Executive Committee
Agenda

Date: Wednesday, June 8, 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	
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	That the Islands Trust Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 308, cited as "Gabriola Island Housing Agreement Bylaw No. 308, 2020", in accordance with Section 27 of the *Islands Trust Act*.	
	See also correspondence items 10.1 and 10.2	
6.2.	Bowen Island Municipality LUB Amendment Bylaw No. 581 - RFD	44 - 63
	THAT the Executive Committee advise Bowen Island Municipality that Bylaw No. 581 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 581, 2022" is not contrary to or at variance with the Islands Trust Policy Statement.	
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7.5.5. Eelgrass and Kelp Mapping Projects Final Reports - RFD 393 - 395

7.5.6. North Pender Local Trust Committee Fees Bylaw - Briefing 396 - 396

7.6. Trustees Request For Decisions

7.6.1. Provincial Review of Islands Trust - RFD 397 - 399

Trustees Colbourne and Brent

7.6.2. Advocacy for Legislation to Protect Biological Diversity and Ecosystem Health - RFD 400 - 405

Trustee Rockafella

7.6.3. Establish a Standing Governance Committee of Trust Council - RFD

Trustees Middleton and Langereis

Pending late item.

7.7. Collaboration

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8. EXECUTIVE COMMITTEE PROJECTS

8.1. Trust Council Initiated

8.1.1. Executive

8.1.2. Trust Area Services

8.1.3. Local Planning Services

8.1.4. Administrative Services

8.2. Executive Committee Initiated

8.2.1. Executive

8.2.1.1. Review and Implementation of recommendations for the Governance Review, 2022 - Briefing

Pending late item.

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

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.	A. Hodson re: Gabriola bylaws email dated May 17, 2022	418 - 419
10.2.	J. Eastick re: proposed Gabriola Housing Agreement Bylaw 308 email dated May 19, 2022	420 - 421
10.3.	J. Harris re: response requested on Tree Bylaws and Forest Management in the Islands Trust Area email dated May 24, 2022 Also sent by C. Money on May 27, 2022	422 - 432
10.4.	E. Johnson re: Our Shared Water Issues email dated May 30, 2022	433 - 433
10.5.	H. Holm submission to June 21-23, 2022 Trust Council dated June 2, 2022	434 - 447
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11. WORK PROGRAM

11.1. Review and amendment of current work program

See item 7.1.4.

12. NEXT MEETING

The next Executive Committee business meeting is scheduled for June 21, 2022, at 10:00 a.m. to be held electronically.

13. CLOSED MEETING (scheduled)

That the meeting be closed to the public subject to Sections 90(1)(b) and (k) of the Community Charter in order to consider matters of personal information about identifiable individuals who are being considered for a municipal award and, negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public and, that staff attend the meeting.

14. ADJOURNMENT

Agenda No.	From	Context Notes
3.	Chair Luckham	RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING Chair Luckham to rise and report that at the May 25th closed meeting the in-camera minutes of May 4th were adopted as presented.
7.1.4	CAO	Executive Committee Work Program Report It is recommended that Executive Committee review its Top Priorities and Projects work program for update prior to Trust Council.
7.1.6	CAO	Continuous Learning Plan Trustee Council or Executive Committee may wish to request an exit review of trustee orientation materials for next term's council. Updates to the Trustee Orientation Kit are in progress.
7.3.6	DTAS	2021/22 Draft Annual Report - RFD The annual report is provided for review. Executive Committee has not has not yet reviewed their section and can request edits at the meeting on their report and other non-committee reports.

Executive Committee
Minutes of Regular Meeting

Date: **May 25, 2022**
Location: **Islands Trust Victoria Boardroom**
200-1627 Fort Street, Victoria, BC

Members Present: **Peter Luckham, Chair, Thetis Island Trustee**
Dan Rogers, Vice-Chair, Gambier/Keats Island Trustee
Laura Patrick, Vice-Chair, Salt Spring Island Trustee
Sue Ellen Fast, Vice-Chair, Bowen Island Municipal Trustee

Staff Present: **Russ Hotsenpiller, Chief Administrative Officer (CAO)** Boardroom
David Marlor, Director, Legislative Services (DLS)
Clare Frater, Director, Trust Area Services (DTAS)
Lori Foster, Executive Coordinator/Recorder Boardroom

Others Present: **There was one member of the public attending electronically**

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:03 a.m. and humbly stated gratitude to live and work on Coast Salish First Nations traditional and treaty territory then introduced elected officials and staff.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items – None

2.2 Approval of Agenda

By general consent, the agenda was approved as presented.

2.2.1 Agenda Context Notes – None

3. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Luckham reported that the minutes of the April 13th in-camera meeting were adopted at the May 4th in-camera meeting.

4. ADOPTION OF MINUTES

4.1 May 4th draft minutes

By general consent, the minutes were adopted as presented.

DRAFT

By general consent, item 6 was addressed next.

6. BYLAWS FOR APPROVAL CONSIDERATION

6.1 Hornby Island LTC Bylaw 168 (siting and use permit) – RFD

DLS Marlor spoke to the administrative bylaw request for decision (RFD).

EC-2022-066
It was Moved and Seconded,
THAT the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 168, cited as "Hornby Island Local Trust Committee Siting and Use Permit Bylaw No. 168, 2021" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

6.2 Hornby Island LTC Bylaw No. 169 (fees bylaw) – RFD

DLS Marlor spoke to the request for decision as presented.

EC-2022-067
It was Moved and Seconded,
THAT the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 169, cited as "Hornby Island Local Trust Committee Fees Bylaw, 2022", in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

Vice-Chair Rogers requested an update on how many fees bylaws have been adopted by local trust committees, to date.

DLS Marlor will follow-up with information.

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List/Director/CAO Updates

Chief Administrative Officer (CAO) Hotsenpiller and directors reviewed their FUAL list items and spoke to emerging issues.

Discussion ensued regarding Islands Trust History, Heritage and Grants-in-aid program/policy.

EC-2022-068
It was Moved and Seconded,
That Executive Committee request staff to provide advice to the Executive Committee in time for the September Trust Council on alternatives to increase the History Heritage Grants-in-aid funding for the current fiscal year.

CARRIED

DRAFT

5.2 Local Trust Committee Chair Updates

Local Trust Committee (LTC) chairs gave verbal updates on recently attended LTC meetings, applications in progress and projects status.

5.3 Islands Trust Conservancy Liaison Update

Vice-Chair Fast, who is also vice-chair of the Conservancy, spoke to agenda highlights and outcomes from the board's business meeting held yesterday.

7. TRUST COUNCIL MEETING PREPARATION

7.1 Executive

7.1.1 June Trust Council Draft Schedule – Discussion

CAO Hotsenpiller gave an overview of the draft schedule as presented.

Executive Committee discussed Policy 5.9.1 which is being considered for amendments at June Trust Council.

7.2 Local Planning Services – None
7.3 Administrative Services - None
7.4 Trust Area Services - None

8. EXECUTIVE COMMITTEE PROJECTS - - None

8.1 Trust Council Initiated - None
8.1.1 Executive - None
8.1.2 Trust Area Services - None
8.1.3 Local Planning Services - None
8.1.4 Administrative Services - None

8.2 Executive Committee Initiated

8.2.1 Executive

8.2.1.1 Reschedule Executive Committee's July 6th business meeting – RFD

CAO Hotsenpiller introduced the request for decision as presented.

EC-2022-068
It was Moved and Seconded,
That Executive Committee reschedule its July 6, 2022, regular business meeting to July 7, 2022.

CARRIED

8.2.2 Trust Area Services - None
8.2.3 Local Planning Services - None
8.2.4 Administrative Services – None

DRAFT

9. NEW BUSINESS - None

9.1 Executive/Trust Council - None

9.2 Trust Area Services - None

9.2.1 LTC Chairs Report on Local Advocacy Topics - None

9.3 Local Planning Services - None

9.4 Administrative Services – None

The meeting recessed for a break at 10:52 a.m. and reconvened at 11:04 a.m.

10. CORRESPONDENCE (for information unless raised for action)

10.1 SS LTC advocacy letter - Fulford Cleanup & More Destruction

Executive Committee discussed advocacy regarding the issue of dock disposal.

EC-2022-069
It was Moved and Seconded,
That Executive Committee request staff prepare a letter from the Chair to the Ministry of Forests, Land, Natural Resource Operations advocating for the proper disposal of replaced docks.

CARRIED

Discussion ensued on removing some items from Director of Trust Area Services follow-up action list (FUAL) as contained in the agenda package.

EC-2022-070
It was Moved and Seconded,
That Executive Committee request staff remove the following items from Director of Trust Area Services follow-up action list as shown in the May 25th Executive Committee agenda package:

6. Staff to provide a Learning at Home series on the Murdered and Missing Indigenous Women and Girls Calls for Justice.
7. Staff to provide a briefing on the potential for webinars on Indigenous perspectives on climate change.
8. 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.

CARRIED

10.2 Save the Date - Trans Mountain email dated May 11, 2022

Received for information.

10.3 BC launches new program to accelerate local climate action news release dated May 16, 2022

Staff are attending a webinar on this program and will bring back details to inform trustees on associated funding.

Received for information.

10.4 Government of Canada re: engaging Canadians on a National Adaptation Strategy to build a climate ready economy and communities news release dated May 16, 2022

Received for information.

10.5 A. Hodson re: Gabriola bylaws email dated May 17, 2022

By general consent, defer item 10.5 A. Hodson re: Gabriola bylaws email dated May 17, 2022 to Executive Committee June 8, 2022 meeting.

10.6 Gulf Islands Alliance re: Governance Review email dated May 17, 2022

EC-2022-071
It was Moved and Seconded,
That Executive Committee request item 10.6 Gulf Islands Alliance re: Governance Review email dated May 17, 2022 be forwarded to the June Trust Council agenda.

CARRIED

10.7 J. Eastick re: proposed Gabriola Housing Agreement Bylaw 308 email dated May 19, 2022

By general consent, defer item 10.7 J. Eastick re: proposed Gabriola Housing Agreement Bylaw 308 email dated May 19, 2022 to Executive Committee June 8, 2022 meeting.

10.8 Minister Alghabra re: concerns about air pollution scrubbing and dumping from vessels in Canadian waters email dated May 19, 2022

By general consent, forward item 10.8 Minister Alghabra re: concerns about air pollution scrubbing and dumping from vessels in Canadian waters email dated May 19, 2022 to June Trust Council agenda.

11. WORK PROGRAM

11.1 Review and amendment of current work program

12. NEXT MEETING

The next Executive Committee meeting is scheduled to be in-person, June 8, 2022 in the Victoria boardroom.

13. CLOSED MEETING

At 11:30 a.m., the meeting was closed to the public.

DRAFT

EC-2022-072
It was Moved and Seconded,
That the meeting be closed to the public subject to Sections 90(1)(c) and (k) of the Community Charter in order to consider matters related to employee relations and, negotiations and related discussions respecting the proposed provision of a service that is at preliminary stages and that, in the view of the committee, could reasonably be expected to harm the interests of the federation if they were held in public, and that staff attend the meeting.

CARRIED

At 12:39 p.m. the meeting was reopened to the public.

14. ADJOURNMENT

By general consent, at 12:39 the meeting was adjourned.

_____
Peter Luckham, Chair

Certified Correct

_____
Lori Foster, Executive Coordinator

DRAFT

Islands Trust

Print Date: June 3, 2022

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 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: 07-Sep-2022	In Progress
3	CAO to provide a high-level advice/report with respect to the process of advancing the Governance and Management Review report.	Russ Hotsenpiller	Meeting: 04-May-2022 Target: 08-Jun-2022	In Progress
4	Executive Committee rescheduled its July 6, 2022, regular business meeting to July 7, 2022. Update website and calendars.	Russ Hotsenpiller	Meeting: 25-May-2022 Target: 08-Jun-2022	Completed

Director, Administrative Services

Activity	Responsibility	Dates	Status

Follow Up Action Report

Executive Committee

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: 07-Sep-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: 07-Sep-2022	In Progress

Director, Legislative Services

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. As of March 2022, amendments to 11 out of 17 policies deemed out of date have been adopted.	David Marlor	Meeting: 03-Feb-2021 Target: 23-Sep-2022	In Progress

Follow Up Action Report

Executive Committee

Director, Legislative Services

Activity	Responsibility	Dates	Status
2 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: 07-Sep-2022	In Progress
3 Acting Director, Planning Services Inform Hornby Island LTC that EC approved Bylaws No. 168 and 169.	David Marlor	Meeting: 25-May-2022 Target: 26-May-2022	Completed

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: 07-Sep-2022	In Progress
2 Legislative Monitoring Chart (bi-annually to Trust Council) Staff to produce the Legislative Monitoring briefing every 6 months with the next one being September 2022.	Clare Frater	Meeting: 23-Feb-2022 Target: 20-Sep-2022	Completed

Follow Up Action Report

Executive Committee

Director, Trust Area Services

	Activity	Responsibility	Dates	Status
3	Authorize a grant of $4,500 (from History and Heritage Grants) to Drama Camp Productions in support of the application to host screenings of the movie Dust n Bones and reconciliation discussions on Hornby, Denman (COMPLETE) and Gabriola Islands, subject to support of local trustees and affected local trust committees.	Clare Frater	Meeting: 26-Feb-2020 Target: 07-Sep-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: 07-Sep-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: 07-Sep-2022	In Progress
6	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: 07-Sep-2022	In Progress
7	That Executive Committee request staff to send a follow-up letter to the Province regarding the New Brighton dock letter sent October 2, 2020, File No. 12-05-6410-03-2020 and attach the October 2 and October 14 deputy minister response as an addendum.	Clare Frater	Meeting: 02-Feb-2022 Target: 25-May-2022	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
8 Staff bring back an amendment to the History, Heritage and Conservation Grants-in-Aid Policy 2.1.14 regarding grant applications with indications about an intake period and maximum amount.	Clare Frater	Meeting: 13-Apr-2022 Target: 08-Jun-2022	In Progress
9 Staff to develop policy regarding s. 8 (2) (h.1) (iii) and (iv) of the Islands Trust Act.	Clare Frater	Meeting: 13-Apr-2022 Target: 08-Jun-2022	In Progress
10 Continue to work with K'ómoks First Nation and Gabriola Historical Society in terms of its funding request and Executive Committee consider ways to allocate funds for such requests.	Clare Frater	Meeting: 04-May-2022 Target: 07-Sep-2022	In Progress
11 Staff to provide advice to the Executive Committee in time for the September Trust Council on alternatives to increase the History Heritage Grants-in-aid funding for the current fiscal year.	Clare Frater	Meeting: 25-May-2022 Target: 07-Sep-2022	In Progress
12 Remove TAS Director FUAL items, as shown in the May 25 FUAL report, items 6.7. and 8. by EC resolution.	Clare Frater	Meeting: 25-May-2022 Target: 08-Jun-2022	Completed
13 Staff to prepare a letter from the Chair to the Ministry of Forests, Land, Natural Resource Operations advocating for the proper disposal of replaced docks.	Clare Frater	Meeting: 25-May-2022 Target: 21-Jun-2022	In Progress

BRIEFING

To:	Executive Committee	**For the Meeting of:**	June 8, 2022
From:	Islands Trust Conservancy Board	**Date Prepared:**	May 27, 2022
SUBJECT:	ITC/EC Liaison Meeting, July 13, 2022		

PURPOSE:

To develop a draft agenda for the July 13, 2022 Islands Trust Conservancy (ITC) Board / Executive Committee (EC) liaison meeting.

BACKGROUND:

Under Trust Council Policy 6.10.4, EC and ITC must meet at least annually to discuss matters of mutual interest. The ITC and EC have a scheduled meeting on July 13, 2022. This meeting is hosted by ITC with EC members as invited guests. ITC members are able to put forward and vote on resolutions during the meeting and these become directions for the ITC Board and staff.

ITC Board met on May 25, 2022 and reviewed a draft agenda for the ITC/EC Liaison Meeting. The proposed agenda is being provided to EC for input prior to finalizing it on July 13, 2022.

Proposed Business Items for ITC/EC Liaison Meeting Agenda

1. Roundtable: ITC/EC Opportunities for Collaboration (10 mins)
   - What does ITC/EC Collaboration look like?
   - What should be ITC/EC topics of collaboration?
   - How can ITC/EC collaborate better?
   - When should Islands Trust committees and ITC Board collaborate

2. Overview of ITC work since last meeting (20 mins)
   2.1. Slideshow of ITC work in 2021-22, topics will include:
   - Regional Conservancy Plan Update
   - Property Management Update
   - Reconciliation with First Nations
   - Species at Risk Program
   - Climate Change Project
   - Donor Engagement

3. Updates on current EC action items (20 mins)

   3.1. Governance Report Follow Up

   3.2. As suggested by EC

4. Areas for collaboration (70 minutes)
   4.1. ITC Five-Year Plan Development
   - Status of next ITC Plan and engagement/referral process

4.2. Communications with trustees/LTCs
- ITC Report to LTCs/BIM/EC
- RPC/TPC reporting to ITC?
- Information package for prospective Islands Trust candidates (pre-election)
- Orientation for new trustees/board members (post election)

4.3. Fund Development
- How do ITC/EC work together to support donations for ITC work?

4.4. Working with Crown Agencies to protect forests
- Update from EC regarding its meetings with Crown Agencies about forestry and tree protection

4.5. Species at Risk Program
- Trustee learning opportunities (staff training in planning stages)

4.6. Working with First Nations
- Co-ordination of communications with First Nations

4.7. Islands Trust Strategic Plan / Regional Conservation Plan Overlap:

	Islands Trust Strategic Plan (2018-2022)	ITC Regional Conservation Plan (2018-2021 Work Plan Item)	Relevant Project
1	Amend legislation to increase NAPTEP exemption (Strategy 1.3)	Explore increasingly complex strategies for land securement (Objective 3.4)	Not currently on Executive Committee or ITC work programs
	Request additional funding from the Province (Strategy 5.5)	Explore ways in which support of ITC can enhance the Object of the Trust (Objective 4.7)	Supported by TC resolution 2019-087, Not currently on staff work programs
2	Eelgrass & Kelp Mapping (Strategy 5)	Explore option for Bull Kelp mapping (Relevant to Objective 1.1)	Eelgrass Mapping (RPS), Kelp Mapping (ITC)
3	Climate change data and performance criteria (Strategy 12)	Identify data to support decision making (Objective 1.1 & Climate Change Project Charter)	Climate Change Project (ITC),
4	Stewardship education (Strategy 15)	Support outreach activities where ITC/Islands Trust overlap (Relevant to Objective 1.5)	Gabriola Landowner Contact Program (ITC/ GaLTT)l; Living in Trust Area mailing
5	Archaeological impact strategy (Strategy 19)	Explore tools for conservation of First Nations landscape features (Relevant to Objective 2.6)	Heritage Overlay Mapping (ITC/TAS/RPC)

ATTACHMENT(S): July 13, 2021, EC/ITC Liaison Meeting Minutes

FOLLOW-UP: Staff will convey EC input to the ITC Board for consideration prior to finalizing the ITC/EC Liaison Meeting agenda.

Prepared By: Kate Emmings, ITC Manager

Reviewed By/Date: Clare Frater, Director, Trust Area Services / May 30, 2022

Islands Trust Conservancy - Executive Committee Liaison Meeting
Minutes of Regular Meeting

Date: Tuesday, July 13, 2021
Time: 1:00 pm
Location: Electronic Zoom Meeting

ITC Board Members Present
Kate-Louise Stamford, Chair
Sue Ellen Fast, Vice Chair
Doug Fenton
Linda Adams

EC Members Present
Dan Rogers, Vice-Chair
Laura Patrick, Vice-Chair
Peter Luckham, Chair
Sue Ellen Fast, Vice Chair

Regrets
Donald Clarke

Staff Present
Carla Funk, Acting Fundraising Specialist
Clare Frater, Director, Trust Area Services
Corlynn Strachan, Administrative Assistant/Recorder
Devin Hentschel, Conservation Technician
Erin Coulson, Acting Communications Specialist
Kate Emmings, ITC Manager
Kathryn Martell, Ecosystems Protection Specialist

Regrets
Russ Hotsenpiller, Chief Administrative Officer

1. CALL TO ORDER

1.1 Introductions and context for annual meeting

Chair Stamford called the meeting to order at 1:00 pm, acknowledged that the meeting was being held on the territory of many Coast Salish peoples and noted it is important to speak to the devastating yet sadly unsurprising news that 160 undocumented and unmarked graves have been discovered on the grounds of the old Kuper Island residential school, on what is now Penelakut Island. She stated that she hopes we can find ways as an organization, and as part of our island communities, to acknowledge the effect of the ongoing trauma that the residential school system has had on our friends, neighbours, staff and community members who are First Nations. She stated that we should never become immune to these atrocious discoveries.

2. APPROVAL OF AGENDA

By **general consent** the agenda was approved.

3. MINUTES/COORDINATION

3.1 Review of the July 14, 2020 meeting minutes.

4. BUSINESS

4.1 Items for Information

4.1.1 ITC 2020/21 Year in Review (presentation)

Islands Trust Conservancy staff provided a presentation on the following topics:

- Islands Trust Conservancy staff and board
- Regional Conservation Plan updates
- Species at Risk Program
- covenant and nature reserve management
- restoration activities
- communications – social media, new website, Heron newsletter, annual report
- fund development and donor engagement
- climate change project
- engagement and reconciliation with First Nations

Executive Committee members thanked staff for their work and discussed:

- ways local trust committee chairs can do a better job of spreading key messages, about the Conservancy and sharing Conservancy communication products such as the Heron newsletter
- Islands Trust Conservancy topics are lost in local trust committee meetings and that Islands Trust Conservancy staff could attend local trust committee meetings annually to increase exposure
- role of the Islands Trust Conservancy in the BC Parks Foundation acquisition of Saturnina Island in the Gabriola Island Local Trust Area
- timeline of Sandy Beach Nature Reserve management plan development
- potential Islands Trust Conservancy involvement in the Howe Sound UNESCO Biosphere Reserve project
- mapping, habitat creation and wetland restoration, watershed protection
- the importance of providing opportunities for Islands Trust Conservancy to have exposure in local communities in ways other than local trust committee meetings
- impact of climate change

4.1.2 2020/21 Executive Committee Updates (verbal)

Director Frater provided the following updates:

- Provincial Funding Request

There has been no new action since the last liaison meeting, Trust Council passed a model fees bylaw which should strengthen any ask that does take place. We are in a good position to make a request but due to other Trust Council and Executive Committee priorities, work has not been completed on this. Executive Committee members expressed their support for continued work and will purse as opportunity arises.

- NAPTEP Exemption Increase
  No further work has not been done on this due to a lack of staff time. Next steps would be a potential budget request for next year for development of a business case to provide to affected governments and the Province. Contract assistance may be required. The change would be a regulation change compared to an act change, which could be achieved quickly.

4.2 Roundtable - Focus on Collaboration

4.3 Items for Collaboration

4.3.1 Strategic Fund Development – Briefing

The Acting Fundraising Specialist highlighted that the Conservancy is on a quest for relationship building to help people understand what the Conservancy is achieving, and goals for the future.

Executive Committee members recognized Carla Funk for her great work and for bringing national attention, discussed results and the importance of developing long term connection, and suggested using a simple graphic that shows the Conservancy does not compete with local conservancies but works in partnership to protect the land.

4.3.2 Working with Crown Agencies for Forest Protection

Director Frater advised we are continuing to work with Forests, Lands, and Natural Resource Operations and Rural Development Ministry staff to talk about developing an updated protocol agreement and letter of understanding, and merge the ones the Islands Trust already has in place. This is an ongoing process in relationship building. This is at the introductory stage with intent to achieve something within the year.

4.3.3 Policy Statement Amendment Project (verbal)

Director Frater advised Trust Council received a draft new Policy Statement and recommend it be put forward to public engagement, referral agencies, and First Nations, with intent to be consider First Reading in December.

Board members and staff discussed assistance with communications, Islands Trust and Islands Trust Conservancy connection, potential negative brand implications, and Board members offered positive feedback on the Conservancy being acknowledged in the draft new Policy Statement.

Executive Committee members encouraged the Conservancy to provide feedback on what they feel is important to maintain, and why.

4.3.4 Islands Trust Strategic Plan / Regional Conservation Plan Overlap – Briefing

The Islands Trust Conservancy Manager presented the briefing and highlighted six areas of overlap.

Discussion ensued on:

- Coastal Douglas-fir forest protection
- Conservancy education
- carrying the stewardship message
- collaborative items across Trust Area, what the Conservancy can contribute
- planners have conversations with landowners and offer ITC resources
- the need to build a case for particular ask to Province in respect to tree cutting

4.3.5 Nature Smart Climate Solutions Fund Grant Application – Briefing

Director Frater presented the briefing noting more details will be released in the fall, including eligibility and selection criteria and highlighting that staff are currently at maximum capacity for managing initiatives, so would need to ensure that there is sufficient capacity to do any funded work.

5. NEXT MEETING

To be determined in late 2021.

6. ADJOURNMENT

By **general consent**, the meeting was adjourned at 3:00 pm.

_____

Kate Louise Stamford, Chair

Certified Correct:

_____

Corlynn Strachan, Recorder

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: GB-RZ-2020.1
(Gabriola Housing Society – Paisley Place)

DATE OF MEETING:	June 8, 2022
TO:	Islands Trust Executive Committee
FROM:	Sonja Zupanec, Island Planner
SUBJECT:	Gabriola Island Local Trust Committee – Bylaw No. 308 (Housing Agreement)

RECOMMENDATION

1. **That the Islands Trust Executive Committee approve Gabriola Island Local Trust Committee Bylaw No. 308, cited as "Gabriola Island Housing Agreement Bylaw No. 308, 2020", in accordance with Section 27 of the *Islands Trust Act*.**

DIRECTORS COMMENTS

Gabriola Island Local Trust Committee (LTC) has referred Bylaw No. 308 to the Executive Committee (EC) for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the EC approve the bylaw as it is a companion housing agreement to Proposed Bylaw Nos. 306(OCP) and 307 (LUB), which were approved by the EC on January 13, 2021 and would enable up to 24 units of affordable rental housing in the Gabriola village area.

IMPLICATIONS OF RECOMMENDATION

Organizational

None.

Financial

None.

Policy

None.

Implementation/Communications

Communication to the **Gabriola Island Local Trust Committee** regarding the EC decision by **June 13, 2022**, as the LTC wishes to consider final adoption of Bylaw Nos. 306 (OCP), 307 (LUB) and 308 (Housing Agreement) at the June 16, 2022 regularly scheduled LTC meeting.

Other

None.

PURPOSE

Gabriola Island Local Trust Committee Bylaw No. 308, cited as "Gabriola Island Housing Agreement Bylaw No. 308, 2020" (Attachment 4) would allow the Local Trust Committee to enter into a housing agreement with the owner of the subject land that includes terms and conditions regarding the occupancy, tenure and availability to specified classes of persons of dwelling units located on those lands pursuant to Section 29 of the *Islands Trust Act* and Section 483 of the *Local Government Act*.

Legally described as:
PID 028-580-095, Lot 1, Section 19, Gabriola Island, Nanaimo District, Plan EPP11544; and,
PID-028-580-109, Lot 2, Section 19, Gabriola Island, Nanaimo District, Plan EPP11544

As shown on the sketch map (below):

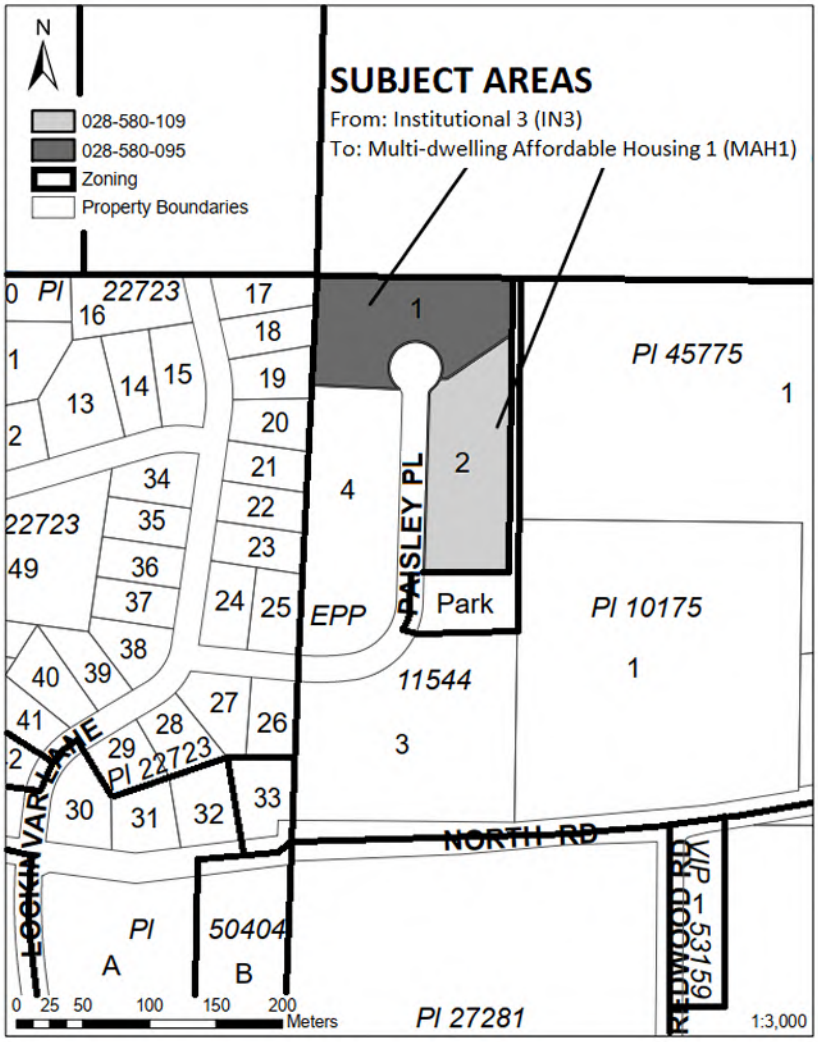

Figure 1 – Subject Property Map Location

BACKGROUND

Gabriola Island Local Trust Committee Bylaw No. 308

Proposed Bylaw No. 308 (Housing Agreement) received first reading in March 2021. At that meeting, staff advised the LTC that Snuneymuxw First Nation (SFN) had requested more time to review the GHS application and associated housing agreement. The LTC passed the following resolution:

> ***GB-2021-025 It was MOVED and SECONDED***
> *that the Gabriola Island Local Trust Committee not proceed with further readings of Bylaw No. 308, cited as "Gabriola Island Housing Agreement Bylaw No. 308, 2020", in respect of the proposed Housing Agreement for application GB-RZ-2020.1, until comments are received from Snuneymuxw First Nation.* ***CARRIED***

Staff advised SFN of the LTC resolution and discussed possible amendments to the bylaw with the SFN Community Planner in March 2021. The applicant, Gabriola Housing Society (GHS) received email communication from SFN in May 2021 (copied to planning staff) stating that SFN does not oppose the Paisley Place housing project; requests that the Housing Agreement include a dedication of 25% of the homes for SFN members; and requests that SFN be given the opportunity to sit on the Board of GHS. In June and August of 2021, the GHS responded to the SFN with requests to meet and discuss how to work together and create affordable housing on Gabriola that is inclusive of SFN members. In the fall of 2021, SFN staff responded that a meeting would not be possible until at least February 2022, after the election of the new Chief and Council.

During the October 21, 2021 regular business meeting of the LTC, staff provided a verbal update to the LTC that since the last consideration of bylaws, a meeting with the Snuneymuxw First Nation to discuss their comments may be delayed as Snuneymuxw have upcoming elections in February 2022 and Staff are considering how to proceed in advance of the anticipated dialogue.

On October 29, 2021, GHS sent a letter to SFN to explain the GHS Board's resulting decision: a) in the next few months, to present the proposed Housing Agreement to the LTC for further readings and rezoning approval, and b) to have meetings with SFN at their convenience over the next several months, to build relationships and to create an amendment to the adopted Housing Agreement for a priority allocation of homes to SFN.

The reason for a) above was that GHS wanted to work towards concluding the rezoning application process so that the Paisley Place project could obtain its Development Permit in the fall and then progress to the "shovel-ready" development stage by December 2022, to be completely prepared for re-application to BC Housing in 2023.

The GHS requested subsequent meeting(s) with SFN at their convenience to confirm a mutual understanding of an allocation of homes for SFN members and to create an amendment for the adopted Housing Agreement bylaw. In January and February 2022, SFN responded to the GHS with an interest in meeting after February 2022.

On March 18, 2022, GHS wrote to SFN confirming the GHS Board's October 2021 two-part plan (above) and that the HA would be presented at the April 7, 2022 LTC meeting. On March 23 SFN invited GHS to the March 28 meeting of the SFN 'Housing Committee' to discuss the GHS Board's information. Two GHS Board members attended the March 28, 2022 meeting and requested that SFN support the GHS two-part plan. The discussion was reported back to planning staff by the GHS as positive, with the Chief and two Councillors who were present stating their strong interest in SFN participation in Paisley Place.

On April 7, 2022 the LTC passed the following resolution:

> ***GB-2022-034 It was MOVED and SECONDED***
> *that the Gabriola Island Local Trust Committee request Staff to review the language proposed for the Galiano Island Affordable Housing agreements for consistency with Bylaw No. 308 cited as "Gabriola Island Housing Agreement Bylaw No. 308, 2020" before the Gabriola Local Trust Committee and report back at the next Gabriola Local Trust Committee meeting.*
> ***CARRIED - Trustee Colbourne Abstained***

Staff followed up on May 12, 2022 with the LTC advising that although the Galiano and Gabriola Housing Society (GHS) housing agreements differ in approach and format, they have both been drafted/legally reviewed to ensure a degree of flexibility that is needed to be eligible for funding opportunities in order to develop the properties for affordable rental housing. The terms and conditions of each individual Housing Agreement do vary, and reflect the project, community, various staff, lawyers and applicant involvement. Staff did not recommending any changes to align Proposed Bylaw No. 308 with the approach being considered on Galiano and the LTC gave third reading. Staff advised the LTC that a future amendment to the Housing Agreement bylaw would be necessary once the prioritization statement was finalized between the GHS and SFN.

The GHS has not heard from SFN since the March 28/22 Housing Committee meeting. The GHS indicated to planning staff that they will continue to wait for a meeting with SFN to finalize a prioritization statement for inclusion in a future amendment to the Housing Agreement bylaw. The GHS intend to apply for BC Housing funding in 2023 so there is ample time for an administrative amendment to be considered prior to construction of housing units. should the bylaws be approved.

Issues Relating To Provincial Interest and First Nation Interest

The proposed bylaw was referred to the Snuneymuxw First Nation. As indicated in the Request for Decision (RFD) to EC in 2021 for Proposed Bylaw Nos. 306 (OCP) and 307 (LUB), those bylaws were referred to the following First Nations for comment:

- Snuneymuxw First Nation
- Penelakut Tribe
- Lyackson First Nation
- Halalt First Nation
- Cowichan Tribes
- Lake Cowichan First Nation
- Stz'uminus First Nation

As outlined in the 'Background' section of this RFD, the GHS is continuing to work to establish meetings with SFN to build relationships and develop the prioritization statement for the housing agreement. Once this is completed the applicant can present the requested amendment to the LTC for inclusion in the agreement through a future administrative bylaw amendment process.

Issues Relating To Resources and Enforcement

None.

Public Comments

Public comments were solicited through one special meeting, two community information meetings and a public hearing. Two written submissions to the Executive Committee on this bylaw have been received. Planning staff will be in attendance at the June 8 EC meeting if there are any questions regarding the correspondence.

Staff Comments

Housing Agreements are administrative bylaws not subject to the Islands Trust Policy Statement Directives checklist. Given that the Gabriola Island LTC gave proposed Bylaw No. 308 third reading, staff recommends, as per page 1 of this RFD, that EC approve proposed Bylaw No. 308.

RELEVANT POLICIES

- Section 27 of the *Islands Trust Act*

ALTERNATIVE

1. **Not approve the Bylaw:**

   THAT the Executive Committee request that staff advise Gabriola Island Local Trust Committee in writing that Bylaw No. 308, cited as cited as "Gabriola Island Housing Agreement Bylaw No. 308, 2020", is not approved for [INSERT REASONS], and advise the Gabriola Island Local Trust Committee on steps needed to address the specified issues.

Submitted By:	Sonja Zupanec, RPP, MCIP Island Planner	June 1, 2022
Concurrence:	David Marlor Director, Local Planning Services	June 2, 2022

ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. EC Policy Checklist
4. Bylaw No. 308

Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Gabriola Island Local Trust Committee Bylaw No.: GB-308

Bylaw Type: Housing Agreement Procedure Bylaw

Date of resolution referring bylaw to Executive Committee: 12-May-2022

☒ Bylaw Submission Checklist attached

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

☒ Summary of Bylaw Intent Attached

Recieved by Islands Trust Secretary:

Signature: _____ Date: _____
Secretary

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

Date bylaw will appear on Executive Committee agenda: _____

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

Distribution: Executive Committee _____
Director, LPS _____
Local Trust Committee _____
Planner _____
Planning Clerk _____

Print Date: June 2, 2022

Bylaw: GB-308

Trust Area: Gabriola Island Local Trust Committee
Type: Housing Agreement Procedure Bylaw
Bylaw No.: GB-308
Application No.: GB-RZ-2020.1
Trust Initiated: Yes

Proofread By:

Clerk: Yes
Planner: Yes
Technical Staff: No

First Reading Date: 26-Nov-2020
Bylaw Sent to Referrals: Yes
Date Proposed Bylaw to Web:

Resolutions:

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

Secretary Signature Block:

Secretary's Signature: McErlean, Becky
Date: 12-May-2022
File complete and ready for Public review: No

Public Hearings:

Location:
Proofread By:,

Legal Paper:
First Publish Date:
Second Publish Date:

Alternate Paper:
First Publish Date:
Second Publish Date:

Mailout Date:
Delivery Notices:
Date Public Hearing Held:

Second Reading Date: 12-May-2022
Third Reading Date: 12-May-2022

Bylaw: GB-308

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)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	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: Becky McErlean

Status

Date Resolution Referred to Exective Committee: 12-May-2022

Reading: 12-May-2022

Third Reading

PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 308

A BYLAW TO AUTHORIZE A HOUSING AGREEMENT

WHEREAS the Gabriola Island Local Trust Committee is the Local Trust Committee having jurisdiction on and in respect of the Gabriola Island Local Trust Area, pursuant to the *Islands Trust Act*;

AND WHEREAS Section 483 of the Local Government Act and Section 29 of the *Islands Trust Act* permit the Local Trust Committee to enter into a housing agreement;

AND WHEREAS the Gabriola Island Local Trust Committee wishes to enter into a Housing Agreement;

NOW THEREFORE the Gabriola Island Local Trust Committee enacts in open meeting assembled as follows:

1. This Bylaw may be cited for all purposes as "Gabriola Island Housing Agreement Bylaw No. 308, 2020".

2. The Chairperson and one other member of the Gabriola Island Local Trust Committee are authorized to execute an agreement in the form attached to this Bylaw with the Gabriola Housing Society (GHS).

READ A FIRST TIME this	7TH	day of	APRIL	,2022
READ A SECOND TIME this	12TH	day of	MAY	,2022
EAD A THIRD TIME this	12TH	day of	MAY	,2022

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST this

	_____TH	day of	_____	,20XX
ADOPTED this	_____TH	day of	_____	,20XX

SECRETARY **CHAIRPERSON**

PROPOSED

LAND TITLE ACT
TERMS OF INSTRUMENT – PART 2

Housing Agreement and Section 219 Covenant
(Section 438 *Local Government Act* and Section 219 Land Title Act)

THIS AGREEMENT DATED FOR REFERENCE THE [day] OF [month], 20__ is BETWEEN:

GABRIOLA HOUSING SOCIETY, a society incorporated under the laws of the province of British Columbia under number [S-0060928] and having its office at P.O. Box 76, Gabriola Island, B.C., V0R 1X0

(the "Owner");

AND:

GABRIOLA ISLAND LOCAL TRUST COMMITTEE, a corporation under the *Islands Trust Act*, having an office at 2nd Floor, 1627 Fort Street, Victoria, B.C., V8R 1H8

(the "Trust Committee")

WHEREAS:

A. The Owner is the registered owner of the Lands situated at Lot 1 and Lot 2 Paisley Place on Gabriola Island, British Columbia and legally described as:

PID 028-580-095
LOT 1, SECTION 19, GABRIOLA ISLAND, NANAIMO DISTRICT, PLAN EPP11544

and

PID 028-580-109
LOT 2, SECTION 19, GABRIOLA ISLAND, NANAIMO DISTRICT, PLAN EPP11544

(collectively, the "Lands");

B. The Owner intends to construct on the Lands a residential development that will include Affordable Housing Units (hereinafter defined) to rent, by way of a Tenancy Agreement, at an affordable rate to Qualified Occupants (hereinafter defined);

C. The Trust Committee may, pursuant to Section 29 of the *Islands Trust Act* and Section 483 of the *Local*

Government Act, enter into an agreement with an owner of land that includes terms and conditions regarding the occupancy, tenure and availability to specified classes of persons of dwelling units located on those lands;

D. Section 219 of the *Land Title Act* permits the registration of a covenant of a negative or positive nature in favour of the Trust Committee in respect of the use of land or construction on land;

E. As a condition of rezoning the Lands, the Owner and the Trust Committee wish to enter into this Agreement to provide affordable housing on the Lands on the terms and conditions of this Agreement and to restrict the use of, and construction on, the Lands and the use of the Affordable Housing Units constructed on the Lands, on the terms and conditions of this Agreement, to have effect as both a covenant under section 219 of the *Land Title Act* and a housing agreement under section 483 of the *Local Government Act*; and

F. The Trust Committee has, by bylaw, authorized the execution of this Agreement and the Owner has duly authorized the execution of this Agreement.

THIS AGREEMENT is evidence that in consideration of $1.00 paid by the Trust Committee to the Owner (the receipt of which is acknowledged by the Owner), and in consideration of the promises exchanged below, the Trust Committee and the Owner agree, as covenants granted by the Owner to the Trust Committee under Section 219 of the *Land Title Act*, and as a housing agreement between the Owner and the Trust Committee under Section 483 of the *Local Government Act*, as follows:

Article 1

a. Definitions – In this Agreement:

"Appropriate Accommodation" means accommodation that is affordable, suitable and adequate according to Household income, size and composition;

"Affordable Housing Funder" means BC Housing, Canada Mortgage and Housing Corporation or other agency that provides a grant or preferential rate loan to support the development of Affordable Housing Units on the Lands;

"Affordable Housing Unit" means a studio, 1 bedroom, 2 bedroom or 3 bedroom Dwelling Unit on the Lands in respect of which the construction, tenure, rental and occupancy are restricted in accordance with sections b through e of this Agreement;

"Affordable Market Unit" means an Affordable Housing Unit on the Lands where the rental price is linked to market conditions on Gabriola Island or the Regional District of Nanaimo region, the rental rate is approved by an Affordable Housing Funder, and meets the occupancy criteria set out in section c;

"Annual Household Income" means the combined gross income of all adult members of a Household, as shown on line 150 of the preceding year's T1 General Income Tax and Benefit return;

"BC Housing" means the British Columbia Housing Management Commission;

"Dwelling Unit" means a dwelling unit as defined in the Gabriola Island Land Use Bylaw No. 177, 1999, as amended or replaced from time to time;

"Household" means one or more individuals;

"Housing Income Limits" means the maximum gross household income for eligibility in an affordable housing program (for each category of dwelling unit), based on figures established by the Canadian Mortgage and Housing Corporation, and are intended to reflect the minimum income required to afford Appropriate Accommodation in the private market, as published by BC Housing from time to time;

"Lands" means those parcels of land legally described as PID 028-580-095, LOT 1, SECTION 19, GABRIOLA ISLAND, NANAIMO DISTRICT, PLAN EPP11544 and PID 028-580-109, LOT 2, SECTION 19, GABRIOLA ISLAND, NANAIMO DISTRICT, PLAN EPP11544;

"Low and Moderate Income Limits" means the Low and Moderate Income Limits as published by BC Housing from time to time;

"Qualified Occupant" means a person who meets the eligibility criteria for tenancy as set out in Schedule "B";

"Qualified Renter" means a Household which meets the eligibility criteria for a residential tenancy of an Affordable Housing Unit, as set out in section c of this Agreement;

"Residential Tenancy Act" means the *Residential Tenancy Act* (British Columbia); and

"Tenancy Agreement" means a tenancy agreement as defined in, and subject to, the *Residential Tenancy Act*.

b. Agreement over the Lands – Pursuant to section 219 of the *Land Title Act* and section 483 of the *Local Government Act,* the Owner covenants and agrees that the Lands may be used only in accordance with the following conditions:

i. the Lands must not be used and no building or structure may be constructed on the Lands except in accordance with any development permit issued by the Trust Committee, and any building permit issued by the Regional District of Nanaimo and this Agreement;

ii. the Lands must at all times be used and occupied in compliance with all statutes, laws, regulations, orders of any authority having jurisdiction, and this Agreement;

iii. it will design, construct and maintain in a reasonable state of repair the Affordable Housing Units on the Lands, including Affordable Market Units in accordance with the terms of this Agreement;

iv. it will design and construct only triplexes and duplexes on the Lands. If an Affordable Housing Funder requires a different configuration of Affordable Housing Units, that configuration must be approved by the Trust Committee;

v. the Lands must not be used or occupied for residential purposes unless the buildings are constructed to meet:

1. the performance requirements of the BC Energy Step Code 3 energy efficiency standards established by the British Columbia Building Code Regulation, B.C. Reg. 264/2012 (the "Performance Standards") of the *Building Act* (BC) , or

2. if required by an Affordable Housing Funder, a different energy performance target, and

3. the Owner has provided to the Trust Committee a Compliance Report from a certified energy advisor that the building has been constructed and is operating in accordance with item 1 or item 2, as the case may be;

vi. the development on the Lands will be constructed with a Type 3 advanced secondary treatment sewerage system, or equivalent alternative as approved by the Affordable Housing Funder, that meets similar performance criteria.

c. Affordable rental housing eligibility - The Owner covenants and agrees that the Affordable Housing Units on the Lands will only be occupied under all of the following criteria:

i. either:
   a. the Household's Annual Household Income must be less than or equal to BC Housing's Housing Income Limits, or
   b. if the Owner has an agreement with an Affordable Housing Funder under which the Affordable Housing Funder has agreed to provide funding for the construction or operation of affordable housing on the Lands, the Household meets the income and/or non-financial criteria imposed on the occupancy of the relevant Affordable Housing Unit on the Lands established by such Affordable Housing Funder, which may include but are not limited to, the requirement that a member of the Household has certain physical or mental disabilities, is a senior receiving the Guaranteed Income Supplement, or is a recipient of social or disability assistance and in no circumstance shall the Household's Annual Household Income exceed the Low and Moderate Income Limits.

ii. the Household will occupy the Affordable Housing Unit as their permanent, principal, and sole residence;

iii. the Household is comprised of at least one Qualified Occupant; and

iv. the Household complies with application criteria established by the Owner acting reasonably as a responsible landlord such as credit and reference checks or property rules regarding smoking and pets.

and The Owner covenants and agrees to:

v. include in every Tenancy Agreement a prohibition on subletting, including short-term vacation rentals, and a provision entitling the Owner to terminate the Tenancy Agreement in accordance with the *Residential Tenancy Act* in the event of any breach of that prohibition;

vi. deliver to the Trust Committee a true copy of every Tenancy Agreement entered into in respect

of any Affordable Housing Unit within 10 days of any request to do so;

vii. specify in every Tenancy Agreement the existence of this Agreement and the occupancy restrictions applicable to the Affordable Housing Unit, and provide to each tenant, upon their request, a copy of this Agreement; and

viii. in the event a Qualified Occupant dies while resident in an Affordable Housing Unit, allow the surviving spouse and/or adult child who were resident with the Qualified Occupant at the date of the Qualified Occupant's death to continue to rent the Affordable Housing Unit for the longer of:

a. the balance of the fixed term under the Tenancy Agreement; or
b. twelve (12) months on the same terms, including monthly rent, set out in the Tenancy Agreement.

d. Rental rates - The Owner covenants and agrees that:

i. the rent payable by a Qualified Renter for an Affordable Housing Unit, exclusive of utilities, must not exceed 30% of the gross monthly Household income of the Qualified Renter, except in the case of an Affordable Market Unit; and

ii. it will not require any tenant under a Tenancy Agreement to pay any extra charges or fees for use of any well or septic system, or property taxes. For clarity, this limitation does not apply to cablevision, telecommunications, laundry, or gas or electricity utility fees or charges.

e. Affordable Housing Units – The Owner covenants and agrees that:

i. It will not rent an Affordable Market Unit unless the Affordable Market Unit is approved by an Affordable Housing Funder and there are other Affordable Housing Units occupied by Households whose income does not exceed the Housing Income Limits; and

ii. not more than 30% of the Affordable Housing Units on the Land will be Affordable Market Units unless:
   a. the Owner has an agreement with an Affordable Housing Funder under which the Affordable Housing Funder has agreed to provide funding for the construction or operation of affordable housing on the Lands, and
   b. having more than 30% of the Affordable Housing Units on the Land be Affordable Market Units is necessary to meet the requirements of such Affordable Housing Funder; and
   c. the Owner,
      (i) notifies the Trust Committee in writing a minimum of 3 weeks before an upcoming Trust Committee meeting that, unless it secures additional funding by a specified date, it needs to increase the number of Affordable Market Units available for rent by a specified percentage to meet the funding requirements of the Affordable Housing Funder, and
      (ii) sends a representative to the Trust Committee meeting to answer questions about the aforementioned notification

   in which case the number of Affordable Housing Units on the Land used and occupied as Affordable Market Units will be equivalent to the number required by the Affordable

Housing Funder to meet the requirements of the Affordable Housing Funder as specified to the Trust Committee under this subsection c.

f. Order to Comply – If the Owner is in default of the performance or observance of this Agreement, the Trust Committee may give the Owner a notice of default requiring the Owner to comply with this Agreement within the time stated in the notice. The Owner agrees that any breach or default in the performance of this Agreement on its part must be corrected, to the satisfaction of the Trust Committee, within the time stated on the notice of default provided to the Owner by the Trust Committee.

g. Statutory Declaration from Owner – The Owner shall deliver to the Trust Committee by the end of January of each year, a completed statutory declaration, substantially in the form attached as Schedule "A", sworn by the Owner, in relation to the Affordable Housing Units. The Owner irrevocably authorizes the Trust Committee to make inquiries it considers necessary and reasonable in order to confirm compliance with this Agreement.

h. Management – The Owner covenants and agrees to furnish good and efficient management of the Lands. If and when the Trust Committee has reasonable grounds to believe that a continuing breach of this Agreement exists, the Trust Committee may authorize its representatives to inspect the Lands at any reasonable time, subject to the notice provisions of the *Residential Tenancy Act* and subject to the concurrent delivery of such a notice to the Owner.

i. No Transfer – The Owner must not transfer the Lands, other than to another non-profit organization or society incorporated under the *Societies Act*, having as its objective the management of affordable housing, or the Provincial Rental Housing Corporation.

j. Society Standing – The Owner must maintain its standing as a society under the *Societies Act,* and must not amend its Constitution in any manner that would prevent, or adversely affect, the ability of the Owner to perform its obligations under this Agreement.

k. Specific Performance of Agreement – The Owner agrees that the Trust Committee is entitled to obtain an order for specific performance of this Agreement and a prohibitory or mandatory injunction in respect of any breach by the Owner of this Agreement, in view of the public interest in restricting the occupancy of the Affordable Housing Unit. The Owner further acknowledges that a breach of this Agreement may constitute a breach of the Trust Committee's Land Use Bylaw, as amended from time to time.

l. Assignment – The Owner acknowledges that the Trust Committee may delegate or assign the administration and management of this Agreement to a third party, and, in that event, any reference in this Agreement to the Trust Committee shall be interpreted as a reference to that party provided that the Trust Committee has so advised the Owner.

m. Indemnity – The Owner shall indemnify and save harmless the Trust Committee and each of its elected officials, officers, directors, employees, and agents form and against all claims, demands, actions, loss, damage, costs, and liabilities for which any of them may be liable by reason of any act or omission of the Owner or its officers, directors, employees, agents or contractors or any other person for whom the Owner is at law responsible, including breaches of this Agreement.

n. **Release** – The Owner releases and forever discharges the Trust Committee and each of its elected officials, officers, directors, employees, and agents and each of their heir, executors, administrators, personal representatives, successors and assigns from all claims, demands, damages, actions, or causes of action arising out of the performance by the Owner of its obligations under this Agreement, or the enforcement of this Agreement.

o. **Trust Committee Powers Unaffected** – This Agreement does not limit the discretion, rights, duties or powers of the Trust Committee under any enactment or the common law, impose on the Trust Committee any duty or obligation, affect or limit any enactment relating to the use or subdivision of the Lands, or relieve the Owner from complying with any enactment.

p. **No Public Law Duty** – Wherever in this Agreement an act, determination, consent, approval or agreement of the Trust Committee is provided for, such act, determination, consent, approval or agreement may be done or made in accordance with the terms of this Agreement and no public law duty, whether arising from the principles of procedural fairness or the rules of natural justice shall have any application.

q. **No Waiver** – No condoning, excusing or overlooking by the Trust Committee of any default under this Agreement, nor any consent, approval, or agreement whether written or otherwise shall be taken to operate as a waiver by the Trust Committee of any subsequent default or of the necessity for further consent, approval or agreement in respect of a subsequent matter requiring it under this Agreement, or in any way to defeat or affect the rights or remedies of the Trust Committee.

r. **Arbitration** – Any matter in dispute between the parties under this Agreement, including any disputes as to whether a particular individual is eligible to occupy a Affordable Housing Unit, must be referred to a single arbitrator if the parties can agree on one, and otherwise to three arbitrators, one to be appointed by each of the parties and the third by those two so appointed, and the matter must be resolved in accordance with the provisions of the *Arbitration Act* of British Columbia.

s. **Notice on Title** – The Owner acknowledges and agrees that this Agreement constitutes both a covenant under Section 219 of the *Land Title Act* and a housing agreement under Section 483 of the *Local Government Act*, and agrees that the Owner will register a notice of this Agreement against title to the Lands.

t. **Covenant Runs with the Land** – Every obligation and covenant of the Owner in this Agreement constitutes both a contractual obligation and a covenant granted by the Owner to the Trust Committee in accordance with section 219 of the *Land Title Act* in respect of the Lands and this Agreement burdens the Lands and runs with it and binds the Owner's successors in title and binds every parcel into which it is consolidated or subdivided by any means, including, by subdivision or by strata plan.

u. **Limitation on Owner's Obligations** – The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands.

v. **Amendment** – This Agreement may not be modified or amended except by bylaw of the Trust Committee, upon an agreement in writing between the Trust Committee and the Owner.

w. Notices – Any notice required to be given pursuant to this Agreement shall be in writing and shall be given to the Owner or the Trust Committee, as the case may be, at the address first above written, or to any other address of which either the Owner or the Trust Committee may advise the others in writing in accordance with this paragraph. Notice to the Trust Committee must be addressed to the Secretary of the Islands Trust. If given in person or by facsimile transmission, such notice will be deemed to be received when delivered and, if mailed, such notice will be deemed to be received only when actually received by the party to whom it is addressed.

x. Enurement – This Agreement is binding upon and enures to the benefit of the parties and their respective successors and permitted assigns.

y. Remedies Cumulative – The remedies of the Trust Committee specified in this Agreement are cumulative and are in addition to any remedies of the Trust Committee at law or in equity. No remedy shall be deemed to be exclusive, and the Trust Committee may from time to time have recourse to one or more or all ofthe available remedies specified herein or at law or in equity.

z. Severability – Each covenant and agreement contained in this Agreement is, and shall be construed to be, a separate and independent covenant or agreement and the breach of any such covenant or agreement by the Owner shall not discharge or relieve the Owner from its obligations to perform. If any term or provision of this Agreement, or its application to any person or circumstance shall to any extent be found to be invalid and unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and shall be enforced to the extent permitted by law.

aa. Joint and Several – In the case of more than one owner, the grants, covenants, conditions, provisions, agreements, rights, powers, privileges and liabilities of the Owner shall be construed and held to be several as well as joint.

bb. Included Words – Wherever the singular or the masculine is used in this Agreement, it shall be deemed to include the plural or the feminine, or the body politic or corporate, where the context or the parties so require.

cc. Governing Law – This Agreement shall be governed by and construed in accordance with the laws of the province of British Columbia.

dd. Joint Venture – Nothing in this Agreement shall constitute the Owner as an agent, joint venture or partner of the Trust Committee or give the Owner any authority or power to bind the Trust Committee in any way.

ee. Time of Essence – Time is of the essence in this Agreement.

ff. Further Assurances – The parties shall execute and do all such further deeds, acts, things and assurances as they reasonably require to carry out the intent of this Agreement.

gg. Priority – The Owner agrees to do everything necessary at the Owner's expense to ensure that this

Agreement is registered against title to the Lands with priority over all financial charges, liens and encumbrances registered or pending at the time of application for registration of this Agreement.

hh. Deed and Contract – By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by the above terms, the parties each have executed and delivered this Agreement under seal by executing Part 1 of the *Land Title Act* Form C to which this Agreement is attached and which forms part of this Agreement.

PROPOSED

SCHEDULE "A"

OWNER STATUTORY DECLARATION

CANADA

PROVINCE OF BRITISH COLUMBIA

IN THE MATTER OF A HOUSING AGREEMENT WITH THE GABRIOLA ISLAND LOCAL TRUST COMMITTEE ("Housing Agreement")

I, _____

declare that:

1. I am the_____[director, officer, employee] of the [Owner], the owner of the land known as_____, XXX Island, legally described as:_____ _____(the "Lands")

2. I make this declaration to the best of my personal knowledge.

3. This declaration is made pursuant to the Housing Agreement registered against the Lands.

4. For the period from_____to_____, the Affordable Housing Units were used only by Qualified Renters (as defined in the Housing Agreement).

5. At no time during the last year were any of the Affordable Housing Units used as a short-term vacation rental or sublet.

6. The rental payments charged for the Affordable Housing Unit were in compliance with the Housing Agreement and are listed in the attached list.

7. No subletting of the Lands has been permitted.

8. I acknowledge and agree to comply with all of the Owner's obligations under the Housing Agreement, and other charges registered against the Lands and confirm that the Owner has complied with all of its obligations under these Agreements.

9. I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at_____, British Columbia, this___day of_____.

_____
A Commissioner for taking Affidavits
in British Columbia

_____
Signature of person making declaration

PROPOSED

SCHEDULE "B"

Eligibility Criteria for Tenancy for a Qualified Occupant

To be eligible for tenancy, an applicant must be 19 years or older, and must, in no particular order of priority, be either:

i. A Gabriola Island resident who has been living on Gabriola Island for no less than one year;
ii. A non-resident of Gabriola Island who has been working on Gabriola Island for an average of a least 20 hours per week for no less than of one year; or
iii. A registered member of Snuneymuxw First Nation, regardless of current location of residence or work.

Where there are no applicants for a vacant Affordable Housing Unit who meet the foregoing eligibility criteria, and this would result in the Affordable Housing Unit being vacant for more than one month, eligibility for tenancy will be expanded to include any applicant aged 19 years or older who, in no particular priority order, is either:

iv. A former resident of Gabriola Island who has lived away from Gabriola Island for no more than seven consecutive years;
v. A Gabriola Island resident who has been living on Gabriola Island for less than one year;
vi. A non-resident of Gabriola Island who has verifiable work on Gabriola Island starting within 60 days of the commencement of the tenancy that will be for an average of at least 20 hours per week;
vii. A non-resident of Gabriola Island who has been working on Gabriola Island for an average of 20 hours per week for less than one year;
viii. A person with an Immediate family member whose principal residence is on Gabriola Island. "Immediate family member" means a child or parent or sibling, to whom the person is related by blood, adoption or marriage or common-law relationship; or
ix. A status, non-status and/or self-identifying Indigenous, Inuit, or Métis person.

Where there are no applicants for a vacant Affordable Housing Unit who meet the foregoing eligibility criteria, and this would result in the Affordable Housing Unit being vacant for more than one month, eligibility for tenancy will be expanded to include any applicant 19 years of age or older who is permitted as a tenant by an Affordable Housing Funder.

REQUEST FOR DECISION

ISLAND MUNICIPALITY BYLAW SUBMISSION

File No.: 08-3020-20-01 BIM_BL_581

DATE OF MEETING:	June 8, 2022
TO:	Islands Trust Executive Committee
FROM:	David Marlor, MCIP, RPP Director, Local Planning Services
SUBJECT:	Bowen Island Municipality – LUB Amendment Bylaw No. 581

RECOMMENDATION

1. **THAT the Executive Committee advise Bowen Island Municipality that Bylaw No. 581 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 581, 2022" is not contrary to or at variance with the Islands Trust Policy Statement.**

IMPLICATIONS OF RECOMMENDATION

Organizational - None

Financial - None

Policy - None

Implementation/Communications - Communication to Bowen Island Municipality regarding the Executive Committee decision by July 11, 2022.

Other - None

PURPOSE

Bowen Island Municipality Bylaw No. 58 (Attachment 1) is an amendment to the Bowen Island Municipality Land Use Bylaw (LUB) No. 57, 2002 in order to allow for detached accessory dwelling units on all lots where currently attached suites or secondary dwelling units are permitted.

BACKGROUND

Bowen Island currently permits attached secondary suites in all zones, and if the parcel is large enough, a detached secondary suite. The proposed amendment to the land use bylaw will permit detached secondary suites regardless of parcel size. The size of the secondary suite is limited and tied to the parcel size up to a maximum size. The amendment does not increase the density already permitted in the land use bylaw and as

such is not increasing intensity or density of development. The proposed bylaw also prohibits the use of the secondary suite for guest accommodation.

Additional background is available in the Staff Report to Bowen Council dated May 11, 2022 (Attachment 2).

Bowen Island Municipality staff reviewed the Islands Trust Policy Statement (ITPS) Directive Policies (Attachment 3) and have identified the following ITPS Directive policies as relevant:

> *5.2.3 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.*
>
> *5.2.4 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.*
>
> *5.2.5 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.*
>
> *5.8.6 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.*

In review of the staff reports and bylaw, and considering that the proposed amendments do not add any density to that already permitted in the land use bylaw, Staff concurs with the Bowen Island Municipality staff that the remaining ITPS policies do not apply, and that the proposal is not contrary to or at variance with the Island Trust Policy Statement Directive Policies.

Issues Relating To First Nation Interest

From the staff reports received from the Bowen Island Municipality, staff has made no comment regarding any First Nations engagement with this land use bylaw amendment. The Islands Trust Policy Statement does not contain directive policies with regards to First Nations.

Public Comments

As of the date of this Request for Decision, no public comments have been received at the Islands Trust office.

Staff Comments

The purpose of the staff report is to advise if the proposed bylaws are or are not contrary to or at variance with the Islands Trust Policy Statement (ITPS). Bowen Island Municipality has considered the Islands Trust Policy Statement Directives Policies Checklist and has indicated if the Municipality has addressed relevant policies (see Attachment 3).

Based on a review of the proposed Bylaw No. 562, the Bowen Island staff reports, and the ITPS Checklist, Islands Trust staff concludes that the Bylaw No. 562 is not contrary to or at variance with the Islands Trust Policy Statement.

KEY ISSUES/CONCEPTS2

- Referral of Land Use Bylaw No. 581 under s.15 of the Letters Patent
- Written response to Bowen Island Municipality required by July 11, 2022 (45 days after date of receipt of the referral on May 25, 2022).
- Comments from Executive Committee limited to whether or not Bylaw No. 581 is contrary to or at variance with the Islands Trust Policy Statement.
- Staff considers that Bylaw No. 581 is not contrary to or at variance with the Islands Trust Policy Statement.

RELEVANT POLICY

- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]
- Bowen Island Municipality Letters Patent

ALTERNATIVE

1. **Determine that the bylaw(s) is/are contrary to the Islands Trust Policy Statement:**

   THAT the Executive Committee request that staff advise Bowen Island Municipality in writing that the Executive Committee considers that Bylaw No. 581 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 581, 2022" is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], triggering notification of the Minister.

Submitted By:	David Marlor, Director of Local Planning Services	June 1, 2022
Concurrence:		

ATTACHMENTS

1. Bylaw No. 581 – Proposed LUB Amendment
2. BIM Staff Report dated February 1, 2022
3. Islands Trust Policy Statement Checklist

Bowen Island Municipality
Bylaw No.581 2022

A Bylaw to amend Land Use Bylaw No. 57, 2002

WHEREAS, "Bowen Island Land Use Bylaw No. 57, 2002" establishes regulations for accessory residential use and residential guest accommodations within the Bowen Island Municipality, and

THEREFORE be it resolved that the Council for Bowen Island Municipality in open meeting assembly enacts as follows"

1. Citation

1.1 This bylaw may be cited for all purposes as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 581, 2022".

Amendments

2.1 Section 3.57.4 of "Bowen Island Municipality Land Use Bylaw No. 57, 2002" is amended to read as follows:

3.57

.4 No *residential guest accommodation use* is permitted within an *accessory residential use;*

2.2 Section 3.57.3 of "Bowen Island Municipality Land Use Bylaw No. 57, 2002" is amended to read as follows:

.3 65 square metres plus 0.625% of *lot area* to a maximum of 140 square metres;

READ A FIRST TIME this 24th day of May , 2022;

READ A SECOND TIME this ____ day of _____ , _____;

READ A THIRD TIME this ____ day of _____ , _____;

FINALLY ADOPTED this ____ day of _____ , _____;

_____	_____
Gary Ander	Hope Dallas
Mayor	Corporate Officer

To: Mayor Ander and Council

From: Daniel Martin, Manager of Planning and Development

Date: May 11, 2022 Meeting Date: May 24, 2022

Subject: **Detached Secondary Suite Minimum Lot Size Review**
Bylaw No. 581, 2022

RECOMMENDATION

That Bylaw No.581, 2022 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 581, 2022" be read a first time; and

That Council refer Bylaw No.581, 2022 to the Islands Trust, the Advisory Planning Commission, the Housing Advisory Committee, and to a Public Open House.

PURPOSE

To present to Council draft Bylaw 581 for consideration for First Reading. Bylaw 581 is to remove the minimum lot size required for detached secondary suites and prohibit the use of accessory residential units for residential guest accommodation.

BACKGROUND

Council adopted Bylaw No. 414, 2016 in July 2017, which permitted lots to construct a detached secondary suite for properties with a minimum lot size of 0.36 hectares.

At a Regular Council Meeting on April 25, 2022 Council adopted the following motions:

> RES#22-296
> It was Moved and Seconded That Council direct staff to prepare a bylaw to amend the Land Use Bylaw to remove the required minimum lot size for detached secondary suites; and That Council direct staff to bring the prepared bylaw to a future Council meeting for consideration of First Reading.
> CARRIED *(Councilors Fast and Wynen opposed.)*
>
> RES#22-297 It was Moved and Seconded That Council direct staff to prepare a bylaw to amend the Land Use Bylaw to prohibit an accessory residential use from being used as a residential guest accommodation.
> CARRIED *(Councilor Kaile opposed.)*

This report brings that requested bylaw to fulfil the Council direction from that meeting and seeks Frist Reading of the bylaw and referral of the bylaw to the Islands Trust, two advisory committees and a public open house.

Current Regulations

Accessory Residential Use, which includes both attached and detached secondary suites, is regulated in Section 3.54 of the *Land Use Bylaw.* Clause (4) of this section states:

> the minimum size of *lot* on which a *detached secondary suite* may be located is 0.36 hectares.

In addition to section 3.54, detached secondary suites are regulated by the total floor area permitted for accessory buildings, and the maximum lot coverage, floor area, and number of accessory buildings permitted in each zone. Additionally, detached secondary suites require a Development Permit to regulate the form and character of the building, unless the suite meets the list of exemptions (generally related to distance from the property lines).

BYLAW NO 581, 2022

The draft bylaw would replace the existing section 3.57.4 (requiring the minimum lot size) from the Accessory Residential use regulations and replace it with a prohibition on using an accessory residential use for a residential guest accommodation use. The complete section 3.57 therefore would read:

> **ACCESSORY RESIDENTIAL USE**
> 3.57 Where permitted in a zone, an accessory residential use shall comply with the following regulations:
>
> .1 not more than one (1) *accessory residential use* shall be permitted on a *lot*;
>
> .2 in addition to the parking requirements set out in Part 5 of this Bylaw, at least one *parking space* must be provided on the *lot* for each *secondary suite* or *detached secondary suite*;
>
> .3 a *detached secondary suite* shall not exceed a total *floor area* of 65 square metres plus 0.625% of *lot area* to a maximum of 115 square metres;
>
> .4 No *residential guest accommodation use* is permitted within an *accessory residential use;*
>
> .5 a *secondary suite* shall not exceed a total *floor area* of 90 square metres.

STAFF DISCUSSION

Maximum floor area

The current regulations for detached secondary suites, in addition to a required minimum lot size, include a maximum floor area that allows the following:

> 65 square metres plus 0.625% of *lot area* to a maximum of 115 square metres;

At the April 25th, 2022 meeting, Council expressed a desire to see a discussion on the implications of increasing the maximum floor area permitted.

Currently, the maximum size for a detached secondary suite of 115 sq. m. (1,237 sq. ft.) is reached at a property size of 0.8 hectares (approximately 2 acres). Without a maximum size in the bylaw, using the same formula the maximum size would be as shown in the table below.

Council could amend the maximum floor area to read:

> 65 square metres plus 0.625% of *lot area* to a maximum of 140 square metres;

This would allow properties of 1.2 hectares (roughly 3 acres) in area to construct detached secondary suites of up to 140 sq. m. (roughly 1,500 sq. ft).

To make this amendment, staff recommend that Council make the following motion:

That Council direct staff to amend Bylaw No. 581, 2022 to amend Section 3.57.3 of the Land Use Bylaw to read:

> 3.57.3 A *detached secondary suite* shall not exceed a total *floor area* of 65 square metres plus 0.625% of *lot area* to a maximum of 140 square metres;

Council would then give First Reading to Bylaw No. 581, 2022, as amended.

Table 1 – DSS Maximum Floor Area by lot size

Lot Size (ha)	Lot Size (sq. m.)	DSS maximum floor area (sq. m.)	DSS maximum floor area (sq ft)
0.2	2,000	77.50	834
0.4	4,000	90.00	969
0.6	6,000	102.50	1103
0.8	8,000	115.00	1238
1	10,000	127.50	1372
1.2	12,000	140.00	1507
1.4	14,000	152.50	1641
1.6	16,000	165.00	1776
1.8	18,000	177.50	1911
2	20,000	190.00	2045

Development Permit Guidelines

Detached Secondary Suites require a Development Permit to govern the form and character of their development. Guidelines are found in Section 7.6 of the Land Use Bylaw and consist of a total of 8 points. The Guidelines primarily focus on the retention of existing landscaping, and the siting of the DSS so as not to impact the privacy of neighbouring properties.

After reviewing existing guidelines, staff believe that no additional guidelines would be required in concert with changes to the minimum lot size regulations. Staff note however that a more rigorous review of development permit applications may be conducted to ensure compliance with existing guidelines based on proximity to neighoburing dwellings. Primarily, guideline 1) b) which reads:

> *1 b) Establish and maintain privacy with respect to the adjacent lots through the location and orientation of decks, external stairs, doors, windows and balconies.*
>
> *Be sensitive to existing development on adjacent lots to minimize over view and shadowing, and to minimize impacts on established views.*

Achieving compliance with this guideline would require additional detail on lots in close proximity to neighbouring dwellings.

FINANCIAL CONSIDERATIONS

There are no financial implications anticipated from this report. A rezoning process will entail staff time as for any rezoning application, and minor costs around Public Consultation, which would come from the Planning Department budget.

COMMUNICATION TO THE PUBLIC

Staff recommend that this draft bylaw be referred to two advisory committees and a public open house. Following First Reading of a Bylaw, Staff will recommend that this report be referred to the Islands Trust before any consideration of Second Reading occurs. Following second reading a public hearing would be required before the bylaw could be adopted.

ECOLOGICAL CONSIDERATIONS

Allowing greater use of a property under 0.36 hectares as proposed, may result in properties being developed to a greater degree than they would otherwise be developed. Even though overall building limits (including maximum lot coverage, required setbacks, maximum number of buildings) would remain unchanged through this proposed bylaw change, greater uses permitted on a lot may lead to greater impervious surfaces and greater development than would occur without the additional use.

CONCLUSION

Staff recommend Council give First Reading to draft bylaw No. 581 to advisory committees and a public open house.

ALTERNATIVES

1. Council may amended Bylaw No. 581 prior to referring the bylaw to committees. Staff have provided wording for one amendment based on initial Council discussion, to increase the maximum floor area of detached secondary suites on properties larger than 0.8 hectares in area. Other amendments may be identified by Council through discussion at this meeting.
2. That Council refer this bylaw back to staff for further information or amendments.

4. That Council direct staff to not proceed further with this project.

ATTACHMENTS AND REFERENCES:
Attachment 1 – Bylaw No. 581, 2022
Attachment 2 – Staff Report, April 25, 2022 Council Meeting
Attachment 3 – Staff Report January 24, 2022 Council Meeting
Attachment 4 – Islands Trust Policy Checklist

Submitted by: Daniel Martin, Manager of Planning and Development

REVIEWED BY:

CAO/CO	☒
Communications	☒
Environment & Parks	☒
Planning	☒

Bowen Island Municipality
Bylaw No.581 2022

A Bylaw to amend Land Use Bylaw No. 57, 2002

WHEREAS, "Bowen Island Land Use Bylaw No. 57, 2002" establishes regulations for accessory residential use and residential guest accommodations within the Bowen Island Municipality, and

THEREFORE be it resolved that the Council for Bowen Island Municipality in open meeting assembly enacts as follows"

1. Citation

1.1 This bylaw may be cited for all purposes as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 581, 2022".

Amendments

2.1 Section 3.57.4 of "Bowen Island Municipality Land Use Bylaw No. 57, 2002" is amended by replacing .4 to read as follows:

3.57

.4 No *residential guest accommodation use* is permitted within an *accessory residential use;*

READ A FIRST TIME this ____ day of _____ , _____;

READ A SECOND TIME this ____ day of _____ , _____;

A PUBLIC HEARING HELD this ____ day of _____ , _____;

READ A THIRD TIME this ____ day of _____ , _____; AND

FINALLY ADOPTED this ____ day of _____ , _____;

_____	_____
Gary Ander	Hope Dallas
Mayor	Corporate Officer

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw No. 581, 2022 – File: Detached Secondary Suite Minimum Lot Size

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✘ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- **N/A** if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	**Ecosystems**
N/A	**3.1.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	**3.1.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	**3.1.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	**Forest Ecosystems**
N/A	**3.2.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	**Freshwater and Wetland Ecosystems and Riparian Zones**
N/A	**3.3.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	**Coastal and Marine Ecosystems**
N/A	**3.4.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	**3.4.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	**Agricultural Land**
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	**Forests**
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	**Wildlife and Vegetation**
	4.4	**Freshwater Resources**
N/A	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	**Coastal Areas and Marine Shorelands**
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	**Soils and Other Resources**
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.

PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	**Aesthetic Qualities**
N/A	**5.1 3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	**Growth and Development**
✓	**5.2.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	**5.2.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
✓	**5.2.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	**5.2.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	**Transportation and Utilities**
N/A	**5.3.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	**5.3.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	**5.3.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	**5.3.7**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	**Disposal of Waste**
N/A	**5.4.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
	5.5	**Recreation**

N/A	**5.5.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	**5.5.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	**5.5.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	**5.5.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	**5.5.7**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	**Cultural and Natural Heritage**
N/A	**5.6.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	**5.6.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	**Economic Opportunities**
N/A	**5.7.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	**Health and Well-being**
✓	**5.8.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	**COMPLIANCE WITH TRUST POLICY**
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

POLICY STATEMENT DIRECTIVES ONLY CHECK LIST

Bylaw No. 581, 2022 – File: Detached Secondary Suite Minimum Lot Size

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committee address certain matters in their official community plans and regulatory bylaws and Island Municipalities address certain matters in their official community plans and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECK LIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

- ✓ if the bylaw is **consistent** with the policy from the Policy Statement, or
- ✘ if the bylaw is **inconsistent (contrary or at variance)** with a policy from the Policy Statement, or
- **N/A** if the policy is not applicable.

Part III Policies for Ecosystem Preservation and Protection

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	**Ecosystems**
N/A	**3.1.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	**3.1.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	**3.1.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	**Forest Ecosystems**
N/A	**3.2.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	**Freshwater and Wetland Ecosystems and Riparian Zones**
N/A	**3.3.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	**Coastal and Marine Ecosystems**
N/A	**3.4.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
N/A	**3.4.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: Policies for the Stewardship of Resources

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	**Agricultural Land**
N/A	4.1.4	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	4.1.5	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
N/A	4.1.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.

CONSISTENT	NO.	DIRECTIVE POLICY
N/A	4.1.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture
N/A	4.1.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	4.1.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	**Forests**
N/A	4.2.6	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.
N/A	4.2.7	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	4.2.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
	4.3	**Wildlife and Vegetation**
	4.4	**Freshwater Resources**
N/A	4.4.2	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	4.4.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses
	4.5	**Coastal Areas and Marine Shorelands**
N/A	4.5.8	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	4.5.9	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
N/A	4.5.10	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	4.5.11	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	**Soils and Other Resources**
N/A	4.6.3	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the

		protection of productive soils.

PART V: Policies for Sustainable Communities

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	**Aesthetic Qualities**
N/A	**5.1 3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	**Growth and Development**
✓	**5.2.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
✓	**5.2.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
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N/A	**5.2.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	**Transportation and Utilities**
N/A	**5.3.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	**5.3.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	**5.3.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	**5.3.7**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	**Disposal of Waste**
N/A	**5.4.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.

CONSISTENT	NO.	DIRECTIVE POLICY
	5.5	**Recreation**

N/A	**5.5.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	**5.5.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
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N/A	**5.5.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	**5.5.7**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	**Cultural and Natural Heritage**
N/A	**5.6.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	**5.6.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	**Economic Opportunities**
N/A	**5.7.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.
	5.8	**Health and Well-being**
✓	**5.8.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

POLICY STATEMENT COMPLIANCE	
✓	**COMPLIANCE WITH TRUST POLICY**
	NOT IN COMPLIANCE WITH TRUST POLICY for the following reasons:

BRIEFING

To:	Executive Committee	**For the Meeting of:**	June 8, 2022
From:	**Executive Coordinator**	**Date Prepared:**	June 1, 2022

SUBJECT: Suggested Amendments to Draft March 2022 Trust Council Minutes

PURPOSE: To inform Executive Committee of suggested amendments to the draft March 2022 Trust Council Minutes received after the May 4, 2022 EC business meeting.

BACKGROUND: Executive Committee received the draft March Trust Council minutes at its May 4, 2022, business meeting for review and comment. Chair Luckham stated that he had some suggestions for clarity and would do so outside of the meeting.

On May 12, 2022, Chair Luckham sent the following suggestions for amendments, via email, to the Executive Coordinator:

1. At item 9.2.4.6 change from:

   "Vice-Chair of FPC, Trustee Brent, prepared and emailed to all trustees an "Alternate Budget Items and Amounts" document." (page 34 of EC May 4 agenda package)

   Change to:

   "Vice-Chair of FPC, Trustee Brent, spoke to a document he had prepared and named "Alternate Budget Items and Amounts" and suggested that council use this document as the starting point for redrafting the budget. He then emailed the document to trustees and staff for their consideration.

   Trustee Brent's emailed document can be found on pages 34 - 36 of the Trust Council agenda addendum."

2. After TC-2022-008 add the following paragraph: (page 35 of EC May 4 agenda package)

   "CAO Hotsenpiller advised council that staff would review the budget in light of motion TC-2022-006 and the new information received by email today from Trustee Brent and return in the morning with a recommendation for an amended budget."

3. After TC-2022-011 add the following sentence: (page 36 of EC May 4 agenda package)

   "Chair Luckham then called for the vote on the following motion:"

The suggested amendments have been incorporated into the draft minutes and presented as Attachment 1.

ATTACHMENT(S):

1. **Draft March 8-10, 2022 Trust Council minutes**

FOLLOW-UP: By general consent, that Executive Committee forward Attachment 1. Draft March 8-10, 2022 Trust Council minutes, as presented, to the June 21-23, 2022 Trust Council agenda package for adoption.

Prepared By: Executive Coordinator

Reviewed By/Date: CAO, June 2, 2022

Trust Council
Minutes of Regular Meeting

Date: **March 8, 2022 – March 10, 2022**

Location: **Vancouver Island Conference Centre - Benson Room A/B**
101 Gordon Street, Nanaimo BC

Executive Present:

1. **Peter Luckham, Chair, Thetis Island**
2. **Sue Ellen Fast, Vice Chair, Bowen Island Municipality**
3. **Dan Rogers, Vice Chair, Gambier/Keats Island**
4. **Laura Patrick, Vice Chair, Salt Spring Island**

Trustees Attending:

5. **Alex Allen, Hornby Island**
6. **Paul Brent, Saturna Island** (in-person & electronic)
7. **Laura Busheikin, Denman Island**
8. **David Critchley, Denman Island**
9. **Jeanine Dodds, Mayne Island** (in-person & electronic)
10. **Doug Fenton, Thetis Island**
11. **Peter Grove, Salt Spring Island**
12. **Michael Kaile, Bowen Island Municipality**
13. **Kees Langereis, Gabriola Island**
14. **David Maude, Mayne Island**
15. **Ben McConchie, North Pender Island**
16. **Lee Middleton, Saturna Island**
17. **Kate-Louise Stamford, Gambier Island**
18. **Jane Wolverton, Galiano Island**
19. **Steve Wright, South Pender Island**
20. **Scott Colbourne, Gabriola Island** (electronic)
21. **Peter Johnston, Lasqueti Island** (electronic)
22. **Deb Morrison, North Pender Island** (electronic)
23. **Timothy Peterson, Lasqueti Island** (electronic)
24. **Tahirih Rockafella, Galiano Island** (electronic)
25. **Grant Scott, Hornby Island** (electronic)
26. **Cameron Thorn, South Pender Island** (electronic)

Staff Attending:

Russ Hotsenpiller, Chief Administrative Officer
Julia Mobbs, Director, Administrative Services
David Marlor, Director, Local Planning Services
Clare Frater, Director, Trust Area Services
Carmen Thiel, Legislative Services Manager
Kate Emmings, Manager, Islands Trust Conservancy
Warren Dingman, Manager, Bylaw Compliance and Enforcement
Dilani Hippola, Senior Policy Advisor (electronic)
Lori Foster, Executive Coordinator/Recorder

Tuesday, March 8, 2022

The in-person meeting was livestreamed, recorded, and made available for electronic public attendance. There were 5-7 members of the public physically present and 3-5 present electronically. It was noted that there were 121 livestream views on March 8.

1. WELCOME & ACKNOWLEDGEMENT

Chair Luckham called the meeting to order at 1:00 p.m. stating gratitude to live and work on Coast Salish First Nations traditional and treaty territory and that the meeting was being held on Snuneymuxw First Nations territory. It was noted that today was International Women's Day.

There were 15 trustees present in-person and 5 present electronically when the meeting began.

Trustees Busheikin and Critchley arrived in-person at 2:00 p.m.
Trustee Dodds arrived in-person at 5:00 p.m.
Trustees McConchie and Scott sent regrets.
Trustee Thorn was absent.

2. APPROVAL OF AGENDA

Six correspondence items from Executive Committee's March 8th meeting, held earlier today, were forwarded to Trust Council.

By general consent, the agenda was approved as amended.

3. GENERAL BUSINESS ARISING

3.1 Consent Agenda Items

By general consent, Trust Council adopted the recommendations as presented in items 3.1.1 and 3.1.2.

3.1.1 Nov/Dec Trust Council draft meeting minutes

The minutes be adopted as presented.

3.1.2 Resolution(s) without Meeting Report

Receive for information.

4. SELECT COMMITTEE

4.1 Governance Review - Session Outline

Chair Luckham introduced the session.

At 1:10 p.m., Trustee Colbourne left the meeting requesting the record note his departure.

4.2 Receipt of Governance Review prepared by Great Northern Management - BRF

Great Northern Management Consultants (GNMC), Maryantonett Flumian and James Roche were present, in-person.

GNMCs Charles Kelly, Eric Vance and Sylvan Dubois were present electronically.

4.2.1 GNMC PowerPoint Presentation

The GNMCs spoke to summary highlights of the report sharing a PowerPoint presentation. A question and answer session followed.

The meeting recessed for a break at 3:06 p.m. and reconvened at 3:26 p.m.

Discussion ensued on recommendations as presented in the report.

GNMC Flumian stated she will provide a Governance Committee terms of reference as a final follow-up to the report.

At 4:30 p.m., the consultants left the meeting, discussion ensued.

TC-2022-001
It was Moved by Trustee Rogers and Seconded by Trustee Wolverton,
That a short term ad hoc Governance Review Implementation Committee be struck with a mandate to consider and discuss the Governance Review Report and make recommendations to Trust Council on "implementation steps" including prioritizing recommendations with regards to order of importance.

And the committee will be composed of 7 trustees including one member of the Executive appointed by the Executive Committee and 6 members elected from amongst current Trustees in the normal fashion of nomination and secret ballot. The committee will choose a chair that will not be the Executive Committee representative.

The Chief Administrative Officer will be the staff resource to the implementation committee. The committee will provide an interim report to the June 2022 Trust Council and provide a plan no later than September 2022 Trust Council.

TC-2022-002
It was Moved by Trustee Morrison and Seconded by Trustee Wright,
That we defer motion TC-2022-001 until receiving the consultant's feedback tomorrow.

CARRIED

By general consent, Trust Council addressed item 6.1 next.

6. EXECUTIVE

6.1 Consent Agenda Items

By general consent, Islands Trust Council adopted the recommendations as presented in items 6.1.1. to 6.1.3.

6.1.1 Executive Committee Work Program Report

That Islands Trust Council approves the Executive Committee Work Program report as presented.

6.1.2 Strategic Plan Quarterly Report

Receive for information.

6.1.3 Trust Council Follow-up Action List (FUAL)

Receive for information.

The meeting recessed for a break at 5:20 p.m. and reconvened at 7:00 p.m.

5. DELEGATIONS/PUBLIC COMMENT

Chair Luckham opened the session at 7:00 p.m.

There were 17 trustees present in-person and 6 electronic. Trustees Allen, Scott and Thorn sent regrets.

There were 16 members of the public attending electronically and 5 in-person.

5.1 Delegations

5.1.1 Jeffrey Green re: petition regarding the proposed Draft Policy Bylaw

Jeffrey Green spoke in support of redrafting the Policy Statement with a petition signed by 471 people requesting the bylaw also address 8 points of concern as shown in the PowerPoint presentation.

5.1.2 David Dunnison re: Biodiversity Status and Balancing Priorities in the Draft New Policy Statement

David Dunnison addressed the biodiversity status of the Islands Trust Area and asked that the draft new Policy Statement consider 6 recommendations as outlined in the attached PowerPoint presentation.

5.1.3 Year of the Salish Sea

Simran Sarai and Tasha Romeynv presented a PowerPoint slide show requesting Trust Council proclaim June 2022 – June 2023 the Year of the Salish Sea and ways to promote this request.

5.1.4 Michael Sketch re: 2nd iteration of Trust governance

Michael Sketch (attending in-person) read his submission and request **"**The second iteration of Trust governance."

5.1.5 Friends of the Gulf Islands - J. Margison re: Trust Policy Directives Concerns

Jennifer Margison (attending in-person) on behalf of Friends of the Gulf Islands, spoke to the submitted petition asking that the draft Trust Policy Statement make protection of the natural environment and preservation of the rural character of the islands its top priority.

5.1.6 Mairead Boland re: Water in the Trust Area

Mairead Boland presented a PowerPoint titled, "A consideration of Groundwater Sustainability Strategy and Ground Water reports commissioned by the Islands Trust" asking council to consider her findings as presented.

5.2 Public Comment Period

Ian Peace, on behalf of the Gulf Islands Alliance, spoke in full support of 2022/23 budget items including work of the Conservancy, the climate change indicators project, ground water research and mapping, heritage preservation and overlay mapping, Salt Spring Island Ganges Village and Coastal Douglas-fir mapping projects and the official community plan reviews for Gambier and Hornby.

Malcom Inglis, President of the Mayne Island Conservancy Society, spoke to the rampant deer population on Mayne Island and the society's efforts to mitigate the issue as addressed in the correspondence included in the agenda package. He requested any influence Trust Council could bring to the Province would be appreciated.

Shauna Doll, Raincoast Conservation Foundation, spoke in support of the "Year of the Salish Sea" delegation presentation.

Harlene Holm, Denman resident, spoke to her correspondence submitted in the agenda at 17.6. addressing definitions regarding the environment, land use planning and climate change.

Bruce McConchie, South Pender Island resident, spoke to acting on recommendations in the Governance Report and challenges related to passing the budget.

Cynthia, asked about trustee onboarding and orientation and what percentage of trustees have had governance education and training or availed themselves of training by the Province.

Chair Luckham responded that council is offered training and orientation and is a member of the Local Government Leadership Academy.

David Courtenay, Salt Spring Island resident, spoke to his recently submitted correspondence and petition regarding ferry traffic gridlock on the Salt Spring Island Vesuvius/Crofton ferry route.

Jacinthe Eastick, Gabriola Island resident, spoke in support of the Governance Review report recommendation to create a Governance Committee, not just an ad hoc committee.

Chair Luckham called for any further speakers, there were none.

By general consent, the meeting recessed at 8:40 p.m. to reconvene the next morning at 9:00 a.m.

Wednesday, March 9, 2022

At 9:00 a.m., Chair Luckham reconvened the meeting.

There were 19 trustees present in-person and 6 electronically when the meeting reconvened.

Trustee Thorn joined the meeting at 1:36 p.m.

Chair Luckham noted that the consultant's feedback regarding deferred motion TC-2022-001 had not been received at this time.

6.2 Discussion / Decision Items

6.2.1 Chief Administrative Officer's (CAO) Report

CAO Hotsenpiller spoke to the report as presented. There were no questions.

6.2.2 Revised Policy 2.2.3 Resolutions without Meetings (RWM) - RFD

Legislative Services Manager (LSM) Thiel, spoke to the request for decision (RFD) as presented.

Discussion followed on trustee's communication during the RWM process. It was clarified the procedure is a management document and not part of the policy.

TC-2022-003
It was Moved by Trustee Rogers and Seconded by Trustee Fenton,
That Trust Council adopt revised Policy 2.2.3 Trust Council Resolutions Without Meeting (attachment 1).

CARRIED

TC-2022-004
It was Moved by Trustee Morrison and Seconded by Trustee Brent,
That Trust Council request staff to change the procedure "Trust Council Section 13 Resolutions Without Meeting (RWM), Section 3.1" be amended to read "Trustees should limit discussion of Section 13 RWM with other members of the Trust Council because the process takes place outside of a properly called and constituted meeting."

CARRIED

6.2.3 Election Administration and Best Practices for 2022 – BRF

LSM Thiel, spoke to the briefing as presented. There were no questions.

6.2.4 Continuous Learning Plan

Discussion ensured about whether to add continuous learning sessions for the balance of the term.

The report was received for information.

7. LOCAL PLANNING SERVICES

7.1 Consent Agenda Items

By general consent, Islands Trust Council adopted the recommendations as presented in items 7.1.1 and 7.1.2.

7.1.1 Regional Planning Committee Work Program Report

That Islands Trust Council approves the Regional Planning Committee Work Program report as presented.

7.1.2 Bylaw Compliance and Enforcement Statistics Report – BRF

Received for information.

7.2 Discussion / Decision Items

7.2.1 Director of Local Planning Services (DLPS) Report

DLPS Marlor spoke to the report as presented. No questions followed.

7.2.2 Engagement & Intergovernmental Relations between IT & First Nations & Other Agencies including reconciliation and heritage overlay project – BRF

DLPS Marlor spoke to the briefing as presented.

7.2.3 Amendments to Policy 5.9.1 Best Management Practices for Delivery of Local Planning Services to Local Trust Committees - RFD

Trust Council discussed the policy and provided feedback.

Discussion was heard on:

- Official community plan amendment process and local trust committee prioritization,
- Reconciliation is the work of the Trust,
- This document will come back to Trust Council, ready for adoption in June.

Trustee McConchie left the meeting at 10:22 a.m.

The meeting recessed at 10:33 a.m. and reconvened at 10:53 a.m.

8. TRUST AREA SERVICES

8.1 Consent Agenda Items

Trust Council adopted the recommendations as presented in items 8.1.1 to 8.1.4.

8.1.1 Trust Programs Committee Work Program Report

That Islands Trust Council approves the Trust Programs Committee Work Program Report as presented.

8.1.2 Legislative Monitoring – BRF

This item was pulled for discussion as Executive Committee approved bi-annual reporting of this item with the next report to be presented at September Trust Council.

Received for information.

8.1.3 Islands Trust Community Stewardship Awards 2022 –BRF

Receive for information.

8.1.4 Islands Trust Conservancy Report

Islands Trust Conservancy Chair, Trustee Stamford, pulled the report for discussion to highlight data reporting, biodiversity status and the generous bequest of $100,000 from Susan Bloom, Salt Spring Island conservationist.

Received for information.

8.2 Discussion / Decision Items

8.2.1 Director of Trust Area Services Report

DTAS Frater spoke to the report.

8.2.2 Policy Statement Amendments Phase 3 Engagement - Session Outline

8.2.2.1 ISL PowerPoint Presentation

ISL Consultants presented a PowerPoint on public in-person engagement and workshops for Phase 3 of the Policy Statement amendment project.

The meeting recessed for lunch at 12:05 p.m. and reconvened at 1:04 p.m.

Questions and answers followed.

8.2.3 Policy Statement Amendment Project Update – BRF

DTAS Frater spoke to the briefing as presented.

9. ADMINISTRATIVE SERVICES / FINANCE

9.1 Consent Agenda Items

By general consent, Islands Trust Council adopted the recommendations as presented in items 9.1.1 and 9.1.2.

9.1.1 Financial Planning Committee Work Program Report

That Islands Trust Council approves the Financial Planning Committee Work Program Report as presented.

9.1.2 December 31, 2021 Quarterly Financial Report – RFD

That Islands Trust Council approves the December 31, 2021 Quarterly Financial Report as presented.

9.2 Discussion / Decision Items

9.2.1 Director of Administrative Services Report

DAS Mobbs presented the report.

9.2.2 2021/22 Financial Forecast – Briefing

Trustee Thorn joined the meeting electronically at 1:40 p.m.

9.2.3 Public Feedback on Draft 2022/23 Budget – BRF

Discussion ensued on the public feedback received from the survey and correspondence.

9.2.4 2022/23 Budget Recommendation to Trust Council

9.2.4.1 March 2022 Islands Trust Council Proposed 2022/23 Budget - Session Overview

Financial Planning Committee Chair, Trustee Grove, introduced the budget session.

Discussion regarding grant funding and funding from surplus followed.

9.2.4.2 Budget Assumptions and Principles – BRF

DAS Mobbs spoke to the briefing which also appeared on the December 2021 Trust Council agenda.

Discussion on which local trust committees had adopted the fees bylaws and potential revenue ensued.

9.2.4.3 FPC Recommended 2022/23 Budget - Overview & Highlights – BRF

DAS Mobbs summarized highlights from the briefing and gave an overview of the business cases as presented in 9.2.4.4.1 to 9.2.4.4.4.

Trustee Morrison left the meeting at 2:18 p.m.

The meeting recessed for a break at 3:00 p.m. and reconvened at 3:15 p.m.

Trustee Morrison returned at 3:15 p.m.

9.2.4.4 Funding Requests/Business Cases

Chair Luckham opened the floor to discussion regarding the business cases as presented.

9.2.4.4.1 LTC Projects - business cases

Discussion regarding funding of local trust committee (LTC) projects, specifically official community plan amendment projects followed.

9.2.4.4.2 Strategic Plan Projects – business cases

DAS Mobbs summarised the business cases as presented.

9.2.4.4.3 Operational Projects – business cases

DAS Mobbs summarised the business cases as presented.

9.2.4.4.4 Islands Trust Conservancy Board - budget request

DAS Mobbs summarised the budget request as presented.

9.2.4.5 Special Tax Requisition (SSIWPA) – RFD

DAS Mobbs spoke to the request for decision (RFD).

Trustee Patrick spoke to the Salt Spring Island Watershed Protection Alliance; that SSIWPA is a coordination group.

TC-2022-005
It was Moved by Trustee Patrick and Seconded by Trustee Grove,
THAT Trust Council include a special property tax requisition for the Salt Spring Island Local Trust Area in the amount of $60,000 in its 2022/23 annual budget, to fund additional operations of the Salt Spring Island Local Trust Committee (LTC) in preserving and protecting the quality and quantity of water resources within the Salt Spring Island Local Trust Area.

CARRIED

9.2.4.6 Trustee Brent Alternative 2022/23 Budget received March 9, 2022

TC-2022-006
It was Moved by Trustee Wright and Seconded by Trustee Langereis,
That the Islands Trust Council reject the Financial Planning Committee's (FPCs) recommended 2022/23 budget and that it not exceed 2021/2022 budget.

Trustee Wright spoke to the motion, discussion followed.

Vice-Chair of FPC, Trustee Brent, spoke to a document he had prepared and named "Alternate Budget Items and Amounts" and suggested that council use this document as the starting point for redrafting the budget. He then emailed the document to trustees and staff for their consideration.

Trustee Brent's emailed document can be found on pages 34-36 of the Trust Council agenda addendum.

Discussion followed.

TC-2022-007
It was Moved by Trustee Rogers and Seconded by Trustee Grove,
That motion TC-2022-006 be tabled.

CARRIED

TC-2022-008
It was Moved by Trustee Brent and Seconded by Trustee McConchie,
That Trust Council review the 2022/23 draft budget, using the document entitled "Alternate Budget Items and Amounts" as a reference.

CARRIED

CAO Hotsenpiller advised council that staff would review the budget in light of motion TC-2022-006 and the new information received by email today from Trustee Brent and return in the morning with a recommendation for an amended budget.

TC-2022-009
It was Moved by Trustee Critchley and Seconded by Trustee Rockafella,
That the Trust Council meeting recess until 8:45 a.m. Thursday morning.

CARRIED

By general consent, the meeting recessed at 5:17 p.m.

Thursday, March 10, 2022

Chair Luckham reconvened the meeting at 8:55 a.m. All trustees were deemed present.

It was reported that there were 97 livestream views. For public attendance, 5 were electronic and 5 were in-person.

10. CLOSED MEETING

By general consent, Trust Council postponed the closed meeting session to June Trust Council.

11. RISE AND REPORT - None

12. TRUSTEE ROUNDTABLE

By general consent, Trust Council postponed the trustee roundtable session and used the time to continue work on budget review and amendments.

Chair Luckham resumed the agenda at item 9.2.4.

Working overnight, staff redrafted the Financial Planning Committee recommended budget in consideration of motion TC-2022-008. The redraft was presented to trustees for discussion and circulated via email for consideration.

TC-2022-010
It was Moved by Trustee Brent and Seconded by Trustee McConchie,
That Trust Council use the staff prepared budget on which to base our discussions with on passing a budget.

CARRIED

TC-2022-011
It was Moved by Trustee Wright and Seconded by Trustee Langereis,
That motion TC-2022-006 be lifted from the table.

CARRIED

Chair Luckham then called for the vote on the following motion:

TC-2022-006
It was Moved by Trustee Wright and Seconded by Trustee Langereis,
That the Islands Trust Council reject the Financial Planning Committee's (FPCs) recommended 2022/23 budget and that it not exceed 2021/2022 budget.

DEFEATED

TC-2022-012
It was Moved by Trustee Colbourne and Seconded by Trustee Morrison,
That the heritage overlay mapping and reconciliation action plan items be put back into the budget.

The meeting recessed for a break at 10:35 a.m. and reconvened at 10:40 a.m.

Chair Luckham called the question on TC-2022-012.

CARRIED

TC-2022-013
It was Moved by Trustee Rogers and Seconded by Trustee Fast,
That the secretariat services be included in the budget for 15,000.

CARRIED

TC-2022-014
It was Moved by Trustee Langereis and Seconded by Trustee Brent,
That we remove the $15,000 for website addition which is for a survey.

CARRIED

TC-2022-015
It was Moved by Trustee Busheikin and Seconded by Trustee Wolverton,
That we add affordable housing model bylaws back into the budget at $5,000.

CARRIED

TC-2022-016
It was Moved by Trustee Colbourne and Seconded by Trustee Rockafella,
That $15,000 for the Governance Management Review Project be removed from this budget.

DEFEATED

TC-2022-017
It was Moved by Trustee Morrison and Seconded by Trustee Brent,
That the Howe Sound Water Mapping Project be removed from the budget - $86,000.

DEFEATED

TC-2022-018
It was Moved by Trustee Wolverton and Seconded by Trustee Fenton,
That the office lease costs on line 4 of $20,000 be added back in to the budget.

Director of Administrative Services Mobbs noted that $2,200 subsequent costs would be added back with this item.

TC-2022-019
It was Moved by Trustee Rogers and Seconded by Trustee Grove,
That motion TC-2022-018 be amended by changing $20,000 to $10,000.

CARRIED

Chair Luckham called question on motion TC-2022-018 as amended.

That the office lease costs on line 4 of $10,000 be added back in to the budget.

CARRIED

TC-2022-020
It was Moved by Trustee Patrick and Seconded by Trustee Grove,
That $32,000 be restored to the Coastal Douglas-fir Salt Spring Island Project and $32,000 be removed from the Ganges Village Project.

CARRIED

TC-2022-021
It was Moved by Trustee Peterson and Seconded by Trustee Busheikin,
That the $5,000 for the Reconciliation Action Plan Implementation be returned to the budget.

DEFEATED

TC-2022-022
It was Moved by Trustee Busheikin and Seconded by Trustee Wolverton,
That $20,000 be added to meeting expenses so that one more Trust Council meeting be a hybrid meeting this term.

DEFEATED

TC-2022-023
It was Moved by Trustee Busheikin and Seconded by Trustee Wolverton,
That the training and conferences item be restored by adding $4,343.

CARRIED

DAS Mobbs noted that, with the additions Trust Council has just passed, there will be a net increase of $19,343.00 to the budget.

TC-2022-024
It was Moved by Trustee Fast and Seconded by Trustee Morrison,
That the $19,000 additions to budget be funded from surplus.

CARRIED

TC-2022-025
It was Moved by Trustee Brent and Seconded by Trustee Allen,
That the 2022/23 proposed budget be passed as amended.

CARRIED

The meeting recessed for a break at 12:01 p.m. and reconvened at 12:35 p.m.

When the meeting reconvened, Trustees Wright and Allen were absent.

13. 2022/23 BUDGET APPROVAL

DAS Mobbs presented the 5-year plan, including the proposed Bowen Island tax levy.

13.1 Financial Plan Bylaw No. 185 - RFD

13.1.1. Five Year Financial Plan Bylaw – received March 10, 2022

TC-2022-026
It was Moved by Trustee Grove and Seconded by Trustee Rogers,
That Islands Trust Council Bylaw 185, cited as the "Financial Plan Bylaw, 2022/23" be Read a First Time.

CARRIED

TC-2022-027
It was Moved by Trustee Grove and Seconded by Trustee Fenton,
That Islands Trust Council Bylaw 185, cited as the "Financial Plan Bylaw, 2022/23" be Read a Second Time.

CARRIED

TC-2022-028
It was Moved by Trustee Grove and Seconded by Trustee Rogers,
That Islands Trust Council Bylaw 185, cited as the "Financial Plan Bylaw, 2022/23" be Read a Third Time.

CARRIED

TC-2022-029
It was Moved by Trustee Grove and Seconded by Trustee Wolverton,
That Islands Trust Council Bylaw 185, cited as the "Financial Plan Bylaw, 2022/23" be forwarded to the Minister of Municipal Affairs for approval consideration.

CARRIED

13.2 Revenue Anticipation Borrowing Bylaw No. 186 – RFD

DAS Mobbs spoke to the request for decision, an annual item as required by the *Islands Trust Act*.

TC-2022-030
It was Moved by Trustee Grove and Seconded by Trustee Rogers,
That Islands Trust Council Bylaw 186, cited as the "Revenue Anticipation Borrowing Bylaw 2022-23" be Read a First Time.

CARRIED

TC-2022-031
It was Moved by Trustee Grove and Seconded by Trustee Wolverton,
That Islands Trust Council Bylaw 186, cited as the "Revenue Anticipation Borrowing Bylaw 2022-23" be Read a Second Time.

CARRIED

TC-2022-032
It was Moved by Trustee Grove and Seconded by Trustee Fenton,
That Islands Trust Council Bylaw 186, cited as the "Revenue Anticipation Borrowing Bylaw 2022-23" be Read a Third Time.

CARRIED

TC-2022-033
It was Moved by Trustee Grove and Seconded by Trustee Fast,
That Islands Trust Council Bylaw 186, cited as the 'Revenue Anticipation Borrowing Bylaw 2022-23" be forwarded to the Minister of Municipal Affairs and Housing for approval consideration.

CARRIED

14. NEW BUSINESS – None

15. SUMMARY/UPDATES

15.1 Trustee Updates

15.1.1 BC Ferries (Ferry Advisory Committee Chairs)

Trustee Scott noted that a meeting with Minister Osborne regarding ferry service on Hornby/Denman is scheduled for tomorrow.

15.1.2 First Nations

Trustee Fenton reported on upcoming separate boat tours with the Lyackson and Penelakut First Nations of the Thetis Island local area with some funding provided from the Community to Community (C2C) grants program.

15.1.2.1 Trustee Johnston - Xwe-eay/Lasqueti Archaeology Project

The attached report was received for information.

Trustee Johnston circulated, by email, an open invitation for all trustees to attend a virtual webinar hosted by the Xwe-eay/Lasqueti Archaeology Project and Simon Fraser University re: Exerting Indigenous Self-Determination in Local Heritage Policy on March 11, 2022 from 10:00 a.m. to 11:30 a.m.

15.1.3 Gulf Islands National Park Reserve Advisory Committee

Trustee Middleton reported the there is a new superintendent, the committee has been dormant and that Trustee Middleton will reach out to see if the committee will be starting up again.

15.1.4 Salt Spring Island Watershed Protection Alliance (SSIWPA)

Trustee Patrick will bring a report back to the June Trust Council meeting.

15.1.5 Trustee Stamford - Atl'ka7tsem/Howe Sound Community Forum

Trustee Stamford's report in the agenda package was received for information.

15.1.6 Baynes Sound Forum - None

15.1.7 Freighter Anchorages Update

Chair Luckham and Trustee Wolverton spoke to upcoming advocacy meetings with the Vancouver Fraser Port Authority and Transport Canada regarding freighter anchorages in the southern Gulf Islands.

Trustee Fenton will circulate to all trustees the recently released South Coast Ship Watch Alliance position paper and fact sheet, for information.

15.2 Trust Council Top Priorities Report

Received for information.

15.3 Proposed June Trust Council Agenda Program

Received for information.

Trustee Brent left the meeting at 1:02 p.m.

15.4 Disposition of Delegations and Public Comment Requests

Regarding item 5.1.3., Year of the Salish Sea, delegation to Trust Council.

TC-2022-034
It was Moved by Trustee Busheikin and Seconded by Trustee Scott,
THAT Trust Council support the SFU Fall 2021 Semester in Dialogue cohort recommendation to proclaim June 8, 2022 to June 7, 2023 as the "Year of the Salish Sea", thereby joining other governing bodies, organisations, and community groups in a collective effort to improve the health and management of the Salish Sea; and
THAT Trust Council direct staff to explore opportunities to collaborate with local organisations, networks, and individuals taking part in the Year of the Salish Sea to raise public awareness about the importance of a revitalized and healthy Salish Sea; and
THAT Trust Council encourage staff and trustees to learn from the lived experiences and knowledge of the Indigenous Nations of the Salish Sea on how to improve the health and management of the Salish Sea for the benefit of future generations.

CARRIED

16. STRATEGIC PLAN (Amendments) - None

17. CORRESPONDENCE

17.1 Mayne Island Conservancy Society re: Urgent Action Requested Regarding Fallow Deer

Trustee Maude spoke to the attached correspondence.

TC-2022-035
It was Moved by Trustee Maude and Seconded by Trustee Langereis,
That a letter of support from Trust Council, signed by the Chair re: Mayne Island Conservancy Society Urgent Action Requested Regarding Fallow Deer be sent to the minister.

CARRIED

Islands Trust Conservancy Chair, Trustee Stamford concurred supporting advocacy regarding fallow deer.

By general consent, Trust Council requested staff forward item 17.1 correspondence to Islands Trust Conservancy.

17.2 FLNRORD Coastal Douglas-fir description review email dated February 18, 2022

Received for information.

17.3 Gulf Islands Alliance re: Supports the mandate of the Islands Trust dated February 17, 2022

Received for information.

17.4 Piers Island SSIWPA Tax letter dated February 17, 2022

Received for information.

17.5 J. Eastick re: Residential Density email dated February 15, 2022

Received for information.

17.6 H. Holm re: letter to March Trust Council dated February 13, 2022

Received for information.

17.7 C. Ferris re: Bill C-216 support requested letter dated February 10, 2022

TC-2022-036
It was Moved by Trustee Johnston and Seconded by Trustee Fenton,
Trust Council to take the action requested and recommended by Chris Ferris and Doug Hopwood in correspondence item 17.7 on page 777 of the agenda package: to endorse Bill C-216 in our federal parliament, "An Act to Amend the Controlled Drugs and Substances Act and to Enact the Expungement of Certain Drugs-related Convictions Act and the National Strategy on Substance Use Act."

CARRIED

17.8. M. Welman re: letter to Trust Council email dated February 19, 2022

Received for information.

17.9. F. Attorp correspondence dated February 23 and March 2, 2022

Received for information.

17.10. T. Law letter to Trust Council dated February 28, 2022

Received for information.

17.11. K.Peszel re: Budget increase by Financial Committee email dated February 18, 2022

Received for information.

17.12. J. Green re: Approval of the Budget by Financial Committee email dated February 19, 2022

Received for information.

18. NEXT MEETING

The next Trust Council Quarterly meeting is scheduled to be held electronically June 21-23, 2022.

19. ADJOURNMENT

By general consent, at 1:25 p.m. the meeting was adjourned.

_____
Peter Luckham, Chair

Certified Correct

_____
Lori Foster/Recorder

DRAFT

Islands Trust

Print Date: June 3, 2022

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 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: 07-Sep-2022	In Progress
3	CAO to provide a high-level advice/report with respect to the process of advancing the Governance and Management Review report.	Russ Hotsenpiller	Meeting: 04-May-2022 Target: 08-Jun-2022	In Progress
4	Executive Committee rescheduled its July 6, 2022, regular business meeting to July 7, 2022. Update website and calendars.	Russ Hotsenpiller	Meeting: 25-May-2022 Target: 08-Jun-2022	Completed

Director, Administrative Services

Activity	Responsibility	Dates	Status

Follow Up Action Report

Executive Committee

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: 07-Sep-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: 07-Sep-2022	In Progress

Director, Legislative Services

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. As of March 2022, amendments to 11 out of 17 policies deemed out of date have been adopted.	David Marlor	Meeting: 03-Feb-2021 Target: 23-Sep-2022	In Progress

Follow Up Action Report

Executive Committee

Director, Legislative Services

Activity	Responsibility	Dates	Status
2 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: 07-Sep-2022	In Progress
3 Acting Director, Planning Services Inform Hornby Island LTC that EC approved Bylaws No. 168 and 169.	David Marlor	Meeting: 25-May-2022 Target: 26-May-2022	Completed

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: 07-Sep-2022	In Progress
2 Legislative Monitoring Chart (bi-annually to Trust Council) Staff to produce the Legislative Monitoring briefing every 6 months with the next one being September 2022.	Clare Frater	Meeting: 23-Feb-2022 Target: 20-Sep-2022	Completed

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
3 Authorize a grant of $4,500 (from History and Heritage Grants) to Drama Camp Productions in support of the application to host screenings of the movie Dust n Bones and reconciliation discussions on Hornby, Denman (COMPLETE) and Gabriola Islands, subject to support of local trustees and affected local trust committees.	Clare Frater	Meeting: 26-Feb-2020 Target: 07-Sep-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: 07-Sep-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: 07-Sep-2022	In Progress
6 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: 07-Sep-2022	In Progress
7 That Executive Committee request staff to send a follow-up letter to the Province regarding the New Brighton dock letter sent October 2, 2020, File No. 12-05-6410-03-2020 and attach the October 2 and October 14 deputy minister response as an addendum.	Clare Frater	Meeting: 02-Feb-2022 Target: 25-May-2022	In Progress

Islands Trust

Print Date: June 3, 2022

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Activity	Responsibility	Dates	Status
8 Staff bring back an amendment to the History, Heritage and Conservation Grants-in-Aid Policy 2.1.14 regarding grant applications with indications about an intake period and maximum amount.	Clare Frater	Meeting: 13-Apr-2022 Target: 08-Jun-2022	In Progress
9 Staff to develop policy regarding s. 8 (2) (h.1) (iii) and (iv) of the Islands Trust Act.	Clare Frater	Meeting: 13-Apr-2022 Target: 08-Jun-2022	In Progress
10 Continue to work with K'ómoks First Nation and Gabriola Historical Society in terms of its funding request and Executive Committee consider ways to allocate funds for such requests.	Clare Frater	Meeting: 04-May-2022 Target: 07-Sep-2022	In Progress
11 Staff to provide advice to the Executive Committee in time for the September Trust Council on alternatives to increase the History Heritage Grants-in-aid funding for the current fiscal year.	Clare Frater	Meeting: 25-May-2022 Target: 07-Sep-2022	In Progress
12 Remove TAS Director FUAL items, as shown in the May 25 FUAL report, items 6.7. and 8. by EC resolution.	Clare Frater	Meeting: 25-May-2022 Target: 08-Jun-2022	Completed
13 Staff to prepare a letter from the Chair to the Ministry of Forests, Land, Natural Resource Operations advocating for the proper disposal of replaced docks.	Clare Frater	Meeting: 25-May-2022 Target: 21-Jun-2022	In Progress

Print Date: June 2, 2022

Resolutions Without Meetings Log

Trust Council

Resolution Number	Action	Date
2022-005	**Carried**	**02-May-2022**
It was Moved by Trustee Wright and Seconded by Trustee Peterson, that Islands Trust Council Bylaw 186, cited as "Revenue Anticipation Borrowing Bylaw, 2022-2023", be adopted.		
2022-004	**Carried**	**29-Apr-2022**
It was Moved by Trustee Fast and Seconded by Trustee Wolverton, that Islands Trust Council Bylaw 185, cited as "Islands Trust Financial Plan Bylaw, 2022-2023", be adopted.		
2022-003	**Carried**	**01-Apr-2022**
It was Moved by Trustee Langereis and Seconded by Trustee Brent, Pursuant to section 4.3.2 of the Trust Council Procedures' manual; that the motion TC-RWM-2022-002 to schedule a Special Electronic Meeting be postponed until the June 2022 Trust Council meeting.		
2022-002	Postponed	**31-Mar-2022**
It was Moved by Trustee Stamford and Seconded by Trustee Wolverton, That Trust Council schedule a Special Electronic meeting to be held Wednesday, April 20, from 11:00 am - 3pm, to consider deferred (postponed) motion TC-2022-001 and next steps as required.		

Islands Trust

Print Date: June 3, 2022

Top Priorities Report

Executive Committee

1. *Islands Trust Act Amendments*	Responsible	Dates
Current requests by Trust Council to seek legislative change have substantially occurred.	Russ Hotsenpiller	Rec'd: 26-Oct-2016

2. *Update Islands Trust Policy Statement*	Responsible	Dates
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)	Clare Frater	Target: 15-Sep-2022

3. *Climate Change Emergency*	Responsible	Dates
Matters pertaining to Islands Trust mitigation and adaptation to climate change impacts. (Strategic Plan 3.1)	Russ Hotsenpiller	Rec'd: 05-Jun-2019

4. *Business Response to COVID-19*	Responsible	Dates
As conditions associated with the COVID 19 pandemic have changed, business practice has been amended. As of May 2022, the Safety Plan is no longer in effect, having been replaced by a Communicable Disease Prevention Plan. Also, staff have either returned to the workplace full time or made alternate arrangements via telework agreement.	Russ Hotsenpiller	Rec'd: 15-Apr-2020

Top Priorities Report

Executive Committee

5. *First Nations Reconciliation*	Responsible	Dates
Implementation of the Reconciliation Action Plan. (Strategic Plan Items 4.5 & 4.6)	Russ Hotsenpiller	Rec'd: 02-Sep-2020

5. *Preserve and protect marine ecosystems*	Responsible	Dates
Continue advocacy re: Freighter Anchorages, Trust Council added freighter anchorages to the list of Executive Committee list of top priorities. (Strategic Plan Item 2.1)	Clare Frater	Rec'd: 11-Mar-2021

Islands Trust

Print Date: June 3, 2022

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 Julia Mobbs Russ Hotsenpiller	02-Sep-2020

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 Kate Emmings	02-Sep-2020

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) 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.		21-Oct-2020

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 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 -		21-Jul-2021

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

1. LAND STEWARDSHIP

Preserve, protect and advocate for forest and terrestrial ecosystems

Strategy	Responsibility	Funding	Comment	Implementation
1.1. Map contiguous tracks of the Coastal Douglas fir zone (CDF) and associated ecosystems to aid in protection of that zone and its associated ecosystems.	Regional Planning Committee	2019/20 - $15,300	Completed.	complete
1.2. Create a model development permit for Local Trust Committee-Bowen Island Official Community Plans bylaws to protect Coastal Douglas fir zones throughout the Trust Area.	Regional Planning committee		Work will not be completed this term. RPC is watching work being undertaken by SSI on CDF protection, and that work could lead to model bylaws in the future.	Not started
1.3. Amend legislation to increase the percentage of the Natural Area Protection Tax Exemption Program (NAPTEP) to act as an incentive for the protection of forest cover for climate change mitigation and adaptation in the Islands Trust Area.	Executive		Ministry officials have referred the Islands Trust to the Ministry of Finance for further information. A tax shift analysis is required for a business case to the Province of BC regarding Trust Council's desire that legislation be amended to increase the NAPTEP exemption. To date, staff have not engaged in this work due to other priorities. Staff proposed that the Executive Committee request $5,000 in 2022/23 for this work but the Executive Committee opted to not request any funding.	Not started
1.4. Create forestry initiatives including establishment of development permit areas, tree cutting authority advocacy, enforcement of development permits related to forestry and advocacy associated with the *Private Managed Forest Land Act*.	Executive		Added March 2021 by amendment of Trust Council. Trust Council session on potential tree-cutting powers occurred September 2021 Advocacy has happened re PMFL Act changes. Subsequent discussion with Ministry staff regarding provision of tree authority ongoing, no specific outcomes achieved as of June 2022.	In progress

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

2. MARINE AND FRESHWATER STEWARDSHIP

To preserve and protect marine ecosystems

Strategy	Responsibility	Funding	Comment	Implementation
2.1. Advocate to minimize the impact of commercial activities on the marine environment and participate in Canada''s Southern Resident Killer Whale (SRKW) recovery plan.	Trust Area Services		Saturna LTC has requested advocacy letter. Staff awaiting draft letter from Trustee Middleton. No progress since June Trust Council 2020 meeting but staff have done some related Facebook posts.	In progress
2.2. Map the extent of eelgrass and kelp beds throughout the Trust Area.	Regional Planning Committee	2021/22 - $55,000 ($50,000 Islands Trust for imagery and eelgrass mapping & $5,000 Islands Trust Conservancy for Bull Kelp mapping)	Work was completed in March 2022. Mapping and the associated reports for eelgrass and kelp mapping is now posted on the Islands Trust website at https://islandstrust.bc.ca/programs/ecosystem-inventories/ and will be shared with First Nations and others as requested.	Cancelled for FY2020/21, completed in FY2021/22. No mapping has been groundtruthed and further work could include field work to confirm mapping done through photo interpretation (e.g. Level 2 mapping of eelgrass).
2.3. Undertake a review of Local Trust Committee-Bowen Islands Municipality foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore and nearshore.	Regional Planning Committee	2020/21 - $10,000	Completed.	In Progress

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

2. MARINE AND FRESHWATER STEWARDSHIP

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

Strategy	Responsibility	Funding	Comment	Implementation
2.4. Develop a regional freshwater management strategy that addresses responsibilities under the Water Sustainability Act, identifies water resources throughout the Trust Area, integrates water resource management into land use decision-making, and accounts for the impacts of climate change on island water resources.	Regional Planning Committee	2020/21 - $20,000 (TC), $30,000 (Grant) = total $50,000	Final Strategy presented to Trust Council in December 2021 - RPC working as directed by Trust Council to develop policy on implementation.	In Progress
2.5. Map and develop water budgets for groundwater aquifers in the Trust Area.	Regional Planning Committee	$50,000	Work underway on Hornby, Denman and Gabriola, and updating Salt Spring with new methodology. Completion expected by March 31, 2022. $50,000 from Trust Council for this project. Regional Planning Committee has requested $50,000 for FY2022/23 to undertake mapping on Lasqueti, Bowen, Keats and Gambier islands.	In progress
2.6. Develop a model land use regulation regarding freshwater sustainability including groundwater, rainwater catchment and greywater recycling.	Regional Planning Committee		Delayed waiting outcome of groundwater mapping projects.	Not started

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

3. CLIMATE CHANGE

Mitigate and adapt to climate change impacts

Strategy	Responsibility	Funding	Comment	Implementation
3.1. Amend the Islands Trust Policy Statement to add climate change mitigation, adaptation and resiliency policies.	TC/Executive/Trust Programs Committee	2019/20 - $39,820, 2020/21 - $45,000, 2021/22 $29,500 +$75,000+$82,000, 2022/23 $55,000	Policy Statement Amendment Project is underway. TPC working groups have concluded their work. The Islands Trust released a "What we heard" public engagement report in July 2020 and Trust Council received the Policy Directions survey results in 2021. There was a virtual open house for the project in March 2021 and Trust Council held a discussion related to the project in March 2021, informed by a discussion paper. Trust Council chose note not to proceed with first reading in July 2021 pending more public engagement. In September 2021, Trust Council approved the Islands 2050 Phase 3 Public Engagement Project Charter scenario 3 and approve a budget of an additional $82,000. Staff prepared a request for proposals, administered a procurement process and executed a contract with ISL Engineering which delivered, with Islands Trust staff, a ppublic engagement process in March and April 2022. First Nations engagement continues through into Phase 2 of early and meaningful engagement with capacity funding. A report will be on the June Trust Council agenda providing the results to date of First Nations engagement, public engagement and referrals.	In progress

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

3. CLIMATE CHANGE

Mitigate and adapt to climate change impacts

Strategy	Responsibility	Funding	Comment	Implementation
3.2. Amend Official Community Plans and land use bylaws to foster climate change resilience, including measures to protect Coastal Douglas fir, foreshore and nearshore environments and groundwater.	Local Planning Services		Awaiting model bylaw from RPC- item 2 above. This is not budgeted for FY2020/21. No budget requested for FY 2022/23. This item not expected to be completed this term.	Not started
3.3 Develop i) a set of climate change, demographic and environmental data and ii) performance criteria in order to identify the effects of climate change in the Trust Area and to measure mitigation and adaption efforts.	Trust Programs Committee	2020/21 - $5,000; 2021/22 - $25,000 (not spent as re-allocated to Policy Statement Amendment)	Trust Programs Committee received a contracted report about climate indicators at the August 2020 meeting which it forwarded to Trust Council.	Delayed

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

4. COMMUNITY AND COMMUNICATION

Improve community engagement and participation in Islands Trust work

Strategy	Responsibility	Funding	Comment	Implementation
4.1. Develop the capacity to broadcast public meetings of Local Trust Committees, Council Committees and Trust Council.	Executive Admin-IT	2020/21 - $19,000	**Technology**: Understanding of tech requirements to broadcast meetings (ie: livestream outwards in real time) and provide remote meeting attendance is complete. Technology to support this undertaking is in use. Hybrid meetings are now being trialed. **Legislative**: Provisions of the *Freedom of Information and Protection of Privacy Act* (re: collection, storage and disclosure of personal information) and defamation law apply to broadcasting (streaming) meetings. One recommended practice, regardless of whether a meeting is conducted in person, or electronically, is that Islands Trust bodies notify the public that a meeting will be recorded and the recording posted online. Notification is now being provided to the public through Chairs opening remarks and meeting notices that LTC meetings are being recorded and the recording posted online.	In progress
4.2. Develop a new website and initiate a social media program.	Executive	2019/20 - $69,512 2020/21 - $45,000, 2021/22 - $7,000	New website was soft launched at end of April 2021 with ongoing work to refine the site and develop maintenance processes and checklists. Staff are working on search engine interface improvements. Facebook and Twitter are being updated as time permits.	In progress

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

4. COMMUNITY AND COMMUNICATION

Improve community engagement and participation in Islands Trust work

Strategy	Responsibility	Funding	Comment	Implementation
4.3. Develop and implement a stewardship education program directed towards the public, industry and stakeholders in the Trust Area.	Trust Programs Committee	2020/21 - $15,000; 2021/22 - $24,000, 2022/23 - $13,000	In 2020, Trust Programs Committee delivered a water conservation webinar, an eelgrass webinar and an ecosystem adaptation webinar. In February 2021, TPC delivered a groundwater licencing webinar and launched the 2022 Community Stewardship Awards program. In 2021/22, TPC developed a "Living in the Islands Trust Area" mailing for for people new to the region. In March 2022 the package was mailed to 1000 homeowners and in May 2022 TPC voted to continue the mailings three times a year in 2022.	In progress

Strengthen housing affordability throughout the Islands Trust Area

Strategy	Responsibility	Funding	Comment	Implementation
4.4 Implement the following high priority actions outlined in the Affordable Housing in the Trust Area: Strategic Actions for Islands Trust previously referred by Trust Council.	Trust Area Services/Local Planning Committee		See following	See following
4.4. i. Review the Islands Trust Policy Statement and give consideration to: a) giving affordable housing a greater profile for its role in sustainable communities b) including a reference to affordable housing in its policy direction to LTCs and municipalities.	TC/Executive/Trust Programs Committee	See 3.1	As described above the Policy Statement Amendment Project is underway. Engagement with First Nations continues.	In progress

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

4. COMMUNITY AND COMMUNICATION

Strengthen housing affordability throughout the Islands Trust Area

Strategy	Responsibility	Funding	Comment	Implementation
4.4. ii. Review the Islands Trust Policy Statement to ensure that it: a) includes clear and well-thought out definition of affordability b) includes clearly articulated vision, goal and objectives for affordable housing c) gives affordable housing a greater profile for its role in sustainable communities d) includes a reference to affordable housing in its policy direction to LTCs and municipalities.	TC/Executive/Trust Programs Committee	See 3.1	As described above the Policy Statement Amendment Project is underway. The TPC affordable housing working group""s discussions informed the development of the Policy Directions report, the discussion paper for Trust Council""s March 2021 meeting and draft amendments. Engagement with First Nations continues.	In progress
4.4. iii. Develop model bylaws that use floor area ratio as a density metric for consideration of implementation in local trust area land use bylaws.	Regional Planning Committee	2020/21 - $10,000	Consultant Report received by Trust Council September 2021. Returned to RPC for additional work.	In progress
4.4. iv. Develop model density bonus bylaws for consideration of implementation in local trust area land use bylaws.	Regional Planning Committee		Work not started.	Not started. See 4.4.v.
4.4. v. Develop model bylaws to address the use of building stratas as a tool for affordable housing.	Regional Planning Committee		RPC has requested funding for FY2022/23 to hold workshop on housing issues to consider them all together. no separate request for this item was made.	Not Started

Strengthen relations with First Nations

Strategy	Responsibility	Funding	Comment	Implementation
4.5 Adopt a Reconciliation Declaration.	Trust Council		Adopted March 2019, 2 year progress report attached to March 2021 Trust Council agenda.	Completed

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

4. COMMUNITY AND COMMUNICATION

Strengthen relations with First Nations

Strategy	Responsibility	Funding	Comment	Implementation
4.6. Adopt and implement a Reconciliation Action Plan.	EXEC/TAS/LPS	2020/21 - $17,550; 2021/22 - $16,950	Islands Trust convened the first advisory panel of Cultural Knowledge Holders for the Freshwater Sustainability Strategy, and facilitated Elder and Youth knowledge sharing sessions. Staff convened a number of intergovernmental meetings with First Nations, ministers and ministry staff, and agencies focused on reconciliation, relationship building, land use decision making, and cultural heritage protection.	In progress
4.7. Develop a Trust Area-wide archaeological impact strategy and establish a Cultural Working Group.	Trust Area Services		This project is linked to the cultural heritage mapping project and its relative development. An archeological process has been developed with regard to chance finds on a Trust wide basis. The Cultural Heritage Working Group needs assessment given the need to consult with Nations.	Ongoing
4.8 Develop heritage preservation overlay mapping for the Trust Area and model heritage regulatory bylaws for protection of potential heritage and cultural sites.	Regional Planning Committee		Phase 1 completed in 2021/22. Phase 2 is budgeted for Fiscal 2022/23 at $72,000. Work has not yet begun.	In progress

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

5. GOVERNANCE

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

Strategy	Responsibility	Funding	Comment	Implementation
5.1. Amend the Islands Trust Act or other legislation to: i. Allow for entry warrants ii. Grant authority to use municipal ticketing for development permit enforcement iii. Enable adoption of development approval information bylaws by local trust committee iv. Add First Nations to the list of bodies with whom the Trust works in cooperation v. Enable delegation to staff the issuance of development permits vi. Clarify foreshore zoning authority	Executive/LPC		Province has addressed items 3, 4 and 5 in Bill 26 (allow DAI bylaws to be adopted by LTCs, add First Nations to Islands Trust object), and by a regulation amendment (enable LTCs to delegate to staff issuance of Development permits). Bill 26 will come into force by regulation, not expected until early 2022. See legislative monitoring chart for more information on Bill 26. No indication on changes for items 1 or 2 Item 6 is under consideration for CVRD but no new information on this.	Substantially complete
5.2. Provide a secretariat role to forums within the Trust Area.	Trust Programs Committee	2020/21 - $12,000; 2021/22 - $12,000; 2022/23 $15,000	Trust Council adopted the Secretariat Services policy in 2020. Trust Programs Committee co-hosted the Baynes Sound Lambert Channel Forum on May 30, 2020 and delivered support to coordination groups. In 2020/1 and 2021/22 PTC allocated support to : - Southern Gulf Islands Forum, - Baynes Sound Lambert Channel Ecosystem Forum, - Coastal Douglas-fir Conservation Partnership, - Howe Sound Atl'ka7tsem Community Forum, and - Rural Island Economic Forum	In progress

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

5. GOVERNANCE

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

Strategy	Responsibility	Funding	Comment	Implementation
5.3. Undertake a Governance and Management Review	Select Committee	$75,000 FY 2021/22	Final report presented to Trust Council in March 2022. Implementation discussion scheduled for June 2022 Trust Council meeting.	Recieved March 2022
5.4 Implement a Trust Council Policy analysis, review, and amendment of deemed top priorities for consideration and approval by Trust Council.	Executive		Added March 2021 by amendment of Trust Council. To date 11 out of 18 policies marked for review have been amended and adopted.	In progress
5.5. Request additional funding from the Province	Executive		No active engagement underway with Province at this time.	Hold

To amend the Policy Statement

Strategy	Responsibility	Funding	Comment	Implementation
5.6. Amend the Policy Statement introductory and definitions sections.	TC/Executive/Trust Programs Committee	See 3.1	*As described above the Policy Statement Amendment Project is underway. Engagement with First Nations continues.*	In progress
5.7. Determine if additional changes to the Policy Statement are desired by Trust Council.	TC/Executive/Trust Programs Committee	See 3.1	Pending Trust Council direction on next steps.	In progress

Islands Trust Council Plan for Continuous Learning

2018-2022 Term

Updated June 1, 2022

Year	Trust Council Meeting	Trust Wide and Administrative Topics	Legal and Governance Topics	Planning How-To	Working With Others
2022	March	Budget Information Webinar – January 27, 2022	NA	NA	NA
	June	NA	NA	NA	National Marine Conservation Area/Parks Canada
	September	Trustee Orientation 2022/2026?	**TBD**	**TBD**	**TBD**
	November	New Term Orientation	**TBD**	**TBD**	**TBD**
	December	New Term Orientation	**TBD**	**TBD**	**TBD**
Year	**Trust Council Meeting**	**Trust Wide and Administrative Topics**	**Legal and Governance Topics**	**Planning How-To**	**Working With Others**
2021	March	NA	NA	NA	NA
	June	Encouraging Donations and Gifts for Nature; "Building a Culture of Philanthropy" – Islands Trust Conservancy	NA	NA	NA
	September	NA	NA	NA	Coast Guard Oil Spill Response Vessel Drift Analysis San Juan County Update
	December	NA	NA	NA	Wells and Groundwater Licensing in the Trust

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

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

1. West Coast Environmental Law re foreshore jurisdiction **added December 2019**
2. Bylaw enforcement processes **added December 2019**
3. Department of Fisheries and Oceans re fish stocks in dire straits **added December 2019**
4. Elected officials and/or staff on how the political government works **added December 2019**

5. Foreshore erosion and middens **added December 2019**
6. Community engagement for stewardship **added December 2019**
7. First Nations return to the lands and water **added December 2019**
8. Climate change related topics including enforcement, bylaw sharing associated with climate change
9. Private Managed Forest Lands (PMFL)
10. Housing agreements and how they work
11. First Nations relationship building
12. How we measure Preserve and Protect
13. Public Engagement tools associated from IAP2/**prioritized Sept 2021**
14. Agency liaison such as Agricultural Land Commission
15. Business type training including Microsoft products
16. ALC session with CEO and Chair - aim for September TC
17. How to craft a resolution
18. Dr. Richard Hebda webinar or presentation **added March 2020**
19. Managing the opportunity of change in the COVID moment **added June 2020**
20. Training Session on cannabis production issues and regulation **added November 9, 2020**
21. Jessica Wood (ADM with MIRR) and/or Merle Alexander to speak added **March 24, 2021**

CHIEF ADMINISTRATIVE OFFICER

2022-2023 1st QUARTER REPORT

Updated June 3, 2022

June 2022

Electronic Meetings

Recent work has primarily focused upon human resource management at the Islands Trust, implementation of the budget 2022/23, and preparations for the October 15, 2022 local government elections. Of note, the Trust Council agenda includes the results of the Policy Statement engagement process that was conducted through March and April. The results represent significant effort and time on the part of constituents, staff, trustees, and the consultants and will be helpful to Trust Council as they consider amendment to the document.

As the end-of-term, approaches please let staff know if they can assist with any information or priorities over the next few months. Also, as we prepare for the next Trust Council, comments and insights from from trustees are welcome on i) trustee orientation and ii) conducting of local trust committee meetings, including the electronic meeting process.

Highlights

Along with Executive Committee, met with Minister Cullen, Ministry of Municipal Affairs.

Met with ministry staff on options associated with forest and ecosystem health.

Attended Policy Statement 2050 engagements on Salt Spring, S Pender, N Pender, and Saturna Islands.

Met with Northern Islands staff.

Met with Salt Spring staff.

Met with representative of K'omoks and Cowichan First Nations.

Met with Sunshine Coast Regional District.

Organized and supported human resource actions with regards to planning services, including hiring process for the Director of Planning Services.

Met with local area administrator, South Vancouver Island.

Updated the Communicable Disease Prevention Plan.

Discussed bylaw referral fees with CAOs of the Capital Regional District, Regional District of Nanaimo and the Cowichan Valley Regional District at the direction of Financial Planning Committee.

Met with Executive Committee and senior staff on a weekly basis.

Prepared for local government elections, including onboarding the new Director of Legislative Services.

Initiated a review process of the Senior Intergovernmental Policy Advisor role and delivery of Islands Trust reconciliation programs.

Completed telework agreements with staff to address individual working arrangements. The main thrust of this project is to codify or make permanent, new working arrangements with staff. Telework agreements are the instruments to achieve these individual agreements. At time of writing, approximately 30-40% of staff will work full time from our offices, 30-40% some combination of work from home and in the office and 20% remote working.

The Governance Review was received by Trust Council in March but due to budget deliberation and a large agenda was not debated or discussed in depth. Staff look forward to Trust Council direction on how it wants to consider and implement governance change and to providing appropriate support given the limited time left in the term.

Russ Hotsenpiller
CAO

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 21, 2022
From:	**David Marlor, Director, Legislative Services**	**Date Prepared:**	June 2, 2022

SUBJECT: **Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022**

RECOMMENDATION:

That Trust Council give First reading to Bylaw No. 187, cited as "Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022".

That Trust Council give second reading to Bylaw No. 187, cited as "Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022".

That Trust Council give Third reading to Bylaw No. 187, cited as "Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022".

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
This is a necessary step to update the Islands Trust Election Bylaw to be consistent with new Provincial legislation.

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1 PURPOSE: To update the Trust Council election procedures bylaw to be consistent with legislation.

2 BACKGROUND:

For the 2022 local government general election, legislation has been amended to allow anybody to vote by mail-in ballot. Previously, mail-in ballots were available to a limited number of people that met certain e criteria.

The Election Procedure bylaw is also being amended to change the reference to the Powell River Regional District to qathet regional District to reflect the name change.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:
There are no organizational implications.

FINANCIAL:
There are no financial implications.

POLICY:

There are no policy implications.

IMPLEMENTATION/COMMUNICATIONS:

If for some reason the bylaw was not amended, this would affect the agreements the Islands Trust has with presiding Regional Districts and have implications for the voting public.

Staff will request Trust Council consider adoption of the bylaw by Resolution without Meeting.

FIRST NATIONS:
There are no First Nations implications.

OTHER:
There are no other implications.

4 RELEVANT POLICY(S):
There are no policy implications.

5 ATTACHMENT(S):
Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022

RESPONSE OPTIONS

Recommendation:
That Trust Council give First reading to Bylaw No. 187, cited as "Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022".

That Trust Council give second reading to Bylaw No. 187, cited as "Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022".

That Trust Council give Third reading to Bylaw No. 187, cited as "Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022".

Alternative:
No alternative. The election bylaw must be updated and consistent with the legislation in order to have a smooth election process.

Prepared By: **David Marlor, Director, Legislative Services**

Reviewed By/Date: **Russ Hotsenpiller, CAO/June 8, 2022**
Executive Committee/June 8, 2022

ISLANDS TRUST COUNCIL

BYLAW NO. 187

****

A Bylaw to Amend Islands Trust Election 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*, enacts as follows:

1. Islands Trust Election Procedures Bylaw, 2008, is amended:

1.1 by replacing ~~amending~~ Section 4 with the following:~~by deleting the words "The areas specified in sSchedule A are specified remote for the purpose of mail ballot voting for residents of theseose areas, under Section 110(3)(b) of the *Local government Act*" and replace them with~~

"1. Pursuant to Section 110(1) of the *Local Government Act* mail ~~in~~ ballot voting is permitted for all~~any~~ local trust areas and elector registration may be done in conjunction with such voting.

2. The chief election officer is authorized to establish time limits in relation to voting by mail ballot.

~~1.1~~ 3. The chief election officer shall keep sufficient records so that challenges of an elector's right to vote may be made in accordance with the intent of section 126 of the *Local Government Act*.";

1.2 by amending Section 7 by changing the name "Powell River" to "qathet"; and

1.3 by deleting Schedule A in its entirety.

2. This bylaw may be cited as "Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022".

READ A FIRST TIME THIS	x	DAY OF x	, 2022
READ A SECOND TIME THIS	x	DAY OF x	, 2022
READ A THIRD TIME THIS	x	DAY OF x	, 2022
ADOPTED THIS	x	DAY OF x	, 2022

_____ SECRETARY

_____ CHAIR

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REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 21, 2022
From:	**David Marlor, Director of Legislative Services**	**Date Prepared:**	June 1, 2022

SUBJECT: **2022 Elections Agreements with Regional Districts**

RECOMMENDATION:

That the Islands Trust Council agree to enter into service contracts with the Boards of the Regional District of Nanaimo, Comox Valley Regional District, Cowichan Valley Regional District, qathet Regional District, Sunshine Coast Regional District, and Capital Regional District for the purpose of sharing the costs of conducting elections, and

That Islands trust Council authorize the Chair and Director, Legislative Services to sign the service agreements on behalf of Council that will be substantially similar to the attached template.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

The *Local Government Act* enables local governments to cooperate in the administration of general local elections, through an Election Services Agreement between the parties. The Islands Trust Council contracts with regional districts in the Islands Trust Area to administer its general local elections. The Election Services Agreement with each Regional District authorizes the third-party administration and specifies certain aspects of election administration. The Election Services Agreements recommended for 2022 are similar to those approved by Trust Council in 2018. The end result would mean 2022 elections would be administered in the same way as the 2018 elections.

---

1 PURPOSE: To enter into agreements with regional districts to run elections for local trust committee in coordination with regional district elections.

2 BACKGROUND:

- The *Local Government Act* provides that a local government may share the costs and administration of elections by agreement with another local government;
- Islands Trust Council has traditionally entered into election agreements with the regional districts whose boundaries overlap the Local trust areas;
- The term of office for local trustees, and all local government elected officials in BC is four years.
- Changes to the Election Act allow mail-in ballots for any person, whereas in 2018 only those living in remote areas or meet certain criteria were eligible for mail-in voting.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

Additional efforts spent on communications related to elections during the Fall of 2022 will be a significant part of the work program for the Director of Legislative Services and support staff in

the Executive Office and may mean that other initiatives will not be priorities during the pre-election period. These increased efforts are required to inform the public and candidates about the stipulations of the *Local Government Act* regarding elections. In addition, extensive liaison with regional district staff who conduct local trustee elections is necessary during this period to ensure a coordinated approach to administering the elections.

FINANCIAL:
There is $141,000 in the 2022/23 fiscal year budget to cover the cost of administering local trustee elections. The recommendation can be implemented within that budget. These costs reflect a three-way cost-sharing arrangement between the Islands Trust and the regional districts, which also conduct elections for school districts. The arrangement also provides a convenient election experience for voters, who can vote for their representatives on all three jurisdictions at the same time and location.

The costs billed to the Islands Trust by each regional district are based on actual costs incurred, and depend upon many unpredictable factors, such as the number of candidates, the number of voters, the number of public enquiries, complexities that may arise at polling stations and the need for extraordinary work such as judicial recounts.

The costs of administering Islands Trust elections separately would be significantly higher.

POLICY:
The Islands Trust does not have specific policies regarding administration of elections. Bylaw No. 124, Islands Trust Election Procedures Bylaw, 2008, as amended, guides the conduct of elections, and it in turn is based on and must comply with the BC *Local Government Act.*

Legal advice has confirmed that Islands Trust does not need to specifically appoint Chief Election Officers, as long as Trust Council is entering into agreements with the regional districts for the purposes of conducting elections.

IMPLEMENTATION/COMMUNICATIONS:
Staff will implement the outcomes of these decisions, including immediate communications with regional district elections officials. The Islands Trust election website will be updated on an ongoing basis as required. Additional communications materials, including letters to non-resident property electors, a video for those considering running for office, and information in candidate nomination packages are planned, as well as ensuring that the required statutory notices and non-statutory notices are placed in local newspapers circulating on the islands.

FIRST NATIONS:
There are no First Nation implications.

OTHER:
No other implications identified.

4 RELEVANT POLICY(S):

- Local Government Act
- Elections Act

5 ATTACHMENT(S):

- Draft Election services Agreement template between regional districts and Islands Trust

RESPONSE OPTIONS

Recommendation:
That the Islands Trust Council agree to enter into service contracts with the Boards of the Regional District of Nanaimo, Comox Valley Regional District, Cowichan Valley Regional District, qethet Regional District, Sunshine Coast Regional District, and Capital Regional District for the purpose of sharing the costs of conducting elections, and

That Islands trust Council authorize the Chair and Director, Legislative Services to sign the service agreements on behalf of Council that will be substantially similar to the attached template.

Alternative:
That Trust Council not enter into agreements and instead undertakes elections independently for all 12 local trust areas. This option would have significant resource and financial implications.

Prepared By: **David Marlor, Director, Legislative Services**

Reviewed By/Date: **Russ Hotsenpiller, CAO/June 8, 2022**
Executive Committee/June 8, 2022

ISLANDS TRUST 2022 ELECTION SERVICES AGREEMENT

THIS AGREEMENT dated for reference _____, 2022,

BETWEEN:

~~COMOX~~ _____VALLEY REGIONAL DISTRICT
(the "Regional District")

AND:

THE ISLANDS TRUST COUNCIL
(the "Trust Council")

WHEREAS:

A. The boundaries of the Regional District encompass the ~~Denman~~ _____Island Local Trust Area and ~~Hornby~~ _____Island Local Trust Area designated as such by the *Islands Trust Act*;

B. Under the *Islands Trust Act*, for each local trust area designated by the *Islands Trust Act*, two local trustees are to be elected to represent the electors of the area;

C. Part 3 of the *Local Government Act* contemplates an agreement under which a local government conducts an election for another local government, in accordance with the terms of the agreement, and Section 6(3) of the *Islands Trust Act* makes Part 3, as it applies in relation to electoral area directors for a regional district and their election, applicable in relation to local trustees and their election;

D. The Regional District has adopted ~~Comox Valley~~____ Regional District Local Election Bylaw No.~~11~~___, ~~2008~~ ___and amendments thereto.

E. The Trust Council has provided, in Islands Trust Election Procedures Bylaw 2008, as amended, that the bylaws of the Regional District respecting elections may apply to the election of the local trustees; and

F. The Trust Council and the Regional District wish to enter into this Agreement by which the Regional District agrees to conduct local trustee elections on behalf of the Trust Council, on the terms and conditions of this Agreement;

NOW THEREFORE in consideration of the payments and promises of this Agreement, and other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged), the parties agree as follows:

Conduct of Elections

1. The Regional District shall conduct the 2022 ~~Denman~~ _____Island and ~~Hornby~~ _____ Island Local Trust Areas local trustee elections for the Trust Council in conjunction with the Regional District election for the electoral area director for Area __~~A~~, on the terms and conditions of this Agreement.

Term

2. This Agreement commences on the date that it is executed and continues in force until the later of the date specified in s. 47 of the *Local Elections Campaign Financing Act* for the filing of campaign financing disclosure statements and the latest date specified in s. 160 of the *Local Government Act* in respect of the retention and destruction of election materials for the 2022 election.

Complete Conduct of Election

3. Except to the extent specifically provided in this Agreement, the Regional District shall conduct all aspects of local trustee elections.

Notices

4. The Regional District shall give election-related notices required under the *Local Government Act*, including notices of special voting opportunities provided under this Agreement. All such notices must include the logo of the Islands Trust and must be provided to the Islands Trust for approval as to content, size, and location and frequency of publication at least one week in advance of the publication date.

5. Nothing in this Agreement restricts the Islands Trust's authority to give election-related notices to supplement those given by the Regional District, provided that in doing so the Trust Council does not impair the validity of the election proceeding, and for that purpose the Islands Trust shall consult with the Regional District as to the content of such notices.

Election Bylaws

6. The parties agree that for the purposes of the 2022 election, sections 7 and 8 of Islands Trust Election Procedures Bylaw, 2008, as amended, and all sections of the ~~Comox~~ ____ Valley Regional District Local Election Bylaw No. ~~11, 2008~~ ____, as amended, shall apply that do not conflict with Islands Trust Election Procedures Bylaw, 2008, as amended.

7. The parties acknowledge that the Regional District's election procedures bylaw provides for voting day registration only, pursuant to section 69 of the *Local Government Act,* and the Regional District will register eligible electors at the time of voting.

8. Each of the parties shall give written notice to the other of any actual or proposed change to its election procedures bylaw.

Election Officials

9. The Regional District shall appoint the chief election officer, deputy chief election officer, presiding election officials, alternates and other election officials, and shall advise the Trust Council in writing of all such appointments, and any changes to those appointments where time allows.

10. The Trust Council shall make available throughout the term of this Agreement an official with whom the Regional District's election officials may consult on the interpretation of this Agreement and other matters pertaining to the election that are not addressed in the Agreement.

Nominations

11. The Regional District shall undertake the nomination process for local trustees, including accepting nomination documents and declaring acclamations and candidates.

Form of Ballot

12. The Regional District may create ballots in whatever form it chooses, including a single machine-readable ballot for both local trustees and electoral area directors.

Election Results

13. The Regional District shall declare both preliminary local trustee election results and official local trustee election results, in each case by posting the results on its website and by emailing the results to ~~Carmen Thiel, Legislative Services Manager (Corporate Secretary) at: cthiel@islandstrust.bc.ca~~Russ Hotsenpiller, CAO at elections@islandstrust.bc.ca~~.~~

14. The Regional District shall provide to the Islands Trust an opportunity to tally the number of resident electors and non-resident property electors who voted in the local trustee election at each polling place.

Document Retention and Disposal

15. The Regional District shall retain and destroy local trustee election documents within its possession, as required by the *Local Government Act*.

Regional District Expenses

16. The Trust Council acknowledges that where this Agreement refers to the Regional District's expenses, the expenses may include newspaper advertising costs, ballot printing, voting machine rental and servicing, polling facility rental, staff costs (including overtime and benefits and including an allocation for time spent by salaried Regional District employees), legal fees, taxes and disbursements, photocopying, telephone, mail

and courier charges, purchase and rental costs of materials and supplies, mileage charges, and all other items related directly or indirectly to the election.

Cost-Sharing

17. Within two months after the 2022 local trustee election, the Regional District shall tally its election expenses and deliver to the Trust Council an invoice, payable within 30 days, for 100% of the election expenses attributable to the Islands Trust.

Judicial Recount

18. If an application should be made for a judicial recount of local trustee ballots, the Regional District shall conduct the proceeding on behalf of the Trust Council, after which the Trust Council must pay to the Regional District 100% of the Regional District's expenses. For these purposes, any costs ordered by the court to be paid by the local government shall form part of the Regional District's reimbursable expenses.

Judicial Challenges

19. If the Regional District's chief election officer applies to challenge the validity of a local trustee election or the right of an elected local trustee to take office, the Regional District shall conduct the proceeding on behalf of the Trust Council, after which the Trust Council must immediately pay to the Regional District 100% of the Regional District's expenses. For these purposes, any costs required by the *Local Government Act* to be paid by the local government shall form part of the Regional District's reimbursable expenses. If the court orders that costs may be recovered by the local government, the Regional District shall pursue the recovery at the cost of and for the benefit of the Trust Council, provided that the Trust Council authorizes such recovery.

20. If an application is made in any other circumstances to challenge the validity of a local trustee election or the right of an elected local trustee to take office, the Trust Council shall be entirely responsible for the cost of the proceeding, unless the parties agree otherwise.

Headings

21. The headings or captions in this Agreement have been inserted as a matter of convenience and for reference only and they in no way define, limit or enlarge the scope or meaning of this Agreement.

Severability

22. Should any provision of this Agreement be illegal or unenforceable, it shall be considered separate and severable from this Agreement and the remaining provisions shall remain in force and be binding upon the parties as though the said provision had never been included.

Modification

23. This Agreement may not be amended or modified except by a subsequent agreement in writing duly signed by the Regional District and the Trust Council.

Municipal Powers Preserved

24. Nothing contained or implied herein shall prejudice or affect either party's rights and powers in the exercise of its functions pursuant to the *Islands Trust Act*, *Local Government Act* or *Community Charter* or its rights and powers under all of its public and private statutes, bylaws, orders and regulations.

Notice

25. Any notice required pursuant to the terms of this Agreement shall be in writing and may be delivered by hand or sent by facsimile or email as follows:

To the Regional District:

Attention: General Manager of Corporate Services
~~Comox Valley~~_____ Regional District
~~770 Harmston Avenue~~
~~Courtenay, BC V9N 0G8~~ADDRESS

Fax: ~~(250) 334-4358~~

Email: ~~jmartens@comoxvalleyrd.ca~~_____

To the Trust Council:

Attention: ~~Legislative Services Manager (Corporate Secretary)~~Chief Administrative Officer
Islands Trust
200-1627 Fort Street
Victoria, B.C. V8R 1H8

Fax: (250) 405-5155
Email: ~~cthiel@islandstrust.bc.ca~~elections@islandstrust.bc.ca

Written notice that is delivered by hand shall be deemed to have been received on the date of delivery. Notice sent by facsimile or email shall be deemed to have been received on the date of transmission provided that a confirmation of fax transmission has been generated.

A party shall give written notice of a change of address, in which event such notice shall thereafter be given to it as above provided at such changed address.

IN WITNESS WHEREOF the Regional District and the Trust Council have executed this Agreement as of the dates written below.

Dated this _____ day of _____, 2022.

COMOX VALLEY REGIONAL DISTRICT)
by its authorized signatory(ies):)
)
_____)
Name:)
)
_____)
Name:)
)

Dated this _____ day of _____, 2022.

THE ISLANDS TRUST COUNCIL by its)
authorized signatory(ies):)
)
_____)
Name:)
)
_____)
Name:)
)

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 8, 2022
From:	David Marlor, Director, Legislative Services	**Date Prepared:**	May 26, 2022

SUBJECT: **Freedom of Information and Protection of Privacy Islands Trust Council Bylaw and Model Bylaw**

RECOMMENDATION:

1. That Trust Council Bylaw No. 188, cited as "Trust Council Bylaw No. 188, 2022" be given first reading.

That Trust Council Bylaw No. 188, cited as "Trust Council Bylaw No. 188, 2022" be given second reading.

That Trust Council Bylaw No. 188, cited as "Trust Council Bylaw No. 188, 2022" be given third reading.

2. That Trust Council request all local trust committees to consider adoption of a new Freedom of Information and Protection of Privacy bylaw based on the model bylaw.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The draft Freedom of Information and Protection of Privacy bylaw is in line with current legislation and Schedule of Fees.

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1 **PURPOSE:** To adopt the new Freedom of Information and Protection of Privacy bylaw and model bylaw.

2 BACKGROUND:

On November 25, 2021, the Government of British Columbia enacted Bill 22 bringing into force significant amendments to the *Freedom of Information and Protection of Privacy Act*. The *Act* governs how public bodies collect, use and disclose the personal information of individuals.

The current Islands Trust Council Freedom of Information and Protection of Privacy Bylaw No. 27 has been unchanged since it was adopted in 1994. Since that time, amendments have been made to the *Act*, as well as fees updated.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:
A one-time requirement to prepare and place the new draft Freedom of Information and Protection of Privacy bylaw on local trust committee agendas for consideration.

FINANCIAL:

Fees incurred can be charged current amounts for actual costs and reflect charges for various media formats, including digital records.

POLICY: N/A

IMPLEMENTATION/COMMUNICATIONS:

Staff would draft the Freedom of Information and Protection of Privacy bylaw for each local trust committee based on the model bylaw for consideration by the local trust committee.

FIRST NATIONS:

There is no impact on First Nations on the adoption of the new Freedom of Information and Protection of Privacy bylaw and model bylaw.

OTHER:

There are no other implications of the recommendation.

4 RELEVANT POLICY(S): N/A

5 ATTACHMENT(S):

1. Islands Trust Council Draft Bylaw No. 188 – Freedom of Information and Protection of Privacy

2. Freedom of Information and Protection of Privacy Model Bylaw

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RESPONSE OPTIONS

Recommendation:

1. That Trust Council Bylaw No. 188, cited as "Trust Council Bylaw No. 188, 2022" be given first reading.

That Trust Council Bylaw No. 188, cited as "Trust Council Bylaw No. 188, 2022" be given second reading.

That Trust Council Bylaw No. 188, cited as "Trust Council Bylaw No. 188, 2022" be given third reading.

2. That Trust Council request all local trust committees to consider adoption of a new Freedom of Information and Protection of Privacy bylaw based on the model bylaw.

Alternative:

1. That draft Bylaw No. 188 be amended, and be read a first, second and third time.

2. That this report be referred back to staff for additional information.

Prepared By: **Daniela Murphy, Legislative Clerk**

Reviewed By/Date: **David Marlor, Director, Legislative Services/June 2, 2022**
Russ Hotsenpiller, CAO/June 8, 2022
Executive Committee/June 8, 2022

Attachment 1

ISLANDS TRUST COUNCIL

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY BYLAW NO. 188

A Bylaw to designate the head of the Islands Trust Council for the purposes of, and to set fees under, the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c. 165, as amended.

GIVEN THAT:

A. Section 77(a) of the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c. 165, as amended (the "Act"), gives the Islands Trust Council the authority to designate a person as the head of the Islands Trust Council for the purposes of the Act; and

B. Section 77(c) of the Act gives the Islands Trust Council the authority to set any fees the Islands Trust Council requires to be paid under section 75 of the Act,

THE ISLANDS TRUST COUNCIL ENACTS AS FOLLOWS:

Citation

1. This bylaw may be cited as "Islands Trust Council Freedom of Information and Protection of Privacy Bylaw No. 188, 2022".

Definitions and Interpretation

2. In this Bylaw:

"Act"	means the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, Chapter 165, as amended.
"Commercial Applicant"	means a person who makes a request for access to a record to obtain information for use in connection with a trade, business, profession or other venture for profit.
"Head"	means the person designated under Section 3 of this Bylaw as the head of the of the Islands Trust Council for the purposes of the Act.
"Request"	means a request for information under Section 5 of the Act.
"Records"	includes books, documents, maps, drawings, photographs, letters, vouchers, papers and any other thing on which information is recorded or stored by graphic, electronic, mechanical or other means, but does not include a computer program or any other mechanism that produces records.

DRAFT

Designation of Head

3. The person from time to time appointed to the position of Secretary of the Islands Trust is designated as the Head of the Islands Trust Council for the purposes of the Act.

4. The person from time to time appointed to the position of Deputy Secretary of the Islands Trust and the person from time to time appointed to the position of Deputy Treasurer of the Islands Trust, each are authorized to perform any duty or exercise any function of the Head who is designated under Section 3.

Policies and Procedures

5. The Heads authorized to perform the duties of the Head shall operate in accordance with the Act and the Freedom of Information and Protection of Privacy policies, guidelines, and procedures, as set by the Islands Trust Council from time to time.

Fees

6. The fees that are payable by applicants under the Act are those set out in Schedule A to this bylaw.

Interpretation

7. Any word or expression used in this bylaw that is not defined in this bylaw has the meaning given to it in the Act on the date of final adoption of this bylaw.

Repeal

8. "Islands Trust Council Freedom of Information and Protection of Privacy Bylaw No. 27, 1994", is hereby repealed and replaced by this bylaw.

DRAFT

READ A FIRST TIME this _____ DAY OF _____ ,20___

READ A SECOND TIME this _____ DAY OF _____ ,20___

READ A THIRD TIME this _____ DAY OF _____ ,20___

RECONSIDERED AND FINALLY ADOPTED THIS
_____ DAY OF _____ ,20___

_____ _____

Chairperson Secretary

ISLANDS TRUST COUNCIL

Freedom of Information and Protection of Privacy
Bylaw No. 188 - Schedule 'A'

Schedule of Maximum Fees

Item	Description of Services			Fees
1	(a)	Application Fee		$10.00 (non-refundable)
	(b)	An applicant's request for his/her own personal information is not subject to any fees.		
2	For applicants other than commercial applicants:			
	(a)	for locating and retrieving a record		$7.50 per ¼ hour after the first 3 hours
	(b)	for producing a record manually		$7.50 per ¼ hour
	(c)	for producing a record from a machine readable record from a server or computer		$7.50 per ¼ hour for developing a computer program to produce the record
	(d)	for preparing a record for disclosure and handling a record		$7.50 per ¼ hour
	(e)	for shipping copies		actual costs of shipping method chosen by applicant
	(f)	for copying records		
		(i)	floppy disks	$2 per disk
		(ii)	CDs and DVDs, recordable or rewritable	$4 per disk
		(iii)	computer tapes	$40 per tape, up to 2 400 feet
		(iv)	microfiche	$3 per fiche
		(v)	microfilm duplication	$25 per roll for 16mm microfilm $40 per roll for 35mm microfilm
		(vi)	microfiche or microfilm to paper duplication	$0.50 per page (8.5" x 11")
		(vii)	photographs, colour or black and white	$5 to produce a negative
				$12 each for 16" x 20" photograph
				$9 each for 11" x 14" photograph
				$4 each for 8" x 10" photograph
				$3 each for 5" x 7" photograph
		(viii)	photographic print of textual, graphic or cartographic record, black and white	$12.50 each (8" x 10")
		(ix)	dot matrix, ink jet, laser print or photocopy, black and white	$0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
		(x)	dot matrix, ink jet, laser print or photocopy, colour	$1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
		(xi)	scanned electronic copy of a paper record	$0.10 per page
		(xii)	photomechanical reproduction of 105 mm cartographic record/plan	$3 each
		(xiii)	slide duplication	$0.95 each

DRAFT

		(xiv)	audio cassette tape (90 minutes or fewer) duplication	$5 per cassette plus $7 per ¼ hour of recording
		(xv)	video cassette recorder (VHS) tape (120 minutes or fewer) duplication	$5 per cassette plus $7 per ¼ hour of recording
3	For commercial applicants for each service listed in Item 1			the actual cost to the public body of providing that service

DRAFT

Attachment 2

_____ LOCAL TRUST COMMITTEE
FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY
BYLAW NO. _____

A Bylaw to designate the head of the _____ Local Trust Committee for the purposes of, and to set fees under, the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c. 165, as amended.

GIVEN THAT:

A. Section 77(a) of the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, c. 165, as amended (the "Act"), gives the _____ Local Trust Committee the authority to designate a person as the head of the _____ Local Trust Committee for the purposes of the Act, and

B. Section 77(c) of the Act gives the _____ Local Trust Committee the authority to set any fees the _____ Local Trust Committee requires to be paid under section 75 of the Act,

THE _____ LOCAL TRUST COMMITTEE ENACTS AS FOLLOWS:

Citation

1. This bylaw may be cited as "_____ Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No. _____, 2022".

Definitions and Interpretation

2. In this Bylaw:

"Act"	means the *Freedom of Information and Protection of Privacy Act*, RSBC 1996, Chapter 165, as amended.
"Commercial Applicant"	means a person who makes a request for access to a record to obtain information for use in connection with a trade, business, profession or other venture for profit.
"Head"	means the person designated under Section 3 of this Bylaw as the head of the of the Salt Spring Island Trust Committee for the purposes of the Act.
"Request"	means a request for information under Section 5 of the Act.
"Records"	includes books, documents, maps, drawings, photographs, letters, vouchers, papers and any other thing on which information is recorded or stored by graphic, electronic, mechanical or other means, but does not include a computer program or any other mechanism that produces records.

Designation of Head

3. The person from time to time appointed to the position of Secretary of the Islands Trust is designated as the Head of the _____ Local Trust Committee for the purposes of the Act.

4. The person from time to time appointed to the position of Deputy Secretary of the Islands Trust and the person from time to time appointed to the position of Deputy Treasurer of the Islands Trust, each are authorized to perform any duty or exercise any function of the Head who is designated under Section 3.

Policies and Procedures

5. The Heads authorized to perform the duties of the Head shall operate in accordance with the Act and the Freedom of Information and Protection of Privacy policies, guidelines, and procedures, as set by the Islands Trust Council from time to time.

Fees

6. The fees that are payable by applicants under the Act are those set out in Schedule A to this bylaw.

Interpretation

7. Any word or expression used in this bylaw that is not defined in this bylaw has the meaning given to it in the Act on the date of final adoption of this bylaw.

Repeal

8. "_____ Local Trust Committee Freedom of Information and Protection of Privacy Bylaw No. _____, YYYY", is hereby repealed and replaced by this bylaw.

READ A FIRST TIME this _____ DAY OF _____ ,20___

READ A SECOND TIME this _____ DAY OF _____ ,20___

READ A THIRD TIME this _____ DAY OF _____ ,20___

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS
_____ DAY OF _____ ,20___

RECONSIDERED AND FINALLY ADOPTED THIS
_____ DAY OF _____ ,20___

_____ _____

Chairperson Secretary

_____ Local Trust Committee
Freedom of Information and Protection of Privacy
Bylaw No. _____ - Schedule 'A'

Schedule of Maximum Fees

Item				Fees
1	(a)	Application Fee		$10.00 (non-refundable)
	(b)	An applicant's request for his/her own personal information is not subject to any fees.		
2	For applicants other than commercial applicants:			
	(a)	for locating and retrieving a record		$7.50 per ¼ hour after the first 3 hours
	(b)	for producing a record manually		$7.50 per ¼ hour
	(c)	for producing a record from a machine readable record from a server or computer		$7.50 per ¼ hour for developing a computer program to produce the record
	(d)	for preparing a record for disclosure and handling a record		$7.50 per ¼ hour
	(e)	for shipping copies		actual costs of shipping method chosen by applicant
	(f)	for copying records		
		(i)	floppy disks	$2 per disk
		(ii)	CDs and DVDs, recordable or rewritable	$4 per disk
		(iii)	computer tapes	$40 per tape, up to 2 400 feet
		(iv)	microfiche	$3 per fiche
		(v)	microfilm duplication	$25 per roll for 16mm microfilm $40 per roll for 35mm microfilm
		(vi)	microfiche or microfilm to paper duplication	$0.50 per page (8.5" x 11")
		(vii)	photographs, colour or black and white	$5 to produce a negative
				$12 each for 16" x 20" photograph
				$9 each for 11" x 14" photograph
				$4 each for 8" x 10" photograph
				$3 each for 5" x 7" photograph
		(viii)	photographic print of textual, graphic or cartographic record, black and white	$12.50 each (8" x 10")
		(ix)	dot matrix, ink jet, laser print or photocopy, black and white	$0.25 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
		(x)	dot matrix, ink jet, laser print or photocopy, colour	$1.65 per page (8.5" x 11", 8.5" x 14" or 11" x 17")
		(xi)	scanned electronic copy of a paper record	$0.10 per page
		(xii)	photomechanical reproduction of 105 mm cartographic record/plan	$3 each
		(xiii)	slide duplication	$0.95 each
		(xiv)	audio cassette tape (90 minutes or fewer)	$5 per cassette plus $7 per ¼ hour of

			duplication	recording
		(xv)	video cassette recorder (VHS) tape (120 minutes or fewer) duplication	$5 per cassette plus $7 per ¼ hour of recording
3	For commercial applicants for each service listed in Item 1			the actual cost to the public body of providing that service

APPLICATION FORM FOR DELEGATIONS TO ADDRESS ISLANDS TRUST COUNCIL OR A COUNCIL COMMITTEE

Overview

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I wish to address Islands Trust Council or _____Council Committee

at the meeting of June 21-23, 2022

I REPRESENT Denman Island Climate Action Network (DICAN)

(Name of Organization if applicable)

AS Member

(Capacity/Office)

NAME OF PRESENTER or Alternate Patti Willis

ADDRESS [redacted]

TELEPHONE NO.(s) [redacted] E-MAIL [redacted]

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

To seek the Island Trust's endorsement of the Call for a Fossil Fuel Non-Proliferation Treaty, thereby joining many local governments around the world

(If more space is required, please attach an additional page to this form.)

☑ I will have a PowerPoint or video presentation and will submit it at least three weeks in advance of the meeting.
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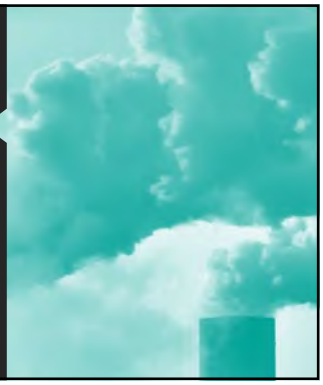
Date: March 18, 2022 Signed: _____

(Signature of Applicant)

Call for a Fossil Fuel Non-Proliferation Treaty

- Denman Island Climate Action Network
- June 2022

Oil and gas are responsible for 86% of all carbon dioxide emissions in the past decade.



Critical global indicators of the climate crisis broke records in 2021.

Today's State of the Climate report is a dismal litany of humanity's failure to tackle climate disruption. Fossil fuels are a dead end – environmentally and economically.

The only sustainable future is a renewable one. If we act together, the renewable energy transformation can be the peace project of the 21st century.

António Guterres
Secretary General of the United Nations
May 18, 2022

The Treaty Would:

- **Prevent the proliferation of coal, oil and gas** by ending all new exploration/production
- **Phase-out existing production of fossil fuels** in line with the 1.5C global climate goal
- **Fast-track real solutions and a just transition** for every worker, community and country

- A Fossil Fuel Non-Proliferation Treaty could not only complement the Paris Agreement by tackling climate change at the source of the problem - fossil fuels - but also play an important role in ensuring a just and equitable transition for countries, communities and workers globally.



ENDORESED BY:

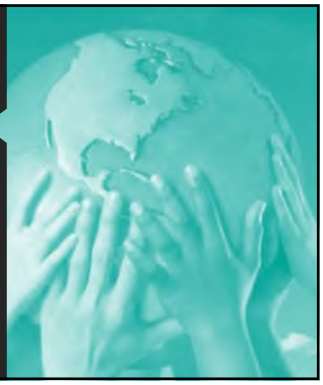
230 Legislators from 63 countries including:

Victoria	Los Angles
Vancouver	Barcelona
West Vancouver	Edinburgh
North Vancouver	Amsterdam
Burnaby	Paris
New Westminster	Buenos Aires
Richmond	Sydney, AU
Montreal	Bonn
Toronto	Cambridge, UK

Local government plays a catalytic role in phasing-out fossil fuels, transitioning to renewable energy, and building momentum and collective pressure from below for national governments to endorse the Fossil Fuel Non-Proliferation Treaty and undertake meaningful climate action.

The Islands Trust Council declared a climate change emergency, committing to take urgent and fair climate action.

(March 2019)



How to endorse the Call for a Fossil-Fuel Non-Proliferation Treaty?

PASS A RESOLUTION AFFIRMING THE ISLAND TRUST'S ENDORSEMENT OF

THE CALL FOR THE FOSSIL FUEL NON-PROLIFERATION TREATY.

A RESOLUTION AFFIRMING THE ISLANDS TRUST ENDORSEMENT OF THE CALL FOR FOSSIL FUEL NON-PROLIFERATION TREATY

WHEREAS, the scientific consensus is clear that human activities are primarily responsible for accelerating global climate change, and that the climate crisis now represents an existential threat to our planet; and,

WHEREAS, the Intergovernmental Panel on Climate Change (IPCC) has repeatedly reported that we must achieve net zero in greenhouse gas emissions (GHGs) by the middle of this century if we are to have a reasonable chance of limiting global warming to 1.5 degrees Celsius; and,

WHEREAS, change in the Islands Trust Area's climate is already evident, with hotter/drier summers, increased threat of wildfire, drought conditions depleting freshwater resources, rising sea levels, acidification of the marine waters; and,

WHEREAS, our entire community is impacted by the health and safety risks of fossil fuel expansion, particularly those who also face socioeconomic and health inequities, including low-income families, those experiencing homelessness, people of colour and Indigenous people, youth, seniors; and,

WHEREAS, our youth and future generations have the most to lose from a lack of immediate action to stop fossil fuel expansion as they face major and lifelong health, ecological, social, and economic impacts from prolonged and cumulative effects of climate change, including food and water shortages, infectious diseases, and natural disasters; and,

WHEREAS, the Paris Climate Agreement is silent on coal, oil and gas, an omission with respect to the supply and production of fossil fuels (the largest source of GHGs) that needs to be collectively addressed by other means; and,

WHEREAS, a new global initiative is underway calling for a Fossil Fuel Non-Proliferation Treaty that would end new fossil fuel exploration and expansion, phase out existing production in line with the global commitment to limit warming to 1.5°C, and accelerate equitable transition plans; and,

WHEREAS, In March 2019 the Islands Trust Council declared a climate change emergency, committing to take urgent and fair climate action.

NOW, THEREFORE, BE IT RESOLVED, the Islands Trust formally endorses the call for a Fossil Fuel Non-Proliferation Treaty, and FURTHER THAT the Chair, on behalf of Trust Council, send a letter to the Prime Minister of Canada and the Premier of B.C. urging the Canadian and B.C. governments to support the global initiative for a Fossil Fuel Non-Proliferation Treaty.

This presentation is dedicated to
LOUISE BELL





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I wish to address Islands Trust Council or _____Council Committee

at the meeting of June 21,2022

I REPRESENT Friends of the Gulf Islands
(Name of Organization if applicable)

AS Spokesperson for this Trust Council meeting.
(Capacity/Office)

NAME OF PRESENTER or Alternate Maxine Leichter

ADDRESS [redacted]

TELEPHONE NO.(s) [redacted] E-MAIL [redacted]

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

See attached text and 2 Power Point slides

(If more space is required, please attach an additional page to this form.)

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Date: June 1, 2022 Signed: Maxine Leichter
(Signature of Applicant)

Friends of the Gulf Islands' Delegation Presentation to June 2022 Trust Council Meeting

SHOW FIRST SLIDE

I am Maxine Leichter, here today representing Friends of the Gulf Islands and the 800 individuals who signed our petition asking you Trustees, as you revise the Trust Policy Statement, to give clear priority to the protection of the natural environment in all land use planning decisions.

SHOW SECOND SLIDE

Since we presented the first group of signatures in December, the need to protect our islands' environments has become even greater. The 2021 census showed that the population of the Southern Gulf Islands has increased by almost 29%, compared with the provincial average of 7.6% and the national average of 5.2%. It should be noted that Mayne, Galiano, South Pender and Saturna's population increases were over 30%.

The COVID pandemic and flight from crowded urban environments, the ability to work online from home, the escalating baby boomer retirements and our mild Mediterranean climate will continue to draw people to the Trust Area.

Therefore, we believe it is relevant to again present this petition, that now has 800 signatures.

Since December, you received the Governance Report that made important points directly relevant to your consideration of amendments to the Trust Policy Statement.

Population pressures make it even more important to consider this finding of the report: "Comprehensive analysis using current data is needed on the ability of the islands to manage existing development and natural areas and to accommodate more growth…. in light of the effects of climate change (e.g., increasing water shortages, rising sea levels, greater wildfire risks, the impact on species and ecosystems), more stringent environmental protection regulations and standards, the increasing costs of delivering public services and other considerations. This pressing need was acknowledged by Trust Council in 2019 when it adopted a Climate Emergency Declaration."

Secondly, the report found that Trustees do not agree on the Object of the Trust and how to implement the Protect and Preserve mandate. The Report highlights as the first challenge reaching agreement on how to interpret the Protect and Preserve Object. We are concerned that since the Trust Policy Statement is the vehicle for implementing the Trust Object, if Trustees do not agree on the Object / purpose of the Trust, they cannot adopt a meaningful Trust Policy Statement.

Thirdly, we support the Governance Review Report's recommendation that Trustees must understand their "federal" responsibilities, that require them to think beyond the interests of their individual Local Trust Areas and instead focus on policies that benefit the Trust Area as a whole.

We concur with the statement in a recent letter from the Gulf islands Alliance to the Trust Executive, that the Governance Committee's first task should be to clarify Section 3 of the Islands Trust Act - and to confirm that as the Governance Review consultants stated in their address to you at the March Trust Council meeting, the Islands Trust **IS** a special purpose agency, not just a form of local government, and that the mandate is to "protect and preserve" the natural environment for the benefit of all British Columbians.

Friends of the Gulf Islands

"Environment First" Petition now has 800 signatures

2021 Census Trust Area Population Increases

Islands	% Pop Increase Since 2016
Gambier	74.1%
Mayne	37.4%
Galiano	33.7%
Saturna	31.4%
South Pender	30.2%
Lasqueti	24.8%
Thetis	22.4%
Hornby	20.6%
Denman	19.4%
North Pender	19.4%
Bowen	15.7%
Gabriola	11.6%
Salt Spring	7.9%

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I wish to address Islands Trust Council or Trust Council Council Committee

at the meeting of 21 June 2022

I REPRESENT _____

(Name of Organization if applicable)

AS _____

(Capacity/Office)

NAME OF PRESENTER or Alternate Michael Sketch

ADDRESS [redacted], Pender Island, B.C. V0N 2M1

TELEPHONE NO.(s) [redacted] E-MAIL [redacted]

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

"Reason to rewrite the Trust Policy Statement and implementation of federation governance" delegation to persuade Council to act.

(If more space is required, please attach an additional page to this form.)

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Date: 02Jun2022 Signed: M. Sketch

Delegation submission to Council from Michael Sketch
for the electronic Islands Trust quarterly meeting
7:00 to 9:00 P.M. session on Tuesday, 21 June, 2022

Reason for rewrite of the Trust Policy Statement Bylaw
and implementation of federation governance

Councilors – I'll refer to the Trust Policy Statement as "TPS" and the Islands Trust Act as "the Act".

Critique of TPS structure and content

I argue[1] that the structure and content of Council's TPS bylaw fail to ensure that Council implements requisite policies to carry out the Object of the Trust, in and of Council's responsibility under the Act. In the preamble wording of directive policies, the TPS delegates implementation of Trust Area policies to local area jurisdiction bylaws. Not only delegates, but the TPS authorizes local area jurisdictions to give reason not to implement select trust area policies in their bylaws. Authority to set aside Council's Trust Area policies is Council's purview.

TPS content fails to give policy clarity to the essence of what is to be preserved and protected; the environment. Nor is there policy to direct the administration structure necessary to implement a federation governance established in the Act. The Local Planning Service retains 75% of the budget but isn't accountable to Trust Area Services.

There is consequence for failure in the TPS Council bylaw and the lack of checks and balance which federal governance should give. Too often Trust Area natural entities have been compromised or the Trust hasn't cooperated with provincial law - or both.

Consider shoreline protection for 450 Trust Area islands and islets. Intuitively, a Council responsibility. Shoreline protection policies in the TPS should be candidates for a Trust Area regulatory bylaw. But no. Policy and regulation are delegated to each local area jurisdiction in each some 30 principal island and Associated Island bylaws. Each of which must be checked for compliance or that reasonable reason is given not to comply.

The situation is quite different where a regional district requires that municipalities adhere to a regional growth strategy. There it is necessary and sufficient that each municipality include an OCP statement that undertakes compliance with the regional growth strategy.

1 Emails of oral delegation submissions from M Sketch to Council for 1 December, 2021 and 8 March, 2022, sent to Councilors, staff and to Islands 2050 for publication as public correspondence.

The same simplicity should apply to Council's direction to local area jurisdictions for Trust Area policies.

I have submitted successive drafts of a TPS bylaw for council to deliberate and improve.

Federal governance

Now I'll give more specific remedy for the lack of two level, hierarchical, federal governance established in the Act, introduced with the ubiquitous Development Permit Area (DPA).

DPAs are useful in many local area jurisdictions to protect ecosystems and natural entities.

On North Pender, groundwater recharge areas may be a current candidate for DPA designation. Prime agricultural soils, rare on Trust Area islands, should be another. Both groundwater metrics and agricultural soil capability have been studied and mapped in the last 5 decades. There are already 7 ecosystem DPAs and one for raptor and eagle nests, each with mapping in the OCP. Arguably, there should be more environmental entities within DPAs. I say arguably, because the administrative burden escalates as DPA regulation increases.

For a landowner applying for a change in land use within multiple DP areas, registered professional reports are needed for each discipline. Not only has the professional reliance model been questioned[2], but Trust planning staff don't usually have sufficient knowledge to assess the effectiveness of specialist reports in the context of protecting the subject land.

I think there is a better approach, which could initially be implemented side by side with DPAs. Imagine Trust Area Services led by a deputy chief administrative officer and enhanced by a board of registered professionals experienced in: hydrogeology, biology, agrology, paralegal, rural environmental planning (e.g. U. of Vermont or Guelph graduate) and other as needed. Then Council could give direction that all Trust Area applications for change in land use be submitted to the board where they would be reviewed and flagged using the mapping data for each jurisdiction. Then returned to the Local Planning Service for application processing.

An application approved by the local area jurisdiction, would typically include conditions of approval binding upon the applicant.

2 The Professional Reliance Model – Regulatory outsourcing? Andrew Gage, West Coast Environmental Law 12 July, 2018

The local planning service would operate within its land use planning expertise, with oversight by specific expertise in Trust Area Services, as is appropriate for federation governance.

Of course Councilors will be concerned at the cost of federation governance in land use planning.

But I ask Council: how you can afford not to improve your implementation of the Act? Each time development is approved which in one way or another offends preservation and protection, Trust credibility is eroded.

Council has authority to direct correction of manifest failure in the TPS. If the Province saw Council cooperating to repair your TPS bylaw, the Province may be better disposed to fund the new Trust Area Services staff positions needed to implement federation governance for land use planning.

Michael Sketch North Pender Island
[redacted]

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I wish to address Islands Trust Council or Trust Council Council Committee

at the meeting of 21 June, 2022

I REPRESENT n/a
(Name of Organization if applicable)

AS _____
(Capacity/Office)

NAME OF PRESENTER or Alternate Jacinthe B Eastick

ADDRESS [redacted] Gabriola BC, V0R 1X7

TELEPHONE NO.(s) [redacted] E-MAIL [redacted]

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

To make requests for Council's consideration

(If more space is required, please attach an additional page to this form.)

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Date: 2 JUne, 2022 Signed: Jacinthe B Eastick
(Signature of Applicant)

From: Jacinthe <pandje@shaw.ca>
Sent: Thursday, June 2, 2022 3:48 PM
To: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: Delegation to Trust Council

Dear Trustees,

In terms of Governance, would you support taking away the tie-breaker vote from an LTC Chair, when the decision involves an increase of residential density?
Communities elect two local Trustees and when a "Chair-from-elsewhere" breaks a tie-vote, a whole section of the community feels totally disenfranchised. I have felt disenfranchised for nearly 4 years and I feel that something needs to change. I would accept the vote of 3 members of the Executive acting as Chair of a Local Trust Committee. In such instances, Trust Council would take over the bylaw approval duty of the Executive Committee.
I know that I am not, and that Gabriola is not, ALONE in thinking that in case of a tie-vote among Local Trustees, the matter must go to a larger panel of decision-makers not 'one person'. For your consideration.

In terms of Governance, you are no doubt keenly aware that often, circumstances prevent a Local Trustee to consider a proposal due to a clear, or perceived, conflict of interest and/ or due to apprehension of bias. Can we make it possible for Local Trustees to appoint a local alternate? Regional Directors have been doing so for years, why not the Trust. Once again, it would be more democratic than allowing the 'Chair-from-elsewhere' to yield too much power on local planning's decisions. There has been several examples of this type of situation this term alone in the Trust Area. For your consideration.

Did you know that on some Islands an accessory residential unit is not considered a"a residential density and that on other Islands it does count as a residential density? In a federation, it would be great if we all spoke the same planning language. Please consider adding a definition of "a residential density" in the Islands Trust Policy Statement which would be binding on all Trust Committee. For your consideration.

In terms of management, what would be the pros and the cons to break away from the BC Services Act? The Great Northern Consultants mentioned this but I have not seen an analysis in that regard because it was not requested. Would anyone of you be willing to ask for such analysis? For your consideration.

Finally, please consider receiving the Terms of Reference provided by a Great Northern representative to all Trustees in March. It was pointed out at an Executive Committee meeting that they were never formally received and therefore remained in limbo.
Whether you decide to use them or not is up to you. So does the decision to create a standing committee on Governance.

My best to you in your deliberations,
Yours truly,
Jacinthe Eastick
Gabriola Island V0R 1X7

Islands Trust

Print Date: May 5, 2022

Top Priorities Report

Trust Programs Committee

1. *Policy Statement Amendment Project*	Responsible	Dates
Implement Policy Statement engagement plan and project charter (in support of Strategic Plan strategies 3.1; 4.4; 5.6; 5.7)	Clare Frater Dilani Hippola Gillian Nicol	Rec'd: 21-Jun-2017 Target: 15-Oct-2022

2. *Secretariat Role to Forums within the Trust Area*	Responsible	Dates
Administer Secretariat Services program. Strategic Plan item 5.2	Clare Frater Gillian Nicol	Rec'd: 20-Jun-2018 Target: 15-Oct-2022

3. *Stewardship Education Program*	Responsible	Dates
Develop and implement a stewardship education program directed towards the public, industry and stakeholders in the Trust Area. (Strategic Plan strategy #4.3). This includes the Living in the Trust Area project guided by the project charter endorsed by TPC.	Clare Frater	Rec'd: 13-Aug-2020 Target: 15-Oct-2022

Islands Trust

Print Date: May 5, 2022

Projects Report

Trust Programs Committee

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

2. *Community Benefit Land Trust Concept*	Responsible	Date Received
Further consideration of the Community Benefit Land Trust Concept briefing presented to TPC on February 5, 2021.		05-Feb-2021

TRUST AREA SERVICES
2022-2023 First Quarter Report

Date: June 1, 2022

COMPLETED SINCE LAST REPORT	PLANNED FOR NEXT QUARTER
1. GENERAL	
• Reviewed Senior Intergovernmental Policy Advisor job profile and considered reconciliation program needs • Completed TAS staff/ITC Manager telework agreements	• Evaluate 2018-2022 advocacy work • Implement plan for reconciliation program support • Prepare orientation materials for next term • Prepare budget requests for 2023/24 • Staff performance management and development plans
2. TRUST COUNCIL / TRUST PROGRAMS COMMITTEE	
• Supported Trust Programs Committee May meeting	• Draft new policy on sponsorship of Natural Area Protection Tax Exemption Program (NAPTEP) applications (TC) • Legislative monitoring report for September (TC)
3. POLICY STATEMENT AMENDMENT	

• Delivered Islands 2050 Phase 3 public engagement program
  ○ 34 virtual and in-person events across the Trust Area from Feb to April 2022
  ○ Over 2000 engagements (1299 survey responses and 700+ attendees at virtual or in person events)
• Continued Phase 2 of early and meaningful engagement with First Nations
• Developed RFD to Trust Council re Policy Statement Amendment Project
	• As directed by Trust Council
	• Develop staff procedure on delivering Trust Area-wide engagements using lessons learned

4. RECONCILIATION	
• Reviewed LTC/staff correspondence to First Nations	• Develop staff procedures re honoraria • Investigate options for policies or policy updates for opportunities for First Nations presentations and engagement at Trust Council meetings (TC)

5. INTERGOVERNMENTAL COLLABORATION AND ADVOCACY	

• Drafted and sent Chair correspondence to:
  ○ Transport Canada re action on air pollution and dumping from vessels
  ○ Ministry of Environment and Climate Change Strategy re Feedback on Watershed Security Strategy and Fund Discussion Paper
  ○ Prime Minister and others re endorsement of Bill C-216
• Drafted and sent LTC Chair correspondence to:
  ○ Minister of Health re Farmer's Market Nutrition Coupon Project (Denman, Gabriola)
  ○ Islands Trust Conservancy re Crown land (Denman)
	• Continue to negotiate amendments to agreements with the Ministry of Forests, Lands and Natural Resource Operations in partnership with Bowen Island Municipality. (TC)
	• 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 (as requested by BIM) (EC)
	• Support Thetis LTC with coordinating a multi-agency meeting to discuss ferry access/parking, wharf entrance congestion and pedestrian/cycling safety (THLTC)
	• Assist LTC Chairs with advocacy letters as requested

6. COMMUNICATIONS	

• Implemented communications plan for Community Stewardship Awards program - nominations
• Developed Draft 2021-2022 Annual Report
• Provided FPC with briefing on budget consultation timelines
• Issued eight news releases:
  ○ June Trust Council program
  ○ Community Stewardships Award Program announcement
  ○ Announcement of Islands Trust Council review of governance review report
  ○ Community Stewardship Awards nominees
  ○ 3 x Policy Statement Engagement
  ○ Trust Council approves 2022/23 budget
• Managed media enquiries:
  ○ Water concerns
  ○ 3x rooster noise on Salt Spring Island
  ○ Short term vacation rentals
• Developed elections communications plan
• Twitter: 48 tweets, 19 new (1178 total) followers
• Facebook: 48 tweets, 15 new (712 total) followers
• Media clippings provided twice a week
	• Finalize and design 2021-2022 Annual Report
	• Implement elections communications plan
	• Implement Year of the Salish Sea communications plan (TC)
	• Develop plan and contract for Census data consolidation/infographics
	• Islands Trust 101 PowerPoint (HOLTC)
	• Issue news release re Community Stewardship Awards
	• Issue news release re eelgrass/kelp mapping
	• Develop Islands Trust communications strategy (EC)
	• Develop public engagement strategy (TC)
	• Finalize and release internal corporate identity guide
	• Research and support for website improvements
	• Continue social media posts
	• Provide media clippings twice a week

7. PROGRAMS	
• Community Stewardship Awards: Delivered program, provided briefing and RFD to TPC/TC • Grant in aid: Sent letters/funding to two recipients/one letter to non-recipient • Secretariat services: Sent five letters to coordination groups to be supported/one contract completed	• Implement Living in the Trust Area Mailing program (TPC) • Support delivery of Dust n Bones screening events on Gabriola and Salt Spring Islands (EC) • Draft amendments to Grants in Aid policy for intake date and maximum amount (EC) • Draft amendments to Secretariat Services policy to adjust criteria (TPC) • Develop staff procedures for program delivery
8. GRANTS	
• Interim Report submitted to, and accepted by Investment Agriculture Foundation for the Denman Farm Plan Implementation project. • Final Report submitted to, and accepted by UBCM for the Thetis Island C2C Shoreline project.	• Monitor for grant opportunities and monitor grant funded projects. • Current grant projects to be monitored include Investment Agriculture Foundation ($18,000) and Local Government Development Approvals Program ($367,795).

ISLANDS TRUST CONSERVANCY

ISLANDS TRUST CONSERVANCY REPORT TO TRUST COUNCIL 1st Quarter 2022-2023

COMPLETED SINCE LAST REPORT	PLANNED FOR NEXT QUARTER
1. STRATEGIC PLANNING/ADMINISTRATION	
Recruitment and orientation of ITC Co-op Student Completed 2021/22 audit Submitted final report for the Species at Risk Program to Environment & Climate Change Canada Submitted final report for Conservation Economic Stimulus Initiative restoration projects funding Approved draft ITC Three-Year Plan for referral Completed bull kelp mapping for Islands Trust Area Completed telework agreements for ITC staff Attended Canadian Association of Gift Planners conference, Gifts of Land and Related Property workshop, Salish Sea Ecosystems Conference and "Conserving Our Future" grant writing session	Initiate referrals for ITC Three-Year Plan Begin developing ITC Reconciliation Action Plan Determine tool for data management for applications and property management Collate mapping of species at risk Assist UVic bull kelp mapping project Evaluate recommendations from Species at Risk Workshop Finalize Memorandum of Understanding for Mapping/Data Analysis with UBC Finalize job descriptions for Strategic Fund Development Specialist (new) and Communications Specialist and recruit permanent staff
2. COVENANT AND PROPERTY ACQUISITIONS	
Responded to conservation enquiries (Mayne, Lasqueti, Thetis, Salt Spring, S. Pender, N. Pender) Completed one Ecological Gift process Completed one property donation (Link Island)	Continue negotiations on 85 ha of land and complete two Ecological Gifts applications Continue participation on the Coastal Douglas-fir & Associated Ecosystems Conservation Partnership Steering and Securement Committees
3. COVENANT AND PROPERTY MANAGEMENT	
Began monitoring of 111 conservation areas Began surveys and eDNA sampling for Sharp-tailed Snakes in five conservation areas (N. Pender, Salt Spring, Galiano, Thetis) Approved Sandy Beach Nature Reserve Management Plan (Keats) Restoration planting and maintenance on nature reserves (Lasqueti, Gambier and Mayne); invasive plant management, ten conservation areas (Denman, Gabriola, Galiano, Gambier, Salt Spring)	Complete monitoring of 111 conservation areas Begin Year 3 of Garry Oak ecosystem restoration on one covenant on Salt Spring, including bat, pollinator, and species at risk monitoring Continue Western Screech Owl surveys and wildlife tree inventory on Link Island. Continue Garry Oak ecosystem restoration in one covenant on Sidney Island by erecting exclosure fences and removing invasive species Refresh signage in covenants and nature reserves

As of June 2022 the Islands Trust Conservancy protects 111 conservation properties, 33 nature reserves and 78 covenants (of which 26 have NAPTEP certificates)

3. COVENANT AND PROPERTY MANAGEMENT (Cont.)	
Initiated climate change impacts pilot study with UBC Conservation Decisions Lab on two nature reserves (Salt Spring and Gabriola) Resumed American bullfrog control (Sidney Island) Signage installed: S'ul-wheen X'pey (Elder Cedar) Nature Reserve welcome sign (Gabriola); Mt Trematon Nature Reserve intrepretive restoration signage (Lasqueti); Lindsay Dickson Nature Reserve trail signs (Denman); signage for two new covenants (N. Pender and Salt Spring) Supported maternal Little Brown Bat colony infrastructure (Denman)	Finalize species at risk and property management service contracts for the 2022-23 fiscal year Continue partnership with Capilano University on species at risk surveying at nature reserves on Gambier Island. Trial use of iNaturalist for ITC conservation lands Work with partners to finalize two management plans (Salt Spring and North Pender) Continue participation in the Sidney Island Ecological Restoration Project and the Capital Region Invasive Species Partnership
4. COMMUNICATIONS AND OUTREACH	
Introduced social media reporting using new Hootsuite analytics (internal – bi-monthly) Website: Updated conservation covenant, NAPTEP and Planning Your Legacy options information Issued the *Spring 2022 Heron* as PDF Flipbook Created a video to celebrate the announcement of Woodpecker Forest covenant on S. Pender Media announcements: Woodpecker Forest Covenant & $100,000 Susan Bloom bequest Issued ITC's first ever Impact Report Drafted Annual Report for 2021/22 Hosted the Gathering for Species at Risk Workshop for 70 attendees; sent Summary to participants	Release an additional two videos: on covenant announcement and the value of nature reserves Finalize Annual Report for 2021/22 Update website information and investigate opportunities for blog/stories on website Draft a communications & social media strategy Issue Summer version of the Heron (August 2022) Issue Covenant Landholder Newsletter (Summer) Begin coordinating a species at risk speaker's series. Plan species at risk training for staff and trustees Add species at risk information to the website
5. FUNDRAISING AND CONSERVANCY SUPPORT	
Bloom bequest allocated to Opportunity Fund Estate administration for a new bequest Developed precis on Strategic Fund Development for estate planning professionals Approved three Opportunity Fund grants (N. Pender, Galiano, Gabriola) and Morrison Waxler Biodiversity Legacy Fund Grant (N. Pender)	Present Legacy Giving Workshop June 24 (Lasqueti) Investigate best practices for monthly giving Continue meetings with planned giving advisors Finalize Professional Advisor ITC Discovery Package

As of June 2022 the Islands Trust Conservancy protects 111 conservation properties, 33 nature reserves and 78 covenants (of which 26 have NAPTEP certificates)

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 21-24, 2022
From:	Islands Trust Conservancy Board	**Date Prepared:**	May 25, 2022
SUBJECT:	March 31, 2022 Audited Financial Statements of the Islands Trust Conservancy		

PURPOSE: The audited financial statements and audit findings report of the Islands Trust Conservancy (ITC) for the year ended March 31, 2022 were reviewed with the appointed auditors, KPMG LLP, and approved by the Islands Trust Conservancy Board at their May 24, 2022 meeting and are being provided to Trust Council for information.

BACKGROUND: The *Islands Trust Act* Section 46 requires the Islands Trust Conservancy to prepare and submit to Trust Council a report respecting the previous fiscal year that includes an audited balance sheet, a statement of receipts and expenditures, a report of the operations of the ITC and the management of the assets if the funds, and a schedule of all assets held in trust, with their valuation.

Of note for the 2021/22 fiscal year, the financial statements recognize the following:

- Approved grant revenues, including a $242,500 grant from Environment and Climate Change Canada for the ITC Species at Risk Program and a $38,500 grant from the Conservation Economic Stimulus Fund (Province of BC via Habitat Conservation Trust Foundation);
- Receipt of a $100,000 donation to the Opportunity Fund from Susan Bloom Alter Ego Trust; and,
- Reclassification of $3.8M of ITC lands received under the Federal Government Ecological Gifts Program from the endowment fund to the capital fund to reflect the change in nature of these lands from restricted to unrestricted. This change was triggered when Environment and Climate Change Canada amended its classification of the ITC from a public body to an agent of the Crown.

ATTACHMENT(S):

1. Audited Financial Statements of the Islands Trust Conservancy for the Year Ended March 31, 2022

FOLLOW-UP: The March 31, 2022 audited Financial Statements of the Islands Trust Conservancy will be posted to the website at https://islandstrust.bc.ca/about-us/accountability/finance/ and included in the annual report submitted to the Minister.

Prepared By: Kate Emmings, Manager, Islands Trust Conservancy

Reviewed By/Date: Clare Frater, Director of Trust Area Services / May 27, 2022
Russ Hotsenpiller, CAO / May 31, 2022
Executive Committee / September 8, 2022

Financial Statements of

THE ISLANDS TRUST CONSERVANCY

And Independent Auditors' Report thereon

Year ended March 31, 2022

INDEPENDENT AUDITORS' REPORT

To the Trustees of The Islands Trust Conservancy Board, the Trustees of Islands Trust and the Minister of Municipal Affairs

Opinion

We have audited the financial statements of the Islands Trust Conservancy (the Entity) which comprise:

- the statement of financial position as at March 31, 2022
- the statement of operations for the year then ended
- the statement of changes in fund balances for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

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

In our opinion, except for the possible effects of the matter described in the 'Basis for Qualified Opinion' section of our auditors' report, the financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2022, and its results of operations, its changes in fund balances and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Entity derives revenue from donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Entity.

Therefore, we were not able to determine whether any adjustments might be necessary to:

- the current assets reported in the statements of financial position as at March 31, 2022 and March 31, 2021
- the donations revenues and excess of revenues over expenses reported in the statements of operations for the years ended March 31, 2022 and March 31, 2021
- the fund balances, at the beginning and end of the year, reported in the statements of changes in fund balances for the years ended March 31, 2022 and March 31, 2021
- the excess of revenues over expenses reported in the statements of cash flows for the years ended March 31, 2022 and March 31, 2021.

Our opinion on the financial statements for the year ended March 31, 2021 was qualified accordingly because of the possible effects of this limitation in scope.

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

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

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

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

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

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

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

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

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

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

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

We also:

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

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

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

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

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

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

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

Chartered Professional Accountants

Victoria, Canada
_____, 2022

THE ISLANDS TRUST CONSERVANCY

Statement of Financial Position

March 31, 2022, with comparative information for 2021

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2022 Total	2021 Total
						(Schedule 1)
Assets:						
Current assets:						
Cash	$ 114,230	$ 180,481	$ -	$ -	$ 294,711	$ 364,174
Short-term investments (note 2)	-	181,633	-	88,000	269,633	277,225
Grants receivable	-	31,950	-	-	31,950	53,500
	114,230	394,064		88,000	596,294	694,899
Investments	-	167,750	-	-	167,750	-
Land (notes 3 and 5)	-	-	14,137,100	3,076,601	17,213,701	17,213,701
	$ 114,230	$ 561,814	$ 14,137,100	$ 3,164,601	$ 17,977,745	$ 17,908,600
Liabilities:						
Current liabilities:						
Due to Islands Trust	$ -	$ 88,174	$ -	$ -	$ 88,174	$ 81,598
Fund Balances:						
Unrestricted	114,230	-	-	-	114,230	15,754
Investment in land (note 3)	-	-	14,137,100	-	14,137,100	10,327,169
Internally restricted (note 4)	-	32,043	-	-	32,043	35,632
Externally restricted (note 4)	-	441,597	-	-	441,597	473,915
Restricted for endowment purposes (note 5)	-	-	-	3,164,601	3,164,601	6,974,532
	114,230	473,640	14,137,100	3,164,601	17,889,571	17,827,002
Subsequent event (note 9)						
	$ 114,230	$ 561,814	$ 14,137,100	$ 3,164,601	$ 17,977,745	$ 17,908,600

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

Approved by the Islands Trust Conservancy Board:

_____ Board member

_____ Board member

THE ISLANDS TRUST CONSERVANCY

Statement of Operations

Year ended March 31, 2022, with comparative information for 2021

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2022 Total	2021 Total
						(Schedule 2)
Revenue:						
Donations:						
Cash	$ 104,847	$ 2,700	$ -	$ -	$ 107,547	$ 16,963
Land	-	-	-	-	-	3,023,000
Grants	-	280,704	-	-	280,704	207,144
Rental income	-	10,455	-	-	10,455	10,455
Investment income (loss)	250	(6,587)	-	-	(6,337)	28,980
	105,097	287,272	-	-	392,369	3,286,542
Expenses:						
Repairs and maintenance - Alton property	-	21,788	-	-	21,788	9,108
Property management	-	4,880	-	-	4,880	-
Bank charges	121	11	-	-	132	110
Grants to external parties	6,500	15,500	-	-	22,000	9,994
Species at Risk	-	242,500	-	-	242,500	187,000
Conservation Stimulus	-	38,500	-	-	38,500	-
	6,621	323,179	-	-	329,800	206,212
Excess (deficiency) of revenue over expenses	$ 98,476	$ (35,907)	$ -	$ -	$ 62,569	$ 3,080,330

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

THE ISLANDS TRUST CONSERVANCY

Statement of Changes in Fund Balances

Year ended March 31, 2022, with comparative information for 2021

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	Total
Fund balances, March 31, 2020	$ 21,731	$ 446,240	$ 7,624,169	$ 6,654,532	$ 14,746,672
Excess (deficiency) of revenue over expenses	6,023	51,307	2,703,000	320,000	3,080,330
Interfund transfer (note 6)	(12,000)	12,000	-	-	-
Fund balances, March 31, 2021	15,754	509,547	10,327,169	6,974,532	17,827,002
Excess (deficiency) of revenue over expenses	98,476	(35,907)	-	-	62,569
Interfund transfer (note 6)	-	-	3,809,931	(3,809,931)	-
Fund balances, March 31, 2022	$ 114,230	$ 473,640	$ 14,137,100	$ 3,164,601	$ 17,889,571

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

THE ISLANDS TRUST CONSERVANCY

Statement of Cash Flows

Year ended March 31, 2022, with comparative information for 2021

	2022	2021
Cash provided by (used in):		
Operating activities:		
Excess of revenue over expenses	$ 62,569	$ 3,080,330
Item not involving cash:		
Donation of land	-	(3,023,000)
Changes in non-cash operating working capital:		
Accounts payable	-	(3,715)
Grants receivable	21,550	(53,500)
Due to Islands Trust	6,576	81,789
	90,695	81,904
Investing activities:		
Decrease (increase) in short-term investments	7,592	(27,792)
Redemption (purchase) of investments	(167,750)	113,155
	(160,158)	85,363
Increase (decrease) in cash	(69,463)	167,267
Cash, beginning of year	364,174	196,907
Cash, end of year	$ 294,711	$ 364,174

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

The Islands Trust Conservancy (the "Trust Conservancy") is incorporated under The Islands Trust Act of British Columbia and is empowered to accept donations, grants and bequests on behalf of The Islands Trust and to hold land and other property in compliance with a Trust Conservancy plan approved by the Ministry of Municipal Affairs.

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

The Trust Conservancy is administered by the Trust and for financial reporting purposes, the Trust and the Trust Conservancy are reported on separately. The Trust Conservancy's annual expenses are funded by and reported as part of the Trust in accordance with The Islands Trust Act. These financial statements present the financial position and changes in fund balances of the Trust Conservancy.

1. Significant accounting policies:

The financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards including the 4200 standards for government not-for-profit organizations:

(a) Fund accounting:

The Trust Conservancy follows the restricted fund method of accounting for contributions.

The Opportunity Fund reports unrestricted resources.

The Restricted Fund reports the assets, liabilities, revenue and expenses related to internally and externally restricted assets.

The Capital Fund reports the assets, liabilities, revenue and expenses related to the Trust Conservancy's capital assets.

The Endowment Fund reports resources that are contributed for endowment purposes.

(b) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Derivative instruments and equity instruments that are quoted in an active market are reported at fair value. All other financial instruments are subsequently recorded at cost or amortized cost unless management has elected to carry the instruments at fair value. Management has elected to record all investments at fair value as they are managed and evaluated on a fair value basis.

Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses until they are realized, when they are transferred to the statement of operations.

1. Significant accounting policies (continued):

(b) Financial instruments (continued):

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations and any unrealized gain is adjusted through the statement of remeasurement gains and losses. When the asset is sold, the unrealized gains and losses previously recognized in the statement of remeasurement gains and losses are reversed and recognized in the statement of operations. During the years presented, there are no unrealized gains and losses, and as a result, no statement of remeasurement gains and losses has been included in these financial statements. All investments held by the Trust Conservancy are classified as Level 2 investments for fair value measurement and there were no changes in classification in the years presented.

(c) Land:

Purchased land is recorded at cost. Contributed land is recorded at estimated fair value at the date of contribution.

(d) Revenue recognition:

Restricted contributions are recorded as revenue of the appropriate restricted fund when received or receivable, if the amount can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions are recorded as revenue of the Opportunity Fund in the year received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

Contributions for endowment are recorded as revenue in the Endowment Fund balance.

Interest income earned on Endowment Fund resources is restricted for the purpose of maintaining certain specified property and is recorded in the Restricted Fund. Interest income of internally restricted funds is recorded as revenue of the Restricted Fund. Other interest income is recorded as revenue of the Opportunity Fund when earned.

All other forms of income are recorded as revenue of the Opportunity Fund when received or receivable.

1. Significant accounting policies (continued):

(e) Liability for contaminated sites:

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

(*i*) an environmental standard exists;

(*ii*) contamination exceeds the environmental standard;

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

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

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

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

(f) Natural assets:

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

(g) Use of estimates:

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions which affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the period. Estimates include assumptions used in estimating the fair value of contributed land at the date of contribution. Actual results could differ from those estimates.

2. Short-term investments:

Short-term investments consist of an endowment fund with the Victoria Foundation and Municipal Finance Authority of British Columbia (“MFA”) Short Term Bond and Money Market Funds. Investments in MFA Funds are recorded at market value.

3. Land:

	Acquisition year	2022	2021
Inner Island Nature Reserve, Denman Island	1992	$ 70,000	$ 70,000
Coats Millstone Reserve, Gabriola Island	1994	100,000	100,000
E,HO, (Medicine Beach) Nature Sanctuary, North Pender Island	1996	477,000	477,000
Cunningham Nature Reserve, Salt Spring Island	1994	265,000	265,000
Deep Ridge Nature Reserve, Salt Spring Island	1992	255,000	255,000
Lower Mt. Erskine Nature Reserve, Salt Spring Island	1996	284,000	284,000
Kwel Nature Sanctuary, Lasqueti Island	1997	195,497	195,497
Singing Woods Nature Reserve, Bowen Island	1999	157,000	157,000
Trincomali Nature Sanctuary, Galiano Island	2001	242,406	242,406
Horton Bayviary Nature Reserve, Mayne Island	2002	210,000	210,000
Morrison Marsh Nature Reserve, Denman Island	2006	438,000	438,000
Brigade Bay Bluffs Nature Reserve, Gambier Island	2006	150,000	150,000
Long Bay Wetland Nature Reserve, Gambier Island	2006	305,000	305,000
S'ul-hween X'pey (Elder Cedar) Nature Reserve, Gabriola Island	2007	658,000	658,000
Mount Artaban Nature Reserve, Gambier Island	2009	1,177,000	1,177,000
Fairy Fen Nature Reserve, Bowen Island	2011	1,817,000	1,817,000
Laughlin Lake Nature Reserve, Galiano Island	2013	56,000	56,000
Vanilla Leaf Land Nature Reserve, Galiano Island	2014	217,000	217,000
Fairyslipper Forest Nature Reserve, Thetis Island	2017	550,266	550,266
Sandy Beach Nature Reserve, Keats Island	2021	2,703,000	2,703,000
		10,327,169	10,327,169
Properties acquired under the Federal Government Ecological Gifts Program:			
Mt. Trematon Nature Reserve, Lasqueti Island	2006	320,000	-
David Otter Nature Reserve, Bowen Island	2007	620,000	-
John Osland Nature Reserve, Lasqueti Island	2012	890,000	-
Valens Brook Nature Reserve Lot A, Denman Island	2013	280,000	-
Burren's Acres Nature Reserve, Gabriola Island	2014	210,000	-
Moore Hill Nature Reserve, Thetis Island	2017	780,000	-
Valens Brook Nature Reserve Lot 1, Denman Island	2019	85,000	-
Salish View Nature Reserve, Lasqueti Island	2020	304,931	-
Lisa Baile Nature Reserve, North Pender Island	2021	320,000	-
		3,809,931	-
		$ 14,137,100	$ 10,327,169

In 2022, a transfer of $3,809,931 from the Endowment Fund to the Capital Fund was made, reflecting the value of lands historically received under the Ecological Gift Program. The Conservancy has a 99 year lease with BC Parks Foundation to manage Lands owned by the Foundation as a Nature Reserve.

4. Restricted Fund balances:

	2022	2021
Internally restricted:		
McFadden Creek management fund	$ 21,393	$ 23,632
Property Management fund	10,650	12,000
	32,043	35,632
Externally restricted:		
Alton Nature Reserve - maintenance fund	156,758	160,128
Morrison Fund	14,809	20,294
Covenant Defense Fund	115,790	115,273
Lasqueti Acquisition Fund	27,541	35,304
Gambier Acquisition Fund	125,398	129,121
Thetis Island Acquisition Fund	1,301	1,295
Conservation Stimulus Fund	-	12,500
	441,597	473,915
	$ 473,640	$ 509,547

5. Restricted for endowment purposes:

	Acquisition year	2022	2021
Short-term investments			
Alton Nature Reserve - maintenance	2002	$ 88,000	$ 88,000
Land:			
Lindsay Dickson Nature Reserve, Denman Island	2001	2,200,000	2,200,000
Alton Nature Reserve, Salt Spring Island	2002	454,000	454,000
McFadden Creek Nature Sanctuary, Salt Spring Island	2015	422,601	422,601
Properties acquired under the Federal Government Ecological Gifts program:			
Mt. Trematon Nature Reserve, Lasqueti Island	2006	-	320,000
David Otter Nature Reserve, Bowen Island	2007	-	620,000
John Osland Nature Reserve, Lasqueti Island	2012	-	890,000
Valens Brook Nature Reserve Lot A, Denman Island	2013	-	280,000
Burren's Acres Nature Reserve, Gabriola Island	2014	-	210,000
Moore Hill Nature Reserve, Thetis Island	2017	-	780,000
Valens Brook Nature Reserve Lot 1, Denman Island	2019	-	85,000
Salish View Nature Reserve, Lasqueti Island	2020	-	304,931
Lisa Baile Nature Reserve, North Pender Island	2021	-	320,000
		3,076,601	6,886,532
		$ 3,164,601	$ 6,974,532

In 2022, a transfer of $3,809,931 from the Endowment Fund to the Capital Fund was made, reflecting the value of lands historically received under the Ecological Gift Program.

5. Restricted for endowment purposes (continued):

Investment gains (losses) on endowment funds for the year of ($6,587) (2021 - $22,914) have been recorded in the Restricted Fund.

Two properties owned by the Trust Conservancy, the Lindsay Dickson property on Denman Island, and the Alton property on Salt Spring Island, were donated on the condition that the properties be used and managed in certain ways. The Lindsay Dickson property was donated "for so long as the land is used as a nature reserve for the use, benefit and enjoyment of the residents of B.C." The Alton property is to be held, managed and preserved for its ecological, environment and scenic features and not as a recreational park. The residence, gardens and driveway are to be preserved and managed for non-profit purposes.

In the event that these properties are not managed accordingly, the properties could revert to the Province of British Columbia in the case of the Lindsay Dickson Nature Reserve and to the Executors of the donor's estate in the case of the Alton Nature Reserve.

In 2015, the McFadden Creek Nature Sanctuary on Salt Spring Island was donated to the Trust Conservancy on the condition that the property was to be protected, preserved and maintained in its natural state. Should a disposition of this property ever be triggered, there is a Right of First Refusal on the property in favor of the Wild Bird Trust of BC.

6. Interfund transfer:

During the year, Environment and Climate Change Canada amended its classification of the Trust Conservancy from a public body to an agent of the Crown, to align with the classification of the Canada Revenue Agency. This change in classification means section 207.31(1) of the *Income Tax Act* which requires approval from the Minister of Environment and Climate Change Canada to dispose of lands, does not apply to the Trust Conservancy. Consequently, restrictions formerly in place on lands received by the Trust Conservancy under Environment and Climate Change Canada's Ecological Gift Program are no longer applicable. To reflect the new nature of these lands, a transfer of $3,809,931 from the Endowment Fund to the Capital Fund has been made, reflecting the value of lands historically received under the Ecological Gift Program.

In the prior year, there was an interfund transfer of $12,000 from the Opportunity Fund to the Restricted Fund representing cash contributions associated with the acquisition of the Sandy Beach Nature Reserve on Keats Island.

7. Related party:

The Trust is related to the Trust Conservancy through the composition of the Trust Conservancy's Board. The Trust Conservancy's Board is comprised of three members from the Trust's Council and up to three members appointed by the Minister of Municipal Affairs.

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

	2022	2021
Operations and property management	$ 876,595	$ 701,124
Board	8,503	5,378
Administration	248,673	232,547
	$ 1,133,771	$ 939,049

At March 31, 2022, amounts owing to Islands Trust were $88,174 (2021 - $81,598).

8. Financial risks and concentration of risk:

The Trust Conservancy's financial instruments consist of cash, short-term investments, investments, federal grants receivable and amounts due to Islands Trust. It is management's opinion that the Trust Conservancy is not exposed to significant interest, currency or credit risk arising from these financial instruments. The maximum exposure to credit risk at March 31, 2022 is the carrying value of cash, short-term investments and investments and federal grants receivable. The Trust Conservancy deals with creditworthy counterparties to mitigate credit risk. The Trust Conservancy manages its liquidity risk by monitoring its operating requirements. Interest rate risk is not significant due to the short term nature of investments held. There have been no significant changes to risk exposure in the years presented.

9. Subsequent event:

Subsequent to March 31, 2022, the transfer of Link Island, a 21.45 hectare island located in the Gabriola Island Local Trust Area, from Elizabeth W. Swift to the Trust Conservancy was completed. Subsequent to March 31, 2022, the Trust Conservancy received $36,708 from the Estate of Elizabeth W. Swift for the purposes of removing the small cabin and infrastructure on the south end of the Island in future years. The $3,730,000 assessed value of the donated land is not reflected in the assets or fund balances as at March 31, 2022, nor are the funds received for building removal. The value of these donated assets will be recorded in the financial statements of the year ending March 31, 2023.

THE ISLANDS TRUST CONSERVANCY

Statement of Financial Position

Schedule 1

March 31, 2021

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2021 Total
Assets:					
Current assets:					
Cash	$ 15,754	$ 348,420	$ -	$ -	$ 364,174
Short-term investments (note 2)	-	189,225	-	88,000	277,225
Federal grants receivable	-	53,500	-	-	53,500
	15,754	591,145	-	88,000	694,899
Investments	-	-	-	-	-
Land (notes 3 and 5)	-	-	10,327,169	6,886,532	17,213,701
	$ 15,754	$ 591,145	$ 10,327,169	$ 6,974,532	$ 17,908,600
Liabilities:					
Current liabilities:					
Due to Islands Trust	$ -	$ 81,598	$ -	$ -	$ 81,598
Fund Balances:					
Unrestricted	15,754	-	-	-	15,754
Investment in land (note 3)	-	-	10,327,169	-	10,327,169
Internally restricted (note 4)	-	35,632	-	-	35,632
Externally restricted (note 4)	-	473,915	-	-	473,915
Restricted for endowment purposes (note 5)	-	-	-	6,974,532	6,974,532
	15,754	509,547	10,327,169	6,974,532	17,827,002
	$ 15,754	$ 591,145	$ 10,327,169	$ 6,974,532	$ 17,908,600

THE ISLANDS TRUST CONSERVANCY

Statement of Operations

Schedule 2

Year ended March 31, 2021

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2021 Total
Revenue:					
Donations:					
Cash	$ 15,938	$ 1,025	$ -	$ -	$ 16,963
Land	-	-	2,703,000	320,000	3,023,000
Grants	-	207,144	-	-	207,144
Rental income	-	10,455	-	-	10,455
Investment income	110	28,870	-	-	28,980
	16,048	247,494	2,703,000	320,000	3,286,542
Expenses:					
Repairs and maintenance - Alton property	-	9,108	-	-	9,108
Bank charges	31	79	-	-	110
Donations to conservancy groups	9,994	-	-	-	9,994
Species at Risk	-	187,000	-	-	187,000
	10,025	196,187	-	-	206,212
Excess of revenue over expenses	$ 6,023	$ 51,307	$ 2,703,000	$ 320,000	$ 3,080,330

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

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 21, 2022
From:	Islands Trust Conservancy	**Date Prepared:**	May 27, 2022
SUBJECT:	**Species at Risk Program – Funding and Workshop**		

PURPOSE: To provide Trust Council with an update regarding the Species at Risk Program.

BACKGROUND:

The Islands Trust Area contains one of the highest levels of biodiversity in British Columbia and is home to more than 140 red-listed (endangered or threatened) species (24% of the provincial total) and more than 135 blue-listed (of concern of becoming extirpated or extinct) species (14% of the provincial total). There are also 50 red-listed ecological communities and 22 blue-listed ecological communities.

Species at Risk (SAR) are important indicators of the health of natural systems. They are the species most sensitive to degradation of habitats and are the first to be lost when a natural system is not in balance. They are also species that are frequently at the edges of their range and as our climate shifts, they will be important to ensuring biodiversity in the new ecosystems that will emerge. If they are lost, the biodiversity of the future is threatened.

In 2017, following presentation by federal and provincial staff on species at risk, Trust Council passed the following resolution:

> **TC-2017-029**
> **MOVED by Trustee Stamford, SECONDED by Trustee Grove**,
> that Trust Council request that the Trust Fund Board [Islands Trust Conservancy Board] investigate options for increased use of federal or provincial stewardship agreements for species at risk in the Islands Trust Area.

The Islands Trust Conservancy (ITC) Species at Risk Program resulted from conversations between Islands Trust and Environment and Climate Change Canada staff regarding federal stewardship agreements and funding opportunities.

<u>Species at Risk Program Funding:</u>

The Species at Risk Program is funded by a grant from the Canada Nature Fund, Species at Risk Stream for Priority Places. The original grant awarded $597,000 for a three-year SAR Program (July 2020 – March 2023). This amount was subsequently increased to $643,000 in May 2021 and then to $668,000 in May 2022 (agreement amendment pending). In May 2022, Environment and Climate Change Canada offered to extend the funding another three years to March 31, 2026, increasing it by $660,000. The ITC Board agreed to accept the funding and extend the program at its May 24, 2022 meeting, passing the following resolution:

> **ITC-2022-026**
> **It was MOVED and SECONDED,**
> that the Islands Trust Conservancy Board direct staff to draft and sign an amended contribution agreement with Environment and Climate Change Canada (ECCC), extending the existing Species at Risk Program funding until March 31, 2026, including a budget increase for the 2022/23 fiscal

year of $25,000 and the addition of $220,000/year in funding for the next three fiscal years (2023/24 through 2025/26)

Program Objectives and Actions to Date:

1. Create framework to deliver a Species at Risk (SAR) Program
   - Hired SAR Coordinator & 2021 Summer Coop Student
   - Completed SAR Program work plan, updated charter, finalized budget
   - Managed SAR projects on ITC Properties
   - Hosted a "Gathering for SAR" Workshop, March 17, 2022 for 70 participants
     - Secured contractors to support staff in early engagement
     - Delivered pre-workshop survey to inform agenda development
     - Received positive feedback from participants in post-event survey

2. Coordinate the compilation & analysis of SAR data for the Islands Trust Area
   - Added and updated SAR data on TAPIS (internal property information and mapping system)
   - Confirmed through workshop/survey that there is a desire for ITC to be a hub for data and information sharing on SAR in the Islands Trust Area. Staff will review this option with ITC Board.

3. Inventory, monitor & manage SAR & SAR habitat in ITC protected areas
   - Conducted SAR surveys and monitored SAR:
     - Sharp-tailed Snake: five conservation areas (Salt Spring, Galiano, North Pender, Thetis)
     - Western Screech Owl: four conservation areas (Link Is., Lasqueti, Thetis)
     - Bats, including Little Brown Myotis: four conservation areas (Salt Spring, Thetis)
     - Pollinators and rare plants (multiple): one conservation area (Salt Spring)
     - Wetland surveys (plants, invertebrates, birds): one conservation area (Gambier)
   - Restored Garry oak and wetland habitats on four conservation areas (Lasqueti, Sidney, Salt Spring) and removed invasive species on fifteen conservation areas
   - Planted over 12,000 native plants and sowed over 2 million seeds
   - Installed habitat structures to increase habitat opportunities for SAR (Denman, Links Is., Salt Spring, Lasqueti)

4. Deliver SAR outreach to landowners & Islands Trust staff and elected officials
   - Partnered with Gabriola Nature Trails & Trust (GaLTT) to deliver outreach materials and present a webinar to Gabriola Island landowners with land identified as having ecological values for GaLTT's new Nature Stewards Program
   - Promoted SAR-related projects and information on social media, the Heron and on the website
   - Engagement and outreach to over 280 land managers, SAR biologists, local conservancies, First Nations and all levels of government in the Islands Trust Area through advertising the workshop and survey

5. Develop relationships with First Nations for more effective SAR Program delivery
   - Contracted Naut'sa mawt Tribal Council to provide First Nations engagement opportunities and assist ITC staff in ensuring the "Gathering for SAR" Workshop was inclusive of Indigenous audiences
   - Identified a scope for mapping of cultural features on ITC Properties through the Islands Trust's contract with Inlailawatash – a First Nations company that provides cultural and renewable resource services.

6. Increase land securement with a focus on SAR protection & recovery
   - Conducted land survey, ecological baseline and appraisal for Moss Mountain NAPTEP covenant
   - Contributed funds to register two additional conservation covenants and the Saturnina Island Lease
   - Sensitive ecosystems and SAR habitat protected, including three provincially red-listed and critically imperilled (G1) communities, Common Nighthawk habitat, *Species at Risk Act* listed species such as Western Grebe, Phantom Orchid, Little Brown Myotis, Barn Swallow and more.

ATTACHMENT(S):

1. 2021-2023 SAR Program Project Charter
2. Gathering for SAR: Workshop Proceedings

FOLLOW-UP:

Islands Trust Conservancy plans the following activities for the 2022/23 fiscal year:

1. Expand SAR Program goals and work planning to 2026
2. Continue to build relationships with First Nations and seek out partnership opportunities
3. Continue to build relationships with local conservancies, governments and others working with SAR in the Islands Trust Area
4. Continue work to conserve and manage lands with Critical Habitat for SAR
5. Develop a SAR data information and data sharing plan for the Islands Trust Area
6. Consider establishing a working group to address challenges related to species and ecosystems at risk (including culturally significant species and ecosystems)
7. Provide SAR educational opportunities to Islands Trust staff and trustees
8. Coordinate and produce a Speaker Series to share information on SAR topics of interest, with possible added series of "field sessions"
9. Create a database of expertise (by topic and geographic area)
10. Consider options for an online interactive map showing who is working where, on what projects

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Prepared By: Wendy Tyrrell, Species at Risk Program Coordinator & Kate Emmings, ITC Manager

Reviewed By/Date: Clare Frater, Director, Trust Area Services / June 1, 2022
Russ Hotsenpiller, CAO/June 2, 2022
Executive Committee/June 8, 2022

Species at Risk Program - Project Charter

Islands Trust Conservancy

Date: November 23, 2021

Purpose

To implement a Species at Risk program for the Islands Trust Conservancy that contributes to the recovery of species at risk and the conservation of wildlife and habitat in the Islands Trust Area.

Background

In June 2017 Environment and Climate Change Canada (ECCC) presented to Trust Council regarding the *Species at Risk Act* (SARA) and local government responsibilities in the Islands Trust Area (ITA). ECCC staff described federal government responsibilities on private and public lands under SARA. Trust Council requested that Islands Trust Conservancy (ITC) investigate options for increased use of federal or provincial stewardship agreements for species at risk in the ITA. Through discussions with ECCC, in July 2020, the Islands Trust Conservancy (ITC) was awarded a grant of $597,000. On May 4, 2021 the grant was increased to $643,000 and is payable up until March 31, 2023. Funds are provided through the Canada Nature Fund, Species at Risk Stream for Priority Places, to implement a Species at Risk (SAR) Program in the ITA.

Objectives

- Create framework to deliver a SAR Program
- Coordinate the compilation & analysis of SAR data for the ITA
- Inventory, monitor & manage SAR & SAR habitat in ITC protected areas
- Deliver SAR outreach to landowners & Islands Trust staff and officials
- Develop relationships with First Nations for more effective SAR Program delivery
- Increase land securement with a focus on SAR protection & recovery

In Scope

- Additions to ITC staffing
- SAR data consolidation & analysis
- SAR monitoring & inventory in ITC protected areas
- SAR management on ITC protected areas
- Outreach to Islands Trust elected officials & staff
- Focussed SAR outreach
- Land securement costs
- First Nations Engagement

Out of Scope

- Work on lands where ITC and Islands Trust have no legal interest
- General SAR outreach programs
- Enhanced collaboration with Island Conservancies and biologists for SAR
- Funding for direct land acquisition (i.e., land cost)

Workplan Overview

Deliverable/Milestone	Date
Program initiation	July 22, 2020
Program Implementation	August 2020—February 2023
Hire SAR Program Coordinator	July, 2021
Program Planning	October, 2021
Mid-program evaluation	December 2021 / January 2022
Project Wrap Up and Evaluation	March 31, 2023

Project Team

ITC Manager	Project Champion
SAR Program Coordinator	Project Manager
Property Management Specialist / Covenant Management Specialist	Property Management Leads
Ecosystem Protection Specialist	Land Securement Lead
Communications Specialist / Outreach Specialist	Outreach/ Communications Leads
Admin. Services (Islands Trust)	Mapping & Admin .

Approved by:

ITC Board

Endorsement:

Res. #: 2021-051

Date: Nov. 23, 2021

Budget

Sources: ECCC ($643,000) & Islands Trust—ITC Budget ($958,120)

Item	Cost
Salaries	$864,448
Property Management	$138,668
Land Securement	$106,705
Species Inventories and Mapping	$198,588
Outreach/Communications/First Nations Liaison	$69,900
Admin./Equipment/Travel/Other	222,811
Total	$1,601,120

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 22, 2022
From:	Executive Committee	**Date Prepared:**	May 26, 2022
SUBJECT:	**2021/22 DRAFT ANNUAL REPORT**		

RECOMMENDATION:
That the Islands Trust Council approves the 2020/21 Draft Annual Report for submission to the Minister of Municipal Affairs.

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

1 PURPOSE: To gain approval of the 2021/22 annual report text in order to meet legislative requirements for annual reporting.

2 BACKGROUND: At its February 23, 2022 meeting, the Executive Committee approved the format and outline of the 2021/22 Annual Report.

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

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

3 IMPLICATIONS OF RECOMMENDATION

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

FINANCIAL: $2500 from communications budget for graphic design of annual report and $100 for printing.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Preparation of the Islands Trust Annual Report is coordinated by Trust Area Services staff, reporting to the Executive Committee. Once approved, and upon receipt of the Audited Financial Statements, this report will be copy edited and then

formatted for printing and web-publishing, and sent to the Minister responsible for the Islands Trust along with other recipients listed in Policy 6.10.i.

FIRST NATIONS: None.

OTHER: None.

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

5 ATTACHMENT(S): Draft 2021/22 Annual Report

RESPONSE OPTIONS

Recommendation: That the Islands Trust Council approves the 2021/22 Draft Annual Report for submission to the Minister of Municipal Affairs.

Alternative: That the Islands Trust Council approves the 2021/22 Draft Annual Report as amended for submission to the Minister of Municipal Affairs.

Prepared By: Mike Richards, Grants Program Manager

Reviewed By/Date: Clare Frater, Trust Area Services Director, May 30, 2022
Russ Hotsenpiller, Chief Administrative Officer, May 31, 2022
Executive Committee, June 8, 2022

Islands Trust 2021/22 Annual Report

>> Add cover image and logo

Reconciliation Declaration

Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

The Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples. Islands Trust states a commitment to reconciliation with the understanding that this commitment is a long-term relationship-building and healing process. The Islands Trust Council will strive to create opportunities for knowledge-sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea.

Adopted: March 14, 2019 Trust Council on Gabriola Island

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Appendix C: Islands Trust Conservancy Financial Statements – to be added

Message from the Islands Trust Council Chair

It is my honour to work for Trust Council and to deliver on the Islands Trust mandate. I am proud of our commitment to reconciliation and I am humbled to have opportunities to learn from First Nations about this special place in the Salish Sea.

I live on Thetis Island in Penelakut and Lyackson Territory. We are all living and working on the treaty and non-treaty lands in the unceded territory of the Coast Salish People.

We left the March Trust Council in 2020 to the announcement of a pandemic. Now, more than two years later, COVID sickness lingers in communities. I wish all of those affected a quick recovery.

Towards the end of 2021 Islands Trust began to return to open offices and in-person public meetings. It is good to be with each other in-person again, as personal connections are vital to addressing the challenges and opportunities we face when preserving and protecting the islands.

A dominant theme for Islands Trust though 2021-2022 was the Policy Statement Amendment Project. This is the most significant policy amendment work we have undertaken in 25 years and there are many perspectives about potential policy changes. Trust Council chose to not amend a draft Policy Statement developed by Islands Trust committees, and opted to seek engagement from First Nations, the public and referral agencies prior to holding a first reading. We were frequently asked "*Why undertake this amendment project during a pandemic?*" The answer I've given to this question is that Policy Statement amendments are long overdue, with silence in the document on issues and concerns important to our communities today. The Policy Statement has also been found to be offensive to First Nations in its colonial perspectives. Addressing this is a priority in light of our commitment to reconciliation. As the 2021-22 year ended, we were in the midst of the largest engagement process we have ever undertaken across the Trust Area to solicit input on draft proposed changes to the Policy Statement. I know trustees greatly value the comments and views shared by all as they contemplate how the Trust can improve the Policy Statement, which will guide future decisions about how we preserve and protect the Trust Area.

In 2019, we adopted a Reconciliation Action Plan. The Action Plan calls on us to put our Reconciliation Declaration into action, and commits us to continued learning, knowing and collaborating. This plan is influencing different ways of working across the organization. As an example, it was an honour to have Indigenous Knowledge Holders involved in the development of a Freshwater Sustainability Strategy, which was received by Trust Council in December 2021. Islands Trust is committed to meaningfully engaging and working with First Nations and Indigenous Peoples.

In 2019, Islands Trust Council also declared a Climate Emergency. The reality of this emergency was brought home through the June 2021 heat dome that saw temperatures rise above 40C (50C along some shorelines), causing terrible impacts to human and ecological communities, and baking to death at least one billion sea creatures on the Pacific Coast. There were many conversations about climate change as we contemplated changes to the Policy Statement and there were opportunities to speak with Indigenous Peoples about what they see evolving, what impacts they are experiencing, and what they know from the past.

In March 2021, Trust Council received a Governance Review report. From my point of view, this will be an important area of focus for Trust Council to review in the coming year and next term. We will need to work together to review and implement the report's recommendations, and identify changes needed to improve and strengthen the organization.

I will close by thanking the dedication and commitment of the staff of Islands Trust who provide professional advice that allows Trustees to make informed decisions, and who care take all the administrative needs. I want to acknowledge that they are often the face of Islands Trust when interacting with community and some days it's not easy. It's important to know that Islands Trust staff are proud public servants and carry out their work as directed by elected bodies.

Finally, I remain committed to supporting Trust Council in its work and am grateful for continued community support for the mandate of Islands Trust.



Peter Luckham
Chair, Islands Trust Council

Message from the Chief Administrative Officer

This report summarizes the operational, strategic, and financial activities of the Islands Trust for 2021-2022. A number of key themes emerged for this reporting period including engagement, governance, and resilience.

Islands Trust emerged from the strictures of the pandemic and began a process of re-engagement. After two years of primarily virtual work, we began to have in-person local trust committee meetings, Trust Council, and Conservancy Board meetings. We began to make site visits and host community meetings and exercised muscles that had been dormant. We have retained our ability to work electronically in this new world, but understand that being with people, on the islands, has tremendous value. One thing in particular stands out. When we meet with people in live settings, on island, almost without exception the discussions are authentic, thoughtful and constructive. It has been a good change.

We also conducted the most ambitious public engagement process ever undertaken by the Trust through Islands 2050, the project to update the Islands Trust Policy Statement. Through an array of surveys, webinars, community meetings, and pop-up events we heard that the mandate of the Islands Trust matters to people and that we need to get it right.

Trust Council contracted a Governance Review in 2021-22 to get external advice on how Islands Trust can govern and function the best way possible. The result was a strongly-worded report with a series of wide-ranging recommendations to improve the organization's performance in decision making, strategic planning and service delivery.

Reconciliation remains at the forefront of our work and this year was no different. I am optimistic that a new Policy Statement, once adopted, will better reflect the interests of First Nations people. Our engagement on referrals, applications, and projects has changed for the better, but we need to do more. The coming year will see further progress on a cultural heritage mapping project that has the potential to benefit First Nations communities and clarify the development process for applicants.

The mandate of the Trust is as crucial as it has ever been. This year's experiences with heat domes, marine die-off, and atmospheric weather events struck the region hard. Indeed, the unique priorities and values of the Islands Trust - to preserve and protect the natural environment and the amenities of the region – should inspire other jurisdictions with similar goals. With the challenges before us, Islands Trust work is increasingly important. It is an honour to work on its behalf.

Sincerely,



Russ Hotsenpiller
Chief Administrative Officer

The Islands Trust Area

Acknowledgement

The Islands Trust Area is located within the treaty lands and territories of the BOḰEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəẃaθən məsteyəxʷ, Scia'new, səl̓ilwətaʔɬ, SEMYOME, shíshálh, Sḵwx̱wú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth, ST̓ÁUTW̱, Stz'uminus, SXIMEŁEŁ, ɬaʔəmen, toq qaymɩxʷ, T'Sou-ke, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W̱JOŁEŁP, W̱SIḴEM, Xeláltxw, Xwémalhkwu/ʔop qaymɩxʷ, and xʷməθkʷəy̓əm First Nations.

The Islands Trust Area, located within Coast Salish territory, is the homeland of over 28,000 Coast Salish Peoples who have called this area home since time immemorial. Covering 5,200 square kilometres between the British Columbia mainland and southern Vancouver Island, the Trust Area has over 30,000 residents and 10,000 non-resident property owners. The region features many archaeological and culturally significant sites and endangered ecosystems. Located within the Salish Sea, the Islands Trust Area is a unique and special place — a scenic archipelago of 13 large islands and more than 450 smaller islands and islets. The area provides habitat for an exceptional variety of species: more than 200 types of migratory and resident birds, numerous fish and other marine and intertidal life, as well as terrestrial wildlife and vegetation. Outstanding scenery and recreational resources include panoramic viewpoints, sheltered bays, protected marine waterways and anchorages, all of which contribute to the beauty, appeal, and tranquillity of the area.

The unique natural environment of the islands in the Salish Sea has given the area national recognition. Realizing this, the Government of British Columbia enacted special protective legislation in 1974, entitled the Islands Trust Act. The act states that the object of the Islands Trust is to "preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in cooperation with the municipalities, regional districts, improvement districts, First Nations, other persons and organizations, and the Government of British Columbia."

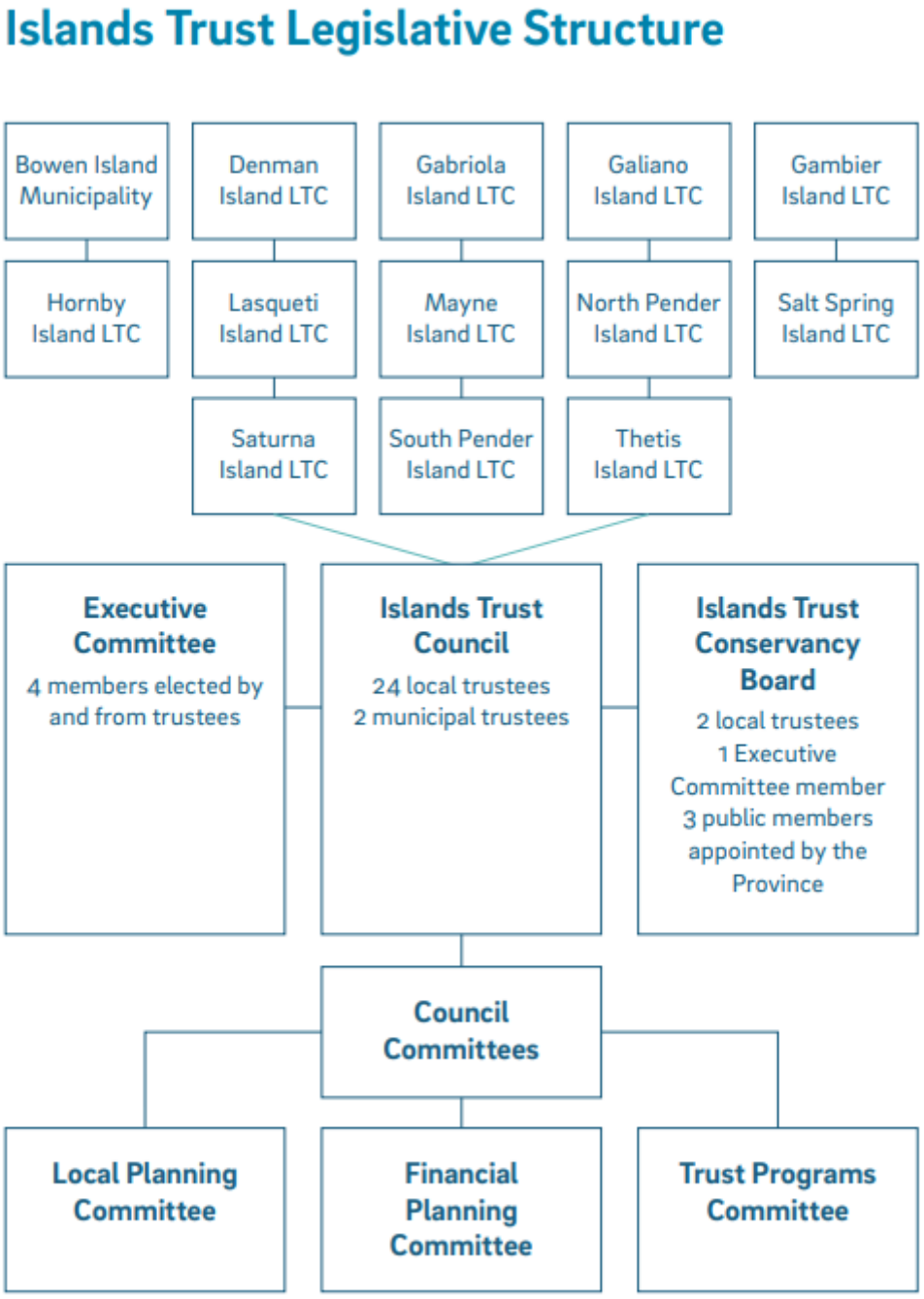
Organization and Responsibilities

The Islands Trust is a unique federation of 12 special-purpose local government bodies and Bowen Island Municipality, all of which plan land use and regulate development in the Islands Trust Area. The Islands Trust consists of several distinct corporate entities: Islands Trust Council, Executive Committee, 12 local trust committees, Bowen Island Municipality, and Islands Trust Conservancy.



Like other communities in British Columbia, island communities elect their local representatives every four years. Each group of islands, designated as a local trust area or island municipality, elects two local trustees. For the 12 local trust areas, the two local trustees, together with an appointed chair from the Executive Committee, are responsible for the land use decisions within their local area. For Bowen Island Municipality, the two local trustees are part of a seven-member council responsible for all functions of a local government, including land use decisions. Unlike the Bowen Island Municipal Council, each local trust committee has jurisdictional authority for the smaller islands and waters surrounding the major island in that local trust area.

Islands Trust Legislative Structure



2021–2022 Key Accomplishments

In 2021–2022 Islands Trust made progress on Trust Council's 2018-2022 Strategic Plan and the Islands Trust Conservancy's Regional Conservation Plan as follows.

In response to a 2018 request of Trust Council, the Province amended the Islands Trust Act to:

- Include a specific reference to First Nations in the Trust's Object statement to recognize its ongoing relationship and reconciliation efforts with First Nations
- Enable Islands Trust to give financial support to third parties for activities that provide education about or preserve the environment and unique amenities of the Trust Area
- Streamline the Islands Trust development approvals processes by transferring from Trust Council the ability to adopt and amend development approval information bylaws to local trust committees

In addition, the Province responded to a 2018 Trust Council request by amending BC Regulation 275/2021 to provide for local trust committees to delegate, by bylaw, issuance of development permits to staff with allowance for re-consideration of staff decisions by the local trust committee if warranted.

Islands Trust undertook the largest engagement in its history with the Islands 2050 Policy Statement Amendment Project. This included hosting 24 in-person local community events across the Trust Area, as well as Trust Area-wide virtual events, such as a question and answer session, a two-part interactive virtual community workshop, six focus groups, and an online survey. Community discussion guides containing paper copies of the survey and key project information were made available in each local area for those with minimal or no computer/internet access. Trust Council also referred the draft new Policy Statement Bylaw to other government agencies for their feedback and undertook a second phase of early and meaningful engagement and capacity funding with First Nations, Treaty Alliances, and Tribal Councils.

Trust Council adopted an updated Application Processing Services Policy that includes a Model Fees Bylaw for local trust committees to consider, and also adopted a Shoreline Protection Model Bylaw for local trust committees and Bowen Island Municipality to consider.

Trust Council received a 2022-2032 Freshwater Sustainability Strategy, which provides a framework for action to protect island water resources. Recharge potential mapping was completed for Denman, Gabriola, Galiano, Hornby, Mayne, North Pender, Saturna and South Pender Islands. An Island Watershed Resiliency Mapping methodology was likewise developed.

The Islands Trust also launched a new mobile compatible website, which merged three websites—Islands Trust, Islands Trust Conservancy, and MapIslandsTrust, into one site that features updated content on its 208 pages, a document library with 5400 documents, and 635 images woven through the site to inspire our preserve and protect work.

The Islands Trust Conservancy added three conservation covenants – one on North Pender Island and two on Salt Spring Island – which, combined, offer 50 hectares of protected ecosystems. The Conservancy also entered into a 99-year lease agreement with the BC Parks Foundation to manage the four hectare Saturnina Island as a Nature Reserve. In addition, the Conservancy planted more than

12,000 native plants and continued implementation of year two of its new Species at Risk Program, including hosting a Gathering for Species at Risk for over sixty participants.

Islands Trust Council also completed mapping of eelgrass beds in the Trust Area, while the Islands Trust Conservancy completed mapping of bull kelp beds.

Islands Trust also developed a letter and suite of stewardship education materials for new purchasers of land in the Islands Trust Area. This 'Living in the Trust Area' package was mailed to 1000 new purchasers.

In addition, Islands Trust successfully rolled out delivery of simultaneous live and electronic meetings for local trust committees, Trust Council and Council committees, Executive Committee and Islands Trust Conservancy Board.

Islands Trust Council

The 26-member Islands Trust Council establishes general policies for carrying out the object of the Islands Trust. Islands Trust Council also adopts an operational budget for the Islands Trust and manages the financial undertakings of all parts of the Islands Trust, except for the Islands Trust Conservancy, which manages its own operations. Islands Trust Council appoints staff and auditors and adopts an annual budget. Tax levies on properties within the Trust Area are the primary funding source for the operations of the Islands Trust. Additional revenue comes from a provincial grant, other grants, and development application fees.

The *Islands Trust Act* requires Islands Trust Council to implement the Trust Policy Statement that is applicable to the whole Trust Area. The Minister of Municipal Affairs approves it before the Policy Statement is adopted. The Policy Statement provides broad policy guidelines for Islands Trust Council, Executive Committee, local trust committees and island municipalities regarding the protection of ecosystems, the stewardship of resources and the promotion of sustainable communities. The positions and philosophy of Islands Trust Council contained in the Policy Statement also constitute a policy framework for reference by the public and other agencies, such as the regional districts of the Islands Trust Area, the province, and its agencies.

Islands Trust Council has three standing committees of trustees—the Regional Planning Committee, Trust Programs Committee, and the Financial Planning Committee—which provide policy advice to Trust Council on a range of issues.

Members of Islands Trust Council – 2018-2022

Bowen Local Trust Area	Sue Ellen Fast, Michael Kaile
Denman Local Trust Area	Laura Busheikin, David Critchley
Gabriola Local Trust Area	Scott Colbourne, Kees Langereis
Galiano Local Trust Area	Tahirih Rockafella, Jane Wolverton
Gambier Local Trust Area	Kate-Louise Stamford, Dan Rogers

Hornby Local Trust Area	Alex Allen, Grant Scott
Lasqueti Local Trust Area	Peter Johnston, Timothy Peterson
Mayne Local Trust Area	Jeanine Dodds, David Maude
North Pender Local Trust Area	Benjamin McConchie, Deb Morrison
Salt Spring Local Trust Area	Peter Grove, Laura Patrick
Saturna Local Trust Area	Paul Brent, Lee Middleton
South Pender Local Trust Area	Cameron Thorn, Steve Wright
Thetis Local Trust Area	Doug Fenton, Peter Luckham

Reconciliation and Relationship Building

From shore to shore across the Salish Sea, First Nations communities have called this place home since time immemorial. Their village sites, harvesting areas, and gathering places reflect the abundance and beauty of their homelands, treaty lands, and territories.

After passing a Reconciliation Declaration on March 14, 2019, on Gabriola Island, Trust Council adopted the Reconciliation Action Plan 2019–2022 and aligned key priority actions within the Strategic Plan 2018–2022. Islands Trust commits to realizing the important work of reconciliation and doing so with humility and respect for the people and the place where we live. This year, Islands Trust continued to focus on foundational work and began to amend processes and policies in collaboration with First Nations.

Highlights include:

First Nations Engagement

Islands Trust staff continued early and meaningful engagement with First Nations on a wide variety of local trust committee projects and also met with a number of First Nations and offered capacity funding to support engagement on the draft new Policy Statement.

Islands Trust staff engaged in discussions with staff of various First Nations regarding development of cooperative policy and practices that will create more meaningful and respectful relationships, prioritize cultural heritage protection, and promote collaborative engagement.

Indigenous Knowledge Holder Engagement

Islands Trust staff engaged four Cultural Knowledge Holders in the development of the Freshwater Sustainability Strategy. The Freshwater Sustainability Strategy prioritizes understanding and sharing Indigenous ways of knowing

Islands Trust Conservancy engaged a Cultural Knowledge Holder for three site visits to ecological restoration areas near cultural sites and to advise on cultural sites in new conservation areas.

With the use of Healthy Watersheds funding, the Islands Trust engaged Cultural Knowledge Holders, and Indigenous elders and youth in the production of a film on Indigenous perspectives on freshwater Islands Trust staff arranged site visits by Cultural Knowledge Holders on Salt Spring, Galiano, Salt Spring, and Thetis Islands

Indigenous Youth Engagement

Naut'sa maut Tribal Council and Islands Trust co-hosted the 'Indigenous Aspiring Leaders Workshop Series' from late February 2022 – March 2022. The six-part series provided Indigenous young leaders with the opportunity for intimate discussions around leadership, empowerment and connection. The topics: Indigenous Entrepreneurship, Indigenous Law, Beading, Indigenous Governance, and Fresh Water Cultural Teachings. The youth from Naut'sa maut Youth Council chose the topics and highlighted Naut'sa maut Tribal Council's member Nations, along with other Indigenous people living in the Salish Sea.

Islands Trust Conservancy also worked with two Indigenous youth on Salt Spring Island through a restoration project

Learning about Cultural Heritage

Islands Trust completed phase one of the Heritage Preservation Overlay project. Through this multi-year project Islands Trust will engage with First Nations towards better use of the heritage conservation and other planning tools in the *Local Government Act* to protect sacred, cultural and heritage sites.

Islands Trust Conservancy engaged speakers to present on topics of ecocultural restoration and culturally significant places in Islands Trust Conservancy's Species at Risk Gathering held in March 2022.

Relationship Building

Staff continue to engage with Indigenous peoples living on the islands to learn and build relationships.

In September, the Executive Committee met with Honourable Murray Rankin, Minister of Indigenous Relations, to discuss opportunities to further reconciliation in the Islands Trust Area.

Islands Trust staff, with the help of Indigenous Knowledge Holders, supported trustees and staff and other ministries when ancestral loved ones were disturbed on Hornby Island.

Islands Trust staff facilitated a meeting with Indigenous people and their families on Galiano Island
The Thetis Island Local Trust Committee held a boat tour with leaders and staff from Penelakut Tribes and held a boat tour with leaders and staff from Lyackson First Nation.

Islands Trust Conservancy engaged Coast Salish artist Eliot White-Hall to redesign the new sign for the S'ul-hween X'pey/Elder Cedar Nature Reserve on Gabriola Island, in collaboration with Elder Geraldine Mason.

Staff Training

New staff were trained on the history and impacts of residential schools (Truth and Reconciliation Call to Action #57).

2021/22 Advocacy

The Islands Trust Council's advocacy program is guided by the Islands Trust Policy Statement, which states: *to achieve its object, the Islands Trust must be an educator, co-ordinator, and initiator, guiding individuals, organizations, and other agencies in support of the object. While the Islands Trust can provide the necessary leadership, responsibility for stewardship of the Trust Area rests with many.*

Individuals, other government agencies, organizations, and the Province itself, all have important roles to play. Cooperative actions are required of other agencies, organizations, and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities.

It is also guided by the Islands Trust Advocacy Policy (Policy 6.10.iii). In 2021/22, Islands Trust Council/Executive Committee advanced advocacy priorities by writing the following topics: rodenticide ban, endorsement for an organic agriculture and food system extension service in British Columbia; oil spill prevention, marine safety and health, herring fishery, and the provincial Watershed Security Strategy and Fund Discussion Paper. The Chair also wrote letters of thanks to various people/agencies for decisions that responded to previous advocacy requests. In addition the Islands Trust submitted two resolutions to the Association of Vancouver Island and Coastal Communities and the Union of British Columbia Municipalities, which were endorsed, requesting that the Province fund and support the development and integration of climate risk and vulnerability assessments into Official Community Plan review processes and 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.

Local trust committees collectively sent 17 advocacy letters on the topics of aquaculture, housing affordability, internet connectivity, reconciliation, and transportation, as well as a few other topics.

All advocacy letter are available on the Islands Trust website.

Climate Change Action

Climate change adversely affects island ecosystems in the Trust Area, impacting everything from oceans and shorelines, to forests and wetlands, and island communities. Islands Trust and Islands Trust Conservancy have been working to mitigate these impacts in a number of ways.

Protecting natural areas through acquisitions and covenants. The Islands Trust Conservancy continues to protect mature and maturing forests, wetlands, and habitat transition zones which help store carbon and are vital to maintaining ecosystem health. In 2021/22, the Islands Trust Conservancy added three conservation covenants on North Pender Island and Salt Spring Island, which combined protect 50 hectares of forests and wetlands and offer connections to other protected areas. The Conservancy also entered into a 99-year lease agreement with the BC Parks Foundation to manage the four hectare Saturnina Island as a Nature Reserve.

Continuing to apply a climate action lens to land use planning in a variety of ways. Trust Council committees proposed updates to the Islands Trust Policy Statement, which if adopted, would promote consideration of greater climate resilience for ecosystems and the communities that depend on them. The Freshwater Sustainability Strategy serves as a framework for actions directed toward preserving and protecting freshwater resources threatened by a changing climate. In addition, the Groundwater Science Program has provided data to inform policies and regulations focussed on reducing the vulnerability of freshwater in the face of increasing drought potential. All land use planning staff reports now include sections on climate change, greenhouse gas emission reductions, and staff recommendations based on best practices for mitigating climate change.

Acting on Islands Trust's ongoing commitment to carbon neutrality with internal operations. The Islands Trust Council is a signatory to the B.C. Climate Action Charter. From 2012–2014, Islands Trust achieved neutrality by purchasing carbon offsets from the Community Carbon Marketplace. From 2015–2019, Islands Trust achieved neutrality through carbon credits obtained via participation in the Capital Regional District Organic Waste Composting Project. During 2021/22, Islands Trust responded to the COVID-19 pandemic in a way that supported climate action. Most meetings were held electronically, which reduced carbon emissions associated with travel to and from workplaces. Staff also reduced paper consumption by using electronic meeting management software.

Detailed information is available in our Climate Action Revenue Incentive Public (CARIP) Report for 2018 and 2019. The province waived CARIP reporting requirements for 2020 and 2021 to reduce workloads due to the ongoing pandemic.

Delegations and Presentations to Islands Trust Council in 2019/20

Members of the public are encouraged to make delegation presentations and participate in town hall sessions at each quarterly meeting of Islands Trust Council to promote dialogue between islanders and Trustees.

Chair Luckham wrote thank-you letters to the 20 delegations received at the following Trust Council quarterly meetings addressing these Trust-wide topics: the Islands 2050 Policy Statement Amendment Project, ecological footprint and bio-capacity, environmental policies, advocacy for shared marine waters, tree-cutting protection, transportation and trails advocacy, the Coastal Douglas-fir zone, freighter vessel pollution, the budget review and climate change:

June 2021: Michael Sketch; Galiano Conservancy Association; Raincoast Conservation

September 2021: Salish Sea Institute; Raincoast Conservation Foundation; Michael Sketch; Stephen MacLean; Moving Around Pender

November/December, 2021: Gulf Islands Alliance; David Dunnison; Stand earth; Saturna Island Ratepayers and Residents Association Friends of the Gulf Islands; Michael Sketch

March 2022: Jeffrey Green; David Dunnison; Year of the Salish Sea; Michael Sketch; Friends of the Gulf Islands; Mairead Boland

Over the course of this annual reporting period, Trust Council also received the following presentations at its quarterly meetings:

June 2021: Encouraging Donations and Gifts for Nature; Building a Culture of Philanthropy - Islands Trust Conservancy

September 2021: Oil Spill Planning in the Islands Trust Area – Department of Fisheries Oceans and Coast Guard Canada; Vessel Drift and Response Analysis – Puget Sound Recovery Coordinator, San Juan County, Washington; Updates from San Juan County Council – Jamie Stephens, District 3 San Juan County Washington

December 2021: Water Licensing for Existing Non-Domestic Groundwater Users – Ministry of Forests/Water Management Branch with Ministry of Environment and Climate Change Strategy

Policy Statement Amendment Process

The Islands 2050 Policy Statement Amendment Project continued to be a priority for Islands Trust Council in 2021-22, involving widespread engagement on a draft new Policy Statement Bylaw.

The Islands Trust Policy Statement lists the policies that Trust Council uses to carry out its special provincial mandate to preserve and protect the unique amenities and environment of the Islands Trust Area, as outlined in the *Islands Trust Act*. The Policy Statement shapes land and marine use planning across the Trust Area by guiding the development of local official community plans and bylaws, as well as Trust Council's intergovernmental collaboration and advocacy. In 2019, Trust Council launched the Islands 2050 Policy Statement Amendment Project to update the Policy Statement, primarily through the lenses of reconciliation, climate change and affordable housing. The current Policy Statement has not been significantly updated since 1994, and a lot has changed in the past 25+ years.

In April 2021, Trust Programs Committee began developing amendments to the Policy Statement following eighteen months of research and analysis by staff and trustees, early and meaningful engagement with First Nations, and two phases of Trust Area-wide public engagement. A draft new Policy Statement was developed and iteratively refined through a series of meetings with Trust Programs Committee, Executive Committee, Regional Planning Committee and the Islands Trust Conservancy Board in May and June 2021. The project had initially aimed for first reading of the draft new Policy Statement Bylaw in July 2021, which would have been followed by a third phase of public engagement and formal referrals of the draft bylaw to First Nations and other government agencies. However, in the lead up to the July 2021 Special Trust Council meeting, members of the public expressed concern and urged Trust Council to pause the process and undertake a more robust third phase of public engagement before, rather than after, first reading.

Having paused first reading, Trust Council referred the draft new Policy Statement Bylaw to other government agencies for their feedback from July to October 2021 and posted all responses to the Islands 2050 webpage. A second phase of early and meaningful engagement and capacity funding with First Nations, Treaty Alliances, and Tribal Councils began in September 2021 and continued throughout the year. The project team also began engaging with Indigenous community members living on the islands. Public engagement consultants from MODUS Planning, Design & Engagement developed a Phase 3 Islands 2050 Public Engagement Strategy in September 2021, and consultants from ISL Engineering were then contracted in November 2021 to develop and implement the Phase 3 Public Engagement Plan.

From February through April 2022, the Islands 2050 project team of ISL consultants and Islands Trust staff hosted 24 in-person local community events across the Trust Area, and a virtual community event for the Gambier Island Local Trust Area. A number of Trust Area-wide virtual events were also held, including a Q and A session, a two-part interactive virtual community workshop, six focus groups, and an online survey. Community discussion guides containing paper copies of the survey and key project information were made available in each local area for those with minimal or no computer/internet access. Project fact sheets highlighted key information related to the amendment project and engagement process, as well as some of the more notable draft policies in the areas of reconciliation, climate change, affordable housing, forest stewardship, coastal and marine stewardship, and agricultural stewardship. The public engagement activities and events were actively promoted through social media, subscriber notices, online and print advertising, and local trustee communications. All public correspondence received outside of the formal engagement activities was also posted to the

Islands 2050 webpage.

All of this work on the Policy Statement Amendment Project in 2021-22 lay the groundwork for Trust Council's consideration of what further changes may be needed to the draft new Policy Statements in the year ahead.

Visit the Islands 2050 project webpage for more details.

Islands Trust Council Committees

Executive Committee

The Executive Committee (EC) members include the Chair of Islands Trust Council and three Vice-Chairs, elected for a four-year term by Trust Council from among its members. In addition to individual members serving as the chairs of local trust committees, the committee oversees external communications for the Islands Trust, liaises with the provincial government, reviews and implements the Islands Trust Policy Statement, and conducts other functions as directed by Trust Council.

The Executive Committee carries out the daily business of the Islands Trust, reviews the bylaws of local trust committees to ensure compliance with the Islands Trust object and the Trust Policy Statement, and acts as a local trust committee for the Ballenas-Winchelsea Island group located north of Nanaimo.

Members serving during the 2018–2022 term:
Peter Luckham, Thetis Island (Chair)
Sue Ellen Fast, Bowen Island (Vice-Chair)
Laura Patrick, Salt Spring Island (Vice-Chair)
Dan Rogers, Keats/Gambier Island (Vice-Chair)

Bylaws Approved by Executive Committee

Before a local trust committee can adopt a bylaw, the Executive Committee must approve it for compliance with the Islands Trust Policy Statement. Before Bowen Island Municipal Council adopts a Bowen Island Municipality Official Community Plan Bylaw or makes amendments, the Executive Committee must approve the bylaw for compliance with the Islands Trust Policy Statement. Under the Letters Patent for Bowen Island, the Executive Committee also comments on other bylaws that reference a matter included in the Islands Trust Policy Statement.

Applications Sponsored by Executive Committee

The Executive Committee sponsored a total of $12,100 in permit and application fees for the following projects and initiatives:

- $715 – The Galiano Club for a development variance permit allowing for a storage shed to be built on the property which will support club initiatives, including the Island's Community Food Program
- $935 – Mayne Island Agricultural Society and Fall Fair for a development variance permit to allow for a covered entry to the front of the building now serving as the new Thrift Store

- $4,400 – Galiano Affordable Living Society (GALI) rezoning application fee for a 20-unit affordable housing project
- $1,100 – Mayne Island Agricultural Society and Fall Fair for a Temporary Use Permit fee for the thrift store, archive and museum storage within an existing dwelling, and for expanded outdoor fall fair uses
- $4,950 – Denman Housing Association (Denman Green) for a re-zoning application fee of a 20-unit affordable housing project

Grants in Aid for History, Heritage and Conservation

During the 2021/22 fiscal year, no applications were received for the Grants in Aid for History, Heritage and Conservation.

Liaison Meetings

On July 13, 2021, the Executive Committee met with Islands Trust Conservancy Board for its annual liaison meeting, held electronically via Zoom. Discussions focused on strategic fund development, working with Crown agencies, the Policy Statement Amendment Project, and the Islands Trust Strategic Plan.

Regional Planning Committee

Role

The Regional Planning Committee (RPC) provides policy and planning advice to Trust Council by identifying and reporting emerging issues related to the committee's areas of responsibility: development management, community planning, and sustainable community. The committee also develops guidelines, policies, and models for use by staff and local trust committees.

Members

Members serving during the 2018–2022 term are:
Laura Busheikin, Denman Island (Chair)
David Maude, Mayne Island (Vice-Chair)
Scott Colbourne, Gabriola Island (appointed December 20, 2021)
Jeanine Dodds, Mayne Island
Doug Fenton, Thetis Island (appointed January 12, 2022)
Kees Langereis, Gabriola Island
Timothy Peterson, Lasqueti Island
Kate-Louise Stamford, Gambier Island
Jane Wolverton, Galiano Island
Laura Patrick, Salt Spring Island (Executive Committee Representative)
Peter Luckham, Thetis Island, Chair Trust Council (Ex Officio Member)

2021/22 Highlights

In the 2021/22 fiscal year, the RPC completed the following Strategic Plan items and presented them to Trust Council:

- An Application Processing Services Policy that includes a Model Fees Bylaw in June, 2021. The Policy was subsequently adopted by Trust Council, which requested all local trust committees to consider adoption of a new Application Processing Services Fees Bylaw
- The Residential Floor Area Ratio Report in August, 2021. Trust Council referred the Report back to the Regional Planning Committee and requested that the Report incorporate the work being done on North Pender and South Pender Islands and to update the Report to identify environmental benefit
- The Shoreline Protection Report in August, 2021. Trust Council sent the Report to local trust committees and Bowen Island Municipality for information
- A draft Freshwater Sustainability Strategy for their review in December, 2021. Trust Council received the Report and requested that RPC develop an implementation policy

Trust Programs Committee

Role

Trust Programs Committee's role is to provide policy advice to Islands Trust Council on Trust-wide issues related to the committee's areas of responsibility (e.g. water, marine, sustainable communities, public awareness, and education) and to propose amendments to the Islands Trust Policy Statement.

Members

Deb Morrison, North Pender Island, Chair
Scott Colbourne, Gabriola Island (resigned as Vice-Chair December 4, 2020)
Alex Allen, Hornby Island (resigned October 10, 2019)
Paul Brent, Saturna Island (joined October 23, 2019)
David Critchley, Denman Island
Doug Fenton, Thetis Island
Michael Kaile, Bowen Island (joined October 15, 2019)
Kees Langereis, Gabriola Island (joined October 15, 2019)
Peter Luckham, Thetis Island, (Ex Officio Member)
Ben McConchie, North Pender Island
Tim Peterson, Lasqueti Island (joined October 15, 2019; elected Vice-Chair February 5, 2021)
Dan Rogers, Gambier Island (Executive Committee Representative)
Grant Scott, Hornby Island (joined May 6, 2019; resigned August 13, 2019; rejoined December 10, 2021)
Steve Wright, South Pender Island (joined December 10, 2021)

2021/22 Highlights

Trust Programs Committee (TPC) met seven times in 2021/22. The Committee's primary focus this year was to develop recommendations for amendments to the Islands Trust Policy Statement for Trust Council's consideration, and to provide advice on planning and implementation of a third phase of Islands 2050 public engagement. In May and June 2021, the Committee devoted three consecutive meetings to reviewing and revising the draft new Policy Statement before presenting it to Trust Council in July 2021. Please see the Policy Statement Amendment Project section of this report for more project information.

As part of its Secretariat Services Program, the committee approved up to 70 hours of Islands Trust staff time to the Rural Islands Economic Partnership and contracted secretariat services to the following coordination groups:

- Southern Gulf Islands Forum ($3,000)
- Baynes Sound / Lambert Channel Ecosystem Forum ($2,500)
- Howe Sound Atl'ka7tsem Community Forum ($3,500)
- Coastal Douglas-fir Conservation Partnership ($3,000)

For this year's Stewardship Education Program, the committee supported development of a "Living in the Trust Area" package, which was mailed to 1000 new property owners across the Trust Area in March 2022. The package included newly designed Islands Trust brochures, stewardship tips booklets, groundwater conservation brochures, as well as localized government service contact lists (see electronic versions).

The committee also successfully recommended to Trust Council that the Islands Trust Community Stewardship Awards Program be reinstated as of January 2022, and that Trust Council's policy for this program be changed to deliver the program once per Trust Council term, in the final year of the term.

Financial Planning Committee

Role

The Financial Planning Committee (FPC) is responsible for facilitating Trust Council's involvement in the annual budget process. This work includes aligning the annual strategic planning process with the annual budget process, monitoring, reviewing, and making recommendations on the organization's financial management, budget, and financial practices to Trust Council, and reviewing audit reports and recommendations. The committee also provides advice to the Islands Trust Conservancy Board on financial services and support.

Members

The FPC consists of 10 trustees from across the Islands Trust Area:

- One member from the Trust Programs Committee (the chair, unless otherwise appointed)
- One member from the Regional Planning Committee (the chair, unless otherwise appointed)
- The four members of the Executive Committee
- One member from the Trust Conservancy Board
- Three other trustees. The chair of the committee is elected from amongst the other trustees

Members Serving for the 2018–2022 Term

Peter Grove*, Salt Spring Island, Chair
Paul Brent*, Saturna Island, Vice-Chair
Deb Morrison*, North Pender Island, Trust Programs Committee (October 23, 2019)
Laura Busheikin*, Denman Island, Regional Planning Committee
Peter Luckham, Thetis Island, Executive Committee, Chair Trust Council
Sue Ellen Fast, Bowen Island, Executive Committee
Laura Patrick, Salt Spring Island, Executive Committee
Dan Rogers, Gambier Island, Executive Committee

Robin Williams, Islands Trust Conservancy Board (term ended December 31, 2019)
Kate-Louise Stamford*, Islands Trust Conservancy Board (appointed February 13, 2020)
Tahirih Rockafella*, Galiano Island

* indicates a current member of the Audit Committee

The Audit Committee is a sub-committee of the Financial Planning Committee and includes all members except the four Executive Committee members. The Audit Committee convenes, at a minimum, twice annually to meet with the external auditors and review the year-end audit work program, the audit findings report, any management letter recommendations, and determine follow-up actions if required.

2021-22 Highlights

As part of its ongoing responsibilities, FPC oversaw, through its Audit Committee, the completion of the annual financial statement audit for Islands Trust and Islands Trust Conservancy for the fiscal year ending March 31, 2021. The Audit Committee met with external auditors, KPMG LLP, to review their audit findings reports and initiated planning for the March 31, 2022, financial statement audit. In addition to overseeing this legislated audit of the annual financial statements, FPC also directed and reviewed internally developed allocated financial statements, which provide an estimate of revenue and cost allocations by local trust area.

FPC facilitated Trust Council's development of the 2022/23 budget. The committee included recommendations on the amount to draw from surplus funds, the amount of the property tax requisition to Trust Area landowners, and the Bowen Island municipal tax levy based on Trust Council's Policy 7.2.6 Municipal Tax Requisition Calculation. As part of the budget development process, FPC reviewed the feasibility of completing all proposed projects in terms of available staff resources, and considered options to fund specific local trust committee projects via special tax requisitions. FPC also oversaw a public consultation on the draft budget. This year, thanks to increased promotion via social media, FPC saw a record number of responses; 1,256 members of the public went online to take the survey and spent an average of eleven minutes contributing their thoughts. FPC also offered the first webinar about the draft budget. In an effort to increase public awareness of Trust activities and understanding of Trust financials, FPC supported the creation of a tax notice insert, which will be circulated by the Province of BC to all Trust area taxpayers with their rural tax notice.

The Salt Spring Island Local Trust Committee requested an additional special property tax requisition to coordinate the Salt Spring Island Watershed Protection Alliance, which Trust Council approved upon recommendation from FPC.

FPC provided quarterly financial updates on actual results and financial forecasts based on the second and third quarter to the Trust Council for information and review.

In addition to these annual committee activities, FPC has also begun review of potential cost recovery options for staff time spent reviewing building permits on behalf of other organisations.

Governance and Management Review Select Committee

Trust Council initiated a review of governance at Islands Trust and in support of this work, created a Select Governance and Management Review Committee. This Select Committee developed the scope of work for the review, with a particular emphasis on the governance, management and operational structure of the Islands Trust including 1. Governance in determining the strategic direction of the organization, 2. Advocacy activity, and 3. Planning services.

The Select Committee met regularly during the review, which was substantially undertaken in the spring of 2021 by Great Northern Management Consultants. The consultant's final report was presented to Trust Council in March 2022. Identified in its strategic plan as one of the focus areas for achieving council's objective to improve and modernize, the report is currently under consideration by Trust Council for next steps.

Members

Members serving since December 2020
Lee Middleton, Saturna Island, Chair
Kees Langereis, Gabriola Island, Vice-Chair
Paul Brent, Saturna Island
David Critchley, Denman Island
Michael Kaile, Bowen Island Municipality
Peter Luckham, Thetis Island (Chair, Islands Trust Council)
Benjamin McConchie, North Pender Island
Deb Morrison, North Pender Island (Chair, Trust Programs Committee)
Steve Wright, South Pender Island

Islands Trust Conservancy

Reconciliation Declaration

Islands Trust Conservancy acknowledges that the lands and waters that encompass the Salish Sea have been home to Indigenous Peoples since time immemorial. We recognize that we are all intertwined in the ecosystems that are the lands, waters, culture, and ecology that embody this place.

Islands Trust Conservancy will strive to create opportunities for knowledge-sharing, understanding, and collaboration as people come together to preserve and protect the special nature of the islands within the Salish Sea.

Islands Trust Conservancy is committed to the protection and preservation of this place through processes that respect and honour reconciliation and mutually respectful relationships with Coast Salish Indigenous Peoples. We express our recognition for the past, present, and future stewardship and knowledge that has been shared by Indigenous Peoples and are humbled and grateful.

Adopted: July 16, 2019 Islands Trust Conservancy Board in METULIYE (Victoria).

We acknowledge with respect that we live and work as guests in the treaty lands and territories of the BOḰEĆEN, K'ómoks, Lək̓ʷəŋən, Lyackson, MÁLEXEŁ, Qualicum, Quw'utsun Tribes, scəẃaθən məsteyəxʷ, Scia'new, səl̓ilwətaʔɬ, SEMYOME, shíshálh, Sḵwx̱wú7mesh, Snaw-naw-as, Snuneymuxw, Spune'luxutth,

SȾÁUTW̱, Stz'uminus, ɬaʔəmen, toq qaymɩxʷ, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W̱JOŁEŁP, W̱SIḴEM, Xeláltxw, Xwémalhkwu/ʔop qaymɩxʷ, and xʷməθkʷəy̓əm.

Message from the Board Chair

If there was a theme for the past year it would have to be that of *resilience*.

Whether it was fires, floods or a heat-dome fueled by climate change, COVID, or supporting each other through the news of the unmarked graves at residential schools, I was in awe at the resilience of the people and communities on the islands. The care we continue to show to each other and to the land despite these tremendous challenges is inspiring and empowering. This sense of communal strength has directly contributed to the successes of the Islands Trust Conservancy this past year.

If this past year has taught us anything it is that we are strongest when we support each other, and work together to achieve our goals.

The number of partners and individuals stepping up to protect and preserve the biodiversity and places of cultural significance on the islands continues to grow. Islands Trust Conservancy supported private landholders in their actions to voluntarily protect the places they love on Salt Spring Island, and North Pender Island with the addition of:

- Woodpecker Forest Covenant on North Pender Island
- Moss Mountain Covenant on Salt Spring Island
- Earl-Batista Covenant on Salt Spring Island

In addition to annual property monitoring, ITC staff and partner conservancy volunteers planted more than 20,000 trees, shrubs and plants in restoration projects across the islands and supported scientific research on multiple properties, primarily through the Species at Risk Program. You can read all about these conservation highlights and impact stories online in our first-ever Impact Report.

None of this work would have been possible without the efforts of Islands Trust Conservancy staff. Their ability to adjust to changing workloads and public health edicts demonstrated a high level of professionalism and an extraordinary commitment to ITC and to each other. This past year we welcomed a new Species at Risk Program Coordinator, Wendy Tyrrell, as well as a new Communications Specialist, Carmen Smith, and hired our first ever Co-op Student, Devin Hentschel. Thanks to the support of Trust Council we were able to secure an ongoing Strategic Fund Development Specialist position that is already building donor support for our work. We are thrilled to have Carla Funk continuing in this role.

The Islands Trust Conservancy also welcomed new Board Member Dr. Risa Smith, who has not only brought a wealth of expertise and experience to the Board table, but also encouraged us to reach out to conservation organizations across the country.

We will take this spirit of resilience and, with the continued support from island communities, donors, landholders, volunteers and staff, continue to address climate change and find better ways to engage and work alongside First Nations in the stewardship of lands under our care. If this past year has taught us anything, it is that we are strongest when we support each other and work together to achieve our goals.

Sincerely,



Kate-Louise Stamford

Chair, Islands Trust Conservancy

Who We Are

Established in 1990, the Islands Trust Conservancy is a land trust dedicated to preserving and protecting the fragile and unique ecosystems of the Islands Trust Area in the Salish Sea. This region covers approximately 79,000 hectares of land and over 482,000 hectares of water on the southern coast of British Columbia. It includes 450 islands between southern Vancouver Island, mainland British Columbia and Howe Sound.

Our mission is to protect these very special places by encouraging, undertaking, and assisting in voluntary conservation initiatives across the Islands. We work with many allies including: private landholders and donors, local conservancies, environmental organizations, charitable foundations, academic institutions, businesses, First Nations, and all levels of government.

Over 67% of land in the Islands Trust Area is privately held by individuals or corporations – making the work that we do to support voluntary conservation initiatives by private landholders all the more important.

Read more about how you can protect nature with us.

How We Work

We preserve and protect the Islands by:

- Working with landholders to support voluntary land protection. We create nature reserves and place conservation covenants on land across the Islands in the Salish Sea. We are well placed to do this work thanks to tax tools unique to the Islands Trust area
- Working with island communities and conservation partners to monitor and restore sensitive ecosystems and habitat for species-at-risk
- Providing strategic funds to conservation partners to support conservation opportunities across the Islands. We value our partners and know we cannot achieve our mission alone
- Identifying priority areas across the Islands Trust Area to ensure we maximize our impact in addressing the biodiversity and climate crises. We use the best available data to inform conservation action
- Committing to reconciliation. We seek to build relationships with First Nations to identify areas of significance for protection and to incorporate traditional knowledge and stewardship into land management practices

Our People

Islands Trust Conservancy is directed by a Board made up of three members appointed by the Province of BC, up to three members elected from the Islands Trust Council, and one member appointed by the Islands Trust Executive Committee.

- Kate-Louise Stamford – Chair
- Sue Ellen Fast – Vice Chair
- Linda Adams – Board Member
- Doug Fenton – Board Member
- Dr. Risa Smith – Board Member

Our small team of passionate, dedicated staff works hard to support land protection and stewardship in the islands. We value partnership and work closely with island partners and supporters in our work.

- Kate Emmings – Manager
- Carla Funk –Strategic Fund Development Specialist
- Jemma Green – Covenant Management and Outreach Specialist
- Kathryn Martell – Ecosystem Protection Specialist
- Nuala Murphy – Property Management Specialist
- Carmen Smith –Communications Specialist
- Corlynn Strachan – Administrative Assistant
- Wendy Tyrrell – Species at Risk Program Coordinator
- Devin Hentschel – Conservation Technician (Co-op student)

Protected Places in the Islands Trust Area

>>To add: Infographic summary of – # Protected Areas, #Hectares, #islands –

>>To add: Figure: Protected areas on each local Trust Area

>>To add: Maps: Northern and Southern protected areas

Regional Conservation Plan

The Regional Conservation Plan 2018 – 2027 guides the work of Islands Trust Conservancy. This ten-year plan was developed using best-available science, was informed by communities we serve, and includes valuable input from six Coast Salish First Nations.

The plan centres around four long-term goals. These goals help the Conservancy focus its efforts and resources on the species and habitats most urgently in need of conservation:

Goal 1: Knowledge-based Conservation Planning Identify, investigate, and communicate about important natural areas to generate action on conservation priorities	**Goal 2: Collaboration with First Nations and Relationship Building** Strengthen relationships with First Nations to identify and collaborate on shared conservation goals
Goal 3: Protect Core Conservation Areas Continue to secure and manage Islands Trust Conservancy lands and conservation covenants to maximize ecological integrity	**Goal 4: A Strong Voice for Nature Conservation** Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

Goal 1: Knowledge-based Conservation Planning

Islands Trust Conservancy builds detailed knowledge of ecosystems and species in the region and uses this data to inform careful decisions on how to manage and care for land.

This information is shared with local, provincial, and national conservation partners, and to landholders to inform and inspire actions to protect and preserve areas across the region.

Mapping and Data Analysis

Islands Trust Conservancy acquires and analyzes data and shares it with others. In 2021/22, Islands Trust Conservancy:

- Mapped bull kelp beds throughout the Islands Trust Area. This has been added to the online mapping program - MapIT
- Established a partnership with researchers studying climate change impacts on bull kelp beds throughout coastal BC
- Updated protected-area mapping for the region and contributed to the British Columbia Non-Governmental Organization Conservation Areas Database
- Added new data on the location of five new Glass Sponge Reef Closures in Howe Sound to the public mapping program MapIT

- Gathered 60+ biologists, all levels of government, local conservation organizations and First Nations to identify gaps and improve data sharing on projects throughout the Islands Trust Area

Planning and Adapting for Climate Change

Islands Trust Conservancy develops practical actions that ensure we remain adaptive and mitigate impacts to protected areas in response to climate change in the Salish Sea. In 2021/22 Islands Trust Conservancy:

- Initiated phase one of a multi-year project to develop management responses to climate change impacts in Nature Reserves
- Began a multi-year project to monitor climate changes in the S'ul-hween X'pey/Elder Cedar Nature Reserve (Gabriola Island) and the McFadden Creek Nature Reserve (Salt Spring Island) with the University of British Columbia
- Shared ecological information and mapping layers with researchers, conservation organizations, regional governments, and federal agencies to improve protection and management of sensitive species and habitats

Goal 2: Collaboration with First Nations and Relationship Building

This past year was one of stark reflection as we worked to support each other through the news of unmarked graves at residential schools. The Islands Trust Conservancy will continue to strive to create opportunities for knowledge-sharing, understanding and collaboration as people come together to preserve and protect the special nature of the islands within the Salish Sea.

Islands Trust Conservancy continues to commit to ensuring that the work we do is reflective of the Truth and Reconciliation Commission (TRC) Calls to Action, the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), the Province of British Columbia's *Declaration on the Rights of Indigenous Peoples Act* (DRIPA), and the Missing and Murdered Indigenous Women and Girls (MMIWG) Calls for Justice. Some of these efforts are noted in the Islands Trust foundational Reconciliation Report (2019-2021) and the Reconciliation Action Plan 2019-2022

In the Spirit of this Commitment we Completed the Following in 2021/22:

- Islands Trust Conservancy staff reconciliation training conducted through Islands Trust. This training supported the TRC Calls to Action to learn about the history and legacy of residential schools, Indigenous Law, and UNDRIP
- Guided site visits with a Cultural Knowledge Holder to learn about how to respectfully be on the land and to create understanding of culturally sensitive ways of being
- Using Indigenous place names (when known) when discussing protected areas on social media and in our communications
- Continued collaboration to develop specific management plans with Indigenous partners that are informed by the need to preserve Indigenous cultural heritage and significant sites, and the need to ensure that sustainability and stewardship are inclusive of Indigenous ways of knowing
- Engaging Coast Salish artist Eliot White-Hall to redesign the new sign for the S'ul-hween X'pey/Elder Cedar Nature Reserve on Gabriola Island, in collaboration with Elder Geraldine Mason
- Engaging speakers to present on topics of ecocultural restoration and culturally significant places in ITC's Species at Risk Gathering, held in March 2022

- Contracted an Indigenous-owned event management team to assist in engaging speakers to present on topics of ecocultural restoration and culturally significant places at ITC's Gathering for Species at Risk Workshop, held in March 2022.

"Sharing our art will form a connection that will create space where empathy and understanding can flourish across cultural divides" - Eliot White-Hall.

Goal 3: Protect Core Conservation Areas

The core of Islands Trust Conservancy's work is to continue to secure and manage Islands Trust Conservancy lands and conservation covenants to maximize ecological integrity. Conserving lands that have high biodiversity values and growing the protected areas networks across the Salish Sea will provide habitat refuges, and allow for the critical movement of wildlife. Protected areas benefit people as well, by providing clean water and air, buffers to ongoing impacts of climate change, and contribute to mental resilience and human wellbeing.

2021/22 Conservation Covenants

We supported landholders in their actions to voluntarily protect lands on Salt Spring Island, and North Pender Island with the addition of:

- Woodpecker Forest Covenant on North Pender Island (3.63ha)
- Moss Mountain Covenant on Salt Spring Island (45.4 ha)
- Earl-Batista Covenant on Salt Spring Island (0.86 ha)

Islands Trust Conservancy manages the Natural Area Protection Tax Exemption Program (NAPTEP), which provides island landholders with an annual 65% property tax reduction on the portion of their land protected by a conservation covenant. This incentive is unique to the Islands Trust Area. The Federal Ecological Gifts Program provides increased income tax benefits for donations of land, or an interest in land.

Read more about placing conservation covenants with us

"Given the current climate crisis it seemed like a great way to contribute. It was a family decision between me and my three children. We felt the land needed to be protected forever." – Gay Young, Covenant Holder, Moss Mountain.

2021/22 Nature Reserves

Saturnina Island Nature Reserve (4.05 ha), Gabriola Island Local Trust Area

In September 2021, Islands Trust Conservancy entered into a 99-year lease agreement with the BC Parks Foundation to manage Saturnina Island as a Nature Reserve. Saturnina Island is an undeveloped island located in the Flat Top group of islands off the southern shores of Gabriola Island. It includes relatively undisturbed coastal Douglas-fir ecosystems, with mixed conifer woodland, and Garry oak and arbutus groves. The shoreline is composed of mud flats, sandy beaches, and rocky shores.

Public access is not proposed for Saturnina Island Nature Reserve. Management planning will begin in 2022/23. Saturnina Island is Islands Trust Conservancy's first lease.

Read more about creating nature reserves

Private Landholders are Key to Conservation Success

Since 1990 we have helped more than 80 landholders place 79 covenants – protecting more than 683 hectares of land and more than 7 kilometres of shoreline on 14 islands.

>>To add: Infographic

Caring for Land

Much of the work that Islands Trust Conservancy does relates to the ongoing care and monitoring of the more than 110 properties under our care. Islands Trust Conservancy monitors and manages nature reserves in its care according to management plans that identify long-term conservation and restoration goals.

In 2021/22 this included the following property management project highlights in partnership with local island-based conservancies:

- Annual monitoring and trail maintenance (on reserves with trails) on all ITC nature reserves
- Monitoring Islands Trust Conservancy conservation covenants to maintain relationships with landowners and ensure compliance
- Restoration to reduce erosion at Horton Bayviary Nature Reserve (Mayne Island), including planting 60 native plants and trees sourced from the on-island nursery with Mayne Island Conservancy Association and installing fencing to protect them
- Collaborating with Parks Canada, First Nations, the Province of B.C., and the Sidney Island community on the Sidney Island Ecosystem Restoration Project
- Developing the first management plan for Moore Hill Nature Reserve (Thetis) and updating the management plans for S'ul-hween X'pey/Elder Cedar Nature Reserve and Coats Millstone Nature Reserve on Gabriola
- Updating signage, including the creation of educational signs for research at Mt. Trematon Nature Reserve on Lasqueti Island and trail map signage at Lindsay Dickson Nature Reserve on p Island
- Removing exotic invasive species from 14 conservation covenants and/or nature reserves on Salt Spring, Thetis, Lasqueti, Denman, Galiano, and Gabriola Islands
- Planting more than 11,000 plants inside a deer and rabbit proof exclosure, and scattered more than 2 million native meadow seeds distributed as a part of the Mount Tuam Garry Oak enhancement Project on Salt Spring Island
- Partnering with Capilano University and the Howe Sound Biosphere Region Initiative to provide students with the opportunity to learn species at risk surveying techniques at the Long Bay Wetland Nature Reserve on Cha7élkwnech /Gambier
- Conducting monitoring and surveys for species at risk on 13 ITC properties on seven islands that confirmed the presence of many species at risk, including: Sharp-tailed Snakes, Western Screech Owls, Little Brown Myotis Bats, and the Endangered Coastal Scouler's Catchfly.
- Installing nest boxes for at-risk Western Screech Owls on Link Island
- Supporting new eDNA techniques to survey for Sharp-tailed Snakes and forage fish on multiple ITC properties
- Conducting wetland restoration at John Osland, Salish View, and Mt Trematon Nature Reserves on Lasqueti Island by planting 721 native plants and installing fencing

- Controlling bullfrogs in the early stages of population establishment/invasion and conducting a pilot study of control techniques for aquatic invader parrot's feather on Sidney Island

The Islands Trust Conservancy recognizes the Habitat Conservation Trust Foundation for making a significant financial contribution to support this work. Partnerships are key to conserving BC's wildlife, fish, and their habitats.

Species at Risk Program

In the fall of 2020, Islands Trust Conservancy signed a three-year agreement with Environment and Climate Change Canada (ECCC) to deliver a Species at Risk Program (SAR Program) for the Islands Trust Area. The agreement included a financial commitment from ECCC of $597,000, with $242,500 allocated to programming in 2021/22.

In 2021/22 Islands Trust Conservancy:

- Hired Wendy Tyrrell in July 2021 as the Species at Risk Program Coordinator to steer this new program
- Hired a summer Conservation Technician (Co-op Student) under the SAR Program who supported projects on properties under the guidance of ITC staff from June - September 2021
- Engaged more than 60 professionals working to protect species and ecosystems at risk in the Salish Sea at a SAR Gathering held on March 17, 2022

Nature Stewardship and Education

In addition to the information we promote on our website, social media, and the Heron Newsletter we continue to find ways to actively engage islanders in land stewardship.

In 2021/22 this included:

- Sending an outreach letter pack (in partnership with GaLTT) to 123 Gabriola Island residents to inform them of opportunities to care for and protect land with Islands Trust Conservancy
- Supporting Islands Trust in creating a new Nature Stewardships Tips brochure and new property owner mail out for the Islands Trust Area
- Engaging more than 80 covenant landholders across the islands with a covenant landholder newsletter full of ideas and tips for stewarding land
- Developing a brochure with the Salt Spring Island Conservancy to inform the neighbours of McFadden Creek Nature Sanctuary (Salt Spring) about the importance of heron habitat

Find more tips and resources for ways you can steward land.

Opportunity Fund

The Opportunity Fund provides support for hard-to-fundraise costs associated with land protection and leverages donations through matching funds for land-acquisition campaigns. The disbursement of funds is guided by the Regional Conservation Plan and the Islands Trust Conservancy Board considers applications twice per year.

Islands Trust Conservancy dispensed the following Opportunity Fund grants in 2021/22:

- $2,500 to the Salt Spring Island Water Preservation Society, which led to the protection of "Larmour Lands"
- $4,000 to the Denman Conservancy Association, which led to the protection of Pickles Waterfall Wetland / Raven Forest Lands Conservation Area

Thanks to the generosity of late philanthropist Susan Bloom, through the Bloom Canadian Alter Ego Trust, Islands Trust Conservancy was able to add $100,000 to the Opportunity Fund. Islands Trust Conservancy donors contributed an additional $6,085 in tax receipted donations to the Opportunity Fund.

"Susan believed strongly in grassroots organizing and worked to help small groups of passionate people do extraordinary things," says friend and estate trustee Janet Theunisz.

We are honored to be entrusted with Susan's bequest. Careful consideration will be made to ensure that use of these funds is in keeping with her lifelong passion for conservation on the islands in the Salish Sea.

At March 31, 2022 the Opportunity Fund had $114,151 available to grant.

Goal 4: A Strong Voice for Nature Conservation

Continue to build internal and shared organizational strength and resilience to ensure long-term nature conservation in the Islands Trust Area

Building Internal Capacity

Islands Trust Conservancy split the Communications and Fundraising role into two positions: a full-time Communications Specialist role and a new part-time Strategic Fund Development Specialist. We continued to put out the quarterly Heron newsletter, e-news updates, and news releases, as well as find new ways to grow our audiences on social media. We introduced Hootsuite (an online digital management platform) to help inform a new social media strategy that is being developed in 2022/23.

After a strategic break we re-engaged with followers on Twitter and have seen significant growth in our social media audiences since introducing the Hootsuite platform in December 2021. We have grown organic reach on both platforms and continue to experiment with post scheduling and content to grow our engagement on these platforms so messages reach new and diverse audiences.

>>To add: Table with audience and engagement growth from Dec. 1 2021-March 31 2022. Islands Trust Conservancy Audience Snapshot as of March 31, 2022. Post engagement rate is for the period of Dec. 1 2021 – March 31 2022. Audience refers to the total number of 'fans' or followers for Facebook and/or Twitter. Engagement refers to the percentage of individuals who actively engage (like, comment, click on links) with content, as a percentage of those who see the content online. [Facebook Audience Growth: 556 Fans, 51 new Fans. Engagement Growth: 9.59% (up from 5.36%). Twitter Audience Growth: 997 Followers, 35 New Followers. Engagement Growth 4.94% (up from 3.61%)]

ITC's Communications Specialist undertook video training and has since launched a new YouTube Channel for Islands Trust Conservancy, which features in-house video content highlighting our work. We encourage you to view the Woodpecker Forest Covenant short film on our website.

Islands Trust Conservancy continues to dedicate significant time to updating website content and merging its web presence with the Islands Trust. A new digital e-reader allows readers to engage fully with the Heron Newsletter, Impact Report and Annual Reports online.

Growing our Fundraising Capabilities

In 2021/22, Islands Trust Conservancy strengthened its financial resiliency by working with Trust Council to secure support for an ongoing Strategic Fund Development Specialist position to support our work. This position's work included:

- Providing Trust Council, ITC Board and ITC staff with workshops on "Building a Culture of Philanthropy" to better understand fund development and how to support it across the organization
- Creating ITC's first Impact Report to engage existing and future donors. These were mailed to over 200 Opportunity Fund donors, along with letters of gratitude for their continued support
- Launching legacy giving options on the national Willpower.ca site to help engage new donors
- Creating a one-page Donations Guide to assist professional advisors and donors in finding the information required for donation and legacy decisions
- Developing articles highlighting our work in the Thetis Island Nature Conservancy Quarterly Newsletter and the Land Trust Alliance of BC monthly E-newsletter
- Presenting to over 100 wealth managers through Advocis (the Financial Advisors Association of Canada) to promote strategic ways of giving, specific to ITC
- Adding Gifts of Insurance information to the ITC website and investigating ways ITC can offer monthly giving options in the future
- Updating and reviewing the website for ways to improve the donor experience

Building a Network of Partners

Islands Trust Conservancy recognizes that collaboration is the key to conservation efforts succeeding in the Islands Trust Area.

We have worked with 30+ partners to achieve our mission to date and participate in the following partnerships and alliances:

Add CDFCP logo	**Coastal Douglas-fir and Associated Ecosystems Conservation Partnership** Islands Trust Conservancy staff are members of the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Steering Committee and Securement Committee.
Add Land Trust Alliance BC member logo	**Land Trust Alliance of British Columbia** Islands Trust Conservancy is a member of the Land Trust Alliance of British Columbia (LTABC).
Add CRISP logo	**Capital Region Invasive Species Partnership**

	Islands Trust Conservancy joined the Capital Region Invasive Species Partnership (CRISP) in 2019.

Islands Trust Conservancy's SAR Gathering – March 2022

Species-at-Risk Program Coordinator, Wendy Tyrrell, helped organize the ITC Species Gathering on March 17, 2022. The full day virtual event brought together more than 60 individuals from across the islands to discuss issues around addressing species and ecosystems at risk from extinction in the Salish Sea.

The gathering featured a keynote presentation from Ruth Simons of the Howe Sound Biosphere project and presentations on eco-cultural restoration initiatives, new techniques for monitoring species at risk (like e-DNA sampling) and landscape-level collaboration.

Feedback from this group will inform an ongoing workshop series and future gatherings to help enhance partnerships for on-the-ground actions for species/ecosystems at risk and culturally significant species and ecosystems on islands in the Salish Sea.

Those who missed out on the day can check out our Twitter moment for the day @IslTrustConserv.

Financial Statements

Islands Trust Conservancy (ITC) prepares Financial Statements annually, in compliance with the requirements under section 46 of the *Islands Trust Act*. Under the *Islands Trust Act*, ITC may receive money, land and other property as donations or through grants, in order to further the object of the Islands Trust. ITC uses Canadian Public Sector Accounting Standards, including standards for government non-profit organizations, to manage its funds and land assets. ITC currently holds and manages the following funds:

- Opportunity Fund: Used for unrestricted resources, most notably for the Opportunity Fund Grant Program
- Restricted Fund: Used for internally and externally restricted assets, including grants, funds restricted for property management, and funds restricted for land acquisition
- Capital Fund: used to record the value of land donated, acquired or transferred without external restrictions
- Endowment Fund: Used primarily for land that is restricted through donation agreements

In its 2021/22 Financial Statements, the Conservancy recognizes the following items of note:

- Approved grant revenues, including a $242,500 grant from Environment and Climate Change Canada for the ITC Species at Risk Program and a $38,500 grant from the Conservation Economic Stimulus Fund
- Receipt of a $100,000 donation to the Opportunity Fund from Susan Bloom Alter Ego Trust
- Reclassification of $3.8M of ITC lands received under the Federal Government Ecological Gifts Program from the endowment fund to the capital fund to reflect the change in nature of these lands from restricted to unrestricted (This change was triggered when Environment and Climate

Change Canada amended its classification of the ITC from a public body to an agent of the Crown)

While ITC manages land and funds as noted in its Financial Statements, costs of Islands Trust Conservancy operations are the responsibility of Trust Council under the Trust Council budget process. Details on these costs are available in the Islands Trust Financial Statements.

>>To add: Insert audited Financial Statement once available

Looking Ahead

With replenished funds in the Opportunity Fund Grant, Islands Trust Conservancy looks forward to supporting partner conservation organizations in land acquisitions in 2022/23.

With the support and oversight from the ITC Board, staff are prioritizing work that will further our reconciliation efforts and climate change work in 2022/23. We look forward to strengthening existing partnerships and building new ones that will help us keep protecting islands in the Salish Sea for generations to come.

Thank you to all the donors, supporters, partners and allies who make this work possible.

Together, we are creating a conservation legacy that will protect and preserve islands in the Salish Sea for people and nature to thrive for generations to come.

Local Trust Committees and Bowen Island Municipality

A local trust committee exists for each group of islands designated as a local trust area under the Islands Trust Act, except for Bowen Island, which is an island municipality. Each local trust committee has three members—two locally elected trustees and one Executive Committee member serving as the Chair.

A local trust committee is responsible for land use planning and regulation for its area of jurisdiction. The responsibilities include preparation and adoption of official community plans, land use bylaws, zoning and subdivision bylaws, regulation of soil removal and deposit, and authorization of permits under Part 26 of the *Local Government Act*.

A seven-member Council serves the Bowen Island Municipality, which holds broad municipal powers, including land use planning. The community elects two of the municipal councillors to Trust Council

Ballenas - Winchelsea Islands (Executive) Local Trust Committee

The Executive Committee Acting as a Local Trust Committee (Ballenas - Winchelsea Islands) (EC as LTC (B-W)) held three regular business meetings and one special meeting in the 2021/22 fiscal year, for a total of four meetings.

Work for this period focused on advancing amendments to the Fees Bylaw and Meeting Procedures Bylaw to allow all EC as LTC (B-W) meetings to be electronic when needed.

From April 1, 2021 to March 31, 2022, no development applications were received or processed.

Bowen Island Municipality

Bowen Island Municipality Councillors Sue Ellen Fast and Michael Kaile are the Bowen Island Municipality trustees on the Islands Trust Council. Bowen Island Municipality produces its annual report, available online. During 2021/22, the Islands Trust Executive Committee provided referral comments on two Bowen Island land use bylaw amendments.

Denman Island Local Trust Committee

The Denman Island Local Trust Committee (DEILTC) held four regular business meetings, three special business meetings and one special meeting/Community Information Meeting in the 2021/22 fiscal year, for a total of eight meetings.

Work for this period focused on advancing two bylaw amendment applications for affordable housing projects and reviving the Denman Farm Plan implementation project. The DEILTC was also successful in acquiring Trust Council budget approval to advance an Official Community Plan (OCP)/Land Use Bylaw project in 2022/23 focused on housing.

The DEILTC also amended their Fees Bylaw and Meeting Procedures Bylaw to allow all LTC meetings to be electronic when needed.

From April 1, 2021 to March 31, 2022, staff reviewed 15 siting and use permits, one Crown lease referral, one Agricultural Land Reserve referral, and two subdivision referrals in the Denman Island Local Trust Area for a total of 19 referral reviews.

Gabriola Island Local Trust Committee

The Gabriola Island Local Trust Committee (GBILTC) held seven regular business meetings, one public hearing and two special business meetings in the 2021/22 fiscal year, for a total of 10 meetings.

Work for this period focused on advancing the GBILTC priority to address the Housing Options and Impacts Review Project.

The GBILTC also advanced bylaws to allow an expansion of community uses and a 24 unit affordable housing proposal.

From April 1, 2021 to March 31, 2022, the GBILTC received and considered applications for four development variance permits, three development permits, two liquor and cannabis board referrals, and three temporary use permits.

During the same time period staff also reviewed 72 building permit referrals, two Crown lease referrals, and one subdivision referral for development proposals in the Gabriola Island Local Trust Area.

The GBILTC applied for, and received, a Union of British Columbia Municipalities active transportation grant to conduct a transportation-planning project. As a result, planning students from Vancouver Island University developed a multi-modal visioning document that addressed safe pedestrian and bicycle connections between the Gabriola Island ferry terminal and the newly installed trail on North Road.

Galiano Island Local Trust Committee

The Galiano Island Local Trust Committee (GALLTC) held nine regular business meetings in the 2021/22 fiscal year, as well as four Community Information Meetings, one public hearing and four special meetings.

Work for this period focused on completion of GALLTC priorities to address short term vacation rentals, technical and minor amendments to the Land Use Bylaw, and adopting a new Procedures Bylaw to permit electronic meetings. The GAILTC also advanced its priorities of implementing amendments for groundwater sustainability, updating zoning of Crown lots and adopting a new Fees Bylaw.

From April 1, 2021 to March 31, 2022, GALLTC received and considered applications for eight development variance permits, four development permits, one Agricultural Land Reserve referral, and considered six rezoning applications.

During the same time period staff also reviewed 33 building permit referrals, two subdivision referrals and five Crown lease referrals. The Galiano Island Board of Variance also considered three applications.

Gambier Island Local Trust Committee

The Gambier Island Local Trust Committee (GMILTC) held five regular business meetings, one public hearing, one special business meeting and two special meeting/Community Information Meetings in the 2021/22 fiscal year, for a total of nine meetings.

Work for this period focused on advancing the Gambier Island Official Community Plan (OCP)/Land Use Bylaw (LUB) Project and the Keats Shoreline Project.

The GMILTC also gave three readings to the Associated Islands and Bowyer and Passage Riparian Areas OCP and LUB amendment bylaws.

From April 1, 2021 to March 31, 2022, The GMILTC received and considered applications for six development variance permits and five development permits.

During the same time period staff also reviewed 16 building permit referrals, four Crown lease referrals, and three subdivision referrals for development proposals in the Gambier Island Local Trust Area.

Hornby Island Local Trust Committee

Not yet approved by committee. The Hornby Island Local Trust Committee (HOILTC) held five regular business meetings, one public hearing, one special business meeting and one special meeting/in camera meeting in the 2021/22 fiscal year, for a total of eight meetings.

Work for this period focused on advancing the HOILTC priorities to address freshwater sustainability, the Hornby Island Official Community Plan and Land Use Bylaw. The LTC gave three readings to an Official Community Plan Amendment Bylaw and adopted a Land Use Bylaw amendment focused on clarifying the minimum average lot area for subdivision.

The HOILTC also amended their Meeting Procedures Bylaw to allow all LTC meetings to be electronic when needed.

From April 1, 2021 to March 31, 2022, the HOILTC received and considered applications for six development variance permits, three development permits, and one temporary use permit.

During the same time period staff also reviewed 16 siting and use permits, one Crown lease referral, and one subdivision referral.

Lasqueti Island Local Trust Committee

Not yet approved by committee. The Lasqueti Island Local Trust Committee (LAILTC) held five regular business meetings and one special meeting in the 2021/22 fiscal year, for a total of six meetings.

Work for this period focused on advancing amendments to the Lasqueti Island Official Community Plan. The LAILTC also amended their Meeting Procedures Bylaw to allow all LTC meetings to be electronic when needed.

From April 1, 2021 to March 31, 2022, staff reviewed one subdivision referral in the Lasqueti Island Local Trust Area.

Mayne Island Local Trust Committee

The Mayne Island Local Trust Committee (MAILTC) held seven regular business meetings in the 2021/22 fiscal year, as well as one Community Information Meeting, and one special meeting.

Work for this period focused on MAILTC priorities for minor amendments to the Official Community Plan and Land Use Bylaw, and adopting a new Procedures Bylaw to permit electronic meetings. The MAILTC also advanced its priorities of implementing amendments for flexible housing, and consideration of a new Fees Bylaw.

From April 1, 2021 to March 31, 2022, the MAILTC received and considered applications for nine development variance permits, two temporary use permits, and considered two rezoning applications.

During the same time period staff also reviewed 28 building permit referrals, two Crown referrals, two subdivision referrals and five Crown lease referrals.

North Pender Island Local Trust Committee

The North Pender Island Local Trust Committee (NPILTC) held nine regular business meetings in the 2021/22 fiscal year, as well as two Community Information Meetings and six special meetings.

Work for this period focused on completion of NPILTC priorities to address short term vacation rentals and adopting a new Procedures Bylaw to permit electronic meetings, and advancing its priorities of implementing amendments for groundwater sustainability, a multi-year Land Use Bylaw Review, drafting a Soils Bylaw and adopting a new Fees Bylaw.

From April 1, 2021 to March 31, 2022, the NPILTC received and considered applications for four development variance permits, ten development permits, nine temporary use permits and two rezoning applications.

During the same time period staff also reviewed 47 building permit referrals, and the North Pender Island Board of Variance also considered three applications.

Salt Spring Island Local Trust Committee

The Salt Spring Island Local Trust Committee (SSILTC) held 11 regular business meetings in the 2021/22 fiscal year, four special meetings, one Community Information Meeting, and one public hearing. The SSILTC also continued coordinating the Salt Spring Island Watershed Protection Alliance, which had five steering committee meetings, at least four subcommittee meetings and engaged in various community events.

Work for this period focused on advancing the SSILTC strategic priorities. Initiatives included ensuring freshwater sustainability, protecting the Coastal Douglas-fir and associated ecosystem, increasing meaningful consultation and cooperation with citizens, agencies, and First Nations, and advancing village planning. Housing continues to be a significant challenge for Salt Spring Island.

Key projects included advancing a Ganges Village Local Area Plan and a Housing Action Plan, securing funding to study fire ecology in protected watersheds, providing clarity regarding the content of professional reports required to demonstrate proof of water at the time of subdivision, completing phase 1 of a Watershed Strategic Plan (a situational analysis) and funding a Weston Lake Water Availability Study.

From April 1, 2021, to March 31, 2022, the SSILTC received and considered new applications for one bylaw amendment, 13 development permits, and 26 development variance permits. During the same time, staff reviewed 181 building permit referrals, three liquor and cannabis board referrals, two Crown lease referrals, four subdivision referrals, and one soil deposit permit.

During this fiscal period, the SSILTC proactively responded to the housing crisis and issues related to the COVID-19 pandemic. The SSILTC amended standing resolutions during the public health emergency and deferred enforcement for all unlawful dwellings except those with specific health and safety concerns

Saturna Island Local Trust Committee

The Saturna Island Local Trust Committee (SAILTC) held four regular business meetings in the 2021/22 fiscal year.

Work for this period focused on completion of SAILTC priorities to update its Official Community Plan (OCP) to include recognition of First Nations and to amend its OCP and Land Use Bylaw (LUB) to designate and zone National Park Reserve lands. The SAILTC also adopted a new Procedures Bylaw to permit electronic meetings, and advanced its priorities of implementing minor OCP and LUB amendments and adopting a new fees bylaw.

From April 1, 2021 to March 31, 2022, the SAILTC received and considered applications for two development permits.

During the same time period staff also reviewed 12 building permit referrals and one subdivision.

South Pender Local Trust Committee

The South Pender Island Local Trust Committee (SPILTC) held six regular business meetings in the 2021/22 fiscal year, as well as two special meetings.

Work for this period focused on completion of SPILTC priorities to address short term vacation rentals, alternative housing and adopting a new Procedures Bylaw to permit electronic meetings, and advancing its priorities of implementing amendments for Land Use Bylaw amendments, minor OCP amendments, a shoreline review and adopting a new Fees Bylaw.

From April 1, 2021 to March 31, 2022, the SPILTC received and considered an application for one temporary use permit.

During the same time period staff also reviewed six building permit referrals, and the South Pender Island Board of Variance also considered one application.

Thetis Island Local Trust Committee

The Thetis Island Local Trust Committee (THILTC) held five regular business meetings in the 2021/22 fiscal year, one special meeting, and one special in-camera meeting for a total of seven meetings.

From April 1, 2021 to March 31, 2022, the THILTC received and considered an application for one development variance permit. During the same time period, staff also reviewed six building permit referrals, three Crown lease referrals, and one subdivision referral for proposals within the Thetis Island Local Trust Area.

This year, the THILTC gave three readings and forwarded the Riparian Area Protection Regulation Official Community Plan Amendment Bylaw to the Ministry of Municipal Affairs. This submission brings this 11-year amendment process to near completion.

The THILTC also gave concurrence to a Telus communications tower after receiving notification of support from Penelakut First Nation.

Relationship building with Penelakut First Nation continued when the THILTC initiated a Shoreline and Coastal Protection Strategy Project and successfully applied for a UBCM Community to Community Forum grant. The Trustees used the grant funds to organize two boat tours in the Local Trust Area that included members of both the Lyackson and Penelakut First Nations.

Legislative Services – Administrative Fairness and Freedom of Information

The Director, Legislative Services is responsible for the planning, coordination, and control of various functions necessary to carry out the legislative obligations of the Islands Trust's 15 corporate bodies. The Director delivers services to trust bodies, staff, and the public by providing advice, support, and recommendations on statutory, procedural, or privacy matters. As part of this service, the Director acts as Corporate Records Manager, Freedom of Information and Protection of Privacy Head, and coordinates elections and by-elections.

The Director also oversees the orientation of elected officials and staff training regarding legislative and administrative matters, such as freedom of information and protection of privacy, minute-taking guidelines, and email and records management. Islands Trust policy requires the reporting of the number of administrative fairness complaints received each year. There was one complaint received during the 2021/2022 fiscal period from Salt Spring Island. During this same fiscal year, Islands Trust received 24 requests for records under the Freedom of Information and Protection of Privacy Act. This included two regarding Trust Council activities, plus twelve from Salt Spring Island, three from North Pender Island, two each from Mayne and Hornby Islands, and one each from Gambier, Lasqueti and Denman Islands.

Bylaw Compliance and Enforcement

During the past year Islands Trust bylaw staff continued to work with Provincial agencies on issues regarding COVID 19, and the challenge of dealing with complaints regarding non-compliance with public health orders. While the volume of complaints was never high within the Islands Trust Area, the level of public concern over the health and safety of community members added unique duties for compliance and enforcement staff. The easing of restrictions in 2022 has been welcome, and bylaw officers have resumed all site inspections that were delayed or prevented by COVID 19 travel restrictions or concerns.

In July, the new bylaw compliance and enforcement officer position was filled, and there is now a bylaw officer assigned as a primary contact for each of the Northern, Southern, and Salt Spring offices and planning teams. This is providing a higher standard of service to interest groups, staff members, and others concerned about contraventions of land use bylaws. The focus of bylaw officers continues to be working towards voluntary compliance in a collaborative manner, and all new staff members attend Justice Institute of British Columbia (JIBC) courses for conflict dispute resolution, negotiations and mediation.

Concerns regarding short-term vacation rentals and their impacts on local housing remain high. The highest case load is for vacation rentals and unlawful dwellings. These two issues go hand-in-hand as vacation rentals restrict housing supply and alternative housing, and sometimes creative housing solutions are sought by island residents. There has been increased building activity on the islands in general, and there has been an increase in complaints regarding land clearing, tree cutting and development in environmentally sensitive areas, especially on smaller islands where such activity has been limited or minimal in past years.

Appendix A: Strategic Plan 2018– 2022

To be added.

Appendix B Islands Trust Financial Statements

To be added, once approved by Trust Council.

Appendix C Islands Trust Conservancy Financial Statements

To be added, once approved by Islands Trust Conservancy Board

If you are reading a print version of this report, you can access hyperlinks by going to the online version at islandstrust.bc.ca/annualreports

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REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 21, 2022
From:	Executive Committee	**Date Prepared:**	June 1, 2022

SUBJECT **Policy Statement Engagement Summary Reports & Next Steps**

RECOMMENDATION: That Trust Council request Trust Programs Committee to review recent engagement feedback from First Nations, referrals agencies, and the public, and work with staff to develop recommendations for further amendments to the draft new Islands Trust Policy Statement Bylaw No. 183.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
Trust Council is being provided with the results of engagement with First Nations, the public, and referral agencies. This information should be assistive to Trust Council as it contemplates further refinements to the draft new Policy Statement. Common themes have emerged in some areas while divergent viewpoints have also been expressed, requiring Trust Council to make values-based decisions on policies that will guide future decisions about preserving and protecting the Trust Area. As this work moves forward, there is a need to continue to build relationships and dialogue with First Nations and to continue to work with the public and partner agencies through frequent communication.

While the original project timeline saw the Policy Statement Amendment Project completed by the end of the 2018-2022 Trust Council term, Trust Council's decisions in July 2021, along with other earlier changes to the project charter to add a second phase of public engagement, have significantly delayed the project timeline such that adoption of a new Policy Statement bylaw is no longer possible this term. That said, Trust Council and its committees may wish to continue their work in refining the draft new Policy Statement during the remainder of this term, preparing recommendations for the incoming Trust Council based on the past three years of extensive engagement, analysis, and discussion. This would ensure that the insights gained during this term are effectively handed over to the incoming Trust Council to carry this policy renewal work forward.

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1 **PURPOSE:** To provide Trust Council with Islands 2050 engagement summary reports from the latest phases of engagement with First Nations, referral agencies, and the public, and to recommend next steps for the Policy Statement Amendment Project.

2 **BACKGROUND:**
In July 2021, Trust Council received a draft Islands Trust Council Policy Statement Bylaw No. 183 developed by Trust Programs Committee and Executive Committee, with the support of staff. The draft was a culmination of over eighteen months of engagement with First Nations and the public and extensive work by Trust Council's committees and staff. It contained a number of amendments that aimed to update the Policy Statement primarily through the lenses of reconciliation, climate change, and affordable housing, as directed by Trust Council in 2019. More detailed information about the project and earlier phases of engagement is available on the Islands 2050 webpage.

In the lead up to the July 2021 Special Trust Council meeting where Trust Council was to consider first reading of the draft new Policy Statement bylaw, members of the public expressed concern and urged Trust Council to pause the project and undertake a more robust third phase of public engagement before, rather than after, first reading. In response, Trust Council postponed first reading and called for additional phases of First Nations engagement, referrals to other government agencies, and a more robust third phase of public engagement than had originally been planned.

Over the past year, three separate processes of engagement have occurred related to the draft new Policy Statement bylaw. Detailed summary reports of each of these engagement processes are attached. Based on this feedback, some preliminary suggestions for amendments are listed below for Trust Council and/or its committees' consideration.

First Nations Early & Meaningful Engagement Phase 2 **(See Attachment 1 for Summary Report)**

A second phase of early and meaningful engagement with First Nations from September 2021 to June 2022 solicited comments on the draft new Policy Statement bylaw. Based on the key themes expressed, Trust Council may wish to consider:

1.1 providing more explanatory context on First Nations rights and responsibilities
1.2 elaborating on implications of *Declaration on the Rights of Indigenous Peoples Act*
1.3 adding greater detail on engagement and First Nations' co-governance interests
1.4 enshrining preservation and protection of First Nations' access to culturally significant areas and healthy ecosystems for their cultural, spiritual, and economic uses
1.5 prioritizing protection of the coastal and marine environment and First Nations' food security in Indigenous marine harvesting areas
1.6 defining collaborative frameworks to work with First Nations and cultural monitors to better protect known and unknown cultural heritage sites
1.7 prioritizing advocacy for affordable housing for Indigenous people
1.8 changing the term "Indigenous ways of knowing" to "Indigenous Knowledge"
1.9 being cautious with the word "traditional" as these cultures, special areas, and knowledge systems continue to be vitally important today and will continue to evolve in the future
1.10 rewording "seven generations" language to better reflect relationships to past, present, and future generations

Agency Referrals Phase 1 **(See Attachment 2 for Summary Report)**

A first phase of formal agency referrals (July to October 2021) solicited agencies' comments on the draft new Policy Statement bylaw. Based on the key themes expressed, Trust Council may wish to consider:

2.1 removing the draft directive policy to prohibit new desalination plants
2.2 softening the draft directive policy to prohibit new seawalls or hard shoreline armouring, to focus instead on mitigating impacts of seawalls and encouraging the use of soft shoreline approaches
2.3 postponing the deferred referrals to local trust committees until next term, after first reading, as the document might change significantly
2.4 requesting staff to work with Bowen Island Municipality staff and Islands Trust Conservancy staff to integrate their specific amendment requests where appropriate
2.5 requesting staff to work with Ministry of Agriculture, Food, and Fisheries staff, and Agricultural Land Commission staff to refine wording of agricultural policies
2.6 exploring specific recommendations from regional districts to refine policies around active recreation, active transportation, trails, and climate emergency preparedness
2.7 exploring specific recommendations from improvement districts around water management, including rainwater harvesting, septic filtering, and water conservation

Public Engagement Phase 3 **(See Attachment 3 for ISL Summary Report)**

A third phase of Islands 2050 public engagement occurred from February – April 2022, led by engagement consultants from ISL Engineering. While the engagement activities were structured to seek feedback on the draft Policy Statement amendments currently under review, the actual feedback received addressed a much wider range of topics beyond the scope of this project, including the governance review, budget/taxes, concerns about potential jurisdictional overreach, reactions to incorrect information disseminated through social media and flyer mail-outs, and criticisms of the engagement process itself. For the purpose of developing suggestions for further amendments at this juncture, staff has narrowed in on feedback pertaining solely to the Policy Statement Amendment Project and the proposed draft amendments currently under review.

Based on the key themes expressed in ISL's Engagement Summary Report, Trust Council may wish to consider:

3.1 simplifying the structure of the Policy Statement and shortening its length

3.2 removing "Coordination/Advocacy Policies" from the Policy Statement and instead incorporating them in Trust Council's Strategic Plan or a separate Trust Council Advocacy Strategy

3.3 reframing all "Commitments of Trust Council" into a shorter list of overarching guiding principles at the beginning of the document

3.4 adding a Glossary containing definitions of key terms

3.5 removing the draft directive policy to prohibit new desalination plants

3.6 softening the draft directive policy to prohibit new seawalls or hard shoreline armouring, to focus instead on mitigating impacts of seawalls and encouraging the use of soft shoreline approaches

3.7 removing the draft commitment/coordination policies advocating for jurisdictional authority over tree cutting (note: these are only advocacy policies and commitments of Trust Council and, as such, may be removed as per suggestions 3.2 and 3.3 above);

- Beyond the Policy Statement amendments, Trust Council may also wish to reconsider or reaffirm its September 2020 resolution to request that the Province enhance the Trust's jurisdiction over tree cutting bylaws to make its jurisdiction equal to that of municipalities under section 8 of the Community Charter (TC-2020-093)

3.8 removing the draft directive policy to determine appropriate floor area and lot coverage limits for residential development in each local planning area (note: local trust committees and island municipalities can still choose to proactively do this individually, if they so wish)

3.9 exploring possible refinements to the draft directive policy to prohibit new private docks that carefully consider and balance the various inputs received from First Nations and the public

3.10 exploring possible refinements to the draft agricultural policies that carefully consider and balance the various inputs received from First Nations, the public, and other agencies

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: At its April 8, 2022 meeting, Trust Programs Committee (TPC) members discussed the importance of TPC continuing to play a role in developing recommendations for Trust Council on next steps for the Policy Statement Amendment Project, after receiving the engagement feedback reports at the June 2022 Trust Council meeting. With this in mind, the committee has scheduled an additional in-person Special TPC Meeting on July 8, 2022, in Nanaimo, to facilitate a workshop-style discussion of all engagement feedback and development of recommendations to Trust Council on next steps for revision of the draft new Policy Statement. Related staff travel, support, and coordination of the meeting will require approximately 60 hours of Trust Area Services staff and administrative staff time.

FINANCIAL: Executive Committee has authorized $1,300 for trustee travel and expenses related to the special TPC meeting in July.

POLICY: None, although the recommendation will further the Policy Statement Amendment Project.

IMPLEMENTATION/COMMUNICATIONS: Following the July 8 special TPC meeting, recommendations could potentially be provided by TPC, via Executive Committee, to Trust Council for consideration at its September 2022 meeting. After the June Trust Council meeting, staff will draft a news release for approval of the Chair regarding the engagement results and Trust Council's decisions on next steps.

FIRST NATIONS: This second phase of early and meaningful engagement has allowed staff at some First Nations and leadership councils to see how their earlier Phase 1 feedback was incorporated into the proposed draft amendments currently under review, and to suggest further refinements. This is the first time that Islands Trust has engaged meaningfully at a staff-to-staff level with First Nations to ensure that draft amendments to the Policy Statement are reflective of reconciliation, the Truth and Reconciliation Commission Calls to Action, and the *Declaration on the Rights of Indigenous Peoples Act*. The past three years of engagement have created important opportunities for meaningful dialogue and relationship-building, in support of reconciliation and the preservation and protection of this ecologically and culturally significant region. As the project moves forward, Trust Council may wish to focus its efforts on fostering meaningful engagement at the leadership level.

OTHER: None.

4 RELEVANT POLICY(S):

1. Policy Statement Amendment Policy (1.2.1)
2. Policy Statement Implementation Policy (1.3.1)

5 ATTACHMENT(S):

1. First Nations Engagement Phase 2 Summary Report
2. Agency Referrals Phase 1 Summary Report
3. ISL Public Engagement Phase 3 Summary Report

RESPONSE OPTIONS

Recommendation: That Trust Council request Trust Programs Committee to review recent engagement feedback from First Nations, referrals agencies, and the public, and work with staff to develop recommendations for further amendments to the draft new Islands Trust Policy Statement Bylaw No. 183.

Alternatives: That Trust Council pause further work on the Policy Statement Amendment Project until after the October 2022 election.

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

Reviewed By/Date: Clare Frater, Director, Trust Area Services / June 2, 2022
Daniela Murphy, Legislative Services Clerk / June 2, 2022
Gillian Nicol, A/Engagement Planner / June 2, 2022
David Marlor, Director, Local Planning Services / June 2, 2022
Russ Hotsenpiller, CAO / June 2, 2022
Executive Committee / June 8, 2022

First Nations Engagement Phase 2 Summary Report

Islands 2050 - Policy Statement Amendment Project

Early & Meaningful Engagement Phase 2

In July 2021, Trust Council directed staff to initiate a second phase of early and meaningful engagement with First Nations on the Islands Trust Policy Statement. This second phase of engagement (September 2021 – June 2022) invited First Nations governments, treaty alliances, tribal councils, and leadership councils across the Trust Area to review and comment on Draft Policy Statement Bylaw No. 183. It also gave those who had participated in Phase 1 of early and meaningful engagement an opportunity to see how their earlier feedback had been incorporated into the draft amendments. Formal referrals of the draft bylaw will occur after first reading.

It is worthwhile underscoring that this is the first time in the history of Islands Trust that First Nations have been meaningfully engaged on the Policy Statement to ensure that their interests are reflected in the document. Working collaboratively on Policy Statement amendments is critical to building trusting relationships with First Nations in the Trust Area, addressing past wrongs, supporting informed land use decision making, and fulfilling Trust Council's commitments to reconciliation.

In September 2021, offers of capacity funding support were sent out to 30 First Nations, six Treaty Alliances and Tribal Councils, and two First Nations Leadership Councils, to review and provide comment on the draft new Policy Statement. In February 2022, capacity funding support was also offered to the Coast Salish People of Galiano Society. The capacity funding was accepted by seven First Nations/councils. Except where noted below, staff at these First Nations/councils have provided detailed comments for Trust Council's consideration prior to further amendments to the draft bylaw.

- Cowichan Tribes
- K'ómoks First Nation
- Lyackson First Nation
- MÁLEXEŁ (Malahat) Nation
- Snuneymuxw First Nation (comments forthcoming shortly)
- Tla'amin First Nation
- W̱SÁNEĆ Leadership Council (preliminary letter received, detailed comments expected this summer)

During Phase 2, staff also began to engage with Indigenous community members living on the islands to build dialogue and understanding. Many Indigenous people living on the islands have connections to First Nations communities in the Trust Area - connections that may have been lost or weakened by the *Indian Act*, enfranchisement, marriage to non-Indigenous settlers, etc. Although Islands Trust has no statutory obligation to engage with individual Indigenous people, understanding the interests of Indigenous community members living in the Trust Area is important to the work of reconciliation.

Comments received from Phase 2 capacity funding recipients have been posted in full to the Islands 2050 webpage, under the "First Nations Engagement Phase 2" project library folder, and summaries of the comments received follow below. Please note that these summaries have not been reviewed for accuracy by the contributing First Nations/council; trustees are strongly encouraged to read the full submissions. Staff will provide additional comments forthcoming from Snuneymuxw First Nation and W̱SÁNEĆ Leadership Council to Trust Council and/or its committees, when they are received.

It should be noted that staff at each of these Nations/councils have consented to having their comments released publicly to inform Trust Council's decision-making. However, some noted that they generally prefer to keep their comments at the internal staff-to-staff level, so as to guard against targeted criticism from those who may hold different perspectives. It is thus hoped that these comments will be treated with great care, humility, and respect, in the spirit of reconciliation.

Feedback from Cowichan Tribes Staff

Cowichan Tribes staff provided detailed comments on various sections of the draft new Policy Statement. The comments included, but were not limited to, the following:

- **Language:**
  - differentiate between Cowichan Tribes (First Nation) and Quw'utsun Nation (comprised of Cowichan Tribes, Halalt First Nation, Lyackson First Nation, Penelakut Tribe, Stz'uminus First Nation)
  - reword "seven generations" principle to reflect all generations
  - concerns around descriptor "traditional" vis-à-vis harvesting – not just something of the past
- **Governance, Rights & Responsibilities:**
  - provide context on Indigenous Rights and Title under Section 35 of the *Constitution Act*
  - highlight lack of consultation with First Nations during establishment of Islands Trust
  - underscore the need to build more trusting relationships with First Nations now and into future
  - note that the *Declaration on the Rights of Indigenous Peoples Act* (DRIPA) requires not just cooperative decision-making, but also consent from Indigenous groups
  - provide context on present-day relationships between First Nations and the islands: treaty status, reserve lands, ongoing negotiations, etc.
- **Protecting Ecosystems for Cultural/Spiritual Uses:**
  - importance of preserving, protecting, and providing access to harvesting areas, culturally significant species, forests, and freshwater networks for First Nations members who wish to occupy and harvest from lands and waters in their territories
  - note impacts of climate change on domestically available surface and groundwater
  - desire to explore possibilities around collaborative "landback" mechanisms that could make use of Islands Trust funding to set aside lands for Indigenous practices and use
- **Coastal/Marine Protection:**
  - supportive of prohibition of new private docks (Policy 4.5.14)
  - prohibit moorage and anchorage sites in identified Indigenous shoreline harvesting areas
  - prevent development of any stretches of foreshore that don't already have existing foreshore infrastructure, since these areas will be acceptable for Indigenous harvesting
  - coordinate with First Nations on oil spill prevention, preparedness, and response plans
- **Indigenous Cultural Heritage Protection:**
  - need for policies to protect both known and unknown archaeological sites
  - need to engage First Nations experts in investigations around chance finds
  - need to respect the intellectual property and confidentiality interests of First Nations
- **Housing for Indigenous Peoples:**
  - policies should work to facilitate Indigenous peoples' return to the homelands they were dispossessed of – e.g. working with housing developers to dedicate units of affordable housing for Indigenous peoples

Feedback from K'ómoks First Nation Staff

K'ómoks First Nation staff provided detailed comments on various sections of the draft new Policy Statement. The comments included, but were not limited to, the following suggestions:

- **Language:**
  - Islands Trust Object statement should list Indigenous Peoples first in list of beneficiaries (current language: "to preserve and protect the Trust Area and its unique amenities and environment *for the benefit of the residents of the Trust Area and of British Columbia generally*…")
  - reword "seven generations" principle to reflect all generations
- **Governance, Rights & Responsibilities:**
  - Role of First Nations section: acknowledge First Nations play an important role in contributing to the preservation and protection of the unique amenities and environment of the Trust Area, and have long history and knowledge of their traditional lands.
  - clarify that lands are unceded (unless some Nations in Trust Area signed a treaty)
- **Protecting Ecosystems for Cultural/Spiritual Uses:**
  - protect First Nations' exclusive access/harvesting rights to culturally significant lands (shell middens, culturally modified trees, culturally sensitive plants, resources, places) with no development; this is critical to core principles of reconciliation, DRIPA, etc.
  - protect ceremonial resources such as ochre, and medicinal and culturally significant plants
  - list First Nations as coordination partners for freshwater stewardship
  - work to propagate critical species and traditional plants
  - highlight medicinal plant harvesting as cultural and spiritual use

Feedback from Lyackson First Nation Staff

Lyackson First Nation staff provided detailed comments on various sections of the draft new Policy Statement, building on earlier comments provided by Cowichan Tribes (both are Nations within the Quw'utsun Nation). The comments included, but were not limited to, the following:

- **Language:**
  - feels like Indigenous was just "tacked on" throughout document, does not feel like Indigenous concepts were at the forefront
  - "the aesthetic value of forest land should be protected" (4.3.2) is very Euro-centric statement
  - define rural island/community character - should include Indigenous people
  - define Indigenous cultural heritage
- **Governance, Rights, and Responsibilities:**
  - need to align with UNDRIP/DRIPA; how will the Policy Statement be updated to recognize the need for "free, prior, and informed consent"
  - important to state Indigenous people were not consulted in conception and development of Policy Statement; there needs to be a commitment going forward to involve Indigenous perspectives and voices at all stages (problem identification, design, concept phases, through to decision-making)
  - list First Nations/Indigenous communities as key partners in carrying out mandate
  - define what is meant by meaningful engagement and cooperation with First Nations; funding must be provided to support such engagement
  - address governance and stewardship desires of Nations: co-governance, co-leadership
  - all directive policies should start with "subject to consultation and meaningful engagement with local Indigenous Nations" / "local trust committees and island municipalities shall, consistent with UNDRIP, work with Indigenous peoples to…"

  - use traditional knowledge and traditional practices to inform "western scientific" approaches; elaborate on seeking guidance from elders and traditional knowledge; this work must be funded
  - policies should not interfere with traditional practices
  - development should not impact the Aboriginal rights of an Indigenous person
  - local autonomy must be exercised within an Indigenous construct; should not prioritize enjoyment of residents and visitors above local Indigenous communities;
- **Protecting Ecosystems for Cultural/Spiritual/Economic Uses:**
  - baselines: in situations where there has been significant degradation, work to regenerate and restore to previous levels (wildlife, fish/fish habitat, lands, cultural spaces, etc.)
  - some local Indigenous communities want to decide how they develop their land (e.g. economic development opportunities) - not simply about preserving and protecting, also about economic reconciliation
  - interest in exploring "landback" mechanisms that could possibly allocate Islands Trust funding to First Nations to set aside lands for Indigenous practices and use
  - concerns about Policy 4.3.2 possibly fettering Indigenous logging (economic development) and infringing on exercise of Aboriginal cultural practices (e.g. culturally modified trees)
  - concerns about deterioration of Indigenous harvesting areas by settler use (e.g. Winter Cove on Saturna Island)
- **Coastal/Marine Protection:**
  - supportive of prohibition of new private docks (Policy 4.5.14) but prefers no private docks; disagrees with any new private docks until there is a Cumulative Effects Impact Assessment (consistent with Blueberry River B.C. Supreme Court decision); careful consideration should be given to approving development on properties that are boat-access only, approving only on a very limited basis
  - aquaculture related development, activity, buildings, or structures should not result in disturbance to culturally sensitive areas
  - reef ball placement should require consultation with First Nations
  - amend freighter anchorages advocacy policy to include container ships
  - include advocacy regarding disposal at sea sites
- **Indigenous Cultural Heritage Protection:**
  - reflect the Indigenous concept of caring for ancestors (especially in context of culturally rich and archaeologically sensitive spaces and resting places of ancestors)
  - note that it is not always appropriate to identify Indigenous spaces used for harvest/cultural or ceremonial purposes
  - note ceremonial uses
  - work with Indigenous cultural monitors
  - specify that Indigenous cultural and significant spaces include, but are not limited to, shell midden, burial caves and cairns, archaeological features, culturally modified trees, etc.
- **Supporting Indigenous Community Members**
  - need for co-governance mechanisms, Indigenous leadership, and Indigenous lenses on all policies, including those in Part 6 (Sustainable and Resilient Communities policies)
  - be wary of pan Indigeneity – "Indigenous" refers to local Indigenous populations with Title
  - support economic opportunities and prioritization of services for Indigenous people
- **Housing for Indigenous Peoples:**
  - Trust Council should prioritize finding solutions for Indigenous housing needs

Feedback from Malahat Nation

Malahat Nation staff provided detailed comments on various sections of the draft new Policy Statement. The comments included, but were not limited to, the following suggestions:

- **Language:**
  - concerns with term "heritage" for all Indigenous culture: too history-focused, culture is ongoing and relevant; need to respect modern traditions, cultural and knowledge
  - concerns with "Indigenous ways of knowing": not appropriate/offensive; could possibly be changed to "Indigenous knowledge, culture, and history that is reflective of Indigenous community needs and desires"
  - questioned meaning of "local knowledge": local knowledge is Indigenous knowledge
  - questioned accuracy of statement "homeland of more than 28,000 Coast Salish Peoples"
  - reword "seven generations" principle to reflect all generations
  - reword "settler-centric" to "colonial"
- **Governance, Rights & Responsibilities:**
  - Role of First Nations: acknowledge traditional laws and practices, historic inequalities
  - provide historical context: forced removal and genocide cut off Indigenous people's connection to their lands and traditions, and they continue to suffer from this - including through alienation from their homes (i.e. through Residential School), and displacement to reserves, usually far from their homelands and with insufficient, scarce resources
  - many policies should be undertaken in coordination and cooperation with Nations - work together to align with Nations' interests and concerns, as well as DRIPA
  - capacity funding needed for engagement (given historic inequality and DRIPA)
  - acknowledge Douglas Treaty Rights
- **Protecting Ecosystems for Cultural/Spiritual Uses:**
  - state that that freshwater use in the Trust Area will not (vs should not) impede the inherent rights of First Nations to access freshwater streams for cultural and spiritual purposes (Policy 4.2.3)
  - language in agricultural directive policy is too weak (Policy 4.4.3)
- **Coastal/Marine Protection:**
  - work "in coordination and cooperation with First Nations" to preserve, protect, and support the restoration of eelgrass meadows, kelp forests, forage fish spawning areas, tidal salt marshes, mud flats, and coastal wetlands (Policy 4.6.9)
  - aquaculture and other development, activity, buildings, or structures should not result in disturbance to culturally sensitive areas (Policy 4.6.5 & 4.6.10)
- **Indigenous Cultural Heritage Protection:**
  - Part 5 needs revision to reflect modern culture, history, and practices; acknowledge the need for revitalization, not just heritage protection
  - Policies 4.5.4 and 4.5.6 should state "no disturbance" to middens or foreshore areas identified as culturally significant
- **Housing for Indigenous Peoples:**
  - Coordination Policy 6.2.8 should be reworded: to foster safe, secure, and affordable housing for Indigenous Peoples "that respects Indigenous culture, traditions, and knowledge…"

Feedback from Tla'amin First Nation Staff

Tla'amin First Nation staff provided detailed comments on various sections of the draft new Policy Statement. The comments included, but were not limited to, the following suggestions:

- **Language/Context :**
  - replace "Indigenous ways of knowing" with the term "Traditional Ecological Knowledge" or "Indigenous Ecological Knowledge" as these are more common in the literature
  - Tla'amin uses the term "Traditional Territory"
  - reword "seven generations" principle to reflect all generations
  - bear in mind order of importance when being inclusive of Indigenous communities (avoid listing First Nations/Indigenous issues as last consideration in long list of considerations)
  - define "marine dependent land use"
  - preferred definitions for the Precautionary Principle:
    "where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental degradation." - Principle 15 of the Rio Declaration
    "When there is substantial, credible evidence of danger to human or environmental health, protective action should be taken despite continuing scientific uncertainty." - Joe Schwarcz
- **Governance, Rights & Responsibilities:**
  - include map with Statement of Intent (SOI) and Treaty Consultation Areas
  - Role of First Nations: refine "collaboration is required language"; reframe language to state that Islands Trust is striving to work with First Nations to allow Indigenous Nations to play an integral role in governance and cooperative decision making; e.g. a role on Trust Council.
  - specify what responsibilities visitors and land owners have to be stewards or to make sure they are conforming with Islands Trust policy?
  - Regional Governance Part 3 goal statement should include: align with local Indigenous government structures, thereby supporting DRIPA; collaboration is required
  - supports Policy 3.1.2 placing priority on preserving and protecting the integrity of the environment and Indigenous cultural heritage in all decision-making.
- **Protecting Ecosystems for Cultural/Spiritual Uses:**
  - include cedar (roots, bark, etc.) in list of Indigenous harvesting areas (Policy 4.1.7)
- **Coastal/Marine Protection:**
  - in addition to harvesting areas, note need to protect "cultural practice areas"
  - direct aquaculture away from all spawning grounds (herring, salmonoids, etc.), First Nations traditional harvesting areas, cultural practice areas, and archaeological resources
  - supports Trust Council commitment on restrictions necessary to preserve and protect the sensitive coastal and marine waters, and Indigenous cultural heritage sites (Policy 4.6.7);
  - supports prohibition of new private docks (Policy 4.5.14)
  - supports policy regarding sea level rise and shoreline buffers/setbacks (Policy 4.6.15)
  - clarity needed in Policy 4.6.17 around introduction of new species; Tla'amin does not support introduction of foreign species
- **Indigenous Cultural Heritage Protection:**
  - note requirements set out in *Heritage Conservation Act*; e.g. it is illegal to take fill from a midden regardless of whether it is identified as culturally significant or whether the site is a registered or unregistered archeological site
  - in description of Indigenous Cultural Heritage, include "legend/story sites"
- **Housing for Indigenous Peoples:**
  - clarify in Section 6.2 – protection of cultural heritage sites
  - clarify Trust's role in advocating for housing for Indigenous community members

Feedback from W̱SÁNEĆ Leadership Council Staff

W̱SÁNEĆ Leadership Council (WLC) will be providing detailed comments on various sections of the draft new Policy Statement in the coming months. In advance of the June Trust Council meeting, WLC staff have provided a high-level letter outlining their key interests. The letter included, but was not limited to, the following:

- **Context :**
  - from W̱SÁNEĆ perspective, Southern Gulf Islands were never sold, and are their T̓ELE T̓ÁĆES ("Relatives of the Deep"). These islands were once W̱SÁNEĆ people, and they were thrown to their current locations by XÁLS (the creator). Once they had settled, XÁLS turned to the remaining W̱SÁNEĆ people and gifted them responsibilities and obligations for their care
  - throughout late-1800s and early-1900s, W̱SÁNEĆ people were removed from Gulf Islands; while colonialism has pushed the community toward the villages on the Saanich Peninsula, the Southern Gulf Islands remain vitally important to W̱SÁNEĆ people
- **Governance, Rights & Responsibilities:**
  - while the Province has recognized UNDRIP and made progress toward reconciliation, municipalities, regional districts, and Islands Trust have not followed suit
  - W̱SÁNEĆ people have rights and responsibilities protected by the Constitution; these rights are impacted by decision-makers at all levels
- **Protecting Ecosystems for Cultural/Spiritual Uses:**
  - to exercise W̱SÁNEĆ rights, W̱SÁNEĆ people require a healthy environment and have obligations to care for the environment
  - preservation and protection of the Trust Area must include W̱SÁNEĆ input and traditional knowledge and must preserve forested areas, wetlands, and foreshores
- **Coastal/Marine Protection:**
  - docks and other foreshore structures have environmental and policy-based impacts on W̱SÁNEĆ harvesting
  - agricultural run-off (along with other pollutants) has detrimental impacts on W̱SÁNEĆ marine harvesting
  - consideration of impacts, along with remediation plans and involvement of W̱SÁNEĆ monitors should be considered in any amendments to Policy Statement
- **Indigenous Cultural Heritage Protection:**
  - W̱SÁNEĆ people lived, and live, all throughout the Gulf Islands; records of W̱SÁNEĆ ancestors are preserved in burial places, middens, and other archaeological sites
  - Provincial policies have not adequately protected or mapped these places; therefore increased Islands Trust scrutiny in sensitive cultural heritage areas is needed
  - interested in reintroducing W̱SÁNEĆ culture and W̱SÁNEĆ presence to the Gulf Islands through public education events, public art, and the renaming of significant features
- **Housing for Indigenous Peoples:**
  - additional housing for W̱SÁNEĆ people is imperative and should be considered in any amendments to the Policy Statement

Agency Referrals Phase 1 Report

Islands 2050 - Policy Statement Amendment Project

Agency Referrals Phase 1

In July 2021, Trust Council directed staff to undertake a first phase of formal referrals of Draft Policy Statement Bylaw No. 183 to Islands Trust bodies (local trust committees, island municipalities, and the Islands Trust Conservancy Board), regional districts, school districts, improvement districts, provincial government agencies, and federal government agencies. An Information and Q&A Session was held for all agencies on July 28, 2021, and the zoom webinar recording was subsequently sent to all agencies. The referral period was open for three months and closed at the end of October 2021.

A listing of all agencies who were invited to comment, and the detailed responses received, have been posted to the Islands 2050 webpage, under the "Agency Referrals Phase 1" project library folder. Summaries of the responses are listed below. Please note that referrals of the draft Policy Statement bylaw to First Nations are occurring through a separate engagement process (see Attachment 1 - "First Nations Engagement Phase 2 Summary Report" to learn more about Phase 2 of early and meaningful engagement with First Nations).

Referral Responses from Islands Trust Bodies

The draft Policy Statement Bylaw No. 183 was sent to all 13 local trust committees (LTCs) in the Trust Area, Bowen Island Municipality, and the Islands Trust Conservancy Board. Of these, only Bowen Island Municipality and the Islands Trust Conservancy Board sent in substantive responses on the draft document. **All LTCs stated that they would not respond or would defer comment until the Islands 2050 Phase 3 public engagement was complete**. Please see detailed responses posted to the Islands 2050 webpage.

- **Bowen Island Municipality (BIM):** BIM submitted an extensive list of comments on Draft Bylaw No. 183. These contained some general comments on structure/language, the need for a glossary or definitions section, requests for a table outlining directive policies, and a desire to not see BIM's Islands Trust tax requisition increase as a result of the Policy Statement update. BIM also provided specific comments related to policies concerning: housing, desalination, docks, hard shores, oil tanker traffic, clear cutting, tree cutting authority, wildfire protection, species at risk, microplastics, large land holdings, finfish farms, and ferries.

- **Islands Trust Conservancy (ITC) Board:** The ITC Board suggested clarification of key terms and phrases related to biology, ecology, and restoration throughout the document, recommended some specific amendments to the "Establishment of the Islands Trust" and "Role of the Islands Trust Conservancy" sections, and suggested that the ITC Board be added as a coordination partner on regulation of hunting or harvesting of wildlife or vegetation in the Trust Area (Policy 4.1.12). The ITC Board also requested by resolution that it receive a referral of the Policy Statement after first reading, given that the document was undergoing further engagement.

Referral Responses from Regional Districts

The draft Policy Statement Bylaw No. 183 was sent to seven Regional Districts in the Trust Area. One recommended approval with no change. Two recommended approval with some suggested refinements. Three indicated that their interests were unaffected or had no concerns/suggestions. One did not respond. Please see detailed responses posted to the Islands 2050 webpage.

- **Metro Vancouver Regional District** **recommended approval** of the draft bylaw, indicating broad alignment with many of their own current long range planning documents.
- **Comox Valley Regional District** **recommended approval** of the bylaw, noting areas they were particularly glad to see (reconciliation, nature-based solutions, affordable housing) and **recommending amendments** to better support trails, active transportation, and best practices/solutions for climate emergency preparedness.
- The **Capital Regional District**'s Regional Parks division **suggested amendments** to better support active recreation and active transportation networks.
- **Cowichan Valley Regional District**, **Nanaimo Regional District**, and **qathet Regional District** indicated that their **interests were unaffected** or that they had no concerns.
- No response was received from the **Sunshine Coast Regional District**.

Referral Responses from School District Boards

The draft Policy Statement Bylaw No. 183 was sent to seven School District Boards in the Trust Area. Two responses were received. Please see detailed responses posted to the Islands 2050 webpage.

- **School District 46 (Sunshine Coast)** **suggested amendments,** advocating for School Districts to be included as coordination partners on transportation and ferry services (Policy 6.3.3).
- **School District 64 (Gulf Islands)**, indicated that their **interests were unaffected**

Referral Responses from Improvement District Boards

The draft Policy Statement Bylaw No. 183 was sent to 26 Improvement District Boards in the Trust Area. Ten responses were received, as follows. Please see detailed responses posted to the Islands 2050 webpage.

- **Harbour View Improvement District** recommended **conditional approval**, suggesting the need for clarity on how watershed ecosystems, freshwater networks, and groundwater recharge areas should be restored or rehabilitated (to what state in time?); and highlighting that desalination plants should be allowed to address specific needs, not prohibited outright.
- **North Salt Spring Waterworks District** recommended **conditional approval**, suggesting that desalination plants should be allowed as a means of providing safe potable water; that Trust Council should mandate the use of specific water conservation practices for new development; and that the finite capacity of water supplies should be explicitly noted as a factor affecting the availability, affordability, and suitability of housing options.
- **Piers Island** **expressed concerns** related to docks, seawalls, and GhG targets, and mentioned that it would welcome an in-person town hall to address questions from the community.
- **Trincomali Improvement District** **recommended conditional approval** and submitted a detailed review with specific comments and recommendations. Support was expressed for reconciliation, climate change, and housing sections. Suggestions were made regarding structure, language, and the need for a glossary. Comments revolved around potential impacts to water management, the need for inclusivity of residents, perceived expansions of the core mandate of the Trust, and the need for clearer rationale for certain new clauses.
- **Village Point Improvement District**'s comments **expressed concerns** over the proposed desalination bans, tree cutting bylaws, density challenges for water consumption, septic filtering into aquifers, enforcement of freshwater standards, and rainwater harvesting challenges.

- **Gossip Island Improvement District** **did not recommend approval** and suggested that Islands Trust should focus its efforts on preventing the Southern Gulf Islands from becoming over-developed and supporting residents.
- **Scott Point Waterworks District** **did not recommend approval**, citing concerns regarding specific sections of Part 4 of the draft bylaw (desalination, tree-cutting, agriculture).
- **Georgina Improvement District** believed its **interests were unaffected** and welcomed any move toward supporting the preservation of water.
- **Mayne Island Improvement District** indicated it had **no comments at this time.**
- **Spanish Hills Improvement District** indicated it **would not submit any comments.**
- **Montague Improvement District** and **Secret Island Waterworks District** had advised that responses were forthcoming, but **no comments were received**.

Referral Responses from Provincial Government Agencies

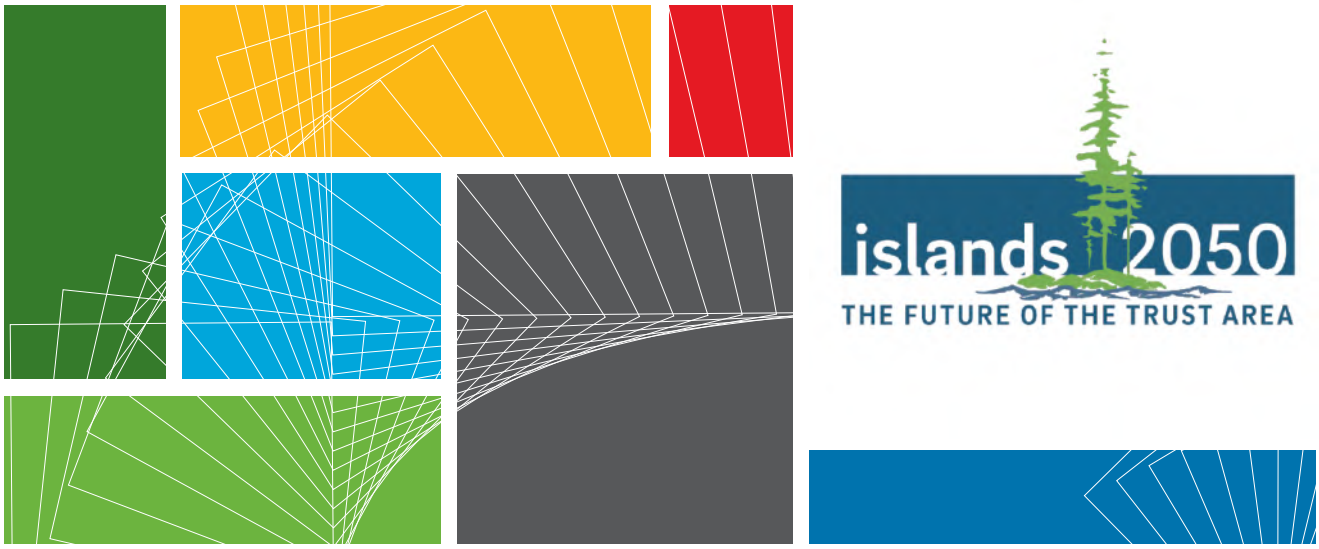
The draft Policy Statement Bylaw No. 183 was sent to 13 provincial government agencies. Responses were received from six agencies. Please see detailed responses posted to the Islands 2050 webpage.

- The **Ministry of Transportation and Infrastructure** (MOTI - Vancouver Island and South Coast) **recommended approval** of the draft bylaw and agreed with the proposed amendments.
  The **Provincial Approving Officer** at MOTI expressed **no objections** to the proposed draft bylaw, but listed questions around certain terms, the role of First Nations, and rainwater catchment.
- The **Ministry of Agriculture, Food and Fisheries** sent a letter **outlining concerns** related to some of the draft bylaw's potential impacts on agriculture and aquaculture. Ministry staff welcomed the opportunity for further discussion with Islands Trust staff.
- The **Agricultural Land Commission** (ALC) sent a letter with **comments intended to help ensure** that the Policy Statement is consistent with the purposes of the ALC Act, the Agricultural Land Reserve (ALR) General Regulation, the ALR Use Regulation, and decisions of the ALC. Some key areas flagged for further discussion between ALC staff and Islands Trust staff included Islands Trust advocacy for farming in the ALR to not adversely impact Indigenous food security and traditional harvesting practices, cultural heritage, or the environmental integrity of protected area networks
- **BC Ferries** recommended **conditional approval**, indicating some areas where policy flexibility would be desired for future BC Ferries infrastructure, with appropriate environmental offset and First Nations collaboration.
- The **Ministry of Energy, Mines and Petroleum Resources** indicated that their **interests were unaffected** by the draft bylaw.
- The **Ministry of Municipal Affairs and Housing** (Intergovernmental Relations and Planning Branch) **declined to comment** at this time as they were aware that first reading was postponed to allow for further public engagement. The Ministry has requested that the bylaw be referred after first reading.

Referral Responses from Federal Government Agencies

The draft Policy Statement Bylaw No. 183 was sent to four federal government agencies. Only one response was received. Please see detailed response posted to the Islands 2050 webpage.

- **Environment and Climate Change Canada** (Canadian Wildlife Service – Pacific Region) **recommended approval** of the draft bylaw, noting appreciation for the attention to ecosystem stewardship and conservation, climate change, and reconciliation.



Islands Trust

Engagement Summary Report

Islands 2050
Policy Statement Amendment Project
Public Engagement Phase 3

June 2022

ISL Engineering and Land Services Ltd. is an award-winning full-service consulting firm dedicated to working with all levels of government and the private sector to deliver planning and design solutions for transportation, water, and land projects.

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1.0 Overall Engagement Summary

1.1 Project Overview

The Islands 2050 Policy Statement Amendment Project is a major, multi-phase project that has been underway since 2019. It is designed to help Trust Council plan for the challenges and opportunities that the Islands Trust Area will face over the next 30 years.

The project involves updating the Islands Trust Policy Statement, which contains the policies that Trust Council uses to carry out its provincial mandate to preserve and protect the unique amenities and environment of the Islands Trust Area. The Policy Statement shapes land and marine use planning across the Islands Trust Area, by guiding the development of more detailed, locally specific official community plans and regulatory bylaws, as well as Trust Council's intergovernmental collaboration and advocacy.

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, and increasing housing and land costs. Islands Trust is updating the current Policy Statement to address these topics, while also undertaking a general modernization of the document.

The Islands 2050 Policy Statement Amendment Project is going through several iterative phases, meaning that each phase of the project will build on, and be informed by, the phase that came before it. The project is currently in Phase 3 of a four-phase process, which is summarized in Figure 1.1 below.

The Policy Statement bylaw must pass three readings before it goes to the Minister of Municipal Affairs for approval. This means that Trust Council has three opportunities to consider the pros and cons, and to vote on any changes it wants to make. This process ensures that every bylaw is carefully considered before it is passed.

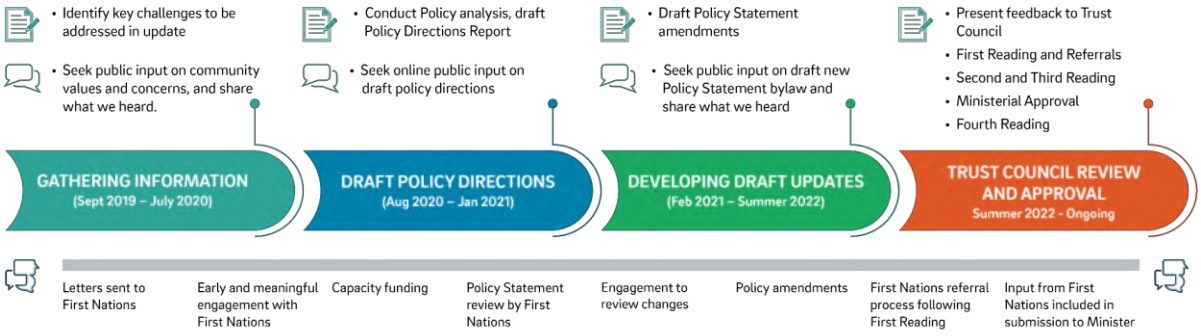

Figure 1.1 Islands 2050 Process

1.2 Engagement Overview

The purpose of conducting public engagement as part of the Policy Statement Amendment Project is to gather community input on key Policy Statement topics and ensure community voices and priorities are heard. Public input is one of many streams of input informing the Policy Statement Amendment Project, along with input from interested and affected parties, First Nations and Indigenous community members, referral agencies, Trust Council and its committees, and staff.

In Phase 1 Public Engagement (Fall 2019), Islands Trust completed online engagement and hosted 24 events across the Islands Trust Area. Approximately 1,600 people provided input through the Phase 1 online and in-person opportunities on community values, concerns related to climate change, and opportunities to preserve and protect the Islands Trust Area.

In Phase 2 Public Engagement (Winter 2021), Islands Trust gathered input on draft policy directions related to climate change and affordable housing. Approximately 400 people provided feedback through an online survey and approximately 108 people attended a virtual Open House in Phase 2.

Trust Council's committees reviewed and refined a preliminary round of draft amendments in May-June 2021, and presented a Draft New Policy Statement to Trust Council for consideration of first reading in July 2021. Following expressions of public concern, first reading was paused, and Trust Council called for an expanded third phase of public engagement. Following a public procurement process, ISL Engineering and Land Services was contracted in November 2021 to implement the Phase 3 Public Engagement Plan.

In Phase 3 of public engagement, we collected public input on the Draft New Policy Statement amendments through multiple engagement activities, including:

- Information session with speakers and live Q+A;
- An online survey;
- A community discussion guide with self-guided materials, including the questions from the online survey;
- Community event booths and drop-in events in each local trust area (LTA) and Bowen Island;
- A multi-day virtual workshop for all interested community members across the Islands Trust Area; and
- Focus groups representing a variety of community voices.

Other input was also received by Islands Trust in parallel with the engagement process, including project correspondence and delegation presentations. These are summarized separately in Appendix A and B, respectively.

1.2.1 Phase 3 Engagement Objectives

The objectives of Phase 3 of public engagement were:

- 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 LTAs and Bowen Island Municipality;
- To facilitate meaningful engagement with targeted engagement methods and communications materials;
- To allow the Islands Trust Area community to feel 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; and
- To confirm Policy Statement updates that address key challenges of our time – climate change, affordable housing, and reconciliation – informed by insight from community perspectives.

1.2.2 Phase 3 Engagement Activities

The following table provides a summary of engagement events and activities that were undertaken through Phase 3 public engagement.

Table 1.1 Summary of Phase 3 Engagement Events

Date and Time	Location	Type of Event	Attendance
March 1, 2022 6:00 - 8:30 pm	Virtual Session	Information Session and Q+A	Approx. 90
March 18, 2022 7:00 - 9:00 p.m.	Hornby Island Community Hall	Community Drop-in Event	9
March 19, 2022 9:00 a.m. - 1:00 p.m.	Hornby Island Co-op Grocery Store	Community Event Booth	70
March 18, 2022 10:30 a.m. - 2:00 p.m.	Denman Island Downtown Denman	Community Event Booth	55
March 19, 2022 6:00 - 8:00 p.m.	Denman Island Community Centre	Community Drop-in Event	16
March 20, 2022 11:30 a.m. - 3:30 p.m.	Thetis Island Pub / Post Office	Community Event Booth	10
March 20, 2022 6:30 - 8:30 p.m.	Thetis Island Forbes Hall	Community Drop-in Event	4
March 22, 2022 6:00 - 8:00 p.m.	Virtual Session	Workshop #1	Approx. 100
March 27, 2022 11:00 a.m. - 3:00 p.m.	Bowen Island Steamship Company Marina	Community Event Booth	43
March 27, 2022 6:30 - 8:30 p.m.	Bowen Island Library Annex	Community Drop-in Event	4
March 28, 2022 6:30 - 8:30 p.m.	Gambier Island Virtual Event (in lieu of in-person event)	Presentation and Q+A	24
March 29, 2022 6:00 - 8:00 p.m.	Virtual Session	Workshop #2	Approx. 100
April 2, 2022 12:00 - 4:00 p.m.	Salt Spring Island Fire Hall #2	Community Event Booth	34
April 3, 2022 1:00 - 3:00 p.m.	Salt Spring Island Mahon Hall	Community Drop-in Event	23
April 4, 2022 11:30 a.m. - 3:30 p.m.	Lasqueti Island Provisions Cafe	Community Event Booth	25
April 5, 2022 10:30 a.m. - 2:30p.m.	Gabriola Island FolkLife Village / Nesters	Community Event Booth	45
April 5, 2022 6:00 - 8:00 p.m.	Gabriola Island The Haven	Community Drop-in Event	8
April 9, 2022 9:00 a.m. – 4:00 p.m.	Salt Spring Island Saturday Market	Community Event Booth	22
April 10, 2022 5:30 - 8:00 p.m.	Salt Spring Island Harbour House Hotel	Community Drop-in Event	7
April 11, 2022 11:30 a.m. - 3:30 p.m.	Saturna Island General Store	Community Event Booth	22
April 11, 2022 6:00 - 8:00 p.m.	Saturna Island Recreation Centre	Community Drop-in Event	22

Date and Time	Location	Type of Event	Attendance
April 11, 2022 10:00 a.m. - 2:00 p.m.	Mayne Island Tru Value Foods	Community Event Booth	25
April 11, 2022 6:00 - 8:00 p.m.	Mayne Island Agricultural Hall	Community Drop-in Event	17
April 12, 2022 10:30 a.m. - 2:30 p.m.	North Pender Island Driftwood Centre	Community Event Booth	77
April 12, 2022 6:00 - 8:00 p.m.	North Pender Island St. Peter's Anglican Parish Hall	Community Drop-in Event	5
April 12, 2022 10:00 a.m. - 2:00 p.m.	Galiano Island Daystar Market	Community Event Booth	12
April 12, 2022 5:30 - 7:30 p.m.	Galiano Island South End Community Hall	Community Drop-in Event	2
April 13, 2022 9:45 a.m. - 1:45 p.m.	South Pender Island Church of the Good Shepherd	Community Event Booth	14
April 14, 2022 9:00 - 11:00 a.m.	Virtual Session	Focus Group (Businesses / Contractors / Others)	4
April 14. 2022 6:00 - 8:00 p.m.	Virtual Session	Focus Group (Citizen Groups)	5
April 19, 2022 6:00 - 8:00 p.m.	Virtual Session	Focus Group (Agricultural)	3
April 20, 2022 3:00 - 5:00 p.m.	Virtual Session	Focus Group (Environmental and Conservancy Organizations)	4
April 20, 2022 6:00 - 8:00 p.m.	Virtual Session	Focus Group (Youth)	5
April 21, 2022 6:00 - 8:00 p.m.	Virtual Session	Focus Group (Housing and Social Organizations)	3

1.2.3 Promotion of Events

Engagement events were promoted using various communication channels to reach a broad audience, to raise awareness of the project and to encourage participation in the process. Communications activities were led by Islands Trust staff and included the following measures.

Table 1.2 Summary of Phase 3 Engagement Promotion

Tool or Tactic	Audience	Purpose	Distribution	Quantity
Islands Trust website – Islands 2050 page	All	Generate awareness about the project, public sessions, and virtual engagement opportunities.	• Anyone who is searching for or finds the website • All engagement materials and promotions provided the project website	From the beginning of Feb 2022 through the end of April 2022: • 3,955 page views • 3,097 unique page views
News Releases	All	Generate awareness about the project, public sessions, and virtual engagement opportunities.	• Media List • Subscribed members to an email list • Local Trustees	2 news releases sent via 4,800 emails

Tool or Tactic	Audience	Purpose	Distribution	Quantity
Household Flyer	All	Generate awareness about the project, public sessions, and virtual engagement opportunities.	Mailed to all property owners in the Islands Trust Area through the BC Mail service	21,830 households
Email Updates	Individuals who have subscribed to Islands Trust email updates	A series of email messages were sent promoting in-person and virtual events for each island. Email reminders were sent two weeks, one week and/or the day before the events took place.	• Entire Islands Trust Area (x3) • Thetis Island LTA • Hornby Island LTA • Denman Island LTA • Bowen Island Municipality • Gambier Island LTA (x2) • Salt Spring Island LTA (x2) • Lasqueti Island LTA • Gabriola Island LTA (x2) • Saturna Island (x2) • Mayne Island (x2) • Galiano Island (x2) • North Pender LTA (x2) • South Pender LTA (x2)	11,323 total emails sent
Emails to Interested and affected parties	Organizations / community groups in the Islands Trust Area, identified by Trustees, staff, and ISL	Email message directly asking organizations and community groups to help promote and make their groups aware of the public events and virtual engagement.	Entire Islands Trust Area (x2)	372 total recipients

Tool or Tactic	Audience	Purpose	Distribution	Quantity
Newspaper Advertising	All	Notification of public sessions and virtual engagement opportunities.	• The Flagstone (x2) • Mayneliner (x2) • Pender Post (x2) • Saturna Scribbler (x2) • Active Page (x2) • The First Edition (x2) • Our Isle and Times (x2) • Driftwood (x2) • Gabriola Sounder (x2) • Grey Dawn Printing Hornby Tribune (x2) • Salt Spring Exchange • The Islands Grapevine (x2) plus one insert • Bowen Island Undercurrent (x2) • Bowen Island Online (x2)	27 published ads in the physical publication and/or the publication's online option
Discussion Guides	All	Printed discussion guides and pre-paid envelopes were available at one or more locations on all major islands in the Islands Trust Area to encourage more participation.	**Bowen** • Bowen Island Municipality • Bowen Island Public Library **Denman** • Abraskas Bookstore • Denman Island General Store **Gabriola** • IT Northern Office • Gabriola Island Branch, Vancouver Island Regional Library (VIRL) **Galiano** • DayStar Market • Galiano Island Community Library **Hornby** • Hornby Island Co-op • Hornby Island Regional Library **Lasqueti** • Provisions Cafe **Mayne** • Mayne Island Tru Value Foods • Mayne Island Resort	25 public locations (on average 2 per local trust area / Bowen Island)

Tool or Tactic	Audience	Purpose	Distribution	Quantity
			N/S Pender Islands ● Pender Tru Value Foods ● Poet's Cove Resort & Spa ● Community Resources Head Office (Pender Island) **Salt Spring** ● Salt Spring Islands Trust Office ● Salt Spring Island Public Library **Saturna** ● Saturna Island Recreation & Cultural Centre ● Saturna General Store and Freight ● The General Store **Thetis** ● Thetis Island Marina & Pub ● Thetis Island Community Library **IT Victoria Office**	
Social media postings (Feb 24 – April 14)	All	Facebook and Twitter posts were created to promote the in-person and virtual engagement opportunities. Some of the posts promoted the events on specific islands and others were educational posts about the Draft New Policy Statement. Content was posted on the Islands Trust Facebook page, and directly to community public or private Facebook groups.	● Launch of Phase 3 post (1 Facebook post, 1 Twitter) ● Join the Conversation posts (3 Facebook posts, 3 Twitter) ● Specific island events (9 Facebook posts, 6 Twitter) ● Virtual Events (3 Facebook posts, 4 Twitter) ● Question and Answer (2 Facebook posts and 1 Twitter) ● Survey (3 Facebook posts, 1 Twitter) ● Videos (3 Facebook posts, 3 Twitter) ● Thank you (1 Facebook posts, 1 Twitter)	21 posts of photos and videos directly on the Islands Trust Facebook page: Islands Trust 18 Twitter posts of photos and videos directly from the Islands Trust Twitter handle: @Islands_Trust (Note: these numbers do not include the number of times content was posted directly to community public or private Facebook groups.)

1.3 What We Asked

Questions asked during each type of engagement event varied, however the questions were all designed to understand the public's level of support for the proposed amendments to the Draft New Policy Statement and why they supported or didn't support the proposed changes. Understanding the level of support and reasons why will provide valuable input to Trust Council and staff when considering whether the amendments should be maintained, modified, strengthened or removed.

For the online survey we asked the following questions:

- Demographic questions
- How did you hear about the survey?
- How do you prefer to receive information?
- Tell us to what level you agree or disagree (and why) with the proposed Policy Statement amendments in the following categories:
  - Regional Governance
  - Ecosystem Preservation and Protection
    - Environmental Integrity
    - Freshwater Stewardship
    - Forest Stewardship
    - Agricultural Stewardship
    - Coastal and Marine Stewardship
  - Sustainable and Resilient Communities
- Do you have suggestions for policies to be included to support reconciliation in the Islands Trust Area?
- Do you have feedback you wish to share related to the structure of the Draft New Policy Statement?
- Would you like to see a Glossary of Key Terms added to the Draft New Policy Statement?
- Do you have feedback you wish to share related to the implementation of the Draft New Policy Statement?

At the in-person community event booths and drop-in events we asked the following questions:

- Please tell us if there is anything else we should consider when updating policies related to reconciliation?
- Tell us what you think about the proposed updates to the following sections of the Policy Statement:
  - Regional Governance
  - Freshwater Stewardship
  - Forest Stewardship
  - Agricultural Stewardship
  - Coastal and Marine Stewardship
  - Housing
- Is there anything else you would like to share with us?

During the virtual workshops we asked the following questions:

- Regarding the Policy Statement amendments proposed for each topic area, what do you like / what should be kept, or how could this be made better / what should be added?
  - Regional Governance
  - Reconciliation
  - Freshwater Stewardship
  - Forest Stewardship

- Agricultural Stewardship
- Coastal and Marine Stewardship
- Housing

During the virtual focus groups we asked:

- Do you have feedback you wish to share related to the structure of the Draft New Policy Statement?

Questions for each topic area (Regional Governance, Reconciliation, Freshwater Stewardship, Forest Stewardship, Agricultural Stewardship, Coastal and Marine Stewardship, and Housing) included:

- How might the proposed policy changes impact your organization or its operations / interests and/or the populations you serve?
- What suggestions do you have that would improve the policy changes or mitigate any possible impacts?
- Thinking about 2050, what would your organization need to consider or do differently in the next 30 years? How could the policy amendment consider the needs of your group / organization in future?

During the virtual youth focus group we asked:

- What do you like about living in the Islands Trust Area? How can we protect those things for future residents?
- Do you have any concerns about your future in the Islands Trust Area? What kinds of things would encourage you to stay?
- Islands Trust is trying to update its policies to 1) support reconciliation with First Nations and Indigenous Peoples 2) take action on climate change and 3) foster more affordable housing in the Islands Trust Area. Do you have any thoughts or ideas to share on these topics?
- What else is important to you?

1.4 What We Heard

Over 2,000 participants shared their thoughts with Islands Trust and the engagement team through a variety of activities including focus groups, workshops, community event booths and drop-in events and an online survey. A record of verbatim feedback has been submitted separately to Islands Trust in the document entitled *Compilation of Detailed Islands 2050 Phase 3 Engagement Feedback*.

The updates reflected in the Draft New Policy Statement are complex and cover a wide range of topics that are of significant interest to many residents of the Islands Trust Area. Therefore by its very nature, the feedback received was plentiful and complex. While feedback was structured to align with the Islands Trust's need to gain specific feedback on the Policy Statement amendments, the feedback received addressed a number of broader topics including governance and the engagement process itself. An overall summary of what was heard across all engagement activities, for each area of interest in the Policy Statement and other major topics, is provided in the sections below. From the engagement process as a whole, the aspects of the Draft New Policy Statement that warrant the most attention of Trust Council and staff are:

- Private docks and seawalls;
- Desalination;
- Tree cutting by individual landowners on private land;
- Agriculture as a valued activity;
- Agricultural Land Reserve (ALR) advocacy;
- Floor area and lot coverage limitations for residential development;
- Definition of key terms (Glossary), especially including the definition of "small scale" agriculture;
- Need for more information about reconciliation and how it will affect decision-making; and
- Need for simpler structure and language in the Policy Statement.

1.4.1 Regional Governance

Throughout all engagement activities, participants shared that their priorities are a balance of environmental protection and sustaining residents' valued communities and way of life. Many would like to see more consideration of residents' needs throughout the Policy Statement, with some expressing that they feel the Draft New Policy Statement aims to over-emphasize environmental protection at the cost of residents' rights. Many people called for Islands Trust to modify the Policy Statement to better respect residents' private property rights.

Participants felt strongly that the Policy Statement should include a commitment to making decisions based on objective, scientific data and for Islands Trust to direct local trust committees to do the same. While some shared a criticism that data can be manipulated, more participants were calling for objective and better data as a basis for the proposed Policy Statement and future decision-making.

Participants shared common concerns around the rate of development and the urgency of acting on climate change, noting that they have visibly seen the landscape change in a matter of decades. Participants are generally appreciative of the Policy Statement addressing climate change and agreed that development should be carefully managed to protect the Islands Trust Area from further impacts.

Many participants expressed concerns about the precautionary principle, noting that it is open to broad interpretation, could be contradictory to scientific evidence, and could be manipulated based on emotions and personal bias. Some see the precautionary principle as a means to stop potential progress.

Many participants indicated they would have supported the Draft New Policy Statement but are concerned about the precautionary principle, prioritization of Indigenous knowledge, a one-size-fits-all approach, and the vague terminology and policies that could be left to individual interpretation.

1.4.2 Advocacy

There were three areas where the majority of survey respondents strongly agreed that Islands Trust should advocate to other levels of government. Respondents were most strongly in favour of advocating to support the removal of abandoned and derelict vessels, plastics, ghost fishing gear and other marine debris from the Islands Trust Area.

A high number of participants were also in favour of advocating for developing effective oil spill prevention, preparedness and geographic response plans in the area, as well as advocating for rainwater harvesting either as a principal or supplemental water source.

In contrast, there were two areas where participants did not support advocacy across all engagement activities. These were in the areas of regulating tree-cutting and advocating that farming in the Agricultural Land Reserve should not adversely impact Indigenous food security, harvesting practices, cultural heritage or protected area networks in the Islands Trust Area.

1.4.3 Ecosystem Preservation and Protection

There was general support for including many of the proposed commitments in the Policy Statement, including:

- monitoring the effects of climate change and other influences on the ecosystem;
- using nature-based solutions;
- limiting development in areas where there is inadequate freshwater;
- valuing agriculture and forestry through small-scale harvesting practices;
- banning industrial-scale clear-cutting and logging of old growth trees;
- keeping marine dependent land uses away from eel grass and kelp forests; and
- advocating to other levels of government to prohibit ocean dumping and commercial freighter anchorage sites.

In contrast, policies around prohibiting desalination and private docks were strongly opposed by participants across all engagement activities. In addition, participants were evenly divided between those that support and don't support prohibiting hard seawalls.

When asked if Islands Trust should require local trust committees and municipalities to address the same commitments in their official community plans and bylaws, again the majority of survey respondents supported this in every area except the two policy areas (desalination and private docks) mentioned above.

1.4.4 Freshwater Stewardship

Many participants indicated they feel that water is finite and want to protect it, noting availability of water is a widespread concern in much of the Islands Trust Area.

There is strong support for Islands Trust to advocate for rainwater as a supplemental water source – however, many people also indicated they agreed with the commitment as they want to encourage rainwater harvesting as a primary source, not just a supplemental source.

Participants shared an overall support for restricting development in areas where freshwater is limited, however some suggested using rainwater harvesting as a primary source for water for new developments, while others did not want limited quantities of groundwater to be an excuse to limit development.

Participants indicated they strongly disagree with the proposed prohibition of desalination, which was heard consistently across all engagement activities. Many stated that new technologies can be used to develop energy efficient desalination plants, and that desalination may be appropriate in locations where saltwater ingress is already happening.

Many participants shared that as groundwater is in short supply, desalination is a means to augment existing water supplies and is appropriate during peak seasons such as the summer. They also noted that it is an appropriate climate adaptation strategy for the islands. Many also asked for more information on why desalination has a negative impact on the environment.

1.4.5 Coastal and Marine Stewardship

There is overall support from participants for Islands Trust to prioritize the protection of the coastal and marine environment. Some are noticing degradation of the foreshore and would like to protect it against continued erosion while others are concerned for the eelgrass meadows and kelp forests and want to protect them against harm from dumping and freighter anchoring. Participants supported shoreline setbacks and keeping marine dependent land uses away from these sensitive areas.

Participants most strongly disagreed with the proposed policy to prohibit private docks, with 56% of survey respondents disagreeing or strongly disagreeing with the proposal. Reasons for this included wanting access to the water for safety in case of emergencies, access for recreation purposes, and lack of good transportation alternatives in some areas. Those who supported a ban shared that community docks were favoured as a solution to providing access to the water. Others shared that a blanket policy was not appropriate and that the need for a dock should be assessed on a case-by-case basis.

With respect to the shoreline protection, participants were more evenly split between agreeing or disagreeing that seawalls or hard shoreline armouring should be prohibited. Those who support the prohibition worry about the impact of hard structures on the shoreline, while those that disagree say they are necessary to protect homes and infrastructure against rising sea levels and winter storms, or saying that they might be the only practical option in some areas. Similar to the sentiments about private docks, many participants shared that different locations require different shoreline treatments, and that regulations should be either implemented locally as appropriate for each island or on a case-by-case basis. Participants also noted the need for flexibility to decide what is best in each case.

1.4.6 Forest Stewardship

In the online survey, 70% of survey respondents agreed or strongly agreed that a commitment by Islands Trust should be included in the Policy Statement that indicates industrial-scale clear-cutting of forests and logging of old-growth trees is inappropriate in the Islands Trust Area. Respondents noted their challenges with the current wording of these polices as there was no indication of size associated with this. Many participants through the survey and in-person sessions clarified their support for this was based on prohibiting industrial-scale clear-cutting.

In contrast, participants across all engagement activities strongly disagreed that Islands Trust should advocate to the Provincial government to regulate general tree cutting or forest management by individual property owners. There was substantial support in the survey comments and at the in-person sessions for allowing individual private property owners to manage forests and cut trees on their own lands. Reasons for this included the need to protect homes and infrastructure from dangerous or unhealthy trees, using wood for warmth or housing, improving fire prevention, and clearing space for growing food.

There were some comments about the need to define the terms “old growth” and “second growth,” with participants sharing that most of the islands have been previously logged, with only second growth now present. Participants also commented that education and tree planting programs are needed for the sustainability of the forests.

Some participants commented that management of forestry is needed on public lands and others shared that removing trees promotes healthy forests. Some also noted that the Policy Statement should further address measures needed to mitigate risk from forest fires.

1.4.7 Agricultural Stewardship

Seventy-two (72%) of online survey respondents agreed and strongly agreed that agricultural impacts should be considered when preserving areas for agriculture. Slightly fewer indicated they support this directive for local trust committees, and 56% indicated they support Islands Trust Council advocating that legislation, guidelines and incentives should be established to support local farmers to adopt practices that protect the environment and reduce greenhouse gas emissions.

There were some participants across all engagement activities said they would like to both protect and encourage farming, noting its local economic benefit and its contribution to food security and self-sustainability of the islands. There was concern that agriculture had been removed as a “valued activity” in the Draft New Policy Statement, suggesting that this implies Islands Trust does not see it as a valued activity any longer. Participants also noted they are worried about food shortages in the future and would like to protect farming to ensure access to food in the future.

Participants shared that farming has a long history on the islands and should be sustained, but some are concerned about the use of chemicals and the impact on the environment. Many participants indicated they support sustainable and regenerative farming practices, and that education is needed to support this.

Some feedback also concerned the use of the term “small-scale” with respect to agriculture and the need to better define the term.

1.4.8 Sustainable and Resilient Communities

Throughout all engagement activities, most participants agreed there is a housing shortage in the Islands Trust Area, and that this is one of their greatest concerns and priorities.

Participants stated there is a need for affordable housing for many sectors of the population including seniors and youth, and that there is a lack of affordable rental housing for those who work on the island, particularly in the tourism or service sectors. Some participants shared they would like to remain on the islands as they age but are concerned about the lack of appropriate housing available to them.

A slight majority of survey respondents (55%) agreed that the Policy Statement should include an Islands Trust commitment to strategic, multijurisdictional, equitable and integrated approaches to diverse housing needs, and that local official community plans should carefully manage the rate and scale of growth and development in the area. However, much of the feedback from those who elaborated on their responses through the survey and at in-person events indicated they do not think housing belongs in the Policy Statement.

Participants supported the proposed policy that new development should be small-scale, low-impact and energy efficient, tying into earlier feedback that rainwater could be used as a primary source of water for new developments. While there was some concern expressed about size of homes, a slight majority of respondents (51%) did not support directives to local trust committees on limits of floor area and lot coverages.

Participants generally supported short-term rentals but are in agreement with ensuring regulations be put in place. They shared that short-term rentals add to the economy and there is a need to house seasonal workers. Some of the concerns shared around short-term vacation rentals are that they may impact availability of longer-term rentals for those who permanently reside on the islands.

A majority of survey respondents (58%) supported Islands Trust advocating for appropriately-situated transportation networks for electrics vehicles and electric bikes. Some participants did offer a contrary perspective, raising concern about the long-term environmental impact of the disposal of batteries, the large amount of energy that goes into building vehicles, and lack of connectivity or capacity of the electrical grid in some areas.

When asked about advocating to BC Ferries for the electrification of their fleet, feedback was more mixed, with some participants indicating this is outside the Islands Trust mandate and is an issue better left to other levels of government. Others indicated that better ferry service is needed and would like to see Islands Trust work with BC Ferries to ensure safe and efficient travel.

1.4.9 Engagement Process

A common theme across all engagement activities and in response to the online survey questions was a frustration with the engagement process and structure of the survey. Many participants felt the survey was designed to elicit desired responses and that there were too many concepts contained in the survey questions, making it difficult to answer. For example, as forestry and agriculture were combined into one question, participants expressed they had difficulty answering as they felt differently about the two topics.

Participants expressed the questions were confusing and many were frustrated with having character limits on their survey responses.

With respect to the overall engagement process, participants shared they would have liked a more thorough and transparent process, and more time to understand the Draft New Policy Statement document and proposed changes.

Participants identified barriers that may have affected participation including residents not receiving mail outs, not having computer access, and apprehension about attending in-person engagement activities due to the pandemic.

Many participants also commented there should have been more transparent engagement with First Nations and some expressed a concern with the approach taken by Islands Trust to hold separate engagement processes. These participants noted they would have liked to have had the opportunity to learn and share their perspectives with each other, and by holding separate activities, there is a lack of transparency in the process.

1.4.10 General Policy Structure

Common feedback across all engagement activities regarding the Draft New Policy Statement is that the language used in the Policy Statement is vague, confusing, and technical, and that the document contains too many overlapping themes, a lot of repetition and does not express the concepts well. There was strong support for a Glossary of Key Terms to be added to the Draft New Policy Statement.

Many participants shared concerns that Islands Trust is expanding its mandate to include climate change, affordable housing, forestry, agriculture, community, and reconciliation. Many considered these new policy mandates to overlap with existing regulations by other levels of government and questioned whether Islands Trust staff would have the appropriate expertise or adequate capacity to implement the scope of these policy changes.

Many responses from participants indicated that they would like less involvement from Islands Trust in local decision-making, that Islands Trust is becoming too large, or that it shouldn't exist at all. Some expressed concern that the Draft New Policy Statement is an effort of Islands Trust to gain more control and centralize decision-making and governance in the Islands Trust Area.

Some participants were concerned about Islands Trust's financial accountability in terms of policy changes that they perceived would broaden the Islands Trust mandate and thereby increase budgetary needs and impact taxes.

There was a common desire for more local decision-making with participants noting the Islands Trust Area is geographically and socio-economically diverse and that communities need the ability to address their own issues independently.

Some participants asked that Islands Trust review their governance model before moving forward with updates to the Policy Statement.

1.4.11 Reconciliation

While most agree with and support reconciliation work and are happy to see inclusion of reconciliation policies in the Policy Statement, many participants noted this is a complex topic and that it has overlapping responsibility with other levels of government. Some shared that Islands Trust doesn't have the expertise, funding or jurisdiction to address this, and that many actions are already being taken by senior governments. Participants shared a sentiment that relationships with local bands are better built at the local level.

Many participants would like to see a definition of terms such as "Indigenous ways of knowing" and want to better understand how this will be used in decision-making.

There was a recognized need across all engagement activities for more broad and genuine engagement with First Nations on the Policy Statement, and a concern about how engagement has been handled by Islands Trust to date.

With respect to governance, some participants shared that Islands Trust should include First Nations representatives on the Trust Council, and others recognized First Nations' right to self-govern.

2.0 Online Survey

2.1 Online Survey Overview

An online survey was available to all Islands Trust Area residents on the Islands Trust website from February 20 to April 17, 2022. A total of 1,299 responses were received, constituting the largest single component of the engagement program feedback.

A detailed summary of the responses for each of the 35 survey questions is provided in the following sections. All questions were optional, so the number of responses varied for each. Where the questions were open-ended, responses have been themed and are presented in order of how frequently the theme was discussed. Only the themes that were mentioned more than five times have been included in the tables.

A common theme of the responses was a frustration with the engagement process and structure of the survey. Some participants felt the survey was designed to elicit desired responses and that there were too many concepts contained in the survey questions, making it difficult to answer. For example, as forestry and agriculture were combined into one question, participants expressed they had difficulty answering as they felt differently about the two topics. Participants expressed the questions were confusing and many were frustrated with having character limits on their survey responses.

On a practical level, the complexity of the survey was a necessity due to the complex and wide-ranging underlying subject matter of the Draft New Policy Statement. Character limits are also a common best practice of any online engagement tool, in order to ensure that the feedback can be coded and summarized. More open-ended feedback opportunities for longer responses were also available to residents, including the open correspondence channel.

Even with the focused questions, residents were readily able to provide feedback on broader matters such as the overall governance and mandate of Islands Trust, which has been reflected in this summary. Many of the responses for each question indicated that the participants believed that the issue or topic was outside of the Islands Trust mandate, that participants would like less involvement from Islands Trust, that the Trust is becoming too large or that it shouldn't exist at all.

2.2 Questions 1-14 – Demographic Information

In response to demographic questions to understand where survey participants were located, participants shared which area of the Islands Trust Area they feel most connected with. A summary of the geographic connectedness of respondents is provided in Figure 3.1 below. Other highlights of the demographic questions included:

- Most survey respondents (81%) identified themselves as full-time residents, and half (49%) identified themselves as having lived in the Islands Trust Area for more than 20 years;
- Most survey respondents (65%) identified themselves as seniors (aged 60+);
- About 15% of survey respondents identified themselves as members of a First Nation within the Trust Area (1%), as Indigenous, Métis or Inuit (4%), or as visible minorities (10%);
- More men (48%) than women (41%) responded to the survey, and most (63%) live in 2-person households;
- Most survey respondents (90%) identified themselves as homeowners;
- About 16% of survey respondents have children (aged both under and over 18) living at home;
- About an equal number of survey respondents identified themselves as retired (46%) or employed full- or part-time (47%);
- Survey respondents fell within a wide range of income brackets, in relatively close proportion; and
- Survey respondents heard about the survey through a wide range of media, with the three highest (>20%) being email from the Islands Trust, word of mouth, and a community blog or website.

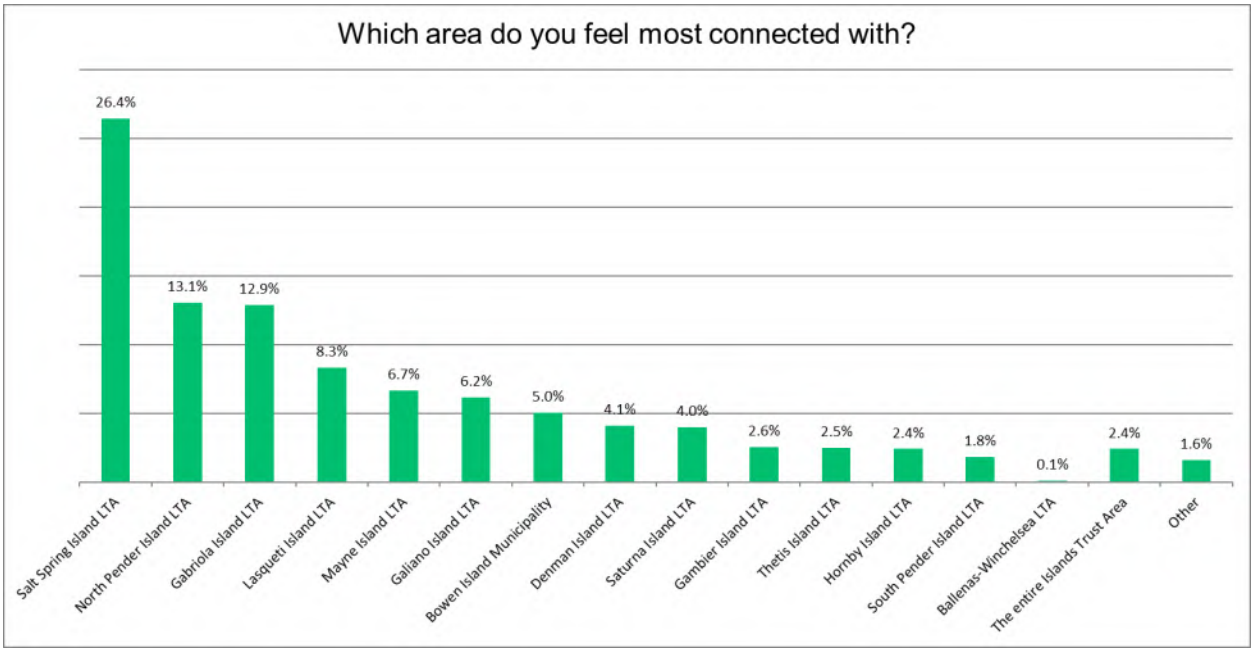

Figure 3.1 Geographic Connectedness of Online Survey Responses

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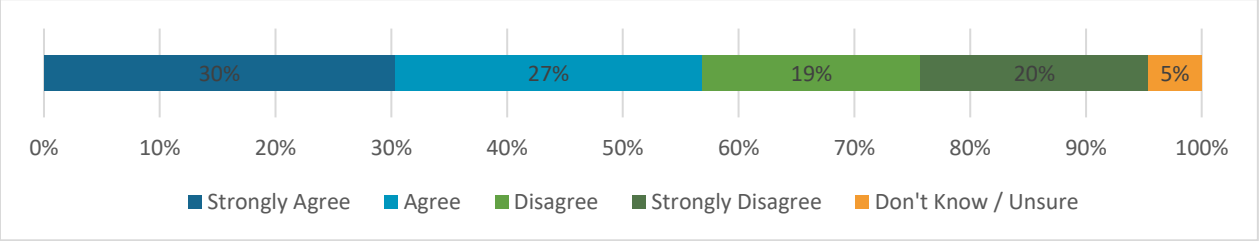
2.3 Question 15 – Regional Governance Commitments

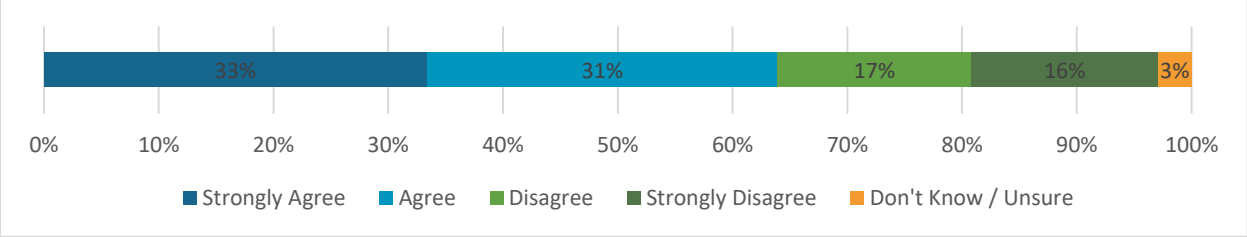
For Question 15, respondents were asked about four agree/disagree statements related to the regional governance commitments in the Draft New Policy Statement. The results are summarized below.

Q15) Commitments identify the guiding principles and approaches Trust Council should use when making decisions. Tell us to what level you agree or disagree that the Policy Statement should include Commitments of Trust Council that state that:

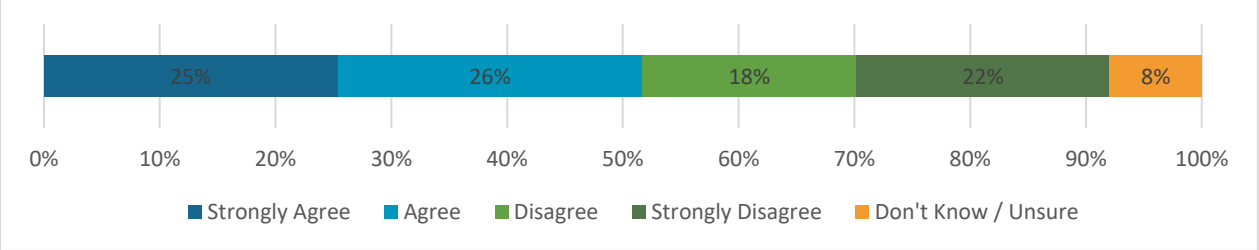
A) Priority should be placed on preserving and protecting the environment and Indigenous cultural heritage in all decision-making. (1145 Responses)



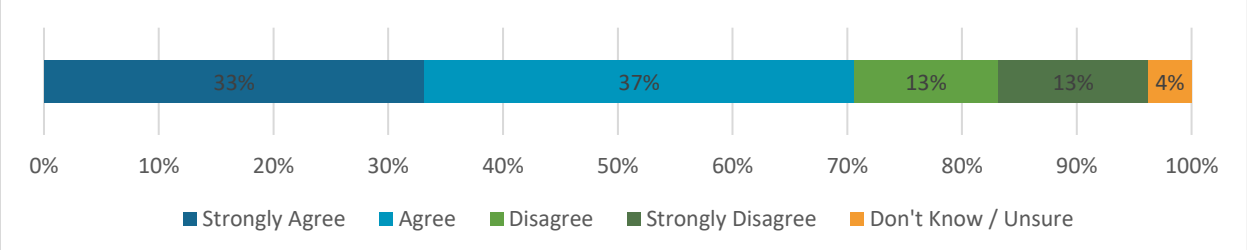
B) The rate and scale of growth and development in the Islands Trust Area must be carefully managed and requires limitation. (1147 Responses)



C) Decision-making should be guided by the Precautionary Principle. (1143 Responses)



D) Decision-making should be guided by the best available area-based mapping, science, social science, local knowledge, and Indigenous ways of knowing. (1134 Responses)

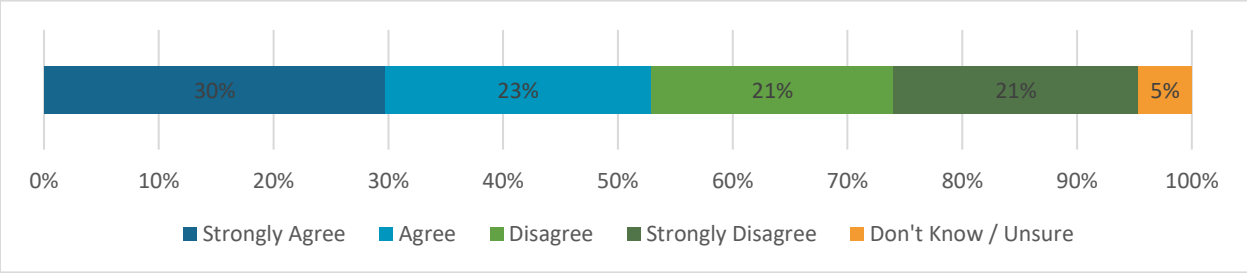


2.4 Question 16 – Regional Governance Directive Policies

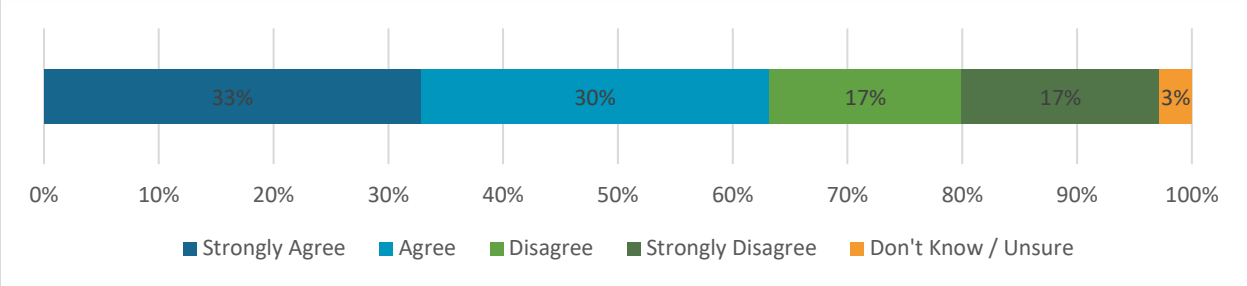
For Question 16, respondents were asked about four agree/disagree statements related to the overall regional governance Directive Policies in the Draft New Policy Statement. The results are summarized below.

Q16) Directive Policies require local trust committees and island municipalities to include certain types of policies and approaches in their official community plans and land-use bylaws. Tell us to what level you agree or disagree that Trust Council should require local trust committees and island municipalities to address the following policy directives in their official community plans and regulatory bylaws:

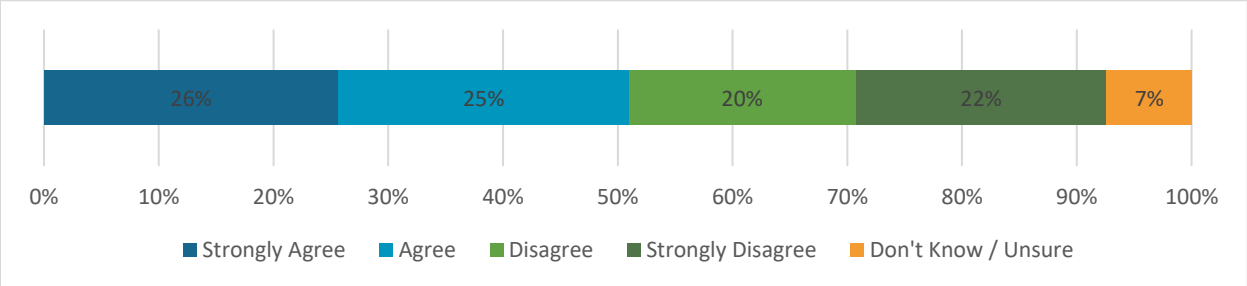
A) Priority should be placed on preserving and protecting the environment and Indigenous cultural heritage in all decision-making. (1136 Responses)



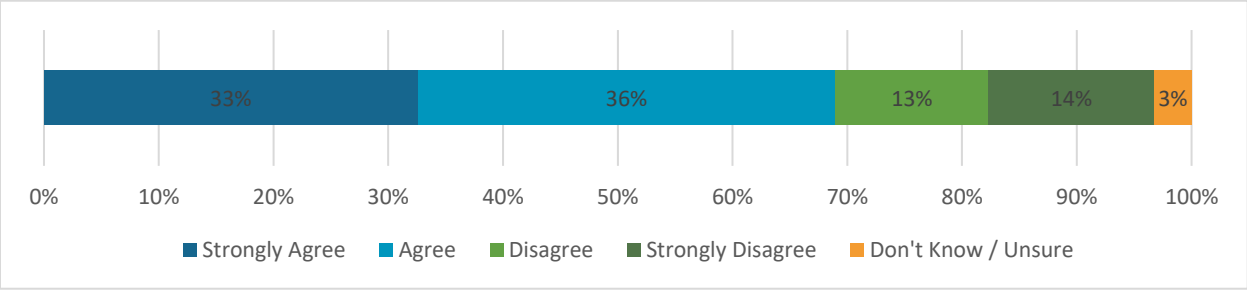
B) The rate and scale of growth and development in the Islands Trust Area must be carefully managed and requires limitation. (1136)



C) Decision-making should be guided by the Precautionary Principle. (The Precautionary Principle recognizes that delaying action until there is compelling evidence of harm will often mean that it is then too costly or impossible to avert the threat. Use of the principle promotes action to avert risks of serious or irreversible harm to the environment.) (1134 Responses)



D) Decision-making should be guided by the best available area-based mapping, science, social science, local knowledge, and Indigenous ways of knowing. (1130 Responses)



2.5 Questions 17-18 – Open Feedback on Regional Governance

2.5.1 Question 17

For Question 17, respondents were able to elaborate on the reasons why they agree or disagree with the policy directions addressed in Questions 15 (Commitments) and 16 (Directive Policies) on Regional Governance.

Q17) Tell us more about your responses, why you agree or disagree with the policies listed above.

The most frequently heard theme from respondents was the need to prioritize environmental protection. These comments were generally supportive of how the Draft New Policy Statement would allow the Islands Trust to fulfill its preserve and protect mandate. Relatedly, some respondents expressed concern about development and growth on the islands, and how it could outpace island capacity.

The second most common theme expressed a slightly different stance, stressing the need to balance resident needs such as housing, amenities, and services with environmental protections. Some respondents remarked that residents should be considered part of the environment and that community needs should be considered along with environmental protection. Some respondents brought up housing availability and livability of the islands as examples of residents' needs.

The third most common theme was concern about the precautionary principle and the potential for it to be applied to obstruct beneficial and necessary development. Many respondents also felt the Draft New Policy Statement wording was too vague, leaving room for multiple interpretations.

A summary of themes heard in response to this question is as follows:

- Prioritize environmental protections;
- Balance resident needs and environmental protections;
- Concern about precautionary principle;
- De-prioritize Indigenous knowledge;
- Policy Statement is an overreach;
- Policy Statement is too vague;
- Decisions should be made at local level;
- Policies are too restrictive;
- Islands Trust is disconnected from local communities;
- Prioritize science-based decision making;
- General support for Policy Statement;

- Concern about availability of affordable housing;
- Prioritize resident needs;
- Restrict growth and development;
- More consideration of residents needed;
- Policy Statement is not consistent with the Islands Trust mandate;
- Should not include Bowen Municipality;
- Manage but not restrict growth and development;
- Overlaps with other jurisdictions;
- Concerned about too much growth;
- Questions about how policies will be implemented;
- Concern about effective use of tax dollars;
- Allow development and growth;
- Separate environment from reconciliation in the Policy Statement;
- Protect local livelihoods;
- Science is not neutral (can be biased);
- Gives Islands Trust too much control;
- Prioritize Indigenous knowledge;
- Water concerns;
- Preserve rural character; and
- General non-support for the Policy Statement

2.5.2 Question 18 – Additional Feedback

For Question 18, respondents were asked to provide any additional feedback in relation to the topics covered in Questions 15 (Governance) and 16 (Directive Policies).

Q18) Did we forget to ask something about the draft policies related to regional governance that is meaningful to you? Provide additional comments.

The most frequent theme heard in response to this question was the absence of consideration for residents in the questions and Policy Statement updates. Respondents felt there should be greater consideration of resident and community needs. Some respondents also felt that decisions should be made at the local level as much as possible, and therefore decisions would be directly connected with residents.

Many respondents expressed concern that the language in the Draft New Policy Statement allows loopholes, and that they should be made stronger. Respondents also expressed that the wording of the Draft New Policy Statement was too vague, noting terms such as “Indigenous ways of knowing” and “the precautionary principle” need to be better defined. They expressed concern that the Draft New Policy Statement could be interpreted differently by different Trustees or staff in future.

The third most frequently heard theme was the desire for decisions to be made at the local level, supporting earlier feedback about local decision-making better meeting residents’ needs.

A summary of themes heard in response to this question is as follows:

- More consideration of residents needed;
- Make directive policies stronger;
- Decisions should be made at local level;
- Policy Statement is too vague;

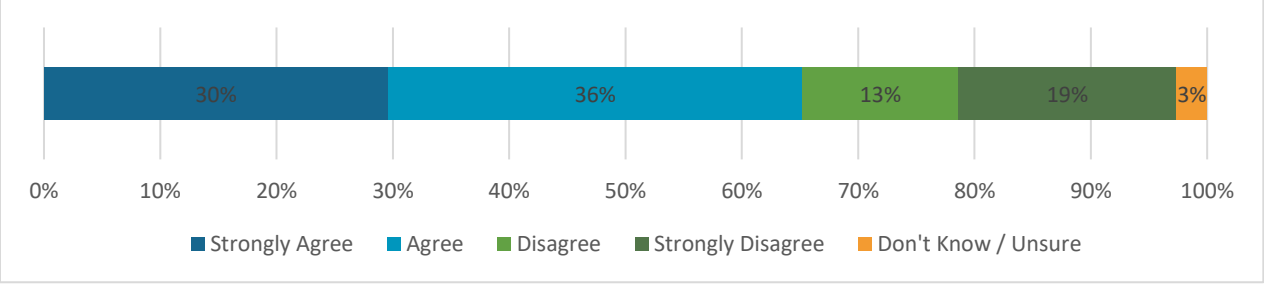
- Policy Statement overlaps with other jurisdictions;
- Policy Statement is beyond the Islands Trust mandate (overreach);
- Prioritize environmental protections;
- Concern about the process for updating the Policy Statement;
- Concern about the structure of Islands Trust Council;
- Concern about availability of affordable housing;
- Concern about effective use of tax dollars;
- Policy Statement affords Islands Trust too much control;
- Desire to preserve rural character / island way of life;
- Policy Statement is not consistent with original mandate; focus on land use matters;
- De-prioritize reconciliation focus;
- Engage with residents in different and more meaningful ways;
- Consider all three pillars of sustainability;
- Respect residents' private property rights;
- Balance resident needs and environmental protection;
- Enforcement is an important consideration;
- Don't be swayed by outside influence; and
- Prioritize science-based decision making;

2.6 Question 19 – Ecosystem Preservation and Protection Commitments

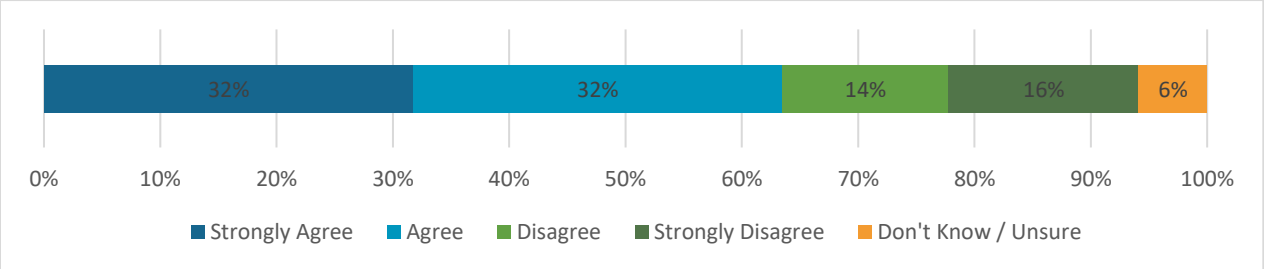
For Question 19, respondents were asked about eleven agree/disagree statements related to the ecosystem preservation and protection commitments in the Draft New Policy Statement. The results are summarized below.

Q.19 Commitments identify the guiding principles and approaches Trust Council should use when making decisions. Tell us to what level you agree or disagree that the Policy Statement should include Commitments of Trust Council that state that:

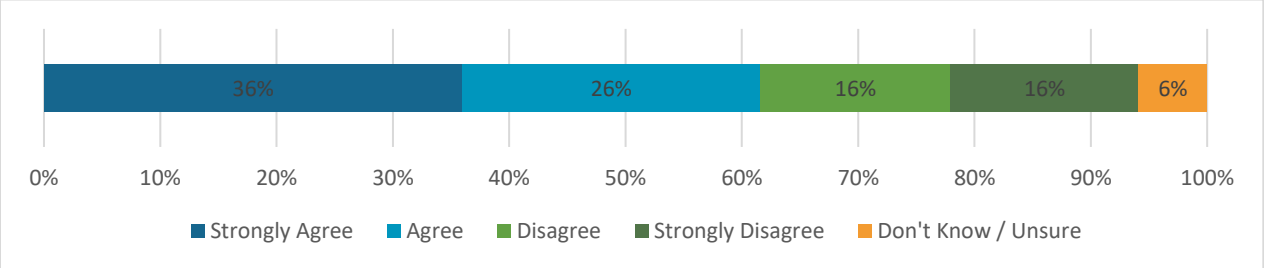
A) The impacts of climate change on ecosystems should be identified and monitored through climate vulnerability assessments in each local planning area. (1014 Responses)



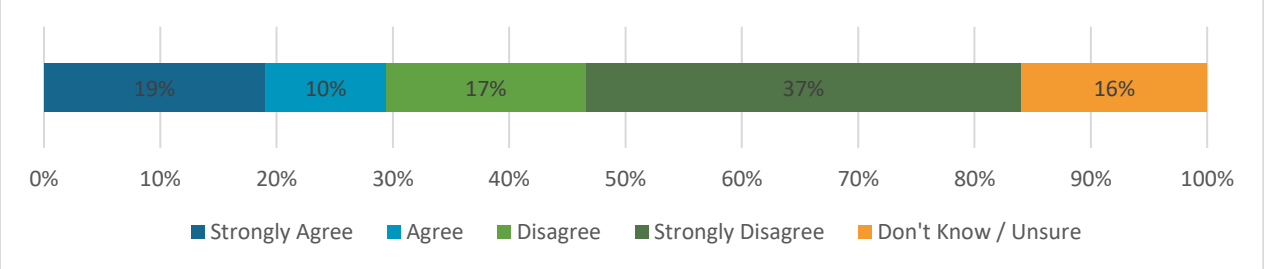
B) Nature-based solutions should be used to minimize climate vulnerabilities in each local planning area. (Nature-based solutions are actions to protect, sustainably manage, and restore ecosystems that address societal challenges effectively and adaptively, providing both human well-being and biodiversity benefits.) (1004 Responses)



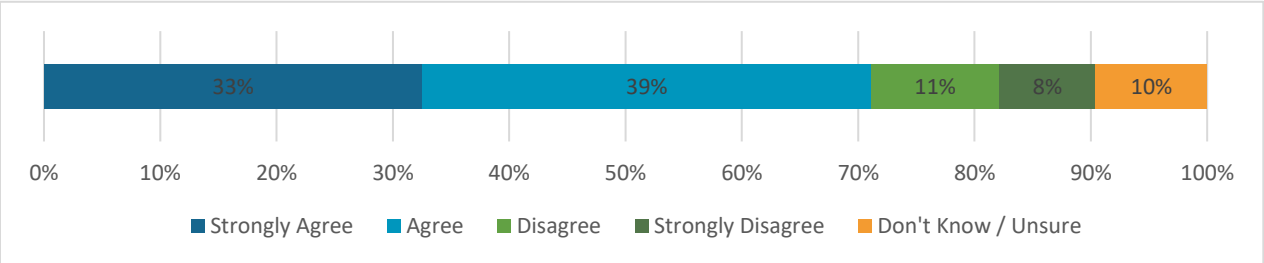
C) Neither the density nor intensity of land use should be increased in groundwater regions where the quality or quantity of freshwater is likely to be inadequate or unsustainable. (1012 Responses)



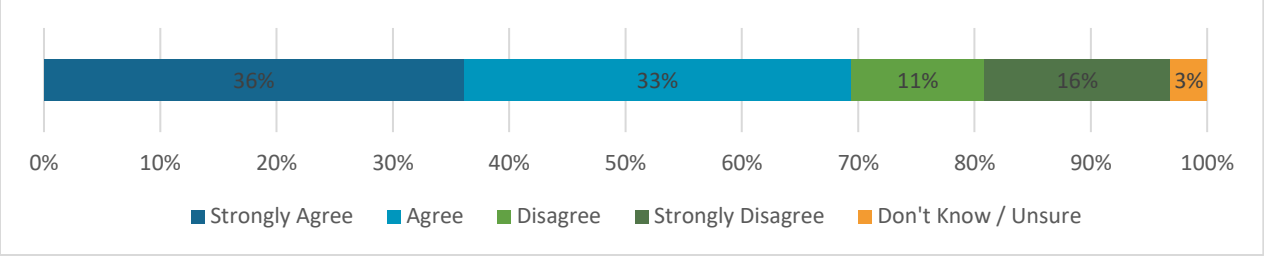
D) New desalination plants in the Islands Trust Area should be prohibited, due to their intensive energy demands and potentially adverse impacts to coastal and marine ecosystems. (1020 Responses)



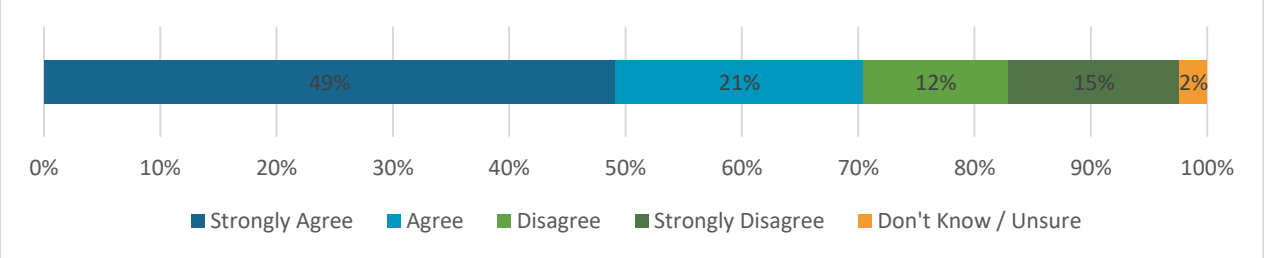
E) Agriculture and forestry are valued activities in the Islands Trust Area. (Note: Previous Commitments of Trust Council that recognized agriculture and forestry as traditional and valuable activities in the Islands Trust Area were removed from the Draft New Policy Statement, with reconciliation principles in mind, and without any regulatory impact on communities. Trust Council could consider reframing these statements instead of removing them.) (1011 Responses)



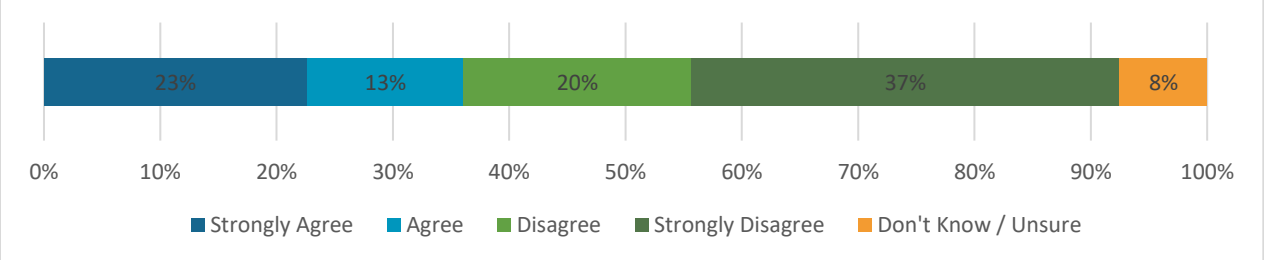
F) Harvesting practices (i.e. forestry, agriculture, and aquaculture) should be small-scale, sustainable, regenerative, supportive of climate action, respectful of Indigenous harvesting areas, and protective of the environmental integrity of the Islands Trust Area. (1017 Responses)



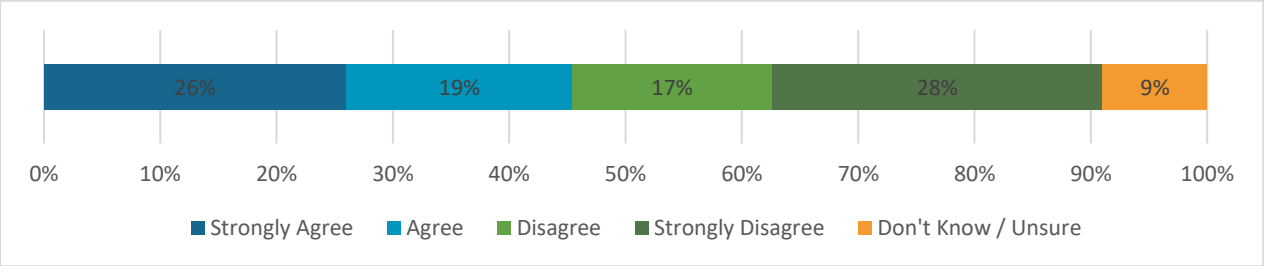
G) The clear-cutting of forests and logging of old-growth trees is inappropriate anywhere in the Islands Trust Area, in light of the harmful impacts of these activities on ecosystems and natural area carbon sinks. (1022 Responses)



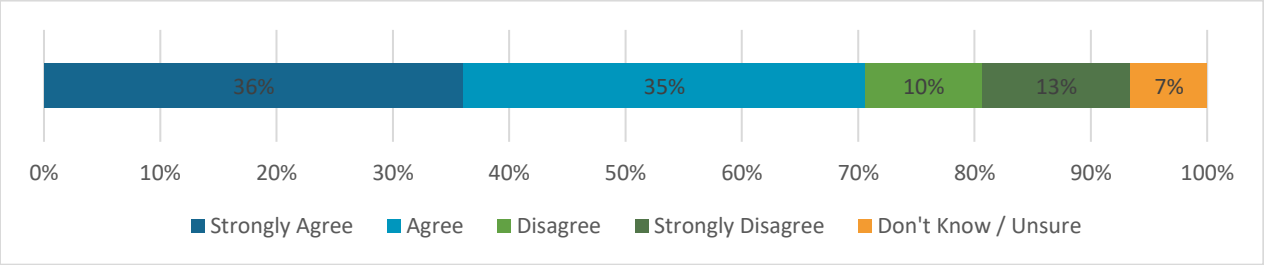
H) New private docks should be prohibited in light of their potentially harmful cumulative effects. (1025 Responses)



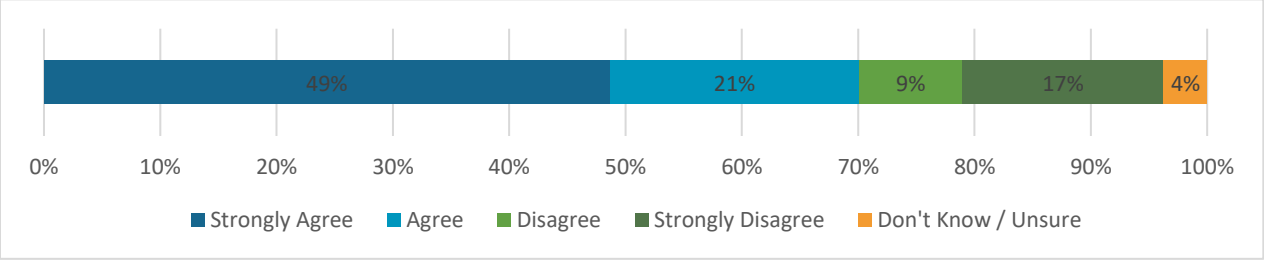
I) New seawalls or other hard shoreline armouring should be prohibited, whereas soft shoreline protections should be encouraged. (1023 Responses)



J) Marine dependent land uses should be directed away from eelgrass meadows, kelp forests, forage fish spawning areas, tidal salt marshes, mud flats, and coastal wetlands, acknowledging the important roles they play in capturing and storing carbon, protecting shorelines, and supporting marine food webs and species at risk. (1017 Responses)



K) Trust Council should advocate to other levels of government to prohibit ocean dumping, commercial freighter anchorage sites, oil tanker traffic for export, and moorage/anchorage sites in eelgrass meadows, throughout the Islands Trust Area. (1020 Responses)

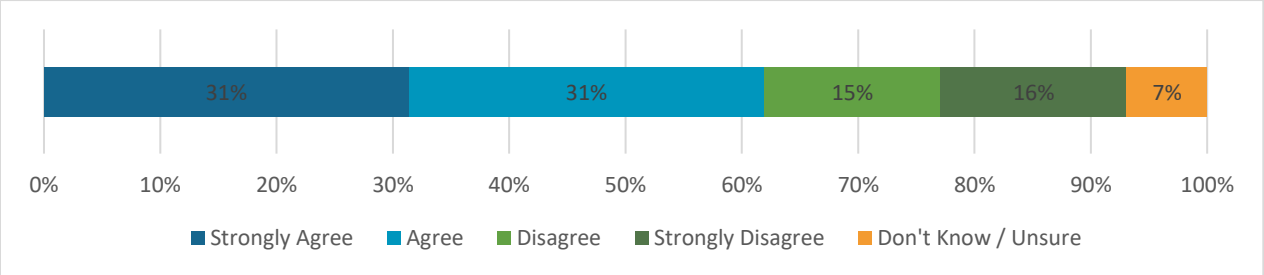


2.7 Question 20 – Ecosystem Preservation and Protection Directive Policies

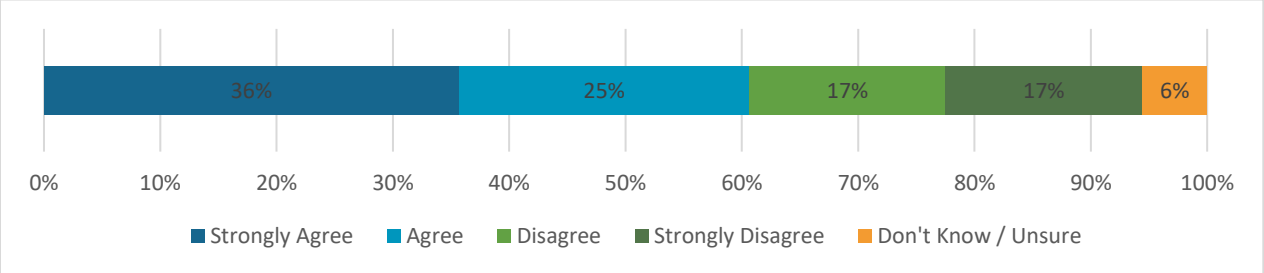
For Question 20, respondents were asked about eight agree/disagree statements related to the ecosystem preservation and protection Directive Policies in the Draft New Policy Statement. The results are summarized below.

Q20) Directive Policies require local trust committees and island municipalities to include certain types of policies and approaches in their official community plans and land-use bylaws. Tell us to what level you agree or disagree that Trust Council should require local trust committees and island municipalities to address the following policy directives in their official community plans and regulatory bylaws:

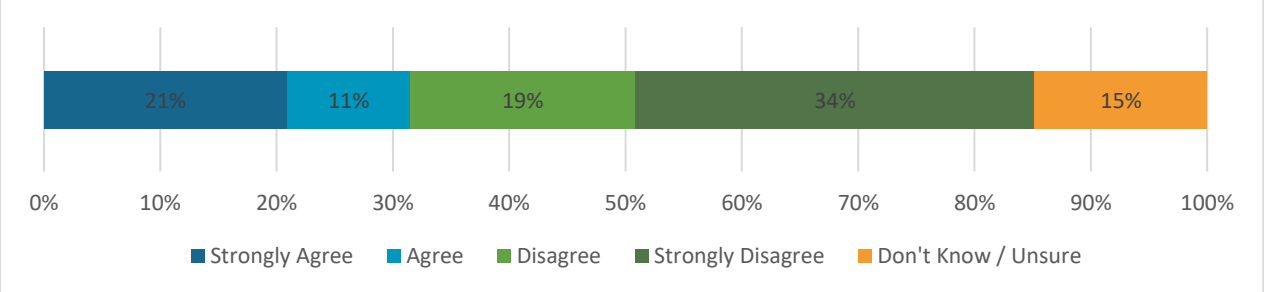
A) Nature-based solutions should be used to minimize climate vulnerabilities in each local planning area. (Nature-based solutions are actions to protect, sustainably manage, and restore ecosystems that address societal challenges effectively and adaptively, providing both human well-being and biodiversity benefits.) (998 Responses)



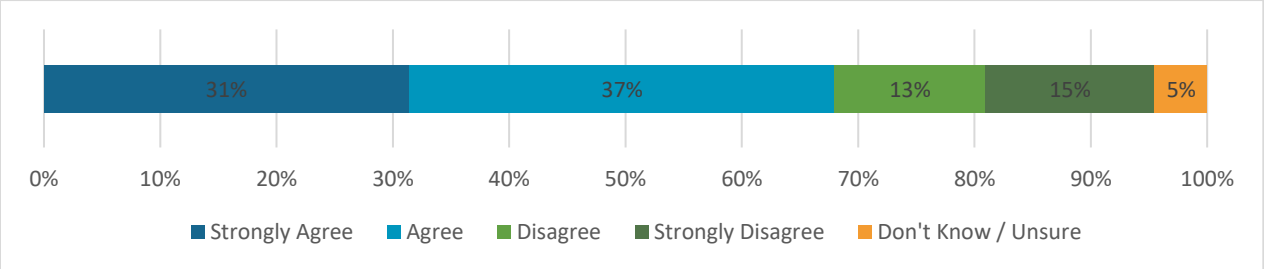
B) Neither the density nor intensity of land use should be increased in groundwater regions where the quality or quantity of freshwater is likely to be inadequate or unsustainable. (1004 Responses)



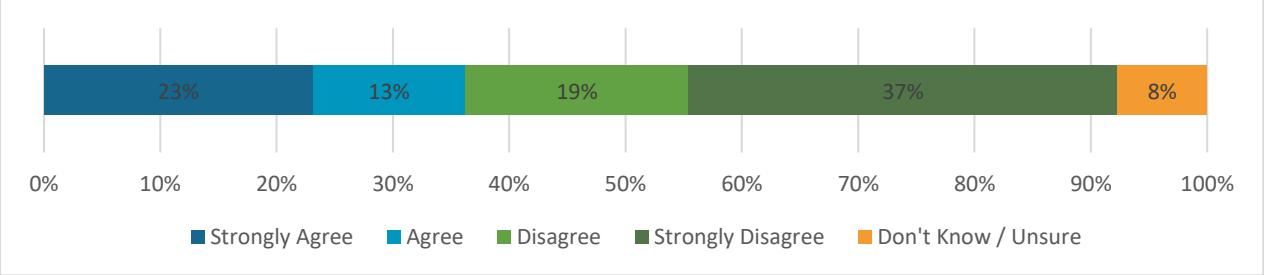
C) New desalination plants in the Islands Trust Area should be prohibited, due to their intensive energy demands and potentially adverse impacts to coastal and marine ecosystems. (1000 Responses)



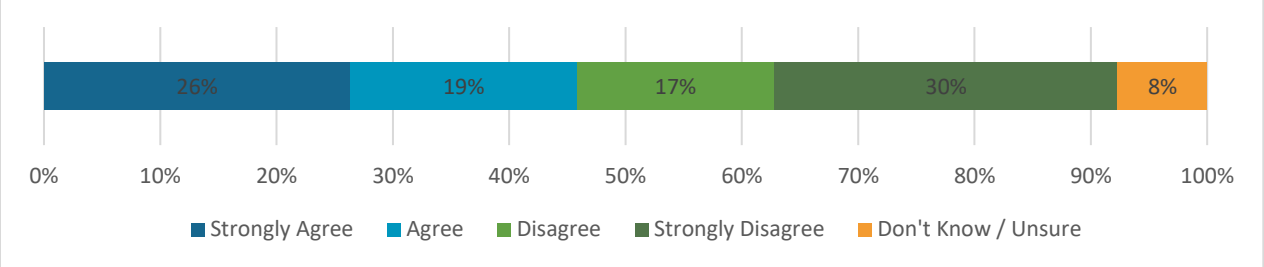
D) When identifying and preserving appropriate areas for agricultural land in the Islands Trust Area, consideration should be given to the impacts of agricultural activity on downstream ecosystems, wildlife habitat, and adjacent properties. (1000 Responses)



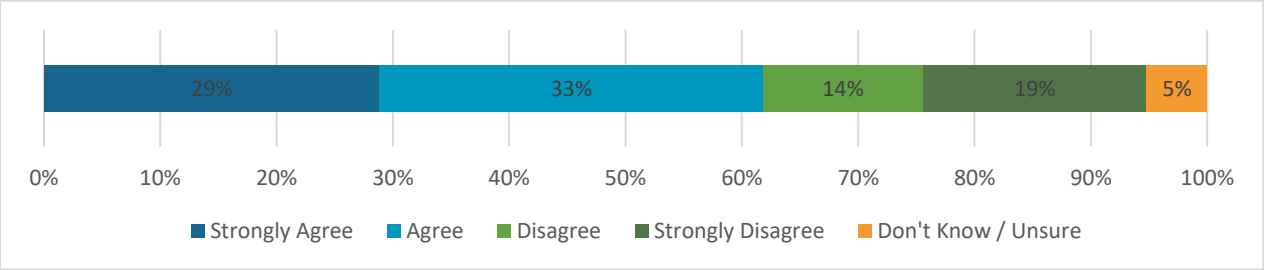
E) New private docks should be prohibited (except where properties are boat access only), in light of their potentially harmful cumulative effects on nearshore ecosystems, marine food webs and species at risk, Indigenous harvesting areas, and cultural heritage sites. (994 Responses)



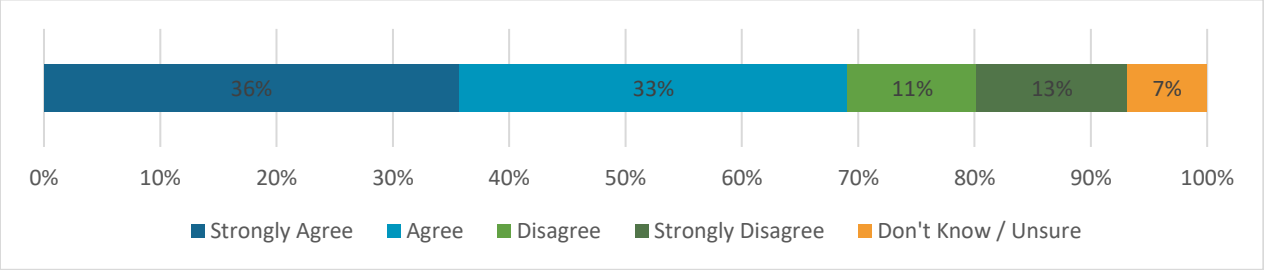
F) New seawalls or other hard shoreline armouring should be prohibited, whereas soft shoreline protections should be encouraged. (1002 Responses)



G) Shoreline buffers and setbacks should be established in accordance with the current and anticipated impacts of sea level rise in each local planning area. (998 Responses)



H) Marine dependent land uses should be directed away from eelgrass meadows, kelp forests, forage fish spawning areas, tidal salt marshes, mud flats, and coastal wetlands, acknowledging the important roles they play in capturing and storing carbon, protecting shorelines, and supporting marine food webs and species at risk. (1000 Responses)

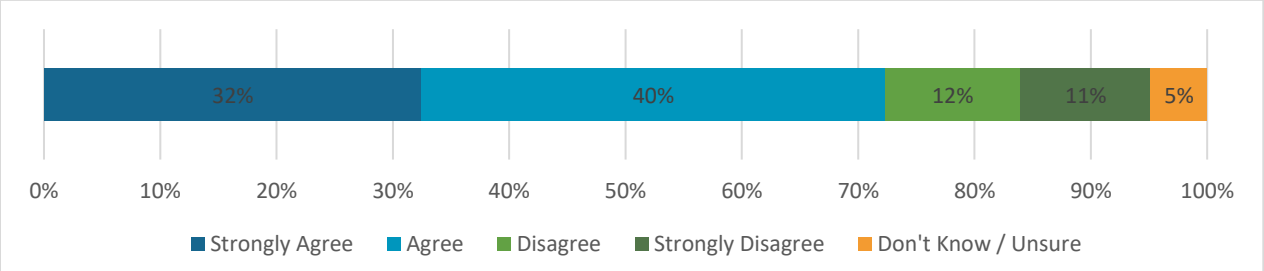


2.8 Question 21 – Ecosystem Preservation and Protection Coordination Policies

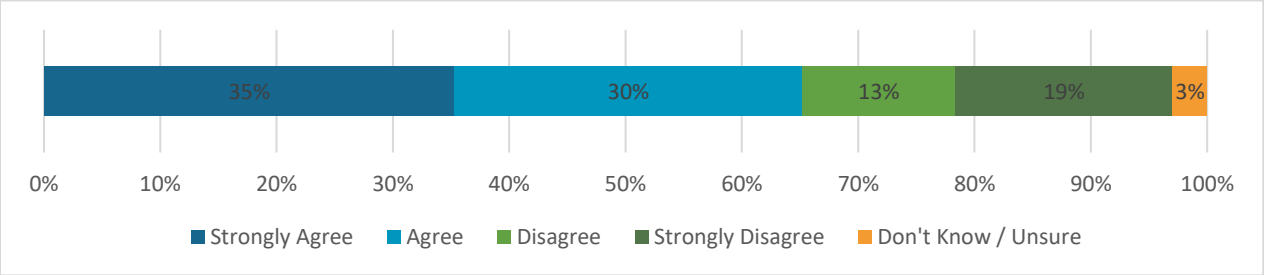
For Question 21, respondents were asked about nine agree/disagree statements related to the ecosystem preservation and protection environmental protection Coordination Policies in the Draft New Policy Statement. The results are summarized below.

Q21) Coordination Policies outline Trust Council's intentions for working with, or advocating to, government agencies and other interested and affected parties. Tell us to what level you agree or disagree that the Policy Statement should include Coordination Policies of Trust Council that state that:

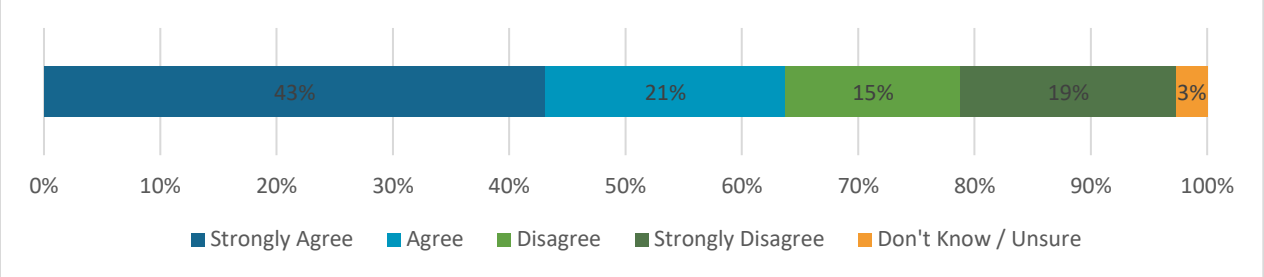
A) Trust Council should advocate for rainwater harvesting as a supplemental (not primary) water source. (1010 Responses)



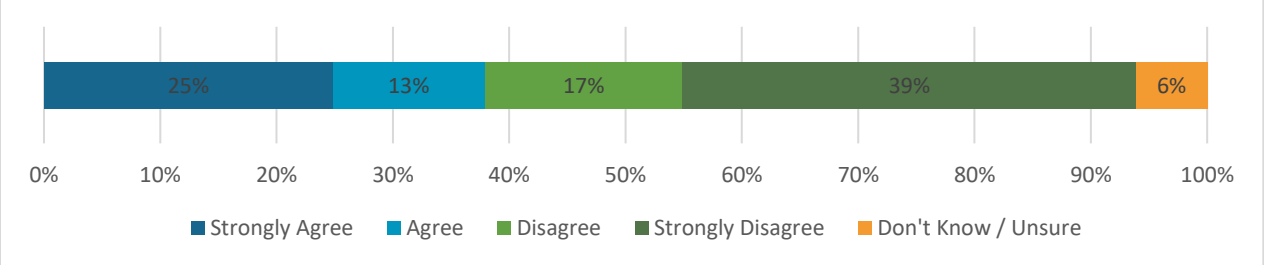
B) Trust Council should advocate to other levels of government that harvesting practices (i.e. forestry, agriculture, and aquaculture) in the Islands Trust Area should be small-scale, sustainable, regenerative, supportive of climate action, respectful of Indigenous harvesting areas, and protective of the environmental integrity of the region. (1011 Responses)



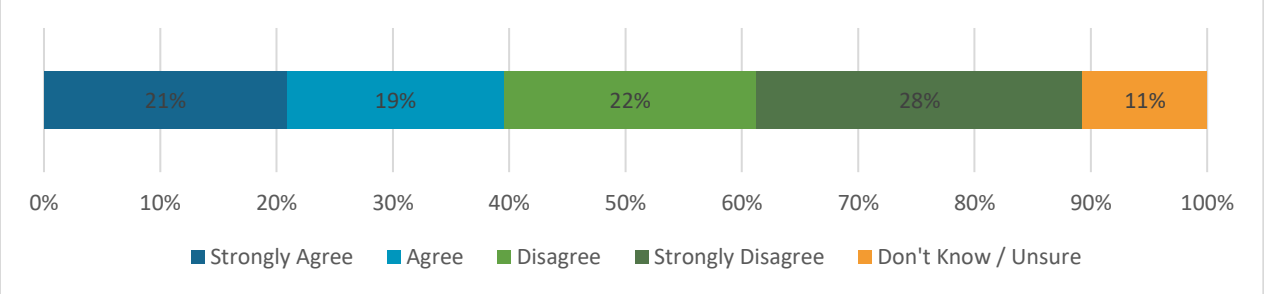
C) Trust Council should advocate to other levels of government for legislation to prohibit the clear-cutting of forests and logging of old-growth trees in the Islands Trust Area, in light of the harmful impacts of these activities on ecosystems and natural area carbon sinks. (1009 Responses)



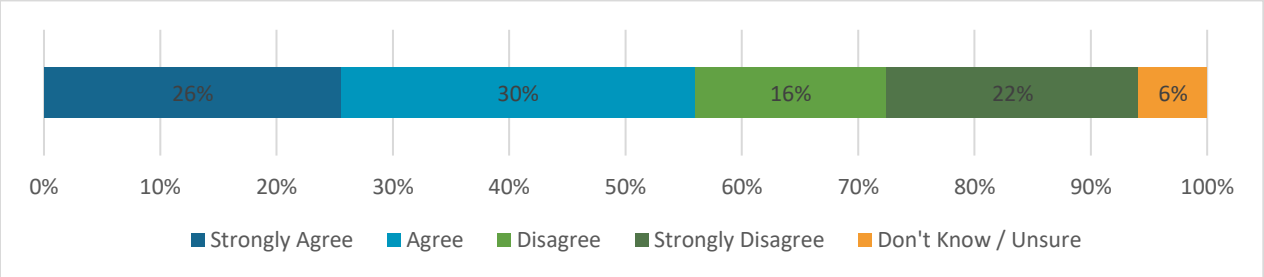
D) Trust Council should advocate to the provincial government for authority to regulate tree cutting in the Islands Trust Area, in light of its importance to the Islands Trust preserve and protect mandate. (1011 Responses)



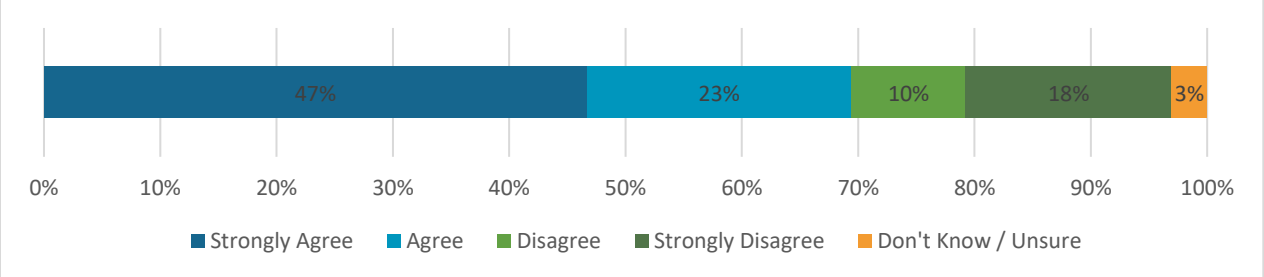
E) Trust Council should advocate to other government agencies that farming in the Agricultural Land Reserve should not adversely impact Indigenous food security and harvesting practices, cultural heritage, or protected area networks in the Islands Trust Area. (1009 Responses)



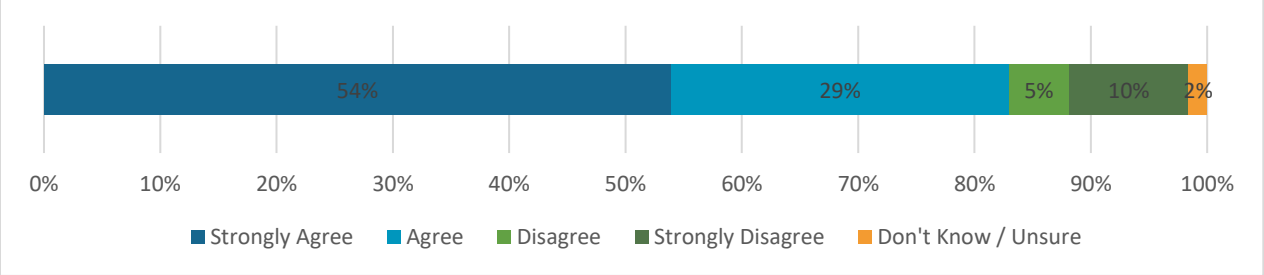
F) Trust Council should advocate to other government agencies that legislation, guidelines, and incentives should be established to support local farmers to adopt the highest standards of environmental protection, reduce greenhouse gas emissions, and adapt to climate variability, in accordance with the Islands Trust preserve and protect mandate. (1001 Responses)



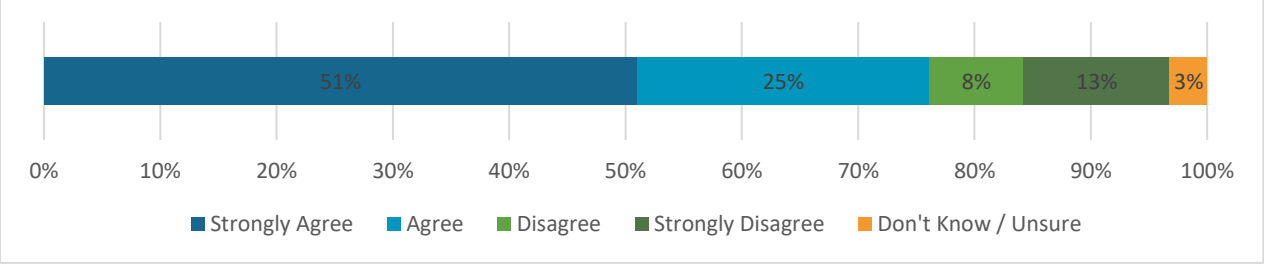
G) Trust Council should advocate to other levels of government to prohibit ocean dumping, commercial freighter anchorage sites, oil tanker traffic for export, and moorage/anchorage sites in eelgrass meadows, throughout the Islands Trust Area. (1007 Responses)



H) Trust Council should advocate to other levels of government to support the removal of abandoned and derelict vessels, plastics, ghost fishing gear, and other marine debris from the Islands Trust Area. (1009 Responses)



I) Trust Council should advocate to other levels of government to develop effective oil spill prevention, preparedness, and geographic response plans for the Islands Trust Area. (1000 Responses)



2.9 Questions 22-26 – Open Feedback on Ecosystem Preservation and Protection

2.9.1 Question 22 – Freshwater Stewardship

For Question 22, respondents were able to elaborate on the reasons why they agree or disagree with various components of the policy directions addressed in Questions 19 (Commitments), 20 (Directive Policies) and 21 (Coordination Policies) related to freshwater stewardship.

Q22) Tell us more about your responses, why you agree or disagree with the policies related to freshwater or groundwater listed in the questions above.

The most frequently heard theme in response to this question was a concern about a ban on desalination plants. Respondents stated that new technologies can be used to develop energy efficient desalination plants, that the engineering of brine discharge is already regulated, and that desalination may be appropriate in locations where saltwater ingress is already happening. Respondents noted that groundwater is in short supply and that desalination is a means to augment existing water supplies. They also noted that it is an appropriate climate adaptation strategy for the islands.

Noting that groundwater is in short supply, many respondents suggested rainwater catchment should be encouraged if not mandatory, especially in new developments, stating it would ease the burden of the shortage of groundwater.

Closely related to the desire to encourage rainwater harvesting is the third most frequently heard theme of permitting and encouraging rainwater as the primary source of water, not as a supplemental source. Some noted it is the only source available to residents while a few participants felt rainwater harvesting should not be discounted as it is a well-established method used in other places around the world.

A summary of themes heard in response to this question is as follows:

- Keep desalination – there are ways to make it environmentally friendly;
- Encourage and allow rain catchment / harvesting;
- Rainwater as primary / potable resource;
- Protect water – it's finite;
- Implement limitations on development;
- Availability of water is a concern;
- Protect groundwater;
- Water use needs to be managed;
- Data being used is flawed;
- Prioritize the environment;
- Vague language in the Policy Statement;
- Water is renewable / abundant;
- Respondents need more information;
- Need more water storage;
- Regulations already exist, don’t need more;
- Blanket policy is not appropriate;
- Islands Trust should advocate for water protection; and
- General support for the Policy Statement.

2.9.2 Question 23 – Coastal and Marine Stewardship

For Question 23, respondents were able to elaborate on the reasons why they agree or disagree with various components of the policy directions addressed in Questions 19 (Commitments), 20 (Directive Policies) and 21 (Coordination Policies) related to coastal and marine stewardship.

Q23) Tell us more about your responses, why you agree or disagree with the policies related to marine and coastal stewardship listed in the questions above.

Respondents most often suggested that protection of the coastal and marine environment should be the priority as human activity and climate change are having significant impacts. Some noted they have seen visible changes to the foreshore and are worried about continued degradation.

The second most frequently heard theme in response to the question was with respect to support for private docks. Some noted docks provide shelter for juvenile marine life, they provide safety during events such as wildfires and other emergencies and are a means to access transportation. While there was support for allowing private docks, a few participants offered that guidelines and inspection around building docks should be encouraged.

The third most frequently heard theme was that regulations from other levels of governments already exist in this subject matter area and that these regulations should govern these activities.

With respect to the soft shore proposal, there was a frequent theme of support for seawalls with respondents noting they are important for protecting homes and infrastructure against rising sea levels resulting from climate change. Respondents noted that seawalls are sometimes the only option, especially on islands that are steep and don't have gentle sloping topography.

A summary of themes heard in response to this question is as follows:

- Desire to protect coastal waters;
- Allow private docks and/or disagree with prohibiting docks;
- Regulations already exist, don't need more;
- Ban freighter parking / activity;
- Disagree with banning seawalls / soft shoreline proposal;
- Proposed Policy Statement will be ineffective;
- General support for the proposed Policy Statement;
- Support for commercial freighter activities;
- Blanket policy is not appropriate – different locations need different policies;
- Respondents need more information;
- Address derelict boats;
- Consider seawalls / docks on a case-by-case basis;
- Support desalination;
- Educate for positive change; and
- Policy Statement is beyond the Islands Trust mandate (overreach).

2.9.3 Question 24 – Forest Stewardship

For Question 24, respondents were able to elaborate on the reasons why they agree or disagree with various components of the policy directions addressed in Questions 19 (Commitments), 20 (Directive Policies) and 21 (Coordination Policies) related to forest stewardship.

Q24) Tell us more about your responses, why you agree or disagree with the policies related to forestry in the questions listed above.

The most frequently heard theme in response to this question was that there should be no restrictions for cutting trees on private land. The majority of respondents who feel this way noted that trees on private land belong to the homeowner, and people who own property are stewards of the land and they know best what to do.

Many noted that they need to cut trees on their property as firewood for warmth, for fire prevention, for food production, and for safety reasons such as preventing trees from falling on homes or other infrastructure. Many noted they should not have to pay to cut down a tree on their own property.

While many respondents wanted to be able to manage their own cutting on private property, they also strongly supported a ban on industrial-scale clear-cutting, noting the damage to the environment and a desire to protect old growth trees in the process.

Respondents noted that small-scale forestry is part of an island's economic activity and a source of local building materials. Reasons for supporting small-scale, local forestry are that it reduces carbon footprint and contributes to an island's self-reliance and resilience. Many respondents also noted small-scale forestry is important in assisting with management of overgrowth and dangerous trees and could help preserve the character of an island.

A summary of themes heard in response to this question is as follows:

- There should be no restrictions on private land;
- Prevent industrial-scale clear-cutting;
- Small / sustainable / private forestry is acceptable;
- Preserve / protect trees;
- Focus on protecting old growth trees;
- Cutting to reduce hazard should be allowed (e.g. fire prevention, fallen trees);
- Forestry is not appropriate for islands;
- Need wood for housing and warmth;
- Some management / regulations of the forests are needed;
- Deforestation to reduce fire hazards promotes healthy forests;
- Ban commercial forestry;
- Islands have already been heavily forested;
- Need sound / sustainable forestry practices;
- Vague language in the Policy Statement;
- Cost is prohibitive / don't want to pay fees to cut down a tree;
- Cutting for farming and housing is ok;
- Logging is an important industry and livelihood for some; and
- Restrict cutting on private land.

2.9.4 Question 25 – Agricultural Stewardship

For Question 25, respondents were able to elaborate on the reasons why they agree or disagree with various components of the policy directions addressed in Questions 19 (Commitments), 20 (Directive Policies) and 21 (Coordination Policies) related to agriculture.

Q25) Tell us more about your responses, why you agree or disagree with the policies related to agriculture in the questions listed above.

The most frequently heard theme in response to this question was overall support for farming and a call to protect agriculture on the islands. Respondents shared that agriculture is valuable, benefits the economy, and contributes to food security and climate resiliency. Some respondents feel agriculture is diminishing and therefore needs protection and encouragement. They also noted that agriculture is an historically important activity and contributes to the character of the islands.

Small-scale agriculture is supported for its minimal impact to the environment and contribution to locally grown food. Many noted that buying locally grown food is important to them as it has community-wide economic and environmental benefits. Others commented that small-scale farming is costly and that too much regulation will have business and end-user impacts.

Some respondents noted sustainable farming practices should be encouraged and advanced so as not to damage the local ecosystem, noting that damaging practices can lead to carbon loss, micronutrient loss and biodiversity loss.

A summary of themes heard in response to this question is as follows:

- General support for farming / protect it;
- Support for local / small-scale farming
- Farming contributes to food security;
- Sustainable farming is important;
- Regulations already exist, don’t need more;
- Balance agriculture and forestry with environment;
- Islands should be self-sustaining;
- Vague language in the Policy Statement;
- Encourage more agriculture;
- Farming is essential;
- Need food to survive;
- Farming needs oversight / regulation;
- Prevent chemical use;
- Protect the environment above all else;
- Agriculture does not belong in the Policy Statement;
- Trust farmers to do what's right;
- Concern about some farming practices;
- Don't sacrifice trees for farming;
- Ensure survival of local farms;
- Farming harms the environment;
- Respondents need more information;
- Proposed Policy Statement harms farmers / farms; and
- Regulate water usage when it comes to farming.

2.9.5 Question 26 – Additional Feedback

For Question 26, respondents were asked to provide any additional feedback in relation to the topics covered in Questions 19 (Commitments), 20 (Directive Policies) and 21 (Coordination Policies) related to ecosystem preservation and protection.

Q26) Did we forget to ask something about the draft policies related to ecosystem preservation and protection that is meaningful to you? Provide additional comments.

The most frequently heard theme in response to this question was that regulations around forestry, agriculture and coastal marine environments already exist through other jurisdictions and do not belong within the Islands Trust mandate. Some stated there is a lack of evidence or sound data for creating the proposed policies, and that with already too many layers of government, these policies are redundant and better left to experts in those areas.

The second most frequently heard theme is that environmental protection should be prioritized. Respondents noted that the island lifestyle relies on protecting the ecosystem and the priority should be to preserve and protect it. Respondents would like Islands Trust to consider new ideas and possibilities when it comes to protecting the environment and to ensure the islands thrive environmentally and economically for future generations.

The third most frequently heard theme was a concern about how the cost of implementing these policies could be translated into additional taxes. Respondents would like to see documentation about the fees, costs and taxes for implementation and management of the Policy Statement.

A summary of themes heard in response to this question is as follows:

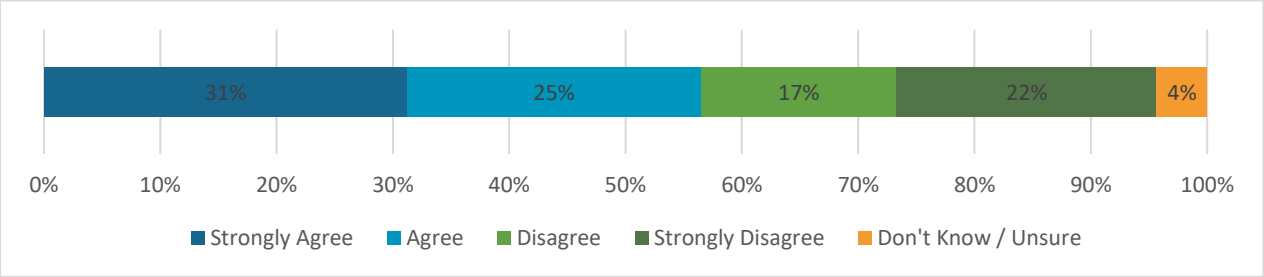
- Policy is beyond the Islands Trust mandate (overreach);
- Prioritize environmental protection;
- Concern about impact to taxes to implement policy changes;
- Balance social, economic and environmental needs;
- Concern with cell towers' effect on the environment;
- Development has a negative effect on environment;
- Support environmental preservation policies;
- Policy Statement is confusing;
- Prioritize environment above all else;
- Encourage rainwater harvesting;
- Implement incentives to make green choices;
- Protect local livelihoods; and
- Focus on education.

2.10 Question 27 – Sustainable and Resilient Communities Commitments

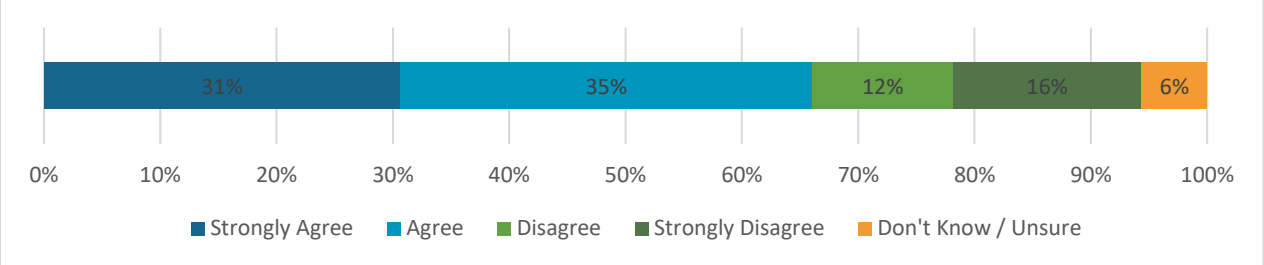
For Question 27, respondents were asked about four agree/disagree statements related to the sustainable and resilient communities commitments in the Draft New Policy Statement. The results are summarized below.

Q27) Commitments identify the guiding principles and approaches Trust Council should use when making decisions. Tell us to what level you agree or disagree that the Policy Statement should include Commitments of Trust Council that state that:

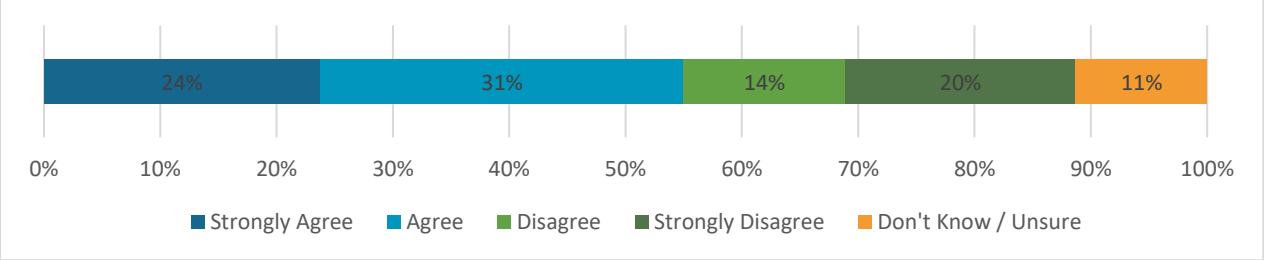
A) New development and housing in the Islands Trust Area should be small-scale, low-impact, energy efficient, and appropriately situated in order to minimize greenhouse gas emissions, and safeguard protected area networks, freshwater sustainability, a healthy marine environment, and Indigenous cultural heritage. (944 Responses)



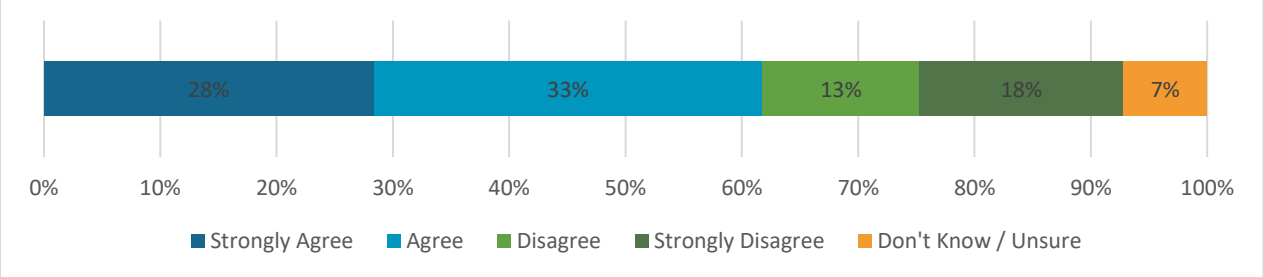
B) Community sustainability and resilience are supported by the availability of diverse, low impact, and affordable housing that caters to a range of age groups and income levels. (937 Responses)



C) Strategic, multijurisdictional, equitable, and integrated approaches are needed to address the diverse housing needs of Islands Trust Area communities. (938 Responses)



D) Appropriately situated public and active transportation networks should be established to support electric vehicles and electric bicycles, in order to reduce greenhouse gas emissions and promote health and well-being in the Islands Trust Area communities. (942 Responses)

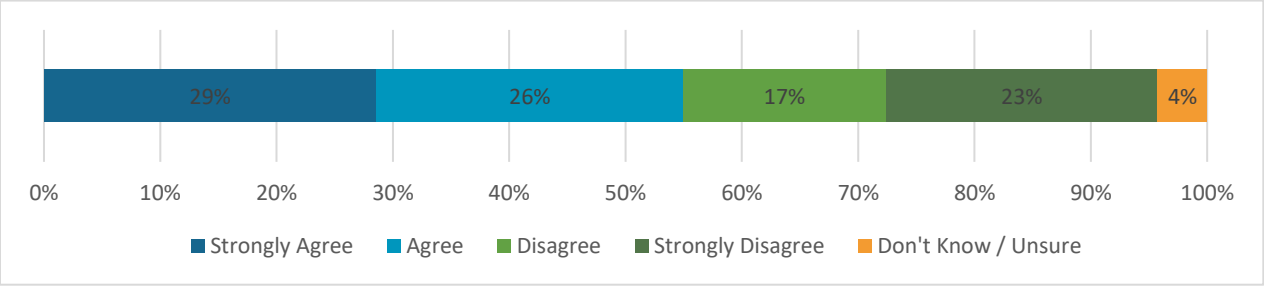


2.11 Question 28 – Sustainable and Resilient Communities Directive Policies

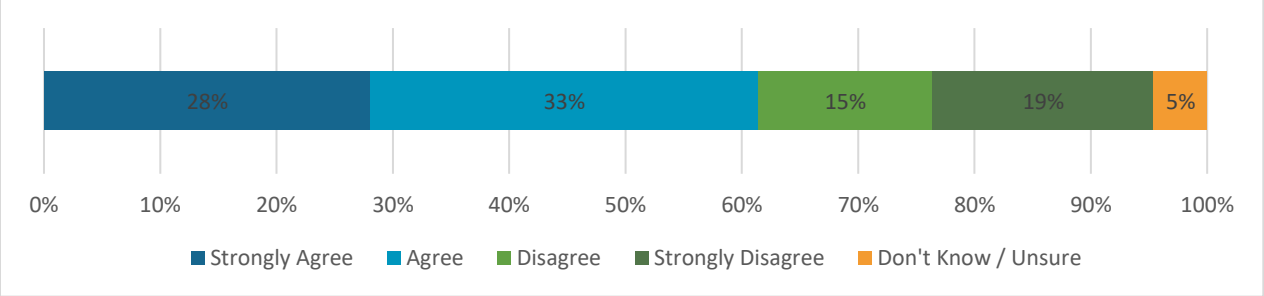
For Question 28, respondents were asked about six agree/disagree statements related to the sustainable and resilient communities Directive Policies in the Draft New Policy Statement. The results are summarized below.

Q28) Directive Policies require local trust committees and island municipalities to include certain types of policies and approaches in their official community plans and bylaws. Tell us to what level you agree or disagree that Trust Council should require local trust committees and island municipalities to address the following policy directives in their official community plans and regulatory bylaws:

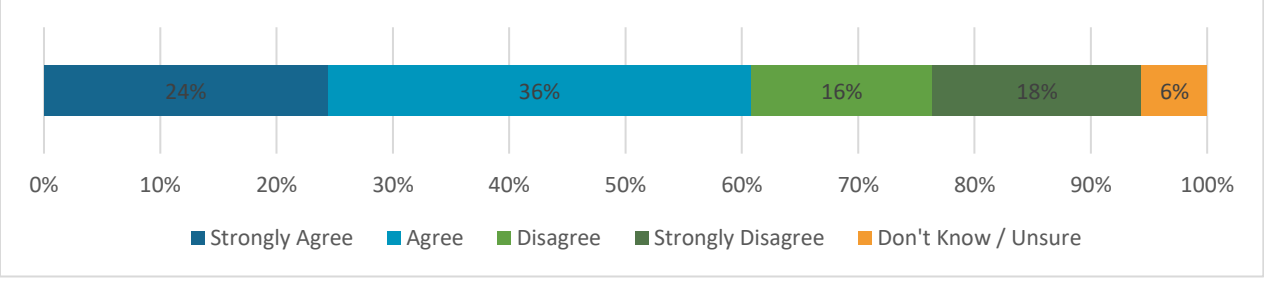
A) New development and housing in the Islands Trust Area should be small-scale, low-impact, energy efficient, and appropriately situated in order to minimize greenhouse gas emissions, and safeguard protected area networks, freshwater sustainability, a healthy marine environment, and Indigenous cultural heritage. (941 Responses)



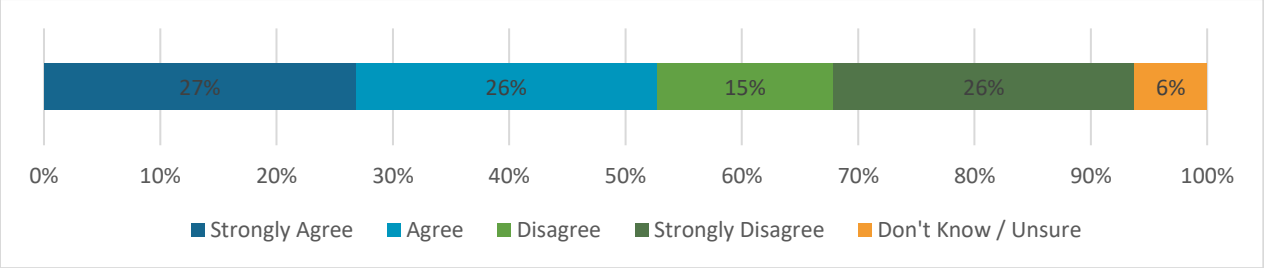
B) New development and housing in the Islands Trust Area should be small-scale, low-impact, energy efficient, and appropriately situated in order to minimize greenhouse gas emissions, and safeguard protected area networks, freshwater sustainability, a healthy marine environment, and Indigenous cultural heritage. (940 Responses)



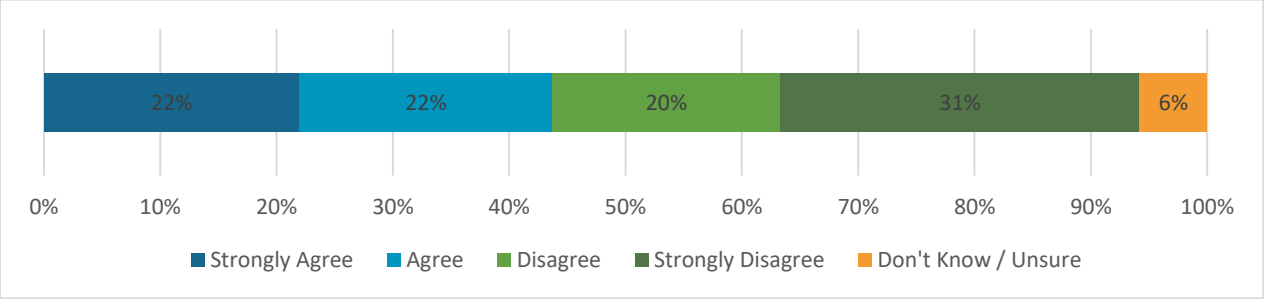
C) Appropriate locations should be identified where density increases could support safe, secure, and affordable housing, without compromising protected area networks, freshwater sustainability, a healthy marine environment, and Indigenous cultural heritage, in each local planning area. (939 Responses)



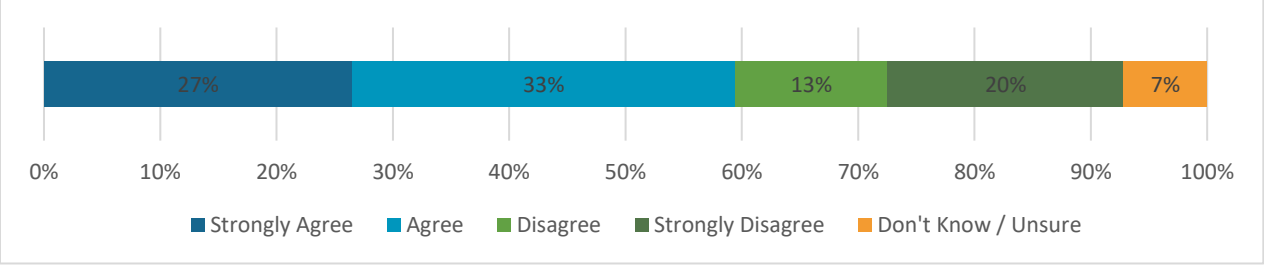
D) The impacts of short-term rentals of dwellings on the availability of safe, secure, and affordable housing should be identified, assessed, and, where necessary, regulated, in each local planning area. (940 Responses)



E) Appropriate floor area and lot coverage limits for residential development should be established to minimize greenhouse gas emissions and cumulative effects on the environment and Indigenous cultural heritage in each local planning area. (941 Responses)



F) Appropriately situated public and active transportation networks should be established to support electric vehicles and electric bicycles, in order to reduce greenhouse gas emissions and promote health and well-being in the Islands Trust Area communities. (943 Response)

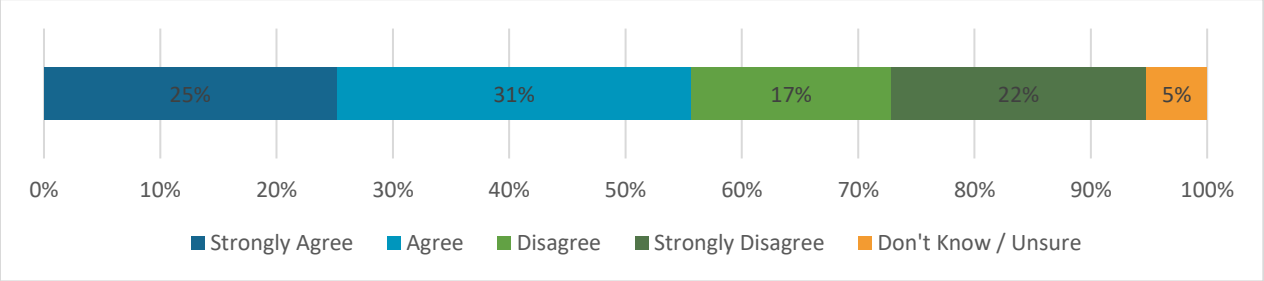


2.12 Question 29 – Sustainable and Resilient Communities Coordination Policies

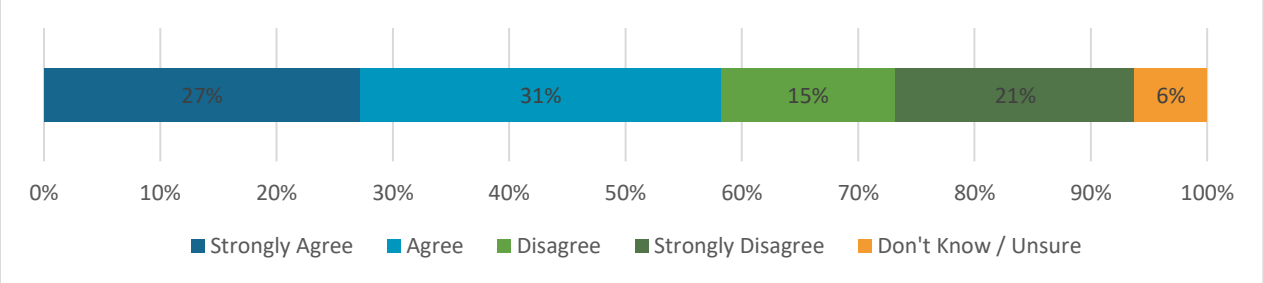
For Question 29, respondents were asked about three agree/disagree statements related to the sustainable and resilient communities Coordination Policies in the Draft New Policy Statement. The results are summarized below.

Q 29) Coordination Policies outline Trust Council's intentions for working with, or advocating to, government agencies and other interested and affected parties. Tell us to what level you agree or disagree that the Policy Statement should include Coordination Policies of Trust Council that state that:

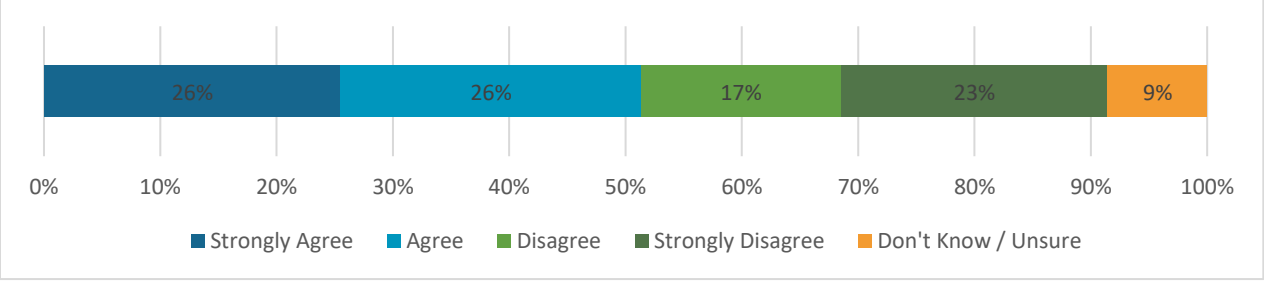
A) Trust Council should coordinate with, and advocate to, other levels of government to foster safe, secure, and affordable housing in the Islands Trust Area, in alignment with the Islands Trust preserve and protect mandate. (934 Responses)



B) Trust Council should coordinate with, and advocate to, other levels of government to establish appropriately situated public and active transportation networks to support electric vehicles and electric bicycles, in order to reduce greenhouse gas emissions and promote health and well-being in the Islands Trust Area communities. (93 Responses)



C) Trust Council should advocate to provincial government agencies to support the electrification of ferries in the Islands Trust Area, in order to minimize greenhouse gas emissions and protect coastal and marine ecosystems. (937 Responses)



2.13 Questions 30-31 – Open Feedback on Sustainable and Resilient Communities

2.13.1 Question 30

For Question 30, respondents were able to elaborate on the reasons why they agree or disagree with various components of the policy directions addressed in Questions 27 (Commitments), 28 (Directive Policies) and 29 (Coordination Policies) related to sustainable and resilient communities.

Q30) Tell us more about your responses, why you agree or disagree with the policies listed in the questions above.

Affordable or low-cost housing is indicated by many respondents to be an urgent issue, making it the top priority across many of the islands. Respondents noted a need for short-term rental flexibility, multi-generational housing, housing for seniors and youth, and accommodations for workers. Many respondents noted that there is an aging population that wants to stay on the islands, but the lack of affordable housing may not allow that. The second most frequently heard theme was around the description of the policies, with many noting they disagreed with the statements as many of the terms used are vague or undefined. Respondents are looking for definitions around "affordable housing," "sustainable resilient communities," "protected area network," "small-scale," "low impact," and other similar terms. Respondents offered that the vague terms leave too much open to variable interpretation, so they are not able to support the Policy Statement.

The third theme that was mentioned most frequently was a desire to protect the environment. Respondents noted that every facet of life is dependent on the environment in different ways and that it is needed to sustain life. Many feel native ecology is threatened and that protecting the environment will protect the unique character of the islands. Some noted they do not support putting social and economic factors on equal footing with the environment.

A summary of themes heard in response to this question is as follows:

- Need more housing choices - workforce, seniors, affordable housing, rentals;
- Vague terms in the Policy Statement;
- Protect environment above all else;
- Housing should not be included in the Policy Statement;
- Don't agree with Islands Trust role in advocating for housing;
- Electric bikes / vehicles not appropriate due to lack of disposal sites and grid connections;
- Allow for local solutions;
- Do not support high-density housing;
- Policies overlap with other jurisdictions;
- Affordable housing is not appropriate on the islands;
- Allow short-term rentals;
- Stop development;
- Directives do not belong in the Policy Statement;
- Respondents need more information;
- General non-support for the proposed Policy Statement;
- Support for improved transportation;
- First Nations role in Policy Statement too dominant;
- General support for the Policy Statement;
- Adapt ferries or marine vessels to electric
- High density housing is acceptable as it is lower impact;
- Concern about increased cost of building homes; and
- Need better / more objective data.

2.13.2 Question 31 – Additional Feedback

For Question 31, respondents were asked to provide any additional feedback in relation to the topics covered in Questions 27 (Commitments), 28 (Directive Policies) and 29 (Coordination Policies) related to sustainable and resilient communities.

Q31) Did we forget to ask something about the draft policies related to sustainable and resilient communities that is meaningful to you? Provide additional comments.

The most frequently heard theme, after the sentiment that the Policy Statement is beyond the Islands Trust mandate, was that better data is needed to support the proposed Policy Statement. Some called for decisions to be based on independent, scientific, and up-to-date data, with some respondents calling for traditional Indigenous practices to also be used in decision-making.

Concern about the cost of implementing the Policy Statement and its potential impact on taxes was the next most frequently mentioned theme. Many of the respondents who shared this concern are against spending more money amid the high cost of living on the islands.

As with other questions, a call to protect the environment was one of the most frequent themes mentioned. Respondents shared that the environment should be a priority over development which negatively impacts the environment. Some noted climate change impacts and depletion of resources means that their current way of life on the islands is not sustainable.

A summary of themes heard in response to this question is as follows:

- Policy Statement is beyond the Islands Trust mandate (overreach);
- Need better / more objective data;
- Concern about cost and potential impact to taxes to implement policy changes;
- Protect environment above all else;
- Vague terms in the Policy Statement;
- Desire for community owned fibre optic networks;
- Need policies that support people;
- Address housing needs;
- Allow for more local governance;
- Housing should not be included in the Policy Statement;
- Policy Statement overlaps with other jurisdictions;
- General non-support for the Policy Statement; and
- Engage with residents in different and more meaningful ways.

2.14 Question 32 – Reconciliation

For Question 32, respondents were asked to provide open-ended feedback on reconciliation in the Islands Trust Area.

Q32) Given Islands Trust Council's commitment to align policies with the Declaration on the Rights of Indigenous Peoples Act, do you have suggestions for policies to be included to support reconciliation in the Islands Trust Area?

While most respondents agree and support reconciliation work, participants noted this is a complex topic and the majority of survey respondents indicated this is the responsibility of other levels of government. Some shared that Islands Trust doesn't have the expertise, funding or adequate power to address this, and that many actions are already being taken at other levels.

The second most frequently heard theme was that meaningful engagement with First Nations should take place, with some respondents suggesting that Islands Trust let First Nations lead and direct it. Respondents asked that First Nations timelines for engagement be respected and called for transparency in the process and a report back on its outcomes. They also noted relationships with local bands are island-specific and should be done at the local level. Some offered suggestions that Islands Trust not assume how to engage with First Nations and to include those who are not represented by larger nations. Respondents' hopes for engagement is to understand what the First Nations want and to better understand their challenges.

Respondents who don't support including reconciliation in the Policy Statement shared a variety of reasons including concern that the policy will be mishandled, that they don't want Islands Trust to tell them how to act, and that the Policy Statement could lead to more divisiveness in the community.

A summary of themes heard in response to this question is as follows:

- This direction is not in Islands Trust jurisdiction / mandate;
- Engage First Nations in ways that are meaningful to them;
- Do not support reconciliation in the Policy Statement;
- General support for reconciliation work;
- Align these policies with rights of all people;
- Include First Nations representative(s) on Islands Trust;
- More education is needed;
- First Nations rights and knowledge need to be defined;
- Protect environment above all else;
- Relationships and reconciliation work should be done at the local level;
- Respondents need more information;
- Give / gift land back to First Nations;
- Revisit naming of important places; and
- Policies are too early to align with Declaration on the Rights of Indigenous Peoples Act (DRIPA) plan of action.

2.15 Question 33 – Policy Statement Structure

For Question 33, respondents were asked to provide open-ended feedback on the structure of the Draft New Policy Statement.

Q33) The Draft New Policy Statement largely follows the structure of the Current Policy Statement. Do you have feedback you wish to share related to the structure of the Draft New Policy Statement?

The most frequently heard theme in response to this question is the sentiment that Islands Trust is attempting to manage areas that are already regulated by other levels of government, and that the Draft New Policy Statement is perceived to be overreaching and will contribute to overspending. Many who shared this concern see the Draft New Policy Statement as broadening Islands Trust power while limiting local power. Others commented that many of the new policies do not align with the original mandate of Islands Trust.

The second most frequently mentioned theme is that the Policy Statement is too long and could be improved by removing redundancies and simplifying the language. Many also suggested that the Policy Statement should just concentrate on the directive policies in order to streamline the document.

Along those same lines, many respondents mentioned the Policy Statement is inaccessible for the readers, noting that it contains jargon, that there are many undefined / vague terms, that it is confusing, that there are too many overlapping themes, that there is a lot of repetition, and that it is too technical and does not express the concepts well.

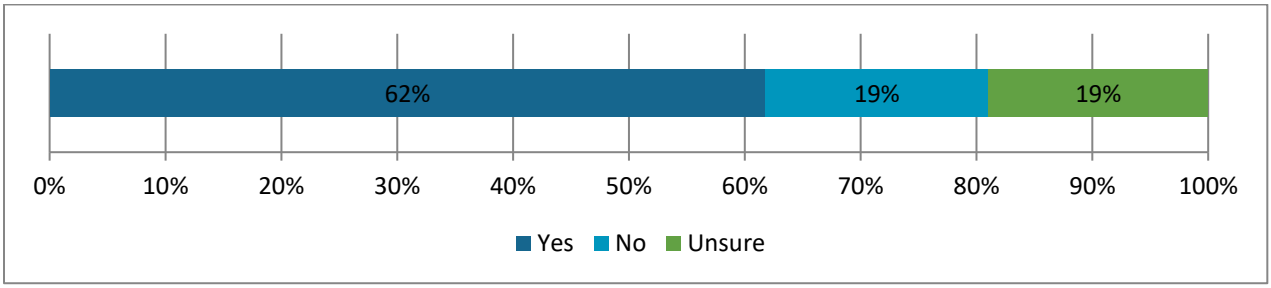
A summary of themes heard in response to this question is as follows:

- Policies are beyond the Islands Trust mandate (overreach);
- Shorten the Policy Statement and focus on directives;
- Document is inaccessible - hard to read, wordy, confusing, repetitive;
- Simplify language and structure;
- Prioritize environmental protection;
- Concern about associated costs;
- Focus on directive policies;
- Concern about process for engagement and decision-making;
- Start over;
- More consideration of residents needed;
- Policy Statement overlaps with other jurisdictions;
- Language in the Policy Statement is too vague;
- Policy Statement is too restrictive;
- Policy Statement is not consistent with mandate;
- Stay with existing Policy Statement;
- Needs definitions / glossary;
- General support for the Policy Statement;
- Engage with residents in different and more meaningful ways;
- Respect private property rights;
- General non-support for the Policy Statement;
- Decisions should be made at local level;
- De-prioritize reconciliation focus;
- The Draft New Policy Statement is not similar to previous statement;
- Stop the project;
- Enforcement is an important consideration;
- Housing should not be included in the Policy Statement; and
- Policy Statement is too broad.

2.16 Question 34 – Glossary

For Question 34, respondents were asked whether a glossary of key terms is needed in the Policy Statement. A majority (62%) of respondents were in favour of this addition.

Q34) Would you like to see a Glossary of Key Terms added to the Draft New Policy Statement?



2.17 Question 35 – Implementation

For Question 35, respondents were asked to provide open-ended feedback on future implementation of the Policy Statement.

Q35) The implementation of the Policy Statement is guided by Trust Council's Policy Statement Implementation Policy, which is currently set to be updated after a new Policy Statement has been adopted. Do you have feedback you wish to share related to the implementation of the Policy Statement?

The most frequently heard theme in response to this question was that many respondents do not support the implementation of the Policy Statement for such reasons as it is not necessary, it is expensive, bureaucratic, and is seen as an attempt to gain more control. Some also commented that the timing of the project during a pandemic is unacceptable and that the previous Policy Statement is preferred.

As many do not support the Policy Statement, they also do not want to see it implemented, and some wanted the project to be completely abandoned. Respondents shared there is already governance in many of these subject matter areas from other levels of government, so Islands Trust does not need to be involved in them. Some respondents also feel some of the supporting information contains false or misleading information.

Those respondents who commented that the project should be stopped, shared reasons such as not being clear on what the amendments are trying to achieve, feeling that the Policy Statement is redundant and is poorly written, and that it feels like the direction is being driven by special interest groups. Some respondents suggested the engagement process needs to be redone to address challenges that some had with online or virtual participation.

A summary of themes heard in response to this question is as follows:

- General non-support for the Policy Statement;
- Do not implement the Policy Statement;
- Stop the project;
- Concern about the cost;
- Provides Islands Trust with too much control / power;
- Policy Statement is too vague;
- Engage with residents in different and more meaningful ways;
- Consider the impact on residents;
- Remove directives from the Policy Statement;

- Policy is beyond the Islands Trust mandate (overreach);
- Wait for election then weigh options;
- Prioritize environmental protection;
- Do not support the process or timing of the project;
- General support for timing of project;
- Implementation plan is ineffective;
- These decisions should be made at local level;
- Does not balance resident and environmental needs; and
- Too much bureaucracy.

2.18 Survey Responses by Island

While responses to survey questions were largely comparable across all islands, there were some variations for specific islands on particular topics. The following section provides a summary of key differences (varying by more than 15% from the overall survey average) that were noted in each major policy area, based on reviewing survey responses in coordination with the geographic location that respondents most identified with.

2.18.1 Regional Governance

Respondents most connected with Bowen, Saturna, and South Pender Island had lower levels of agreement with questions around Regional Governance than other islands. For example, only 34% of respondents from Bowen, 35% from Saturna, and 33% from South Pender strongly agreed or agreed the Policy Statement should include a commitment that decision-making should be guided by the Precautionary Principle. Responses from other islands were more mixed, with 52% of all respondents selecting 'strongly agree' or 'agree' on this question.

Respondents most connected with Denman and Gabriola marked very high levels of agreement that the rate and scale of growth and development in the Islands Trust Area must be carefully managed and require limitation, at 93% and 82% respectively. Across all islands, 63% of respondents selected 'strongly agree' or 'agree'. Only 40% of respondents from Saturna selected 'strongly agree' or 'agree' on this question.

2.18.2 Ecosystem Preservation and Protection

All islands showed a high level of agreement (70%) that the industrial-scale clear-cutting of forests and logging of old-growth trees is inappropriate anywhere in the Islands Trust Area, particularly respondents from Lasqueti (89%). 65% of respondents agreed that Trust Council should advocate to other levels of government for legislation to prohibit the clear-cutting of forests and logging of old-growth trees in the Islands Trust Area. Saturna and South Pender showed a lower level of support, with 42% and 44% respectively selecting 'strongly agree' or 'agree'. Gabriola (81%), Gambier (81%), and Lasqueti (83%) showed high levels of agreement.

Only 33% of Saturna respondents selected 'strongly agree' or 'agree' regarding neither the density nor intensity of land use should be increased in groundwater regions where the quality or quantity of freshwater is likely to be inadequate or unsustainable. 61% of respondents from across all islands and 78% of respondents from Denman selected 'strongly agree' or 'agree'.

Denman, Gabriola, and Lasqueti showed higher support for directive policies prohibiting new private docks than other islands, with 65%, 55%, and 54% marking 'strongly agree' or 'agree' respectively. Mayne, Saturna, and South Pender showed very low support for prohibiting new private docks, with only 19%, 15%, and 17% marking 'strongly agree' or 'agree'. Just 36% of respondents from across all islands selected 'strongly agree' or 'agree'.

Respondents from Gabriola (63%), Hornby (68%), and Lasqueti (66%) also showed high agreement with directive policies that new seawalls or other hard shoreline armouring should be prohibited, whereas soft shoreline protections should be encouraged. Across all islands, 45% selected ‘strongly agree’ or ‘agree’, with only 25% on Saturna and 28% on South Pender.

Most respondents (70%) agree that Trust Council should advocate to other levels of government to prohibit ocean dumping, commercial freighter anchorage sites, oil tanker traffic for export, and moorage/anchorage sites in eelgrass meadows, throughout the Islands Trust Area. Respondents from Bowen and South Pender were less supportive, with only 52% and 50% respectively marking ‘strongly agree’ or ‘agree’.

85% respondents from Denman and 88% from Galiano selected ‘strongly agree’ or ‘agree’ that, when identifying and preserving appropriate areas for agricultural land in the Islands Trust Area, consideration should be given to the impacts of agricultural activity on downstream ecosystems, wildlife habitat, and adjacent properties. Just 47% of respondents from Saturna and 35% from South Pender selected ‘strongly agree’ or ‘agree’ on this question, compared to 68% from across islands.

Respondents from Gabriola (80%) and Lasqueti (81%) expressed high agreement that there should be directive policies requiring nature-based solutions be used to minimize climate vulnerabilities in each local planning area. Only 44% of respondents from South Pender selected ‘strongly agree’ or ‘agree’, compared to 62% from across all islands.

83% of respondents from Denman selected ‘agree’ regarding shoreline buffers and setbacks should be established in accordance with the current and anticipated impacts of sea level rise in each local planning area. Only 43% and 36% of respondents from Bowen and Saturna selected ‘strongly agree’ or ‘agree’, compared to 62% from across all islands.

2.18.3 Sustainable and Resilient Communities

Respondents from Denman expressed a high level of agreement with statements about housing. Particularly, 78% ‘strongly agree’ or ‘agree’ that strategic, multi-jurisdictional, equitable, and integrated approaches are needed to address the diverse housing needs of Islands Trust Area communities. 55% of respondents from across all islands marked ‘strongly agree’ or ‘agree’.

Higher numbers of respondents from Denman (74%) and Lasqueti (72%) selected ‘agree’ regarding new development and housing in the Islands Trust Area should be small-scale, low-impact, energy efficient, and appropriately situated in order to minimize greenhouse gas emissions, and safeguard protected area networks, freshwater sustainability, a healthy marine environment, and Indigenous cultural heritage. Bowen (38%), Saturna (35%), and South Pender (39%) showed lower levels of agreement. Across all islands, 55% of respondents selected ‘strongly agree’ or ‘agree’.

79% of respondents from Gambier strongly agreed or agreed that Trust Council should advocate to provincial government agencies to support the electrification of ferries in the Islands Trust Area, in order to minimize greenhouse gas emissions and protect coastal and marine ecosystems. Hornby (33%) and Saturna (30%) showed lower levels of agreement and 55% of respondents from across all islands.

3.0 In-Person Events – Community Event Booths and Drop-In Events

3.1 Overview of In-Person Events

A variety of in-person events were offered throughout the Islands Trust Area. These included informal community event booths and scheduled community drop-in events where participants could engage in conversations with the project team. Twenty-four (24) events in total were held from March 18 to April 13, 2022, covering the full geographic range of the Islands Trust Area.

Below is a summary of what we heard at the in-person events. Due to the nature of the community event booths and drop-in events, feedback was often informal and conversational, and therefore more difficult to organize into themes as many comments were individual or unique. The summary is a compilation of the feedback heard about the Draft New Policy Statement at each of the islands' events, organized into the key theme areas of Regional Governance, Freshwater Stewardship, Coastal and Marine Stewardship, Forest Stewardship, Agricultural Stewardship, Housing, General Policy Structure, Reconciliation, and Other.

3.2 Bowen Island

In-person events on Bowen Island were held March 27, 2022 and included a mid-day community event booth at the Steamship Company Marina and an evening drop-in event at the Library Annex. Forty-seven (47) people attended the two events and the following provides examples of feedback we heard on Bowen Island.

Regional Governance

- Bowen Island Municipality should separate from Islands Trust;
- Concerns for the multiple layers of government that Bowen Island residents support; and
- Concern that regional Islands Trust Council will overpower authority of local trust committees.

Freshwater Stewardship

- Desalination makes sense in some areas;
- Need more information about desalination – what is the concern and impact;
- Support banning desalination – learn from other parts of the world such as the Dead Sea; and
- Freshwater mapping has been valuable.

Coastal and Marine Stewardship

- Support for ban on docks – they impact the environment and aesthetic of the island;
- Would like to see community docks as they provide more community access to the water;
- More information about the impact of docks is needed;
- Blanket approach on docks is not appropriate;
- Supportive of dock permits;
- Concern about elevators from docks;
- There have been impacts to the waterfront over the past 30 years; and
- Coastal and marine stewardship needs to be a more island-specific approach.

Agricultural Stewardship

- Support advocacy for farmers; and
- Encourage farming.

Housing

- Housing is the top priority for many;
- Concerns about continued development. Appreciate that Islands Trust is curbing development;
- Want more housing choices – rentals, affordable, low-cost housing for workers; and
- Would like to see affordable housing but concerned about the lack of social services to support those residents and how it would be implemented.

General Policy Structure

- Vague language in the Policy Statement – needs definitions and care of language being used;
- Concerns about the use of "shall' throughout the document;
- General support for Policy Statement amendments; and
- Concerns the Policy Statement is too broad and may not be applicable to certain areas.

Reconciliation

- Need a definition for Indigenous ways of knowing;
- Unsure how cultural heritage is determined – use mapping to identify sensitive areas;
- Need more information about how First Nations will be engaged in housing decisions; and
- Supportive of reconciliation strategies.

Other

- Need a strategy for responsible tourism – want to protect Bowen Island while also attracting people;
- Trails on the island are appreciated and valued; and
- Create an inventory of natural assets.

3.3 Denman Island

In-person events on Denman Island included a mid-day community event booth on March 18, 2022 in downtown Denman, and an evening drop-in event on March 19, 2022 at the Community Centre. Seventy-one (71) people attended the two events, and the following provides examples of feedback we heard on Denman Island.

Regional Governance

- Use both science and Indigenous knowledge to make decisions

Freshwater Stewardship

- Create incentives for water catchment (similar to Hydrosmart program);
- Support rainwater harvesting;
- Concerns about continued development impacting availability of water supply;
- Beavers play a role in watershed management; and
- There is a high water-table with contaminated water in many areas.

Coastal and Marine Stewardship

- Concerns about impacts to the shoreline – protect it against pesticides and erosion;
- Unsure why there is a difference between lake owners and ocean front property owners having docks;
- Agree with ban on docks to protect sensitive areas;
- Work with Department of Fisheries and Oceans on aquaculture;

- Upgrade fish passage and fish habitat influenced by agricultural use;
- Denman is sedimentary and eroding badly. Education, like a greenshore workshop, is needed; and
- Place land protection on the upland of the owner.

Forest Stewardship

- Not supportive of clear-cutting or logging of old growth trees;
- Would like to be able to clear away deadfall and storm fall;
- Protect forests; and
- Work with landowners to find ways to limit tree loss.

Agricultural Stewardship

- Define the meaning of “small scale” – perhaps call it “historical scale”;
- Need to be able to grow large amounts of food with large scale agriculture;
- Support for farming – need to protect farmers;
- Need policy for management of sustainable wetlands; and
- Policy does not address food sustainability.

Housing

- Affordable housing is a priority – would like to speed up approvals, want affordable housing called “resident housing”;
- Need affordable seniors and youth housing;
- Would like to be able to solve housing at the local level;
- Would like low impact and affordable housing, with an eye to protecting the environment;
- Want to see more affordable rentals and shared housing;
- Include social housing as a directive policy; and
- Concerns about large houses on small lots.

General Policy Structure

- Unsure how the policies can be implemented – need more information;
- Need to define terms;
- Understand the native biodiversity of each island in order to protect it; and
- Good focus on environmental issues.

Reconciliation

- Facilitate interactions with local bands at the local level;
- Reconciliation should not be part of the Policy Statement; and
- Involve First Nations in naming of important areas.

Other

- Hard to balance resident needs with the pressures from tourism and growth from second homes;
- Environment supports everything – it is not a dichotomy of environment versus housing / jobs; and
- Implement a stewardship program to help residents to learn about the ecosystem on their properties.

3.4 Gabriola Island

In-person events on Gabriola Island were held April 5, 2022 and included a mid-day community event booth at FolkLife Village / Nesters, and an evening drop-in event at The Haven. Fifty-three (53) people attended the two events and the following provides examples of feedback we heard on Gabriola Island.

Regional Governance

- Need better representation on Islands Trust;
- There should be a First Nations representative on Islands Trust;
- Review governance before moving forward with Policy Statement.

Freshwater Stewardship

- Bigger concern is water retention, not supply; and
- Need more information on desalination plants.

Coastal and Marine Stewardship

- Protecting the marine environment is an obligation.

Forest Stewardship

- Would like to be able to manage dangerous or unhealthy trees on our own property;
- Concerns about not being able to manage our own lot – seen as punishment for homeowners;
- Allow selective cutting; and
- Protect old growth.

Agricultural Stewardship

- Small-scale agriculture is important for reducing carbon output;
- “Preserve” and “agriculture” are contradictory; and
- Large tracts of agriculture help as firebreaks.

Housing

- Support restrictions on short-term vacation rentals;
- Concern about density, affordability and lack of housing;
- Concerns about rapid development;
- Start density bank for affordable housing;
- Need housing for workers and more options for long-term rentals;
- Limit house sizes;
- Define density goals, include First Nations policies in Bylaw 17; and
- Need clarity on Islands Trust’s role with affordable housing and a definition of what affordable housing is.

General Policy Structure

- Need clarity on terms such as compact, diversity, equity and inclusion;
- Policy Statement needs to be written in plain language;
- General support for the direction of the Policy Statement;
- The Policy Statement is too complicated – make it less confusing;
- Need to simplify the Policy Statement;

- Implementation should be included with the Policy Statement;
- Should be talking about ecosystems, not single species; and
- Need regional policies, not local policies – everything is connected; use whole system thinking.

Reconciliation

- Support incorporating Indigenous knowledge and heritage in the Policy Statement;
- Include First Nations in development approvals;
- Report back on Indigenous engagement; and
- Incorporating and foregrounding Indigenous knowledge and heritage is long overdue.

3.5 Galiano Island

In-person events on Galiano Island were held April 12, 2022 and included a mid-day community event booth at Daystar Market, and an evening drop-in event at South End Community Hall. Fourteen (14) people attended the two events and the following provides examples of feedback we heard on Galiano Island.

Regional Governance

- Participants would prefer that local trust committees do the work instead of Islands Trust;
- Agriculture and forestry should fall under Provincial responsibility;
- The bureaucracy makes it challenging to build a livable community; and
- Policy Statement sets local trust committees up for failure.

Freshwater Stewardship

- Mixed comments on desalination – questions about why it's bad, another doesn't support it;
- Concerns about availability of water; and
- There is misinformation about freshwater – there is a lot of it.

Forest Stewardship

- Vague language will create concern for residents – they need to be able to remove trees for safety; and
- Ban clear cutting.

Housing

- Opposed to including affordable housing as a theme in the Policy Statement – can be an initiative instead of a policy;
- Make it easier to get housing;
- Supportive of affordable housing;
- Policy Statement should address the increased cost of housing;
- Affordable housing is important for Galiano; and
- Directives for housing will lead to NIMBY.

General Policy Structure

- What are the assumptions being used;
- Concerns about complaint-driven enforcement;
- Simplify the document—it's complex, lengthy, overwhelming, needs to be more succinct;
- Outline implementation of the Policy Statement more clearly;

- Articulate enforcement in the Policy Statement;
- Concerns about the ability of Islands Trust to enforce what they have outlined;
- Contradictions exist in the Policy Statement (e.g. highlighting the need to be less human-centric while planning for future generations, which is a human-centric goal);
- Information about the implications of the Policy Statement should be included; and
- Needs better definitions for vague terms (e.g. resilience, diverse).

Reconciliation

- Glad that the Policy Statement is more inclusive of First Nations.

3.6 Gambier Island

A dedicated virtual event was held for residents of Gambier Island, in lieu of an in-person event. The session was held on March 28, 2022 and included a presentation and Q+A. Twenty-four (24) people attended the event and the following provides examples of feedback we heard from Gambier Island.

Coastal and Marine Stewardship

- Participants had questions about the policies for hard shoreline armouring and seawalls, how dock sizes are determined for each Island, limiting oil tanker traffic and the prohibition of desalination plants; and
- It was suggested that dock sizes should be determined based on sound engineering and the environment / location it is being installed in.

Forest Stewardship

- Participants had questions about the tree cutting policy and if it would impact homeowner's ability to prune, trim, and cut firewood on their own property. It was noted that fire protection conducted by homeowners managing hazards on their properties is important.

Reconciliation

- Participants had questions about how the Policy Statement addresses the coordination of the different levels of government and who is responsible for what. It was noted that more clarification about this is needed in the Policy Statement. And it was suggested that there are opportunities considered for Islanders to be involved in reconciliation efforts to better understand government jurisdictions.

3.7 Hornby Island

In-person events on Hornby Island included a morning community event booth on March 19, 2022 at the Co-op Grocery Store, and an evening drop-in event on March 18, 2022 at the Community Hall. Seventy-nine (79) people attended the two events, and the following provides examples of feedback we heard on Hornby Island.

Regional Governance

- Enforcement concerns – there is a history with lack of trust and lack of response. Some noted enforcement is too heavy while others shared there isn't enough and that enforcement needs to be more proactive and less complaint driven.

Freshwater Stewardship

- Concerned that availability of desalination could lead to increased development;
- The concern is not availability of water but the redistribution of water;

- Encourage rainwater harvesting and allow rainwater as a primary water source. Create a rebate program to off-set the cost of water retention;
- Need better septic regulations; and
- People are fighting over water.

Coastal and Marine Stewardship

- Natural coastlines are important – support ban on seawalls.

Forest Stewardship

- Support tree cutting permits; and
- Support protection of trees.

Agricultural Stewardship

- Agriculture has been happening since the settlers have arrived and should be protected.

Housing

- Regulate short term vacation rentals. Concerns about the impact they have on water supply;
- Many are not supportive of rental restrictions as the additional revenue is needed for livelihood;
- Tie development to water availability;
- Build with fire prevention in mind;
- Affordability is a concern. Need affordable housing for young people, workers and seniors, as well as diversity of housing;
- Don't wait to implement affordable housing policy;
- Housing inspections are not being carried out; and
- Second home taxes should be reinvested into housing for people who live and work on Hornby.

General Policy Structure

- More clarity needed about what is allowed or not; and
- Support the precautionary approach.

Reconciliation

- Concern about loss of Indigenous traditional food plants from road widening and infrastructure;
- Protect the middens – not much is currently being done about them; and
- Use First Nations knowledge where available.

3.8 Lasqueti Island

An in-person community event booth was held on Lasqueti Island on April 4, 2022 at Provisions Café. Twenty-five (25) people attended the event and the following provides examples of feedback we heard on Lasqueti Island.

Regional Governance

- Timing of Council meetings needs to be advertised. Concerns about the format of the meetings and frequency; and
- Concerns about too many restrictions.

Freshwater Stewardship

- There is a lack of research on desalination. Don't ban desalination without evidence it is harmful; and
- Protecting freshwater is important.

Coastal and Marine Stewardship

- People should be allowed to have docks; and
- Residents want Islands Trust to mitigate the problems.

Forest Stewardship

- Need to ensure forestry decisions are science-based;
- Small clear-cuts can be of value;
- Concerns about fire, noting fire will likely be a significant cause of change to the island; and
- Use the term "second growth".

Housing

- Shouldn't need to oppose development in order to protect freshwater.

3.9 Mayne Island

In-person events on Mayne Island were held April 11, 2022 and included a mid-day community event booth at Tru Value Foods, and an evening drop-in event at the Agricultural Hall. Forty-two (42) people attended the two events and the following provides examples of feedback we heard on Mayne Island.

Regional Governance

- Support less regulation and enforcement.

Freshwater Stewardship

- Support ban on desalination. Other options need to be explored;
- Circumstances may change, don't support prohibitive language on desalination so to leave options open;
- Support water regulation;
- Rainwater harvesting needs more prominence; and
- Concern is not the availability of water but the storage of water.

Coastal and Marine Stewardship

- When docks break down, they can cause environmental issues – one option is to include serial numbers on docks to track ownership. Education on maintenance and impacts of derelict docks is needed;
- Prohibit new docks;
- Need more community docks. The other view shared is that community docks don't work;
- Concerns about foreshore development – need to protect the foreshore;
- Support restrictions on seawalls; and
- Build docks to an environmental code.

Forest Stewardship

- Education on tree-cutting is needed;
- Would like stronger action against tree-cutting;
- Do not support tree cutting regulations. There are more trees on Mayne than 50 years ago. Would like to cut trees on our own property without fees;
- Support permits for tree-cutting; and
- Support the ban on clear-cutting

Housing

- Homelessness should be addressed at the local level;
- Concerns about increase in population and available amenities; and
- Support restrictions / permits on short-term vacation rentals.

General Policy Structure

- Islands Trust should be questioning the science;
- Strengthen message about addressing invasive species;
- Define terms such as “small-scale”; and
- Overall, need to consider our impact on the environment. Can’t keep doing things the way they’ve always been done.

Reconciliation

- The Policy Statement is not drafted from an Indigenous perspective. It was written in response to the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), so participant questioned if it was written to be “politically correct”;
- Concerns about reconciliation policies; and
- Provide specific examples of the impacts of the policies.

Other

- It is difficult to stay on the island as you age;
- Policies should include air quality; and
- Concerns about promotion of electric vehicles – there is pollution involved with batteries.

3.10 North Pender Island

In-person events on North Pender Island were held April 12, 2022 and included a mid-day community event booth at Driftwood Centre, and an evening drop-in event at St. Peter’s Anglican Parish Hall. Eighty-two (82) people attended the two events and the following provides examples of feedback we heard on North Pender Island.

Regional Governance

- Concerns about governance in general;
- Conduct a governance review before moving forward with the Policy Statement; and
- Decision-making should be guided by science.

Freshwater Stewardship

- North Pender doesn't have a groundwater issue so restrictions are not supported;
- Concerns that additional development will affect groundwater supply;
- Groundwater data is biased;
- Need to present alternative solutions to rainwater as a primary source of water; and
- Support for desalination If using best practices. Desalination plants can be used to support individual needs.

Coastal and Marine Stewardship

- Assess docks on a case-by-case basis;
- Support ban on docks;
- Dumping of sewage into the ocean is an issue; and
- Hard shoreline armouring is essential in some areas with rising sea levels. Need flexibility to decide what is best for a given location.

Forest Stewardship

- Do not support restrictions on tree-cutting, education and tree planting programs are what is needed instead;
- Don't want to restrict cutting on private property. Need to be able to manage personal properties;
- Restrictions on tree cutting on own property will be hard to enforce;
- Source local lumber for developments; and
- Trees over a specific size need to be protected.

Agricultural Stewardship

- Need a balance between livestock and food.

Housing

- Policies about housing should not be included in the Policy Statement. It is important but does not belong in the Policy Statement;
- Policy Statement does not solve the affordable housing problem;
- Challenging to find affordable housing;
- Don't support restricting house sizes – it is not going to have an impact;
- Short-term vacation rentals are decreasing the availability of long-term rentals and there is a lack of enforcement;
- Affordable housing is a common concern with nuanced opinions. Some who support it want it for people already living on the island – but not to attract people to the island;
- Challenging to find rentals for people working on the island – cottages could be used for long-term rentals or empty homes could be rented out;
- Need more housing, not mandating of housing size. There is a housing crisis;
- Policy Statement adds an extra level of approvals for building permits; and
- Don't support increased density.

General Policy Structure

- Policy Statement is written from an urban perspective;
- Policy Statement is repetitive;
- Concerns about the use of the word "shall";
- Language is too vague – for example, what does "environmental sustainability" mean;

- Some attendees had general support for the Policy Statement, while others were strongly opposed to the Policy Statement;
- Don't see how the policies will impact the island;
- Protect people's rights to do what they need to on their own properties, such as cutting trees and building docks;
- Enforcement is a concern – there is no equity in enforcement and asking neighbours to report on one another is concerning;
- Supportive of placing higher priority on protecting and preserving the environment;
- Need clarity of roles in relation to other jurisdictions and levels of government; and
- "Precautionary principle" is not enforceable or adequately defined.

Reconciliation

- General support for reconciliation;
- Concern about the practical influence of Indigenous knowledge and ways of knowing on decision-making;
- Reconciliation should stay within Provincial jurisdiction; and
- Generally supportive of protecting Indigenous heritage as long as there is a balance.

3.11 Salt Spring Island

In-person events on Salt Spring Island included:

- An afternoon community event booth on April 2, 2022 at Fire Hall #2;
- An afternoon community drop-in event on April 3, 2022 at Mahon Hall;
- An all-day community event booth on April 9, 2022 at the Saturday Market; and
- An evening drop-in event on April 10, 2022 at the Harbour House Hotel.

Eighty-six (86) people attended the four events, and the following provides examples of feedback we heard on Salt Spring Island.

Freshwater Stewardship

- Strong support for desalination on the island. A few participants supported a moratorium instead of a ban;
- Support and encourage desalination;
- Engage with First Nations regarding desalination;
- Availability of water is not a concern on Salt Spring Island; and
- Desalination is appropriate in the summer when water use is at its highest.

Coastal and Marine Stewardship

- Some questioned why docks are being targeted;
- Leave docks to the relevant jurisdictions;
- Don't restrict landowners from building single docks;
- Communal docks and more launch points would be helpful;
- Would like to see the salmon come back; and
- Soft shoreline approach does not work. Support for hard seawalls.

Forest Stewardship

- Logging is important for healthy forests;
- Concerned about the forests in general;
- First Nations have been logging for 180 years and don't want to be impacted by the Policy Statement;
- Need to be able to manage trees on private land without permits;
- Don't support tree cutting policy;
- Policy negatively impacts the forestry industry;
- Forests have been clear cut in the past and are constantly generating new growth. Trees are a renewable resource;
- Focus on large commercial clear-cutting instead of private property;
- Province didn't deal with the Pine Beetle issue so trees needed to be clear-cut;
- Forestry supports people's livelihoods; and
- Consider impacts of tree-cutting policy on Indigenous peoples, their economy and reconciliation efforts.

Agricultural Stewardship

- Long-time farmers on the island take exception to being told how to farm and cut trees;
- Perception that the Policy Statement is about getting rid of farming;
- Food shortages are coming so small-scale farming will be important; and
- Although the current Policy Statement recognizes that agriculture is a traditional and valuable activity, that value is now missing in the Draft New Policy Statement.

Housing

- Density impacts water availability;
- Limit size of homes;
- Tax those who aren't full-time residents;
- Consider seniors housing and group housing for the homeless;
- Supportive of affordable housing;
- Supportive of community deciding lot coverage in OCP;
- Not supportive of affordable housing zoning;
- Include height limits in the Policy Statement;
- Allow suites outside of the primary building;
- Support for short-term rentals as they are needed to support tourism and livelihoods;
- Need worker housing; and
- Support live-work commercial zoning.

General Policy Structure

- Don't restrict property owners' rights;
- Consult with the people who have been living on the island for a long time;
- Language is too vague, need more definitions. For example, define "small-scale" and "protected area network";
- Unsure what "highest standards of environmental protection" and "adaptation to climate change" mean;
- Regulations are forcing people off the island;
- People and the community need to be part of the Policy Statement;
- Previous Policy Statement included humans in the ecosystem. The new Policy Statement says humans impact it but are not part of it;

- It's not clear how climate issues are being addressed;
- Employment zones should be named industrial zones;
- The Policy Statement is not easy to read and is too long;
- Directives don't belong in Policy Statement;
- Remove the implementation policy; and
- Preserve and protect the lifestyle – not just the environment and people.

Reconciliation

- Concerned about economic impacts to First Nations;
- Not appropriate to insist on First Nations stewardship as a pre-guided principle;
- Unsure how Indigenous heritage is applied in decision-making; and
- Education needed on Indigenous relations and reconciliation.

Other

- Support selective harvesting on parkland;
- Concern about growing movement to force land to conservancy; and
- Concern about sewage from boats being dumped into the ocean.

3.12 Saturna Island

In-person events on Saturna Island were held April 11, 2022 and included a mid-day community event booth at the General Store, and an evening drop-in event at the Recreation Centre. Forty-four (44) people attended the two events and the following provides examples of feedback we heard on Saturna Island.

Regional Governance

- Confusion about jurisdictions and who is doing what.

Coastal and Marine Stewardship

- Different locations require different treatments – soft shore armouring is not appropriate in all locations;
- Supportive of the proposed dock policy but want to ensure public dock access in emergencies;
- Concerned about a blanket ban on docks. This limits the use of the ocean for recreation purposes;
- The public foreshore is degrading; and
- Banning seawalls doesn't make sense given rising sea levels and winter storms. They also protect roadways, homes and properties.

Freshwater Stewardship

- General support for precautionary principle around desalination and fresh water;
- Approve rainwater as potable water for new developments; and
- Support for desalination.

Forest Stewardship

- Concerns about permits for tree-cutting and the cost involved to bring in experts;
- Some in favour of regulating tree-cutting;
- Do not support tree-cutting policy – need to be able to cut trees if they pose a danger;
- Logging by First Nations is being taken advantage of by logging company;

- Keep the wood for local use;
- Policy Statement needs to be clearer so people aren't afraid of what will happen. People are rushing to cut trees now as they are afraid of what the Policy Statement will be;
- Small-scale clear cutting is needed to support Douglas Firs; and
- People are already cutting trees in a sustainable way.

Agricultural Stewardship

- Farming is not sustainable or regenerative;
- Agricultural policy is unclear as to the impact to individuals and the island; and
- The islands are perfect for growing food.

Housing

- Housing is a priority;
- Need affordable housing for youth and new residents;
- Supportive of affordable housing;
- Opposed to increased density – it's contrary to "preserve and protect";
- Allow houses to be constructed without drawing on the water system;
- The act of providing housing is protecting the environment;
- Locate housing next to amenities, within walking distance; and
- Discourage large homes.

General Policy Structure

- Concerned about "expressing preference" phrasing;
- Some policies reflect an individual's values;
- Feeling that basic freedoms are being eroded;
- Policy Statement needs to be clearer;
- Include case studies to demonstrate how policies work;
- Against any Policy Statement amendments;
- Not supportive of increased budgets;
- Policy Statement needs to recognize the people in the community;
- Include a timeframe for the next review;
- Need to talk about resiliency; and
- Would like clarity on how the Policy Statement impacts the local trust committees.

Reconciliation

- Reconciliation measures should be Indigenous led;
- Balance Indigenous knowing with science in decision-making;
- Building consensus among First Nations will take time;
- Concern about how to navigate reconciliation efforts; and
- More engagement with First Nations is needed.

3.13 South Pender Island

An in-person community event booth was held on South Pender Island on April 13, 2022 at the Church of the Good Shepherd. Fourteen (14) people attended the event and the following provides examples of feedback we heard on South Pender Island.

Regional Governance

- Number of trustees per island doesn't make sense.

Coastal and Marine Stewardship

- Support community docks;
- Concerned about environmental damage caused by docks;
- Support alternatives to shoreline protection to protect homes.

Forest Stewardship

- Support tree removal on private property within limits and small-scale removal;
- The same tree cutting policies should apply to both North and South Pender;
- There may not be old growth left on the island, use another term; and
- Support the ban on clear-cutting.

Agricultural Stewardship

- Support more active agriculture;
- Support for agriculture in the Policy Statement.

Housing

- Supportive of regulations around short-term vacation rentals;
- Short-term rentals make it hard for residents to find housing;
- Need more housing for seniors and youth;
- Set architectural and energy efficiency guidelines for homes;
- Support restricting development; and
- Not supportive of including housing in the Policy Statement.

General Policy Structure

- Generally supportive of the Policy Statement;
- Support equal footing of the environment and people;
- Policy Statement has accelerated a division between residents on the islands leading to polarization;
- There is overlap with other jurisdictions;
- Policy Statement needs definitions; and
- Policy Statement is confusing.

Reconciliation

- Supportive of opportunities to bring Indigenous youth to the Island;
- Unsure what consultation with First Nations means; and
- Unsure what Indigenous food security means to landowners.

Other

- Protect public pathways to the water.

3.14 Thetis Island

In-person events on Thetis Island were held March 20, 2022 and included a mid-day community event booth at the Pub / Post Office, and an evening drop-in event at Forbes Hall. Fourteen (14) people attended the two events and the following provides examples of feedback we heard on Thetis Island.

Regional Governance

- Islands with less development should pay less taxes;
- Have young people shadow Islands Trust decision-making; and
- Islands Trust should work alongside the Department of Fisheries and Oceans.

Coastal and Marine Stewardship

- Promote community docks;
- Support seawalls as they protect eelgrass and middens / cultural heritage;
- Soft shore treatments are not durable; and
- Granite/rock armouring should be allowed.

Freshwater Stewardship

- Explore other options to access fresh water without desalination;
- Concerned about aquifer use;
- Encourage rainwater harvesting. People need to be able to use rainwater when wells run dry; and
- The wording in the Policy Statement is negative against rainwater harvesting.

Forest Stewardship

- Forests are struggling due to tree rot. The trees should have been cut a while ago;
- Need to be able to cut trees on personal property. We pay for our properties so should be able to cut trees as we see fit;
- Clear-cutting is different from land cleaning. Should be able to cut trees to build a house;
- Problem of scale in the language. Clearcutting means 300 acres. One acre is a property owners' right.

Agricultural Stewardship

- Concern about the use of fertilizers making their way to the ocean.

Housing

- Concerned about the number of people who have moved to the island recently;
- Support development and increased density;
- Need housing for young people. If young people aren't able to live on the island there will be no support for seniors;
- Support affordable housing;
- Unsure what affordable housing means; and
- Density should be R1 & R2.

General Policy Structure

- Support “preserve and protect”;
- There should be more enforcement when it comes to protecting beaches;
- There is a lack of bylaw enforcement; and
- Policy 3B should specify Crown land only.

Other

- Freighters are a concern;
- Would like to see community marinas and hub where people can access services and programs; and
- Not able to get business permits on Thetis.

4.0 Virtual Events – Workshops

4.1 Overview of Workshops

Two virtual workshops were offered to residents from the Islands Trust Area to attend via Zoom. Participants were invited to listen to a presentation to learn about the Policy Amendment Project and Draft New Policy Statement and then participate in facilitated small group conversations organized by topic area including:

- Regional Governance and Reconciliation;
- Forest and Agriculture Stewardship;
- Coastal, Marine and Freshwater Stewardship; and
- Housing.

The workshops were held on March 22 and 29, 2022 from 6:00 to 8:00 p.m. and approximately 100 people attended each workshop. Based on feedback received from the first workshop about the event structure and how much time individual participants were provided for small group discussions, modifications were made to the second workshop to include more breakout rooms and to allow people to move more feely between the breakout rooms so they could decide which topics they wanted to discuss and how long to stay in the room.

Below is a high-level summary of what we heard at the workshops.

4.2 Summary of Workshop #1

Regional Governance and Reconciliation

- There was general support for reconciliation, however, some had concerns and questions about how the policies would affect them and decision-making around water, forestry, and land;
- There were questions about the proposed policy amendments relating to reconciliation and how they would be developed and implemented. Specifically, there were questions about the First Nations engagement process and outcomes, and how reconciliation is being handled by different levels of government. It was noted that Islands Trust should consider advice from other levels of governments and experts to help inform the Policy Statement;
- There was some interest in providing opportunities for learning and engagement between Indigenous and non-Indigenous peoples to better understand and work together;
- Some suggested the precautionary principle be removed from the Policy Statement as it is outdated and can be used to ban anything;
- There were questions about the definition of Indigenous ways of knowing, and whether science or Indigenous ways of knowing would be used to make a decision; and
- There was also some concern about the focus on preserving and protecting the environment over consideration of the residents.

Ecosystem Preservation, Forest Stewardship and Agriculture Stewardship

- There was general support for policies that address climate change, protection of ecosystems and forests, and promotion of small-scale agricultural practices;
- Some concerns were shared that the Draft New Policy Statement does not address elements such as the sky component of the climate, fire safety and risk, and rights of residents;
- Participants shared concerns about using the precautionary principle to make decisions and suggested that the Islands Trust should use good data and current peer-reviewed science to make decisions;
- It was noted that the Islands Trust should look at eco-regions for forest management rather than using the Coastal Douglas Fir zone;
- Some suggested allowing agriculture on residential zoned land (with or without a residence); and

- There were some comments about the Draft New Policy Statement being too vague and needing to be better defined. It was specifically noted that "small-scale agriculture" is a vague term and needs to be defined in the Policy Statement so it is understood how the policies would be implemented and how they may impact residents.

Coastal, Marine and Freshwater Stewardship

- There was support for improving the coastal and marine environments, however, many have concerns there are too many policies, that policies are too prohibitive and that they extend beyond the Islands Trust mandate and their responsibility;
- There were concerns about the number of changes proposed and that some of the proposed changes may overlap with Provincial jurisdiction;
- Some were supportive of encouraging communal or shared docks on islands that are not accessible only by boat as too many docks could have a negative impact on the coastal and marine environment. It was also noted that docks are needed for emergency access or evacuation purposes;
- There were mixed views on prohibiting seawalls and hard shoreline armouring as some were concerned their properties would not be as protected with the soft shoreline armouring; and
- There were also questions and concerns about why desalination plants would be prohibited, especially on Islands where there is limited access to freshwater.

Housing

- Participants shared concerns about using the term "compact" in relation to housing on the islands;
- The language in the Draft New Policy Statement does not focus on incentivizing affordable housing or focus on what can be done to remove barriers to encourage affordable housing and improve derelict buildings;
- Many are concerned about availability of long-term rental housing for people living and working on the islands;
- Participants indicated solutions for water and sewer capacity to support new development are needed;
- There were suggestions that secondary suites and tiny homes be considered for affordable housing options; and
- There were questions and concerns about how much more housing is needed / possible / desired on each Island. While participants agreed that more affordable housing was needed, some were concerned about the negative impact that too much housing would have on the Islands.

General Feedback

- Some participants were concerned about the structure and content of the workshop, and specifically with the perception of limited or overly structured opportunities to provide feedback during the workshop. As noted above, a few modifications were made to the format of Workshop #2 in response to this feedback.

4.3 Summary of Workshop #2

Regional Governance and Reconciliation

- There was support for reconciliation initiatives proposed in the Policy Statement, but some had questions about whether the reconciliation initiatives should be separate from the Policy Statement, how they would be achieved, if the language could be better defined and could be better informed by engagement with Indigenous Peoples;
- There was concern about the current governance structure of the Islands Trust and disconnect between the policy, vague and undefined language, and how the policies are implemented in planning practice;
- There were concerns about the lack of collaboration and productive communication between the Islands Trust staff and residents pertaining to bylaw enforcement and development which is divisive;
- Some felt that the proposed amendments to the Policy Statement significantly impacted the rights of landowners, were beyond the Islands Trust jurisdiction and mandate, and duplicated with the responsibilities of other levels of government; and
- It was suggested that Islands Trust staff and elected officials should all have to live on the islands.

Coastal, Marine and Freshwater Stewardship

- There was mixed support for the prohibition of desalination plants. There were questions about why prohibition of desalination plants was being recommended, especially in areas where there was limited access to freshwater. There were also questions about what studies are available to indicate the impact of desalination plants on the environment;
- There was support for the collection of rainwater, especially with new developments, as a supplemental water source;
- There were questions about how freshwater would be protected and what studies and information available about the current freshwater on the Islands and how much freshwater is needed to support future development;
- Some comments were received that were not in favour of the prohibition of new docks and desalination plants or that group moorage / community docks or clear regulations about desalination plants could be considered; and
- Protection measures should be considered to protect the shore, water and rare species.

Agricultural Stewardship

- There was support for small-scale agriculture for local food production and food security as large-scale farming can be detrimental to the environment. However, “small-scale” agriculture should be better defined as it is not clear what that means;
- It was suggested that small-scale farming should be allowed on residential land, community gardens should be permitted within existing regulations, and that there should be no further fragmentation of ALR land;
- It was suggested that accessory buildings or housing for farm workers should be permitted to support small-scale agriculture; and
- It was suggested that more education and collaboration was required between farmers and residents to support farming and local food production.

Ecosystem Preservation and Forest Stewardship

- Participants shared that the preserve and protect mandate should extend to people and their livelihoods, such as protecting farms and jobs, and ensuring their ability to raise families and protect their homes. It was noted that the Draft New Policy Statement reads as if the Islands Trust wants to remove the residents;
- One participant suggested the Policy Statement should include measurable goals;
- Another offered there would be less pushback on the Policy Statement if it stayed within Islands Trust’s mandate;
- It was noted that the risk of fire is extreme at times and residents need to be able to cut trees on their properties to keep their homes safe;
- There was support for banning industrial-scale clear-cutting;
- Participants indicated that policies should be specific to each island and they should be governed by the official community plans that are in place, with one participant sharing that the islands need to stay independent;
- One participant shared there is a need to get away from the polarization of people and the environment;
- The “shall’ directive around the environment and forests is unnecessary and puts local plans at risk; and
- It was noted that the environment is in the midst of a catastrophe, experiencing massive loss of biodiversity and widespread pollution of the natural systems, and that the timing of the Draft New Policy Statement is an opportunity to safeguard the environment.

Housing

- Participants shared that more details were needed on the proposed amendments related to housing to better understand the Draft New Policy Statement;
- There were mixed views on the proposed amendments to the housing policies as they may not encourage affordable housing and that housing should be looked at from the federal level and locally on each Island;
- One participant suggested that the energy efficiency of a home is a more important measure than its size;
- Many participants offered feedback about short-term rentals, with some cautioning that restricting vacation rentals does not necessarily create long-term rentals, and another sharing concerns that the Draft New Policy Statement will make it more difficult to create more affordable rental housing. Some residents indicated they rely on the extra income from their rentals;
- Many participants shared a concern about lack of affordable housing, and that creative solutions will come from the local Islands Trust Areas;
- Some noted that the proposed restrictions will cause supply shortage which will in turn drive up the price of housing. Another commented that the restrictions are causing a housing crisis; and
- Some participants feel that housing does not belong in the Policy Statement as it does not fall within Islands Trust's jurisdiction.

5.0 Virtual Events – Focus Groups

5.1 Focus Groups Summary

Six virtual focus groups were held for residents of the Islands Trust Area to provide more focused discussion opportunities for specific subject matter areas within the Draft New Policy Statement. Focus group attendees were confirmed by invitation, with invitations sent by email to over 150 organizations and community groups who either expressed interest in participating or were identified on the List of Interested and Affected Parties for this project. All respondents who expressed interest in participating did so, providing three to six attendees per session.

The sessions were held virtually by Zoom between April 14 and 21, 2022. The sessions were organized by topic to allow the project team to identify any common themes or differences among participants as they discussed how amendments to the Policy Statement in that specific area may impact their group. While each session had a focus area, participants offered feedback on a range of other areas covered by the Policy Statement, and these are all captured in the summary below in the key theme areas of Regional Governance, Ecosystem Protection, Freshwater Stewardship, Coastal and Marine Stewardship, Forest Stewardship, Agricultural Stewardship, Housing, General Policy Structure, Reconciliation, and Other.

The following table provides a summary of the focus group sessions.

Table 5.1 Summary of Focus Group Sessions

Focus Group Session	Date / Time	Number of participants
Businesses / Contractors / Other Organizations	April 14, 2022 9:00 - 11:00 a.m.	4
Citizen Groups	April 14, 2022 6:00 - 8:00 p.m.	5
Agriculture	April 19, 2022 6:00 - 8:00 p.m.	3
Environmental / Conservancy Organizations	April 20, 2022 3:00 - 5:00 p.m.	4
Youth	April 20, 2022 6:00 - 8:00 p.m.	5
Housing and Social Organizations	April 21, 2022 6:00 - 8:00 p.m.	3

5.2 Businesses, Contractors and Other Organizations

The following sections provide a summary of what was heard at the focus group session with businesses, contractors, and other organizations, held April 14, 2022.

Regional Governance

Islands Trust needs to work with island residents on solutions rather than dictate to them.

Ecosystem Protection

Participants shared the following thoughts about the ecosystem protection aspects of the Draft New Policy Statement:

- It is important to maintain sustainable living and livelihood on the islands;
- There are conflicting values between the Policy Statement and residents;
- Affordable housing and environmental sustainability can both be achieved;
- Islands Trust needs to set achievable goals;

- There is value in community collaboration and climate change education; and
- The Policy Statement is not forward thinking and does not address the consequence of policy initiatives.

Freshwater Stewardship

Overall, participants felt that the wording for this section of the Draft New Policy Statement needs to be clearer and that more research is required to fully understand the fresh water supply challenges in the area as well as potential solutions.

Coastal and Marine Stewardship

Participants shared the following thoughts about the coastal and marine aspects of the Draft New Policy Statement:

- There are too many unnecessary policies;
- The Islands Trust needs to take on more of an advocacy role rather than an enforcement role;
- There needs to be a better explanation for why certain areas are being protected over other coastal and marine areas or resources;
- The policy about docks doesn't make sense;
- Policies about desalination need to be further investigated;
- There is no strong science behind decisions; and
- Wording needs to be clearer.

Agricultural Stewardship

Participants shared the following thoughts about the agricultural stewardship aspect of the Policy Statement:

- Farming is more about ecotourism than food production;
- There are no good solutions to food sustainability on some islands;
- It is important to maintain high quality, sustainable, small-scale agriculture on the islands;
- The Islands Trust does have regulatory authority over this area;
- Aligning this policy with other local policies and bylaws is important;
- There needs to be protection for sustainable living and the livelihoods of local residents; and
- There is some duplication of authority in this policy section.

Housing

Participants felt that the Draft New Policy Statement may have a negative effect on affordable housing by discouraging new development. They also felt there was a deficit in housing in general, not just affordable housing, including seniors accommodations.

General Policy Structure

Participants shared that the document lacks clarity and that many of the policies appear to duplicate the work of other local, Provincial or Federal bodies.

Reconciliation

Participants felt that the approach to First Nations engagement needed to be changed to provide more transparency for all interested and concerned parties. Finally, some participants expressed concern that reconciliation has the potential to slow down or roadblock progress on the islands.

5.3 Citizen Groups

The following sections provide a summary of what was heard at the focus group session with citizen groups, held April 14, 2022.

Regional Governance

Participants felt that the Draft New Policy Statement makes locals feel like they are not good stewards of the islands. They also said that there needs to be more thought put into how to encourage sustainable living and protect local livelihoods. Participants also felt that the Islands Trust may not have the expertise to make decisions on behalf of the islands about specific topics and that there doesn't seem to be strong science behind the Islands Trust's decisions.

Ecosystem Protection

Participants shared the following thoughts about the environmental aspect of the Draft New Policy Statement:

- The terms in this section are not defined clearly or at all;
- Plans for fire management need to be developed for the islands;
- The policy perpetuates fear around climate vulnerability;
- The Islands Trust should focus on strategies that are currently working to manage climate change and build off of those; and
- The Islands Trust should stick to their original mandate.

Freshwater Stewardship

Participants felt that policies about desalination need to be further investigated.

Forest Stewardship

Participants shared the following thoughts about the forest stewardship aspect of the Draft New Policy Statement:

- Things are working well so there is no need to change processes or policies;
- More clarification is needed regarding the need to protect corridors;
- There is no strong science behind the Policy Statement; and
- A forest fire management plan needs to be created.

Agricultural Stewardship

Participants expressed fear that the policy will impede upon local farming rights. Some participants mentioned the need to protect local livelihoods including farming. Generally, participants felt this section needed to include more well-defined terms and that instead of developing a new Policy Statement the Islands Trust should revert back to their original mandate.

Housing

Participants felt the terms within the Draft New Policy Statement were clearly defined but that ultimately the amendments will not support affordable housing.

General Policy Structure

Participants shared the following thoughts about the Draft New Policy Statement in general:

- Guiding principles should be developed, not specific directives;
- The Islands Trust should work with each island to take action;
- The Policy Statement is confusing, poorly written and repetitive;
- There needs to be more focus placed on sustainable living and protection for local livelihoods;

- There is no strong science behind the policies and decisions;
- The Islands Trust should focus on land-use only;
- The Islands Trust does not have the expertise to develop these new policies;
- There needs to be a democratic process implemented for re-writing the Policy Statement;
- There is duplication of authority in many sections of the Policy Statement; and
- The Islands Trust should stick with its original mandate.

Reconciliation

Participants said that the approach the Islands Trust took to engage with First Nations wasn't appropriate and has caused distrust and unease amongst island residents. Some participants expressed fear that the Islands Trust may use reconciliation as an umbrella for other policies.

5.4 Agriculture Organizations

The following sections provide a summary of what was heard at the focus group session with agriculture organizations, held April 19, 2022.

Ecosystem Protection

Participants felt that it was important to state that farmers are concerned about the possible ecological impacts caused by farming and that farmers feel they are important land stewards to the area.

Freshwater Stewardship

Participants felt there were negative assumptions being made in the Policy Statement about how much water farmers use. They also felt that policies about desalination needed to be investigated.

Coastal and Marine Stewardship

Participants felt that emergency evacuation solutions needed to be developed for the islands and that banning private docks in the policy was an overreach for the Islands Trust.

Agricultural Stewardship

Participants shared the following thoughts about the agricultural aspects of the Draft New Policy Statement:

- Terms throughout the Policy Statement are not clearly defined or defined at all, which leaves policies open for interpretation and causes confusion for island residents;
- The document is too long and too detailed;
- Concern that the Islands Trust has removed the Policy Statement acknowledging agriculture as a "valued activity";
- The Islands Trust has a lack of agricultural policy knowledge;
- Clarification is needed regarding jurisdiction and conflict resolution when the Policy Statement overlaps with other levels of government;
- The small-scale farming section of the Policy Statement is poorly defined and too restrictive;
- The Islands Trust should be prioritizing agriculture over development;
- The Agricultural Land Reserve (ALR) is the best form of preserving land in its original state;
- The Islands Trust should not be discouraging land in the ALR; and
- The Islands Trust wants land out of ALR to control it.

Housing

Some participants expressed that they felt this section of the Draft New Policy Statement was reasonable. However, they felt there were some gaps including agri-tourism and affordable housing. Some participants expressed that agro-housing has been addressed in other local bylaws on some islands and that this section of the policy may be in duplication of other local authorities.

General Policy Structure

Participants felt that the Islands Trust may be overlapping or duplicating policies already governed by local, Provincial or Federal authorities. Participants also felt that the Islands Trust should be aligning their policies with other local policies and bylaws. However, some participants stated that they felt that all the islands are different so the Policy Statement needs to be broader. Participants also expressed concern that the Islands Trust was overreaching their jurisdictional bounds.

Reconciliation

Participants shared the following thoughts about the reconciliation aspects of the Draft New Policy Statement:

- There needs to be a broader and more clearly communicated First Nations consultation process;
- Statements regarding reconciliation in the Policy Statement are vague;
- Clarification needed about whether local Indigenous peoples will want access to private lands;
- Provide more opportunities for Indigenous people's involvement in decision-making, including participation in local government;
- Indigenous cultural heritage has not been acknowledged enough locally;
- Research on Indigenous archeological sites is needed;
- Agriculture was being represented as one of the causes of environmental and Indigenous reconciliation challenges on the islands;
- Involve more people from the agriculture industry in the Policy Statement discussion;
- Clarification is needed about the possible impacts of Indigenous access to private properties; and
- Returning Crown land to Indigenous people is a path to reconciliation.

5.5 Environmental and Conservancy Organizations

The following sections provide a summary of what was heard at the focus group session with environmental and conservancy organizations, held April 20, 2022.

Regional Governance

Participants felt that establishing a regional governance structure should be the priority before implementing the Draft New Policy Statement.

Ecosystem Protection

Participants were concerned with the lack of information or plan regarding waste management on the islands. Participants also felt that the Islands Trust's original mandate, to "preserve and protect", should include the well-being and sustainability of both the community and the environment, not the environment alone.

Forest Stewardship

Participants supported the protection of old growth trees and felt the Islands Trust should also explore innovative ways to manage tree cutting rather than completely prohibiting the activity.

Housing

Participants shared the following thoughts about the housing aspects of the Draft New Policy Statement:

- Different islands should have different policies on housing densities;
- Too much housing development will have a negative impact on the environment; and
- Bylaw enforcement is needed to ensure development policies are being followed.

General Policy Structure

Participants shared the following general comments about the Draft New Policy Statement:

- Clear outcomes and measurements of success need to be developed for Policy initiatives;
- Different policies for each island need to be developed to address their unique environmental and community needs;
- There is concern that policies will be approved but not implemented and enforced;
- Terms throughout the Policy Statement are not clearly defined or defined at all, which leaves policies open for interpretation and causes confusion for island residents;
- The Policy Statement needs to be scientifically informed; and
- It is difficult to predict or plan for what challenges the islands will be facing in 2050.

5.6 Youth

The following sections provide a summary of what was heard at the focus group session with youth, held April 20, 2022.

Housing

Participants shared the following thoughts about the housing aspects of the Draft New Policy Statement:

- The charm of the islands is tied to the quiet, rural feel and new development may take away from the local character;
- Policies that address rental dwellings on private properties under 5 acres are too restrictive. The Islands Trust should allow rental properties if the dwelling is considered ‘off the grid’ or does not require water, sewer, and electricity connections;
- Airbnb and other vacation rentals are needed, as the islands have limited accommodation options for tourists;
- Some islands have only one high-density retail area, which can be difficult to access when residential dwellings are dispersed across the islands, some up to an hour's distance or more; and
- Participants expressed wanting to live on the islands for the long-term but felt they may face barriers such as lack of job opportunities or undesirable changes to the character of the islands.

General Policy Structure

Participants wanted more connected and safer bike and trail systems on the islands. Participants also expressed that the sense of community interconnectedness was one of the most valued aspects of island life.

Reconciliation

Participants expressed a desire to incorporate more Indigenous culture into their local communities through interpretive signage and local monuments.

5.7 Housing and Social Organizations

The following sections provide a summary of what was heard at the focus group session with housing and social organizations, held April 20, 2022.

Regional Governance

Participants felt that the Islands Trust should find a better balance in the Policy Statement between social and human needs on the islands, and environmental sustainability.

Freshwater Stewardship

Participants felt that the Province should be the authority over freshwater stewardship. Participants also felt that desalination plants should be prohibited.

Housing

Participants shared the following thoughts about the housing aspects of the Draft New Policy Statement:

- The Islands Trust should be supporting affordable housing development on the islands;
- Increasing the density of specific urban areas would be the best approach to support social needs and environmental sustainability, as opposed to urban sprawl;
- Instead of prohibiting rental home development on private property, each request should be considered on a case-by-case basis, to evaluate the size of the dwelling, feasibility and local need;
- The Islands Trust should better regulate the number of single-family homes to encourage more diverse and affordable housing options. However, participants felt that the term “affordable” needed to be better defined in the Policy Statement and that standards set by CMHC and StatsCan should be used to provide a more credible starting point for housing development statements;
- The Islands Trust may not have the expertise needed to make informed decisions surrounding housing development; and
- Overall, the Islands Trust should reduce barriers to the development of rental properties to improve access to affordable housing options now and in the future.

General Policy Structure

Overall, participants felt that the Islands Trust should prioritize innovative and creative solutions in their Policy Statement to better tackle current and future challenges with housing and environmental sustainability. Participants suggested the possibility of implementing pilot initiatives to explore solutions and gather data on what might work for the islands over the long-term.

Reconciliation

Participants felt that Indigenous engagement on the Draft New Policy Statement should be broader to incorporate all bands. Participants also felt that Policy Statement related to reconciliation should align with other related local bylaws and policies.

6.0 Participant Evaluation

Participants at all in-person and virtual events were provided the opportunity to fill our evaluation forms about the engagement process and events that they had participated in.

A total of 23 evaluation forms with feedback about virtual and in-person events were provided back from event participants. The feedback from these forms is summarized below.

Table 6.1 Summary of Participant Evaluations

Level of Satisfaction	How satisfied are you with today's…				
	Clarity of information provided	Format of today's session	Opportunity to provide my input	Opportunity to hear others' input	Session time
Satisfied	9	11	13	12	14
Somewhat Satisfied	8	7	7	3	3
Somewhat Dissatisfied	2	2	1	2	2
Dissatisfied	2	1	0	2	3

Broadly, participants were satisfied with the clarity of information provided. Some comments included frustration or concern about the high-level nature of the information and the lack of details, but in general the feedback indicated that most participants felt heard and appreciated hearing from other participants at their specific events.

Participants were also broadly satisfied with the format of both virtual and in-person sessions, though some would have appreciated technical support for virtual sessions. In particular, participants appreciated smaller group conversations and the opportunity to speak and ask questions of staff directly.

APPENDIX A
Summary of Project Correspondence

Appendix A - Summary of Project Correspondence

A.1 Overview of Project Correspondence

Throughout the public engagement period, many residents submitted correspondence to Islands Trust to be considered in parallel with the engagement feedback. Examples of correspondence included emails, letters and presentations. The most frequent themes from the correspondence included:

- Balance social, economic and environmental needs;
- There is a desire for sustainable communities, for example: “Sustainability improves the quality of our lives, protects our ecosystem and preserves natural resources for future generations”;
- Some correspondents are concerned that the Policy Statement is too broad and is taking a “one size fits all” approach to governing the islands;
- Correspondents want Islands Trust to work with the community to find solutions, not to dictate to them;
- There is a need for a balance between human needs and environmental needs to create a more holistic approach to sustainable community development on the islands;
- Support for the commitment to engage First Nations and support for reconciliation work;
- Correspondents often mentioned the urgency of climate change;
- Correspondents are concerned about environmental preservation aspects of the Draft New Policy Statement. They felt that these policies were negatively affecting local livelihoods and private property autonomy;
- Correspondents highlighted the housing crisis and need for sustainable solutions;
- Correspondents called for strong scientific data to back up the Policy Statement;
- Correspondents are concerned with jurisdictional overlap; and
- A more thorough and transparent engagement process is needed.

A.2 Detailed Summary of Project Correspondence

The following sections provide a summary of key themes heard through the project correspondence.

Regional Governance

- Correspondents expressed their concerns about land use and development. They shared the importance of balancing social, economic, cultural, and environmental factors when making land use decisions, while aligning with Islands Trust’s mandate to preserve and protect;
- Many correspondents had concern that Islands Trust is expanding its mandate to include climate change, affordable housing, community, and reconciliation. Many of these correspondents considered these new policy mandates as an overreach of jurisdictional authority and bureaucratic and financial capacity:
  - Many requested that Islands Trust remove these policy mandates and return to the original mandate of preserving and protecting the environment;
  - That said, many correspondents also expressed that climate change, affordable housing, community, and reconciliation are not mutually exclusive from preserving and protecting the environment and they felt that all policy mandates worked together to create a livable and sustainable island;
- Some correspondents were concerned that the Islands Trust’s policy mandate is expanding, along with its jurisdictional authority. Some expressed concern that Islands Trust is centralizing their decision-making power and governance. They were concerned that each island held uniqueness and centralizing would cause a loss in island specific land use planning;
- Some correspondents were concerned with the expanding mandates of the Islands Trust and questioned whether Islands Trust staff would have the appropriate expertise and adequate capacity to implement the scope of these policy changes; and
- Some correspondents were concerned about Islands Trust’s financial capacity in terms of policy changes that broaden the Islands Trust mandate and may increase budgetary and taxation needs.

In addition to the general correspondence, a petition including 697 signatures was submitted as correspondence requesting that Islands Trust Council and staff consider a number of revisions to the Draft New Policy Statement. Specifically, the petition includes:

- Support for amendments to address reconciliation and housing affordability;
- Concern about the perceived expansion of regulatory authority, duplication with other levels of government, and potential tax increases;
- Concern about prioritization of governmental and non-governmental organizations over residents;
- Concern about lack of justification for a number of specific restrictions related to private docks, seawalls, desalination plants, forestry management, tree cutting, agriculture, harvest management, and housing size and density;
- Concern about how broad some of the concepts are;
- Recommendation to include policy related to forest fire risk; and
- Support for a glossary of key terms.

Ecosystem Protection

- Many stated a sense of urgency to protect the environment as a priority for the Policy Statement;
- Concern that the Islands Trust's primary objective to preserve and protect the environment is being diluted or lost with the new Policy revisions;
- Many correspondents want the Policy Statement to find a balance between environmental protection and development, specifically around affordable housing;
- Some correspondents were concerned that the Draft New Policy Statement places a higher value on community needs and development than on environmental needs;
- Many correspondents felt that private property rights should not overshadow environmental stewardship and protection;
- Some correspondents asked that Islands Trust limit tourism on the islands to help protect them from environmental degradation and to maintain quality of life for residents; and
- Some correspondents were concerned about the impact that burning wood has on the environment; others were concerned about the negative impact that wood burning restrictions would have on those who heat their homes with wood burning fires.

In addition to the general correspondence, a "Joint Statement on the Draft Islands Trust Policy Revisions" was received from 11 local environmental conservancies as follows:

- Denman Island Conservancy
- Bowen Island Conservancy
- Gabriola Land and Trails Trust
- Galiano Island Conservancy
- Gambier Island Conservancy
- Conservancy Hornby Island
- Lasqueti Island Nature Conservancy
- Mayne Island Conservancy
- Pender Island Conservancy
- Salt Spring Island Conservancy
- Thetis Island Nature Conservancy

The statement received from the conservancy groups included:

- Support for new commitments and policies regarding meaningful engagement with First Nations, inclusion of Indigenous ways of knowing and including consideration of cooperative decision-making, heritage preservation and harvesting rights;
- Support for grounding decision making in best available data, although they recommended revising the statement to read “ground decision-making using credible and best available …”;
- Support for the new policies protecting land, freshwater and marine environments, as well as Islands Trust’s adoption of a precautionary approach in preservation and protection;
- Support the new commitment (4.1.3) to “establish and sustain a network of protected areas throughout the Trust Area, in collaboration with the Islands Trust Conservancy Board…”, noting this is an improvement over the previous commitment “to work towards” a network of protected areas;
- Support for new forest harvesting and tree cutting policies and the commitment to regulate tree-cutting;
- Endorsement of the new provisions for agricultural lands related to sustainable and regenerative practices, scale of operations, and farm class status considerations;
- Concern about the directive policy (6.1.8) “…that growth and development, of any scale or for any purpose, is compact, energy-efficient, sustainable, and appropriately situated in order to minimize greenhouse gas emissions…” may have unintended outcomes resulting in densification in already overburdened village areas and stress on already overused resources;
- Concern that the Islands Trust Object and Its Meaning section of the Policy Statement is de-emphasizing the critical and overarching priority of Trust Council to “preserve and protect” the integrity of the unique amenities and environment of the Islands Trust Area;
- Support having local trust committees and Island Municipalities consider the full Policy Statement prior to making all decisions associated with development proposals or applications;
- Section 1.4 needs to be revised to better convey the urgency and importance of not only protecting valuable and threatened Coastal Douglas Fir ecosystems but also implementing conservation practices that restore, enhance and sustain these systems into the future;
- The new coordinating policy (4.3.9) to advocate for “authority to regulate tree cutting in the Trust Area” requires clarification and strategies to protect old growth and even second growth. The conservancy suggests mapping sensitive areas and maintaining a permit system;
- The specific directive restricting the building of new private docks (4.6.7) is not necessarily compatible with the goal of protecting sensitive coastal waters. They suggest small individual docks make more sense than community docks, and advocate for better dock design;
- Goals and measures should be developed to track progress in the areas of density limits and sustainability, as well as ecological goals for each island and for the Islands Trust Area as a whole;
- Clearly define the following terms: Precautionary Principle, nature-based solutions and sustainable stewardship; and
- Suggestions for a number of revisions to terms in the Policy Statement, including the use of stronger terms such as “ensure” instead of “strive to ensure”, substituting “must” for “should”, and “prohibit” instead of “strive to ensure”.

Freshwater Stewardship

The following concerns were identified most frequently by correspondents:

- Correspondents showed significant concern about the freshwater stewardship section of the Policy Statement, but held contrary perspectives:
  - Some correspondents felt that this section of the Policy Statement was too heavy-handed and limited personal freedoms to manage water;
  - On the other hand, some correspondents expressed that the policy wasn't strong enough in protecting freshwater; for example, some felt that new development would have negative impacts on freshwater supply;
- Some correspondents felt that desalination should be better investigated, and others felt that rainwater capture should be mandatory for use in gardens; and
- Overall, correspondents felt strongly that this section of the Policy Statement needs more public input and scientific investigation to determine the best ways to approach freshwater stewardship on the islands.

Coastal and Marine Stewardship

The following concerns were identified most frequently by correspondents:

- Correspondents mentioned the negative effect the policy changes may have on local dock businesses;
- Some correspondents mentioned that the process to build a dock is already heavily regulated;
- Correspondents expressed concern that limiting docks may affect emergency evacuation options;
- Some correspondents mentioned they currently have difficulty traveling using the public transportation system and that limiting docks would restrict mobility between islands and the mainland for residents;
- Some correspondents supported the updated section in the Draft New Policy Statement;
- Some correspondents felt that the new policy recommendations contradict one another and require further review;
- Some correspondents felt that the Draft New Policy Statement will restrict regular boating routes and mooring locations and negatively affect local connections and culture;
- Some correspondents felt that the seawall and hard structure restrictions in the Draft New Policy Statement don't consider erosion issues some waterfront residential properties face from local boating and ferry traffic; and
- Many correspondents felt the updates in the Draft New Policy Statement were beyond the Islands Trust mandate, duplicating other Provincial and Federal jurisdictions.

Forest Stewardship

The following concerns were identified most frequently by correspondents:

- Some correspondents expressed concern about the amount of tree-cutting on the islands and the negative impact that tree-cutting may have on the environment in the future;
- Some felt the restrictions on tree cutting in the Draft New Policy Statement may negatively affect private landowners and those who cut trees for a living;
- Some correspondents mentioned that they feared without tree cutting limits, landowners will be able to clear cut properties which will negatively affect the already depleted tree sources on the islands; and
- Correspondents also mentioned concerns with jurisdictional overlap with the Provincial and Federal governments, and that the Policy Statement may be creating another unnecessary layer of bureaucracy for island residents and business owners.

Agricultural Stewardship

- Some correspondents stated that they are concerned about the revisions to “agriculture, farming, and livelihoods”;
- Some correspondents expressed their concerns that the Policy Statement is restricting local agricultural practices and farming, such as regenerative farming methods, on the island. They highlighted the value and importance of “on-island” and “local” food systems, the promotion of food security / resilience, access to local food produce, and a “local farm economy”;
- Some correspondents mentioned the urgent need for small-scale and “low carbon” agriculture, specifically in the context of global climate change;
- There were questions about how policy changes regarding agriculture and farming align with the Islands Trust mandate to protect and preserve the environment;
- The Agricultural Land Reserve: Correspondents expressed policy concerns pertaining to the ALR. They did not support a policy which prevents or removes agriculture and farming as a legitimate land use; and
- Indigenous Food Sovereignty: Along with general concerns regarding sustainable agriculture and farming on islands, correspondents acknowledged the importance of land use for traditional and ancestral First Nations practices, such as growing and harvesting food on the islands. They felt that First Nations should be consulted on this issue.

Climate Change & Emergency Management

- Climate Change in Policy & Planning: Many correspondents expressed they were pleased to see “Climate Change” incorporated into the Policy Statement:
- IT mandate & Climate Change Action: Many felt that climate adaptation, resilience, and mitigation strongly aligned with Islands Trust’s mandate to preserve and protect the environment and unique amenities. Many correspondents expressed the need to include a call to action for ecosystem and human survival:
  - A call to action was highlighted by many. They believe that directives should speak to how precisely Islands Trust can play a role in, for example reducing greenhouse gas emissions or ensuring fresh water supply;
  - However, some correspondents questioned the ability of Islands Trust to enact climate action and questioned their jurisdictional ability to take concerted action;
- Extreme Environmental Events: Correspondents highlighted the importance of climate change directives and a call to urgent action in policy, considering past and recent extreme weather and environmental events affecting social, cultural, and economic life on the islands:
  - Many correspondents highlighted a wide range of examples of how climate change is affecting their lives. To name some examples, residents described extreme weather events such as the BC wildfires, drought, and the 2021 ‘heat dome’ that caused heat-related deaths;
  - Others described slow onset effects of climate change, such as sea level rise and ocean acidification, significantly affecting small island communities;
  - Many correspondents described the issue of fresh water supply and water insecurity;
  - BC Wildfires & Firesmart Principles: Some correspondents noted that there was no mention of wildfires and suggested including “fire smart” principles and forest fire management and responses in the Policy Statement;
- Stewardship & Climate Emergency: Some correspondents used the term “climate emergency” to describe their experience of climate change. The need for urgent and swift action to mitigate ecological and human loss and ensure survival was a key theme. Many used the term “stewardship” to refer to human responsibility to protect and preserve the islands and respond to climate change;
- Economic Activity: Many correspondents stated their concern with economic activities on the islands that were harmful to the environment;
- Intersecting themes: Several interrelated themes arose that intersected with climate change mitigation and resilience such as water access, forest and tree management, sustainable agriculture, human health and wellbeing, coastal and marine stewardship, and reconciliation; and

- Reconciliation & Climate Change: Some correspondents acknowledged the value of Indigenous knowledge systems and teachings as helpful contributors to climate mitigation and adaptation. They viewed reconciliation and meaningful and authentic relationship building with local First Nations and Indigenous peoples as part of the work towards ensuring sustainability and stewardship of the land.

Sustainable Communities

- Correspondents expressed the importance of Islands Trust supporting innovative approaches to sustainable communities to ensure local people can continue to live on the islands while creating a clear path for environmental preservation; and
- Some correspondents expressed concern about "community health and wellness" being removed from the Policy Statement. Others felt that the Islands Trust mandate and policy should remove community health and wellness because it was out of Islands Trust's policy scope.

Housing

- Many correspondents were concerned that "affordable housing" could be removed from the new Islands Trust Policy Statement. Many felt that creating safe, secure, affordable housing options is a priority;
- Many correspondents shared the sentiment that creative housing solutions were urgently needed to sustain island communities;
- Some correspondents shared concerns about the development of short-term vacation rentals, development permits for large housing sizes, and rapid growth of island tourism. Some mentioned concern for residential density and a need to limit and regulate development on islands;
- Some correspondents highlighted that affordable housing and preserving and protecting the environment were not mutually exclusive policy areas. Housing and environment were stated as integral policy areas to create sustainable and healthy island communities;
- Service Workers: Some correspondents highlighted the issue of housing for service workers. They acknowledged that the lack of affordable housing options creates socio-economic issues and barriers to attract specific workers to island communities. For example, many service workers face long commutes to serve seniors and tourists in the community;
- Youth: Some correspondents were concerned that there was a lack of affordable housing for youth and observed youth leaving island communities due to a lack of housing options;
- Seniors: Some correspondents were concerned that many seniors struggled to find affordable and appropriate housing options on the islands;
- Year-Round, Low Income Rental Housing: Some correspondents shared that diversifying housing options such as prioritizing year-round, lower income rental housing would create more affordable housing in the area;
- Some correspondents expressed concerns that Islands Trust policy is expanding to include housing:
  - Some questioned the capacity (financial etc.) to enact housing policy and suggested removing it;
  - Some stated that adding housing into the Trust Policy Statement was either outside of the jurisdictional authority of Islands Trust or a duplication of the work of other levels of government;
  - That said, other correspondents were in favour of housing as an Islands Trust policy area and called for Islands Trust to work in partnership with other levels of government, including Indigenous governments; and
- Some correspondents mentioned that Islands Trust should review residential zoning and bylaw policies regarding the development of mega mansions, short-term vacation rentals, and residential density as well as other particular housing priorities, such as labour / housing shortages, rental housing, family friendly housing and others.

Engagement Process

Some correspondents found the engagement process itself to be problematic. The following concerns were identified most frequently by correspondents:

- Some correspondents suggested that there was not enough time for residents and local organizations to review and respond to the policy changes;
- Some correspondents suggested that the engagement process was flawed by not being thorough enough;
- Some correspondents didn't feel the Policy Statement was properly circulated to governmental, Indigenous and special interest groups;
- Some correspondents felt that there were too many issues being addressed at the same time, and because of this more time for public understanding and review was required in the engagement process;
- Correspondents identified barriers that may have affected participation including residents not receiving mail outs, not having computer access, and an inability to attend or cancellation of in-person engagements due to pandemic restrictions;
- Correspondents often used the same language "lack of meaningful consultation" when describing their unhappiness with the process;
- Some correspondents felt that engagement should have been conducted before a draft policy was created;
- Some identified that input from part-time residents may not have been captured due to their inconsistent presence on the islands;
- Some correspondents felt that the Policy Statement was being rushed with little public consultation to enable Islands Trust to enact a specific agenda; and
- Correspondents expressed concern regarding what they felt were excessive costs invested in the consultation process

General Policy Structure

- Some correspondents felt the changes to the Policy Statement were timely as a lot has changed since the last revision 25 years ago with regards to environmental concerns, the evolution of the islands and the housing market;
- Some correspondents felt the revisions were positive because they focused on increasing environmental preservation and protection along with new importance on incorporating and protecting local Indigenous culture;
- Many correspondents noted that the wording of the policy and lack of clear or consistent definitions made the Policy Statement difficult to understand and/or interpret; and
- Correspondents wanted updates to the term "unique amenities" to include both the community and the environment.

Lack of Jurisdictional Authority

- Some correspondents expressed concern that Islands Trust would be unable to implement the policy because much of it, they felt, was out of the Islands Trust's jurisdiction;
- Some correspondents said that the policy should be implemented through local bylaws only;
- Some correspondents expressed concern over the cost of implementing the new policy;
- Some correspondents felt that more senior or parallel levels of government have the mandates and resources to better address more complex issues and provide superior and more effective social, environmental and governance solutions at less cost;
- Some correspondents felt that Islands Trust should stick with their mandate to manage land use; and
- Correspondents expressed that the updated Policy Statement overreaches the mandate of the Islands Trust into areas which they feel are currently competently managed by various departments of the Provincial government, and many of which supersede the rights of private property owners.

Policy Change Issues

- Some correspondents felt that the Draft New Policy Statement includes language changes that do not consider the unique needs of each of the islands, for example using the term “shall” instead of “should”
- The Draft New Policy Statement changes do not support the Islands Trust mandate to ‘preserve and protect’.
- Some correspondents felt that several of the new policies are not in alignment with local area bylaws; and
- The Policy Statement should establish a balance between the demands of the built environment and needs of the natural environment.

Reconciliation

- Correspondents recognized that Islands Trust is located on the unceded, ancestral, and traditional territories of the Coast Salish peoples;
- Some correspondents recognized that the islands are the lands where First Nations have significant cultural heritage and roots, such as cultural and spiritual sites, artifacts, place names, as well as culturally significant species and traditional lands for harvesting;
- Some correspondents recognized the past and present historical impacts of “colonialism” and “paternalism” and the potential for Islands Trust policy changes and process to continue to carry out this legacy;
- Some correspondents expressed gratitude for the efforts to include reconciliation in the Policy Statement given the Truth and Reconciliation Commission, the Calls to Action and the implementation of provincial (DRIPA), federal, and international policies (UNDRIP);
- Some correspondents appreciated the Islands Trust’s efforts to include “reconciliation” as a focus area in Policy Statement. That said, some also questioned the jurisdictional authority of the Islands Trust in terms of implementing reconciliation as a policy mandate;
- Some correspondents were unsure if and how Indigenous peoples and local First Nations were involved in developing policies. They commented that Indigenous peoples should be actively, meaningfully, and authentically engaged and consulted in policy development;
- Some correspondents were concerned that policies and planning processes were “settler centric” and not authentically involving local Indigenous leaders and First Nations in leadership and decision making, as well as interpretation of policy;
- Some correspondents advocated for a policy that ensures the provision of safe, secure and affordable Indigenous housing;
- Some correspondents expressed concern regarding the development and building occurring on the unceded, ancestral, and traditional territories of the Coast Salish people. They shared the opinion that a first step before more development occurs is the implementation of First Nations Treaty settlements;
- Some correspondents acknowledged local First Nations as “rights holders”. They recognized Indigenous governance and their right to self-determination of land use and the preservation and revitalization of cultural heritage; and
- Correspondents voiced support for meaningful engagement with Indigenous people on the islands, however some correspondents expressed concern that the approach taken by Islands Trust of separate engagement events with Indigenous people didn’t provide opportunities for sharing local perspective or process transparency with other residents.

APPENDIX B
Summary of Delegation Presentations

Appendix B - Summary of Delegation Presentations

B.1 Overview of Delegation Presentations

Trust Council offers the opportunity for Island Trust Area residents and organizations to undertake Delegation Presentations. Between January 1, 2021 and April 17, 2022, a total of 16 Delegation Presentations were made to Trust Council about the Draft New Policy Statement and process. An archive of all Delegation Presentations is available on the Islands 2050 project website https://islandstrust.bc.ca/programs/islands-2050/, under "Delegation Presentations" under the Project Library heading. The following section provides a brief summary of the Delegation Presentations.

B.2 Detailed Summary of Delegation Presentations

The following sections provide a summary of key themes heard from the Delegation Presentations.

Regional Governance

The delegation presentations expressed the following concerns and recommendations for the regional governance section of the Policy Statement:

- Concern about the top-heavy bureaucracy of the Islands Trust Council that is not representative of its electors;
- Recommend revising the governance structure so that the Islands Trust can ensure that the 'preserve and protect' mandate is effective in practice;
- Concern about the Islands Trust federal governance structure and that land use planning for local Islands Trust Areas has come to take precedence over Trust Council and other Islands Trust Area services. The consequence of this approach is that the checks and balances with the federal governance model and oversight are lost;
- Recommend that Islands Trust implement the two-level, hierarchical federal governance structure established by the Act, with oversight of local area land-use planning by expert staff in the necessary disciplines. This will guide rural environmental land-use planning on the islands, as opposed to planning for mainland urban growth;
- Recommend a regional governance approach that will uphold the Islands Trust Object and honour regional commitments to reconciliation and climate change;
- Concern about the expansion of the regulatory / geographic scope of the Trust;
- Concern about duplication of regulatory / management roles with other levels of government;
- Concern about the lack of justification or explanation for restrictions or bans, for example, restrictions placed on private docks, seawalls, desalinization plants, forestry management, tree cutting, agriculture, harvest management, housing density and house size;
- Concern about the increased cost and associated tax increases to implement the updated Policy Statement; and
- Concern that the budget allocated to local planning services will minimize the effectiveness at the federal governance level.

Ecosystem Protection

The delegation presentations expressed the following concerns and recommendations for the ecosystem protection section of the Policy Statement:

- Include experts such as scientists and traditional knowledge holders in environmental decision-making;
- Delegations expressed support for the policy's effective preservation and protection policies;
- Recommend taking steps toward recognizing the rights of nature within the Islands Trust Area;

- Recommend strengthening environmental protection policy by working with the Province and Federal jurisdictions to find alignment;
- A petition including 500 signatures was submitted to Islands Trust Council requesting that Trustees and Islands Trust staff give clear priority to the protection of the natural environment in its revision of the Draft New Policy Statement and all its land-use decision-making. Specifically, the petition requests that the Trust Policy Statement effectively implements the following policies:
  - That the Islands Trust's top priority is to protect the natural environment of the islands and surrounding waters and to preserve rural character;
  - That no further rezoning be allowed in areas where overall ecosystem health is threatened, or where the quantity or quality of freshwater supplies for already approved development may be adversely affected;
  - That all decisions relating to more intensive use of land and water be guided by independent, up-to-date scientific data and traditional Indigenous practices; and
  - It was recommended that Trust Council consider public input, use a fact-first approach, rely less on advocacy group promotions, align with Federal Support for Ecoregions, do due diligence on the Status of Environment Risk and biodiversity and focus on the 3 main problems of wildfire risk, deer browse and abandoned boats.

Freshwater Stewardship

The delegation presentations expressed the following concerns and recommendations for the freshwater stewardship section of the Policy Statement:

- Concern about the pressure on water supply due to the demands for intensified land use and residential development. Suggest there should be more attention in the Present Context to the continuing & accelerating development threats to the Islands Trust Area's environment, sensitive ecosystem, and limited resources;
- Concern about the negative impact new developments may have on freshwater availability for adjacent residents and wells;
- Recommend that when applications for commercial water licenses are issued, Ministry of Forestry, Lands, Natural Resource Operations and Rural Development should be asked to assess the cumulative effect of the requests, providing clear evidence that any already-occurring water problems have been investigated; and
- Recommend that Islands Trust Council thoroughly investigate current and future projections for freshwater resources on the islands.

Coastal and Marine Stewardship

The delegation presentations provided the following recommendation for the coastal and marine stewardship section of the Policy Statement:

- Recommend that Islands Trust consider working together with First Nations to restore lands and culture using nature-based climate solutions through reconciliation-driven terrestrial and marine-based restoration and stewardship in the Salish Sea.

Forest Stewardship

The delegation presentations expressed the following concerns and recommendations for the forest stewardship section of the Policy Statement:

- Better define "sustainable forestry" and explore options for value-added forestry practices within the Islands Trust Area;
- Revise the tree-cutting section as it is too vague and difficult to interpret;
- Recommend working with the provincial government to establish development permit areas to protect the forest and regulate forest practices on private lands;
- Clarify the power of local governments to enforce development area requirements;
- Enhance Islands Trust's jurisdiction over tree-cutting bylaws to allow for forestry protection measures on privately managed forest lands; and

- Include more about forest fire risk and management.

Agricultural Stewardship

The delegation presentations provided the following recommendation for the agricultural stewardship section of the Policy Statement:

- Implement security measures for the Islands Trust Area agricultural lands, given the effects of a climate emergency and the threat of the ongoing pandemic.

Housing

The delegation presentations expressed the following concerns and recommendations for the housing section of the Policy Statement:

- Recommend that the inclusion of affordable housing should be removed from the three high-level sections of the Trust Policy Statement: Present Context (1.3); Islands Trust Object and Meaning (1.4) and Affordable Housing (Part 6). Affordable housing is outside the legislated object of the Islands Trust, thus making directive policies challenging to formulate and implement;
- Recommend that solutions to the affordable housing crisis fall within the authority of the Provincial and Federal governments;
- Concern that identifying locations for increased density does not translate into affordable housing;
- Some delegations noted that identifying appropriate floor area and lot coverage for residential development can be beneficial for minimizing greenhouse gas emissions, reducing natural habitat loss, and maintaining local character, however, they do not translate into an increased stock of affordable and available housing;
- The Policy Statement addresses the issue of short-term vacation rentals so that support is there for the work of local trust committees to strengthen their OCPs and LUBs in ways that discourage short-term vacation rentals and encourage long-term housing rentals; and
- Suggested that the Provincial and Federal governments address and remediate the housing crisis.

Land Use and Development

The delegation presentations provided the following recommendations for the land use and development considerations in the Policy Statement:

- Improve understanding of “limitations of the natural environment” before approval of additional development;
- Consider floor area restrictions and a basal area strategy to replace trees felled for development; and
- Recommend that the entire process of land-use planning, from application to the bylaw, should be accountable to the Trust Object and directive Islands Trust Area policies.

Engagement Process

The delegation presentations expressed the following concerns and recommendations for the engagement process:

- Recommend that Islands Trust consider how the history of the Trust can inform its future, understand what the pathways forward are and understand the importance of language and listening;
- Concern and questions about why the engagement was conducted on the draft vs. the final intentions of the Trust Council;
- Concern about the minimal role of Indigenous People and Residents vs. Governments and Non-governmental Organizations;
- Correspondents expressed support for the Islands Trust in achieving its mandate, but more public and stakeholder feedback is needed to strengthen the work of the Trust Council; and
- Take a more thorough record of what was said and what was done in Trust Council meetings.

General Policy Structure

The delegation presentations provided the following recommendations for the general structure of the Policy Statement:

- Reframe language to better reflect the values and the “preserve and protect” mandate of the Islands Trust;
- Clarify the language used to describe the governance structure of the Islands Trust;
- Concern that local area jurisdictions could select new Islands Trust Area policies to suit their needs and set aside those that don’t, which negates the federal model of the Trust Act;
- Clearer wording is needed in the Policy Statement such as the use of “shall” rather than “should”, to create a stronger policy that cannot easily be manipulated or misinterpreted;
- Edit the Policy Statement to include a glossary and consistent use of defined terms;
- Recommend that words like “residential density” and “environment” be defined in the Policy Statement to ensure policy clarity;
- Delegations noted that there is a considerable improvement in the clarity of intent and purpose of the Draft New Policy Statement versus prior versions;
- Recommend the inclusion of language such as, “Climate and Biodiversity Crises” and “Restoration and Adaptive Management” in Part 4: Ecosystem Preservation and Protection.

Proposed Policy Revisions

- Revise the Policy Statement so it directly informs the day-to-day business of Trust bodies with Islands Trust Area policies;
- Revise the current bylaw to be more compact, unambiguous, and sufficient as a regional plan to guide Islands Trust Area local policy and regulation;
- Delegations identified several positive changes in the Draft New Policy Statement regarding reconciliation, housing, and climate change but the number of additions, modifications and bans was concerning;
- Clarify how the Policy Statement will impact or mandate revisions to the Official Community Plans; and
- Improve the structure of the Draft New Policy Statement by removing unnecessary division of how the policies are organized in the document.

Directives

The following are concerns and recommendations regarding directives in the Policy Statement:

- Demonstrate more direction and transparency in the land-use planning process, in terms of how it connects back to Islands Trust’s policy objectives and directives;
- Implement processes that prevent directive policies from interfering with the Trust Object;
- Concern that policy directives are ambiguous and compromise the preserve and protect mandate; and
- Recommend Islands Trust implement planning tools and measures to commit the islands to curb environmental and cultural heritage loss and degradation. The Islands Trust has an established priority (the Act), and a plan (the Mandate). The islands require explicit prescriptive directive policies to be developed as the next step to enacting the Trust Object.

Reconciliation

The following are concerns and recommendations for the reconciliation section of the Policy Statement:

- Recommend updating the Policy Statement to include an acknowledgement of Islands Trust Area as the Traditional Territory of Coast Salish Nations; and
- Some Delegations expressed support for the Draft New Policy Statement in its mission to preserve the integrity of the environment and Indigenous cultural heritage in all decision-making and where necessary limit the rate and scale of growth and development.

Print Date: May 12, 2022

Top Priorities Report

Financial Planning Committee

1. *Budget 2023/24: Draft 1 Review*	Responsible	Dates
Review Draft 1, version 1 of the 2023/24 budget on October 12, 2022 Review Draft 1, version 2 of the 2023/24 budget on November 30, 2022	Clare Frater David Marlor Julia Mobbs	Rec'd: 01-Jun-2022 Target: 01-Dec-2022

2. *Budget 2023/24 Public Consultation: Planning*	Responsible	Dates
Discussion of the Public Consultation plan begins at FPC's August meeting each year. Review of planned consultation materials and engagement platforms will continue at FPC's January meeting prior to consultation initiation that same month.	Clare Frater	Rec'd: 01-Jun-2022 Target: 01-Jan-2023

3. *Financial Policy Review*	Responsible	Dates
Review selected Trust Council financial policies: ·6.5.2 Budget Control and Adjustment Authority ·6.3.2 Special Property Tax Requisitions ·7.2.1 Trustee Remuneration	Julia Mobbs	Rec'd: 16-Feb-2022 Target: 20-Sep-2022

Administrative Services Report
Prepared on: May 25, 2022

1. GENERAL & FPC

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

- **Budget 2022/23 Completion**: The Trust Council (TC)-approved financial plan bylaw was forwarded to the Minister who has issued approval. TC has successfully adopted the bylaw and the new budget is in play for the current fiscal year. Tax requisitions have been submitted to the Surveyor of Taxes and to Bowen Island Municipality.
- **2022/23 Financial Statement Audit**: We have completed the financial statement audits for the Islands Trust and the Islands Trust Conservancy, with a clean audit report issued by KPMG LLP on both sets of financial statements. Closing of the books and preparation of both sets of financial statements takes place in the month immediately following year-end, and the auditors complete their fieldwork for both entities in one week at the start of May. This is an extremely quick turnaround for finance staff and for the auditors. We acknowledge the incredible efforts put forward by both parties to achieve the Trust's timelines.
- **2022/23 Allocated Financial Statements**: The allocated financial statements have historically been prepared in the summer subsequent to the year-end audit, with presentation to FPC and TC in August and September respectively. Staff have been able to complete these allocated statements in earlier in the current year, and plan to aim for this in future years where possible as it makes sense to review these allocated FS in conjunction with the audited FS.

Additional work currently underway with and by FPC:

- A review of standard timelines for the annual budget public consultation period is underway in response to feedback that the comment period may be more useful earlier in the budget cycle. FPC initiated this review at their June meeting and directed staff to come forward with further recommendations at their next meeting in August.
- A review of cost recovery options for time spent by Trust staff reviewing building permits will continue in coming months. FPC has reviewed an initial report from planning management staff in February 2022 and directed them to connect with regional districts to explore possible arrangements. FPC will review identified options at an upcoming meeting.

The next FPC meeting will be held in August 2022 with a focus on the start of the 2023/24 budget cycle, specifically regarding assumptions and principles to be applied in the budget for next year. A plan to review select financial policies at this meeting is also in the works.

2. FINANCE

In addition to ongoing regular financial administration, the finance team finalised the preparation of the financial statement package for the auditors, prepared for and now completed the year-end audit with KPMG LLP.

Finance staff continue to provide coverage for specific human resource and administrative duties in the face of staff capacity pressures in that area. They continue to orient new staff (there are many!) on financial processes relevant to their work at the Trust, such as proper submission of electronic expense claims, travel reimbursements, and procurement practices.

The start of the each fiscal year and a new budget brings a flurry of procurement processes and contract drafting; this year has been no different. Since our last report, the following public procurement processes have been undertaken by the Province in conjunction with Islands Trust staff:

- Orth-photography Acquisition for Lasqueti Island - RFP closed April 14, 2022
- Islands Trust Area Groundwater Recharge Mapping - RFP closed May 5, 2022
- Community Engagement for Gambier Island: Official Community Plan and Land Use Bylaw Targeted Review - RFP closed May 6, 2022
- Development Application Approvals Software Solution - RFP closed May 27, 2022

3. EMPLOYEE SERVICES/HUMAN RESOURCES (HR)

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

~ Carmen Thiel, Legislative Services Manager, retired in March 2022 after a brilliant 22 year career with the Islands Trust. We will miss Carmen but wish her well in her retirement adventures!

~ David Marlor has transitioned to the role of Director, Legislative Services, effective May 1, 2022 to fill the void left by Carmen Thiel. David's vast knowledge and experience with regulatory, legal and legislative policy along with his understanding of Islands Trust processes make him a great fit for this position.

~ Lisa Wilcox, Senior Intergovernmental Policy Advisor (SIPA), left Islands Trust on April 8, 2022 to take on a new role with Arc'teryx as their Truth and Reconciliation Lead in North Vancouver. We are grateful for the lasting impact Lisa and her work have had on the Trust's reconciliation efforts and acknowledge filling this now-vacant position will be no small feat. Staff are taking this opportunity to review the current job profile of the SIPA position to ensure it appropriately reflects the Trust's current needs, and properly incorporates things we have learned in our reconciliation journey over the last few years. A hiring competition for this role will be initiated at the completion of this position review.

~ Stefan Cermak, Salt Spring Island Regional Planning Manager has accepted a new job as the Manager of Development Services at the Cowichan Valley Regional District. His last day with the Trust was April 22, 2022 after serving the Trust for 12 years! Stefan's absence has indeed been felt across the organisation, but we wish him great success in his new role at the RD.

- Louisa Garbo has taken on the task of temporarily filling in for the SSI Regional Planning Manager position as of May 2, 2022. Louisa has a wealth of previous management experience to bring to the role and her willingness to step up to backfill this position is appreciated.

- With Louisa in the role of acting SSI RPM, Geordie Gordon has taken on the role of acting Island Planner as of May 2, 2022. This is an excellent time to provide growth opportunities for staff and we are grateful that Geordie has been willing to step into a new position to keep work moving along smoothly for SSI.

- Anthony Fotino joined the local planning team on May 9, 2022 as temporary Island Planner. Anthony is a recent Masters graduate of Queen's University's School of Urban and Regional Planning. Anthony will be working in the Victoria office as part of the Southern team.

- Aislyn King was welcomed to the Conservancy team on May 9, 2022 and will be with us through the summer co-op period. Aislyn is a fourth year University of Victoria student working towards a Bachelor of Science in Geography minoring in Environmental Studies. Aislyn will be assisting ITC with property monitoring, habitat restoration as well as GIS and mapping work.

- Charly Caproff joined the planning team on May 16, 2022 as the new planning technician, filling the vacancy left by Stephen Bough who has transitioned into the Planner 2 role with the Northern team. Charly is currently living on Salt Spring Island and will be working out of the office located there.

- Olivia Richardson was welcomed to the Bylaw Enforcement team on May 17, 2022 for the summer co-op period. Oliva is a fourth year student at Thompson Rivers University where she is pursuing a Bachelor of Arts degree majoring in Geography and Environmental Studies and minoring in Political Studies. Olivia will be working on short-term vacation rental research, primarily for the Salt Spring Island local trust area.

- Peter Dougan joined the planning team on May 25, 2022 in the role of Planning Technician. Peter holds a GIS certificate in environmental literacy, a bachelor's in geography, and a post-degree diploma in Applied Urban Planning.

- Wanda Boden joined the team on May 30, 2022 in the role of Acting Director of Administrative Services, filling in for Julia Mobbs who is taking extended leave. Wanda has previous experience with the Islands Trust as part of the KPMG audit team and has provincial government experience as the Director of Financial Planning & Reporting for the Ministry of Agriculture and Ministry of Environment and Climate Change Strategy.

We are currently in the process of hiring for three vacant positions:

- Director, Local Planning Services, posting closed June 8, 2022
- Administrative Services Administrative Assistant, posting closed June 3, 2022
- Planning Services Administrative Assistant, posting closed June 3, 2022

Our All Staff Meeting this quarter took place on March 17, 2022 and was conducted as a virtual Zoom meeting as has been regular practice for the last two or so years. Russ Hotsenpiller, CAO provided staff with an update on Trust Council activities and the communicable disease plan, and presented quarterly awards and recognition to staff. The management team provided updates to staff on initiatives and current activities in their respective areas of oversight. In the afternoon, an external trainer secured via Camosun College's Continued Professional Studies & Industry Training

(ProSIT) program joined the meeting to deliver a training session for staff titled 'Tips & Tricks for efficiencies in Excel and Outlook'. The session was a hit with staff and received positive feedback from all. We hope to engage with ProSIT again in the future to provide similar training sessions with the aim to elevate organisation skill sets associated with our common business tools. The next all staff meeting will be in late June and will be the first in-person all staff meeting since the start of the pandemic in March 2020. We look forward to the reunion!

4. INFORMATION SERVICES (IS)

Information Services continues to support a hybrid workforce, eve-y changing meeting formats, and ongoing service improvements.

Specific project milestones completed over the last quarter include:

- Successful installation of a helpdesk ticket system. This new system includes a portal for housing tech-related 'how-to' documents and FAQs to provide a one-stop shop for staff to either solve tech problems themselves or reach out to the team for assistance.
- Initiation of the annual laptop refresh. Returned hardware have been redirected to the pool of loaner devices which allows for uninterrupted work when broken machines are being worked on, allows staff without laptops to work remotely when needed, and provides device options to lean on for temporary staff where purchasing new machines doesn't make sense.

Continued focus is directed towards the following:

- Procurement for the corporate server and backup system is underway via Invitation to Quote. This installation is planned for summer 2022.
- Microsoft Exchange (email server software) upgrade anticipated for September 2022.
- Ongoing improvements to new website, via the implementation of a new search engine for WordPress, designed to greatly improve document search performance.
- Succession planning for the Information Systems Coordinator position continues, with the retirement of Dave Beeston looming. Discussions regarding the optimal use of staff time versus contractor time for the work this role performs is underway.
- The RFP for a new planning application system install as part of the Local Government Development Application Processing (LGDAP) grant has been issued, and submissions are now under review. Current timelines would see the project initiated by the end of June 2022. The IS team is working direction with the Director, Planning Services on this initiative.
- Annual Orthophoto (map) acquisition for Lasqueti Island and Bowen Island Municipality (BIM) is scheduled in the current fiscal year. Lasqueti's images are secured via Trust procurement process as mentioned by finance, with the acquisition of BIM information being coordinated by Metro Vancouver who then shares the data with Islands Trust. Data delivery anticipated by September 2022.

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 22, 2022
From:	Audit Committee	**Date Prepared:**	May 26, 2022

SUBJECT: MARCH 31, 2022 AUDITED FINANCIAL STATEMENTS AND AUDIT REPORT

RECOMMENDATION:
That Trust Council approve the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets, and the Statement of Cash Flows for the year ended March 31, 2022.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
The Independent Auditor's report indicates that, in their opinion, the financial statements present fairly, in all material aspects, the financial position of the Islands Trust as at March 31, 2022.

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

2 BACKGROUND:
The Audit Committee reviews the year-end audited financial statements and auditor's report with the external auditors, KPMG LLP, on an annual basis and forwards the audited financial statements to Trust Council for their approval.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: None**.**

FINANCIAL: None**.**

POLICY: None**.**

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

FIRST NATIONS: None.

OTHER: None.

4 RELEVANT POLICY(S):

Islands Trust Council Bylaw No. 181

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

5 ATTACHMENT(S):

- Islands Trust March 31, 2022 Audited Financial Statements

RESPONSE OPTIONS

Recommendation:
That Trust Council approve the audited financial statements of the Islands Trust including the Statement of Financial Position, the Statement of Operations, the Statement of Changes in Net Financial Assets, and the Statement of Cash Flows for the year ended March 31, 2022.

Alternative: None.

Prepared By: Director, Administrative Services
Reviewed By: Russ Hotsenpiller, Chief Administrative Officer
Audit Committee/June 1, 2022

Financial Statements of

ISLANDS TRUST

Year ended March 31, 2022

ISLANDS TRUST

Financial Statements

Year ended March 31, 2022

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MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

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

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

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

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

Chief Administrative Officer	*Director, Administrative Services*

INDEPENDENT AUDITORS' REPORT

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

Opinion

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

- the statement of financial position as at March 31, 2022
- the statement of operations for the year then ended
- the statement of change in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

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

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Islands Trust as at March 31, 2022, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

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

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

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

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

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

Auditors' Responsibilities for the Audit of the Financial Statements

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

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

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

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

We also:

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

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

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

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

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

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

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

Chartered Professional Accountants

Victoria, Canada
_____, 2022

ISLANDS TRUST

Statement of Financial Position

March 31, 2022, with comparative information for 2021

	2022	2021
Financial assets:		
Cash and cash equivalents (note 2)	$3,558,169	$ 4,806,743
Accounts receivable	192,573	208,046
Investments (note 3)	1,202,607	-
	4,953,349	5,014,789
Liabilities:		
Accounts payable and accrued liabilities	900,909	776,043
Wages and benefits payable	1,450,243	1,418,674
Deferred revenue	203,591	159,144
Employee benefit obligations (note 4)	281,672	251,349
Obligations under capital leases (note 5)	18,071	31,555
Cost recovery deposits (note 13(b))	763	19,290
	2,855,249	2,656,055
Net financial assets	2,098,100	2,358,734
Non-financial assets:		
Tangible capital assets (note 6)	286,953	403,190
Prepaid expenses	178,779	165,919
	465,732	569,109
Commitments (note 11)		
Contingent liabilities (note 12)		
Accumulated surplus (note 7)	$ 2,563,832	$ 2,927,843

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

Approved by the Trust Council:

Peter Luckham, Trust Council Chair

Peter Grove, Audit Committee Chair

ISLANDS TRUST

Statement of Operations

Year ended March 31, 2022, with comparative information for 2021

	Budget	2022	2021
	(note 9)		
Revenue:			
Property tax - general	$ 7,079,771	$ 7,079,772	$ 6,783,141
Property tax levy - Bowen Island municipality	311,188	311,188	303,026
Property tax - special requisition	75,500	75,500	75,500
Government transfers (note 8)	563,000	690,627	397,000
Fees and sales	120,000	117,488	168,378
Interest income	60,000	11,914	22,054
Other income	8,000	33,779	3,688
Total revenue	8,217,459	8,320,268	7,752,787
Expenses (note 10):			
Council services	1,276,897	1,373,658	1,165,825
Local trust committee services	6,679,688	6,176,850	5,602,994
Trust conservancy services (note 13)	1,103,335	1,133,771	939,048
Total expenses	9,059,919	8,684,279	7,707,867
Annual surplus (deficit)	(842,460)	(364,011)	44,920
Accumulated surplus, beginning of year	2,927,843	2,927,843	2,882,923
Accumulated surplus, end of year	$ 2,085,383	$ 2,563,832	$ 2,927,843

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

ISLANDS TRUST

Statement of Change in Net Financial Assets

Year ended March 31, 2022, with comparative information for 2021

	Budget	2022	2021
	(note 9)		
Annual surplus (deficit)	$ (842,460)	$ (364,011)	$ 44,920
Acquisition of tangible capital assets	(33,200)	(66,514)	(85,982)
Acquisition of leased tangible capital assets	-	-	(4,687)
Amortization of tangible capital assets	140,000	182,751	188,760
	(735,660)	(247,774)	143,011
Acquisition of prepaid expenses	-	(12,860)	(15,083)
Change in net financial assets	(735,660)	(260,634)	127,928
Net financial assets, beginning of year	2,358,734	2,358,734	2,230,806
Net financial assets, end of year	$ 1,623,074	$ 2,098,100	$ 2,358,734

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

ISLANDS TRUST

Statement of Cash Flows

Year ended March 31, 2022, with comparative information for 2021

	2022	2021
Cash provided by (used in):		
Operating activities:		
Annual surplus (deficit)	$ (364,011)	$ 44,920
Items not involving cash:		
Amortization of tangible capital assets	182,751	188,760
Changes in non-cash operating assets and liabilities:		
Accounts receivable	15,473	35,507
Wages and benefits payable	31,569	100,655
Accounts payable and accrued liabilities	124,866	328,783
Deferred revenue	44,447	126,757
Employee benefit obligations	30,323	61,568
Cost recovery deposits	(18,527)	15,261
Prepaid expenses	(12,860)	(15,083)
Net change in cash from operating activities	34,031	887,128
Capital activities:		
Acquisition of tangible capital assets	(66,514)	(85,982)
Investing activities:		
Redemption of (purchase of) investments	(1,202,607)	2,930,428
Financing activities:		
Principal payments on obligations under capital leases	(13,484)	(16,859)
Change in cash and cash equivalents	(1,248,574)	3,714,715
Cash and cash equivalents, beginning of year	4,806,743	1,092,028
Cash and cash equivalents, end of year	$ 3,558,169	$ 4,806,743
Supplemental cash flow information:		
Assets acquired under capital lease	$ -	$ 4,687

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

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

In March 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization. The pandemic impacted the Trust's operations resulting in a changes in certain types of revenue, and changes in expenses and cash flows.

1. Significant accounting policies:

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

(a) Reporting entity:

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

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

(*i*) Consolidated entities:

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

(*ii*) Funds held in trust:

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

(b) Basis of accounting:

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

1. Significant accounting policies (continued):

(c) Revenue recognition:

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

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

Tax revenue is recognized on an accrual basis.

(d) Cash and cash equivalents:

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

(e) Investment income:

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

(f) Employee future benefits:

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

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

(g) Liability for contaminated sites:

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

(*i*) an environmental standard exists;

(*ii*) contamination exceeds the environmental standard;

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

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

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

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

1. Significant accounting policies (continued):

(h) Non-financial assets:

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

(*i*) Tangible capital assets:

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

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

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

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

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

(*ii*) Contributions of tangible capital assets:

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

1. Significant accounting policies (continued):

(h) Non-financial assets (continued):

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

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

(*iv*) Interest capitalization:

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

(*v*) Leased tangible capital assets:

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

(i) Use of estimates:

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

2. Cash and cash equivalents:

	2022	2021
Bank account balances	$ 1,962,503	$ 4,806,743
GICs	1,595,666	-
	$ 3,558,169	$ 4,806,743

3. Investments:

At March 31, 2022, investments consisted of guaranteed investment certificates with a cost plus accrued interest that approximated market value. The stated interest rates ranged from 1.55% to 1.68% with maturity dates in February 2023.

4. Employee benefit obligations:

	2022	2021
Vacation pay	$ 230,882	$ 206,998
Compensatory time off	50,790	44,351
	$ 281,672	$ 251,349

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

Other pension plans:

The Trust and its employees contribute to the Public Service Pension Plan (a jointly trusteed pension plan). The Public Service Pension Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at March 31, 2021, the plan has about 68,000 active members and approximately 52,000 retired members.

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

The latest actuarial valuation as at March 31, 2020, indicated a funding surplus of $2,667 million for basic pension benefits on a going concern basis. The next valuation will be as at March 31, 2023. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

The Trust paid $382,903 (2021 - $350,126) for employer contributions to the plan in fiscal 2022.

5. Obligations under capital leases:

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

2023	$ 15,446
2024	4,166
2025	1,056
2026	-
Total minimum lease payments	20,668
Less amounts representing interest (at rates ranging from 4.70% to 5.20%)	2,597
Present value of net minimum capital lease payments	$ 18,071

Interest of $1,962 (2021 - $2,366) relating to capital lease obligations has been included in expenses on the statement of operations.

6. Tangible capital assets:

	Denman Island Site	Furniture and equipment	Computers	Leasehold improvements	Total 2022	Total 2021
Cost:						
Balance, beginning of year	$ 10,000	$ 249,026	$ 352,786	$ 386,975	$ 998,787	$ 913,331
Additions	-	-	66,514	-	66,514	90,669
Disposals	-	-	(103,431)	-	(103,431)	(5,213)
Balance, end of year	10,000	249,026	315,869	386,975	961,870	998,787
Accumulated amortization:						
Balance, beginning of year	10,000	180,046	251,773	153,778	595,597	412,050
Additions	-	32,085	73,486	77,180	182,751	188,760
Disposals	-	-	(103,431)	-	(103,431)	(5,213)
Balance, end of year	10,000	212,131	221,828	230,958	674,917	595,597
Net book value, end of year	$ -	$ 36,894	$ 94,041	$ 156,717	$ 286,953	$ 403,190

Contributed tangible capital assets:

There were no contributed assets received during 2022 or 2021.

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

6. Tangible capital assets (continued):

Included in tangible capital assets is assets under capital leases with a net book value of $18,071 (2021 - $31,790).

7. Accumulated surplus:

Accumulated surplus consists of:

	2022	2021
Invested in tangible capital assets	$ 268,882	$ 371,636
General Revenue Fund	2,091,376	2,370,288
Local Trust Committee Project Specific Reserve Fund	105,867	92,889
Special property tax requisition fund	97,707	93,030
	$ 2,563,832	$ 2,927,843

8. Government transfers:

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

	2022	2021
Provincial operating grant	$ 180,000	$ 180,000
Provincial restricted grant	248,618	30,000
Federal restricted grant	242,500	187,000
Other	19,509	-
	$ 690,627	$ 397,000

9. Budget data:

The budget data presented in these financial statements is based upon the 2022 operating budget approved by Trust Council on April 20, 2021. The following reconciles the approved budget to the budget figures reported in these financial statements.

	Budget amount
Operating budget:	
Revenue	$8,875,119
Less appropriation from surplus	(657,660)
	8,217,459
Expenses	8,875,119
Plus amortization expense	218,000
	9,093,119
Annual deficit	$ (875,660)

10. Classification of expenses by object:

	2022	2021
Staff salaries and benefits	$ 5,342,092	$ 4,848,823
Traveling/training and recruitment	68,321	46,386
Council and trustee costs	798,765	743,057
Office operations	1,001,408	972,074
Programs	1,035,255	597,481
Legal	255,687	311,286
Amortization	182,751	188,760
	$ 8,684,279	$ 7,707,867

11. Commitments:

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

2023	$ 304,685
2024	241,568
2025	117,642
2026	-
2027	-

12. Contingent liabilities:

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

13. Trust activities:

(a) Trust Conservancy:

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

For financial reporting purposes, the Trust and the Conservancy are reported on separately. These financial statements present the financial position and results of operations of the Trust. Amounts owing from the Conservancy were $88,174 (2021 - $81,598).

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

	2022	2021
Operations and Property Management	$ 876,595	$ 701,124
Board	8,503	5,378
Administration	248,673	232,547
	$ 1,133,771	$ 939,049

13. Trust activities (continued):

(b) Cost-recoveries:

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

	2022	2021
Cash received during the year	$ 15,796	$ 32,550
Cash paid during the year	34,323	17,289

The net payable from development applicants of $763 (2021 - $19,290) is included in cost recoveries on the statement of financial position.

BRIEFING

To: Trust Council **For the Meeting of:** June 22, 2022

From: Financial Planning Committee **Date Prepared:** May 17, 2022

SUBJECT: **MARCH 31, 2022 FISCAL YEAR FINANCIAL RESULTS**

PURPOSE:
To provide a high-level analysis of financial results for the fiscal year ending March 31, 2022, with a focus on annual spending against the annual approved budget.

BACKGROUND:

That **statement of financial position** presents a snap shot in time of the Islands Trust financial state, reflecting values of assets, liabilities and accumulated surplus as at the fiscal year-end date, March 31, 2022. Significant year over year changes in balances reflected on this statement are as follows:

Cash and equivalents: Reduction of $1.3M over the previous year, due to amounts held in longer term investments at year-end.

Accounts Receivable: Reduction of $15,500 over the previous year, due primarily to lower amounts due from the Islands Trust Conservancy for reimbursement of expenses paid on their behalf associated with the species at risk and conservation stimulus programs.

Investments: Increase of $1.2M over the previous year, due to longer-term investments held at year-end not held at the previous fiscal year-end due to timing of fund investments.

Accounts payable and accrued liabilities: Increase of $125,000 over the previous year due primarily to timing of payables, and large year-end invoices received related to significant projects (Freshwater Sustainability, Policy Statement Review. This balance represents 10% of total 2021/22 expenses shown on the statement of financial operations, consistent with the previous year which also represents 10% of total fiscal expenses. This represents just over one month of expenses (8.3%).

Deferred Revenue: Increase of $45,000 due primarily to restricted grants received under the LG Development Application Processing grant program that remained unspent at year-end as the program initiatives in fiscal 2023.

Employee Benefits Obligations: Increase of $30,000 due to increases in staff overtime and vacation liabilities. This 12% increase over the prior fiscal year aligns closely with the 10% increase in staff salaries and benefits expense for the fiscal year. Staff overtime in fiscal 2022 was high due to significant projects underway such as the Policy Statement Review.

Obligations under capital lease: Reduction of $13,000 due to payments made on leased assets, with no new capital asset leases entered into in the year.

Cost Recovery deposits: Reduction of $18,500 due to fewer deposits on applications held at year-end.

Tangible capital assets: Reduction of $116,237 primarily due to amortization of assets in use throughout the year.

The Islands Trust consolidated **statement of financial operations** represents financial activities that have taken place over the course of the fiscal year. Financial operations for the fiscal year ending March 31, 2022 resulted in a reduction to accumulated surplus of $364,011 for Islands Trust, broken down as follows:

- ~ Reduction in amounts invested in tangible capital assets (102,753)
- ~ Draw from general revenue fund (278,913)
- ~ Contribution to LTC project specific reserve fund 12,978
- ~ Contribution to Special Property Tax Requisition fund 4,677

Details of the actual activities and transfers between funds leading to these final fund balance changes is outlined in this report.

The total accumulated surplus balance as of March 31, 2022 is $2.56M. This accumulated surplus balance consists of the following balances by fund (as noted in financial statement note 7 of the March 31, 2022 financial statement package):

	2022	2021
Invested in tangible capital assets	$ 268,882	$ 371,636
General Revenue Fund	2,091,376	2,370,288
Local Trust Committee Project Specific Reserve Fund	105,867	92,889
Special property tax requisition fund	97,707	93,030
Accumulated Surplus	$ 2,563,832	$ 2,927,843

Amounts invested in tangible capital assets ($268,882) represent funds spent on capital assets that are not yet fully amortized, and thus not fully expensed through the Statement of Operations. This results in balances in accumulated surplus that are not readily accessible given they are tied up in non-financial assets. The change in this balance represents assets purchased in the year, less annual amortization expense, losses on disposal (if any) and amounts owing under capital lease. This balance decreased by $102,753 in the fiscal year, due mainly to amortization expense recognized on purchased assets in use less asset additions.

The General Revenue fund decreased by $278,913 as a result of planned spending paid for by surplus transfers in the approved budget, and changes in activities associated with tangible capital assets.

The LTC Project Specific Reserve Fund balance increased by $12,978. This reflects a transfer to the fund in the year of $125,000 from the general fund (per the approved financial plan bylaw), less spending on LTC projects of $112,021.

The Special Property tax requisition Fund (SSIWPA) increased by $4,677. This reflects the addition of the special tax requisition of $75,500, the recognition of historically received unrestricted grant funds of $14,380 less SSIWPA spending of $98,457.

CONSOLIDATED REVENUES

Total reported revenue is higher than budget by approximately $103,000 (1%) due to the following:

Property tax revenues (general and special) from local trust areas and Bowen Island Municipality were fully received in the year, thus no variations from budget are noted.

Government transfers relates to funds received from other governing bodies, mainly within provincial and federal government. These transfers totaled $690,627 in the year, representing various grants received and spent. Total

transfers were higher than budget by $127,627 (33%) due to unanticipated increases in approved grant funds recognized from the following agencies:

- Province of BC's Healthy Watershed Initiative ($44,000 increase) for freshwater work
- Government of Canada's Species at Risk program ($37,500 increase)
- Province of BC's Conservation Economic Stimulus Initiative ($16,500 increase).
- Denman Farm Plan ($10,000),
- Thetis Community to Community ($4,000), and
- Gabriola Active Transportation Connection ($15,000).

Fees and Sales from land-use applications were approximately $2,500 (2%) lower than budgeted, due primarily to less zoning amendment applications than anticipated.

Investment income was lower than budgeted due to low interest rates. The approved budget anticipated higher interest rate recoveries than the pandemic realized resulting in substantially lower earnings in this area than planned.

Other income primarily reflects smaller grants recognized in the year and NAPTEP fees received. The $33,779 reported in the year was higher than budget by approximately $25,779, (322%) due primarily to $15,000 received from the Provincial government to pay for specific work on the groundwater recharge mapping project being delivered in collaboration with the province, plus the recognition of $14,000 in historical constituency funds granted to SSIWPA for their operations. These funds were received in 2017 and incorrectly recorded as deferred revenue/restricted in the year of receipt. In the last year, staff investigated the rationale for deferring these funds and finding none, have recognized the value of the funds in the statement of operations.

CONSOLIDATED EXPENSES

Total expenses in the financial statements is reported at $8.7M which includes amortization expense and excludes capital spending that has been capitalized as tangible capital assets on the Statement of Financial Position, in accordance with Public Sector Accounting Standards. This is not the same methodology used to develop the budget, which treats capital spending as an expense. To adjust reported expenses to reflect a proper basis of comparison, we adjust as follows:

Total expenses per March 31, 2022 financial statements	$8,684,279
Plus actual spending on capitalized assets	66,514
Total for budget comparison purposes	$8,750,793
Vs. Total approved budget	9,093,119
Over (under) budget	($ 342,326)

Total actual spending was lower than budget by approximately $340,000 (3.7%) due mainly to reduced costs associated with pandemic-adjusted business practices (less travel for staff and trustees, ongoing electronic meetings for public bodies and staff, less training), underspending on projects due primarily to delays in completion of work, and staff vacancies primarily in planning services.

A breakdown of comparison between approved budget to actual results, by functional area, is as follows:

COUNCIL SERVICES

Council expenses include costs related to three main areas (outlined below) plus as an allocation of administrative expenses. Total expenses in this area came in higher than budget by approximately $64,000 (5%).

Trust Council (TC) costs are comprised of TC meeting costs, Council committee costs (LPC, TPC, FPC), elections and by-elections costs, insurance premiums associated with Council work, general legal and litigation costs relating to Trust Wide issues, memberships and training and travel for trustees associated with their Council work, Trust Council portion of trustee remuneration and benefits.

Trust Council spending was lower than budget by approximately $30,000 (-10%) due mainly to:

- Lower than planned costs for Trust Council and Council Committees

- A change in the allocation of insurance costs between Trust Council and Local Trust Committees, putting more of this expense to Council than budgeted.

Executive Committee (EC) costs are comprised of applications sponsored by EC, EC meeting expenses, EC mobile device costs, training, travel and conferences for EC members, and the EC portion of trustee remunerations and benefits.

Executive Committee costs were higher than budget by approximately $2,000 (2%) due mainly to higher than budgeted sponsorship of applications by EC.

Trust Area Services (TAS) costs are comprised of grants in aid for history and heritage, trust-wide communications costs, contracted TAS services, legal costs relating to TC issues, memberships, subscriptions, mobile devices, training, travel, salaries and benefits for TAS staff, Policy Statement Review project costs, Secretariat Function project costs, Website Renewal project costs, Climate Change project costs, Stewardship Education project costs, Reconciliation project costs, and TAS portion of the Governance Management and Review project costs.

TAS expenses were higher than budget by approximately $104,000 (17%) due primarily to:

- Planned and approved overspending on the Policy Statement project of $100,000 (342%). This additional spending was approved by Trust Council via resolutions #2021-077 and #2021-081 which increased the PS project budget from $29,400 to $186,400. Actual spending on the project in the fiscal year landed at $129,819.
- Higher salaries and benefits costs of $50,146 (2%) due primarily to staff overtime incurred for the PS project.
- Offsetting areas of underspending in the TAS areas include:
    - History and Heritage Funding Grants in Aid (-$5,000) due to no approved grants in the year
    - Communications (-$8,000) due to staff vacancy and turnover in the communications position
    - Climate Change Indicators (–$25,000) due to a redirection of these funds to the PS project (see TC and TPC resolutions)
    - Stewardship Education (-$9,000) due to reduced scope of planned work to focus on the PS project
    - Reconciliation Action Plan (-$11,000) due to reduced capacity to engage due to the pandemic.

LOCAL PLANNING SERVICES (LPS)

LPS expenses include costs related to five main areas (outlined below) plus as an allocation of administrative expenses. Total expenses in this area came in lower than budget by approximately $503,000 (-8%).

Local Trust Committee costs are comprised of the LTC-engaged First Nation protocol funds, rent, phone, internet and office service for on-island trustee offices, the trustee portion of insurance costs, general legal costs, bylaw enforcement legal costs, legal litigation costs, statutory notices, trustee-incurred expenses, LTC and APC meeting expenses, LTC communications, special project expenses, and the LTC portion of trustee remuneration and benefits.

Local Trust Committee expenses were lower than budget by approximately $27,000 (-3%) due primarily to:

- Less costs incurred for trustee-incurred expenses and LTC/APC meeting expenses due to continued electronic meetings throughout a significant portion of the year.
- Reduced LTC communications and statutory notice costs.
- No special projects undertaken
- Reduced general legal costs generally associated with less project work than planned
- Reduced bylaw enforcement costs reflective of staff vacancies in bylaw
- Reduced legal litigation costs (legal claims information discussed in-camera with TC)
- There areas of underspending are offset by the following areas of overspending:
    - Increased insurance costs and
    - Increased costs for trustee health and dental benefits due to rises in premiums as well as the addition of Employee Family Assistance coverage for trustees.

LPS Projects costs are comprised of all LTC projects and related protocol funds, Eelgrass mapping project costs, Coastal Douglas Fir Mapping and Bylaw project costs, Regional Freshwater Management Strategy project costs, Groundwater Recharge Mapping project costs, Heritage Overlap Mapping project costs, Housing Density Bonus project costs, costs incurred for the Governance Review project, and includes all SSIWPA expenses.

LPS project spending was less than budget by approximately $180,000 (-24%) due mainly to:

- Underspending on the Groundwater Recharge Mapping project -$38,000 due to delayed timing of work being delivered by contractors.
- No work advanced on the Housing Density Bonus project -$10,000 due to competing priorities.
- Underspending on LTC projects due to revised timelines imposed for the SSI Ganges Village project, incomplete work on the SSI Watershed Protection project, and no costs incurred on Weston Lake project.
- Underspending was slightly offset by overspending on the Regional Freshwater Strategy (+$41,000) where additional funds were received from the grantor to increase the scope of the project.

Planning staff costs are comprised of all salaries, benefits, training, and travel costs associated with LPS staff or contractors used to cover staff vacancies. Planning staff costs were lower than budget by approximately $175,000 (-6%) due mainly to:

- Reduced costs for training and travel associated with the ongoing pandemic.
- Vacancies in planning staff positions primarily in the northern office.

****LPS facilities*** costs are comprised of expenses associated with board of variance activities, land titles registrations, LPS staff meeting expenses, memberships, subscriptions, mobile devices, office rent and services, internet, postage/courier, telephone and supplies for the Gabriola Island and the Salt Spring Island offices, as well as a portion of the Southern office.

Total expenses in the year related to LPS facilities was $11,000 (3%) higher than budget due primarily due to:

- Higher than planned Gabriola office rent as a result of a revised office lease incurred when the property was sold and changed hands.
- Higher than planned office costs associated with the Victoria office lease due to rising insurance and property tax costs incurred by the landlord and apportioned out to tenants.

Bylaw enforcement costs are comprised of all salaries, benefits, training, and travel costs associated with bylaw enforcement staff or contractors used to cover staff vacancies or collect on fines. Bylaw enforcement expenses were under budget by approximately $39,000 (-11%) due primarily to:

- Reduced salaries and benefits costs as a result of staff vacancies in the year, and
- Lower than planned travel costs, also associated with the reduced level of staffing in the year.

ISLANDS TRUST CONSERVANCY (ITC) SERVICES

ITC expenses include costs related to three main areas (outlined below) plus as an allocation of administrative expenses. Total expenses in this area came in higher than budget by approximately $30,000 (3%).

ITC Board costs are comprised of ITC board meeting expenses, honoraria and training for board members. Board expenses were under budget by approximately $7,000 (-45%) due to reduced meeting expenses as a result of less in person meetings held than anticipated.

Conservancy Staff & Associated Costs are comprised of ITC communications, ecosystem mapping, ITC legal costs, mobile devices, safety equipment (SPOT GPS devices for staff while in the field), memberships, training, travel, contract services, salaries and benefits for ITC staff. These expenses were over budget by approximately $8,000 (1%) due to:

- Greater spending on communications ($11,000) due to increased work on special projects associated with grants
- Increases costs for contract services ($3,000) due to increased projects undertaken with new grant funds
- Increased legal costs ($8,000) due to increased property management work undertaken in the year as a result of increased grant funding

- These areas of overspending were partially offset by underspending in Ecosystem mapping (-15,000).

Property Management costs are comprised of property management and conservation planning and land securement. These expenses were over budget by approximately $30,000 (22%) due to increased programming underway in the year as a result of increased Species at Risk funding secured. All overspending in this area is paid for my new grant funding.

GENERAL ADMINISTRATION

General administrative expenditures include costs related to six main areas (outlined below) plus as an allocation of administrative expenses. General administration costs are allocated to the three functional areas of the Trust (Council, LTC Services, and ITC) based on their relative dollar magnitudes for the period.

Senior Management costs are comprised of contract services related to executive functions, electronic data management costs, broadcasting of public meeting costs, and the mobile devices, training, travel, salaries and benefits for executive office staff. Executive office expenses were under budget by approximately $33,000 (-7%) due mainly to:

- Underspending in salaries and benefits (-$21,000) due to lower than budgeted raises for excluded staff members due to PSA-driven caps on increases in the year.
- Lower costs secured under contract for broadcasting public meetings
- Unspent contingency funds (-$5,000)
- Reduced costs for staff training and travel (-$3,000) as a result of workloads restricted staff's opportunities to attend training in the year.

Administrative services costs are comprised of third party contracted services for financial systems maintenance, HR and Payroll processing services, training, travel, salaries and benefits for administrative services staff. Administrative services expenses were under budget by approximately $30,000 (-6%) due to:

- Unspent salaries and benefits costs (-$27,000) resulting from staff leaves in the year that were not backfilled,
- Reduced costs for staff travel and training as a result of workloads restricted staff's opportunities to attend training in the year.

Office operations costs are comprised of audit fees, bank charges, carbon offset purchases, internet, insurance premiums associated with office contents and operations, office rent and outside services, office supplies and postage, recruitment costs, safety, telephone, organization-wide training, all staff meetings costs and staff recognition expenses. Office operations were higher than budget by approximately $12,000 (5%) due to:

- Higher costs for office supplies ($6,000) as a result of rising costs of goods and a return of some staff to the office spaces.
- A rise in insurance costs ($2,000), consistent with market activity.
- Higher than planned office costs associated with the Victoria office lease due to rising insurance and property tax costs incurred by the landlord and apportioned out to tenants.

Information Systems costs are comprised of software licensing, third party technical support, computer supplies, mobile devices, and all salaries, benefits, training, and travel costs associated with Information Systems staff. Information systems expenses were under budget by approximately $1,500 (-0.24%). This variance is negligible.

****Computer, Furniture and Equipment*** spending relates to purchases of hardware, software, furniture and equipment. Total spending in year for this area shows on the financial statements as $12,235 reflected computer equipment expensed in the year. Computer and equipment assets purchased and capitalized in the year amounts to $65,000, approximately double the budget of $33,200. This is due primarily to:

- Software assets purchased in the year that were budgeted as software subscriptions (software as a service) versus software assets
- Unplanned purchases of LTC-hybrid meeting streaming kits
- Increased hardware needs for staff – often due to multiple part-time staff filling in for a customary single full-time role.

Amortization expense is an estimation of the use/wear and tear on capital assets in use for Islands Trust and Islands Trust Conservancy operations. Amortization expense was under budget by approximately 16% due to variations in the timing of capital assets purchases through the year.

CONSOLIDATED EXPENSES BY OBJECT

Public Sector Accounting Standards determine that financial reporting for government entities be reported "by function" (i.e.: service area) in the Statement of Financial Operations as discussed in the earlier section of this report. Expenses "by object" (i.e.: type) are reported in accompanying financial statements notes. For purposes of great transparency and understanding of Islands Trust financial results, March 31, 2022 expenses by object are shown as follows:

Description	Approved Budget	31-Mar-22	*$ over (under) budget*	*% over (under) budget*
Traveling/training and recruitment	123,407	68,321	*(55,086)*	*-45%*
Council and trustee costs	850,907	798,765	*(52,142)*	*-6%*
Office operations	946,109	1,001,408	*55,299*	*6%*
Programs	1,111,209	1,035,255	*(75,954)*	*-7%*
Legal	286,127	255,687	*(30,440)*	*-11%*
Staff salaries and benefits	5,524,160	5,342,092	*(182,068)*	*-3%*
Amortization	218,000	182,751	*(35,249)*	*-16%*
Total*	**9,059,919**	**8,684,279**	***(375,640)***	***-4%***
Capital Purchases	33,200	66,514	*33,314*	*100%*
Total including Capital	9,093,119	8,750,793	*(342,325)*	*-4%*

**Excludes $33,200 in budgeted capital spending to align with March 31, 2022 actuals which capitalizes (removes) $66,514 of actual capital spending from expenses.*

Traveling/training and recruitment costs were under budget primarily due to reduced investment in training for staff across all levels of the organization, due in large part to competing priorities and high workloads. Continued reductions in travel due to the ongoing pandemic also impact this area of expense.

Council and trustee costs were under budget due to reduced costs incurred by executive for travel associated with their LTC chairing duties, less spending overall by LTCs, as well as a small misallocation of insurance associated with Trust Council work coded to the Local Trust Committee insurance.

Office operations were over budget due to rising costs of insurance, higher office lease costs as well as the rising cost of supplies.

Programs were under budget due mainly to underspending on projects, including Groundwater Recharge Mapping, Housing Density Bonus work, Heritage Overlap Mapping, and LTC projects.

Legal expenses were under budget due to less legal defense costs incurred for litigations against LTCs.

Staff salaries and benefits were under budget due to vacancies in the year primarily in planning services.

Amortization was under budget due to an overestimation of amortization expense for the year.

Capital spending was over budget due primarily due the capitalization of software costs formerly expected to be treated as software subscriptions (i.e.: software as a service), purchases of LTC meeting streaming kits that were not contemplated in the budget, and increased hardware needs for new staff primarily where multiple staff were employed to fill a single full time position due to temporary leaves or vacancies.

ATTACHMENT(S): Detailed Statement of Financial Operations, March 31, 2022
FOLLOW-UP: As directed.

Prepared By: Finance Officer
Director, Administrative Services
Reviewed By: Russ Hotsenpiller, Chief Administrative Officer/May 27, 2022
Financial Planning Committee/June 1, 2022

Islands Trust

Detailed Statement of Operations
For The Year Ending March 31, 2022

Description	March 31, 2021 Actuals	March 31, 2022 Approved Budget	March 31, 2022 Actuals	*Over (Under) budget $*	*% over (under) budget*
REVENUES:					
Fees & Sales	168,378	120,000	117,488	*(2,512)*	*-2%*
Government Transfers: Unrestricted Provincial Grant	180,000	180,000	180,000	*0*	*0%*
Government Transfers: Restricted Government Grants	217,624	383,000	510,627	*127,627*	*33%*
General Property Tax Levy - All LTAs	6,783,141	7,079,771	7,079,772	*1*	*0%*
Special Property Tax Requisition - SSI LTA	75,500	75,500	75,500	*0*	*0%*
Municipal Property Tax Levy - BIM	303,026	311,188	311,188	*0*	*0%*
Investment Income	22,054	60,000	11,914	*(48,086)*	*-80%*
Other Income	3,687	8,000	33,779	*25,779*	*322%*
Total Revenue	7,753,409	8,217,459	8,320,268	*102,809*	*1%*
EXPENSES:					
Council Services					
Trust Council	235,779	299,865	270,289	*(29,576)*	*-10%*
Executive Committee	103,984	97,990	99,773	*1,783*	*2%*
Trust Area Services	537,356	612,352	715,852	*103,500*	*17%*
General Admin Allocation - 14%	288,706	299,889	287,744	*(12,145)*	*-4%*
Total Council Expenses	1,165,825	1,310,096	1,373,658	*63,562*	*5%*
Local Planning Services					
Local Trust Committees	806,056	794,654	767,991	*(26,663)*	*-3%*
Projects	275,345	736,748	556,357	*(180,391)*	*-24%*
Planning Staff	2,535,322	2,888,807	2,714,224	*(174,583)*	*-6%*
LPS Facilities	346,705	359,639	370,449	*10,810*	*3%*
Bylaw Enforcement	208,441	370,819	331,039	*(39,780)*	*-11%*
General Admin Allocation - 74%	1,373,182	1,529,021	1,436,790	*(92,231)*	*-6%*
Total Local Planning Services Expenses	5,545,050	6,679,688	6,176,850	*(502,838)*	*-8%*
Trust Conservancy					
Board	5,378	15,525	8,503	*(7,022)*	*-45%*
Conservancy Staff and Associated Costs	517,663	680,440	688,271	*7,831*	*1%*
Property Management	183,461	154,810	188,324	*33,514*	*22%*
General Admin Allocation - 12%	232,547	252,560	248,672	*(3,888)*	*-2%*
Total Trust Conservancy Expenses	939,048	1,103,335	1,133,771	*30,436*	*3%*
General Admin					
Senior Management	421,313	453,646	420,497	*(33,149)*	*-7%*
Admin Services	457,974	523,560	493,910	*(29,650)*	*-6%*
Office Operations	251,930	251,620	263,810	*12,190*	*5%*
Information Systems	541,820	601,443	600,004	*(1,439)*	*0%*
Computer/Furniture & Equipment	32,641	33,200	12,235	*(20,965)*	*-63%*
Amortization Expense	188,759	218,000	182,751	*(35,249)*	*-16%*
Total General Admin Allocatted	(1,894,435)	(2,081,469)	(1,973,206)	*108,263*	*-5%*
Net General Admin	-	-	-		
Total Expenses	7,649,923	9,093,119	8,684,279	*(408,840)*	*-4%*
Annual Surplus (Deficit)	103,487	(875,660)	(364,011)		
Less Non-Cash Expenditures - Amortization	-	(218,000)	-		
(Increase) decrease in amounts Invested in Capital Assets	81,230	(373,660)	102,753		
Transfer (to) from General Surplus Fund	(205,336)	(204,000)	278,913		
Transfer (to) from LTC Project Specific Reserve Fund	28,383	(80,000)	(12,978)		
Transfer (to) from Special Tax Requisition Fund	(7,764)	-	(4,677)		
Unallocated Annual Surplus (Deficit)	-	-	0		

BRIEFING

To:	Financial Planning Committee	**For the Meeting of:**	June 1, 2022
From:	Director, Administrative Services	**Date Prepared:**	May 26, 2022

SUBJECT: **March 31, 2022 Allocated Financial Statements**

PURPOSE:

To provide Financial Planning Committee with allocated Financial Statements for the fiscal year ending March 31, 2022.

BACKGROUND:

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

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

1. Revenues and expenses directly attributed to Local Trust Areas

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

Revenues received are allocated as follows:

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

2. LPS Administration expenses allocated to Local Trust Committees

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

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

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

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

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

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

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

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

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

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

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

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

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

General Administrative Expenses

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

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

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

Conclusions:

- The Time Collection system is only as reliable as the users of the system. In fiscal 2022, there were staff not using the system to record their time in a timely manner. Several staff who left the organization did so without up-to-date time entry, leaving supervisors to estimate missing hours for the fiscal year. Due to the significant delay between time worked and time entry to the system, there is a low degree of confidence in the accuracy of staff time used for allocations in these statements, meaning cost allocations based on staff hours may be less reliable. Staff have been reminded that this information is important and should be input on a weekly basis. New processes requiring supervisor tracking and follow-up are being worked on which should help increase the accuracy and usefulness of the data collected.

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

ATTACHMENT: March 31, 2022 Allocated Financial Statements.

FOLLOW-UP:

Forward to Trust Council for information, if desired.

Prepared By: Director, Administrative Services
Reviewed By:

ISLANDS TRUST
Allocated Financial Statements
For the year ended March 31, 2022

Net Coverted Assessment Values	*0.0%* LTC Bal/Win	*3.0%* LTC Denman	*11.3%* LTC Gabriola	*5.4%* LTC Galiano	*5.3%* LTC Gambier	*4.4%* LTC Hornby	*1.2%* LTC Lasqueti	*5.2%* LTC Mayne	*8.3%* LTC N. Pender	*32.5%* LTC Salt Spring	*1.9%* LTC Saturna	*1.3%* LTC S. Pender	*1.9%* LTC Thetis	*18.3%* BIM	*100.0%* **Total**
Direct Revenue															
Fees & Sales	12,575	1,010	5,651	15,295	7,285	8,479	110	8,426	13,748	37,364	2,695	3,805	1,045	-	**117,488**
Property Tax Levy - General	1,650	259,365	980,603	469,070	456,799	380,687	100,353	453,667	722,219	2,813,355	166,386	112,938	162,680	311,188	**7,390,960**
Special LTC Tax Requisition	-	-	-	-	-	-	-	-	-	75,500	-	-	-	-	**75,500**
Grant income for projects	-	10,686	15,250	-	-	-	-	-	-	14,656	-	-	3,981	-	**44,574**
Total Direct Revenue	**14,225**	**271,061**	**1,001,504**	**484,365**	**464,084**	**389,166**	**100,463**	**462,093**	**735,967**	**2,940,876**	**169,081**	**116,743**	**167,706**	**311,188**	**7,628,521**
LTC Direct Expenses - Operating															
Computer - internet charges	-	-	-	842	-	-	-	-	-	-	-	-	-	-	**842**
Legal - general	-	1,727	7,991	4,705	-	-	-	2,458	19,040	11,850	-	-	-	-	**47,771**
Legal - bylaw enforcement litigation	-	112	6,799	12,596	659	543	402	3,055	16,559	32,523	-	-	7,849	-	**81,098**
Legal - litigation	-	-	19,058	-	-	-	-	-	11,173	32,762	-	-	-	-	**62,993**
LTC Trustee Expenses	-	316	-	496	484	-	99	3	-	269	-	364	3	-	**2,034**
LTC Meeting Expenses	261	2,237	4,255	4,164	2,890	2,042	2,693	1,588	3,497	6,568	503	1,367	1,279	-	**33,343**
LTC Local Exp APC Meeting Expenses	-	416	186	1,126	-	2,186	-	691	57	1,996	-	437	-	-	**7,095**
LTC Local Exp Communications	-	990	369	3,153	-	240	-	1,319	-	25	-	-	-	-	**6,096**
LTC Local Exp Special Projects	-	-	-	-	-	-	-	-	-	-	-	38	-	-	**38**
Notices - Statutory & Non-Statutory	-	494	2,165	2,721	-	90	137	1,509	3,346	1,601	103	766	74	-	**13,004**
Office - Lease costs	-	1,680	-	7,848	-	-	-	1,200	7,337	-	1,800	-	-	-	**19,865**
Office - outside services	-	-	-	1,981	-	-	-	-	300	-	-	-	-	-	**2,281**
Trustee Remuneration	-	15,845	33,121	17,207	15,393	16,015	12,131	17,345	22,535	61,378	12,502	11,223	13,100	-	**247,795**
Trustee Remuneration - Benefits	-	4,964	4,581	3,992	5,798	4,613	4,806	4,332	5,891	6,049	5,112	2,285	4,660	-	**57,083**
LTC Direct Operating Subtotal	**261**	**28,781**	**78,524**	**60,831**	**25,224**	**25,729**	**20,268**	**33,501**	**89,734**	**155,020**	**20,021**	**16,480**	**26,965**	**-**	**581,337**
LTC Direct Expenses - LTC Projects															
Projects - Trust Wide	73	11,408	43,132	20,632	20,092	16,744	4,414	19,955	31,767	123,745	7,318	4,968	7,155	-	**311,403**
Project - Funded by Special requisition		-	-	-	-	-	-	-	-	85,202	-	-	-	-	**85,202**
LTC Specific Projects	-	10,686	19,190	16,961	5,822	22,313	20	154	2,740	80,251	-	259	3,595	-	**161,990**
LTC Projects Subtotal	**73**	**22,095**	**62,322**	**37,593**	**25,914**	**39,058**	**4,434**	**20,108**	**34,507**	**289,198**	**7,318**	**5,226**	**10,751**	**-**	**558,595**
Total Direct Expenses (Operating + Projects)	**334**	**50,875**	**140,846**	**98,424**	**51,138**	**64,787**	**24,702**	**53,609**	**124,241**	**444,217**	**27,339**	**21,706**	**37,715**	**-**	**1,139,932**
Direct Revenues less Direct Expenses	**13,891**	**220,186**	**860,658**	**385,942**	**412,945**	**324,380**	**75,761**	**408,484**	**611,726**	**2,496,658**	**141,742**	**95,037**	**129,991**	**311,188**	**6,488,589**
Indirect Planning Expenses															
Allocate Planning Costs - Northern Team	7,466	120,858	279,029	11,887	172,425	76,111	44,856	5,012	5,076	102,867	739	643	49,074	-	**876,042**
Allocate Planning Costs- Southern Team	-	-	-	253,603	-	-	38,684	164,354	309,919	-	73,322	74,624	-	-	**914,506**
Allocate Planning Costs - SSI Team	-	-	-	-	-	-	-	-	-	791,428	-	-	-	-	**791,428**
Allocate Director LPS	1,418	22,956	52,999	49,302	32,750	14,457	15,696	31,440	58,455	277,892	13,742	13,965	9,321	-	**594,392**
Allocate LTC Executive expenditures	218	3,528	8,146	7,578	5,034	2,222	2,413	4,833	8,985	42,714	2,112	2,147	1,433	-	**91,362**
Allocate Bylaw Team	-	9,753	43,653	23,409	4,112	5,289	1,461	12,959	40,745	186,247	541	933	1,934	-	**331,039**
Total Indirect Planning Expenses	**9,102**	**157,095**	**383,828**	**345,778**	**214,322**	**98,079**	**103,109**	**218,598**	**423,179**	**1,401,148**	**90,456**	**92,312**	**61,763**	**-**	**3,598,769**
Net surplus (shortfall) before Administrative	**4,789**	**63,091**	**476,830**	**40,163**	**198,624**	**226,300**	**(27,348)**	**189,886**	**188,547**	**1,095,510**	**51,286**	**2,725**	**68,228**	**311,188**	**2,889,820**
Administrative Expenses															
Allocate Trust Council	169	26,586	100,516	48,082	46,824	39,022	10,287	46,503	74,031	288,382	17,055	11,577	16,675	162,545	**888,254**
Allocate Trust Conservancy	115	18,046	68,228	32,637	31,783	26,487	6,982	31,565	50,250	195,745	11,577	7,858	11,319	110,331	**602,922**
Allocate Net Administration	390	61,348	231,945	110,950	108,048	90,045	23,737	107,307	170,828	665,450	39,356	26,713	38,479	88,057	**1,762,655**
Total Administrative Allocation	**674**	**105,980**	**400,689**	**191,669**	**186,655**	**155,554**	**41,006**	**185,375**	**295,109**	**1,149,578**	**67,988**	**46,148**	**66,474**	**360,933**	**3,253,832**
Net Surplus (Shortfall) incl. Special Taxes	**4,115**	**(42,889)**	**76,141**	**(151,506)**	**11,969**	**70,746**	**(68,353)**	**4,511**	**(106,563)**	**(54,067)**	**(16,702)**	**(43,423)**	**1,754**	**(49,745)**	**(364,011)**
Made up of:															
Surplus from SSIWPA										(9,702)					(9,702)
Other Surplus (Shortfall)	4,115	(42,889)	76,141	(151,506)	11,969	70,746	(68,353)	4,511	(106,563)	(44,365)	(16,702)	(43,423)	1,754	(49,745)	(354,309)
	4,115	**(42,889)**	**76,141**	**(151,506)**	**11,969**	**70,746**	**(68,353)**	**4,511**	**(106,563)**	**(54,067)**	**(16,702)**	**(43,423)**	**1,754**	**(49,745)**	**(364,011)**

Print Date: June 3, 2022

Top Priorities Report

Regional Planning Committee

1. *Manage Trust Council Strategic Plan Action Items 1.2., 2.2., 2.3., 2.4., 2.5., 4.4iii., 4.4 iv., and 4.8*	Responsible	Dates
Strategic Plan item #2.5 - Groundwater Mapping - continuing mapping project Strategic Plan item #4.4 iv- housing - planner forum - not started - budgeted for 2022/23 Strategic Plan item #4.8- develop heritage conservation overlay mapping - Phase 1 completed, Phase 2 budgeted for 2022/23 but not yet started.	David Marlor Narrisa Chadwick William Shulba	Rec'd: 29-Jul-2020 Target: 31-Mar-2022

Islands Trust

Print Date: June 3, 2022

Projects Report

Regional Planning Committee

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

2. *Preserve, protect and advocate for forest and terrestrial ecosystems*	Responsible	Date Received
1. Map contiguous tracts of the Coastal Douglas-fir zone (CDF) and associated ecosystems to aid in protection of that zone and its associated ecosystems (underway by contractor for completion March 31, 2020) (2018-2022 Strategic Plan item 1.1). 2. Create a model development permit area for Local Trust Committee-Bowen Island Official Community Plans bylaws to protect Coastal Douglas-fir zones throughout the Trust Area (2018-2022 Strategic Plan item 1.2).		12-Feb-2020

3. *Preserve and protect marine ecosystems*	Responsible	Date Received
1. Map the extent of eelgrass and kelp beds throughout the Trust Area (2018-2022 Strategic Plan item 2.2). 2. Undertake a review of Local Trust Committee- Bowen Islands Municipality foreshore policies and regulatory bylaws and develop model policy and regulatory bylaws for the protection of the foreshore and nearshore (2018-2022 Strategic Plan item 2.3).		12-Feb-2020

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

Projects Report

Regional Planning Committee

1. Map and develop water budgets for groundwater aquifers in the Trust Area (2018-2022 Strategic Plan item 2.5) 2. Develop a model land use regulation regarding freshwater sustainability including groundwater, rainwater catchment and greywater recycling (2018-2022 Strategic Plan item 2.6). 3. -Develop an Islands Trust Freshwater Sustainability Strategy policy document and recommendations for implementation of the Freshwater Sustainability Strategy 4. - Develop an Islands Trust Freshwater Sustainability Strategy policy document and recommendations for implementation of the Freshwater Sustainability Strategy	12-Feb-2020

5. *Strengthen housing affordability throughout the Islands Trust Area*	Responsible	Date Received
Implement the high priority actions outlined in the Affordable Housing in the Trust Area: Strategic Actions for Islands Trust previously referred by Trust Council: 1. Develop model bylaws that use floor area ratio as a density metric for consideration of implementation in local trust area land use bylaws (2018-2022 Strategic Plan item 4.4 iii). 2. Develop model density bonus bylaws for consideration of implementation in local trust area land use bylaws (2018-2022 Strategic Plan item 4.4 iv). 3. Develop model bylaws to address the use of building stratas as a tool for affordable housing (2018-2022 Strategic Plan item 4.4 v).		12-Feb-2020

6. *Mitigate and adapt to climate change impacts*	Responsible	Date Received
1. Amend Official Community Plans and land use bylaws to foster climate change resilience, including measures to protect Coastal Douglas fir, foreshore and nearshore environments and groundwater. (2018-2022 Strategic Plan item 3.2).		12-Feb-2020

Projects Report

Regional Planning Committee

7. *Update the model strategy for antennae systems*	Responsible	Date Received
		09-Feb-2022

Local Planning Services
REPORT
June 2022 Trust Council

Date: 02/06/2022

General Comments

Fee bylaws

Following Trust Council adoption of the new Application Services Policies, local trust committee have been considering amendments to their fee bylaws to their fee bylaws. As of the date of this report, the status of fee bylaws is as follows:

Tracking new Fee Bylaws:

LTC	NOTES	Waiting for LTC	Drafting	Proposed Bylaw	Adopted
BW	Dec 15, 2021				✓
DE	March 22, 2022 - deferred to next meeting		✓		
GB	May 16, 2022				✓
GL	Apr 4, 2022				✓
GM	Apr 13, 2022 - approved by EC			✓	
HO	May 25, 2022 - approved by EC			✓	
LA	Apr 11, 2022 - second reading			✓	
MA	June 27 - on agenda for consideration	✓			
NP	May 26 - Deferred, request to add item to Trust Council agenda	✓			
SA	May 19, 2022 – Deferred to October meeting	✓			
SS	Mar 22, 2022				✓
SP	May 6, 2022				✓
TH	May 3, 2022				✓

Delegation of Permits

The Province has amended the Islands Trust Regulation (BC Reg 119/90) to permit local trust committees, by bylaw, to delegate issuance of development permits to planning staff, and amended the Local Government Act to allow local governments (including local trust committees) to delegate minor development variance permits. Staff has drafted a delegation policy and a model development permit delegation bylaw for consideration (on today's agenda). Delegation of development variance permits will be brought back as an amendment at a future Trust Council meeting.

Policy Planning
Policy planning includes all of the proactive planning work being undertaken by the local trust committees and Regional Planning Committee (RPC).

The Regional Planning Committee (RPC) is focussed on completing the Freshwater Sustainability Strategy. The following items are actively being worked on:

- **Item 1.2 – Model development permit to protect CDF** – as Salt Spring Local Trust Committee is working on CDF, and due to other resource requirements, the Regional Planning Committee has not started work on this project and will not complete it this fiscal. The results of the Salt Spring work could be used to develop an Islands Trust wide model bylaw.
- **Item 2.2 – Eelgrass and Kelp Mapping** – has been completed and in on today's agenda for receipt by Trust Council.
- **Item 2.4 – Freshwater Strategy** - Regional Planning Committee has implementation policy on its list of work items.
- **Item 2.5 – Groundwater Mapping** – Staff is continuing with mapping the remainder islands and is in the process of issuing a contract following a competitive bid process.
- **Item 2.6 – model land use regulations for freshwater sustainability** – To be informed by the Groundwater Implementation projects currently in process on Galiano and North Pender which are estimated to be completed by fall 2022.
- **Item 4.8 – Heritage preservation Overlay Mapping** – Phase 1 completed, phase 2 is funded for FY 2022/23 but work has not yet started.

Throughout the 13 local trust committees, there are 36 top priorities identified. There are 47 LTC projects currently being actively worked on by LPS staff, some of which are not identified as Top Priorities. These include projects such as the model fees bylaw update. These are listed in detail on the Top Priorities Chart in the Trust Council Agenda.

Current Planning
Current planning includes processing of all of the applications and referrals received by local trust committees and referrals reviewed by staff. Since January 1, 202, to May 31, 2022, we have received:

- 279 new applications, 222 of which are building permit reviews, siting and use permits, or Crown land or other such referrals.
- 24 development variance permit applications,
- 15 development permit applications,
- six Temporary Use Permit application,
- six subdivision applications,
- two rezoning applications
- two Agricultural Land Reserve applications,
- one soil deposit and removal application, and
- one Board of Variance application.

In total, including applications opened prior to May 31, 2022, there are 194 open applications. In addition to normal seasonal application volumes, staff vacancies have resulted in a backlong.

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REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 21, 2022
From:	Regional Planning Committee	**Date Prepared:**	June 2, 2022

SUBJECT: **Updated Review of Trust Council Policy 5.9.1 Best Management Practices For Delivery of Local Planning Services To Local Trust Committees**

RECOMMENDATION:
That Trust Council approve amended Policy "5.9.1 Best Management Practices for Delivery of Local Planning Services to Local Trust Committees".

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The proposed amendments to this policy support the changes that have been made in the delivery of local planning services, and the operation of the regional planning team. This policy is necessary to provide a framework for prioritization of policy work and a strategic approach to updating and maintaining all of the official community plans and land use bylaws.

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1 **PURPOSE:** To provide an opportunity for Trust Council to approve amendments to Trust Council Policy 5.9.1 that adds a recommended process and format for systematic updates to official community plans and land use bylaws, and a framework for allocating planning resources for local trust committees' land use planning projects.

2 **BACKGROUND:** At its regular meeting on May 18, 2022, the Regional Planning Committee reviewed the draft policy and passed a resolution recommending that Trust Council approve the proposed amendments. The document is a result of several meetings of the Regional Planning Committee, including a workshop, to develop policies that support the Regional Planning Team, provides a framework for strategic updates to official community plans and land use bylaws, and establishes a framework for prioritization and resourcing of projects for the 13 local trust committees.

The intent for the amendments to the policy to establish recommended processes for undertaking project reviews. These are categorised as minor, major and extraordinary. This will allow staff to better estimate costs and timelines for projects if the recommended process and format are adhered to. This provides certainty and allow for better sequencing and budgeting for projects and updates to official community plans and land use bylaws.

Also, the policy would, where possible, harmonize the language, format and processes for official community plans to improve efficiency, and reduce complexity for the users of the documents. The policy does allow for local considerations and minor adjustments to account for local preferences.

The original draft of the Policy included appendices that included a template Official Community Plan, graphics of standard processing of bylaws, and a criteria matrix for determining which OCP

reviews should be prioritized. Staff recommended at the last RPC meeting that these appendices be removed from the proposed policy as they could evolve over time and need the flexibility of not needing a Trust Council policy amendment to amend the form.

3 IMPLICATIONS OF RECOMMENDATION

Planning staff work assignments would shift: the Regional Planning Team would only work on Extraordinary and Major land use planning projects. Each of these projects would require a business case. Initiation of Extraordinary and Major OCP/LUB projects would be limited to two per year.

ORGANIZATIONAL:
The project manager for the "LPS Renewal" project so far has been the Director of Local Planning Services. With the Director position currently vacant, a new project manager / team will need to be identified to develop the implementation and communications plans related to transitioning staff from their current roles to new ones as well as carrying out tasks related to this transition. Identification of this project manager and team must take into account current staff responsibilities and the hiring and orientation of the new Director.

While a Regional Planning Team has been operating in principle since November of 2020, staff turnover this last year leads staff to estimate that this team would not be fully staffed until at least spring of 2023.

Going forward, staff would provide an annual list to the RPC of LTC / RPC requested Extraordinary and Major Projects to be considered for the next fiscal year. This annual list would include an analysis of the estimated available staffing resources. The Regional Planning Committee would provide their recommendations regarding this projects list to the Financial Planning Committee for consideration of budgets for the next fiscal year, and the Financial Planning Committee would provide their recommended list to Trust Council.

FINANCIAL:
The coordination of staff effort anticipated by these policy changes will hopefully prevent scenarios where budget dollars are spent on projects that duplicate effort or don't get completed.

POLICY:
Other Trust Council policies may need to be amended to implement the proposed changes of this policy.

IMPLEMENTATION/COMMUNICATIONS:
Communication informing the public and all staff about these policy changes would follow approval. An implementation and communication plan as well as staffing resources are needed to transition staff and systems from current roles and responsibilities to new ones.

FIRST NATIONS:
Early and meaningful engagement of First Nations would be an assumed part of any Extraordinary or Major project to be undertaken by Islands Trust. Due to varying levels of relationship with each of the First Nations with interests in the Islands Trust area and a changing legislative landscape, it will be a priority to ensure First Nation engagement in project design.

OTHER:
No other implications.

4 RELEVANT POLICY:

5.9.1 BEST MANAGEMENT PRACTICES FOR DELIVERY OF LOCAL PLANNING SERVICES TO LOCAL TRUST COMMITTEES

5 ATTACHMENT(S):

1. Amended Policy 5.9.1

RESPONSE OPTIONS

Recommendation: That the Trust Council approve proposed changes to Policy "5.9.1 Best Management Practices For Delivery of Local Planning Services to Local Trust Committees".

Alternative: That Trust Council amend the draft policy "5.9.1 Best Management Practices For Delivery of Local Planning Services to Local Trust Committees" and approve it as amended.

Prepared By: **David Marlor, Director, Local Planning Services**
Heather Kauer, Regional Planning Manager

Reviewed By/Date:

Attachment 1. Amended Policy 5.9.1

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Policy:	5.9.1
Approved By:	Trust Council
Approval Date:	March 10, 2006
Amendment Date(s):	September 11, 2013
Policy Holder:	Director of Local Planning Services

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BEST PRACTICES FOR DELIVERY OF LOCAL PLANNING SERVICES

Purpose

1. To ensure that Local Trust Committees (LTCs) use the Local Planning Services (LPS) staff resources provided to them in accordance with their legislated responsibilities under s. 24 of the *Islands Trust Act* or in accordance with any powers that may be delegated to them under s.10 of the *Islands Trust Act.*

2. To identify the core services provided to LTCs, and to outline the best practices for delivering those services to LTCs in a fair and equitable manner.

A. Definitions

Major Policy/Regulatory Work - a review of an official community plan and/or land use bylaw that takes between six and 18 months to complete, includes discretionary activities that exceed required processes, and / or includes a budget request of more than $5,000.

Minor Policy/Regulatory Work – amendments to an official community plan and/or land use bylaw that takesix to 12 months to complete, and / or requires a budget of less than $5,000.

Extraordinary Policy/Regulatory Work - a review of an official community plan and/or land use bylaw that includes discretionary activities that exceed required processes, and would require external consultants and / or additional funding considerations.

Regional Planning Team – a Planning team assigned to exclusively manage major and extraordinary bylaw reviews for local trust committees and policy planning work of the Regional Planning Committee.

Local Planning Team - a Planning team consisting of senior planners assigned to undertake day-to-day planning functions of assigned local trust committees, including managing minor bylaw amendments, processing of major applications and referrals, responding to enquiries, and administering local trust committee meetings.

Current Planning Team – a Planning team assigned to undertake the processing of routine referrals and land use permits for all local trust areas.

B. Policy

1. Official Community Plan and Land Use Bylaw Reviews and Amendments

1.1 The Regional Planning Team will develop and deliver comprehensive Major Policy Work, Official Community Plan (OCP), and Land Use Bylaw (LUB) documents to assist LTCs in identifying and establishing policy preferences for managing growth development and conservation in island communities.

1.2 Comprehensive OCP and LUB reviews are considered to be major policy/regulatory work.

1.3 Regional Planning Team Staff will maintain a checklist of the "health" of official community plans, and will use this to recommend to Trust Council via Regional Planning Committee prioritization of OCPs for review and update as part of Trust Council's budget process.

1.4 New and updated official community plans and land use bylaws will follow a recommended format, with some customization to allow for local conditions permitted.

1.5 A maximum of two reviews of official community plans and land use bylaws may be started each fiscal year to ensure adequate resourcing is available to complete.

1.6 Where possible, the OCP and LUB should be reviewed concurrently as part of the same project, or the LUB should be scheduled to be reviewed as soon as the OCP review is complete.

2. Major Policy/Regulatory Work

2.1 The Regional Planning Team will undertake major policy/regulatory projects of LTCs and the Regional Planning Committee. A set of criteria will be used by Regional Planning Team staff to recommend to Trust Council via the Regional Planning Committee prioritization of these projects.

2.2 Staff resources will limit the number and type of major policy/regulatory work that can start in any one year. This limit will also be considered when recommending OCP/LUB reviews.

2.3 For any major policy/regulatory work of an LTC or RPC to be considered, it must be a priority of the relevant local trust committee and one of its top priorities. The local trust committee must submit a business case as part of the budget process that sets out the scope, timeline and budget (including estimated staff resources required) of the proposed project. The business case must be endorsed by the local trust committee.

2.3 LTCs may initiate more frequent OCP/LUB reviews and extraordinary OCP/LUB review processes on specific policy issues subject to Trust Council approval of a special tax levy for the relevant Local Trust Area to fund the necessary costs, including additional staffing requirements. Minor OCP/LUBs reviews may also be

undertaken as part of a LTCs normal work program, which would be undertaken pending available Local Planning Team resources.

2.4 LPS staff will strive for simplicity and certainty when drafting amendments and will engage stakeholders early in the review process. LTC chairs will ensure timely review and completion of documents.

2.5 LPS staff will provide LTCs with early advice about any proposed OCP amendment that may be inconsistent with the Islands Trust Policy Statement and will seek clarification from Trust Area Services staff if necessary. LPS staff will not spend time on OCP amendments that are inconsistent with the Islands Trust Policy Statement without the prior approval of Trust Council.

2.6 LPS staff will provide LTCs and the Executive Committee with early advice regarding any proposed OCP amendment that may require additional staff resources for administration or enforcement and will confirm the availability of those resources before bylaw adoption. LPS staff will ensure that Bylaw Enforcement staff confirm the enforceability of new OCP provisions that may require enforcement (such as Development Permit Areas) before they submit bylaws to an LTC for first reading.

2.7 For any policy work of an LTC to be considered to be undertaken by the Regional Planning Team, it must be a priority of the LTC and one of its top priorities.

3. Community Engagement

3.1 All community engagement for major policy/regulatory work will establish the appropriate IAP2 engagement level in the Project Charter.

3.2 All major policy/regulatory work shall follow the IAP2 commitments and provide opportunities to be heard, and provide feedback appropriate to the IAP2 level identified for that project.

3.3 Stakeholders and key partners should be identified early in the process and during the development of the Project Charter.

3.4 In some instances a community group may wish to independently review and make recommendations to the local trust committee. If this is endorsed by the local trust committee, this work would be outside of the Regional Planning Team. The Regional Planning Team could become involved if the local trust committee makes it a priority of the LTC, and has a Project Charter. These projects would be considered priorities the same as any other project under this Policy.

4. Local Trust Committee Meeting and Agenda Preparation

4.1 LPS staff will administer planning services through established agendas and a meeting schedule that the LTC pre-determines annually.

4.2 Legislative clerks and planners will prepare LTC business meeting agendas. LPS staff will release LTC business meeting agendas to trustees and post them on the Islands Trust website at least one week in advance of the meeting day.

4.3 LPS staff will provide applicants who have agenda items with a link to the agenda and any related reports at least one week prior to the meeting day.

4.4 LPS staff will not add late items to agendas except with the approval of the Chair. LTC members and staff should not add or suggest new decision items for the meeting agenda after staff has released it, unless the topic has arisen since the agenda release and must be resolved before the next LTC meeting. LTC members and staff who intend to suggest new decision items of this nature should ensure that all LTC members and LPS staff have at least two days' notice of any proposed resolutions.

4.5 LTC chairs will keep item debates focused and avoid public debate during the business session of the LTC.

4.6 LPS staff and LTC Chairs will ensure that all decisions on the LTC business agenda that require LPS staff resources are relevant to the responsibilities of LTCs to regulate the development and use of land, pursuant to s. 24 of the *Islands Trust Act*, or relevant to any powers that may be delegated to an LTC under s. 10 of the *Islands Trust Act*. LTCs should not instruct LPS staff to undertake work that is un-related to these responsibilities.

4.7 Staff will only undertake work as directed by the local trust committee; trustees are to avoid individual directions or requests for significant staff work.

5. Special Projects

5.1 LTCs may undertake special planning projects subject to the necessary budget approvals by Trust Council, and management approval of the use of LPS staff resources.

5.2 LTCs that have had powers delegated under s. 10 of the *Islands Trust Act* may undertake special projects related to those powers, subject to the necessary budget approvals by Trust Council, and management approval of the use of LPS staff resources, or provision of additional staff resources.

6. Review of Development Applications

6.1 Local Planning Team or Current Planning Team planners will evaluate and provide reports to LTCs regarding all development applications that require an LTC decision.

6.2 Local Planning Team planning staff will provide updates at LTC meetings regarding the status of applications and referrals that do not require an LTC decision, except for building permit and Crown land referrals.

6.3 LTCs are encouraged to make decisions when staff has provided all requested information and avoid unnecessary extensions to the application review period.

6.4 At the discretion of an LTC, application referrals to Advisory Planning Commissions (APCs) or other advisory bodies may be limited to those applications requiring an LTC decision. Commissions and advisory bodies are required to reply within given timelines.

6.5 LPS staff and LTC chairs will ensure that staff recommendations and LTC resolutions that require the use of LPS staff resources do not exceed LTC decision-making responsibilities as indicated in s.24 of the *Islands Trust Act*, or responsibilities related to any powers that may be delegated to an LTC under s. 10 of the *Islands Trust Act*.

6.6 LPS staff will not undertake a comprehensive review of a development application that is inconsistent with the relevant OCP or the Islands Trust Policy Statement. If planning staff receive a development application that is inconsistent with the relevant OCP, the application will be returned to the applicant advising that the proposed application is contrary to the policies of the OCP. If the applicant wants to proceed the application must be amended to include a request to amend the OCP.

6.7 Community information meetings are encouraged in conjunction with the review of development applications. These meetings may be hosted by the LTC or the applicant and are desirable before first reading of the bylaw. The purpose of these meetings is to identify the scope of a project, identify issues that need to be reviewed in the planning analysis and to allow the public to ask questions of the applicant, trustees and staff. Community information meetings are also desirable as a separate session immediately prior to a Public Hearing when a proposed bylaw is available and has received at least first reading by the LTC. Meetings at this point allow members of the public to engage in dialogue with the applicant, or ask questions of trustees and staff about the planning report or the bylaw prior to the Public Hearing.

7. Bylaw Enforcement

7.1 LPS staff will carry out bylaw enforcement activities in accordance with Trust Council Policy 5.5.1.

8. Management of Local Planning Services Staff Time

8.1 LTCs will endeavor to schedule most regular LTC business meetings during normal week day business hours of the Islands Trust. LTCs may schedule meetings to

address comprehensive OCP and LUB reviews on weekend days to ensure participation by non-resident owners. LTCs will be mindful of the impact of staff overtime on their respective LTC work programs and will schedule staff participation accordingly.

C. Legislated References

Sections 10 and 24, *Islands Trust Act*

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

n/a

REQUEST FOR DECISION

To:	**Trust Council**	**For the Meeting of:**	June 21, 2022
From:	Robert Kojima, Regional Planning Manager	**Date Prepared:**	May 19, 2022
SUBJECT:	**Delegation of Development Permits**		

RECOMMENDATION:

1. **That Trust Council adopt the draft 'Land Use Permit Delegation Policy' and that local trust committees be requested to consider adopting delegation bylaws.**

DIRECTOR'S COMMENTS: This is consistent with Trust Council's request of the Minister to allow local trust committees to be able to delegate issuance of permits to Staff, and the subsequent amendments to the Islands Trust Regulation to allow this. It is also consistent with recommendations in the 2022 Governance Review commissioned by Trust Council.

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1 **PURPOSE:** to provide policy and a draft bylaw that would enable local trust committees to delegate the issuance of development permits to staff.

2 **BACKGROUND:** recent amendments to the *Islands Trust Regulation* by the Minister have empowered local trust committees to delegate the issuance of development permits to staff. This authority has long been provided to other local governments in British Columbia, has been requested by Islands Trust, is a recommendation of the recent governance review and was recommended in previous Local Planning Services reviews. Delegation of the issuance of development permits to staff would generally improve efficiency, reducing the size of LTC agendas, reducing staff time spent on delegated applications, reduce processing times, and provide greater certainty for applicants.

Development permit applications form a significant proportion of applications received by local trust committees generally, second only to development variance permits in terms of the number of applications considered. Over the past five years a total of 175 development permit applications were made (an average of 35 per year), while in 2021 a total of 42 applications were received (this compares to 252 and 68 DVPs and 109 and 18 TUPs respectively). Development permit applications are also disproportionately received by a handful of LTCs, with the following LTCs constituting 86% of applications over the past 5 years:

- Salt Spring LTC= 40%
- North Pender LTC= 20%
- Galiano LTC= 9%
- Hornby = 9%
- Gabriola = 8%

Generally, delegation of development permits is supportable as approval or refusal is based on adherence to guidelines, and supporting information in the form of reports can be required by bylaw. However, not all development permit areas would be suitable for delegation and not all local trust committees may wish to delegate issuance of permits to staff. The attached draft policy provides criteria for the consideration of delegation by local trust committees, policies directing staff in the implementation of delegation, and attaches a delegation bylaw recommended to be used as a template by local trust committees.

Regional Planning Committee reviewed the draft policy and bylaw template at the meeting of May 18th and adopted the following resolution:

That Regional Planning Committee forward the attached draft 'Delegation of Land Use Permits' policy and bylaw template to the June Trust Council meeting with a recommendation that the policy be adopted and that local trust committees be requested to consider adopting delegation bylaws.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Where local trust committees adopt a delegation bylaw, staff will implement processes for the review and consideration of delegated permits, but staff will no longer prepare staff reports for local trust committees nor present reports at LTC meetings (except where an applicant has requested re-consideration by the local trust committee). Reconsideration requests by an owner may include situations where staff have refused a permit, or more likely a request to reconsider specific conditions required by staff in a permit.

FINANCIAL: fees would not change, as staff would still need to review applications and reports, prepare permits and consider issuance or refusal. If RPC recommends referral to Trust Council staff will likely obtain a legal review of the bylaw template.

POLICY: the attached policy, if adopted by Trust Council, would provide guidance to local trust committees in considering delegation, and direction to staff implementing delegation

IMPLEMENTATION/COMMUNICATIONS: where permits are delegated staff would update, revise or create:

- Internal checklists where needed
- application forms and information for applicants and the public
- webpage information
- templates for use in providing a summary and recommendation to the Director
- templates for letters to applicants
- procedures for reconsideration by local trust committees

FIRST NATIONS: development permits are not referred to First Nations, however material and advice would continue to be provided to applicants with respect to archaeological and cultural heritage sites and requirements, and where requested by a Nation, development permits are forwarded for information.

4 RELEVANT POLICY(S): none

5 ATTACHMENT(S):

a. Draft Land Use Permit Delegation Policy

b. Draft Delegation Bylaw template

RESPONSE OPTIONS

Recommendation:

1. **That Trust Council adopt the draft 'Land Use Permit Delegation Policy' and that local trust committees be requested to consider adopting delegation bylaws.**

Alternative:

1. **That Trust Council refer the RFD and attachments back to staff for revisions to …**

Prepared By: **Robert Kojima, Regional Planning Manager**

Reviewed By/Date: **David Marlor, Director, Local Planning Services/May 11, 2022**

Policy:	
Approved By:	
Approval Date:	
Amendment Date(s):	
Policy Holder:	Director of Local Planning Services

Delegation of Land Use Permits

Purpose

To provide policy for local trust committee consideration of the delegation of the power to issue certain land use permits to staff

Principles

1. Local trust committee delegation of the issuance of development permits to staff is intended to improve overall efficiency, reduce the number of items on local trust committee agendas and streamline processing of permits.

2. Delegation may be warranted as the scope of determining the approval or refusal of permits is determined by consistency with guidelines adopted by local trust committees.

3. Delegation of the power to issue development permits to staff has been recommended by external reviews, and amendments to the *Islands Trust Regulation* now provide local trust committees with the authority to delegate the issuance of development permits to staff.

4. The delegation of the issuance of development permits to staff by local trust committees should only be implemented where development permit area provisions are consistent with the criteria outlined in this policy.

5. The delegation of the power to issue minor development variance permits to staff may be considered by future amendment of this policy and amendment of delegation bylaws.

A. Definitions

B. Policy

1. Delegation by Bylaw

1.1 Delegation of the power to issue development permits may only be implemented by the adoption of a delegation bylaw by a local trust committee.

1.2 Delegation bylaws adopted by local trust committees should be substantially consistent with the bylaw template attached to this policy.

1.3 A delegation bylaw should only delegate the power to issue permits to staff for development permit areas (DPA) that meet the criteria outlined in this policy.

1.4 A delegation bylaw should only delegate the authority to issue permits to the Director and in his or her absence to Regional Planning Managers.

1.5 The staff person reviewing the application shall not also approve or refuse the permit.

1.6 A delegation bylaw should not delegate authority to issue form and character development permits except where a local trust committee considers the guidelines to be sufficiently objective.

1.7 A delegation bylaw should not delegate permits requiring variances unless the local trust committee has also delegated the issuance of minor development variance permits to staff.

1.8 The bylaw must include the opportunity for the owner of the land subject to the decision to have the local trust committee reconsider the decision.

2 Local trust committees should only consider delegation of issuance of permits to staff for development permit areas that meet the following criteria:

2.1 The development permit area provisions are relatively current.

2.2 A development approval information bylaw has been adopted, or the application requirements are equivalent (e.g. a DPA enacted consistent with the *Riparian Area Protection Regulation* or geo-technical hazard area DPA).

2.3 Professional reports can be required to provide an assessment of impacts and to recommend measures that can be included as conditions of a permit.

2.4 Guidelines have been assessed by staff to be relatively thorough, clear, current and certain.

3 Local Planning Services staff should prioritize drafting of delegation bylaws for:

3.1 Local trust committees that have indicated support for delegation.

3.2 Local trust committees that receive higher volumes of permit applications.

4 Local Planning Services shall implement the following procedures where delegation has been authorized by a local trust committee bylaw:

4.1 Checklists for compliance or non-compliance with guidelines for each DPA shall be prepared prior to implementing delegation.

4.2 The local trust committee shall be provided with a copy of permit applications and copied on the decision to issue or to refuse a permit.

4.3 Where the planner reviewing the application determines that the application does not comply with one or more of the guidelines, applicants shall be provided with advice as to why the application does not comply and shall be given the opportunity to revise the application before a decision to issue or refuse the application is made.

4.4 The planner reviewing an application shall provide the checklist, draft permit and a written recommendation with reasons to the Director or Regional Planning Manager prior to the delegate making a decision to approve or refuse issuance of a permit.

4.5 Where the Director or Regional Planning Manager determines that an application is contrary to one or more of the guidelines, the application shall be refused unless the delegate is satisfied that the permit would be consistent with the overall objectives of the development permit area, that the non-compliance is minor, and that compliance with the guideline would result in the application being contrary to other, more relevant guidelines.

4.6 If issuance of a permit is refused, the owner of the subject property shall be provided written reasons for the refusal and informed of the opportunity to request a reconsideration by the local trust committee.

4.7 The Director may recommend that an applicant for a refused permit apply for reconsideration by the local trust committee.

4.8 Procedures for reconsideration, consistent with the bylaw, shall be established by the Director.

C. Legislated References

Local Government Act sections 229 [delegation of authority], 230 [bylaw required for delegation], 232 [reconsideration of delegate's decision] 490(5) [development permits: general authority] and 498.1 [delegation of power to issue development variance permit].

BC Reg 119/90 as amended by *B.C. Reg 275/21* [delegation of authority]

D. Attachments:

a. Delegation Bylaw Template

ATTACHMENT A
Delegation Bylaw Template

_____ ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. xxx, 20xx

A bylaw of the ____ Island Local Trust Committee to Delegate the Power to Issue Certain Land Use Permits

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

SHORT TITLE

1. This bylaw may be cited as "_____ Island Local Trust Committee Delegation Bylaw No. XXX, 20XX".

DEFINITIONS

2. In this bylaw:

"**Act**" means the Local Government Act.

"**Local Trust Committee**" means the ____Island Local Trust Committee.

"**Director**" means the Director of Local Planning Services.

"**Regional Planning Manager**" means the Manager assigned to the Local Trust Committee.

DELEGATION

3. The Local Trust Committee hereby delegates to the Director, or in his or her absence the Regional Planning Manager, the power to issue a development permit or a development permit amendment under Section 490 of the Act in respect of development permits issued within the following development permit areas:

    a. Development Permit Area X;

4. The delegation under Section 3 does not include the authority to vary or supplement a land use regulation or a subdivision regulation.

5. The Director, or in his or her absence the Regional Planning Manager, is also delegated the power to require, under Section 502 of the Act, an applicant to provide security in an amount stated in the Permit by way of an irrevocable letter of credit or the deposit of securities in a form satisfactory to the Director.

6. The amount of security to be provided under Section 502 of the Act, in relation to a development permit issued by the delegate, shall be 125% of the cost of site restoration, landscaping, remediation of damage to the natural environment or improvements including materials and installation, as determined by a professional landscape architect, a nurseryperson,

a landscape contractor, a habitat biologist, or another person approved by the Director to provide.

7. For clarity, a person to whom a power, duty or function has been delegated under this bylaw has no authority to further delegate to another person any power, duty or function that has been delegated by this Bylaw.

RECONSIDERATION

8. An applicant may have a decision of the delegate in relation to a permit reconsidered by the Local Trust Committee by submitting a written request for reconsideration to the Deputy Secretary within thirty days after the decision is delivered to or made available to the applicant.

9. The request for reconsideration must include the following:

    a. the applicant's address for receiving correspondence related to the request for reconsideration;
    b. a copy of the written decision;
    c. reasons why the applicant wishes the decision to be reconsidered by the Local Trust Committee;
    d. the decision which the applicant requests be made by the Local Trust Committee;
    e. reasons in support of the decision requested from the Local Trust Committee; and
    f. a copy of any documents which support the applicant's request for reconsideration by the Local Trust Committee.

10. Each reconsideration request shall be placed on the agenda of a regular Local Trust Committee meeting and shall include a copy of the materials that were considered by the deleage in making the decision that is to be reconsidered and any further materials delivered by the owner.

11. The Local Trust Committee may consider any presentations made by the applicant and may either:
    a. confirm all or part of the delegate's decision,
    b. set aside all or part of the delegate's decision; or
    c. amend the delegate's decision or make a new decision.

SCOPE OF BYLAW

12. For clarity, subject to the *Act*, unless a power, duty or function of the Local Trust Committee has been expressly delegated by this Bylaw or another bylaw, all of the powers, duties and functions of the Local Trust Committee remain with the Local Trust Committee.

READ A FIRST TIME THIS TH DAY OF , 20XX.

READ A SECOND TIME THIS TH DAY OF , 20XX.

READ A THIRD TIME THIS TH DAY OF , 20XX.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS TH DAY OF , 20XX

ADOPTED THIS TH DAY OF , 20XX.

CHAIRPERSON	SECRETARY

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 21, 2022
From:	David Marlor, Director, Local Planning Services	**Date Prepared:**	May 26, 2022
SUBJECT:	**Eelgrass and Kelp Mapping Projects - Final Reports**		

RECOMMENDATION: That Trust Council refer the "Shoreline Polygon Mapping Summary Report: Eelgrass in the Islands Trust Area" and "Shoreline Polygon Mapping Summary Report: Bull Kelp in the Islands Trust Area" both dated March 2022 to local trust committees and Bowen Island Municipality, with a cover briefing/letter, for consideration in their land use planning decisions.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The completion of the eelgrass and kelp mapping projects fulfils Trust Councils 2018-2022 Strategic Plan item 2.2. [map the extent of eelgrass and kelp beds throughout the Trust Area].

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1 PURPOSE: To provide the work completed on eelgrass and kelp mapping as per Strategic Plan Item 2.2

2 BACKGROUND:

The Islands Trust Strategic Plan (2018-2022) includes the following:

> Goal 2: Marine and Freshwater Stewardship
>
> Objective: To preserve and protect marine ecosystems
>
> Strategy: 2.2. Map the extent of eelgrass and kelp beds throughout the Trust Area

The Islands Trust Conservancy (ITC) Regional Conservation Plan (2018-2027) includes the following:

> Goal 1: Identify, investigate and communicate about important natural areas to generate action on conservation priorities
>
> Objective 1.1: Identify data that will support better decision-making for land securement and land management and collaborate with partners to source and acquire it.

In the current ITC Work Plan, "Mapping bull kelp beds" is identified as a priority action to achieve Objective 1.1 of the Regional Conservation Plan.

Trust Council included $50,000 in the 2021/22 fiscal year budget to undertake mapping of eelgrass beds in the Islands Trust Area. Following a competitive bid, Coastal and Ocean Resources were selected to undertake the work. Islands Trust Conservancy (ITC) funded additional work to map bull kelp beds in the Islands Trust Area using the same data ($4,948, from ITC's Ecosystem Mapping budget).

The contractor used low-tide ShoreZone aerial imagery (collected in 2018, 2020, and 2021 in different parts of the Islands Trust Area), in conjunction with other data sources such as satellite imagery, to identify areas of eelgrass and bull kelp beds. ShoreZone is a system that uses low altitude, high resolution aerial imagery of a coastline to map habitat and shore attributes. The mapping defines the shape and position of each area of eelgrass or canopy kelp bed and provides an estimate of the density of plants within each mapped area. Unlike previous eelgrass mapping, there was no field work done to ground-truth the mapping. Th~~ese~~is data ha~~ve~~s now been incorporated into Islands Trust mapping resources (TAPIS and MapIT).

Some notable findings:

- Bull Kelp was far more abundant in the southern portion of the Islands Trust Area with very little being noted north of Galiano Island except in areas with high current, such as Porlier Pass (between Galiano and Valdes Islands) and False Narrows (between Mudge and Gabriola Islands).
- There was no Bull Kelp observed around Lasqueti, Denman or Hornby Islands or off any of the islands in Howe Sound, despite there being rocky habitat and wave exposures conducive to canopy kelp growth. In Howe Sound, Bull Kelp is known to be rare (see https://ocean.org/blog/shedding-light-on-the-local-kelp-environment/).
- Image quality and unexpectedly high water level created some challenges in defining eelgrass areas. ~~Just under half (41%)~~ Forty-one per cent of the eelgrass polygons were identified with Low Confidence and, as stated in the report, "should not be considered accurate in terms of either overall placement or area for management or monitoring purposes".

The new data are on the Trust Area Property Information System (TAPIS) as a mapping data layer that will be used by planners when making land use regulatory or policy recommendations for the foreshore and immediate upland areas. The data will also be used by ITC staff when making recommendations to the ITC Board.

The Regional Planning Committee passed a resolution to forward the eelgrass mapping to Trust Council for information.

~~The new eelgrass and bull kelp mapping can be viewed on the Islands Trust MAP IT page: https://islandstrust.bc.ca/mapping-resources/mapping/~~

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:
No organizational implications.

FINANCIAL:
No financial implications.

POLICY:
No policy implications.

IMPLEMENTATION/COMMUNICATIONS:
Staff will draft a cover briefing and place on the agenda for each local trust committee, and draft a cover letter and send to Bowen Island Municipality for inclusion on the Municipal Council meeting agenda.

A session will be held with planning staff to discuss how the new mapping layers can be used to inform advice about shoreline and upland land uses. ITC staff will consider the mapping when

assessing conservation proposals. The mapping layers will be offered to First Nations, oil spill planning agencies and other partners.

Communities may wish to use the new mapping for educational purposes including to advise boaters to avoid anchoring near eelgrass/kelp beds.

Because of accuracy concerns in some polygons, staff will evaluate whether ground-truthing of the data is warranted in select areas and will compare eelgrass mapping to previous mapping completed that used ~~ingb boat~~ surveys.

FIRST NATIONS:
In 2017, Islands Trust Conservancy corresponded with First Nations in the Islands Trust Area to offer shoreline mapping. Data sharing occurred with the Penelakut, Halalt, and Tsleil Waututh Nations and with the Q'ul-lhanumutsun Aquatic Resources Society. Staff anticipate that there will be interest in updated mapping.

OTHER:
No other implications.

4 RELEVANT POLICY(S):

- Islands Trust Policy Statement - 4.5 Coastal Areas and Marine Shorelines
- Trust Council Strategic Plan Item 2.2 - Map the extent of eelgrass and kelp beds throughout the Trust Area

5 ATTACHMENT(S):
Two reports contain the methodology and limitations of the data for the eelgrass and kelp mapping layers, and these reports can be viewed on the Islands Trust's Marine Shoreline program webpage, or via the following links:

- **Shoreline Polygon Mapping Summary Report: Eelgrass in the Islands Trust Area**
- **Shoreline Polygon Mapping Summary Report: Bull Kelp in the Islands Trust Area**

The new (2022) eelgrass and bull kelp mapping can be viewed on the Islands Trust MAP IT page: https://islandstrust.bc.ca/mapping-resources/mapping/

RESPONSE OPTIONS

Recommendation: That Trust Council refer the "Shoreline Polygon Mapping Summary Report: Eelgrass in the Islands Trust Area" and "Shoreline Polygon Mapping Summary Report: Bull Kelp in the Islands Trust Area" both dated March 2022 to local trust committees and Bowen Island Municipality with a cover briefing/letter for consideration in their land use planning decisions.

Alternative: As directed by Trust Council

Prepared By: David Marlor, Director, Local Planning Services

Reviewed By/Date: Kate Emmings, Manager, Islands Trust Conservancy/May 26, 2022
Kathryn Martell, Ecosystem Protection Specialist/May 26, 2022
Executive Committee/June 8, 2022

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 21, 2022
From:	**Robert Kojima** **Regional Planning Manager**	**Date Prepared:**	June 1, 2022
SUBJECT:	**North Pender Local Trust Committee Fees Bylaw**		

PURPOSE: The North Pender Island Local Trust Committee has adopted a resolution requesting that consideration of the model fees bylaw be added to the June Trust Council agenda for discussion.

BACKGROUND: The North Pender Island Local Trust Committee deferred consideration of the draft fee bylaw at the January and April LTC meetings, held a Community Information Meeting at the May 26th meeting, and subsequently at the May meeting adopted the following resolution:

> **NP-2022-062**
> **It was Moved and Seconded,**
> that the North Pender Local Trust Committee request Trust Council add to its agenda a discussion of the Model Fees Bylaw for the June meeting.
>
> **CARRIED**

The local trustees indicated they would speak to the motion at Trust Council.

ATTACHMENT(S):

None

FOLLOW-UP:

As directed by Trust Council.

Prepared By: **Robert Kojima, RPM**

Reviewed By/Date: **David Marlor, Director, Local Planning services/June 1, 2022**

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 21, 2022
From:	**Trustee Paul Brent and Trustee Scott Colbourne**	**Date Prepared:**	May 28, 2022
SUBJECT:	**Provincial Review of Islands Trust**		

RECOMMENDATION:

1. That Trust Council request the Lieutenant Governor in Council for the Province of British Columbia to conduct a review of the Islands Trust's mandate, governance and structure.

2. That the Islands Trust Chair, on behalf of Council, submit a letter to the Lieutenant Governor making the review request under Section 8(2)(e) of the Islands Trust Act that outlines the potential scope of a review, including, but not limited to:

a) An assessment of the optimum governance model to preserve and protect the Trust area pursuant to the Province's vision for the future of the Trust area.
b) The object of the Islands Trust Act and clarification of the mandate of the organization.
c) The governance structure of the organization.
d) The alignment of decision-making processes and structures with the Declaration on the Rights of Indigenous Peoples Act.
e) The geographic scope of the organization and in particular authority over marine areas.
f) The funding mechanisms provided to the organization in light of a clarified mandate.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Notwithstanding the subject matter associated with this RFD, this is the second appeal to the Lieutenant Governor under S 8(2) e, of the Islands Trust Act in recent months. The other request was associated with a Housing Equity and Workforce Shortage Crisis RFD in December 2021 that has been referred to Regional Planning Committee.

Staff's understanding of this clause is that it is a formal avenue for Trust Council to 'have a say' with regard to carrying out the object of the Trust. For instance, it is a means for Trust Council to i) request of Cabinet some specific action or recommendations to further the Trust, or ii) to voice an opinion on an issue that impacts the object. It ensures that Trust Council has a voice with the Province with regard to Trust matters. It is perhaps less a means to request that the Province 'do something' or determine a course of action on behalf of the Trust. While this may be a distinction without a difference, writing to the Minister would likely satisfy Trust Council's interest in the proposed work.

As for the implications of the recommendation itself for the organization, they would be significant depending upon the interest of the Province in satisfying the request and the outcome of such a review.

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1. BACKGROUND:

It has been nearly 50 years since the Islands Trust Act was initiated and 35 years since it was last reviewed by the Province.

Much has changed, much has stayed the same, but one factor stands out in 2022: The Trust, as a unique entity in British Columbia governance serving a special area, the islands of the Salish Sea, home to Coast Salish Nations since time immemorial, does not have the capacity on its own to adapt to the challenges of our time and live up to the expectations of the Trust mandate as it is currently presented.

This request for a review is this Trust Council's opportunity to live up to the mandate of the Trust, in all the ways we have defined it: To acknowledge we need help to take clear, community-supported actions that allow these special places and communities to be resilient and true to their shared histories, and it is the responsibility of this Council, with what we've learned over these past three years, to ask for that help.

This Trust Council, like its predecessors, has taken steps. It conducted a Governance Review in 2021 that is focused on the internal governance and operations of the Trust. This Request For Decision (RFD) does not replace nor ignore the findings of this recent review. This RFD expects Trust Council to continue to address the findings of the report to improve its governance and operations, as has been done for multiple terms.

It is illuminating to read, for example, the descriptions of the process to develop the Trust Policy Statement in the early 1990s. They read as if they were written today.

In a report titled "British Columbia's Islands Trust on the Local Government Continuum: Administrative Agency or Local Self-Government?" (David Keith Jones, 1994, Simon Fraser University), problems with the government structure identified in the 1990 public forums included: "The divisions of responsibilities between the Trust and the regional districts;" "the weakness of the representation and accountability of the Trust bureaucracy to islanders;" and the Islands Trust's "lack of authority and capacity to coordinate other agencies in important policy areas."

In this same 1994 report, it says, "The Trust Policy Statement ignited a great deal of criticism of the Islands Trust. The criticism was based on the perception that the Islands Trust was placing too much emphasis on conservation and not enough emphasis on people."

Here we are in 2022 still receiving similar criticism from the public and locked in disagreement at the Trust Council table as noted in the Governance Review report (2022). Meanwhile, the environment, social and economic conditions in the islands of the Trust Area are being impacted more than ever from the construction and renovation of houses in an overheated real estate market and by climate change, at a time when commitments to Reconciliation with First Nations are being better understood.

In other words, the challenges we face in the islands in the Trust are only becoming more complex. They involve multiple organizations, several levels of government and First Nations to be working together to make the best decisions.

Progress is best achieved through continuous learning and adaptation. In two years' time, the Islands Trust Act will be 50 years old. It is time for the Province to take a leadership role and conduct a public and comprehensive review with: An assessment of the optimum governance model to preserve and protect the Trust area pursuant to the Province's vision for the future of the Trust area; the object of the Islands Trust Act and clarification of the mandate of the organization; the governance structure of the organization; the alignment of decision-making processes and structures with the Declaration on the Rights of Indigenous Peoples Act; the geographic scope of the organization and in particular authority over marine areas; and the funding mechanisms provided to the organization in light of a clarified mandate.

2. IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: None.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: To be coordinated with the Province.

FIRST NATIONS: The Province is the lead for First Nation engagement and consultation.

OTHER:

3. RELEVANT POLICY(S):

4. ATTACHMENT(S):

RESPONSE OPTIONS

Recommendation:

Alternative:

Prepared By:

Reviewed By Date:

CAO comments added: June 2, 2022

TRUSTEE SPONSORED REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 21, 2022
From:	**Tahirih Rockafella - Galiano**	**Date Prepared:**	May 25, 2022
SUBJECT:	**Advocacy for Legislation to Protect Biological Diversity and Ecosystem Health**		

RECOMMENDATION:

That Trust Council call on the Province of British Columbia, in partnership with Indigenous leadership, to develop and communicate in a timely way the process and timelines through which they will develop new legislation to protect and restore biological diversity and ecosystem health, in a manner consistent with the United Nations Declaration on the Rights of Indigenous Peoples, and with the involvement of local governments, civil society groups, Indigenous and western scientific experts, and the concerned public.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: This advocacy request is consistent with the Trust mandate and consistent with past Trust Council advocacy calling for Provincial leadership for protection of species at risk.

1 **PURPOSE:**

To request Trust Council to write to the Province requesting that the Province, in partnership with Indigenous leadership, to develop and communicate in a timely way the process and timelines through which they will develop new legislation to protect and restore biological diversity and ecosystem health.

2 BACKGROUND:

With communities suffering from major climate catastrophes over the past few years, including many within the Trust Area, concerns about groundwater vulnerability, and the intention to strengthen relationships between government and Indigenous people, it is of chief concern that BC enact a new law to establish ecosystem health and biodiversity as an "overarching priority" across all sectors, including the alignment of "all other land-related provincial legislation, management systems and processes to this overarching goal" (Gorley and Merkel, 2020).

The Provincial government commissioned a review of BC's management of old growth forests which was completed in 2020. This review, through deep community and stakeholder engagement process, identified the challenges around forestry practices that we face today, providing five overarching requirements that will assist in creating a paradigm shift in how we manage our forests: Indigenous involvement, prioritizing ecosystem health, adopting a 3-zone management framework, strengthened governance, and better public information.

In September of 2021, the Union of B.C. Indian Chiefs (UBCIC) and other Indigenous groups called for immediate and sustained action to ensure that the OGSR's recommendations were carried

out, and adopted a resolution calling on the Province of BC to move forward enactment of new, overarching legislation for the protection of biodiversity and ecosystem health (see attached).

It has now been 18 months, and the government has failed to take any concrete action to implement the recommendations, particularly number two: prioritizing ecosystem health and reliance.

The OGSR's recommendations closely align with Islands Trust policies and Trust Council's declarations of Reconciliation and Climate Change Emergency. From Part III of the Islands Trust Policy Statement: "The task of protecting the Trust Area is particularly challenging because ecosystems do not stop at political boundaries. Cooperative management programs are required to coordinate the actions of all stakeholders".

If we want to ensure the safety and resilience of all BC communities, including those within the Trust Area, we need to use a multilateral approach if we hope to mitigate climate-related disasters like flooding, droughts, fires and heatwaves by swiftly reforming B.C.'s forestry practices, applying Indigenous knowledge to forest-related decisions, and protecting and restoring intact forests before the climate crisis worsens (Wood, 2021).

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Staff time to send the letter

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS:
That Trust Council request the Chair to write to the Minister of Environment and Climate Change Strategy to advise that

WHEREAS a healthy environment is essential for the wellbeing of residents, local communities and local economies;

AND WHEREAS the cumulative impacts of inadequate provincial environmental regulations impose costs and risks on local communities, including risks associated with climate change, drinking water supply, wildfire hazard, flooding, and security of municipal infrastructure, and may undermine local government planning;

AND WHEREAS protecting and restoring biological diversity and ecosystem health provides an opportunity for strengthening relations between Indigenous and non-Indigenous communities, advancing the objective of reconciliation;

AND WHEREAS the provincial government has committed to fully implement the recommendations of the 2020 Old Growth Strategic Review (OGSR), including recommendation 2: "Declare conservation of ecosystem health and biodiversity of British Columbia's forests as an overarching priority and enact legislation that legally establishes this priority for all sectors";

AND WHEREAS residents are passionate about protection of the natural environment and support measures to safeguard and restore biological diversity and ecosystem health.

THEREFORE Trust Council has called on the Province of British Columbia, in partnership with Indigenous leadership, to develop and communicate in a timely way the process and timelines through which they will develop new legislation to protect and restore biological diversity and ecosystem health, in a manner consistent with the United Nations Declaration on the Rights of Indigenous Peoples, and with the involvement of local governments, civil society groups, Indigenous and western scientific experts, and the concerned public.

The letter should be cc'd to Minister of Land, Water and Resource Stewardship, the Minister of Municipal Affairs, the Premier of British Columbia, Members of the Legislative Assembly, UBCM Executive, and First Nations.

FIRST NATIONS:
This would support the September 2021 request of the Union of B.C. Indian Chiefs (UBCIC) and other Indigenous groups for the Province to take immediate and sustained action to ensure that the OGSR's recommendations were carried out.

OTHER: None.

4 RELEVANT POLICY(S): Advocacy Policy.

5 ATTACHMENT(S):

UNION OF B.C. INDIAN CHIEFS resolution no. 2021-62: New Law for Biodiversity and Ecosystem Health

References

RESPONSE OPTIONS

Recommendation:
That Trust Council calls on the Province of British Columbia, in partnership with Indigenous leadership, to develop and communicate in a timely way the process and timelines through which they will develop new legislation to protect and restore biological diversity and ecosystem health, in a manner consistent with the United Nations Declaration on the Rights of Indigenous Peoples, and with the involvement of local governments, civil society groups, Indigenous and western scientific experts, and the concerned public.

Alternative:

Prepared By: **Tahirih Rockafella, Galiano Island Local Trustee**

CAO comments added: June 3, 2022

UNION OF B.C. INDIAN CHIEFS
53RD ANNUAL GENERAL ASSEMBLY
SEPTEMBER 27TH TO 29TH, 2021
VIRTUAL MEETING

Resolution no. 2021-62

RE: New Law for Biodiversity and Ecosystem Health

WHEREAS Indigenous peoples sustain vital cultural and spiritual relationships with the environment and have derived their livelihoods, way of life, health, and well-being from the care and stewardship of their lands and waters since time immemorial;

WHEREAS recognizing that old growth management, ecosystem health, and biodiversity are Title and Rights issues that greatly impact the sovereignty and welfare of First Nations, by Resolution 2020-23 the UBCIC Chiefs-in-Assembly confirmed full support for the report and recommendations of the independent Old Growth Strategic Review (OGSR) and called on the provincial government to take immediate and sustained action to ensure that the report's recommendations are carried out;

WHEREAS the *United Nations Declaration on the Rights of Indigenous Peoples*, which the government of Canada has adopted without qualification, and has, alongside the government of BC, committed to implement through legislation, affirms:

> **Article 19:** States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions in order to obtain their free, prior and informed consent before adopting and implementing legislative or administrative measures that may affect them.
> **Article 26(1):** Indigenous peoples have the right to the lands, territories and resources which they have traditionally owned, occupied or otherwise used or acquired.
> **(2):** Indigenous peoples have the right to own, use, develop and control the lands, territories and resources that they possess by reason of traditional ownership or other traditional occupation or use, as well as those which they have otherwise acquired.
> **(3):** States shall give legal recognition and protection to these lands, territories and resources. Such recognition shall be conducted with due respect to the customs, traditions and land tenure systems of the indigenous peoples concerned.
> **Article 29(1):** Indigenous peoples have the right to the conservation and protection of the environment and the productive capacity of their lands or territories and resource;

WHEREAS one of the key recommendations of the OGSR panel, which the Province has promised to implement in full, is that BC enact a new law to establish ecosystem health and biodiversity as an "overarching priority" across all sectors, including the alignment of "all other land-related provincial legislation, management systems and processes to this overarching goal" (OGSR Recommendation 2);

WHEREAS a year after the release of the OGSR Report, the Province has failed to take any concrete action to implement OGSR Recommendation 2 in cooperation with Indigenous Peoples;

WHEREAS maintaining and restoring the integrity of fully-functioning, healthy ecosystems is foundational to upholding the inherent Title and Rights of Indigenous Peoples and to the well-being of humans and other beings;

WHEREAS the legal priority given to resource extraction by large resource companies in BC's current logging, mining, oil and gas laws has resulted in ongoing cultural, spiritual, ecological and economic harm to Indigenous peoples and territories, and is inconsistent with the UN Declaration, including but not limited to Articles, 3, 4, 8(2), 12(1), 18, 19, 23, 26, 29 and 32; and

WHEREAS BC's *Declaration on the Rights of Indigenous Peoples Act* legally obligates BC to "take all measures necessary to ensure the laws of British Columbia are consistent with the Declaration" and to do so in cooperation with Indigenous Peoples";

WHEREAS the new legislation around ecosystem health and biodiversity that the Province has committed to implement should:

a) Advance reconciliation by implementing the standards set out in the UN Declaration with regard to all aspects of biodiversity conservation and management, and by ensuring that Indigenous title, rights, jurisdiction, laws, knowledge and worldviews shape all aspects of the new law;
b) Ensure a robust understanding of the state of biodiversity and ecosystem health, including related cumulative impacts, is developed and consistently maintained throughout BC using standards and indicators based on Indigenous knowledge and science;
c) Require that proactive measures are taken to protect and where necessary restore biodiversity and ecosystem health in a coordinated manner that establishes and meets measurable targets. This may include new legal tools to recognize Indigenous land use planning, Indigenous Protected and Conserved Areas (IPCAs), and the legal personality of spirited beings, and must recognize and financially support the integral role of Indigenous management in maintaining healthy ecosystem conditions;
d) Ensure provincial decision-making across all sectors prioritizes the protection and restoration of biodiversity and ecosystem health, is consistent with the UN Declaration, and based on legally mandated requirements, standards and information, as an essential foundation for upholding inherent Indigenous title, rights, cultures and economies; and,
e) Enhance public confidence by ensuring accessible, credible information is available regarding biodiversity and ecosystem health, meaningful public participation, and safeguards for sensitive or confidential Indigenous knowledge.

THEREFORE BE IT RESOLVED the UBCIC Chiefs-in-Assembly call on the Province of BC to explicitly and publicly commit to the enactment of new, overarching legislation for the protection of biodiversity and ecosystem health, to be developed in cooperation with Indigenous Peoples and in full alignment with the UN Declaration, to advance the actions that are critical for ensuring Title and Rights are upheld and used to strengthen biodiversity conservation and management;

THEREFORE BE IT FINALLY RESOLVED that the UBCIC Chiefs-in-Assembly direct the UBCIC Executive and staff to work with First Nations and like-minded organizations to secure and implement terms of reference for co-development of the new biodiversity law with the Province of BC, and funding for First Nations' involvement in this process.

Moved: **Spokesperson Khelsilem (Dustin Rivers), Squamish Nation**
Seconded: **Chief James Hobart, Spuzzum First Nation**
Disposition: **Carried**
Date: **September 28, 2021**

References

Gorley, A., Merkel, G. (2020). *A NEW FUTURE FOR OLD FORESTS: A Strategic Review of How British Columbia Manages for Old Forests within its Ancient Ecosystems.* https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/forestry/stewardship/old-growth-forests/strategic-review-20200430.pdf

Wood, P. (2021). *INTACT FORESTS, SAFE COMMUNITIES: Reducing community climate risks through forest protection and a paradigm shift in forest management.* https://sierraclub.bc.ca/wp-content/uploads/2021-Forest-Climate-Risk-Assessment-Report-final-February.pdf

June 2022 Islands Trust Council

Proposed National Marine Conservation Area Reserve for the Southern Strait of Georgia

10:30 a.m. – 11:30 a.m. Thursday, June 23, 2022

Purpose: To update Trust Council on the progress of the feasibility assessment for the proposed National Marine Conservation Area Reserve in the Southern gulf Islands

Resources: Raven August, First Nations Coordinator
James Gordon, Project Manager, Protected Areas Establishment Branch, Parks Canada

TIME	TOPIC	WHO
10:30 a.m. – 10:45 a.m.	First Nations consultation for the proposed National Marine Conservation Area Reserve establishment process	Raven August
10:45 a.m. – 11:00 a.m.	Proposed National Marine Conservation Area Reserve establishment process	James Gordon
11:00 a.m. – 11:30 a.m.	**Discussion**	All

Islands Trust Policy Statement

- 3.4.2 It is Trust Council's policy that marine areas be protected and coastal zone management principles be defined in consultation with agents of the government of British Columbia, the government of Canada, Crown corporations, municipalities, regional districts, non-government organizations, property owners and occupiers.
- 3.4.6 Trust Council encourages the Provincial and Federal governments to develop existing and new programs such as "harvest refugia", which protect and enhance the populations of native marine species of the Trust Area.

2010 Islands Trust Resolution at Union of BC Municipalities Convention (endorsed)

WHEREAS the Southern Strait of Georgia in British Columbia is an ecologically, economically, and culturally rich area that contains the critical habitat of the endangered southern resident orca and is being harmed by a variety of human activities;

AND WHEREAS the government of British Columbia and Parks Canada agreed in 1995 under the Pacific Marine Heritage Legacy to undertake a study to assess the feasibility of protecting and managing this area as a National Marine Conservation Area Reserve NMCAR under the Canada National Marine Conservation Areas Act, and have been engaged in the feasibility study since 2004:

THEREFORE BE IT RESOLVED that the UBCM supports the establishment of a large, ecologically zoned NMCAR in the southern Strait of Georgia from the proposed southern end of Haro Strait, up to and including, Gabriola Passage, and urge immediate action from the provincial and federal governments to proceed on this initiative while respecting First Nations interests in the area.

Xwe-etay/Lasqueti Archaeology Project report to Trust Council

Our "field" week, May 16-20, was selected because it has low tides in the middle of the day, all of them below 2 feet. No First Nation was able to attend and participate, and because of the offshore nature of the work and the vagaries of the winds, we weren't able to predict where we would be each day, so no community members were able to participate either. It was the Lasqueti crew - Dana, her assistant Faren, our GIS technician Kaya and me, joined for the week by Dana's grad student Katy and Dana's long-time mapping colleague and friend Sue. Seaworthy boat and very able close-shore navigating was provided by Mark, our semi-legendary styrophobe.

Details of the four days on the water, mostly from Dana's report and comments to the community:

Monday the wind was so strong that Mark was unable to get his boat safely out of False Bay, so he put it back on the trailer and took it to a mid-island site to launch, but was unable to because of obstructions on the ramp. The six of us waded across mudflats and clambered over rocks in part of greater Tucker Bay, including Conn Bay. *We found some really great features, most of which look like fish traps of various kinds, but I think some were also used to cultivate clams. I'm convinced that Conn Bay wa a huge and important settlement. The beach has largely been transformed, but despite this, there are remnant features along the sides.*

Tuesday: We had fun and full day on Mark's boat exploring around Skerry Bay. We first mapped and took cores from a medium-sized settlementon Lasqueti across from the south end of Boho Island. Once the tide went down enough, we found two lovely clam gardens associated with that settlement - the first clam gardens on Xwe'etay itself! We also explored Skerry Bay which, like Conn Bay, has a few remnant intertidal rock features along the sides. Mark then took us to Boho Island, where we discovered that much of the foreshore has a clam garden on it. The gardens range is size and probably age and are very cool.

Wednesday: While we thought today would be rainy and windy, it turned out gorgeous so we grabbed the chance to go back to Skerry Bay and Boho Island to get drone shots of the clam gardens. While part of the crew (Sue and Kaya) was doing the drone photography, Mark buzzed the rest of us southward to survey the coastline from Sherry Bay to Anderson Bay. I was sure that there would be no sites and it would take minutes. Instead we found several more clam gardens on Lasqueti as well as a few unrecorded shell middens.

Thursday: The winds prevented us from going to the Finnerty and Fagen Islands (at the north/west end) so instead we headed south along Lasqueti as far as Squitty Bay. We recorded one likely clam garden in Squitty Bay as well as a few Douglas fir trees from which bark slabs have been removed for special-purpose hot-burning fuel. We then headed to Jedidah Island and found several clam gardens along Bull Pass around to Long Bay. From Jedidiah we went to the Jevettes (the cluster of islands off Jervis Island) and were pretty quickly overwhelmed by the number of complex intertidal features that combine fish traps and clam gardens. We also recorded some shell middens there. Between the gardens and traps on Jedidiah, those nearby on Boho, and the intertidal features on the Jervettes, there was a lot of food production going on!

Friday was partly a lab day, working out how to best record what we found, and partly a day to work on precision mapping at the Lasqueti cemetery, using Sue's wealth of experience and technical knowledge.

Even when you are on the water, looking for features and structures at low tides, it's possible (once you kmow what to look for) to spot land-based features, which seem to be nearly everywhere. Clearly a large number of people lived on Lasqueti, probably for a very long time. We'll be trying to date some of the sites by taking charcoal samples from their bottoms (when they first were used) and their tops (when they last were used). Apparently each sample costs $400 to date. It'll be interesting to learn, if we can, how the sites relate to each other. Were they all in use at the same time?

Our June week is June 13 - 17, when all low tides on Lasqueti will be at or below 1 foot, with the lowest on Wednesday at -0.1 at 12:59.

The extensive logging of most of Lasqueti, especially skidding of logs to the foreshore, that has taken place since settlers arrived on Lasqueti has caused considerable siltation of bays. Dana's experience in multiple areas of the coast is that there is a layer of fine silt that you can dig down through and find the original beach level with coarser sands and gravels. It is very likely that structures exist hidden and protected under this layer of silt.

July we will be working all month. The low tide week is 11 - 15. On Friday July 15 along with BC Parks and the Lasqueti Community Association, we will be hosting a gathering at Squitty Bay and unveiling a plaque in honour of the ancestors who lived here, and still have a huge presence that we are learning about. We have invited all First Nations that we know have connections with Xwe'etay to come and join us that day. If the weather allows, we'll have quick boat rides to the nearest clam gardens and walking tours of a "culturally modified" Douglas-fir, yew trees (our island's namesake), a crabapple patch, and a midden. Stay tuned for details.

https://www.lasquetiarc.ca/about articles on clam gardens, sea level change, etc.

https://www.lasquetilocal.ca/lasqueti-e article about our May low tide exploration

Residents and property owners continue to carefully approach Dana about sites or possible sites on their property or in their neighbourhood. The interest from the settler community continues to grow. The change in our community's knowledge about and interest in First Nations occupation and use of Lasqueti and surrounding islands amazes me. It seems like not that many years ago that Dana, on being shown a fine adze blade that someone had found, was asked by a bystander for confirmation that First Nations People only visited Lasqueti to pick berries and dig clams. She indicated the blade, and asked the person if they thought it was something that someone would take berry or clam gathering. We are beginning to know how huge and widespread and long-lasting the Ancestors' heritage and legacy are.

On National Indigenous Peoples' Day, June 21, the Project has been invited to attend a gathering on the Sliammon Reserve to give a presentation to the Nation and the community on the project, what we have learned so far, and what we would like to accomplish in the next year or two. It will be another connection between our communities.

Islands Trust

Island Trust Council
Priorities Chart

Print Date: June 3, 2022

Islands Trust Council Goals	Executive Committee	Islands Trust Conservancy
1. Ecosystem Preservation and Protection 2. Ensure human activity and development are compatible with maintenance of Trust Area ecosystems 3. Sustain Island Character and Healthy Communities 4. Effective, Efficient and Collaborative Governance	1. Islands Trust Act Amendments 2. Update Islands Trust Policy Statement 3. Climate Change Emergency 4. Business Response to COVID-19 5. First Nations Reconciliation 5. Preserve and protect marine ecosystems	1. Strategic Planning/Administration 2. Covenant and Property Acquisitions 3. Property and Covenant Management 4. Communications 5. Fundraising and Conservancy Support
Financial Planning Committee	**Regional Planning Committee**	**Trust Programs Committee**
1. Budget 2023/24: Draft 1 Review 2. Budget 2023/24 Public Consultation: Planning 3. Financial Policy Review	1. Manage Trust Council Strategic Plan Action Items 1.2., 2.2., 2.3., 2.4., 2.5., 4.4iii., 4.4 iv., and 4.8	1. Policy Statement Amendment Project 2. Secretariat Role to Forums within the Trust Area 3. Stewardship Education Program

Northern Islands Ballenas-Winchelsea, Denman, Gabriola, Gambier, Hornby, Lasqueti, Thetis	Southern Islands Galiano, Mayne, North Pender, South Pender, Saturna
Ballenas-Winchelsea Islands . Advocacy for the protection and appropriate use of Crown islets. . Nanoose First Nation Relationship Building. . Implement the Protection of Coastal Douglas fir and Associated Ecosystems toolkit and Islands Trust Conservancy Regional Conservation Plan. **Denman Island** . Farming Regulations Review Project . Denman Housing Review Project - Phase 1 **Gabriola Island** Develop Ecological Protection Zone . Density Donation Outreach Program **Gambier Island** . Riparian Areas Regulation . Gambier OCP Comprehensive Review . Keats Island Shoreline Protection Project - Phase 3 . OCP Advocacy Policies - Implementation & Support	**Galiano Island** . Groundwater Sustainability . Rezoning of DL 64, 68, 72, 87 **Mayne Island** . Flexible Housing Regulations and Policy Review . OCP and LUB Minor Amendments . Groundwater Sustainability Project **North Pender Island** . Groundwater Sustainability Project . LUB Review Project . Soil bylaw **Saturna Island** . LUB/OCP Minor Amendments **South Pender Island** . Land Use Bylaw Amendments Project . Minor OCP Amendments . Shoreline Review Project

Northern Islands Ballenas-Winchelsea, Denman, Gabriola, Gambier, Hornby, Lasqueti, Thetis
Hornby Island
. Comprehensive OCP Review
. Watershed Protection and Groundwater Preservation
. Amend the OCP and LUB with regards to the Rural Residential land use designation and R2 zoning regarding Minimum Average Lot Area.
Lasqueti Island
. OCP/LUB Review
. Freshwater Project
. Model Cell Tower Strategy
Thetis Island
. Riparian Areas Regulation Implementation
. Shoreline and Coastal Protection Strategy
. Relationship Building with First Nations

Salt Spring
Salt Spring Island
. Water Sustainability - coordinate multiple jurisdictions in planning for water sustainability and watershed protection.
. Protection of the Coastal Douglas-fir and Associated Ecosystems: An Islands Trust Tool Kit (2018)
. Ganges (Shiya'hwt/Syowt) Village Planning
. Housing Action Program

Trust Council Quarterly Meeting DRAFT Schedule
September 20-22, 2022

Scheduled to be held electronically

Tuesday, September 20	Wednesday, September 21	Thursday, September 22
	9:00 **Trust Area Services** Consent Agenda Items TPC Work Program Decision/Discussion Items Director's Report Conservancy Report	9:00 **Closed Meeting** 10:00 **Rise and Report**
10:00 **Executive Committee Meeting**		**10:15 Break**
12:00 Lunch		
1:00 **Land Acknowledgement** **Call to Order and Approval of Agenda** **General Business Arising** RWMs Adoption of Minutes FUAL 1:15 Trustee Round Table	**11:00 Break** 11:15 **Administrative Services** Consent Agenda Items FPC Work Program Decision/Discussion Items Director's Report	10:30 **New Business** **Trustee/Summary Updates** BC Ferries Advisory Committee Chairs First Nations GINPR Advisory Committee SSIWPA Atl'ka7tsem/Howe Sound Forum Southern Gulf Islands Forum Baynes Sound Forum Freighter Anchorages Update
2:30 Break		
2:45 **Executive** Consent Agenda Item(s) EC Work Program Continuous Learning Plan Decision/Discussion Items CAO's Report Strata Plan Quarterly Update	**12:00 Lunch** 1:00 Administrative Services - continued as needed 1:15 **Regional Planning Services** Consent Agenda Items RPC Work Program Decision/Discussion Items Director's Report	**Priorities Chart** **November Trust Council Draft Schedule** **Disposition of Delegations** **Correspondence**
	3:00 Break	12:00 **Adjournment (approx.)**
5:00 Dinner Break	3:15 **Placeholder**	
7:00 Delegations/Public Comment		
9:00 **Adjourn for the Day**	**5:00 Adjourn for the Day**	

DRAFT

Trust Council Quarterly Meeting DRAFT Schedule
June 21-23, 2022

Tuesday, June 21	Wednesday, June 22	Thursday, June 23
	9:00 **Trust Area Services** Consent Agenda Items TPC Work Program Decision/Discussion Items Director's Report Conservancy Report ITC Audited Financial Statements ITC Species at Risk Program - BRF Draft 2021/22 Annual Report - RFD Policy Statement Engagement Summary RPTS - RFD	9:00 **Closed Meeting** 10:00 **Rise and Report**
10:00 **Executive Committee Meeting**		**10:15 Break**
12:00 Lunch	**11:00 Break**	10:30 **National Marine Conservation/BC Parks - presentation**
1:00 **Land Acknowledgement** **Call to Order and Approval of Agenda** **General Business Arising** Adoption of Minutes FUAL RWM Report 1:15 Trustee Round Table	11:15 **Administrative Services** Consent Agenda Items FPC Work Program Decision/Discussion Items Director's Report Audited Financial Statements - RFD Fiscal Year Results - RFD Allocated Financials - BRF	11:30 **New Business** **Trustee/Summary Updates** BC Ferries Advisory Committee Chairs First Nations GINPR Advisory Committee SSIWPA Atl'ka7tsem/Howe Sound Forum Southern Gulf Islands Forum Baynes Sound Forum Freighter Anchorages Update
2:30 Break	**12:00 Lunch**	**Priorities Chart** **September Trust Council Draft Schedule** **Disposition of Delegations** **Correspondence**
2:45 **Executive** Consent Agenda Item(s) EC Work Program Strata Plan Quarterly Report Continuous Learning Plan Decision/Discussion Items CAO's Report Elections Procedures Bylaw - RFD Elections Agreements with Regional Districts - RFD FOIPPA TC Bylaw & Model Bylaw - RFD 3:45 Governance Review - place holder	1:00 Administrative Services - continued as needed 1:15 **Regional Planning Services** Consent Agenda Items RPC Work Program Decision/Discussion Items Director's Report Amendments to Policy 5.9.1 Best Management Practices - RFD Delegation of DPs - RFD Eel Grass Kelp Mapping Project - RFD NP LTC Model Fees Resolution	
5:00 Dinner Break	**3:00 Break**	**12:00 Adjournment (approx.)**
7:00 **Delegations/Public Comment** 4 delegation application requests	3:15 **Trustee's Request for Decision (RFD)** Provincial Review of IT Biodiversity/Ecosystem/UNDRIP Establish Standing Governance Committee	
9:00 **Adjourn for the Day**	**5:00 Adjourn for the Day**	

DRAFT

Islands Trust Council
Quarterly Meeting

Date: June 21 - 23, 2022

Time: As Shown

Location: Electronic meeting, Public venue

Islands Trust

200-1627 Fort Street

Victoria, BC V8R 1H8

Pages

Tuesday, June 21

1. CALL TO ORDER / LAND ACKNOWLEDGEMENT 1:00 PM - 1:00 PM

2. APPROVAL OF AGENDA

3. GENERAL BUSINESS ARISING

3.1. Consent Agenda Items

3.1.1. March Trust Council draft meeting minutes

3.1.2. Trust Council Follow-Up Action List

3.1.3. Resolution(s) without Meeting Report

3.2. Discussion / Decision Items

3.2.1. Trustee Roundtable

4. EXECUTIVE

4.1. Consent Agenda Items

4.1.1. Executive Committee Work Program Report

4.1.2. Strategic Plan Quarterly Report

4.1.3. Continuous Learning Plan

4.2. Discussion / Decision Items

4.2.1. Chief Administrative Officers Report

4.2.2. Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2022 - RFD

4.2.3. 2022 Elections Agreements with Regional Districts - RFD

DRAFT

4.2.4. Freedom of Information and Protection of Privacy Islands Trust Council Bylaw and Model Bylaw - RFD

4.2.5. Governance Review - placeholder

Tuesday, June 21

5. ENGAGEMENT 7:00 PM - 9:00 PM

5.1. Delegations

Added as directed from Executive Committee June 8th meeting decision.

5.2. Public Comments

Wednesday, June 22

6. TRUST AREA SERVICES 9:00 AM - 9:00 AM

6.1. Consent Agenda Items

6.1.1. Trust Programs Committee Work Program Report

6.2. Discussion / Decision Items

6.2.1. Director of Trust Area Services Report

6.2.2. Manager of Islands Trust Conservancy Report

6.2.3. March 31, 2022 Audited Financial Statements of the Islands Trust Conservancy

6.2.4. Species at Risk Program Funding and Workshop - Briefing

6.2.5. 2021/22 Draft Annual Report - RFD

6.2.6. Policy Statement Engagement Summary Reports and Next Steps - RFD

7. ADMINISTRATIVE SERVICES / FINANCE

7.1. Consent Agenda Items

7.1.1. Financial Planning Committee Work Program Report

7.2. Discussion / Decision Items

7.2.1. Director of Administrative Services Report

7.2.2. March 31, 2022 Islands Trust Audited Financial Statements and Audit Report - RFD

7.2.3. March 31, 2022 Fiscal Year Financial Results – BRF

7.2.4. March 31, 2022 Allocated Financial Statements - Briefing

8. LOCAL PLANNING SERVICES

8.1. Consent Agenda Items

8.1.1. Regional Planning Committee Work Program Report

DRAFT

8.2. Discussion / Decision Items

8.2.1. Director of Local Planning Services Report

8.2.2. Policy 5.9.1 Best Management Practices for Delivery of Local Planning Services to Local Trust Committees (amendments) - RFD

8.2.3. Delegation of Development Permits - RFD

8.2.4. Eelgrass and Kelp Mapping Projects Final Reports - RFD

8.2.5. North Pender Local Trust Committee Fees Bylaw - Briefing

9. TRUSTEES REQUEST FOR DECISIONS

As forwarded from EC June 8th meeting.

Thursday, June 23

10. CLOSED MEETING 9:00 AM - 10:00 AM

11. RISE AND REPORT

12. COLLABORATION

12.1. Proposed National Marine Conservation Area Reserve for the Southern Strait of Georgia - Session Outline

13. NEW BUSINESS

14. SUMMARY/UPDATES

14.1. Trustee Updates

14.1.1. BC Ferries (Ferry Advisory Committee Chairs)

14.1.2. First Nations

14.1.3. Gulf Islands National Park Reserve Advisory Committee

14.1.4. Salt Spring Island Watershed Protection Alliance (SSIWPA)

14.1.5. Atl'ka7tsem/Howe Sound Community Forum

14.1.6. Southern Gulf Islands Forum

14.1.7. Baynes Sound Forum

14.1.8. Freighter Anchorages Update

14.2. Priorities Chart

14.3. Proposed September Trust Council Agenda Program

14.4. Disposition of Delegations and Public Comment Requests

15. STRATEGIC PLAN (Amendments)

16. CORRESPONDENCE

DRAFT

16.1. Gulf Islands Alliance re: Governance Review letter dated March 29, 2022 5 - 5

Added by EC general consent April 13th.

16.2. Gulf Islands Alliance re: Governance Review email dated May 17, 2022 6 - 7

Added by May 25th EC resolution.

16.3. Minister Alghabra re: concerns about air pollution scrubbing and dumping from vessels in Canadian waters email dated May 19, 2022 8 - 9

Added by EC May 25th general consent.

17. NEXT MEETING

The next Trust Council quarterly meeting is scheduled for September 20 -22, 2022 to be held electronically.

18. ADJOURNMENT

DRAFT

From: ALIX HODSON
Sent: Wednesday, May 18, 2022 11:20 AM
To: Lori Foster <lfoster@islandstrust.bc.ca>; Clare Frater <cfrater@islandstrust.bc.ca>
Cc: Dilani Hippola <dhippola@islandstrust.bc.ca>
Subject: Please place this letter on the Executive Agenda for May 29th(bylaw 308)

Hi Lori and Clare

Please make sure that a copy of this letter is provided for each Executive member and is placed on the Agenda.

Thank you

May 17,2022

Executive Committee,
Islands Trust

I was disappointed to learn that the Executive Committee of the Islands Trust, despite the Trust Policy Statement including reconciliation as a focus in their new Draft, are considering passing bylaw 308 (Paisley Place Housing Project, Gabriola) without fulfilling the Snuneymuxw Housing Committee's request. It appears that Island Trustee, Scott Colbourne, is standing against the accommodation. Since the whole of Gabriola Island is Snuneymuxw territory, it is critical that the native community be included.

Many of us were very concerned when the previous bylaws 306 and 307 were rushed through and the many problems associated with this development simply ignored. It has been noted that GHS housing proposal has not been well thought out and their projected expenses do not include: ongoing installation and maintenance of Water Quality systems and monitoring by Water Protection Branch(Ministry of Health), a cistern tank farm, a sewage treatment plant (type 3 systems will not filter out inorganic contaminants), increased building and material costs, and so on. Even more distressing is that the proposed Paisley Place location is in a water recharge area for 150 wells. Impact on the neighbouring wells from continuous pumping for their proposed potable water system and the flow of wastewater and septic from 24 units (60-70 people) to the surrounding areas has not been determined by a third-party hydrologist and health officer (unbiased and at arms length from the Professional Reliance System).

A huge oversight when common and local knowledge clearly provided enough information to direct the LTC towards a more responsible decision. It was repeatedly explained by residents that if this development were allowed to go ahead it would have significant impact on the local groundwater and the ecosystem.

The problems with multi-density dwellings on the Islands is explained by the CRD SGI Housing Strategy and they have reported that:

*Limits to growth on the islands are related to finite freshwater resources and other servicing challenges…and community resistance to density or development that could be perceived as impacting the carrying capacity of the Islands…solutions should not be geared solely to purpose-built, multifamily housing or other growth orientated solutions requiring large density increases on the islands…**

In addition to Bylaw 306 and 307, 308 shows a consistent disregard and insufficient protection for local island residents and also the Snuneymuxw.

It is critical for the Snuneymuxw requests to be written into the bylaw; as, nobody knows who the parties to this Housing agreement will be in the future. The present Trustees themselves will be changing this year and the membership on any housing board has a high turn over. If not included in bylaw 308 there will be no provisions made for priority placement.

Please, help correct a very environmentally destructive and politically incorrect decision that was made without proper input from the community. Delay approval of bylaw 308 until the Snuneymuxw request for 25% of Housing is in the bylaw and provide more protection for the freshwater on their tribal island.

Respectfully yours,
Alix Hodson-Deggan
Gabriola Island.

-----Original Message-----
From: Jacinthe Eastick
Sent: Thursday, May 19, 2022 3:06 PM
To: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: Proposed Gabriola Housing Agreement Bylaw 308

Hi Lori,
We had a power outage all day yesterday and I have yet to find- out when the power was restored today as when I left this morning for Nanaimo, we still had no power in my area.
So here is my letter to the Executive Committee. I trust I am within the deadline for it to be put on the Agenda Package.
My best to you,
Jacinthe

Dear Executive Committee Trustees,

When Proposed Gabriola Housing Agreement Bylaw 308 came to Public Hearing, even though, as an Administrative bylaw, there was no requirement for a Public Hearing, the 'funder/s for the project was intended to be a public agencies with inclusion of subsidies for rentals and operations, post-construction.
I believed that the BC Housing 20-50-30 formula was what the applicant, the Gabriola Housing Society, firmly espoused.

Fast forward to 2022. In the version of the Proposed Housing Agreement you have in front of you, the "Funder/s" can be a developer, a bank, any private Funder ....with no guarantees of post-construction subsidies. This was a concern raised by Trustee Langeries.

Furthermore, this Housing Agreement is also taking away the right of the LTC to object to an increase in the percentage of "market housing", a right that it had in an earlier version. This was a concern raised by Chair Rogers. As written, the Society/owner would merely need to provide reasons why it is increasing the 30% of market housing" leaving future LTCs with no recourse and also with the embarrassment to explain to the community that the 2 Trustees who signed the agreement, strip themselves and future Trustees of their right to veto. Neither local Trustees are seeking re-election and chair Rogers may not be the Chair of the Gabriola Trust Committee either next term.

We were informed at the last LTC meeting that last year, the Snuneymuxw First Nations asked in writing from the Gabriola Housing Society (the applicant) that 25% of the proposed residential units be prioritized for its members. The Housing Agreement in front of you makes no allowance for that whatsoever. It simply list Snuneymuxw First Nation members as eligible renters, along with people who have lived on Gabriola for a year and for people who live outside of Gabriola but have been commenting and working part-time on Gabriola for over a year.

It must be noted that only one local Trustee was in favour of the OCP and LUB Amendment Bylaws that you approved last year. The bone of contention was that the parameters in the definition of "affordable housing" were completely deleted from the Gabriola Official Community Plan. He also voted against this Proposed Housing Agreement Bylaw as written. He suggested to change the word "other" for the word "similar" before the word "agencies", his motion was defeated. He moved for a postponement to give

himself enough time to digest the ramifications of the newest amendments to the agreement. This was rejected also. To me, this Proposed Housing Agreement Bylaw is the last straw.

I am asking the Executive Committee to please return Proposed Gabriola Housing Agreement Bylaw 308 back to the Gabriola Local Trust Committee, asking it to re-instate, in the agreement, the LTC's right to oppose increasing the number of 'market housing' beyond the 30% threshold. If this is denied by the LTC, I am asking that you reject Proposed Bylaw 308 as written.
I wish to remind you that, if adopted, the Proposed OCP Amendment Bylaw 306 would create a new designation called Multi-dwelling Affordable Housing and that the Proposed Land-use Amendment Bylaw 307 would create a new zone. What is the point of all of this if the Proposed Housing Agreement Bylaw will not guarantee rent accessible to the people we supported "affordable housing" for?

I have no expectations that the Executive Committee of the Island Trust will get an Epiphany while considering approval of Proposed Housing Agreement Bylaw 308, but I am hopeful that somehow at least 3 of you will realize that rubber stamping this proposed bylaw is the wrong thing to do.

Gabriola LTC did a development potential mapping project in 2020/21. three years after the adoption of the affordable Housing policies In the Community Plan. The numbers demand revisiting those policies. The Island has over 1000 unrealized/zoned residential densities currently. Over 400 main residences, over 400 accessory rental residential dwellings, 150 residential densities zoned-but-not-yet-realized by subdivision. Add to that the new potential densities on ALR lands and the 'unknown development' the Snuneymuxw First Nation may build on their 1000 acres of Treaty Settlement Lands.

Gabriola has enough 'committed-to' densities to more than double the current population without adding a single new density. Like myself, many opine that Housing Needs must be addressed within the large inventory of undeveloped lots. Now that we know our development potential, creating new dentities to provide affordable housing would simply be self-destructive.

Once again, the last thing the Gabriola environment needs is for Gabriolans to go on a philanthropist binge and CREATE densities for the wrong type of development, on the wrong property. Affordable housing must be realized within the large inventory of unrealized/ undeveloped densities!

You may recall that Gabriola is one of the three Islands In the Trust Area that were near or beyond the threshold of ecosystem health. Planning is an exercise of looking into the future. Gabriola Island, Mayne Island and Hornby are maxed-out. When one considers the development potential of Gabriola, that Island is indeed in peril! Trust Council must consider using section they should giviven get special policies in the Islands Trust Policy Statement to establish a moratorium on the creation of new densities. Like Gabriola, the threshold of environmental sustainability has been reached for them too.

Please reject Proposed Gabriola Housing Agreement Bylaw 308 as written and grant Trustee Langereis the postponement he requested so that he could give us the heads-up.

Yours truly,
Jacinthe Eastick
I

Sent from my iPad

From: jamie harris <[redacted]
Sent: Tuesday, May 24, 2022 7:59 PM
To: Minister, MUNI MUNI:EX; FLNR.Minister@gov.bc.ca; premier@gov.bc.ca; adam olsen MLA; Sturdy.MLA, Jordan; Leonard.MLA, Ronna-Rae; Malcolmson.MLA, Sheila; ellis.ross.MLA@leg.bc.ca; dan ashton MLA; directorsgi@crd.bc.ca; directorssi@crd.bc.ca; kevin.falcon.MLA@leg.bc.ca; vanessa.craig@rdn.bc.ca; reachme@danielarbour.ca; afall@qathet.ca; Trustees; Russ Hotsenpiller; lynne.smith@cvrd.bc.ca
Cc: [redacted]
Subject: Response Requested on Tree Bylaws and Forest Management in the Islands Trust Area

Follow Up Flag: Follow up
Flag Status: Flagged

Further to our letter/email of March 23, 2022, it is our understanding that the Islands Trust CAO and Chair met with Hon. Nathan Cullen in April 2022 where tree bylaws were discussed.
In a CAO briefing to the Islands Trust Executive Committee meeting of May 4, 2022 (https://islandstrust.bc.ca/event/executive-committee-regular-meeting-2022-07/), the response from the Ministry was summarized as follows:
-the Ministry had received letters from individuals with concerns on tree bylaws,
-the Islands2050 public engagement process is underway and the results would be of interest,
-the Ministry is supporting the concept of tree regulation in the Islands Trust area to recognize the special geography and suggesting an alternate method by amending the "Act" rather than adding S.8 of the Community Charter for tree bylaw authority.

For the Islands2050 public engagement process, a citizen review of the individual letters has found that there is approximately 5 to 1 non-support for the new Draft Policy Statement in unprecedented numbers. The silent majority has been awoken by this flawed document. There are 261 letters of non-support and 46 of support between the period of May 1 2021 (when the new Draft Policy Statement was released) and May 1 2022. In those 261 letters of non-support, there were 38 specific comments related to tree bylaws and forestry practices from citizens who took the time to engage in the public process in earnest. Please find below excerpts from these letters with weblinks to each. The statements are illustrative of many islanders that consider tree regulation in our rural, forested environment is not necessary or wanted. All letters are posted on the islands2050 website under the Public Correspondence tab (https://islandstrust.bc.ca/programs/islands-2050/).

This is a letter to speak directly to you on the response of islanders that do not support the tree bylaws nor expanding authority into forestry management. This direct communication is necessary since citizens have no expectation that their responses will be accurately reported by Islands Trust.

We have several requests.
Firstly, we request a description of this alternate proposed amendment to the "Act" to give the Islands Trust area authority for tree regulation. We formally request a response on this.

Secondly, we ask that before any further consideration is given to any type of tree regulation authority, that both the Ministry of Municipal Affairs and the Ministry of Forests should require that Islands Trust

establish what the problem is - if any. Would it not be a first step to establish the problem before adopting policies and amendments?

There has been no bench-marking of how much forest exists now compared to 1994 when the original policy statement was adopted nor since 1974 when the original Islands Trust Act was adopted. There has been no accounting of the amount of trees being removed each year versus regrowth on our islands. Even the most conservative estimates by citizen scientists suggest 5 to 20 times more regrowth than tree removal. This request asks that the Province should not be getting involved in a complex amendment to the Act on the basis of anecdotal information from biased trustees and staff on tree removal for individual houses during this mini-boom of development on our islands.

All is not well in the Islands Trust Area and the majority of citizens no longer trust the "Trust".

Respectfully,
Jamie Harris, Salt Spring Island
Scott Royal, Salt Spring Island
Sharon Mackin, Denman Island
Ralph McCuaig, Denman Island
Dr. Kathleen McGarvey, Thetis Island
Rob Alloway, Saturna Island
Juanita Evans, North Pender Island
Bowie Keefer, Galiano Island

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EXCERPTS FROM LETTERS TO ISLANDS2050 ON TREES BYLAW AND FORESTRY MANAGEMENT https://islandstrust.bc.ca/programs/islands-2050/

1.2021-06-22_KTweedy_R.pdf Saturna
Tree management is another issue raised by this policy that seems not well thought out and as proposed leaves the potential for dangerous trees to be left unmanaged till they fall potentially creating damage or injury.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-06-22_KTweedy_R.pdf

2.2021-06-24_GFretwell_R.pdf
Without derogating from the other points raised …. – in my opinion some of the requested new regulatory powers (especially those that impact forest management and tree cutting) would give the IT the ability to arbitrarily expropriate rights without compensation. The generality of much of the requested powers opens the door for IT having far too much discretion in its interpretation of powers that are poorly defined.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-06-24_GFretwell_R.pdf

3.2021-06-24_KRice_R.pdf Saturna
The new regulatory powers you are seeking seems to be more of a power grab than your 'preserve and protect' mandate. I find it especially disturbing that one of those powers include outright prohibition of clear-cutting. Seems it's a bit late for Saturna Island, where a large tract of First Nations land was recently clear-cut,
causing severe weather-related repercussions due to many exposed trees as a result. First Nations were entitled and well within their rights to do what they wished on their land. Private land owners on the islands should have the same rights. Regulating tree cutting on private land is outrageous and unacceptable. Does this mean if a landowner needs to take down a leaning tree, to prevent it falling on his house, approval must first be given? Our land is zoned for a second residence of any size. Will we be denied permission to build if trees must first be cleared?
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-06-24_KRice_R.pdf

4.2021-06-30_DKroeger_R.pdf

Removal of agriculture and forestry activities on the islands. This is should not be part of the Trust Policy Statement, farming and forestry are already regulated activities in the Province of BC and have a place on the islands as they do in every region of the Province.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-06-30_DKroeger_R.pdf

5.2021-07-04_KAllinson_R.pdf□North Pender
I cannot even begin to touch on each of the following as I am understanding them. Many do not seem practical from a habitation and from a safety perspective. Right to protect unfragmented forest ecosystems (vaguely defined) against damage done by growth, development or land use. Right to regulate tree cutting of any kind within the Trust area.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-07-04_KAllinson_R.pdf

6.2021-07-07_JHutchinson_R.pdf□Saturna
This simple statement (forest cover) can be interpreted to mean no building of housing if trees already exist on the site chosen to build nor for affordable housing as well as no clearing to make new farm land. This NEW policy bylaw will regulate this type of activity and much, much more.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-07-07_JHutchinson_R.pdf

7.2021-07-07_SCadenhead_R.pdf□Salt Spring
The locals have done a good job of land stewardship as the Island is 3/4 trees. Basically you are screwing up a beautiful balance of nature and people with heavy handed bylaw enforcement turning neighbours against neighbours, I work all over this Island and nobody is in compliance.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-07-07_SCadenhead_R.pdf

8.2021-07-08_DKorbin_R.pdf□North Pender
Turning to a practical issue, namely the draft section on forest management, I note if predictions concerning a drier climate are accurate, a reduction of forest cover will be required. Drier summers will produce the extirpation of some species on the Islands. Trees will need to be cut. Forested areas will need to be thinned and fire breaks constructed. Your proposed directives will inhibit such developments, increase costs, generate delays and increase the risk of catastrophic fires on the Islands. The Trust does not contain the expertise within its organization to organize and maintain a department devoted to managing forests and issuing permits to harvest.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-07-08_DKorbin_R.pdf

9.2021-08-16_GLeroux_R.pdf□North Pender
I am having considerable difficulty seeing how the drive for unfragmented, contiguous forest corridors through private land can be realistically achieved. It sounds like a move to restrict rights on larger land holdings which may not be achievable in more heavily subdivided areas. A little like put all the trees in museum and charge folks to come see them. Only in this case the large landholders are the park rangers working under the stern oversight of Trust rules, and BC ferries charges people to come see them.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-08-16_GLeroux_R.pdf

10.2021-09-11_MEvans_R.pdf□South Pender
The whole permits for cutting trees on your own property is just a knee jerk reaction to a few people clearing their property. This permit for cutting trees idea should be discarded until it is really thought about and discussed in the community by the residents.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-09-11_MEvans_R.pdf

11.2021-11-16_IMiddleditch_R.pdf□Saturna

I have been making most of my living from cutting trees on virtually every island in the trust area for nearly forty-eight years, as both a logger and the principal of my own tree service business. I believe we should treat property owners as responsible adults who can make their own decisions regarding tree cutting on their own land. This is not downtown Vancouver or Victoria and property owners should not be saddled with onerous fees for various consultants before they can hire me to remove a tree that is blocking their sun or view. Even though some owners may seem to go over board in their actions, the vast majority will not and the net effect on the ecology of the islands will be less than negligible.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2021-11-16_IMiddleditch_R.pdf

12.2022-01-20_PSinclair_R.pdf Saturna
The attempt to address environmental issues is misguided and does not align with the current science relating to effective forest-management. True forest management should address the serious issues of fire-suppression and the steadily growing potential for catastrophic wildfires.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-01-20_PSinclair_R.pdf

13.2022-01-24_DPaton_R.pdf Saturna
Over that period it's been my experience that the IT executive has devoted ever greater amounts of its disproportionately large budget trying to duplicate the responsibilities of senior levels of government. Inclusion of tree-cutting bylaw authority in the Revised Policy Statement is a classic case.
Forestry is the preserve of our Province. They have extensive experience in the role, employ world class experts in the discipline and their departmental budget is spread over a large jurisdiction. The Province does a good job in this area – as a Provincial tax payer I appreciate that. The IT, as our municipality, is responsible for land use management - regulation of forestry management is not their role. They don't have any expertise in the area and do not (and should not) have the budget to duplicate the Province's responsibilities in this area.
Many aspects of the revised policy statement are based on the "sky is falling" premise – an exaggeration of the precautionary principle. On Saturna roughly 50% of our forests are protected to a high level – particularly in the case of our Federal Park. Logging is limited and mostly confined removal of storm/disease damaged trees or selective cutting for house building. Often the felled trees are input for artisanal mills producing lumber for local use, providing much needed local employment. Commercial logging within the Trust area is likely to remain uneconomic.
My biggest objection to the IT being given power to regulate in this area is the likely expense to property owners. One aspect of climate change is the increasing amount of tree-disease and enhanced likelihood of storm-damage deadfall. Currently removal of a tree is easy and relatively inexpensive – as is should
be for a rural area with lots of trees. A city-style tree bylaw is totally inappropriate.
Having no expertise in tree regulation, the IT will require a property owner (at his own expense) to contract the services of a certified arborist to report and authorize removal. Quite likely this will involve the expense of hiring an off-island specialist with the consequent cost for captive ferry time – essentially a day's work in the case of Saturna. Forest cover on our island is expanding and would do so at a faster rate if something was done to control feral goats and the overpopulation of deer. The sky isn't falling.
Authority for a tree-cutting bylaw should be removed from the Revised Policy Statement.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-01-24_DPaton_R.pdf

14.2022-01-26_GKahne_R.pdf Salt Spring
I have always been a strong proponent of the Islands Trust mandate to preserve and protect. I also love trees and do not like to see them cut down: unnecessarily nor unsustainably. Nonetheless the prohibitions on tree cutting, as written, go much too far and are certainly not appropriate for a rural community. I do not think that there are many Islanders who are supportive of clear cutting and efforts to prevent that would likely meet with public acceptance. Perhaps there is a role for The Trust to be involved when more than a specified number or area of trees are to be cut. This could also speak to the size or types of trees. But as written the statement appears to apply to any and all trees.

Has consideration been given to the necessity of utilities, roads/telephone/hydro sewers etc maintenance. Will these activities be subject to extra costs and delays due to the proposed need for permits to cut a tree? Additionally, there will be cases where due to storms, age, illnesses or other phenomena affecting trees, that a tree may pose a danger of falling and or injuring persons or property. Again in such circumstances the need to apply for a permit and have it processed (inspections as well) will result in costly but also dangerous delays. In the alternative, more enforcement officers will have to be hired and a priority system created. There is already public concern about the time for the Trust to approve permits. THis will only add to the public dissatisfaction. Let us look at wording that is significantly more nuanced. There are certain actions which are never acceptable and prohibited by law in all circumstances. Tree cutting is not among these.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-01-26_GKahne-2_R.pdf

15.2022-01-30_MAllan_R.pdf Salt Spring
However, we would like to focus on our largest concern, the potential limitation of options for management of trees on our own property.
1) We have a very large of garden and grow much of our own produce annually, including the fruit and vegetables served in our B&B for breakfast. Like many, we believe eating locally, particularly from your own garden, has many advantages. Additionally, it is not just a garden, but we have planted 13 fruit trees, built a greenhouse, and added over 20,000 litres of water collection to reduce public water use. Due to the slope of the terrain, tree growth can block out sun from the garden unless the surrounding trees are managed (limb trimming, tree removal).
2) The view from our house effects the value of our property and B&B. An inability to manage the trees on the property erodes the value for both.
3) Trees harvested also serve as the primary source of heating of our home throughout winter. Furthermore, the branches are used build berms to manage the slope around the property, that in turn reduces the erosion and use of water and fertilizer. The bark is broken up and use for mulch in the garden and retains garden moisture. We have invested approximately $200,000 into our home and property to build our garden/orchard and reputable 'farm' to table B&B. If approved, the plans of Islands Trust would cause considerable loss to our family's future. If this was to proceed, even in the bestcase scenario, we would be filling out forms, waiting and paying up to $100 per tree to manage our property. This is yet another tax and added expense, when taxes and other costs (like heating) on the island continue to grow unbearable. For those who struggle financially, limiting access to wood for burning could further diminish their ability to stay on the island.
While I have focused primarily on the financial costs, there is also the personal, emotional and health costs of losing what you built. We value living rurally on the island, having established our dream, and living off what our land provides. The decisions of the Trust put that independence at risk and cause us anxiety and stress.
We appreciate and love the wild nature of Salt Spring Island. Most of our property remains heavily treed in native species of primarily Doug Fir and Arbutus. The property will remain that way without involvement of Islands Trust as we value and appreciate the nature around us. We simply ask to retain the right to maintain it and find balance.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-01-30_MAllan_R.pdf

16.2022-01-31_JEvans_R.pdf North Pender
On our small Magic Lake property, we have retained and are proud custodians of our 20+ mature Douglas fir trees. We have chosen to stay natural; it is why we come to our Pender property. This is true of all our neighbours. On our island, few lots have had substantial tree removal and over time, the trees are growing back faster than they are being removed. The time-lapsed aerial images show that. And most people don't remove trees due to the high cost of tree removal. There are so many costs with by-laws and regulation, permitting and enforcement staff, tree professional reports, permit fees, not to mention extra time. These are all unnecessary.
We are very sensitive to wildfire issues on our islands and want to practice FireSmart recommendations, as CRD has raised awareness. A tree cutting by-law would work against that important initiative.

As responsible citizens, we do not need any tree cutting restrictions. Why try to fix a problem that doesn't exist. Our natural environment is thriving around us.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-01-31_JEvans-2_R.pdf

17.2022-02-08_JRiley_R.pdf□Pender
We have extreme storms on the islands, this is a fact. Some trees on the islands are dangerous, one blew down on my sundeck the first year we moved here. Private home owners need to be able to hire professionals to take down dangerous, weak or dying trees around their houses for their safety.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-08_JRiley_R.pdf

18.2022-02-08_WPhillips_R.pdf□Pender
Proposals related to tree management on private property are burdensome in terms of:
-Cost – which will impose a further burden especially on the elderly and otherwise financially constrained
-Responsible management of trees on private property should not entail costs or application processes
-Tree management on private property ought not be saddled by excessive regulation or special-interest group meddling
-Bureaucratic burden, efficiency will mean delay, cost, uncertainty
-Are a barrier to reasonable free choice by private property owners
-Will increase fire risk due to un-managed unhealthy trees, those too close to structures, and otherwise owner-perceived ill-suited growth.
-Untended forest and limiting of burning will accumulate on the ground further increasing fire risk
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-08_WPhillips_R.pdf

19.2022-02-09_JCherot_R.pdf□Salt Spring
I ask myself, 'Preserve and Protect'....what and for whom. The very idea that as a landowner, I could be in a position where I have to seek approval from a trust committee to remove a single tree on my property that I worked hard to procur and spend plenty to maintain, a tree that may put my house or family in harms way, or help heat my house, is a gross overeach of authority. Clearly Salt Spring Residents respect and care deeply for the environment, this is why we choose to live here. We do not need Island Trust authoritative restrictive enforcement to dictate how we live on our land.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-09_JCherot_R.pdf

20.2022-02-18_SDuff_R.pdf□Galiano
The modified policy statement vastly overreaches the mandate of the islands trust into areas which are currently competently managed by various departments of the provincial government of BC and many of which supersede the rights of private property owners.
-right to protect un-fragmented forest ecosystems (vaguely defined) against damage from growth, development or land use,
-right to regulate (not defined) tree cutting of any kind within the IT area,
-outright prohibition of clear cutting and cutting of old growth (not defined) within in the IT area,
-right to designate forest ecosystem reserves where no extraction shall take place,
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-18_SDuff_R.pdf

21.2022-02-19_MLBompas_R.pdf□Salt Spring
This is just one of the proposed gross overeach of authority by the IT. The very idea that as a landowner, I could be in a position where I would have to seek approval from a trust committee to remove a single tree on my property, that may put my house or family in harms way or help heat my house, is a gross overeach of authority.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-19_MLBompas_R.pdf

22.2022-02-20_OKnezevic_R.pdf Vancouver/Salt Spring
Consult but do not try to regulate areas such as… Forestry, Agriculture, Fisheries and Oceans, BC Ferries, Climate Change and Reconciliation. The provincial and federal governments have that responsibility, the jurisdiction and the expertise.
- The proposed policy to “protect” unfragmented forest ecosystems against growth, development or land use strips practical use from private lands. Such policy mist be restricted to public or preserved land as it is unacceptable for private land. In the time of climate change and hotter summers such policy further sets the forest up for catastrophic wildfires and mass destruction.
-The proposed policy of permits for tree cutting demonstrates insensitivity to the needs of many in the community who rely on wood for heat in the winter. The additional cost in time and money for tree cutting permits for firewood or attending to dangerous trees adds to the cost and bureaucratic burden of living on the islands.
-The outright prohibition of clear-cutting demonstrates a lack of understanding of good forestry practice. Clear cutting can be the best prescription for some areas. In case you were unaward the Douglas fir you mistakenly claim to be endangeredd and claim to want to protect thrives in the sunlight of clear-cut area.
-The policy to regulate forestry is outside your expertise and zoning mandate. Encourage people to live in the forest zones to enable them to care for and enjoy their forests.
-Any policy for forest ecosystems reserves where no extraction takes place must not be applied to private land.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-20_OKnezevic_R.pdf

23.2022-02-24_MBurandt_R.pdf North Pender
Where is the human factor? Blocking all ability for land owners to manage trees on their private property is contrary to the TRUST MANDATE requirement that there be some benefit to the residents. Hideous costs to hire registered arborists, apply for a permit, obtain approval by the Trust approval person or hired consultant to confirm a tree can actually be cut is beyond reasonable practice. How would dangerous trees that need immediate removal be handled in this bureaucratic quagmire? What happens if a tree falls over in a storm? Will the islands Trust assume liability for denying tree removal and damage or physical harm occurs?
The Ministry of Forests Lands and Natural Resources has hundreds of registered Foresters.
The Islands Trust has NO STAFF with expertise in Forest Stewardship, and therefore must hire new staff or engage consultants to monitor its proposed forestry bylaws. Ministry districts cover and manage the Gulf Islands.
The Islands Trust is trying to acquire the powers of a municipality from the Provincial Government in order to enact bylaws they are not now able to implement. One of their key missing policy tools is the ability to enact bylaws to regulate tree management and protect trees on private lands within the Trust area. The province has granted all municipalities in BC the authority to enact such bylaws, but this authority has NOT been granted to the Trust. Their desire to manage trees on private land in reality is not necessary as has been proven by forestry experts noted above referencing David Dunniston’s video – Islands Trust and the Coastal Douglas Fir Zone. Video link below. https://www.youtube.com/watch?v=_buC9lhjjS0 The other factor completely IGNORED by the Islands Trust TPS is the MASSIVE DEER POPULATION on all the islands. They are responsible for the consumption of new tree growth and native ground vegetation on a large scale. Provincial Government involvement in Forest Stewardship The Province is engaging and consulting with Indigenous peoples, local governments, the forest industry, labour and other interest groups. Modernizing forest policy will include a coordinated approach to the many forestry-related changes that are being promoted. Government continuously refines forest stewardship through ongoing improvement of policies, legislation and practices for forest inventory, timber supply planning, allowable annual cut determinations, silviculture, forest health, land-based research, climate change, and forest genetic resource management. Government's goal is to achieve sustainable management of British Columbia's forests. This includes the Gulf Islands.
Conclusion
Attempts by Trust Council to implement tree protection and tree cutting control through development permit areas have been denied in the past, and the implementation of tree protection bylaws is outside the Trust’s jurisdiction, and SHOULD STAY THERE!

https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-24_MBurandt_R.pdf

24.2022-02-25_LGrant_R.pdf Salt Spring
The original Policy Statement has worked quite well over many years and should be retained. The people of the islands have proved themselves conscientious, caring, and careful of their local environment without the heavy-handed and biased revision that is being offered. The restrictive banning of docks, the prevention of desalination. and the tree-cutting permit system seem unnecessary. The extension of Islands Trust regulations into areas of provincial and federal jurisdiction is unnecessary, expensive. and smacks of “empire building” by the Trust.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-25_LGrant_R.pdf

25.2022-02-25_PKukielski_R.pdf Southern Gulf Islands
In areas such as shoreline, fishing, docks, tree cutting and forestry, water, wildfire risk management, mitigation strategies for climate change, housing, building limits, and agriculture, each local trust and its community should have the ability to address these aspects with the guidance of existing governmental ministries. There are guidelines, and procedures already in place that govern these areas within the Islands Trust. There is no need to add duplicative
policies to further regulate these areas.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-25_PKukielski_R.pdf

26.2022-02-25_WDrummond_R.pdf Mayne
I have lived here for more than 60 years moving to Mayne Island with my family in 1960 there were many loggers log dumps and small local sawmills in those days.
The islands have been a contributor to the BC economy in this way. I feel that all property owners here should be allowed the right to participate in their own forest management without meddling by bureaucrats I have owned a number of properties over those years and managed my own woodlot operation selling logs at times splitting shakes fence posts and rails selling firewood and having lumber milled on the island by locals used to build affordable homes on island I have managed the sunlight and views along with privacy. I believe there is more timber here now than when I was a boy I believe I should have the right to manage my own resource without complications imposed by overzealous inexperienced over-funded bureaucrats.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-02-25_WDrummond_R.pdf

27.2022-03-06_JCunningham_R.pdf Salt Spring
We protest your desire to:
-Restrict the agricultural activity on our rural island Restrict or interfere with tree cutting on private property and milling of the wood Deny docks to an island where access is by water Islands trust is attempting to overreach their mandate and interfere with areas governed by federal and provincial laws and legislature. We do not support an increase in the budget for islands trust, the hiring of consultants, nor the increased bureaucracy proposed.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-03-06_JCunningham_R.pdf

28.2022-03-06_PJefferson_R.pdf Salt Spring
Your policies:
... - Require FEES & approval to cut a tree on my own property…
Federal and Provincial agencies already manage most of these areas. The Trust's expansion unnecessarily DUPLICATES the responsibilities of others, while INCREASING the Trust's COSTS.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-03-06_PJefferson_R.pdf

29.2022-03-11_MDaniel_R.pdf
To give but one example of my multiple objections to the Draft Policy Statement, where is the logic in requiring owners of properties zoned Large Rural Residential, to pay fees and undergo bureaucratic review to cut down a tree? We do not live in an urban metropolitan area. I live rurally for the beauty of the landscape, for the peace, for exposure to nature, and to feel a stronger sense of autonomy than in a metropolitan centre. While I am loath to cut any tree, a simplistic, uncritical policy dictating yet more fees and complex, lengthy bureaucratic processes to cut down a single tree on privately owned large rural properties is highly questionable. Has
the Trust sought to generate an alternate policy that deals with clear-cutting of trees on private property as can sometimes occur, as opposed to restricting the rights of ALL rural property owners who may wish to take down the odd tree on their land? Or is this primarily about garnering greater revenue to support even further bureaucratic expansion (and new ways to limit the rights of residents) when the Trust's current size should be more than enough?
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-03-11_MDaniel_R.pdf

30.2022-03-14_GMacLean_R.pdf Gabriola
We have almost 10 acres with some old growth which we have taken care of over these many years. To get approval and pay for cutting our trees would be next to impossible for us. Island Trust should not have these powers. We elect our provincial government to set taxes and regulations.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-03-14_GMacLean_R.pdf

31.2022-03-16_PReid_R.pdf
I strongly feel that islands trust has way to much say about property owners on the islands! I do not think I should have to get a permit to fall a tree for whatever reason a danger tree to my home or for fire wood or to better my view.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-03-16_PReid_R.pdf

32.2022-04-01_MRobertson_R.pdf Hornby
The mandate does not include restricting our farming economies, imposing fees and restrictions on cutting trees on private property, eliminating dock spaces, banning desalination, extending their authority in marine areas (which is an unnecessary duplication or possibly even a contradiction of Provincial and Federal jurisdiction), etc, etc. There is no need to expand their mandate in any way.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-04-01_MRobertson_R.pdf

33.2022-04-05_IRowe_R.pdf Saturna
The focus of my economic activity here on Saturna has been offering services related to developing properties for residential use generally by newcomers. In many cases this process involves the discretionary removal of some trees to provide clearings for house sites,driveways,septic fields and other uses; and also the provision and planting of new trees to remediate the site. I would note in passing that providing services to new arrivals is the backbone of economic activity on Saturna.
The prospect of requiring a permit to remove trees is daunting as the process would be fraught with difficult judgements related to advisability and fit with reigning policy. As well a New Administrative Bureaucracy would be required to manage the program and adjudicate the many contests arising from disagreements. Paid consultants would be the norm and this new bureaucracy would employ a
variety of experts, admimistrators, dispute resolvers and field representatives(enforcers) One focus of my economic activity has been to invest significant resources in developing a state of the art bandsaw sawmill in order to process trees removed from client properties and my own as well.
This bandsaw is just one of the four or more on the island which would be negatively impacted if tree removal permitting were to become law. The prospect of constraints on tree removal is creating a perverse incentive for landowners with marketable trees to engage preemptively in early and extensive rapid harvesting of their valuable assets.

Trees that otherwise might have been left to grow and only potentially been harvested off into the future would be an immediate victim of this proposed rule change. This seems an outcome that is opposite to that intended by the authors of the policy initiative.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-04-05_IRowe_R.pdf

34.2022-04-09_CMoney_R.pdf Saturna
The IT must stop reaching into other areas that are beyond their expertise and control. The IT have no business studying groundwater, declaring that they want to have the authority to command tree cutting permits, speak out against dock building, make comments concerning agriculture techniques, desalination and other areas that are competently taken care of at present by the government. Even the preserve and protect mantra that the IT has been given is overseen by other departments of the province. Some examples of the short sightedness of the IT are that the tree cutting by-law does not take into account the dire situation of an island starting to burn.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-04-09_CMoney_R.pdf

35.2022-04-10_MElliott_R.pdfGaliano
A Future Bylaw (established according to Policy Statement) - to restrict tree cutting on private property. - Who will count & record the trees on private property, for example, a 10 acre property, & who determines which, how many, what kind, what condition trees are allowed to be cut, if any, & what clean up required, if any & years growth inspection records, etc. ?
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-04-10_MElliott_R.pdf

36.2022-04-10_OKnezevic_R.pdfGulf Islands
The proposed 2050 plan claims a need to address issues such as housing, reconciliation, climate change, sea level rise agriculture, forestry, etc. all of which are outside their mandate and actively addressed by other more experienced and capable governmental departments and agencies. This duplication is not only redundant but arrogant in subtly saying the Trust thinks it will do better.
The following are unacceptable proposed requirements derived from the Trust insular thinking:
1. Pay for a permit to cut a tree on your own forested property….
3. The Trust wants control or input on Forestry matters when there is a whole ministry of forests to do just that. More duplication and extra cost.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-04-10_OKnezevic_R.pdf

37.2022-04-15_LChallis_R.pdf North Pender
Specific Policies
Trees - Policies related to the preservation/retention of existing trees (Tree Removal Bylaw, etc.) do not give adequate consideration to fire safety and viable livelihoods. Furthermore, tree bylaws would be an expensive mechanisms to monitor and address tree preservation, especially in our largely rural type environments. I do not support introducing a Tree Removal Bylaw.
https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-04-15_LChallis_R.pdf

38.2022-04-17_RHall_R.pdfSaturna
One of the most significant concerns of residents in the Islands Trust area is wildfire, now more than ever a threat due to climate change, as noted in section 1.3 of the preliminaries of the Draft Policy Statement. Nonetheless, the only other mention of wildfire in the document is a 3-word directive under Rural Island Planning Policies 6.1.18: wildfire risk mitigation. This directive to mitigate wildfire risk is incompatible with a number of proposals given in the draft, for example, the protection and restoration of contiguous, unfragmented forests (directive 4.1.7).
A Tree-cutting bylaw is not supported, nor is the advocacy on the part of Trust Council to attain jurisdiction from the provincial government to gain any control over forestry (4.3.9).

https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/01-Islands%202050/Public%20Correspondence/2022-04-17_RHall_R.pdf

-----Original Message-----
From: Erik Johnson [redacted]
Sent: Monday, May 30, 2022 11:12 AM
To: EC <ec@islandstrust.bc.ca>
Subject: Our shared Water Issues

Hi Peter. It was good to talk to you on our way out of the Nanaimo meeting a while back. As a resident of Gabriola it was interesting to see the piece in the Globe about our shrinking water resources on the Gulf Islands. It seems what we have known as 'local knowledge' for many years within our community is being recognized as a tangible issue rather than rumour and conjecture. And knowing that I am increasingly concerned with the perception that the Trust is not taking this problem seriously in it's contravening of local Trust OCP's. I won't suggest that the Trust Council rubber-stamps nearly every development proposal, but the Trust as a whole seems to have very reduced standards when it comes to "Affordable Housing" proposals in particular. We all understand the need for truly affordable housing on many of the Gulf Islands- but I do not think nearly enough thought and planning has gone into the Trusts support of proposals that will be detrimental to the water table in and around the proposed locations and the impact on the neighbouring properties from exponentially increased septic loads and drawdown of the aquifer (such as it is) Both Pender and Gabriola have local Trustee and Chair supported housing proposals that contravene the local OCPs. It reminds me of that old song "Let's Do Something Even If It's Wrong". I am fully aware that the Trust is being pulled in directions it never thought possible by divergent interest groups, but I think the time for Trust Council to stand up to the online bullies and stand up for the ecosystem of the these Islands Is absolutely at hand. I'm sure you have read chapter and verse on interpretations of THE ACT so I'll spare you another lecture on a subject I'm sure you are fully versed in. But I will say It is up to you to save our Gulf Islands. And I mean that sincerely. You have the ability, the knowledge and dare I say the responsibility to straighten out the mess that some of these ill planned currently unsustainable projects will drop heavily into the laps of of our fellow Islanders. The Urban Vision isn't going to work where there is neither a safe community sewer system and/or a community water system that doesn't further deplete groundwater resources. As a retired carpenter who is versed in water storage systems, I am very aware of the unrealistic and ridiculously costly ideas put forward of late regarding rainwater 'harvesting' for projects in the twelve to twenty four unit range. The problem once again is physical density and the incredible pressure these clusters put on ecology and the neighbourhood in general. In closing I thank you for taking the time to read this. I know you are inundated. I do not envy your position. But please view the proposals you are asked to vote on with an eye towards saving the fragile ecology of the Gulf Islands. From a strictly practical point of view we cannot carry beyond capacity and Gabriola- and I think Pender Galiano, etc. are teetering on the brink. Those that fashioned the Act never expected it would get this far out of hand. I hope we can stick to that simple but so important original mandate. Thanks Erik Johnson. [redacted] Gabriola, B.C. V0R 1X1

Submission to June 21-23, 2022 Trust Council

Submitted by Harlene Holm, [redacted] Denman Island BC V0R IT0

Slowly Attempting

May I bring to your attention to the May 21/22 *Globe and Mail* article titled "Gulf Islands' aging water systems under pressure amid booming population, climate change" (attached).

The article underscores my concern that the Islands Trust consistently opts to wring its hands rather than act when action is far overdue.

According to the article,

> "The Islands Trust, the governing body established for the preservation of the islands, has been working on the issue for about 15 years, said chair Peter Luckham…Hoping to head off future crises, the trust is looking to incorporate both Indigenous knowledge and scientific data in its watershed protection strategy."

and

> "Local authorities are slowly attempting to harmonize land-use regulations to take into account the concerns over water supply. For example, Mr. Luckham has long championed that new housing developments be required to submit water catchment plans."

The word "slowly" is an understatement. How much "looking to" is necessary, particularly when Indigenous knowledge does not lie somewhere in the future. In my opinion, reliance on water catchment is akin to maintaining a smoking addiction by picking up cigarette butts. And, what about affordability when water has an exorbitant cost and neither gardens nor orchards can be created or maintained?

Again, from the *Globe and Mail* article,

> "Water conservation groups that have sprung up across the Gulf Islands want to tackle the problem from both the supply and the demand side: advocating for more stringent water-tiered pricing to encourage conservation, while educating residents and sharing resources about rainwater collection systems."

Apparently, the solution is obvious: use less water over all and save more during the rainy season. Laura Patrick's efforts to conserve water, as illustrated in the article, are commendable, but what has she done as a member of the Executive Committee? Islands have a carrying capacity. Conservation –use less and save more– does not work infinitely. The Trust should insist on Provincial support to cap build-out on the islands plus funding for watershed restoration projects that include the wetlands and streams fed by watersheds.

"Working on the issue" requires pressuring MOTI and FLNRORD (with its [yawn] "future watershed security policy will be launched next year") to be part of the solution. In addition, ask the Province to provide tax incentives to landowners who manage their property as part of the solution.

Watershed protection strategy should be relatively simple: protect the watershed areas from deforestation and conversion into small lot subdivisions with roads and ditching channeling water into the ocean.

When will the Islands Trust stop 'thinking' about water and start doing something? The Globe and Mail article sadly illustrates the mull-til-there's-none approach of "slowly attempting."

BTW I have attached my delegation to the May 31/22 Denman Local Trust Committee regarding carrying capacity. If you have time, amid the bureaucracy that the Governance Report warns replaces real discourse, the document may add ideas beyond the wringing of hands and promises of magical thinking.

THE GLOBE AND MAIL

Gulf Islands' aging water systems under pressure amid booming population, climate change

MICHAEL JOHN LO
VICTORIA
PUBLISHED MAY 21, 2022



Laura Patrick at home on Salt Spring Island, B.C., on May 14.
CHAD HIPOLITO/GM

When summer hits Salt Spring Island, Laura Patrick puts a big bucket in her shower whenever she uses it. She does the same with her sink, saving every extra drop for her garden. Water – and the limited amount she has access to – is never too far from her thoughts.

Ms. Patrick, a local trustee who has been involved in water governance since 2018, jokes that she's been considering making a custom T-shirt to sum up the problem. The slogan? Water is messy.

"If you come from Toronto, Vancouver or a larger urban area, you just turn the taps on and they work. You don't really have to think very hard about where your water is coming from," she said.

Not so on the Gulf Islands.

"I'm not always sure how much homework people do before they think about moving into a rural area – and then a rural area on an island," Ms. Patrick said.

The glittering Salish Sea surrounding the Gulf Islands is a constant reminder that almost all potable water on the islands comes from rainwater and wells. So, as the islands between Vancouver Island and mainland British Columbia swell with new residents, their patchwork, aging water systems are under pressure to keep up with the population boom and climate change.



Laura Patrick saves every extra drop of water for her garden.
CHAD HIPOLITO/GM

Recent census data show that, with their mild climate and folksy rural character, the Gulf Islands are growing at more than double the national rate.

"When COVID-19 hit, I made five, 10 new friends from Alberta," said Benjamin McConchie, a trustee of North Pender Island. "I don't think you can meet an islander here that wouldn't agree that water is one of the big issues."

The dozen or so inhabited islands in the archipelago have long attracted residents for the views and the hippie lifestyle and, until about five years ago, enjoyed relatively cheap property prices.

Salt Spring, the most populous now, with almost 12,000 permanent residents, grew more

than 10 per cent in the past five years. Galiano Island and Mayne Island, which together form the strait that ferries use to travel between Vancouver and Victoria, both grew more than 30 per cent in the same period. And the populations almost double during the summer, when the water levels are at their lowest, exacerbating the supply problem.

With more mainlanders looking for retirement homes and new residents embracing a work-from-anywhere opportunity, the strain on island water systems is leading to political conflict and environmental concerns.

A single island with about a thousand residents may have more than a dozen water systems. Wells are sprinkled everywhere in between, servicing homes that aren't hooked up to the water grid.



Fulford Harbour ferry terminal on Salt Spring Island.

CHAD HIPOLITO/GM

B.C.'s Ministry of Land, Water and Resource Stewardship said in a statement that a future watershed security policy will be launched next year, but the statement gave no details about whether Gulf Island residents could eventually see some uniformity in how water is managed. Rather, it said the process would "allow watershed issues like those experienced in the Gulf Islands to be explored."

The Islands Trust, the governing body established for the preservation of the islands, has been working on the issue for about 15 years, said chair Peter Luckham, a long-time Thetis Island resident. Hoping to head off future crises, the trust is looking to incorporate both Indigenous knowledge and scientific data in its watershed protection strategy.

"When the islands were developed by people looking to get a cabin here, they didn't think about what was going to happen in the future. The planning wasn't quite there," Mr. McConchie said. "Now, things are catching up."



Residents face water shortages as the population increases. Almost all the drinking water on the island comes from rainwater and what wells can extract from the ground.

CHAD HIPOLITO/GM

The area faced a severe drought in 2021, prompting residents to ask visitors to bring in their own water. They are bracing for a repeat this year.

"We are seeing water shortages already," said Matthew McCrank, the senior manager of wastewater infrastructure operations at the Capital Regional District, adding that several systems in the past few years have had to truck in water during the summer.

In the meantime, residents have been forced to make costly decisions. One community on Pender Island took out a 30-year loan in order to do maintenance on its sewer system. The island also drained its fourth-largest body of fresh water in 2019 when the cost of maintaining the dam ballooned to $250,000 for each nearby resident.

Bowen Island residents are divided on who should be paying to upgrade and maintain the various sewage and water storage systems dotting the island.

Many more homes are on individual wells, which bring their own set of problems. Domestic groundwater use is not regulated in the province.

"You have a leak, or forget to turn something off, and you could burn up your pump, dry up your well," Ms. Patrick said. "Those kind of little mistakes are extremely costly when you live on a well."

Trucking in water costs about $1,200 per shipment for a volume that would cost less than $50 from taps.

Local authorities are slowly attempting to harmonize land-use regulations to take into account the concerns over water supply. For example, Mr. Luckham has long championed that new housing developments be required to submit water catchment plans.



Salt Spring Island faced a severe drought in 2021, prompting residents to ask visitors to bring in their own water. They are bracing for a repeat this year.

CHAD HIPOLITO/GM

Water conservation groups that have sprung up across the Gulf Islands want to tackle the problem from both the supply and the demand side: advocating for more stringent water-tiered pricing to encourage conservation, while educating residents and sharing resources about rainwater collection systems.

To them, the solution is obvious: Use less water over all and save more during the rainy season.

"We're a very community-oriented island, so we don't want it to get to a situation of conflict. Understanding what we have and understanding how the [water] is being used, we can stay away from having any conflict," said Bernie Amell, a semi-retired

environmental consultant who specializes in natural water management and is a volunteer with Quadra Island's Climate Action Network.

"If we're getting some climate-change effects already and we're getting increasing numbers of households being built – the two things, is there going to be a collision at some point where we run out of water?" Mr. Amell said.

"It's better to know ahead of time. We're trying to be wise."

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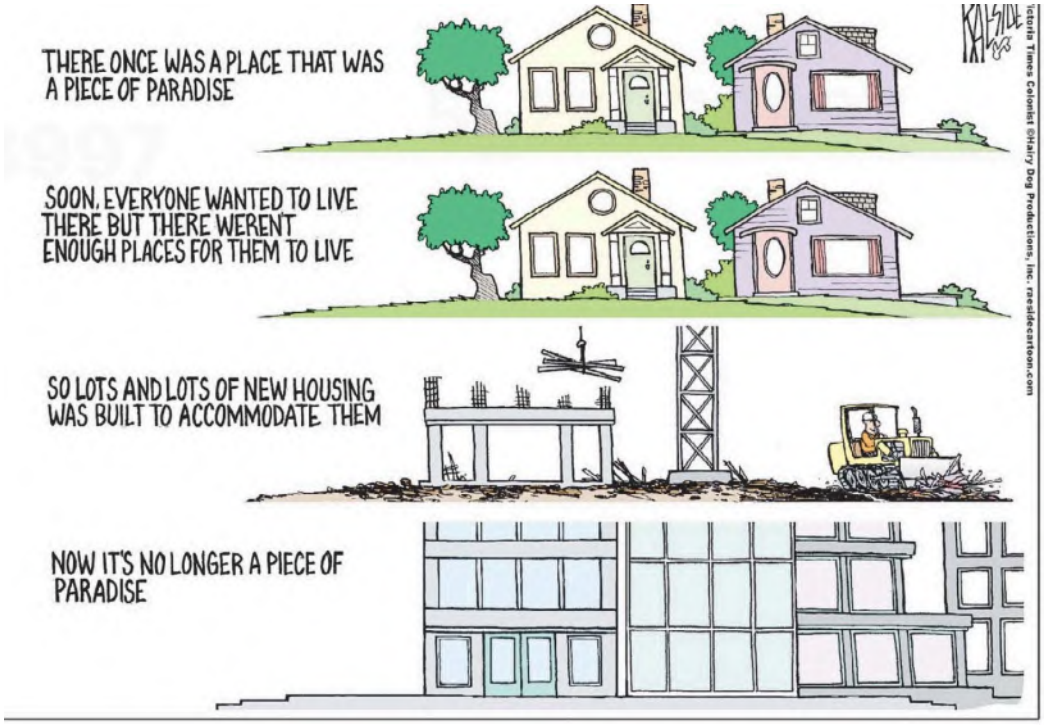

Carrying Capacity — Delegation to May 31, 2022 Local Trust Committee

According to a 2022 Trust-wide *Governance Review Report*, "Islands Trust lacks both a comprehensive analysis of the Trust Area's capacity to sustain current population and activity, and its ability to accommodate more growth and development, especially in light of climate change and other considerations."

Also according to the *Governance Review*, "a multitude of federal, provincial, and other organizations set policy and make decisions with significant impact on the Trust Area's environment and well-being. Strengthening relations with these organizations is essential to achieve harmonized and complementary policies and practices in support of the Preserve and Protect Object."

How many people can inhabit, exploit and play on a finite island without disrupting the island's web of life —the amenities the Islands Trust was created to preserve and protect?

The National Geographic Society writes, "Carrying capacity can be defined as a species' average population size in a particular habitat. The species population size is limited by environmental factors like adequate food, shelter, water, and mates. If these needs are not met, the population will decrease until the resource rebounds."

Humans are not constrained by these limits while non-human life forms can neither travel to replace depleted nutrients nor purchase cisterns to provide water. However, humans can and do destroy environmental factors critical to the survival of plants and animals. If an environment becomes sufficiently degraded, humans have the option to move elsewhere. Thus carrying capacity needs to be defined in terms of protecting the environment.

What can the LTC do?

The LTC can enact bylaws to set limits on land use and build out and update the Official Community Plan (OCP) to best represent residents' collective stewardship of this finite island. Additionally, the LTC represents 3 of the 26 trustees who make up the Trust Council and these voices should call for Trust Area carrying capacity safeguards plus advocacy to extend safeguards to the policies and actions of other levels of government.

Water

The LTC's initiative to study freshwater sustainability is framed as "the first phase to determine carrying capacity of the islands." Quantifying aquifers in fractured rock is rather like counting unicorns. It's easiest to count and colourfully portray something no one can see using terms such as "Lineament TWI Wetness Coefficient."

Protecting wetland areas and watersheds is both pragmatic and long overdue. A measure of the limits to carrying capacity can be seen with the growing number of water deliveries.

The Farm Regulation Project's recommended changes to the bylaws and the OCP could protect sources of ground water recharge on 46% of Denman —the area designated as Agricultural Land Reserve. Unfortunately, the project could choose to further enshrine ALR parcels as impervious to environmental protection.

The LTC could use local knowledge and accurate mapping as a basis —mapping that pre-dates the current mapping by Google. Freshwater protection requirements could be introduced in parallel with subdivision and rezoning applications to reduce the impact of development including the negative impacts of roads, driveways and ditching.

Some general regulatory changes could include 1) redefine "lot coverage" to include all surfaces covered by non-permeable surfaces; and 2) redefine "structures" to include non-permeable ground-level paving for driveways, vehicle parking and sidewalks.

The LTC should pressure the Trust Council to negotiate changes in the Ministry of Transportation approach to road construction and ditching to neither drain nor disrupt wetlands and streams. Additionally, landowners should be required to obtain a permit to channel water into roadside ditches. Water that is directed into the ocean does not recharge groundwater.

Land

The 2019 *State of the Islands Report* appears to be based on anthropocentric vision, a combination of outdated data and a bucket list of what scientific research might reveal. The 2019 *Report* sets a threshold of 30 - 40% for "natural areas converted for human use in the Islands Trust Area." As of 2019, 16.4% of land in the Trust Area has been converted into roads compared with "protected area" land accounting for 25%. Add to this, the Islands Trust Conservancy's declaration that 25% of Denman is conserved land. To support biodiversity, how big an area is big enough if humans get to 'convert' the rest?

If Denman's conserved/protected areas are open to recreational use with trail building, signage and toilets, does conservation merely translate into no residential or industrial use? Moreover, how much of the protected land has been degraded by logging with little to protect or conserve at this time?

Parks clearly have a commercial aspect and a history of increasing commercialization. Past plans for destination camping facilities and RV parking have only been averted thanks to the Denman community's strong, negative response.

As a consequence, the LTC should regularly meet with regional and provincial park administrators as per E-3 Conservation/Recreation advocacy policies 1-6 as well as update these policies in light of added parkland and the pressure of recreational tourism, particularly with a growing urban population in the Comox Valley and climate change disasters in BC recreation areas.

The LTC should add a strong voice on Trust Council for hiring a qualified expert in biodiversity to best protect existing reserves and to recommend and justify new reserves. Expert analysis would enable the LTC's implementation of Development Permit Areas for Protection of the Natural Environment (EDPAs). According to the Veridian Report: "reserves should be representative of all the ecosystems present in an area." To date the Trust seems to focus on single specimens (e.g. Coastal Douglas-fir, eelgrass).

Housing and Diversity

There is a real possibility that conserved land will be used to justify increased density elsewhere on island and that areas with adequate freshwater will be the focus of cluster housing and, using the new R4 Zone, condominiums.

All decisions should be made with regard to carrying capacity knowing that 1) population pressure will increase; 2) land costs will continue to escalate; 3) humans 'convert' the natural environment either intentionally and by accident; and 4) environment degradation, pollution, road traffic and demand for services increase as population increases.

The present LTC has consistently adopted measures that increase density without reference to carrying capacity. Suites were allowed but not counted as densities, enforcement of housing bylaws was suspended and, currently, the doubling of density in the 46% of Denman in the ALR is contemplated.

The OCP contains this affirmation as part of its Vision Statement: "We will use innovative options to promote a diversity of age and financial means within the carrying capacity of the island." The OCP also states this objective, "To identify, preserve and protect the integrity of the natural ecosystems on Denman Island and the adjacent islets including the foreshore and intertidal areas. This objective should be understood to be the highest priority in land use planning."

The task of the LTC should be to seek solutions within these two goals.

The following are possibilities:

a) Limit the square footage of houses to reduce the burden of ‘starter castles’ on the carrying capacity of the island.

b) Reduce lot coverage in all zones to discourage over-building.

c) Encourage amalgamation of lots especially in R1.

d) Create a moratorium on small lot subdivision.

e) Recognize that “cluster housing” is not a panacea. Clusters rarely benefit the environment, seldom suit a rural setting and impose collectivity with strangers.

f) Work with bonafide farmers to seek a solution to the problem of succession (with the farmer retiring on the land) in order to preserve existing farms.

g) Promote the housing option within the definition of “dwelling unit ...one or more rooms in a building, containing a single set of cooking facilities, and used or intended to be used, as a residence by an individual or a group of individuals living together in common occupancy.” Low-income and retired residents might prefer this option rather than cluster housing.

h) Enforce existing regulations that disallow vacation rentals and short-term rentals. Bed and Breakfast accommodation —with the landowner in residence— should continue as a permitted activity.

Carrying capacity is a benchmark only if it can be effectively enacted and upheld. An informed and participating community is an essential component wherein collective good outweighs individual sticking points.

Harlene Holm
[redacted] Denman Island, V0R 1T0

Sources:

* *Denman Island Official Community Plan*
* *Denman Island Land Use Bylaw*
* 2019 *Status of the Islands Report*
* 2022 *Islands Trust Governance Review*
* 2020 Islands Trust Area Groundwater Recharge Mapping Project — Phase 1
* 2007 *Conservation Planning and Targets for the Coastal Douglas Fir Ecosystem* (Veridian report)
* EDPA webinar https://www.youtube.com/watch?v=0M52xMu_Pms
* March 2022 H Holm submission to the Trust Council meeting
* April 2022 H Holm letter to Honourable Nathan Cullen re Affordable Housing
* 2021 Census Profile for Denman Island

From: Coree Tull <coree@bcwaterlegacy.ca>
Sent: Thursday, June 2, 2022 4:32 PM
To: Executive Admin <execadmin@islandstrust.bc.ca>
Subject: Can you sign on to this joint letter calling for a BC Watershed Security Fund?

Hello Islands Trust Executive Committee,

The BC Watershed Security Coalition has put together a letter we are seeking sign-on from diverse organizations ahead of a June cabinet meeting to discuss the creation of the Watershed Security Fund.

The letter we are sending to Cabinet and Treasury Board Members can be read **here.** If Islands Trust is interested in signing on, **please fill out this Sign-On Form here.**

Over the past two years, the BC Watershed Security Coalition has been advocating for the government of BC to invest in our watersheds, and create a BC Watershed Security Fund **of $75 million annually.**

There has been significant community engagement and broad-based support for a BC Watershed Security Fund since 2019, including:

- **Provincial Budget Consultations** - over 100 presentations and written submissions have been made during public consultations on provincial budgets (2019, 2020, 2021, 2022)
- **Healthy Watersheds Initiative**- the BC government committed $27 million for Watershed Initiatives and Wetland Projects as part of its Economic Recovery Plan delivered through the Healthy Watersheds Initiative. The coalition was the lead voice advocating for this investment and is an important first step toward a longer-term Fund.
- **Election Platforms-**Commitments for the creation of a Watershed Security Fund in both the BCNDP and BC Green 2021 Platforms
- **Ministerial Mandate Commitments-** the creation of the Watershed Security Fund is in multiple mandate letters, including the recently created Ministry of Land, Water and Resource Stewardship
- **Budget 2022-** Included an additional $30Million committed to continuing to improve B.C.'s watersheds

We are now at a critical moment in the creation of the Watershed Security Fund, and we need your help. BC Cabinet Ministers are meeting in June to discuss details around the creation of the Watershed Security Fund ahead of a decision by the Treasury Board sometime in October.

Thank you for your help and if you have any questions please let me know.

All the best,
Coree

Coree Tull (she/her)
co-chair BC Watershed Security Coalition
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Written from the China Creek Urban Watershed on the unceeded and traditional territory of the xʷməθkʷəy̓əm (Musqueam), sel̓íl̓witulh (Tsleil Waututh) and sḵwx̱wú7mesh (Squamish) Coast Salish people.