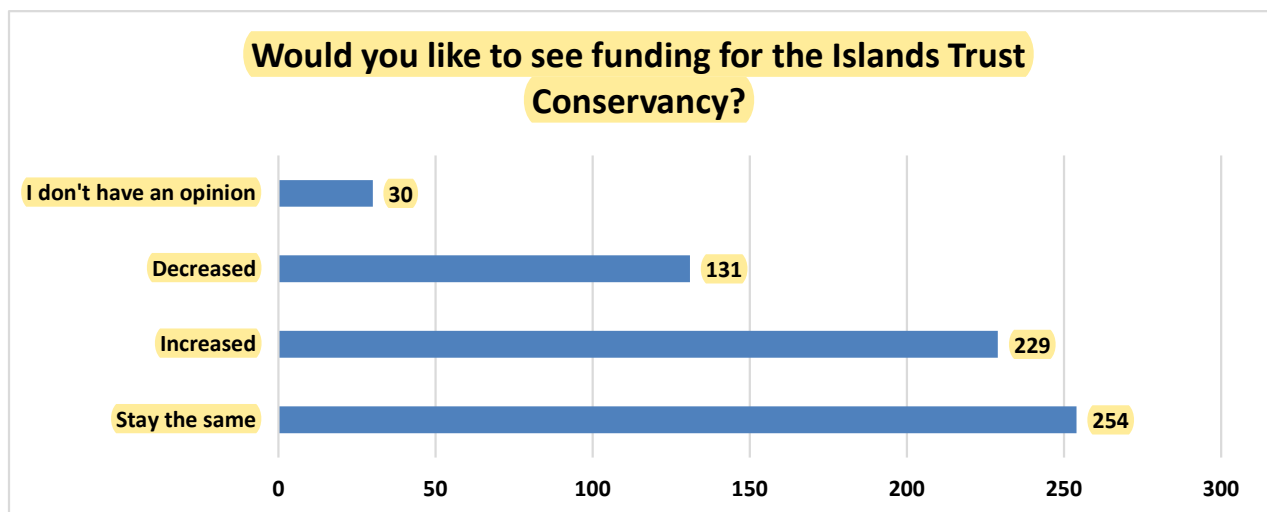
Comments from participants who chose:
Increased
Again, we need more information and clout to protect the environment especially in the face of increased development pressure and climate change.
Funding for regional programs and services would require some well directed increase in the actual time of extremely costly consequences of climate change, also because of the overall apathy of to many people and particularly politicians. But it is a difficult thing to obtain the necessary funding in the actual period of non performing economy.
to address strategies to deal with climate change (public education), and more sustainable living
what programs? People need secure long term housing and Landlords need to not feel bullied due to the RTA. can you work something out there?
Increase funding but offset by decreases in other aspects of the mandate so that the overall tax impact is less than now. This is a valuable role for IT.
The intergovernmental communication should definitely be increased. Local concerns I have had about social equity I have brought to past island trust Representative s have been met with me being told that it's card or provincial jurisdiction. So Ive started writing letters about my concerns elsewhere. I feel a large part of political representatives work is advocacy. I would love to see more advocacy for islanders needs and representation of our culture.
Our island can share it's uniqueness more proactively.
modernizations needed
I believe that the Islands Trust is under-funded and can't carry out the necessary projects in a timely manner. We need to advocate for additional funding from the province for all the programs and projects.
You have completely missed anything in support of local economy and small business. Is the island trust area just a residential development or actually meant to function as a self sustaining community with earning potential?
This is where the enforcement money should be going. Understanding and caring about your impact is the best policing possible.

private land through innovative programs, covenants and volunteer conservation initiatives. The Conservancy's administration costs, including the costs of managing the 106 protected areas, are paid for through the Islands Trust budget. Land purchases and covenants are generously funded through donations and grants. As of July 1st, 2020, the Conservancy's nature reserves had a combined BC Assessment Value of over \$19.2 million. In 2021-22, the Islands Trust Conservancy will also receive \$205,000 in external funding for a Species at Risk Program through Environment and Climate Change Canada which is part of a three-year grant totalling \$597,000.



Question 11:

- 644 out of 941 (68%) who participated in the survey completed question 11



The following tables show the comments from 225 participants who explained their choices to question 11.

Comments from participants who chose:
Increased
More protection is badly needed.

Comments from participants who chose:
I don't have an opinion
The most at risk in Canada? Please back this up with good science. I want to live in a community that balances sound environmental policy with strong support for the local economy. Help people in the Islands Trust areas support themselves or your tax base will disappear as people are forced to leave and find work elsewhere.
I support this activity, but really, how could I comment on funding level with such little knowledge
Not enough information provided for me to make a call
Important function but not sure it needs more money as it already seems quite effective
Don't want to participate in Island's trust
Bowen does not need two masters
not sure about the implications

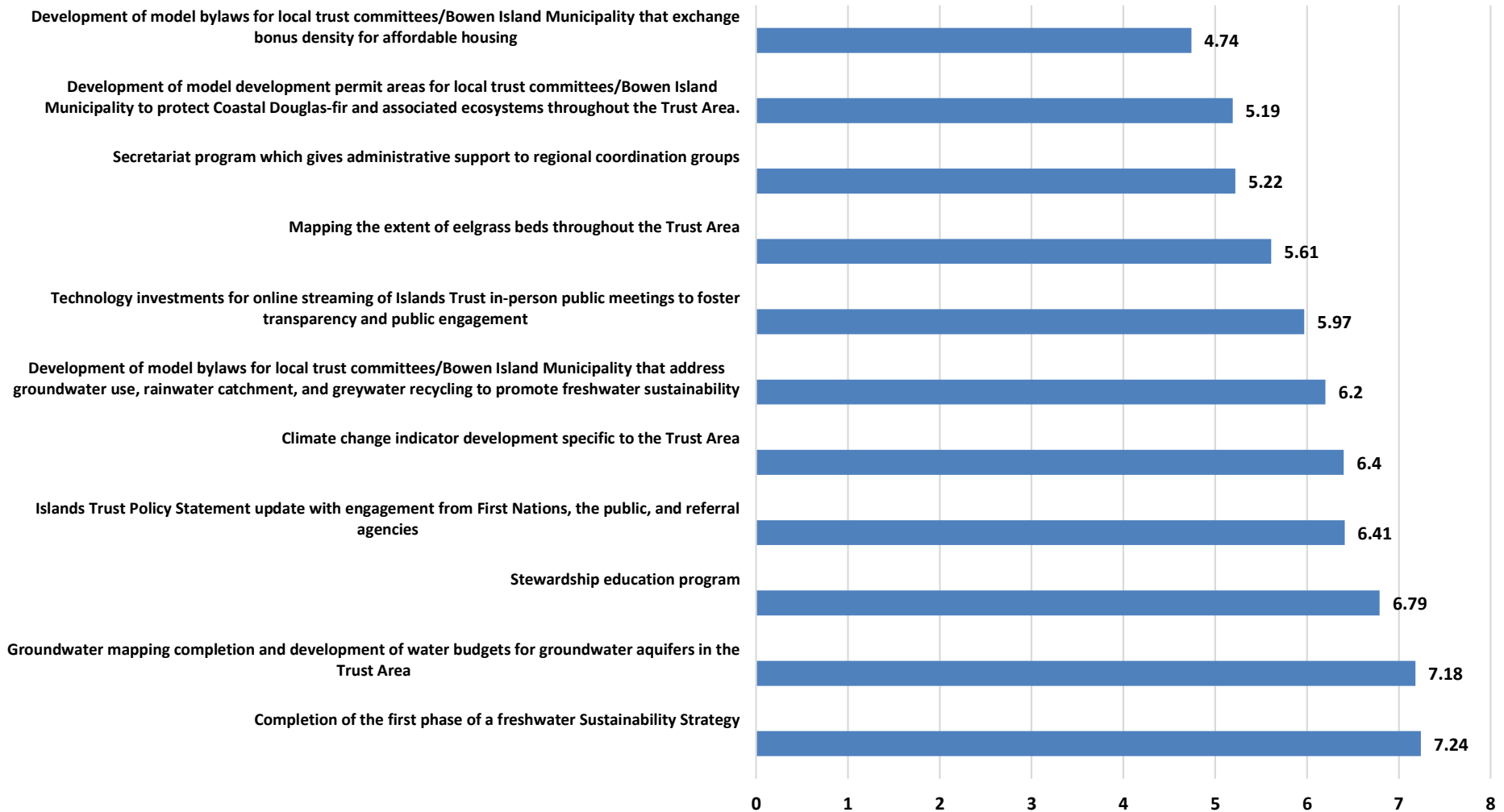
Climate Action

The Islands Trust mandate to preserve and protect the Islands Trust Area has a climate action focus that is strengthened by the [Islands Trust Council's Strategic Plan 2018-2022](#). The following strategic climate action projects are proposed for 2021/22 for a combined cost of \$241,000 (excluding overhead costs such as staff resources associated with the projects).

Question 12:

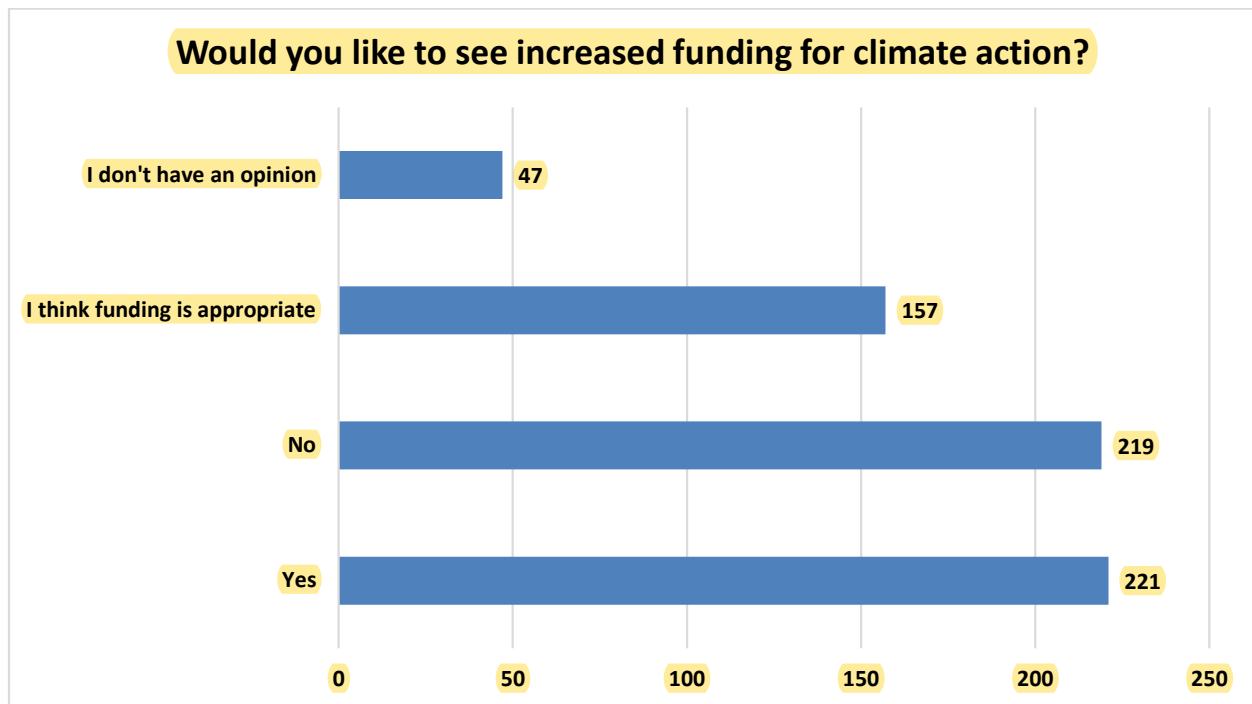
- 562 out of 941 (59%) who participated in the survey completed question 12

Please rate (1 through 11) the following planned climate-action activities according to their importance to you (1=highest ranked, 11 = lowest ranked):



Question 13:

- 644 out of 941 (68%) who participated in the survey completed question 13



The following tables show the comments from 231 participants who explained their choices to question 13.

Comments from participants who chose:
Yes
But I would also like to see ANY acknowledgement in land use planning considerations of the reports already written. They are ignored by the Planner.
This is the most existential crisis imaginable; no time to waste!
if possible
what is needed to achieve the prioritized activities
Seabed preservation, fresh water usage and preservation of species should be a focus. should be a priority.
We are getting close to the tipping point.
Only if perspective is broadened to recognize the contribution of local food and other production to reduced emissions.
Climate change will impact everyone and islanders are not really prepared for the myriad changes and impacts that will result. We need to build in resiliency, which means more funds.
Once the pandemic subsides (it may take a couple years!) CLIMATE CHANGE action MUST take first priority. New energy sources. New ways of living, cohabiting, sharing space with others. SHARING not just OWNING homes. There's not enough land/housing for everyone we must SHARE and not be so greedy and selfish.

From: Mairead Boland [REDACTED]
Sent: Monday, January 3, 2022 3:15 PM
To: Executive Admin; Dan Rogers; Tahirih Rockafella; Kate-Louise Stamford; Peter Luckham; Deb Morrison; Laura Patrick; grove@islandstrust.bc.ca; Paul Brent
Cc: Islands2050
Subject: Significant change in response seen in budget surveys 2019, 2020, 2021
Attachments: Response change 2019 to 2021 V5.jpg

For the attention of:
The Islands Trust Financial Planning Committee (FPC)
Islands trust Executive administration
Copied to:
Islands2050

To whom it may concern,
Are you aware of the significant trend evidenced by the responses to the Islands Trust public feedback surveys (2019, 2020, 2020) on the budget?
As you know responses are collated by staff for the Feb FPC meeting and the reports are here (look under budget) :
<https://islandstrust.bc.ca/whats-happening/surveys-and-polls/>

I analysed the responses for the question "What Budget Principles do you Support".
The question and possible answers are described below.

These data clearly showed the following:

Respondents who wanted taxes INCREASED **DROPPED** (from 39% to 20%)
Respondents who wanted taxes DECREASED **ROSE** (from 12% to 20%.)

Respondents who wanted NO INCREASE **ROSE** (from 50% to 70%) (Sum of those who wanted taxes "decreased" and "keep the same")

In my opinion these data indicate that people are increasingly dissatisfied with the expenditure(s) of the Islands Trust and that they want NO INCREASE in taxes.

Please take account of these surveys and respond to your community,
Thank you,
Mairead Boland

Attached is a screenshot of the data extracted from the surveys with the trends highlighted.

This question was asked in each of the surveys:

What Budget Principles do you Support? Choices were:

Increase taxes to add new programs/services or to improve existing services or programs

Keep taxes the same to maintain staffing, services and programs at current levels

Keep taxes the same, but decrease spending in some areas while increasing spending in other areas

Decrease taxes by reducing services and programs from current levels

Don't know / other

Response to Q 3 from Islands Trust Budget Survey: What Budget Principles do you Support?	2019/20 Budget Feb 2019	2020/21 Budget Feb 2020	Change in response		2021/22 Budget Feb 2021	Change in response		
INCREASE	38.80%	33.06%	-5.74%	↓	20.34%	-12.72%	↓	
NO CHANGE	11.76%	15.72%	3.96%	↑	17.43%	1.71%	↑	
NO CHANGE	28.24%	31%	3.19%	↑	33%	1.38%	↑	
DECREASE	12.35%	15%	2.34%	↑	20%	5.41%	↑	
Don't know	3.53%	5.10%	1.57%		9.32%	4.22%		
Sum of No Change and Decrease	52.35%	61.84%	9.49%	↑	70.34%	8.50%	↑	94

From: Marjorie Gang [REDACTED]
Sent: Monday, December 13, 2021 6:45 PM
To: Peter Luckham; Sue Ellen Fast; Dan Rogers; Laura Patrick; Islands2050
Subject: Public Engagement re. Islands 2050 document

Categories: Purple Category

Trustee Peter Luckham and Colleagues on the Executive Committee,

Thoughts about public engagement:

Some things should be done in advance of public engagement: The Islands' Trust sent out over 100 of referral requests. Most of these were ignored, but a couple dozen were returned.

Most of the ones returned had suggestions for amendments, and several of these came from Provincial Ministries, Regional Districts, and Improvement Districts, so won't the IT be obliged to make at least some of the changes suggested before Minister Josie Osborne rubber stamps the policy, if that's how it works?

If all those changes are made, Islands 2050 will be quite a different document. I asked one of our trustees whether a modified policy document would be available to the public before public engagement starts, and he responded that that's "unknowable." This could be important though, because the document that's now available is so confoundingly dense that many of the people you represent aren't likely to read it through, so any public reaction to it might be based on a biased interpretation from the trustees and Islands' Trust staff. I understand you're all going to get training in advance of the public engagement to ensure that you all give a consistent public response.

One of the first useful things the public engagement contractor should do is a survey to determine what proportion of island residents have actually read some / all / almost all /only the IT "consistent response" about the Islands 2050 document.

Some amended form of the document should be available to the public before we're asked for input, and the suggestions from the referral responses should be attached to the public document, so that they'll be equally available. Or at least, we should know whether any revisions are currently underway, and how the IT intends to deal with the referral responses. Most of the Local Trust Committees responded that they wouldn't comment until after public engagement was completed. Does the Islands' Trust plan to ask them again, and consider alterations based on responses received? The referral response from the Province stated that they want to see the amended document before commenting. Will your constituents get to do this too?

The referral request was sent to 29 First Nations groups, and 5 treaty groups. Only one responded. Given the large role assigned to First Nations in the new policy, will the public get to know anything about how the First Nations are reacting to the initiative? Shouldn't that precede public engagement?

The public engagement period might still be ongoing when the report of the Select Committee on Government and Management becomes public, but it will have been ongoing for a few months up to that time. If releasing this report substantially changes public response to the IT initiative, will the PE contractor be able to comment on this as part of their report?

Thanks in advance for your attention. A response would be appreciated.

Margie Gang

Denman Island
[REDACTED]

From: ROBIN BURGER <[REDACTED]>
Sent: Tuesday, December 14, 2021 10:24 AM
To: Executive Admin <execadmin@islandstrust.bc.ca>
Subject: Forwarding recent letter to the mayor and council Bowen Island Municipality

Dear Islands Trust Executive,

I am forwarding this recent letter submitted to the Mayor and council of Bowen Island for your information out of concern for the housing affordability and availability crisis on Bowen Island as members of the Islands Trust and in relation to the Trust's policy efforts underway.

Regards,

Robin Burger

Dear Mayor and Council,

Re: Islands Trust Draft Policy Statement Referral Response and housing topics in the recent Undercurrent.

The recent council meeting with discussion of BIM's referral response to the Island's Trust Draft policy statement (Island's Trust 2050) omitted critical policy analysis related to topics stated in their recent council meeting (Nov. 22/21). Public comments prior to the meeting highlighted community concerns on a few points on the Island's Trusts draft policies in relation to oil tanker traffic and desalination. While these led to further clarification from the mayor, council, and staff there has yet to be a more general discussion from the municipality regarding their reasonings behind the responses to the extensive work Island's Trust has put into their updates for Islands Trust 2050 policy. The municipality's responses seem to be based more on assessments of grammatical corrections rather than content/context, factual representation of data or in-depth research into certain areas of policy development including housing. The mayor's previous comments on housing and the islands Trust draft policies have been ill conceived and uncalled for. The three comment responses in Section 2 Specific Comments regarding Housing are challenging to disseminate especially if you are familiar with the Trusts overall efforts including housing and Bowen island's ongoing housing concerns. BIM might want to rethink a stance of having unique interests and also about possible double efforts. Doubling efforts and collaborating with like-minded communities would be more conducive as Bowen has historically and currently made little impact on the housing crisis here and it is long overdue to work more effectively with other communities rather than not as this could enhance our own efforts. It is well understood that Bowen is an island municipality within Metro Vancouver Regional District, the Island's Trust and has different jurisdictional authority however it is not clear what is meant by having the ability to work with other housing entities? A proactive approach and response to cost and tax requisition implications for BIM might serve as more useful to address these concerns. These policy updates are meant to benefit everyone in the Island's Trust. If Bowen Island has greater need for housing options within the Island's Trust that could also be reflected in a referral response.

Although there is some information on housing topics in the Nov. 25, 2021 Undercurrent including a possible amenity fund contribution (How much is in the housing reserve fund?) and an update from BIRCH by someone it is still important to ask why there has been crickets on the housing front for so long on Bowen Island. The Undercurrent has been prompted to mention housing related topics in this recent issue, however, it's the same promotion of what we already know. The point lost is that we all know there is a group here working on housing and the municipality is attempting to address the housing crisis on the island. This gives a conflated message that appeases some but irritates others who understand the message given. There's a disconnect and misunderstanding between what we need and what is being done about it.

Critical comments from the Bowen public are not personal as they are questions about responsibility to our community for providing necessary housing options. It is a critique of the specific effort allowing for alignment with community values and allowing for differing and experienced viewpoints.

We as a community are not concerned that there is a group working on housing, we are concerned with what is being worked on for housing and why based on what criteria. The BIRCH proposals are very costly projects with considerable funding requirements from the community and various levels of government. BIRCH receives funding from the municipality and other community groups and are therefore responsible to account for their endeavours on behalf of the Bowen community over the past few years.

We need to see more transparency, accountability and ongoing community dialogue about housing related issues for the island and why housing projects have been initiated regardless of the ongoing pandemic. Enthusiasm is one thing – urgency and action are another. Realism is a crucial component of supplying housing to our community.

Community concerns for housing on Bowen Island are more about what planning is taking place around these projects and how those implemented are fulfilling the direct needs of our community. Demand is fully recognized and not the issue. Given the limited funding resources for these projects, it is also important to understand what the latest context is from these funding sources as they have not been fully explained or articulated. The Bowen community needs to be better informed, receive accurate and timely communications and coordinated improvements to community engagement from BIM and the local housing group when supporting major projects for housing.

Fortunately, the policy updates by Islands Trust are still in the draft phases and BIRCH and BIM still have some opportunity to bring more relevance to the housing crisis on Bowen Island.

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LGLA 2022 Leadership Forum



Welcome To Forum 2022

Important Update:

Please note that the LGLA Forum has been moved to April 6-7-8.

If you had registered for the original dates, your event registration has simply been moved to April, to the new dates.

The hotel block is being set up for the new dates, and is not currently available. We will notify each registrant when the hotel gives us the go ahead for booking the new dates. Until that time, please do not contact reservations.

If you have any questions, please contact LGLA Coordinator Gabi Vindisch at gvindisch@ubcm.ca (mailto:gvindisch@ubcm.ca)

...The theme for this year's Forum tells it all: ***"Leadership Under Pressure...Reflections on an Extraordinary Term"***.

Whether you are a Councillor, Mayor, Electoral Area Director, CAO or First Nation leader in a rural, small, medium sized or large metropolitan community, you have faced and stood up to pressures that really tested your leadership skills. Often there was no script; we all wrote history as we stood together while staying apart, and collaborated to come through the events of 2020-2021.

The leaders of this term have extraordinary stories and skills to share – and we all have so much we can still gain from others. Please register (<https://www.civicinfo.bc.ca/event/2022/LGLA-Leadership-Forum>) for the Forum and bring what you have learned – and still want to learn – to this much-anticipated annual event in the Local Government calendar!

Day 1 Highlights – Wednesday April 6

Registration

Main Foyer, 12:30pm-1:30pm

Important Note for Attendees:

Please be advised that to protect the health and safety of staff and attendees, UBCM adheres to the order of the Provincial Health Officer that all attendees must be fully vaccinated to attend this event and will be asked to show proof of vaccination (photo identification and vaccine card) at the registration desk on site.

Opening Ceremonies

Join ***Laurey-Anne Roodenburg*** President of the Union of BC Municipalities and the Local Government Leadership Academy, plus special guests as she welcomes delegates to the 2022 LGLA Leadership Forum.

Keynote Address – Dr. Bonnie Henry

If anyone is well positioned to reflect on what they learned personally as a leader operating under pressure, it is BC's own **Dr. Bonnie Henry**. LGLA is proud to present Dr. Henry as the 2022 Forum keynote.

Elections Education – the Campaign Ahead

Join representatives from key partner organizations, for a session related to campaign financing and other new rules impacting those that are seeking local elected office in 2022

Indigenous Realities in British Columbia

Getting a better understanding of the realities that Indigenous neighbours face can create a stronger foundation for positive local government-Indigenous relationships. Join **Councillor John Jack, Huu-ay-aht First Nation and Alberni Clayquot Regional District Director**, as he moderates a panel of Indigenous leaders speaking about the various diverse realities for Indigenous people in BC today.

Networking Reception

Join presenters, organizers and delegates for the traditional Networking Reception to end Day 1.

Day 2 Highlights – Thursday, April 7

Breakfast

Grab some coffee, and get ready for Day 2. Breakfast to be served in the main Foyer starting 7am!

Early Morning Roundtable on Mitigating Risk

LGLA Partners: **MFA (Municipal Finance Authority)**; **MIA (Municipal Insurance Association)** and **BCAA (BC Assessment Authority)**, describe trends ahead from their own unique perspectives and the risks that local governments can face.

Navigating Social Media Conversations in a Tense Climate: Stories and Solutions

There's no question people are on edge, and rising anxiety and tensions are being played out in sharp conversations online. As high-profile local government leaders, your social media presence often bears the brunt of attacks. **Jan Enns, Jan Enns**

Communications, and an esteemed panel of leaders – who have been actively and successfully navigating the stormy waters – tell their stories and offer solutions for grabbing control of your vessel and staying the course.

Refreshment Break

To be served in the main Foyer

LGMA Plenary – Forging a Path to Responsible Conduct

Codes of conduct are becoming increasingly common in BC, but for many it remains challenging to know where to start to decide on developing a code of conduct and how to start the conversation about creating a code of conduct around your council or board table. What do you need to know first? When is a good time to start? What would a good code of conduct look like? What do you do when the conversation gets hard? These are all good questions that should be asked along the journey of creating a comprehensive code of conduct that can reflect the commitment of a council or board to responsible conduct. Led by **Alison Habkirk, Local Government Management Association (LGMA)**, the plenary will focus on how to start and continue the conversation with your elected colleagues about creating a new, or revising an existing, code of conduct. Hear from elected leaders and staff from local governments that have had this conversation, and bring your questions!

Address by The Minister for Municipal Affairs

A familiar face over the years at LGLA Forums, as the former Mayor of Tofino, **The Honourable Josie Osborne**, BC's Minister for Municipal Affairs is expected to address the forum.

Lunch

MLA for Penticton and Municipal Affairs Critic, Dan Ashton, to address the delegation.

Economic Recovery – Large and Small Communities Under Pressure

The need for economic recovery and transformation is a reality for all communities, large and small. How to adapt, attract new businesses and workers, keep vibrant centres are universal challenges and keys to economic resilience. In part I, **George P. Richard Benson, Manager, Economic Transformation, Vancouver Economic Commission** will be introducing some new trends and key elements to implementing and sustaining a new economic vision for a community. In part II, LGLA Board members **Laurey-Anne Roodenburg (Councillor City of Quesnel)** and

Curtis Helgesen (CAO of Bulkley Nechako) will call on real life examples, introducing case studies from small/mid-sized communities that have executed successful transformations with a new approach to their economic development.

Impacts of Climate Change – What Is an Emergency?

Heat domes, air quality, flooding and unprecedented wild fires... BC was faced with all of these emergencies. Climate change is impacting what emergencies look like now and in the future – so local governments may need to change their definition of emergency preparedness. Communities that are pro-active and are taking steps to adapt their approach to issues such as flooding and wildfires share their experiences.

Refreshment Break

A representative of BCGreen Party is expected to address the delegation just before we break for some refreshments.

Asset Management – What's Your Legacy?

Asset management provides critical information on the costs, service levels and risks associated with delivering infrastructure services. What do we want and more importantly, what are we willing to pay for? Join **Christina Benty, the former-Mayor of the Town of Golden**, as she hosts this powerful and entertaining account of why Asset Management is so important for local governments today.

Equity, Diversity and Inclusion = Belonging, Dignity and Justice;

Racism and discrimination are fundamental issues facing organizations of all kinds and society as a whole. Local governments that don't proactively tackle racism and discrimination could also expose themselves to potential legal action, for example, in relation to their workplace policies, procurement policies, and services they provide to the public.

Lidstone & Company lawyers introduce their **free model Anti- Racial Discrimination and Anti-Racism Policy** which has served as a starting point for some communities to build their first anti-racism policy. Panel discussion will feature leaders invited from some of these communities.

What Did I Learn in This Term of Office to Make Me a Better Leader

City of Kamloops Councillor Arjun Singh hosts an interactive session for members of the audience to share with a panel of leaders their thoughts on this question... and to generally reflect on their terms of office!

Networking Reception...and some Surprise Entertainment – End of Day 2

Join presenters, organizers and delegates 5:00pm-6:00pm for a second networking reception to end Day 2. Light refreshments will be served in the Foyer, as **co-hosts Jan Enns and Christina Benty** bring to stage some hidden musical talents from your fellow delegates.

Day 3 Highlights – Friday, April 8

Breakfast

Breakfast to be served in the main Foyer starting 7am on final day of Forum 2022.

Cyber Security

Join **Young Anderson's** team of Lawyers for a presentation on a new reality topic: legalities and risks associated with CyberSecurity.

Decision-Making Under Financial Pressure – Municipal Finance Authority

Local governments have to deal with financial pressures to continue to fund infrastructure and services while having to face various pressures that can erode conventional sources of income. **Peter Urbanc, the CAO of the Municipal Finance Authority**, and invited guests will explore what tools are at the disposal of local government for more stability and long term investment.

Union of BC Municipalities (UBCM) – This Hour Has 60 Minutes

UBCM Executive representatives and staff explore a number of issues, including the different elements of effective advocacy; it is not just about writing up a Resolution, but also about being prepared, reaching out to the provincial government, monitoring and following up on your issue

Mental Health and Personal Resilience

Leadership is difficult in the best of times. In this last term however, we have all had to deal with issues that were without precedent. How can leaders enhance their own personal resilience, especially at a time when the pressure was to sprint all the time even though the "race" was actually a marathon...

Forum Closing Remarks – Grand Prize Draw – Cathy Watson Award Presentation

LGLA President **Laurey-Anne Roodenburg** closes the Leadership Forum, announces the winner of the Grand Prize Draw and presents the Cathy Watson Award.

LGLA Forum Ends Friday February 11th at 11:30 AM

Registration Information

Cost: \$395 + GST

Registration Deadline: Friday April 1st, 2022

Cancellation Deadline: Full Refund up to and including March 25, 2022

**Register via the
CivicInfo link (<https://www.civicinfo.bc.ca/event/2022/LGLA-Leadership-Forum>)**

Hotel Information

The hotel block is being set up for the new dates, and is not currently available. We will notify each registrant when the hotel gives us the go ahead for booking the new dates. Until that time, please do not contact reservations.

Radisson Vancouver Airport Hotel, Richmond

Complimentary shuttle to and from Vancouver International Airport

Location in the heart of Richmond, steps away from the **Canada Line**, providing easy access to Downtown Vancouver and the Vancouver International Airport

Complimentary parking for overnight guests

Complimentary use of fitness facilities and indoor pool

24 Hour Business Centre

100% non-smoking facility

Hotel Website (<https://www.radissonhotelsamericas.com/en-us/hotels/radisson-vancouver>

Rates: \$169 + Taxes Single/Double Occupancy

Please mention special LGLA Forum Delegate Rate when you reserve directly with
the hotel at:

reservations@radissonvancouver.com (<mailto:reservations@radissonvancouver.com>)

Provincial Health Regulations

Local Government Leadership Academy in conjunction with the Radisson
Vancouver Airport Hotel will be adhering to up to date Provincial Health
Regulations, including requiring **proof of full vaccination status.**



Top Priorities Report

Executive Committee

1. *Islands Trust Act Amendments*

Investigate possibility of amendments to the Islands Trust Act to broaden the Islands Trusts ability to serve its communities and to strengthen its mandate to preserve and protect. (Strategic Plan 5.1)

Responsible

Russ Hotsenpiller

Dates

Rec'd: 26-Oct-2016

2. *Update Islands Trust Policy Statement*

With involvement from Trust Programs Committee as appropriate, co-ordinate a review of the Policy Statement including a First Nations and public engagement process. Project charter approved February 26, 2020. (Strategic Plan 3.1, 4.4 , 5.6, 5.7)

Responsible

Clare Frater

Dates

Target: 15-Sep-2022

3. *Climate Change Emergency*

Matters pertaining to Islands Trust declaring a climate change emergency. (Strategic Plan 3.1)

Responsible

Russ Hotsenpiller

Dates

Rec'd: 05-Jun-2019

4. *Business Response to COVID-19*

Draft and implement safety plan, consider public messaging as needed.

Responsible

Russ Hotsenpiller

Dates

Rec'd: 15-Apr-2020

Top Priorities Report

Executive Committee

5. *First Nations Reconciliation*

Implementation of the Reconciliation Action Plan. (Strategic Plan Items 4.5 & 4.6)

Responsible

Russ Hotsenpiller

Dates

Rec'd: 02-Sep-2020

5. *Preserve and protect marine ecosystems*

Continue advocacy re: Freighter Anchorages, Trust Council added freighter anchorages to the list of Executive Committee list of top priorities. (Strat Plan Item 2.1)

Responsible

Clare Frater

Dates

Rec'd: 11-Mar-2021



Projects Report

Executive Committee

1. *Development of an Islands Trust Communications Strategy*

Responsible

Date Received

Including development of a new website. (Strategic Plan Item 4.2)

Clare Frater

30-Aug-2017

2. *Marine Advocacy*

Responsible

Date Received

Associated with i.) impact of commercial activities on Southern Resident Killer Whales SRKW (Strat Plan Item 2.1), ii.) oil spills and iii.) anchorages.

Clare Frater

02-Sep-2020

3. *Broadcast Public Meetings*

Responsible

Date Received

Develop the capacity to broadcast public meetings of Local Trust Committees, Council Committees and Trust Council. (Strategic Plan Item 4.1)

Clare Frater

02-Sep-2020

Julia Mobbs

Russ Hotsenpiller

4. *Improve Communications about the Islands Trust*

Responsible

Date Received

Related to Strategic Plan Items 4.1 & 4.2

Clare Frater

30-Aug-2017

5. *NAPTEP regulation changes to increase the percentage of tax exemption*

Responsible

Date Received

Strategic Plan Item 1.3

Clare Frater

02-Sep-2020

Kate Emmings



Projects Report

Executive Committee

6. *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.

16-Aug-2017

7. *Strengthen relations with First Nations*

Responsible

Date Received

MMIWG Calls for Justice Resolutions (Strategic Plan Item 4.6)

21-Oct-2020

1. All staff required to take training related to cultural safety in keeping with the Missing and Murdered Indigenous Women and Girls Calls for Justice.

2. That staff plan education on the Missing and Murdered Indigenous Women and Girls Calls for Justice for trustees and senior staff.

4. Staff to include information about the Missing and Murdered Indigenous Women and Girls Calls for Justice and cultural safety in staff and trustee orientation materials.

5. Draft amendments to the Communications Policy and the Advocacy Policy to address the Missing and Murdered Indigenous Women and Girls Calls for Justice.

8. *Strengthen relations with First Nations*

Responsible

Date Received

Develop a policy regarding referral responses where there is a known archeological site. (Strategic Plan Item 4.7)

26-May-2021

Projects Report

Executive Committee

9. Governance

Responsible

Date Received

Related to Section 5 of the Strategic Plan

21-Jul-2021

The possibility of utilizing Section 8(2)(e) of the Islands Trust Act. Responsibilities of trust council: 8(2)For the purpose of carrying out the object of the trust, the trust council may (e) make recommendations to the Lieutenant Governor in Council respecting the determination, implementation and carrying out of policies for the preservation and protection of the trust area and its unique amenities and environment -
