



# Executive Committee Agenda

Date: Wednesday, May 14, 2025

Time: 9:15 a.m.

Location: Electronic Meeting, and a physical location to view the livestream of the meeting:  
Islands Trust Victoria Office  
#200 - 1627 Fort Street  
Victoria, BC V8R 1H8

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|                                                                                                                                                        | Pages   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1. CALL TO ORDER                                                                                                                                       |         |
| 2. TERRITORIAL ACKNOWLEDGEMENT                                                                                                                         |         |
| 3. APPROVAL OF AGENDA                                                                                                                                  |         |
| 3.1 Introduction of New Items                                                                                                                          |         |
| 3.2 Approval of Agenda                                                                                                                                 |         |
| 3.2.1 Agenda Context Notes - None                                                                                                                      |         |
| 4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING                                                                                            |         |
| Chair Patrick to rise and report that the Executive Committee adopted the Executive Committee in-camera meeting minutes of February 26 <sup>th</sup> . |         |
| 5. ADOPTION OF MINUTES                                                                                                                                 |         |
| For review and adoption.                                                                                                                               |         |
| 5.1 Draft Executive Committee Meeting Minutes of April 23, 2025                                                                                        | 6 - 17  |
| 6. FOLLOW UP ACTION LIST AND UPDATES                                                                                                                   |         |
| 6.1 Follow Up Action List/Director/CAO Updates                                                                                                         | 18 - 27 |
| 6.2 Local Trust Committee Chair Updates and Reports on Local Advocacy Topics                                                                           |         |
| 6.3 Islands Trust Conservancy Liaison Update                                                                                                           |         |
| 6.3.1 2025-05-01 Islands Trust Conservancy - Highlights of the March 18th Board Meeting                                                                | 28 - 29 |
| 7. BYLAWS FOR APPROVAL CONSIDERATION - None                                                                                                            |         |
| 8. TRUST COUNCIL MEETING PREPARATION                                                                                                                   |         |

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>8.1</b>      | <b>Executive</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                |
| <b>8.1.1</b>    | <b>Draft June Trust Council 3-day Schedule</b>                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>30 - 30</b> |
| <b>8.2</b>      | <b>Planning Services</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                |                |
| <b>8.3</b>      | <b>Financial and Employee Services</b>                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |
| <b>8.4</b>      | <b>Trust Area Services</b>                                                                                                                                                                                                                                                                                                                                                                                                                                              |                |
| <b>8.4.1</b>    | <b>Request for Official Recognition Two Place Names on Bowen Island - Request For Decision</b>                                                                                                                                                                                                                                                                                                                                                                          | <b>31 - 35</b> |
|                 | To request staff to draft a letter from the Chair expressing Trust Council's support for official recognition of the Smí7mant Áyalhkw and Xéla7an placenames for beaches on Bowen Island.                                                                                                                                                                                                                                                                               |                |
| <b>8.4.2</b>    | <b>Notice of Natural Area Protection Tax Exemption Program Application Closure (SS-NAP-2020.3) - Briefing</b>                                                                                                                                                                                                                                                                                                                                                           | <b>36 - 39</b> |
| <b>8.5</b>      | <b>Legislative and Information Services</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |                |
| <b>9.</b>       | <b>COMMITTEE OF THE WHOLE MEETING PREPARATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                       |                |
| <b>9.1</b>      | <b>Executive</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                |
| <b>9.1.1</b>    | <b>May 6 Committee of the Whole Meeting Summary - Request For Decision</b>                                                                                                                                                                                                                                                                                                                                                                                              | <b>40 - 42</b> |
|                 | THAT Trust Council approve the draft May 6 Committee of the Whole Summary for publication on the Islands Trust website.                                                                                                                                                                                                                                                                                                                                                 |                |
| <b>10.</b>      | <b>EXECUTIVE COMMITTEE PROJECTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                     |                |
| <b>10.1</b>     | <b>Trust Council Initiated</b>                                                                                                                                                                                                                                                                                                                                                                                                                                          |                |
| <b>10.1.1</b>   | <b>Executive</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                |
| <b>10.1.2</b>   | <b>Trust Area Services</b>                                                                                                                                                                                                                                                                                                                                                                                                                                              |                |
| <b>10.1.2.1</b> | <b>Cultural Safety Workshops - Request For Decision</b>                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>43 - 45</b> |
|                 | THAT the Executive Committee approve the delivery of two professional development workshops focused on addressing Indigenous-specific racism for 20 participants comprised of at least 10 staff and up to 10 trustees (with priority to Chair, Vice-Chairs, Conservancy Chair and trustees in the Reconciliation Learning Group who intend to run for office again), with any spots not taken by trustees to be used by staff that will be engaging with First Nations. |                |

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |         |
|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| <b>10.1.2.2</b> | <b>Proposed Agreement with Tsartlip First Nation and Tseycum First Nation via the W̱SÁNEĆ Leadership Council Society - Request For Decision</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 46 - 50 |
|                 | <p>THAT Executive Committee request staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the W̱SÁNEĆ Leadership Council Society, to develop an agreement for Trust Council consideration.</p> <p>THAT Executive Committee forward the March 11, 2025 letter from Chief Don Tom, Tsartlip First Nation and Chief Tanya Jimmy of Tseycum First Nation requesting a Memorandum of Understanding between Islands Trust Council and W̱SÁNEĆ Leadership Council Society to the Islands Trust Conservancy Board and the Islands Trust Council.</p>                                                                                                                   |         |
| <b>10.1.2.3</b> | <b>Policy Statement Amendment Project (PSAP) Project Update - Briefing</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 51 - 55 |
| <b>10.1.2.4</b> | <b>Policy Statement Amendment Project Phase 4 Survey - Briefing</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 56 - 62 |
| <b>10.1.2.5</b> | <b>2024/25 Annual Report - Approval of Executive Committee Sections - Request For Decision</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 63 - 85 |
|                 | <p>THAT Executive Committee approve the following sections of the annual report:</p> <ol style="list-style-type: none"> <li>1. Preamble</li> <li>2. Accomplishments</li> <li>3. Reconciliation and Relationship Building</li> <li>4. Executive Committee</li> <li>5. Legislative Services</li> <li>6. Climate Action</li> <li>7. Bowen Island Municipality</li> <li>8. Advocacy</li> <li>9. Policy Statement Amendment Project</li> <li>10. Delegations and presentations</li> <li>11. Bylaw compliance and enforcement</li> </ol> <p>for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.</p> |         |
| <b>10.1.3</b>   | <b>Planning Services</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |         |
| <b>10.1.4</b>   | <b>Financial and Employee Services</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |         |
| <b>10.1.5</b>   | <b>Legislative and Information Services</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |         |

## **10.2 Executive Committee Initiated**

### **10.2.1 Executive**

### **10.2.2 Trust Area Services**

#### **10.2.2.1 Bowen Island Advertisement re Islands Trust - Request For Decision 86 - 88**

THAT Executive Committee approve staff placing an advertisement in the Bowen Island Undercurrent to share with Bowen Island community messaging that had been planned for inclusion in the Bowen Island Municipality 2025 Property Tax Assessment Notice.

#### **10.2.2.2 June 16, 2025 Tsawout Gathering (Feast) and Protocol Agreement - Request For Decision 89 - 92**

THAT Executive Committee direct staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.

THAT Executive Committee approve the Feast With S7ÁUTW (Tsayout) First Nation Project Charter, and direct staff to apply for, and, if successful, manage a \$20,000 grant from the UBCM Community to Community grant program to support a relationship building event with Tsawout First Nation and development of a protocol agreement.

### **10.2.3 Planning Services**

### **10.2.4 Financial and Employee Services**

### **10.2.5 Legislative and Information Services**

## **11. NEW BUSINESS**

### **11.1 Executive/Trust Council**

### **11.2 Trust Area Services**

### **11.3 Planning Services**

### **11.4 Financial and Employee Services**

### **11.5 Legislative and Information Services**

## **12. CORRESPONDENCE (for information unless raised for action)**

### **12.1 2025-04-28 Minister Kahlon - Response Letter 93 - 94**

### **12.2 2025-05-05 D Ellis - The Status of the Herring Populations Spawning around Denman-Hornby Islands 95 - 96**

The writer is requesting this piece of correspondence be forwarded to Trust Council via their June meeting agenda.

**13. WORK PROGRAM**

**13.1 Review and amendment of current work program**

97 - 99

**14. NEXT MEETING**

The next meeting of the Executive Committee will take place in-person at the Victoria Islands Trust Office on Wednesday, June 4, 2025 at 9:15 a.m.

**15. CLOSED MEETING (If needed)**

**16. ADJOURNMENT**



## **Executive Committee**

### **Minutes of a Regular Meeting**

**Date:** Wednesday, April 23, 2025  
**Location:** Electronic Meeting, and a physical location to view the livestream of the meeting:  
Islands Trust Victoria Office  
#200 - 1627 Fort Street  
Victoria, BC V8R 1H8

**Members Present:** Laura Patrick, Chair, Salt Spring Island Trustee  
Tobi Elliott, Vice-Chair, Gabriola Trustee  
David Maude, Vice-Chair, Mayne Trustee  
Timothy Peterson, Vice-Chair, Lasqueti Trustee

**Staff Present:** Rueben Bronee, Chief Administrative Officer  
Stefan Cermak, Director, Planning Services  
Clare Frater, Director, Trust Area Services  
David Marlor, Director, Legislative and Information Services (electronic attendance for agenda items 9.1, 9.2 & 10.1.5.1 only)  
Julia Mobbs, Director, Financial and Employee Services  
Alexandra Trifonidis, Executive Coordinator

**Guests and Members of the Public Present:** No members of the public were present.

#### **1. CALL TO ORDER**

The meeting was called to order at 9:15 a.m.

#### **2. TERRITORIAL ACKNOWLEDGEMENT**

Chair Patrick acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. Trustees and staff were introduced.

#### **3. APPROVAL OF AGENDA**

##### **3.1 Introduction of New Items**

No new items were presented for consideration.

##### **3.2 Approval of Agenda**

**By general consent** the agenda and addendum were approved as presented.

3.2.1 Agenda Context Notes - None

**4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING**

Nothing to report.

**5. ADOPTION OF MINUTES / RESOLUTIONS WITHOUT MEETING**

**5.1 Draft Executive Committee Meeting Minutes of March 26, 2025**

**By general consent** the Executive Committee minutes of March 26, 2025, were adopted, as presented.

**5.2 Resolutions Without Meeting**

**5.2.1 EC RWM 2025-01 Approve Additional Agenda Documentation**

Received for information.

**5.2.2 EC RWM 2025-02 Approve Trustee Travel Funding**

Received for information.

**6. FOLLOW UP ACTION LIST AND UPDATES**

**6.1 Follow Up Action List/Director/CAO Updates**

The Committee reviewed the follow up action list.

**6.2 Local Trust Committee Chair Updates and Reports on Local Advocacy Topics**

Local Trust Committee Chairs provided updates on recently attended and upcoming local trust committee meetings, as well as current local advocacy topics.

**6.3 Islands Trust Conservancy Liaison Update**

No update was available, as no Islands Trust Conservancy Board meetings have taken place since the last Executive Committee meeting.

**7. BYLAWS FOR APPROVAL CONSIDERATION - None**

**8. TRUST COUNCIL MEETING PREPARATION**

**8.1 Executive**

**8.1.1 March Post-Trust-Council Survey Results- Briefing**

The Chief Administrative Officer summarized the briefing, noting the Post-Trust Council survey will continue to be part of the quarterly meeting process.

**8.2 Planning Services - None**

**8.3 Financial and Employee Services - None**

**8.4 Trust Area Services - None**

**8.5 Legislative and Information Services - None**

**9. COMMITTEE OF THE WHOLE MEETING PREPARATION**

### **9.1 Draft May 6 Committee of the Whole Regular Meeting Agenda**

The Chief Administrative Officer spoke to the draft agenda noting for the Committee that this content was requested by Trust Council to discuss the Islands Trust mandate and the unique amenities.

A question was asked about providing a model resolution to go in-camera on the agenda cover, if needed. Staff clarified what can and cannot be discussed in an in-camera meeting.

The Committee engaged in discussion on the following matters:

- The intent and purpose of the meeting
- The format of the meeting discussion
- Public engagement and discourse on the topic
- Historical interpretation and reinterpretation of the mandate through Trust Council terms
- The inclusion of additional material to the agenda: the November 13th legal opinion; a roundtable agenda item; and a compilation of resolutions from last term related to the lack of consensus on the meaning.

Staff were requested to circulate the agenda, as amended, to trustees in preparation for the May 6<sup>th</sup> Committee of the Whole meeting.

### **9.2 Draft May 13 Committee of the Whole Regular Meeting Agenda**

The Director of Legislative and Information Services reviewed the request for decision as outlined in the corresponding agenda materials.

The Committee engaged in discussion on the following topics:

- The process for addressing the recommendations outlined in the request for decision; and
- The required pre-reading for the meeting, specifically the 2022 Governance Review Report

Staff were requested to circulate the agenda, as presented, to trustees in preparation for the May 13<sup>th</sup> Committee of the Whole meeting.

## **10. EXECUTIVE COMMITTEE PROJECTS**

### **10.1 Trust Council Initiated**

10.1.1 Executive - None

10.1.2 Trust Area Services - None

10.1.3 Planning Services - None

10.1.4 Financial and Employee Services - None

10.1.5 Legislative and Information Services

10.1.5.1 Alternative Public Notice Bylaws - Briefing



The Director of Legislative and Information Services provided the Committee with an update on the work completed to date. A request for decision, along with a draft bylaw, will be presented at the next Executive Committee meeting, with the intention of forwarding the draft bylaw to Trust Council for consideration in June. It was noted that adoption of the bylaw is required by each individual local trust committee, rather than by Trust Council.

A comment was made suggesting the inclusion of the original Executive Committee resolution—initiating this work—in the request for decision being brought forward to Trust Council.

A question was raised regarding the public consultation process, and a request was made to include additional information on the public process within the request for decision.

Director Marlor provided clarification on the process.

## **10.2 Executive Committee Initiated**

### **10.2.1 Executive - None**

### **10.2.2 Trust Area Services**

#### **10.2.2.1 Islands Trust Insert for Bowen Island Municipality Property Tax Assessment Notice 2025/26 – Briefing**

The Director of Trust Area Services spoke to the item providing background information, noting this is the first time Islands Trust has provided a tax insert for Bowen Island Municipality's 2025/26 property tax notice.

A comment was made to suggest adding new language to the insert:

- In the second to last paragraph, last sentence, after the word “programs” add “, and the Islands Trust Conservancy”

### **10.2.3 Planning Services**

#### **10.2.3.1 Crown Tenure Application Referrals – Briefing**

The Director of Planning Services spoke to the Briefing providing background information and a summary of the analysis section.

The Committee engaged in discussion on the following topics:

- The dissemination of the information to Trust Council
- Whether the 1994 Letter of Understanding should remain available on the Islands Trust website
- Comparable examples from other regional districts
- Relevant policy and procedural considerations
- The potential addition of the matter to the Regional Planning Committee's work program for review and prioritization
- The overall process and need for clarity

**EC-2025-042**

**It was MOVED and SECONDED,**

that Executive Committee request staff forward the briefing on crown tenure application referrals of April 23, 2025 and the briefing of February 26<sup>th</sup>, 2025 to Regional Planning Committee for consideration for updating policy and procedures.

**CARRIED**

Director Frater advised the Committee that this action item has been on the Trust Programs Future Projects list for nearly 15 years.

**EC-2025-043**

**It was MOVED and SECONDED,**

that Executive Committee request staff forward the briefing on crown tenure application referrals of April 23, 2025 and the briefing of February 26<sup>th</sup>, 2025 to Trust Programs Committee for consideration for updating protocols and letters of understanding with the Crown.

**CARRIED**

The Committee recessed for break at 11:06 a.m. and reconvened at 11:16 a.m.

**10.2.4 Financial and Employee Services**

**10.2.4.1 Enhanced Mental Health Supports Coverage – Discussion**

Vice-Chair Peterson addressed the item, noting that his original intention had been to bring it forward to Trust Council in March; however, the projected timeline has since been revised to the June Trust Council meeting.

The Director of Financial and Employee Services explained that the request carried financial implications that had not been accounted for in the current fiscal year's budget. The

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estimated cost was identified as \$2,300, and it was noted that funding would need to be identified or approval granted for the associated overspending.

### **EC-2025-044**

#### **It was MOVED and SECONDED,**

that Executive Committee request staff to prepare a request for decision on enhancing mental health benefits for trustees under the Union of British Columbia Municipality extended benefit plan for elected officials and request staff to include options to fund the planned overspend.

**CARRIED**

#### 10.2.5 Legislative and Information Services - None

### **11. NEW BUSINESS**

#### **11.1 Executive/Trust Council**

##### 11.1.1 2025 Union of British Columbia Municipalities Convention - Discussion

Vice-Chair Maude spoke to the item.

The Committee discussed the following points:

- The appropriate timing for formalizing the list of attendees
- Budget considerations, including the suggestion of holding all Executive Committee meetings electronically to reduce overall meeting costs and redirect savings toward participation in the Association of Vancouver Island Coastal Communities and Union of British Columbia Municipalities conventions
- Staff clarification that while Trust Council had reduced the budget, it had not specified the number of Executive Committee members permitted to attend the conventions
- The importance of articulating the value of full Executive Committee attendance at the Association of Vancouver Island Coastal Communities and Union of British Columbia Municipalities conventions during the annual budget cycle, with an emphasis on the significant networking opportunities these events provide

This item will be on the July 2, 2025 Executive Committee meeting agenda.

#### **11.2 Trust Area Services – None**

#### **11.3 Planning Services**

11.3.1 Potential advocacy re Licence of Occupation No. V931804 and Zoning Compliance – Request For Decision

The Director of Trust Area Services presented the Request for Decision, noting that it recommended additional staff work and provided relevant background information.

The Committee engaged in discussion on the following points:

- The rationale behind the approval of the application
- Strategies for public communication

**EC-2025-045**

**It was MOVED and SECONDED,**

that Executive Committee request staff to report back on provincial advocacy options concerning issuance of a 30-year subtidal aquaculture Licence of Occupation in a marine area where zoning does not permit aquaculture use.

**CARRIED**

**EC-2025-046**

**It was MOVED and SECONDED,**

that Executive Committee request staff to prepare public communication materials related to the file License of Occupation V931804 and next steps, for distribution in the Thetis Local Trust Area.

**CARRIED**

**11.4 Financial and Employee Services**

11.4.1 Forgo Preparation of the Allocated Financial Statements for 2024/25 & 2025/26 - Request for Decision

The Director of Financial and Employee Services presented the item, seeking the Committee's endorsement to forgo the Allocated Financial Statements for two fiscal years. It was noted that the necessary data to populate the statements was unavailable due to a failure in the time tracking software. The Committee was advised that these statements are not required by legislation or policy, nor are they essential for decision-making purposes.

**EC-2025-047**

**It was MOVED and SECONDED,**

that Executive Committee endorse that no allocated financial statements be prepared for the 2024/25 and 2025/26 fiscal years.

The Committee engaged in discussion on the following topics:

- Tools available for data collection

- The importance of providing trustees with comprehensive, well-supported information supporting the decision to forgo the statements
- The intention for the Financial Planning Committee to undertake its own discussion regarding the broader question of the report's utility
- The current lack of data and the underlying reasons for this gap

Following the discussion, the Chair called the question.

**CARRIED**

It was noted that the report will travel to the Financial Planning Committee.

**11.5 Legislative and Information Services – None**

The Director of Trust Area Services informed the Committee that Bowen Island Municipality just informed her that they would be unable to include the property tax notice (agenda item 10.2.2.1) in their 2025/26 property tax notice, as the space was now required for information related to the potential pending mail strike and instructions on how residents can pay their taxes.

**12. CORRESPONDENCE (for information unless raised for action)**

**12.1 2025-02-11 Dana Lepofsky - Opening of Exhibit and Unveiling of Welcome Mural on Xwe'etay/Lasqueti, 3 May 2025**

Discussion ensued on who would attend the event and where the funds will come from to cover travel and associated costs.

Vice-Chair Elliott and Chair Patrick confirmed they will attend the event and will personally cover the travel expenses.

Vice-Chair Peterson offered to contact Professor Lepofsky regarding the possibility of communicating information about the travelling exhibit to all trustees and local trust committees.

**12.2 2025-03-18 A Deggan - Letter to Executive Committee**

Vice-Chair Elliott explained that although the correspondence was addressed to the Executive Committee, it had been sent only to her via email. She noted that she had not noticed this until recently, which is why the item had not been included on an earlier Executive Committee agenda.

Staff were requested to add the correspondence item to the Islands Trust website, specifically on the Trust Policy Statement project webpage.

**12.3 2025-03-30 Transport Canada – Reply**

**EC-2025-048**

**It was MOVED and SECONDED,**

that Executive Committee request item 12.3 response from Transport Canada be added a future Trust Council agenda.

**CARRIED**

**12.4 2025-04-09 Ministry of Tourism, Arts, Culture and Sport - Geographical Name Request**

**EC-2025-049**

**It was MOVED and SECONDED,**

that Executive Committee request item 12.4 Bowen Island request for comment be added to the June Trust Council agenda as a request for decision for their response.

**CARRIED**

**13. WORK PROGRAM**

**13.1 Review and amendment of current work program**

The Chief Administrative Officer provided the Committee with an update on efforts to follow up on a meeting with the Minister, noting that messages had been left but no response had been received to date.

The Committee engaged in a discussion regarding the timing and strategy for the meeting. It was noted that the Government is currently addressing numerous significant issues.

It was suggested that time be set aside at a future meeting for further discussion of this topic.

**14. NEXT MEETING**

The next Executive Committee meeting will take place electronically on Wednesday, May 14, 2025 at 9:15 a.m.

The Committee broke for recess at 12:22 p.m. and reconvened at 1:00 p.m.

**15. ISLANDS TRUST CONSERVANCY BOARD JOINT SESSION**

The Executive Committee was joined by members of the Islands Trust Conservancy Board to discuss the agenda items under this category.

Islands Trust Conservancy (ITC) Chair, Lisa Gauvreau, introduced the Board members in attendance: Member Risa Smith, Member Tanner Timothy, and Trustee Susan Yates. Regrets were noted from Member Charles Kahn.

Members of the Executive Committee and staff also introduced themselves.

**15.1 February 27 Workshop: Funding our future: conservation on private lands – Discussion**

Chair Patrick spoke to a workshop she and Member Smith attended on February 25, organized by the Coastal Douglas-fir Conservation Partnership, which focused on conservation partnerships and funding strategies for private land conservation. The workshop highlighted the development of a regional Conservation Fund model in

the Capital Regional District (CRD), modeled after similar successful initiatives in other British Columbia regional districts, such as the Kootenay Conservation Program.

It was noted that regional conservation funds present a valuable mechanism for financing conservation and ecological restoration on private lands. The CRD was recognized for its advanced work on public engagement and its survey of resident support for the initiative.

Concerns were raised on the following:

- ITC may be sidelined if conservation funds are managed solely by regional districts; and
- The potential duplication of taxpayer funding and the risk of the ITC being excluded from both management and funding opportunities

An idea was proposed to establish an informal working group comprising members of the Islands Trust Executive Committee and the ITC Board. The purpose of the group would be to develop a shared vision for a conservation fund and explore potential governance models.

**EC-2025-050**

**It was MOVED and SECONDED,**

that Islands Trust Conservancy Board and Executive Committee agree to strike an informal working group with members from each respective body to start developing a vision for a conservation fund, with the intent to expand the working group to interested First Nations and others.

**CARRIED**

**15.2 Articulate areas to pursue invited guest speakers for a future meeting – Discussion**

The committee discussed the idea of inviting guest speakers to future meetings to provide inspiration, share innovative practices, and support strategic development. A recent panel at the Association of Vancouver Island Coastal Communities conference was referenced as a catalyst for this discussion. Members expressed enthusiasm about bringing in individuals with expertise in conservation financing, Indigenous collaboration, and cross-cultural communication.

Three potential speakers were suggested:

1. Brody Guy (Islands Coastal Economic Trust) a representative involved with the co-management of conservation funds;
2. Bonny Norton a university professor conducting a large-scale, grant-funded storytelling project with Indigenous communities; and
3. Eli Enns (IISAAK OLAM) an expert in Indigenous Protected and Conserved Areas (IPCAs) affiliated with a national Indigenous conservation organization.

The committee acknowledged that such speakers could offer valuable insight into conservation funding models, relationship-building with Indigenous communities, and effective communication strategies. The July meeting, which is scheduled for a longer duration, was identified as a suitable opportunity to host a guest speaker.

There was broad support for proceeding with outreach to potential speakers in advance of the July meeting.

### **15.3 Promoting the Islands Trust in the island communities – Discussion**

Strategies to enhance public engagement and trust in the Islands Trust and ITC, particularly in light of ITC's 35th anniversary were discussed. Key themes and suggestions from the discussion included:

- A trustee shared their experience informally promoting ITC during Earth Day on Gabriola Island by speaking with community members and school children.
- Emphasis was placed on communicating ITC's environmental mandate in ways that resonate with the public.
- Another member proposed the development of a concise and impactful presentation to be delivered by a representative at each local trust committee meeting to promote the ITC and its mandate.

It was observed that while some LTCs receive regular Conservancy updates from trustees who are also ITC board members, others lack direct representation, leading to minimal engagement with ITC reports. To address this, there was consensus on encouraging trustees to appear, even virtually, at LTC meetings lacking ITC representation to speak to reports and promote the work of the Conservancy.

Discussion ensued on the ITC's 35th anniversary communications strategy, including a planned storytelling blog, a public survey, and potential celebratory events at the June Trust Council meeting. Staff confirmed ongoing work on the preparations for the celebration activities but were unable to confirm specific details at this time.

There was broad support for having trustees volunteer to attend other LTCs to speak about ITC initiatives and anniversaries.

Additional suggestions for future joint meetings, including strengthening relationships with First Nations and exploring opportunities for greater ITC engagement on islands with currently limited Conservancy presence, were raised.

#### **EC-2025-051**

#### **It was MOVED and SECONDED,**

that Executive Committee members commit to recognize and celebrate the Islands Trust Conservancy's 35<sup>th</sup> anniversary by adding an item on a future agenda of the local trust committees they chair.

**CARRIED**

The Islands Trust Conservancy Board members left the meeting at 2:00 p.m.



**16. CLOSED MEETING**

**EC-2025-052**

**It was MOVED and SECONDED,**

that the meeting be closed to the public subject to Sections 90(1)(f) of the Community Charter in order to consider matters related to law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment and that staff attend the meeting.

The meeting was closed to the public at 2:01 p.m. and reopened at 2:51 p.m.

**17. ADJOURNMENT**

**By general consent** the meeting adjourned at 2:52 p.m.

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**Laura Patrick, Chair**

**CERTIFIED CORRECT:**

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**Alexandra Trifonidis, Executive Coordinator and Recorder**

The minutes are not official until adopted at a subsequent meeting.

## Follow Up Action Report

### Executive Committee

#### Chief Administrative Officer

| Progress | Activity                                                                                                                                                                        | Responsibility                | Dates                                       | Status      |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------|-------------|
| 75%      | 1 Explore future education/workshop sessions on decision-making to benefit trustees.                                                                                            | Rueben Bronee                 | Meeting: 24-May-2023<br>Target: 20-Jun-2025 | In Progress |
| 75%      | 2 Staff to continue to investigate a facilitated Code of Conduct session for a Trust Council meeting, as soon as practicable. (scheduled for June 2025)                         | David Marlor<br>Rueben Bronee | Meeting: 30-Oct-2024<br>Target: 18-Jun-2025 | In Progress |
| 50%      | 3 Staff to add a discussion on UBCM registration on the July 2, 2025 Executive Committee meeting agenda and be prepared to converse on the item. (added to the July 2nd agenda) | Rueben Bronee                 | Meeting: 26-Mar-2025<br>Target: 24-Jun-2025 | In Progress |
| 100%     | 4 Staff to add item 12.3 response from Transport Canada to a future Trust Council agenda.                                                                                       | Rueben Bronee                 | Meeting: 23-Apr-2025<br>Target: 24-Apr-2025 | Completed   |
| 100%     | 5 <b>Committee of the Whole Direction/Recommendation:</b> Staff to produce a short summary of the Committee of the Whole meeting of May 6 for public release.                   | Rueben Bronee                 | Meeting: 06-May-2025<br>Target: 31-May-2025 | Completed   |

## Follow Up Action Report

### Executive Committee

#### Director Legislative Services and Information Services

| Progress | Activity                                                                                                                                                                                                                                  | Responsibility                | Dates                                       | Status      |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------|-------------|
| 0%       | 1 Investigate options for policies or policy updates for formal opportunities for First Nations presentations and engagement at Trust Council meetings.                                                                                   | Clare Frater<br>David Marlor  | Meeting: 07-Oct-2021<br>Target: 14-May-2025 | In Progress |
| 0%       | 2 Staff to prepare materials for a future Trust Council session on agreements with other agencies, governments and First Nations.                                                                                                         | Clare Frater<br>David Marlor  | Meeting: 15-May-2024<br>Target: 03-Sep-2025 | In Progress |
| 75%      | 3 Staff to continue to investigate a facilitated Code of Conduct session for a Trust Council meeting, as soon as practicable. (scheduled for June 2025)                                                                                   | David Marlor<br>Rueben Bronee | Meeting: 30-Oct-2024<br>Target: 18-Jun-2025 | In Progress |
| 50%      | 4 <b>Trust Council Direction:</b> Staff to schedule a facilitated session focusing on Trustee conduct and tools at Council and chair responsibilities during Council sessions and Standing Committees. (scheduling underway for May/June) | David Marlor                  | Meeting: 05-Dec-2024<br>Target: 18-Jun-2025 | In Progress |

## Follow Up Action Report

### Executive Committee

#### Director Legislative Services and Information Services

| Progress | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Responsibility | Dates                                                  | Status      |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------------------------------------------|-------------|
| 50%      | <p><b>5 Trust Council Direction:</b> Staff to return to Trust Council with a draft bylaw to amend Trust Council's Meeting Procedure Bylaw 101 that:</p> <p>I. Requires delegations to specify the action they are asking of Trust Council;</p> <p>II. Establishes that any Trust Council direction in relation to disposition of delegations will allow time for staff to provide advice;</p> <p>III. If time is of the essence, Trust Council's direction in relation to disposition of delegations will delegate a response to the Executive Committee or the Trust Council Chair;</p> <p>IV. Establishes approval authority for receipt of delegation and establishes a different deadline for receipt of delegations for matters on the agenda, and such a deadline would need to be after the release of the agenda outline to the public and before the start of the Trust Council meeting;</p> <p>V. Establishes a maximum number of delegations per meeting and/or time limit for all delegations to maintain the integrity of the published agenda; and</p> <p>VI. Provides clear criteria for rejection of delegations, with a clear appeal process to Trust Council and 2/3 majority vote required of Trust Council to approve a rejected delegation.</p> | David Marlor   | <p>Meeting: 05-Dec-2024</p> <p>Target: 17-Jun-2025</p> | In Progress |
| 50%      | <p><b>6</b> Staff to prepare a primer on principles of the meeting assembly based on the guidelines from the training session May 19, 2022 along with clarification on points of order.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | David Marlor   | <p>Meeting: 15-Jan-2025</p> <p>Target: 17-Jun-2025</p> | In Progress |

## Follow Up Action Report

### Executive Committee

#### Director Legislative Services and Information Services

| Progress | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Responsibility | Dates                                       | Status      |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------------|-------------|
| 75%      | <p>7 Staff to provide a strategy for providing training to trustees and chairs on respectful meetings, conduct and effective governance communications that includes:</p> <ul style="list-style-type: none"> <li>- two half-day on-line training sessions for Executive Committee, Islands Trust Conservancy Board chairs and council committee chairs to occur before June Trust Council 2025</li> <li>- one half day in-person training session for Trust Council or at June Trust Council meeting quarterly</li> <li>- a review and recommendations on updates to the Islands Trust Standards of Conduct, including developing a foundational system for ethically addressing complaints.</li> </ul> | David Marlor   | Meeting: 05-Feb-2025<br>Target: 17-Jun-2025 | In Progress |

## Follow Up Action Report

### Executive Committee

#### Director of Planning Services

| Progress | Activity                                                                                                                                                                                                                                                                                                                                                              | Responsibility                | Dates                                       | Status      |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------|-------------|
| 49%      | 1 Staff to: a) evaluate the implications of a longer referral response window, and; b) consider how Trust Council and local trust committees (LTC's) might consult with First Nations to better understand what changes to the current referral process should be made to both improve communication and to further reconciliation, and report back to Trust Council. | Clare Frater<br>Stefan Cermak | Meeting: 29-Jun-2023<br>Target: 30-Sep-2025 | In Progress |
| 0%       | 2 Staff to forward the briefing on crown tenure application referrals of April 23, 2025 and the briefing of February 26th, 2025 to Regional Planning Committee for consideration for updating policy and procedures.                                                                                                                                                  | Stefan Cermak                 | Meeting: 23-Apr-2025<br>Target: 01-May-2025 | In Progress |
| 51%      | 3 Staff to prepare public communication materials related to the file License of Occupation V931804 and next steps, for distribution in the Thetis Local Trust Area.                                                                                                                                                                                                  | Clare Frater<br>Stefan Cermak | Meeting: 23-Apr-2025<br>Target: 27-May-2025 | In Progress |

## Follow Up Action Report

### Executive Committee

#### Director, Administrative Services

| Progress | Activity                                                                                                                                                                                                                                                                                      | Responsibility              | Dates                                       | Status      |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------|-------------|
| 0%       | 1 Review Islands Trust Policy 6.5.2 Budget Control and Adjustment 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<br>Target: 31-Jul-2025 | In Progress |
| 51%      | 2 Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.                                                                                                                                                  | Clare Frater<br>Julia Mobbs | Meeting: 20-Dec-2023<br>Target: 31-Jul-2025 | In Progress |
| 50%      | 3 Staff to prepare a request for decision on enhancing mental health benefits for trustees under the Union of British Columbia Municipality extended benefit plan for elected officials and request staff to include options to fund the planned overspend.                                   | Julia Mobbs                 | Meeting: 23-Apr-2025<br>Target: 17-Jun-2025 | In Progress |

## Follow Up Action Report

### Executive Committee

#### Director, Trust Area Services

| Progress | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Responsibility                | Dates                                       | Status      |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------|-------------|
| 0%       | 1 Investigate options for policies or policy updates for formal opportunities for First Nations presentations and engagement at Trust Council meetings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Clare Frater<br>David Marlor  | Meeting: 07-Oct-2021<br>Target: 14-May-2025 | In Progress |
| 0%       | 2 Staff to develop policy regarding s. 8 (2) (h.1) (iii) and (iv) of the Islands Trust Act. This request responded to changes to the Islands Trust Act to give Trust Council new discretionary powers relating to supporting and give financial assistance to others to (iii)engage in activities to gain knowledge about the unique amenities and environment of the trust area and to increase public awareness, understanding and appreciation of the unique amenities and environment;<br>(iv)preserve and protect the unique amenities and environment of the trust area.<br>Executive Committee has discussed there may be an opportunity to concurrently review the secretariat services, and grants in aid policies with the intention of identifying administrative efficiencies. | Clare Frater                  | Meeting: 12-Apr-2022<br>Target: 31-Mar-2026 | In Progress |
| 49%      | 3 Staff to: a) evaluate the implications of a longer referral response window, and; b) consider how Trust Council and local trust committees (LTC's) might consult with First Nations to better understand what changes to the current referral process should be made to both improve communication and to further reconciliation, and report back to Trust Council.                                                                                                                                                                                                                                                                                                                                                                                                                      | Clare Frater<br>Stefan Cermak | Meeting: 29-Jun-2023<br>Target: 30-Sep-2025 | In Progress |
| 51%      | 4 Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Clare Frater<br>Julia Mobbs   | Meeting: 20-Dec-2023<br>Target: 31-Jul-2025 | In Progress |



## Follow Up Action Report

### Executive Committee

#### Director, Trust Area Services

| Progress | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Responsibility               | Dates                                       | Status      |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|---------------------------------------------|-------------|
| 0%       | 5 Staff to prepare materials for a future Trust Council session on agreements with other agencies, governments and First Nations.                                                                                                                                                                                                                                                                                                                                                | Clare Frater<br>David Marlor | Meeting: 15-May-2024<br>Target: 03-Sep-2025 | In Progress |
| 15%      | 6 Staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation for Trust Council's consideration.<br>ON HOLD at request of Snuneymuxw First Nation.                                                                                                                                                                                                                                                                                                         | Clare Frater                 | Meeting: 05-Jun-2024<br>Target: 31-Mar-2026 | In Progress |
| 25%      | 7 Implement the Executive Committee approved "The Role of the Trust" webinar project charter.                                                                                                                                                                                                                                                                                                                                                                                    | Clare Frater                 | Meeting: 05-Jun-2024<br>Target: 31-Jul-2025 | In Progress |
| 10%      | 8 Staff to develop a protocol agreement in cooperation with Quw'utsun (Cowichan) Nation for Trust Council's consideration.                                                                                                                                                                                                                                                                                                                                                       | Clare Frater                 | Meeting: 24-Jul-2024<br>Target: 31-Mar-2026 | In Progress |
| 0%       | 9 Trust Area Services staff to work on an advocacy letter regarding cultural heritage protection, and requesting guidance to aid local trust committees, and work with vice-chairs who note specific concerns related to First Nations relations in their Local Trust Area that might be addressed.                                                                                                                                                                              | Clare Frater                 | Meeting: 24-Jul-2024<br>Target: 31-Mar-2026 | In Progress |
| 0%       | 10 Staff to put on a future Executive Committee meeting agenda for Executive Committee to consider:<br>"that the Executive Committee acting as a Local Trust Committee (Ballenas-Winchelsea Islands) request that the Executive Committee consider a policy on engagement and communication with First nations in the Trust area, to be developed with Local Trust Committees, with respect to standing resolutions on Reconciliation and engagement with local First Nations. " | Clare Frater                 | Meeting: 18-Jun-2024<br>Target: 30-Jun-2025 | In Progress |

## Follow Up Action Report

### Executive Committee

#### Director, Trust Area Services

| Progress | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                             | Responsibility                | Dates                                       | Status      |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------|-------------|
| 49%      | <b>11</b> Staff, with advice from Trustee Elliott, to draft a letter to Snuneymuxw First Nation to gauge their interest in a joint meeting and mention that there is an opportunity to jointly apply for up to a \$20,000 Union of BC Municipality Community to Community Grant. In preparation for a potential grant application with Snuneymuxw First Nation staff to estimate associated costs, and report back to Executive Committee. (ON HOLD) | Clare Frater                  | Meeting: 18-Dec-2024<br>Target: 31-Mar-2026 | In Progress |
| 0%       | <b>12</b> Staff to provide advice to the Hornby Island Local Trust Committee regarding a letter of support for the Hornby Island Community Economic Enhancement Corporation's application for nominal rent tenure on 10ha of Crown land for the purpose of supporting provision of workforce housing.                                                                                                                                                | Clare Frater                  | Meeting: 26-Feb-2025<br>Target: 16-May-2025 | In Progress |
| 100%     | <b>13</b> Staff to review and provide options for Memorandum of Understanding request for WSÁNEC Leadership Council.                                                                                                                                                                                                                                                                                                                                 | Clare Frater                  | Meeting: 26-Mar-2025<br>Target: 02-Jul-2026 | Completed   |
| 100%     | <b>14</b> Staff to forward the briefing on crown tenure application referrals of April 23, 2025 and the briefing of February 26th, 2025 to Trust Programs Committee for consideration for updating protocols and letters of understanding with the Crown.                                                                                                                                                                                            | Clare Frater                  | Meeting: 23-Apr-2025<br>Target: 01-May-2025 | Completed   |
| 0%       | <b>15</b> Staff to report back on provincial advocacy options concerning issuance of a 30-year subtidal aquaculture Licence of Occupation in a marine area where zoning does not permit aquaculture use.                                                                                                                                                                                                                                             | Clare Frater                  | Meeting: 23-Apr-2025<br>Target: 27-May-2025 | In Progress |
| 51%      | <b>16</b> Staff to prepare public communication materials related to the file License of Occupation V931804 and next steps, for distribution in the Thetis Local Trust Area.                                                                                                                                                                                                                                                                         | Clare Frater<br>Stefan Cermak | Meeting: 23-Apr-2025<br>Target: 27-May-2025 | In Progress |

## Follow Up Action Report

### Executive Committee

#### Director, Trust Area Services

| Progress | Activity                                                                                                                                                          | Responsibility | Dates                                       | Status    |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------------|-----------|
| 97%      | <b>17</b> Staff to add item 12.4 Bowen Island request for comment to the June Trust Council agenda as a request for decision for their response.                  | Clare Frater   | Meeting: 23-Apr-2025<br>Target: 27-May-2025 | Completed |
| 100%     | <b>18</b> Staff to add the correspondence item 12.2 2025-03-18 A Deggan - Letter to Executive Committee to the Islands Trust website on the Islands 2050 webpage. | Clare Frater   | Meeting: 23-Apr-2025<br>Target: 24-Apr-2025 | Completed |



## ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

### HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY March 18<sup>th</sup>, 2025 BOARD MEETING

*NOTE: For more detail on Islands Trust Conservancy meetings, including meeting minutes, please visit <https://islandstrust.bc.ca/whats-happening/meetings-and-events/>*

#### 1. STRATEGIC PLANNING/ADMINISTRATION

- The ITC Board rose and reported that a meeting was held between ITC staff and the Ministry of Housing and Municipal Affairs concerning land disposition, including transfer of land to Indigenous Governing Bodies. The Ministry staff's recommendation was for the ITC Board to develop a policy and include it in ITC's Five-Year Plan (2028-2032) for the Minister's consideration.
- The ITC Board directed staff to notify the Salt Spring Island Local Trust Committee that Islands Trust Conservancy's interests are unaffected by Bylaw No. 541 Referral.
- Chair Gauvreau presented the briefing on an invitation to join the Centre for Land Conservation's Land Trust Certification Pilot Program. The ITC Board requested Chair Gauvreau to write a letter declining the invitation to join pilot program.
- Species at Risk Program Coordinator Wheeler presented a briefing on the North Pender Island Bylaw 235 Referral regarding updating Raptor and Heron Nest Development Permit Area (DPA) mapping and associated provisions from 2008 and provided additional Species at Risk information to consider to the Islands Trust planning team.
- Trustee Patrick joined the ITC Board Meeting to discuss the April 23<sup>rd</sup>, 2025 EC-ITC Joint Meeting agenda topics. Discussion ensued and agenda topics were identified.
- Trustee Elliott provided a Trust Council update to the ITC Board reporting on a number of items, including Trustee Patrick's election as Chair of Trust Council.
- Chair Gauvreau advised that the ITC budget for 2025/26 was approved by Trust Council.
- Chair Gauvreau reported that she gave a synopsis of the ITC 4<sup>th</sup> Quarter 2024/25 report at Trust Council.
- There was no Governance Committee Update. Chair Gauvreau reported she did not attend the last meeting.
- The ITC Board agreed to write a letter to the organizers of the Funding our Future: Financing Conservation on Private lands thanking them for the excellent workshop and expressing the interest of the ITC Board in participating in future discussions as the concept of a Regional Conservation Fund progresses.



## ISLANDS TRUST CONSERVANCY REPORT TO LOCAL TRUST COMMITTEES AND BOWEN ISLAND MUNICIPALITY

- The ITC Board approved additional allocation to Trustee Smith to cover the full cost of attendance at the “Funding our Future: Financing Conservation on Private Lands” conference on February 27<sup>th</sup>, 2025 in Esquimalt.

### 2. COMMUNICATIONS AND OUTREACH

- Trust Council’s introduction letter to Minister Kahlon was received for information. Discussion ensued on the possibility of securing additional funding from the Province for First Nations engagement and consultation.

**Learn more about Islands Trust Conservancy:** <https://islandstrust.bc.ca/conservancy/>

**Subscribe for Islands Trust Conservancy updates:** <https://islandstrust.bc.ca/subscribe/>

## DRAFT Islands Trust Council Quarterly Meeting Schedule

**June 17 - 19, 2025**

[Visit the meeting webpage to view the AGENDA, to join the meeting electronically, and to view the livestream or attend by phone-in.](#)

| Tuesday, June 17 |                                                                                                                                                                                               | Wednesday, June 18                                                                                                              | Thursday, June 19                                                                                             |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| 10:00            | <b>Executive Committee Meeting</b>                                                                                                                                                            | 11:15 <b>Closed Meeting</b><br>Public are welcome to attend all sessions excluding the Closed Meeting<br><b>Rise and Report</b> | 9:00 <b>Trust Area Services</b><br>Consent Agenda Item(s)<br><br>Decision/Discussion Items                    |
| 12:00            | <b>Lunch</b>                                                                                                                                                                                  |                                                                                                                                 |                                                                                                               |
| 1:00             | <b>Land Acknowledgement / Territorial Welcome (Crofton Room)</b><br><b>Call to Order and Approval of Agenda</b>                                                                               | 12:00 <b>Lunch</b>                                                                                                              | 10:30 <b>Break</b>                                                                                            |
| 1:30             | <b>General Business Arising</b><br>Consent Agenda Item(s)<br>Islands Trust Active Priorities Chart<br>Committee Work Programs (EC, GC, FPC, RPC, TPC, ITCB)<br>Committee Chair Verbal Reports | 1:00 <b>Legislative and Information Services</b><br>Consent Agenda Item(s)<br>Decision/Discussion Items                         | 10:45 <b>Financial and Employee Services</b><br>Consent Agenda Item(s)<br>Decision/Discussion Items           |
| 2:15             | <b>New Business</b><br>Trustee-Initiated Requests for Decision<br>Vice-Chair Peterson - Mental Health Benefits                                                                                | 3:30 <b>Break</b>                                                                                                               | 12:00 <b>Lunch and Field Trip</b>                                                                             |
| 3:00             | <b>Correspondence</b>                                                                                                                                                                         | 3:45 <b>Planning Services</b><br>Consent Agenda Item(s)<br>Decision/Discussion Items                                            | 1:30 <b>Disposition of Delegations/Public Comment &amp; Correspondence</b>                                    |
|                  |                                                                                                                                                                                               | 4:45 <b>MLA Botterell Presentation</b>                                                                                          | 1:45 <b>Meeting Wrap-up</b>                                                                                   |
| 3:15             | <b>Break</b>                                                                                                                                                                                  | 5:30 <b>Adjourn for the Day (approx.)</b>                                                                                       | 2:00 <b>Adjournment (approx.)</b>                                                                             |
| 3:30             | <b>Executive Office</b><br>Consent Agenda Item(s)<br>Decision/Discussion Items                                                                                                                | 6:30-7:30 <b>Dinner</b>                                                                                                         | <br><b>Islands Trust</b> |
| 4:30             | <b>Delegations / Public Comment</b>                                                                                                                                                           | *times are provided for information and may vary                                                                                |                                                                                                               |
| 5:30             | <b>Adjourn for the Day (approx.)</b>                                                                                                                                                          |                                                                                                                                 |                                                                                                               |
| 6:30-7:30        | <b>Dinner</b>                                                                                                                                                                                 |                                                                                                                                 |                                                                                                               |

## REQUEST FOR DECISION

**To:** Trust Council

**For the Meeting of:** June 17, 2025

**From:** Executive Committee

**Date Prepared:** May 5, 2025

**SUBJECT:** Request for official recognition two place names on Bowen Island

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**RECOMMENDATION:** To request staff to draft a letter from the Chair expressing Trust Council's support for official recognition of the Smí7mant Áyalhkw and Xéla7an placenames for beaches on Bowen Island.

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:** The recommendation is consistent with Trust Council's commitment to reconciliation.

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- 1 **PURPOSE:** To request a decision from Trust Council about an opportunity of comment on a request from the Bowen Island Municipality to officially recognize two placenames of geographical features.
- 2 **BACKGROUND:** On April 9, 2025 the Provincial Toponymist from the Ministry of Tourism, Arts, Culture, and Sport wrote to Islands Trust Council to advise that the BC Geographical Names Office has received a request from the Bowen Island Municipality, provided with support from Squamish Nation, to officially recognize two place names for geographical features within their municipal boundaries, and to invite comment on two proposed changes. (see attached)

This letter was provided to the Executive Committee on April 23, 2025. Executive Committee passed the following motion:

**EC-2025-049**

**It was MOVED and SECONDED,**

that Executive Committee request item 12.4 Bowen Island request for comment be added to the June Trust Council agenda as a request for decision for their response.

### 3 IMPLICATIONS OF RECOMMENDATION

**ORGANIZATIONAL:** Drafting and sending a letter for the Chair will take up to two hours of Executive Office staff time. This can be accomplished within existing workloads.

**FINANCIAL:** None.

**POLICY:** None.

**IMPLEMENTATION/COMMUNICATIONS:** Staff will draft a letter for Chair review and issue once approved. It will be posted to the Advocacy Letters page on the website.

**FIRST NATIONS RELATIONS:** The recommendation is expected to support positive relations with Squamish Nation.

**OTHER:** None.

**4 RELEVANT POLICY(S):** Advocacy Policy

**5 ATTACHMENT(S):** April 9, 2025 letter from Ministry of Tourism, Arts, Culture and Sport re Geographical Name Request for Bowen Island

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**RESPONSE OPTIONS**

**Recommendation:** To request staff to draft a letter from the Chair expressing Trust Council's support for official recognition of the Smí7mant Áyalhkw and Xéla7an placenames for beaches on Bowen Island.

**Alternative:**

1. Request staff to draft a letter from the Chair expressing Trust Council's concern about official recognition of the Smí7mant Áyalhkw and Xéla7an placenames for beaches on Bowen Island.
2. Do not send a letter in response.

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**Prepared By:** Clare Frater, Director, Trust Area Services

**Reviewed By/Date:** CAO /May 5, 2025





April 9, 2025

File: 10280-60 (92G/6)

Islands Trust  
Southern Office (Victoria)  
200 – 1627 Fort Street, Victoria, BC, V8R 1H8  
Sent by email to:  
information@islandstrust.bc.ca

Dear Islands Trust:

The BC Geographical Names Office has received a request from the Bowen Island Municipality, with support from Squamish Nation, to officially recognize two place names for geographical features within their municipal boundaries. At this time, we are inviting you to comment on two proposed changes as detailed in Appendix A and on the attached map.

Official names are labelled on Provincial and Federal maps and charts and included in the Province's official names datasets. The history of all past and present official names is maintained in the BC Geographical Names Information System and accessible through the BC Geographical Names Web App: <https://apps.gov.bc.ca/pub/bcgnws/web/>.

In accordance with the BC Geographical Naming Policy and Procedures, before any naming decisions are made it is important to ascertain a) if there are known traditional names for these features, and b) that the proposed names reflect the heritage values in the area. Requesting input from governments, communities and relevant organizations potentially impacted by a feature's official name is a vital step in the geographical naming process.

As an identified organization, we are requesting any comments you have on behalf of your agency on these proposed official name changes.

Adoption of these names would not prejudice legitimate claims to the land.

Please redirect this request to the appropriate contact within your organization as needed or let me know if it should be sent elsewhere. Feel free to contact me directly if you have any questions. Thank you in advance for your comments; your response before July 13, 2025, would be appreciated.

Kind regards,

Trent Thomas  
Provincial Toponymist  
Trent.thomas@gov.bc.ca

Enclosure

cc: Distribution

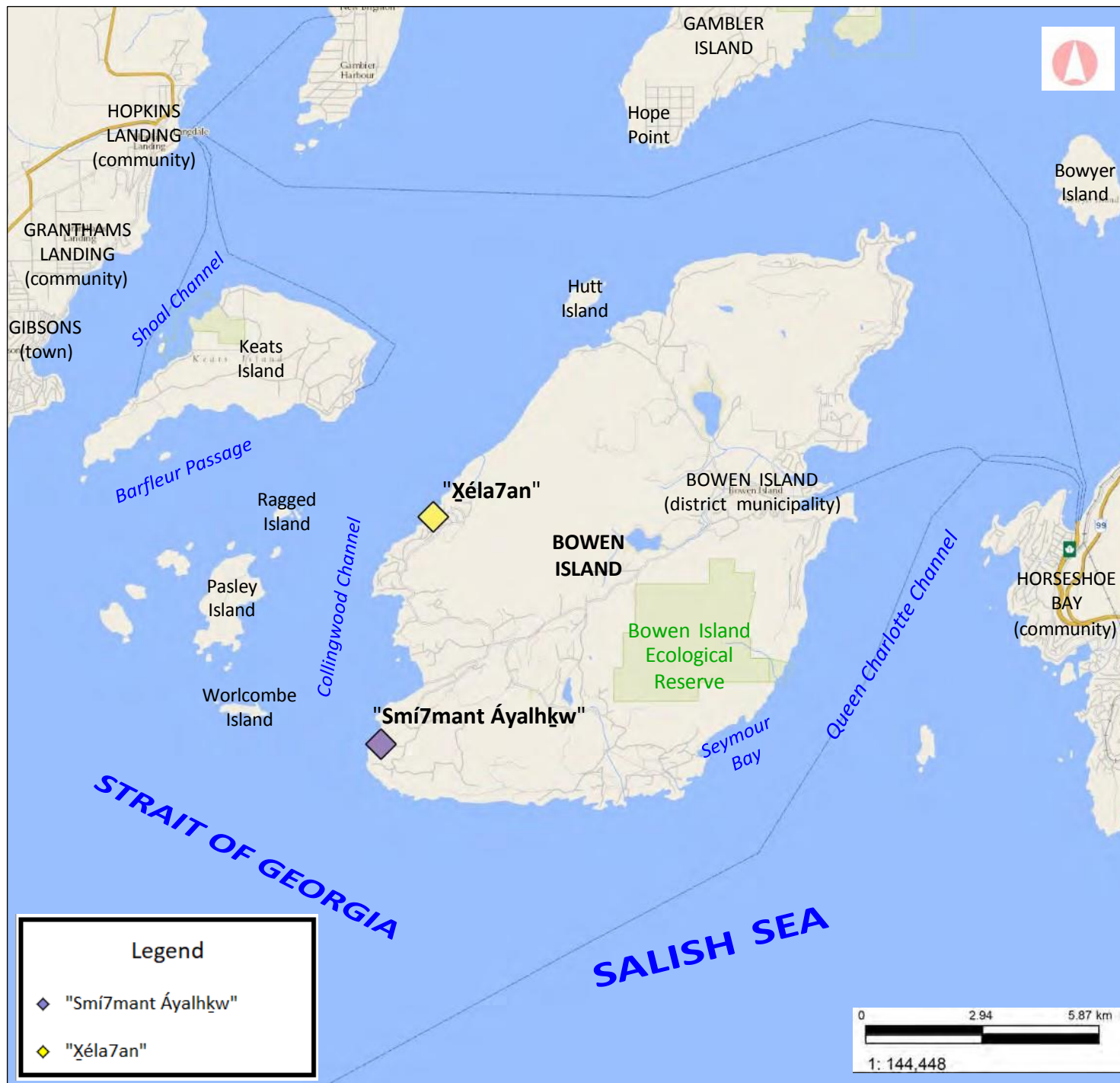
## Appendix A: Name Change Requests

1. Make "**Smí7mant Áyalhkw**" the official name of the beach north of Cape Roger Curtis, east of Worlcombe Island, southeast side of Collingwood Channel, on the southwest end of Bowen Island, Regional District
  - Current Official Name: N/A
  - "**Smí7mant Áyalhkw**" is a Siwxwú7mesh name and means "place of pebbles" (information submitted by Bowen Island Municipality, 2025).
  - This beach has been known locally as "Pebble Beach" and "Roger Curtis Beach" (information submitted by Bowen Island Municipality, 2025).
  - This beach is located at: 49.3433, -123.4286.
  - "**Smí7mant Áyalhkw**" name record: <https://apps.gov.bc.ca/pub/bcgnws/names/59349.html>
2. Make "**Xéla 7an**" the official name of the beach north of King Edward Bay, east of Ragged Island, east side of Collingwood Channel, on the west side of Bowen Island, Regional District
  - Current Official Name: N/A
  - "**Xéla 7an**" is a Siwxwú7mesh name and means "marked/coloured on the cheek/side" (information submitted by Bowen Island Municipality, 2025).
  - This beach has been known locally as "Crayola Beach" and "Bluewater Beach" (information submitted by Bowen Island Municipality, 2025).
  - This beach is located at: 49.3767, -123.4169.
  - "**Xéla 7an**" name record: <https://apps.gov.bc.ca/pub/bcgnws/names/59369.html>

**For audio of the names being spoken and additional information visit the name records, linked above and accessible through the [BC Geographical Names Web App](#).**

### Distribution List:

|                                                |                                                   |
|------------------------------------------------|---------------------------------------------------|
| Bowen Island Heritage Preservation Association | Museum and Archives Bowen Island British Columbia |
| Bowen Island Tourism                           | Musqueam Indian Band                              |
| Canadian Coast Guard                           | North Shore Emergency Management                  |
| Cowichan Tribes                                | North Shore Rescue                                |
| Halalt First Nation                            | Royal Canadian Marine Search and Rescue           |
| Islands Trust                                  | Stz'uminus First Nation                           |
| Lions Bay Search and Rescue                    | Tsleil-Waututh Nation                             |
| Lyackson First Nation                          | Ts'uubaa-asatx First Nation                       |
| Metro Vancouver Regional District              |                                                   |



# BC Geographical Names Office

## Name Information

### "Smi7mant Áyalhkw"

**Current Name:** N/A

**Lat, Long:** 49.3433, -123.4286

**Relative Location:** North of Cape Roger Curtis, east of Worlcombe Island, southeast side of Collingwood Channel, on the SW end of Bowen Island

### "Xéla7an"

**Current Name:** N/A

**Lat, Long:** 49.3767, -123.4169

**Relative Location:** North of King Edward Bay, east of Ragged Island, east side of Collingwood Channel, on the west side of Bowen Island

**NTS Map:** 92G/6

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Sphere

## Key Map of British Columbia





# BRIEFING

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**To:** Trust Council                      **For the Meeting of:** June 17, 2025  
**From:** Islands Trust Conservancy      **Date Prepared:** March 25, 2025  
**SUBJECT:** Notice of Natural Area Protection Tax Exemption Program Application Closure (SS-NAP-2020.3)

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**PURPOSE:** To inform Trust Council of an expired Natural Area Protection Tax Exemption Program (NAPTEP) application approval for a Salt Spring Island property, and subsequent closure of application file SS-NAP-2020.3.

## BACKGROUND:

In August, 2020, Islands Trust Conservancy (ITC) received a Natural Area Protection Tax Exemption Program (NAPTEP) application from Robert Leader to covenant approximately 3.54 ha (8.75 acres) of Salt Spring Island. The ITC Board accepted this proposal in December 2020 and at its December 2020 meeting, Trust Council passed the following resolution:

### 2020-112

**It was Moved by Trustee Stamford and Seconded by Trustee Fast,**  
*That the Islands Trust Council request the Secretary issue a Natural Area Protection Tax Exemption Certificate for the covenanted portion of the property described as 'Lot 2, Section 72, South Salt Spring Island, Cowichan District, Plan 36292 Except Plan 40974, Parcel Identifier 000-395-081' subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.*

Trust Council policy 2.1.10, section 2 (h) sets a two-year timeframe for covenant registration following approval of the tax exemption. Covenant negotiations for this NAPTEP application were delayed by discussions with the mortgage provider, and the landholder requested an extension. In December 2022, Trust Council responded to this request by passing the following resolution:

### 2022-156

**It was Moved by Trustee Yates and Seconded by Trustee Patrick,**  
*That the Islands Trust Council extend the timeline for issuing the Natural Area Exemption Certificate for Natural Area Protection Tax Exemption Program application SS-NAP-2020.3 (Salt Spring Island) until December 2024.*

ITC staff continued to work with the landholder and the mortgage provider, however, active work on this project ceased in early 2023. The applicant did not reply to multiple ITC staff messages by e-mail and phone in 2024 or a letter to confirm continued interest in completing the covenant (June 28, 2024, see attached). The application file was closed when the NAPTEP approval expired on December 2, 2024.

**ATTACHMENTS:**

- Letter from ITC staff to Robert Leader, requesting confirmed intent to continue negotiations (28 June 2024)
- Letter from ITC staff to Robert Leader, informing of application expiry and file closure (20 February 2025)

**FOLLOW-UP:**

- ITC staff has closed the application file and has notified the applicant, Trust Council, Salt Spring Island Local Trust Committee, and project partners The Land Conservancy of BC and Salt Spring Island Conservancy. No further follow-up is required.

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**Prepared By:** Kathryn Martell, Ecosystem Protection Specialist, Islands Trust Conservancy

**Reviewed By/Date:** Wendy Tyrrell, A/Manager, Islands Trust Conservancy, 28 April, 2025  
Clare Frater, May 4, 2025

June 28, 2024

File Number: SS-NAP-2020.1

Robert Leader  
626 Stewart Road  
Salt Spring Island, BC  
V8K 2A2

**Re: Natural Area Protection Tax Exemption Program (NAPTEP) Conservation Covenant Application**

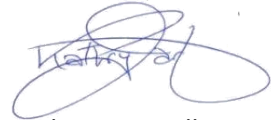
Dear Robert Leader,

We have been working together for several years now to complete and register a NAPTEP covenant for your Salt Spring Island property (PID: 000-395-081, Lot 2, Section 72, South Salt Spring Island, Cowichan District, Plan 36292 except Plan 40974). As you will recall, your initial application was due to expire on December 2, 2022, and we approached Trust Council to request an extension to address delays in the process. The extension was granted but will expire December 2, 2024 unless the covenant is registered by then.

In light of this upcoming deadline, Islands Trust Conservancy (ITC) needs to know if you want to proceed with this NAPTEP application. We last actively worked on this project with you in January 2023, when Islands Savings requested that you pay for their legal team to conduct a more thorough analysis of implications of a priority agreement for the covenant over the mortgage. Other components of the covenant agreement are complete except for obtaining this priority agreement.

I have not been able to reach you by email or phone to confirm your continued interest and to establish a timeline for completing the covenant. Please contact me at (250) 405-5176, either way, to let me know your intention. If ITC does not hear from you, the application file will be closed when the NAPTEP approval expires on December 2, 2024.

All the best,



Kathryn Martell  
Ecosystem Protection Specialist  
Islands Trust Conservancy

CC: Salt Spring Island Conservancy  
TLC The Land Conservancy of BC



February 20, 2025

File Number: SS-NAP-2020.1

Robert Leader  
626 Stewart Road  
Salt Spring Island, BC  
V8K 2A2

**Re: Natural Area Protection Tax Exemption Program (NAPTEP) Conservation Covenant Application**

Dear Bob,

The NAPTEP application approval for your Salt Spring Island property (PID: 000-395-081, Lot 2, Section 72, South Salt Spring Island, Cowichan District, Plan 36292 except Plan 40974) expired on December 2, 2024.

Since we were unable to complete and register the covenant before then, and I have not heard from you whether you are interested in continuing the project, ITC has closed your application file.

Please contact me at (250) 405 – 5176 if you are interested in re-opening this application and pursuing NAPTEP again in the future. It was a pleasure to work with you over the past several years, and I'm pleased to know that the property is protected by the existing covenant and well-stewarded by you and your family.

All the best,

Kathryn Martell  
Ecosystem Protection Specialist  
Islands Trust Conservancy

CC: Salt Spring Island Conservancy  
TLC The Land Conservancy of BC





## REQUEST FOR DECISION

**To:** Executive Committee                      **For the Meeting of:** May 14, 2025  
**From:** Executive Office                      **Date Prepared:** May 8, 2025  
**SUBJECT:** May 6 Committee of the Whole Meeting Summary

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### RECOMMENDATION:

**That Trust Council approve the draft May 6 Committee of the Whole Meeting Summary for publication on the Islands Trust website.**

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:** The proposed meeting summary complements existing content on the Islands Trust website related to the September 2023 statement and May 6, 2025 meeting, with minimal staff time required to finalize and post it.

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#### 1 PURPOSE:

To seek Executive Committee's approval of a draft summary of the May 6, 2025 Committee of the Whole discussion on the Islands Trust website.

#### 2 BACKGROUND:

Islands Trust Council met in Committee of the Whole on May 6, 2025 to discuss its September 2023 Statement on the Scope and Meaning of Section 3 of the Islands Trust Act.

At the conclusion of that discussion, acknowledging a desire for improved communication and transparency in relation to Trust Council's consideration of the mandate, Committee of the Whole passed a resolution "that Committee of the Whole recommend that Executive Committee direct staff to produce a short summary of the Committee of the Whole meeting of May 6 for public release."

Attachment 1 is a draft summary prepared for Executive Committee's consideration in response to the request from Committee of the Whole.

#### 3 IMPLICATIONS OF RECOMMENDATION

**ORGANIZATIONAL:** N/A.

**FINANCIAL:** N/A.

**POLICY:** N/A .

**IMPLEMENTATION/COMMUNICATIONS:** If approved, the summary would be posted to the Islands Trust website as an update on the existing page with the September 2023 statement from Trust Council. A link can also be provided to related meeting materials and recording.



**FIRST NATIONS:** N/A.

**OTHER:** N/A.

**4 RELEVANT POLICY(S):** N/A

**5 ATTACHMENT(S):**

1. Draft Summary of the May 6, 2025 Committee of the Whole discussion
- 

#### **RESPONSE OPTIONS**

**Recommendation:**

**That Trust Council approve the draft May 6 Committee of the Whole Summary for publication on the Islands Trust website.**

**Alternative:**

1. Trust Council may amend the summary.
  2. Trust Council may opt not to proceed with releasing a public summary.
- 

**Prepared By:** Rueben Bronee, CAO, May 8, 2025

## **Attachment 1**

### **Summary of the May 6, 2025 Committee of the Whole Discussion**

On May 6, 2025, Islands Trust Council met in Committee of the Whole, to discuss the Statement on the Scope and Meaning of Section 3 of the Islands Trust Act (Object Clause) released on September 26, 2023.

Trust Council met in-camera in September 2023 to consider privileged legal opinions concerning the Object and its interpretation. At the May 6, 2025 meeting it was acknowledged that both the rise and report and subsequent public communication following that September 2023 meeting lacked sufficient clarity on the reasons for the in-camera nature of the discussion and the conclusions reached in that discussion.

It was recognized that the release of the Statement generated some public concerns about both the contents of the Statement and process that led to it. While there was general agreement that the interpretation arrived in September 2023 remains reasoned and balanced, the public communication clearly failed to adequately explain these issues.

The May 6, 2025 meeting was an opportunity to publicly discuss the issues around the process and interpretation in a forum that could be viewed live, and via recording on the website. The recording of the meeting and the related meeting materials are available online. *[link to be added]*



## REQUEST FOR DECISION

**To:** Executive Committee

**For the Meeting of:** May 14, 2025

**From:** Trust Area Services

**Date Prepared:** April 11, 2025

**SUBJECT:** Cultural Safety Workshops

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**RECOMMENDATION:** That the Executive Committee approve the delivery of two professional development workshops focused on addressing Indigenous-specific racism for 20 participants comprised of at least 10 staff and up to 10 trustees (with priority to Chair, Vice-Chairs, Conservancy Chair and trustees in the Reconciliation Learning Group who intend to run for office again), with any spots not taken by trustees to be used by staff that will be engaging with First Nations.

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:** Offering cultural safety workshops will build internal capacity for cultural safety and respectful engagement with Indigenous Peoples, aligned with Islands Trust Council's Reconciliation Declaration.

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- 1 **PURPOSE:** To seek Executive Committee approval for the delivery of two professional development workshops.
- 2 **BACKGROUND:** In March 2025, Trust Council approved a Reconciliation Action Plan implementation budget that included funds for training for staff and trustees. Staff have considered training needs and recommend, in alignment with Islands Trust Council's Reconciliation Declaration and organizational commitments to meaningful and respectful engagement with Indigenous Peoples, a series of two professional development workshops regarding cultural safety.

Providing cultural safety workshops to trustees and staff (up to 20 participants) will support capacity-building within Islands Trust and support respectful and culturally safe engagement with Indigenous Peoples. To be effective and support long-lasting change, it is critical that professional development go beyond surface-level cultural awareness or static knowledge transfer. It must foster deeper, introspective learning that shifts underlying patterns of colonial thinking, systemic inequities, and institutionalized racism.

Staff have identified a firm that offers a distinctive two-workshop training program that looks to be an excellent fit for supporting transformative learning. The training model is grounded in lived experience, critical pedagogy (a philosophy of education that encourages students to critically examine power structures and social inequalities, aiming to promote social justice and empowerment), and anti-racism education.

### **Workshop 1: Principled Engagement with Indigenous Peoples**

A two-day foundational workshop for up to 20 participants delivered with a two-week interval between sessions. This session will explore colonial systems, Indigenous-specific racism, and systemic privilege through discussion, case studies, and guided reflection.

### **Workshop 2: Responding to Indigenous-Specific Racism**

A two-day advanced workshop (also delivered with a two-week interval), available only to participants who have completed Workshop 1. This session focuses on practical strategies to respond to Indigenous-specific racism, navigate resistance, and support organizational change.

Facilitators will offer optional one-on-one preparation for any Indigenous participants.

Staff have identified the following dates for delivery of virtual training via Zoom :

| <b>Workshop Name</b>                                        | <b>Day</b> | <b>Dates</b>      |
|-------------------------------------------------------------|------------|-------------------|
| <b><i>Principled Engagement with Indigenous Peoples</i></b> | Day 1      | November 13, 2025 |
|                                                             | Day 2      | November 26, 2025 |
| <b><i>Responding to Indigenous Specific Racism</i></b>      | Day 1      | February 5, 2026  |
|                                                             | Day 2      | February 20, 2026 |

Staff recommend that the training be offered to 10 staff and 10 trustees that intend to run for office again, with priority to Chair, Vice-Chair, Conservancy Chair and trustees in the Reconciliation Learning Group, with any spots not taken by trustees to be used by staff that will be engaging with First Nations:

Participation will be voluntary and based on staff and Trustee interest and availability.

## **3 IMPLICATIONS OF RECOMMENDATION**

**ORGANIZATIONAL:** Organizing the training can be accomplished within existing work programs. Staff who are selected to take part in the four-day training will need to plan their workloads accordingly. The training is expected to support transformative change in the organization aligned with reconciliation priorities and strategic objectives, and increased cultural safety in the workplace and in engagements with First Nations and Indigenous people

**FINANCIAL:** The training is expected to cost up to \$16,000 which will be funded through the Reconciliation Action Plan budget. Staff had budgeted up to \$24,000 for training on reconciliation related topics in 2025/26 – any unallocated funding could be available to other activities associated with reconciliation/First Nations relations.

**POLICY:** None, but may lead to thoughtful policy drafting and implementation in future, and may inform future policy about cultural safety training for staff and trustees.

**IMPLEMENTATION/COMMUNICATIONS:** Staff will poll trustees for interest and availability, set up a contract and book calendars, and will send out an evaluation survey after the training.

**FIRST NATIONS RELATIONS:** The training is expected to strengthen internal readiness for respectful engagement and to reduce harm in relationship with First Nation's.

**OTHER:** Evaluations and feedback will help inform future learning opportunities and organizational policy development.

**4 RELEVANT POLICY(S):**

- Islands Trust Reconciliation Declaration
- Reconciliation Action Plan

**5 ATTACHMENT(S):** None.

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**RESPONSE OPTIONS**

**Recommendation:**

**That the Executive Committee approve the delivery of two professional development workshops focused on addressing Indigenous-specific racism for 20 participants comprised of at least 10 staff and up to 10 trustees (with priority to Chair, Vice-Chairs, Conservancy Chair and trustees in the Reconciliation Learning Group who intend to run for office again), with any spots not taken by trustees to be used by staff that will be engaging with First Nations.**

**Alternative:**

- 1) Request staff to provide alternate options.
- 2) Do not request staff to organize professional development workshops focused on addressing Indigenous-specific racism

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**Prepared By:** Joe Elliott, Senior Indigenous Relations Advisor

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services

## REQUEST FOR DECISION

**To:** Executive Committee      **For the Meeting of:** May 14, 2025

**From:** Trust Area Services      **Date Prepared:** April 30, 2025

**SUBJECT:** Proposed Agreement with Tsartlip First Nation and Tseycum First Nation via the WSÁNEĆ Leadership Council Society

### RECOMMENDATION:

That Executive Committee request staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the WSÁNEĆ Leadership Council Society, to develop an agreement for Trust Council consideration.

That Executive Committee forward the March 11, 2025 letter from Chief Don Tom, Tsartlip First Nation and Chief Tanya Jimmy of Tseycum First Nation requesting a Memorandum of Understanding between Islands Trust Council and WSÁNEĆ Leadership Council Society to the Islands Trust Conservancy Board and the Islands Trust Council.

### CHIEF ADMINISTRATIVE OFFICER COMMENTS:

The development of an agreement with Tsartlip First Nation and Tseycum First Nation, through WSÁNEĆ Leadership Council Society, aligns with Islands Trust commitments to reconciliation, and could lead to improved coordination, and strengthened respectful and structured engagement.

**1 PURPOSE:** To seek Executive Committee direction for staff to develop a draft protocol agreement for Trust Council's consideration, to be signed by Tsartlip First Nation and Tseycum First Nation via the WSÁNEĆ Leadership Council Society, a unified governing body working to promote the interest of both Nations, as represented by the WSÁNEĆ Leadership Council Society Board of Directors.

### **2 BACKGROUND:**

On March 26 2025, the Executive Committee received a letter from the WSÁNEĆ Leadership Council (WLC), the unified legal governing body representing WJOLELP (Tsartlip First Nation) and WSIKEM (Tseycum First Nation). The WLC requested the development of a protocol agreement (Memorandum of Understanding) between the Islands Trust Council and the WSÁNEĆ Leadership Council Society to strengthen the relationship and advance shared priorities in WSÁNEĆ territory. The Executive Committee passed the following resolution:

That Executive Committee request staff to review and provide options for Memorandum of Understanding request for WSÁNEĆ Leadership Council, and report back to a future Executive Committee meeting.

Staff have spoken with staff of the WLC and learned that the WLC has existing agreements with local governments, including the District of Saanich and the Capital

Regional District (CRD). These agreements are signed by WJOLELP (Tsartlip) and WSÍKEM (Tseycum) via the WSÁNEĆ Leadership Council Society, and serve as mechanisms for collaboration on governance, environmental protection, visibility of WSÁNEĆ culture, and implementation of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP).

The proposed agreement with Islands Trust would follow a similar model and be signed directly by Tsartlip and Tseycum First Nations, through the WLC Society. It would support coordinated approaches to governance, referrals, land and water protection, cultural learning, and reconciliation, while maintaining the direct involvement of the Nations, especially with respect to Crown referrals.

Staff recommend proceeding with the development of this agreement, recognizing the legal and governance structure of the WSÁNEĆ Leadership Council Society and its mandate to represent the interests of both WJOLELP and WSIKEM.

Staff recommend forwarding the letter to the Islands Trust Conservancy Board so it can consider negotiating its own agreement to address matters such as protected area management and land acquisition, and to Trust Council for its information.

### **3 IMPLICATIONS OF RECOMMENDATION**

#### **ORGANIZATIONAL:**

Forwarding the letter and developing the agreement is expected to require dedicated time from the Trust Area Service Director and Senior Indigenous Relations Advisor, review by the CAO and Legislative Services Manager, and other staff depending on the scope of engagement and content development. This will include multiple meetings and legal review stages, and coordination with WLC staff. Staff estimate a cumulative five days of staff time to develop the agreement. This will be undertaken as workloads permit given the upcoming work associated with the Policy Statement Amendment Project.

**FINANCIAL:** Approximately \$4,000 for legal review.

**POLICY:** There is no immediate policy changes anticipated. However, the agreement may highlight gaps or inconsistencies in Islands Trust policy and procedures that could require further amendments to ensure alignment with DRIP and the rights of WSÁNEĆ Nations.

#### **IMPLEMENTATION/COMMUNICATIONS:**

Staff will initiate discussion with representatives of the WSÁNEĆ Leadership Council Society and begin collaborative drafting of an agreement, based on the model used with CRD and District of Saanich. Staff will provide updates to the Executive Committee and Trust Council and will advise the Ministry of Municipal Affairs and Housing of the draft agreement in due course prior to seeking Ministerial approval. Communication and engagement will be conducted in a culturally safe, respectful, and Nation-led manner.

#### **FIRST NATIONS:**

Development of a protocol agreement with Tsartlip First Nation and Tseycum First Nation via the WSÁNEĆ Leadership Council Society, would strengthen trust, ensure direct respectful engagement, and affirm the Nations' interest to land use decision making. It will recognize the Nations' ongoing jurisdiction and provides opportunity for a collaborative efforts on initiatives such as public education, learning opportunities for trustees and staff, and consideration of changes to governance, among other topics.

**OTHER:** Historical exclusion of WSÁNEĆ lands from reserve designation due to settler and corporate interests continues to impact land governance and access. This agreement

offers an opportunity to redress past harms and advance reconciliation through concrete commitments.

**4 RELEVANT POLICY(S):**

[Trust Council Policy on Coordination Agreements Process](#)  
[Trust Council Protocol Process Bylaw No. 65, 1999](#)

**5 ATTACHMENT(S):** March 11, 2025 letter from Chief Don Tom, Tsartlip First Nation and Chief Tanya Jimmy of Tseycum First Nation requesting a Memorandum of Understanding between Islands Trust Council and WSÁNEĆ Leadership Council Society.

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**RESPONSE OPTIONS**

**Recommendation:**

**That Executive Committee request staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the WSÁNEĆ Leadership Council Society, to develop an agreement for Trust Council consideration.**

**That That Executive Committee forward the March 11, 2025 letter from Chief Don Tom, Tsartlip First Nation and Chief Tanya Jimmy of Tseycum First Nation requesting a Memorandum of Understanding between Islands Trust Council and WSÁNEĆ Leadership Council Society to the Islands Trust Conservancy Board and the Islands Trust Council.**

**Alternative:**

1. Request additional staff advice.
2. Do not forward the letter.
3. Do not request staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the WSÁNEĆ Leadership Council Society, to develop an agreement for Trust Council consideration.

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**Prepared By:** Joe Elliott, Senior Indigenous Relations Advisor

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services, May 4, 2025





Chief Don Tom  
Chief Tanya Jimmy  
WSÁNEĆ Leadership Council  
800b Stelly's Cross Road  
Saanichton, BC, V8M 1J4

Tuesday, March 11<sup>th</sup>, 2025

Chair Peter Luckham  
Islands Trust Council  
200 – 1627 Fort Street  
Victoria, BC, V8R 1H8

**RE: MOU between Islands Trust Council and the WSÁNEĆ Leadership Council**

ÍY SĆÁCEL Chair Luckham,

The WSÁNEĆ Leadership Council (WLC) is writing to the Islands Trust Council to request the establishment of a Memorandum of Understanding (MOU) between the Islands Trust Council and the WLC to strengthen our relationship and advance shared priorities.

With the support of Tsartlip and Tseycum First Nations, the WLC has an MOU with both the District of Saanich, and an approved MOU with the Capital Regional District (CRD). These agreements work to advance reconciliation and visibility of WSÁNEĆ people and culture in WSÁNEĆ Territory. Here are several priority topics for collaboration:

- Art, Place Names & Public Education
- Park Management
- Harvesting Opportunities
- Environmental Protection
- Economic & Employment Opportunities
- Land Acquisition
- Cultural Learning Opportunities for elected officials & staff
- Protection of Ancestral Sites
- Governance

This collaboration could aid in advancing the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). We strongly encourage the Islands Trust Council, local trust committees, and the Islands Trust Conservancy Board to work with the WLC to recognize and implement UNDRIP the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). UNDRIP provides a framework for reconciliation and self-determination, ensuring that WSÁNEĆ lands and governance are acknowledged



and respected in decision-making processes. Aligning Islands Trust policies with UNDRIP principles will further our collective efforts toward meaningful cooperation and long-term partnership.

We invite your staff to connect with Joni Olsen, Policy and Negotiations Manager (joni.olsen@wsanec.com), and Ned Taylor, Local Government Program Manager (ned.taylor@wsanec.com), to begin drafting a document for both of our Councils review.

HÍSKWE, SI,ÁM,

Chief Don Tom

Chief Tanya Jimmy

cc. Islands Trust Conservancy Board  
Clare Frater, Director Trust Area Services, Islands Trust  
Joe Elliott, Senior Indigenous Relations Advisor, Islands Trust  
Joni Olsen, Policy and Negotiations Manager, WSÁNEĆ Leadership Council  
Ned Taylor, Local Government Program Manager, WSÁNEĆ Leadership Council

# BRIEFING

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**To:** Executive Committee                      **For the Meeting of:** May 14, 2025  
**From:** Trust Area Services                      **Date Prepared:** May 7, 2025  
**SUBJECT:** Policy Statement Amendment Project (PSAP) – Project Update

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**PURPOSE:** The purpose of this briefing is to provide Executive Committee (EC) with an update on timelines and milestones for the Policy Statement Amendment Project and to solicit input on next steps.

**BACKGROUND:** At its regular meeting in December 2024, Trust Council endorsed project charter version 10 for the Policy Statement Amendment Project (Appendix 1). The project has fallen slightly behind the schedule set out in that project charter. At its May 7, 2025 meeting, Trust Programs Committee (TPC) determined, on staff recommendation, that the committee would benefit from an additional meeting to conclude its review of the draft new Policy Statement. TPC selected May 29, 2025 for that meeting, assuming that Committee of the Whole will cancel its meeting currently scheduled for that day.

Staff have examined options to advance the project expeditiously while allowing sufficient time for legal review, and have developed a proposed revised schedule. EC will note that the proposed First Reading date in Appendix 2 no longer aligns with that in the endorsed project charter.

Through this briefing staff are seeking EC input on the proposed near- and medium-term project timeline.

Additionally, the Province has recently signaled its expectations concerning engagement with Indigenous Governing Bodies on bylaws requiring Ministerial approval. In addition, Ministry staff have recently advised that it is acceptable for Islands Trust to provide capacity funding to Indigenous Governing Bodies for early engagement, and also to pay referral fees for bylaw referral responses. Given these developments, and, given some First Nations advised staff that Islands Trust should not expect participation in the next round of Policy Statement referrals/engagement if there is no corresponding funding, more project funding this fiscal year may be beneficial to support meaningful engagement with Indigenous Governing Bodies. Staff can provide EC with a verbal update on this subject.

**ATTACHMENT(S):**

Appendix 1: Policy Statement Amendment Project – Project Charter V10

Appendix 2: Proposed project activities/deliverables prior to consideration of First Reading

**FOLLOW-UP:**

If EC is generally supportive of the timeline proposed in Appendix 2, staff will:

- Request that trustees initiate an RWM to cancel the May 29, 2025 Committee of the Whole meeting
- Draft a revised project charter for consideration by Trust Council with changes to milestone dates
- Revise project workplan in accordance with the revised timeline
- Undertake any other activities requested by Executive Committee

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**Prepared By:** Jason Youmans, Senior Policy Advisor

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services/May 7, 2025  
Rueben Bronee, CAO/May 8, 2025

**Purpose** To support Trust Council’s update of the Islands Trust Policy Statement bylaw, incorporating feedback from Indigenous Governing Bodies, the public, and referral agencies, and approval by the Minister of Municipal Affairs.

**Background** Trust Council has assigned Executive Committee, with involvement from Trust Programs Committee as appropriate, the task of updating the Islands Trust Policy Statement through the lenses of reconciliation, climate change, and affordable housing, and to undertake early engagement with Indigenous Governing Bodies (IGBs) and the public in the process.

**Objectives**

- To adopt an updated Policy Statement bylaw that supports Trust Council’s commitments to reconciliation, climate change, and affordable housing, and reflects feedback from the public, IGBs, and partner agencies.

**In Scope**

- Policy Statement amendment drafting directed by TC resolutions, communications, legal review, and implementation planning
- IGB engagement, public engagement, and agency referrals
- Four readings/Ministerial approval

**Out of Scope**

- Treaty or territorial negotiations or accommodation
- Consequential amendments to official community plans and land use bylaws

Workplan Overview

| Major Deliverable/Milestone                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Dates                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| <b>Past Years (FY 2019-20, 2021-22, 2022-23, 2023-24)</b><br>-IGB early engagement Phases 1 (2019-2021), 2 (2021-2022), and 3 (2023)<br>-Public engagement Phases 1 (2019-2020), 2 (2021), and 3 (2022)<br>-Policy review and analysis by Trust Council’s committees/working groups and staff (2020-22)<br>-Amendment drafting and legal review Phase 1 (Apr-Jun 2021), Phase 2 (Dec 2022-Mar 2023)<br>- IGB Early engagement Phase 3                                                                                       | 2019-2024                                                                    |
| <b>Present (FY 2024-25)</b><br>- Review and revision of draft Policy Statement by Committee of the Whole at bi-monthly meetings                                                                                                                                                                                                                                                                                                                                                                                             | May 2024 - May 2025                                                          |
| <b>Proposed Next Steps (FY 2025-26)</b><br><b>-First Reading</b><br>-Bylaw referral to IGBs, regional districts, Conservancy Board and others<br>-Six-month public engagement (referrals to local trust committees and island municipalities with TAS support online and in-person where requested; Staff-led Trust-wide survey                                                                                                                                                                                             | June 2025<br>July 2025 - Jan 2026<br>July 2025 - Jan 2026                    |
| <b>Final Adoption (FY 2025-26/2026-27)</b><br>-Trust Council receives referral responses and passes resolutions on further revisions required<br>-Amendment drafting and amendment/ <b>Second</b> and <b>Third</b> Reading by Trust Council<br>-Refer proposed bylaw to Minister with final FN engagement report; allow six months for review<br>- <b>Ministerial Approval</b> (estimated—no statutory timeline), and <b>Adoption</b><br>-Final graphic design and distribution, celebration event, implementation planning | Feb 2026<br>March—April 2026<br>April 2026<br>Oct 2026<br>Oct 2026— Nov 2026 |

Project Team

|                                                  |                                                                 |
|--------------------------------------------------|-----------------------------------------------------------------|
| Executive Committee<br>COTW/TPC<br>Director, TAS | Project Champion<br>Policy Content Advisors<br>Project Director |
| Sr. Policy Advisor                               | Project Manager & Policy Writer                                 |
| Program Coordinator                              | Public Engagement Coordinator                                   |
| Communications Specialist                        | Communications Coordinator                                      |
| Sr. Intergovtl Policy Advisor                    | First Nations Engagement Coordinator                            |

Budget

| Item                         | FY 24-25        | FY25-26         | FY26-27         |
|------------------------------|-----------------|-----------------|-----------------|
| Communications               | \$10,000        | \$26,000        | \$10,000        |
| Public Engagement            | \$0             | \$17,500        | \$0             |
| Legal Review                 | \$25,000        | \$10,000        | \$5,000         |
| Capacity Funding             | \$4,000         | \$0             | \$0             |
| <b>Total Activity Costs:</b> | <b>\$39,000</b> | <b>\$53,500</b> | <b>\$15,000</b> |

Approved by:

Clare Frater, Director, TAS

Endorsement: TC

Date: TC-2024-120, Dec. 04, 2024

\*Timeline assumes Trust Council schedules special meetings between regular quarterly meetings.

**POLICY STATEMENT AMENDMENT PROJECT**

**Proposed project activities/deliverables prior to consideration of First Reading**

|  |                |
|--|----------------|
|  | Meeting Agenda |
|  | Meeting        |
|  | Operations     |

| PROPOSED ACTIVITY                                                                                   | DELIVERABLE                                                                  | DATE                |
|-----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|---------------------|
| Executive Committee May 14 Meeting Agenda                                                           | Project Update/Draft PSAP Survey                                             | May 9               |
| Executive Committee Meeting                                                                         | Project Timeline Feedback/Survey Feedback                                    | May 14              |
| Poll all trustees about July 7 COTW and July 30 TC meeting dates                                    | Meeting Date Poll                                                            | May 15              |
| TPC May 29 Meeting Agenda                                                                           | Policy Advice                                                                | May 23              |
| TPC Meeting                                                                                         | Recommended revisions                                                        | May 29              |
| Executive Committee June 4 Meeting Agenda/TC Agenda                                                 | Engagement and Communications Briefing/Project Status Update Briefing for TC | May 29              |
| Legal/MUNI Review                                                                                   | Send Draft Bylaw 183 for review                                              | May 30              |
| Executive Committee Meeting                                                                         | Engagement and Communications Feedback/TC Agenda Approval                    | June 4              |
| Legal/MUNI Review                                                                                   | Deadline for receipt of legal review                                         | June 17             |
| Executive Committee June 27 Special Meeting Agenda (Agenda for July 7 special COTW meeting)         | RFD and Bylaw 183/Legal/MUNI advice                                          | June 20             |
| Executive Committee Special Meeting                                                                 | July 7 Special COTW agenda approval                                          | June 27 (morning)   |
| COTW (Special) July 7 Meeting Agenda                                                                | Bylaw 183/ Legal/MUNI advice                                                 | June 27 (afternoon) |
| Letter to BIM and any other bodies requiring First Reading notice                                   | Letter                                                                       | June 28             |
| COTW (Special) Meeting                                                                              | Bylaw 183 Final Revisions                                                    | July 7              |
| Executive Committee (Special) July 9 Meeting Agenda (July 30 Special Trust Council agenda approval) | RFD and Bylaw 183                                                            | July 9              |
| Executive Committee Meeting (Special)                                                               | July 30 Special Trust Council Agenda Approval                                | July 16             |
| Special Trust Council July 30 Agenda                                                                | RFD and Bylaw 183                                                            | July 17             |
| Executive Committee July 23 Meeting Agenda                                                          | Draft Trust Area-wide Mailer                                                 | July 18             |

|                                           |                                 |                                     |
|-------------------------------------------|---------------------------------|-------------------------------------|
| Executive Committee Meeting               | Trust Area-wide mailer feedback | July 23                             |
| Town Hall (afternoon and evening)         | Town Hall                       | July 29<br>(Afternoon?<br>Evening?) |
| Trust Council (Special) Meeting           | <b>FIRST READING</b>            | July 30                             |
| Trust Council September Meeting<br>Agenda | Project Status Update           | September                           |
| Trust Council Meeting                     |                                 | September                           |
| Trust Council December Meeting<br>Agenda  | Project Status Update           | December                            |
| Trust Council Meeting                     |                                 | December                            |





# BRIEFING

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**To:** Executive Committee                      **For the Meeting of:** May 14, 2025  
**From:** Trust Area Services                      **Date Prepared:** May 7, 2025  
**SUBJECT:** Policy Statement Amendment Project – Phase 4 Survey

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**PURPOSE:** The purpose of this briefing is to provide Executive Committee (EC) with a preliminary draft of a survey for public feedback on the draft new Policy Statement following First Reading.

**BACKGROUND:** PSAP Project Charter version 10 indicates that a component of Trust Council's community engagement program following First Reading will be a survey seeking public input on the draft. The project budget for the 2025/26 fiscal year allocates \$5,000 for consultant assistance in the design of both the proposed survey and planned online workshop. Staff have not yet engaged a consultant for design support. This draft survey is provided to EC for early feedback about the level at which staff propose framing the questions, prior to seeking consultant assistance in refining the survey.

The draft survey attached is modeled after one used by the City of Cranbrook, designed by Urban Systems, during Phase 3 of that city's official community plan update process.

Staff are still working through how best to present the background and context information that respondents will require to answer the questions confidently, within the survey itself, as the Survey Monkey platform does not allow users to exit it once the survey as started. This is a particular issue for those who will be filling out the survey from their phones where it is more challenging to juggle between tabs. As such, the draft presented here does not contain the background and contextual information that the finished product will. The draft also does not contain questions about demographics and communications preferences which may be added in the final draft for EC review.

In its review of the draft survey, EC may wish to consider:

- Survey length
- Level of question detail
- Other questions to be included

**ATTACHMENT(S):**

**Appendix 1:** Phase 4 PSAP Survey – Draft for Discussion

**FOLLOW-UP:** Staff will consider EC feedback in the survey design and return a final draft to EC for review prior to its release.

**Prepared By:** Jason Youmans, Senior Policy Advisor

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services/May 8, 2025  
Rueben Bronee, CAO/May 8, 2025



## **Phase 4 PSAP Survey – DRAFT FOR DISCUSSION**

**\*Questions that begin “How effectively . . .” will be answered on a 1 to 5 scale**

### **OVERALL**

- 1) How effectively will the new draft Islands Trust Policy Statement help the Islands Trust advance the Islands Trust Object 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 in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia.*”

### **PART 2: GUIDING PRINCIPLES**

#### **General Guiding Principles**

- 2) How effectively will the Guiding Principles and Priorities set out in Part 2.1 help Trust Council and local trust committees/island municipalities make decisions that advance the Islands Trust Object?
- 3) Are there any specific aspects of the Guiding Principles and Priorities set out in Part 2.1 that you feel are missing or need further improvement to help Islands Trust better advance the Islands Trust Object?

#### **Reconciliation Principles**

- 4) How effectively will Trust Council’s Reconciliation Principles set out in Part 2 of the draft new Policy Statement help Trust Council and local trust committees/island municipalities make decisions that advance the Islands Trust Object?
- 5) Are there any specific aspects of Trust Council’s Reconciliation Principles set out in Part 2.2 that you feel are missing, not needed, or need further improvement to help Islands Trust better advance the Islands Trust Object?

## **Cooperation Principles**

- 6) How effectively will Trust Council's Cooperation Principles set out in Part 2.3 help Trust Council and local trust committees/island municipalities make decisions that advance the Islands Trust Object?
- 7) Are there any specific aspects of Trust Council's Cooperation Principles set out in Part 2.3 that you feel are missing, not needed, or need further improvement to help Islands Trust better advance the Islands Trust Object?

## **PART 3: OBJECTIVES, DIRECTIVE AND ADVISORY POLICIES**

### **Objective 1: Advancing Reconciliation**

- 8) How effectively will the Reconciliation policies set out on Page X help Islands Trust achieve *Objective 1: Advancing Reconciliation*?
- 9) Are there any specific aspects of the Reconciliation policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 1: Advancing Reconciliation*?

### **Objective 2: Preserving and Protecting Indigenous Cultural Heritage and Culturally Significant Areas, Sites and Species**

- 10) How effectively will the Indigenous Cultural Heritage and Culturally Significant Areas, Sites and Species policies set out on Page X help Islands Trust achieve *Objective 2: Preserving and Protecting Indigenous Cultural Heritage and Culturally Significant Areas, Sites and Species*?
- 11) Are there any specific aspects of the Indigenous Cultural Heritage and Culturally Significant Areas, Sites and Species policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 2: Preserving and Protecting Indigenous Cultural Heritage and Culturally Significant Areas, Sites, and Species*?

### **Objective 3: Preserving and Protecting Healthy and Biodiverse Ecosystems**

12)How effectively will the Ecosystem Integrity policies set out on Page X help Islands Trust achieve *Objective 3: Preserving and Protecting Healthy and Biodiverse Ecosystems*?

13)Are there any specific aspects of the Ecosystem Integrity policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 3: Preserving and Protecting Healthy and Biodiverse Ecosystems*?

## **Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities**

14)Overall, how effectively will the policies set out in Pages X to X help Islands Trust achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities*?

### **Managing Growth and Development**

15)How effectively will the Managing Growth and Development policies set out on Page X help Islands Trust achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities*?

16)Are there any specific aspects of the Managing Growth and Development policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities*?

### **Housing**

17)How effectively will the Housing policies set out on Page X help Islands Trust achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities*?

18)Are there any specific aspects of the Housing policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities*?

## **Transportation**

- 19)How effectively will the Transportation policies set out on Page X help Islands Trust achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities?*
- 20)Are there any specific aspects of the Transportation policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities?*

## **Waste**

- 21)How effectively will the Waste policies set out on Page X help Islands Trust achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities?*
- 22)Are there any specific aspects of the Waste policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities?*

## **Recreation**

- 23)How effectively will the Recreation policies set out on Page X help Islands Trust achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities?*
- 24)Are there any specific aspects of the Recreation policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 4: Fostering Sustainable, Inclusive, and Resilient Communities?*

## **Objective 5: Fostering Sustainable Stewardship of Lands and Waters**

- 25)Overall, how effectively will the policies set out in Pages X to X help Islands Trust achieve *Objective 4: Fostering Sustainable Stewardship of Lands and Waters?*

## **Freshwater**

- 26)How effectively will the Freshwater policies set out on Page X help Islands Trust achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters?*

27) Are there any specific aspects of the Freshwater policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

### **Forest Lands**

28) How effectively will the Forest Lands policies set out on Page X help Islands Trust achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

29) Are there any specific aspects of the Forest Lands policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

### **Agricultural Lands**

30) How effectively will the Agricultural Lands policies set out on Page X help Islands Trust achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

31) Are there any specific aspects of the Agricultural Lands policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

### **Soil and Fill**

32) How effectively will the Soil and Fill policies set out on Page X help Islands Trust achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

33) Are there any specific aspects of the Soil and Fill policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

### **Marine Shorelands**

34) How effectively will the Marine Shorelands policies set out on Page X help Islands Trust achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

35) Are there any specific aspects of the Marine Shorelands policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

### **Emissions**

36) How effectively will the Emissions policies set out on Page X help Islands Trust achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

37) Are there any specific aspects of the Emissions policies set out on page X that you feel are missing, not needed, or need further improvement to help Islands Trust better achieve *Objective 5: Fostering Sustainable Stewardship of Lands and Waters*?

**38) Finally, is there anything else you would like to tell us about the draft new Islands Trust Policy Statement?**

## REQUEST FOR DECISION

**To:** Executive Committee                      **For the Meeting of:** May 14, 2025  
**From:** Trust Area Services                      **Date Prepared:** May 5, 2025  
**SUBJECT:** 2024/25 ANNUAL REPORT – APPROVAL OF EXECUTIVE COMMITTEE SECTION

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**RECOMMENDATION:** That Executive Committee approve the following sections of the annual report:

1. Preamble
2. Accomplishments
3. Reconciliation and Relationship Building
4. Executive Committee
5. Legislative Services
6. Climate Action
7. Bowen Island Municipality
8. Advocacy
9. Policy Statement Amendment Project
10. Delegations and presentations
11. Bylaw compliance and enforcement

for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.

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- 1 PURPOSE:** Committees are provided with their draft sections of the annual report for review and approval so that Trust Council is able to easily approve its annual report in June 2025 without further editing from staff or trustees at the Trust Council meeting.

**BACKGROUND:** Preparation of the Islands Trust Annual Report is undertaken by Trust Area Services Communications staff, reporting to the Executive Committee and consistent with Trust Council's [Annual Report Policy 6.10.1](#). The Executive Committee approved the format and outline of the 2024/25 Annual Report at its meeting on February 5, 2025.

The following draft sections have been provided for Executive Committee approval:

1. Preamble
2. Accomplishments
3. Reconciliation and Relationship Building
4. Executive Committee
5. Legislative Services
6. Climate Action
7. Bowen Island Municipality
8. Advocacy
9. Policy Statement Amendment Project
10. Delegations and presentations
11. Bylaw Compliance and Enforcement

Under Trust Council's Policy, all committees are expected to review and approve their sections at regular meetings in order to have the report approved by Trust Council at its June 2025 meeting.

In February 2025 Executive Committee approved a table of contents that included a section on risk management. Staff have concluded that a section is not warranted as risk management is embedded in our processes and is part of routine operations without measurable, annual output to report.

## **2 IMPLICATIONS OF RECOMMENDATION**

**ORGANIZATIONAL:** None.

**FINANCIAL:** None.

**POLICY:** No implications for existing policy.

**IMPLEMENTATION/COMMUNICATIONS:** The process for development of the Annual Report is outlined in Trust Council's Annual Report policy 6.10.i. Once each committee has approved its section, staff will create a draft full Annual Report for review by the Executive Committee on June 4, 2025 and consideration of Trust Council in June. Upon approval by Trust Council, staff will send the Annual Report to the Minister of Housing and Municipal Affairs and circulate it as indicated in Trust Council's policy.

**FIRST NATIONS RELATIONS:** Information about engagement with First Nations is included within some committee reports.

**OTHER:** None.

## **3 RELEVANT POLICY(S):** Trust Council's Annual Report policy 6.10.i; *Islands Trust Act*

## **4 ATTACHMENT:**

1. Preamble (draft)
2. Accomplishments (draft)
3. Reconciliation and Relationship Building (draft)
4. Executive Committee (draft)
5. Legislative Services (draft)
6. Climate Action (draft)
7. Bowen Island Municipality (draft)
8. Advocacy (draft)
9. Policy Statement Amendment Project (draft)
10. Delegations and Presentations(draft)
11. Bylaw compliance and enforcement(draft)

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## **RESPONSE OPTIONS**

### **Recommendation:**

**That Executive Committee approve the following sections of the annual report:**

- 1. Preamble**
- 2. Accomplishments**
- 3. Reconciliation and Relationship Building**
- 4. Executive Committee**



5. Legislative Services
6. Climate Action
7. Bowen Island Municipality
8. Advocacy
9. Policy Statement Amendment Project
10. Delegations and Presentations
11. Bylaw Compliance and Enforcement

**for inclusion in the 2024/25 Annual Report for approval by Trust Council and submission to the Minister of Housing and Municipal Affairs.**

**Alternative:** That the Trust Programs Committee approves the attached text(s) for inclusion in the 2024/25 Annual Report for approval (as amended) by Trust Council and submission to the Minister of Housing and Municipal Affairs.

**Prepared By:** Morgana van Niekerk, Communications Specialist

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services, May 8, 2025

# The Islands Trust Area

## Acknowledgement

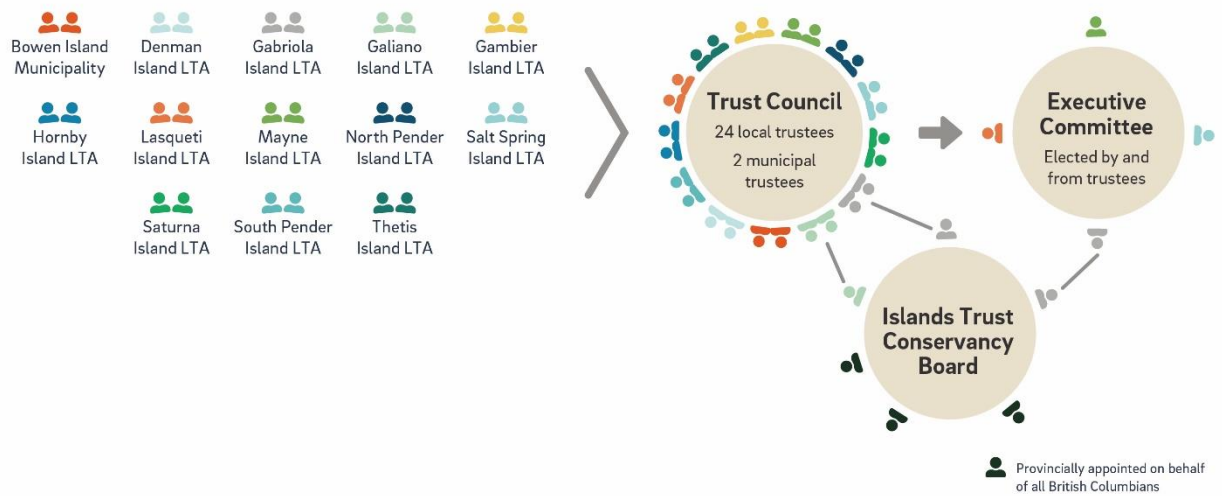
The Islands Trust Area is located within the treaty lands and territories of the *BOKÉĆEN*, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEL, Qualicum, scə́waθən, səlilwətaɬ, SEMYOME, shíshálh, Skwx\_wú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SḴÁUTW\_, Stz'uminus, ɬaɽəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W\_JOLÉLP, W\_SIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and xʷməθkʷəy'əm First Nations.

The Islands Trust Area, located within Coast Salish territory, is the homeland of many 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, and protected marine waterways and anchorages, all of which contribute to the beauty, appeal, and tranquillity of the area.

The 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 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.”

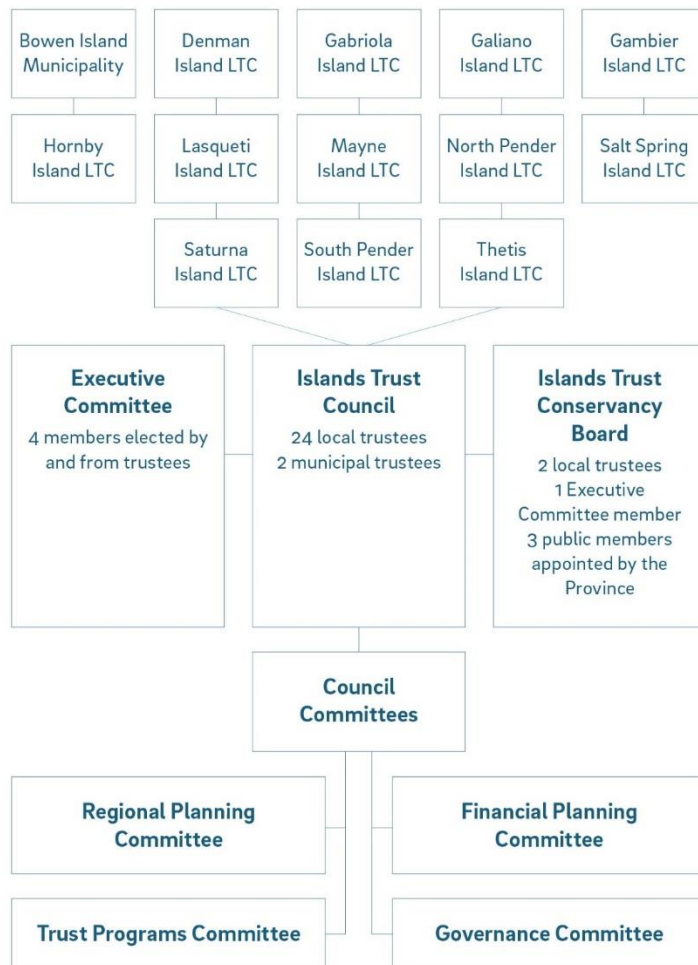
## Organization and Responsibilities

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. 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. Each local trust committee and Bowen Island Municipality has jurisdictional authority for the smaller islands and waters surrounding the major island in that area.

# Islands Trust Structure



## Islands Trust Council

The 26-member Islands Trust Council establishes general policies for carrying out the Object of Islands Trust. Islands Trust Council also adopts an operational budget for Islands Trust and manages the financial undertakings of all parts of Islands Trust, except for 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 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 Housing and 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. 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 five standing committees of trustees—Regional Planning Committee, Trust Programs Committee, Governance Committee, Financial Planning Committee and Accessibility Committee—which provide policy advice to Trust Council on a range of issues.

## Members of Islands Trust Council – 2022-2026

|                               |                                    |
|-------------------------------|------------------------------------|
| Bowen Island Municipality     | Sue Ellen Fast, Judith Gedye       |
| Denman Local Trust Area       | Sam Borthwick, David Graham        |
| Gabriola Local Trust Area     | Tobi Elliott, Susan Yates          |
| Galiano Local Trust Area      | Lisa Gauvreau, Ben Mabblerley      |
| Gambier Local Trust Area      | Joe Bernardo, Kate-Louise Stamford |
| Hornby Local Trust Area       | Alex Allen, Grant Scott            |
| Lasqueti Local Trust Area     | Mikaila Lironi, Timothy Peterson   |
| Mayne Local Trust Area        | Jeanine Dodds, David Maude         |
| North Pender Local Trust Area | Aaron Campbell, Deb Morrison       |
| Salt Spring Local Trust Area  | Jamie Harris, Laura Patrick        |
| Saturna Local Trust Area      | Mairead Boland, Lee Middleton      |
| South Pender Local Trust Area | Kristina Evans, Dag Falck          |
| Thetis Local Trust Area       | Ken Hunter, Peter Luckham          |

(Not yet approved by EC)

## 2024/25 Key Accomplishments

In 2024/25, Islands Trust made progress on updating the Islands Trust Council's Strategic Plan and the Islands Trust Conservancy's (ITC) Regional Conservation Plan. Highlights of this progress included:

- Approval of the Islands Trust Council 2025-2028 Strategic Plan
- Islands Trust Council wrote to the Province requesting a full review of the Islands Trust's mandate, governance and structure
- Islands Trust Council hired a new Chief Administrative Officer
- Islands Trust Council formed a new Chief Administrative Officer Performance Evaluation Policy Select Committee (CAOPEPC) to develop a policy for the performance evaluation of the Islands Trust Chief Administrative Officer role. The CAOPEPC consists of the Executive Committee (EC) and the chairs of four of the standing committees
- Islands Trust Council continued to develop a new draft of the Policy Statement
- Islands Trust Council continued work on the Bylaw Compliance and Enforcement Policy Review Project
- Islands Trust Council created a Housing Options Toolkit to support housing-related and land use planning projects to better address the need for housing options by providing structured implementation resources
- Continued implementation of the Freshwater Sustainability Strategy Project
- Islands Trust Conservancy added the Skye Larmour NAPTEP Covenant on Salt Spring Island and the Koontz NAPTEP Covenant on Gabriola Island. The Conservancy also conducted native species planting, invasive species removal, and other restoration activities in nature reserves, and at conservation covenants throughout the Islands Trust Area. The Conservancy's Species at Risk Program continued with surveys for at-risk plants, pollinators, and animals such as bats, birds, frogs, and snakes.

## 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.

Islands Trust Council passed a Reconciliation Declaration on March 14, 2019, on Gabriola Island. Islands Trust commits to realizing the important work of Reconciliation and to doing so with humility and respect for the people and the place where we live.

Islands Trust Council established a Reconciliation Learning Group to support trustees with gaining the skills, knowledge and cultural competencies needed to support positive relationships. Islands Trust contracted Culturally Committed to deliver training to trustees and senior staff during 2024/25.

Islands Trust staff-initiated discussions with a number of Indigenous Governing Bodies who are interested in a protocol agreement.

The WSÁNEĆ Leadership Council Society requested a Memorandum of Understanding with the Islands Trust Council.

### **2024/25 highlights include:**

- The Denman, Hornby and Gabriola Island Local Trust Committees piloted the use of capacity funding to support engagement of First Nations on bylaw amendment projects.
- The Denman and Hornby Local Trust Committees participated in a leadership-to-leadership meeting with the K'ómoks First Nation.
- The Galiano Island Local Trust Committee considered several rezoning applications for forest lots. In the past, rezoning of forest lands has resulted in the transfer of portions of the lands as an amenity to BC Parks, however this year the Galiano Island Local Trust Committee engaged with Penelakut Tribe to gauge the Tribe's interest and capacity to receive lands in North Galiano resulting from rezoning of forest land.
- The Gabriola Island Local Trust Committee began engaging with Snuneymuxw First Nation regarding potential revisions to the Gabriola Island Official Community Plan.
- The Gambier Island Local Trust Committee continued work with Skwxwú7mesh Úxwumixw (Squamish Nation) to co-develop amendments to the Gambier Island Official Community Plan.
- The Salt Spring Island Local Trust Committee met with the Chief of Tsawout First Nation and agreed to work together to host a feast in the future. Islands Trust staff engaged with Tsawout First Nation staff on the renewed application for subdivision of James Island, providing information about the North Pender Local Trust Committee's position on the initial application, groundwater issues and the zoning history of the island.

- The Salt Spring Island Local Trust Committee received a presentation from the Chief of Penelakut Tribe.
- The Thetis Island Local Trust Committee received a presentation from a Lyackson First Nation representative indicating a desire to participate in decision-making matters with a seat at the table rather than just receiving referrals, and expressing that the Lyackson community has stated its desire to take back authority over their unceded land, territory, waters, and resources.
- Islands Trust held a trustee training event to learn about the Xwe'etay / Lasqueti Archeology Project which has sought to co-create a model for community-based archaeology, based on heritage recognition and protection, that can be used on Lasqueti Island and in other rural communities.
- Islands Trust and the Xwe'etay/ Lasqueti Project jointly held a screening of *Dust 'n Bones*, a documentary directed by Cowichan Tribes member Harold Joe, followed by a discussion with Qualicum Matriarch Kim Recalma-Clutesi, and a Cultural support Elder William White on the spiritual, cultural, and political context of First Nations burials in archaeological and other sacred sites.
- Islands Trust co-hosted in partnership with Snuneymuxw First Nation, Gabriola Arts Council/Breaking Bannock, and Gabriola Museum the Snuneymuxw x̣e x̣e Tumuxw presentation with four Snuneymuxw First Nation Elders Earl Manson, Geraldine Manson, Max Settler and Mary Ann Mitchell on Gabriola Island. The event included learning about Snuneymuxw's traditional protocol practices, such as learning about the traditional practices of the witnessing ceremony and teachings about Snuneymuxw sacred land. The x̣e x̣e Tumuxw presentation engaged over 90 people who were in attendance. A screening of the *Dust n Bones*, a documentary by Cowichan Tribes member Harold Joe followed.



(Not yet approved by EC)

### **Executive Committee**

The Executive Committee (EC) members include the Chair of Islands Trust Council and three Vice-Chairs, elected 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, coordinates policy reviews, coordinates strategic planning and monitors implementation, facilitates development of agreements, liaises with the Islands Trust Conservancy Board, 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 2022-2026 term***

Laura Patrick, Salt Spring Island Local Trust Area Trustee (Chair, March 2025 – 2026)

Peter Luckham, Thetis Island Local Trust Area Trustee (Chair, 2022 – March 2025)

Tobi Elliott, Gabriola Island Local Trust Area Trustee (Vice-Chair)

David Maude, Mayne Island Local Trust Area Trustee (Vice-Chair)

Tim Peterson, Lasqueti Island Local Trust Area Trustee (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. In 2024/25, the Executive Committee approved 23 bylaws, 10 of which were for Bowen Island Municipality.

### **Applications Sponsored by Executive Committee**

The Executive Committee sponsored \$8,115 in permit and rezoning application fees for the Denman Conservancy Association to rezone four of its properties from 'Forestry' to 'Conservation' and donate four densities to the Islands Trust Affordable Housing Density Bank.

The Executive Committee sponsored a \$450 Natural Area Protection Tax Exemption Program (NAPTEP) application fee to support the protection of approximately 0.6 hectares of woodlands, herbaceous habitats, large wildlife trees, and ecological connectivity on North Pender Island.

### **Liaison Meetings**

Islands Trust Conservancy and Executive Committee's annual liaison meeting was held October 9, 2024, where First Nations engagement and coordination were discussed.

At the 2024 Union of British Columbia Municipalities Convention, Executive Committee met with staff from the following Ministries:

- Ministry of Municipal Affairs - to discuss Islands Trust's request for a provincial review, assistance with First Nations engagement and the Islands Trust's 50<sup>th</sup> Anniversary
- Ministry of Forests - to discuss wildfire planning
- Ministry of Housing and BC Housing - to discuss affordable housing solutions specific to rural islands in the Islands Trust Area

On March 3, 2025 the Islands Trust Chair, Peter Luckham, met with the Honourable Ravi Kahlon, Minister of Housing and Municipal Affairs at the Legislature when the Islands Trust Annual Report was presented during Question Period.

*(insert photo here)*

## **Legislative Services — Administrative Fairness and Freedom of Information**

The Director of Legislative and Information Services is responsible for the planning, coordination, and control of various functions necessary to carry out the legislative obligations of Islands Trust's 15 corporate bodies.

Legislative Services 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. Legislative Services 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 were three complaints received during the 2024/25 fiscal period.

During this same fiscal year, Islands Trust received 55 requests for records under the Freedom of Information and Protection of Privacy Act. This included 22 from the Salt Spring Island Local Trust Area, 22 from the Gabriola Island Local Trust Area, two each from the Hornby, Lasqueti and Mayne Island Local Trust Areas, one each from the Galiano, North Pender and South Pender Island Local Trust Areas, and two regarding Islands Trust Council.

## Climate Action

Islands Trust and Islands Trust Conservancy have been working to mitigate climate change and the impacts on oceans and shorelines, forests and wetlands, and island communities, through a number of initiatives and programs.

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 through land acquisitions and covenants.

Islands Trust continues to apply a climate action lens to land use planning in a variety of ways. This includes proposed updates to the Islands Trust Policy Statement, which if applied, would promote consideration of planning and land use management strategies, and nature-based solutions, to minimize greenhouse gas emissions, and adapt to climate change-related vulnerabilities.

All land use planning staff reports include sections on climate change adaptation and mitigation, and staff recommendations are based on best practices for mitigating and adapting to climate change.

Islands Trust Council continued to implement its [Freshwater Sustainability Strategy](#) by providing data on watershed resiliency and water balance to inform local trust committee projects.

Islands Trust also collaborated with the Sunshine Coast Regional District on its Coastal Flood Mapping Project which will be launched in 2025/26. Islands Trust provided public engagement and communication support on the coastal Flood Mapping Project, as well as providing maps of areas in the Trust Area.

Islands Trust is acting on its ongoing commitment to carbon neutrality with internal operations, and is a signatory to the B.C. Climate Action Charter. During 2024/25, most meetings were held electronically, which reduced carbon emissions associated with travel.

## **Bowen Island Municipality**

Bowen Island has been a member of Islands Trust since its inception in 1974, and is the only municipality within the federation. When Bowen Island residents voted to become a municipality in 1999, it was contingent on remaining part of Islands Trust. As a result, Bowen Island continues to benefit from the “preserve and protect” mandate set out in the *Islands Trust Act*. Two municipal trustees represent Bowen Island on the 26-member Islands Trust Council, which meets quarterly to discuss and act on matters affecting the 450+ islands in the Islands Trust Area. Bowen Island remains a valued part of the federation.

Islands Trust ensures that growth and land use changes are done in a manner that respects the preserve and protect mandate. To uphold the mandate, the Islands Trust Executive Committee reviews all Bowen Island Municipality Official Community Plan (OCP) bylaws and amendments, and may provide comments on non-OCP bylaws referencing the Islands Trust Policy Statement.

Bowen Island contributes to the costs of shared Islands Trust services and programs such as educational workshops, advocacy on key issues affecting island communities, ecosystem and groundwater mapping, and support for inter-governmental coordination. Bowen Island also contributes the Islands Trust Conservancy, which conserves 115 special island properties, including Bowen Island’s David Otter, Fairy Fen, and Singing Woods Nature Reserves. Bowen Island Municipality does not contribute to Islands Trust’s land use planning or bylaw enforcement services.

Bowen Island Municipality Councillors Sue Ellen Fast and Judith Gedye are the Bowen Island Municipality trustees on Islands Trust Council. Bowen Island Municipality produces its own annual report.

Bowen Island Municipality’s Letters Patent requires that the island’s official community plan and other bylaws be consistent with the Islands Trust Policy Statement. During 2024/25, Islands Trust Executive Committee provided referral comments on 10 Bowen Island official community plan, land use bylaw, and business licensing bylaw amendments.

## 2023/24 Advocacy

Islands Trust Council's advocacy program is guided by the Islands Trust Policy Statement, which states: *to achieve its Object, Islands Trust must be an educator, co-ordinator, and initiator, guiding individuals, organizations, and other agencies in support of the Object. While 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.*

Advocacy is also guided by the Islands Trust Advocacy Policy (Policy 6.10.iii).

In October 2024, Islands Trust Council wrote to the Province of British Columbia, requesting that the Province of British Columbia undertake a review of the Islands Trust's mandate, governance model, and structure. The Islands Trust Council made the same request in 2022. Islands Trust Council recommended that the Province conduct a comprehensive review of the Islands Trust Act, similar in scope to the work of the parliamentary committee that led to the creation of Islands Trust 50 years ago. Islands Trust Council stated that it believed it is essential that the many Indigenous peoples with interests in the lands and waters of the Trust Area be involved through their governing bodies, not only as participants in the review, but also as partners in the development of its terms of reference. Islands Trust Council expressed that it is seeking alignment with the Declaration on the Rights of Indigenous Peoples Act and believes it is of paramount importance that Islands Trust decision-making processes appropriately acknowledge the rights and interests of the Coast Salish Peoples for whom the Trust Area has been home since time immemorial. Islands Trust Council is also requesting that the Province of British Columbia provide a clearer definition of the Islands Trust's mandate as set out in the *Islands Trust Act*, to assist its assessments of the relative importance of environmental protection versus the facilitation of thriving human communities within the Trust Area. Islands Trust Council also requested that the Province reassess whether having equal representation from each area on the Islands Trust Council remains an appropriate structure, and requested that the Province re-consider the Trust's funding model.

At the 2024 Union of British Columbia Municipalities Convention, the Executive Committee met with the Ministry of Municipal Affairs to discuss the Islands Trust's request for a provincial review, support for First Nations engagement, and planning for Islands Trust's 50th anniversary. It also met with the Ministry of Forests to discuss wildfire preparedness, and with the Ministry

of Housing and BC Housing to explore affordable housing solutions tailored to the rural islands within the Trust Area.

In March, Islands Trust Council [wrote](#) to federal ministers on the Expansion of the Wrecked, Abandoned or Hazardous Vessels Act program in the Islands Trust Area.

Local trust committees also sent advocacy letters on a range of topics. All advocacy letters are available on the Islands Trust website.

## Policy Statement Amendment Project

In 2019, Islands Trust launched the Policy Statement Amendment Project (Islands 2050) to update the Islands Trust Policy Statement to adapt to current and future challenges and opportunities, and to reflect its commitments related to Reconciliation, climate change, and affordable housing. To date, the Policy Statement Amendment Project has involved three rounds of public engagement, three rounds of engagement with Indigenous Governing Bodies, as well as engagement with other partner agencies.

The Islands Trust Policy Statement sets out the principles and policies that Islands 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 required by the *Islands Trust Act*. The Policy Statement shapes land and marine use planning across the Islands Trust Area by guiding the development of local official community plans and regulatory bylaws, as well as Trust Council's intergovernmental collaboration, advocacy and strategic planning.

The Islands 2050 Policy Statement Amendment Project continued to be a priority for Islands Trust Council in 2024/25, primarily through the Committee of the Whole's ongoing review and proposed revision of the draft new Policy Statement. Islands Trust staff also provided Committee of the Whole with policy options and analysis across a range of Policy Statement topics about which trustees had requested additional information, including options for approaches to reconciliation, forest protection, and environmental and climate change hazard areas. Throughout the year, Islands Trust continued to engage with Indigenous Governing Bodies, respond to questions from the public about the project, and update the project webpage with important information and background materials.

At its December meeting, Trust Council endorsed a revised Policy Statement Amendment Project charter that foregoes the planned "agreement in principle" in favour of First Reading of the Policy Statement bylaw in June 2025. Following First Reading, a six-month period of referrals to Indigenous Governing Bodies, and other governments/agencies and community engagement will commence. This new project timeline aims to enable Ministerial approval, and Trust Council adoption of the new Policy Statement bylaw by the end of the current political term in October 2026.

At its March 2025 meeting, Islands Trust Council transferred responsibility for developing further changes to the draft new Policy Statement from Committee of the Whole to Trust Programs Committee (TPC) and expanded TPC's membership so more trustees could be involved.



Visit the Islands 2050 page on our website for more details.

## Delegations and Presentations to Islands Trust Council in 2024/25

Members of the public are encouraged to make delegation presentations and participate in public comment sessions at each quarterly meeting of Islands Trust Council to promote dialogue between islanders and Trustees.

Chair Luckham wrote thank-you letters to delegations received at Trust Council's quarterly meetings.

### **June 2024 - Quarter 1, Trust Council convened at the Harbour House Hotel on Salt Spring Island, BC**

Delegation presentations were received by Islands Trust Council from the following groups and individuals:

- Ted Olynk provided an update on BC Hydro operations update including an upgrade to the power loop that feeds Salt Spring, Galiano, Mayne, Saturna, North Pender, and South Pender islands , and two submarine cable projects between Salt Spring, North Pender, and Maple Bay, and he described projects that will help lessen the impact of outages, some of which are due to increased weather events caused by climate change.
- Peter Pare, representing the Gulf Island Sue Big Oil group, presented on the group's support for initiating a class action lawsuit aimed at recovering municipal costs related to climate change. He emphasized that while communities bear the full financial burden of climate mitigation, fossil fuel companies continue to profit, and outlined the group's request that local governments pledge \$1.00 per resident, with Regional Districts and the Islands Trust each pledging \$0.50 per resident to help fund the legal action.
- Glenn Stevens, speaking on behalf of the Clean and Safe Harbours Initiative, emphasized the need for liveaboard vessels to be registered and equipped with proper containment systems, and discussed Islands Trust bylaw authority to address these concerns. Mr. Stevens said trustees have a responsibility to prioritize the cleanliness, safety, and protection of the marine environment.
- Ronald Wright, representing Keep Salt Spring Sustainable, discussed the *Islands Trust Act* and its mandate and expressed disagreement with both the content of, and the process undertaken for, the proposed amendments to the islands Trust Policy Statement.
- Jennifer Margison, representing Friends of the Gulf Islands, provided comments on the draft of the Islands Trust Policy Statement, suggesting that it omits reference to Islands Trust Council's responsibility to protect the Trust Area for the benefit of all British Columbians, contains ambiguous language that renders policies suggestive rather than directive, and lacks the clarity necessary to guide trustee decision-making.

## **September 2024 – Quarter 2, Trust Council convened at the Vancouver Island Conference Centre in Nanaimo, BC**

A delegation presentation was received by Islands Trust Council:

- Elsie Born, representing the Salt Spring Island Poultry Club, addressed the importance of safeguarding agricultural land located outside the Agricultural Land Reserve (ALR) but within local trust areas zoned for farming and discussed the potential to form an Agricultural Advisory Committee to undertake a comprehensive review and revision of relevant policies.

## **December 2024 – Quarter 3, Trust Council convened at the Coast Victoria Hotel in Victoria, BC**

Delegation presentations were received from the following groups and individuals:

- Justine Starke, Manager of Service Delivery for the Southern Gulf Islands Electoral Area, presented an overview of the Capital Regional District's Rural Housing Program, highlighting its goals to support the non-profit housing sector, provide incentives for accessory dwelling unit development, offer pre-development funding, and leverage additional financial resources. She also outlined ways in which Islands Trust bodies can support the program, including through land use planning, implementation of the housing toolkit, alignment of floor area regulations across the Trust Area to facilitate modular and prefabricated housing models, and consideration of economically viable solutions.
- Mayor Leonard addressed Trust Council's recent letter to the Province requesting a comprehensive governance review, noting that a similar letter was sent in 2022 referencing Islands Trust's internal governance review, to which the Province responded by outlining several actions that Islands Trust could pursue independently. He further stated that, in light of the concerns expressed in the letter and ongoing conflicts within the elected body of Trust Council, Bowen Island Municipal Council cannot support allocating resources toward engagement on the Islands Trust Policy Statement or the proposed governance review. He stated that Bowen Island Municipal Council urged Islands Trust Council to develop its own solutions, initiate a proper strategic planning process, and engage with stakeholders in alignment with the existing protocol agreement.
- Maxine Leichter, representing Keep Salt Spring Sustainable, addressed Islands Trust Council's letter to the Minister of Municipal Affairs about the definition of "unique amenities", and noted that this term was defined in the 1986 Islands Trust Position Paper No. 1, and emphasized that any revisions to the Trust Policy Statement should be deferred until a comprehensive analysis of the region's capacity to sustain its current population and the outcome of the governance review request have been completed.
- Jennifer Margison, representing the Friends of the Gulf Islands Society, emphasized that the Islands Trust Act mandates Islands Trust Council to protect the Trust Area as a whole, with this responsibility carried out through Islands Trust Council's budgeting authority and the Executive Committee's role in ensuring local bylaws align with the Islands Trust Policy Statement and that local trust committees do not operate independently. She expressed concern that proposed

changes to the Islands Trust Policy Statement risk weakening the oversight roles of both the Executive Committee and the Province, and that altering or removing key definitions would dilute the effectiveness of the Policy Statement. She urged Islands Trust Council to reaffirm its commitment to the mandate of preserving the natural environment.

- San Juan County Council Members Fuller and Wolf and Islands Trust Council participated in a joint session on the topics of: ferries; water; housing; increased tanker traffic in the Trust and San Juan Area and Tribal/First Nations engagement.

**March 2025 – Quarter 4, Trust Council convened at the Best Western Dorchester Hotel in Nanaimo, BC**

Delegation presentations were received from the following groups and individuals:

- Eric March and Maddy Smith addressed several concerns regarding inclusivity and representation in Islands Trust engagement processes. They highlighted that most Islands Trust public engagement opportunities are scheduled during weekdays which creates barriers for working-class individuals and contributes to a lack of diversity in the perspectives presented. They noted that this lack of diversity is evident in discussions around the Islands Trust Policy Statement, where a small, recurring group of participants tends to advocate solely for environmental protection, often at the expense of addressing housing and rural livelihood needs. The delegates expressed concern that fears of overdevelopment are being used to resist densification, inadvertently making housing unattainable for essential service providers. They called on the Islands Trust Council to take meaningful steps to support all members of the Trust Area by making delegations and town halls more accessible and to ensure the Islands Trust Policy Statement reflects a balanced approach that includes both environmental stewardship and protections for housing and working-class livelihoods.

The following presentations were given:

- Amy Bronee, Director, Community Relations for BC Ferries presented on BC Ferries' Shaping Future Engagement initiative which aimed to develop a new engagement framework with input from coastal communities.

## **Bylaw Compliance & Enforcement Annual Report – 2024/25**

The Islands Trust Bylaw Compliance and Enforcement team processed 198 new files for 2024, and closed 187 files. With 602 files open at the end of 2024, there remains a high volume of work.

Several local trust areas have authorized proactive enforcement against unlawful rentals that limit the availability of housing supply. This proactive enforcement continues to dominate the workload.

A court ordered clean-up of a property on Thetis Island was completed in 2024, and a substantial amount of accumulated waste, automobiles, and metal salvage was removed. This was a long-standing file opened in 2019, and the final clean-up has been a significant relief for neighbouring properties.

Furthermore, the Bylaw Compliance & Enforcement team has been receiving increased complaints related to the placement of mooring buoys by non-residents, as well as the use of vessels as long-term residences, commonly referred to as liveaboards, which is not a permitted use under current regulations. The waters surrounding the Gulf Islands include numerous environmentally sensitive areas, and concerns have been raised regarding the management and disposal of waste from these vessels.



## REQUEST FOR DECISION

**To:** Executive Committee

**For the Meeting of:** May 14, 2025

**From:** Trust Area Services

**Date Prepared:** May 5, 2025

**SUBJECT:** Bowen Island advertisement re Islands Trust

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**RECOMMENDATION:** That Executive Committee approve staff placing an advertisement in the Bowen Island Undercurrent to share with Bowen Island community messaging that had been planned for inclusion in the Bowen Island Municipality 2025 Property Tax Assessment Notice.

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1. **PURPOSE:** To seek the Executive Committee's approval for a printed advertisement in the Bowen Island Undercurrent educating Bowen Island residents on the Islands Trust portion of property taxes.
2. **BACKGROUND:** Bowen Island Municipality previously invited Islands Trust staff to contribute a brief section to the annual Bowen Island Municipality property tax notice insert. This limited space offered an opportunity to share relevant Islands Trust information and updates, specifically highlighting efforts that support Bowen Island and its residents. The material was created but space in the property tax notice is no longer available. Islands Trust staff want to use the content created for this insert and place an ad in the Bowen Island Undercurrent, so Bowen residents will still be able to see this information, even if it will not be on their property tax notice.

The draft language and graphics were from an original layout that Bowen Island trustees provided feedback on and have worked with staff in the creation of the content.

### 3. IMPLICATIONS OF RECOMMENDATION

**ORGANIZATIONAL:** This activity can be accomplished with existing work programs.

**FINANCIAL:** A 1/2 page advertisement is approximately at \$465. This cost can be accommodated within the communications budget.

**POLICY:** No implications for existing policy.

**IMPLEMENTATION/COMMUNICATIONS:** The content has already been created and the only work remaining is to adjust the content to fit the ad size, and to submit the ad.

**FIRST NATIONS RELATIONS:** None.

**OTHER:** None.

4. **RELEVANT POLICY(S):** [Communications Policy](#)

5. **ATTACHMENT(S):** Sample advertisement language/graphics

## **RESPONSE OPTIONS**

**Recommendation:** That Executive Committee approve staff placing an advertisement in the Bowen Island Undercurrent to share with Bowen Island community messaging that had been planned for inclusion in the Bowen Island Municipality 2025 Property Tax Assessment Notice.

**Alternative:** Do not approve

**Prepared By:** Morgana van Niekerk, A/Communications Specialist

**Reviewed By/Date:** Clare Frater, Director, Trust Area Services/ May 6, 2025  
Rueben Bronee, CAO/May 8, 2025

# Islands Trust and Bowen Island



Bowen Island has been a member of Islands Trust since its inception in 1974, and is the only municipality within the federation. When Bowen Island residents voted to become a municipality in 1999, it was contingent on remaining part of Islands Trust. As a result, Bowen Island continues to benefit from the “preserve and protect” mandate set out in the *Islands Trust Act*. Two municipal trustees represent Bowen Island on the 26-member Islands Trust Council, which meets quarterly to discuss and act on matters affecting the 450+ islands in the Islands Trust Area. Bowen Island remains a valued part of the federation.

Islands Trust ensures that growth and land use changes are done in a manner that respects the preserve and protect mandate. To uphold the mandate, the Islands Trust Executive Committee reviews all Bowen Island Municipality Official Community Plan (OCP) bylaws and amendments, and may provide comments on non-OCP bylaws referencing the Islands Trust Policy Statement. Bowen Island contributes to the costs of shared Islands Trust services and programs but not Islands Trust’s land use planning or bylaw enforcement services.

Island Trust programs include educational workshops, advocacy on key issues affecting island communities, ecosystem and groundwater mapping, and support for inter-governmental coordination. The Islands Trust Conservancy conserves 115 special island properties, including Bowen Island’s David Otter, Fairy Fen, and Singing Woods Nature Reserves. Learn more about how Islands Trust supports your community at [islandstrust.bc.ca](http://islandstrust.bc.ca).

**In 2025, a 17.6% increase (\$68,740) in the property tax levy resulted in \$460,000 being raised from Bowen Island contributions.**

## BOWEN ISLAND LEVY: COST PER AVERAGE RESIDENTIAL PROPERTY



**\$1.59M**

**Average residential property value (2025)**



**\$23.74**

Tax increase on average property (vs. 2024)



**\$192.06**

Islands Trust property tax levy per average property

**88**





## REQUEST FOR DECISION

**To:** Executive Committee                      **For the Meeting of:** May 14, 2025  
**From:** Trust Area Services                      **Date Prepared:** May 6, 2025  
**SUBJECT:** June 16, 2025 Tsawout Gathering (Feast) and Protocol Agreement

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### RECOMMENDATION:

**That Executive Committee direct staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.**

**That Executive Committee approve the Feast With S̓TÁUTW\_ (Tsawout) First Nation Project Charter, and direct staff to apply for, and, if successful, manage a \$20,000 grant from the UBCM Community to Community grant program to support a relationship building event with Tsawout First Nation and development of a protocol agreement.**

**CHIEF ADMINISTRATIVE OFFICER COMMENTS:** A protocol agreement with Tsawout First Nation offers an opportunity to formalize and strengthen the relationship. Co-hosting a gathering offers an opportunity to build relationship with Tsawout First Nation, and the First Nation has indicated it is a required step before further consideration of Salt Spring Island Local Trust Committee's Proposed Bylaw No. 537.

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**1 PURPOSE:** To seek Executive Committee approval of a project charter for the planned Feast With S̓TÁUTW\_ (Tsawout) First Nation and to seek approval to develop a protocol agreement for Trust Council's consideration.

**2 BACKGROUND:**

In 2022, Salt Spring Island Local Trust Committee advanced Bylaw 530, which proposed expanded opportunities for accessory dwellings units (ADUs). The bylaw was referred to First Nations, and Tsawout First Nation raised significant concerns regarding their Douglas Treaty Rights and concerns about their traditional hunting and harvesting areas.

In light of the concerns raised by Tsawout, a similar scaled-down bylaw (Bylaw 537) was introduced without further referral or engagement with Tsawout or other impacted First Nations. This resulted in a strained relationship between Islands Trust and Tsawout First Nation.

To support development of a better relationship to and foster future co-operative action, it is proposed that Islands Trust develop a protocol agreement and host and fund a gathering with Tsawout First Nation on June 16, 2025 for all available trustees, appointed Conservancy trustees, and staff that engage with Tsawout First Nation. The event will feature a welcome, dancers, food, and a presentation by the Chief, gifts for all participants per cultural protocol, and a gift from Islands Trust to Tsawout First Nation to

commemorate the event. Tsawout First Nation is exploring whether they will be able to offer water taxi service to the Southern Gulf Islands trustees.

This event and protocol agreement is eligible for funding for both parties through the [UBCM Community to Community Forum Program funding](#) to support gathering (feast) costs up to \$10,000, and protocol agreement costs up to \$10,000. However, there is no certainty an application will be successful. Staff circulated the grant opportunity on April 10, 2025 and no other expressions of interest were received.

### 3 IMPLICATIONS OF RECOMMENDATION

**ORGANIZATIONAL:** The protocol agreement can be developed within existing staff work programs. The event can also be developed and attended within existing work programs. Holding the event will facilitate further dialogue on Salt Spring Island Bylaw 537, and support better relationships leading to more collaboration on future initiatives. Attendance at the event will require a commitment from trustees to travel for an extra day during the Trust Council meeting period in June.

**FINANCIAL:** Assuming high levels of participation from Islands Trust trustees and staff, the event is anticipated to cost up to \$16,000, with costs covered by Islands Trust's reconciliation budget and a UBCM C2C grant, if successful. This estimate assumes that 23 trustees/Conservancy appointees attend and that 12 trustees/Conservancy appointees require overnight accommodation. It also assumes that 17 Islands Trust staff members attend. It further assumes no carpooling. This amount can be accommodated within the reconciliation budget as staff had included some contingency funds and expect that planned cultural safety training will cost less than budgeted. The protocol agreement is expected to cost Islands Trust up to \$4,000 in legal costs, with additional costs associated with a ceremony, and can also be accommodated within the reconciliation budget if required.

**POLICY:** None.

**IMPLEMENTATION/COMMUNICATIONS:** Staff will coordinate with Tsawout First Nation staff to develop a joint grant application and to plan and host the gathering. Staff will poll trustees regarding availability and travel preferences and will emphasize the need to attend if they indicate they plan to attend. Staff will prepare and submit the UBCM Community to Community Forum Program grant application by May 16, 2025.

Staff will work with Tsawout First Nation on developing a draft protocol agreement and have already provided a template for consideration.

**FIRST NATIONS RELATIONS:** This event is intended to support relationship-building with Tsawout First Nation, and an agreement will assist with sustaining good relations into the future.

**OTHER:** Scheduling the event the day before Trust Council is intended to support trustee attendance, reduce total travel costs, and reduce the carbon emissions associated with the event.

**RELEVANT POLICY(S):**

[Islands Trust Grants and Donations Administration Policy](#)  
[Islands Trust's Reconciliation Declaration \(2019\)](#)

### 4 ATTACHMENT(S): Feast With S̓ÁUTW\_ (Tsawout) First Nation Project Charter (draft)

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## **RESPONSE OPTIONS**

### **RECOMMENDATION:**

**That Executive Committee direct staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.**

**That Executive Committee approve the Feast With S̓ÁUTW̓ (Tsawout) First Nation Project Charter, and direct staff to apply for, and, if successful, manage a \$20,000 grant from the UBCM Community to Community grant program to support a relationship building event with Tsawout First Nation and development of a protocol agreement.**

### **Alternative:**

1. Do not proceed with protocol agreement.
2. Approve the project charter with reduced budget for attendance by fewer trustees and staff.
3. Proceed with hosting the feast and/or developing protocol agreement without seeking C2C funding.
4. Do not proceed with hosting the feast:
  - a. Tsawout First Nation's traditional and treaty territory extends over much of the lands and waters Islands Trust regulates. Failing to take this requested action presents considerable risk to the success of future planning and Conservancy projects and could have wider reaching impacts on its relationships with other First Nations.

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**Prepared By:      Joe Elliott, Senior Indigenous Relations Advisor**

**Reviewed By/Date:      Clare Frater, Director, Trust Area Services, May 9, 2025**



## Feast with SṪÁUTW\_ (Tsawout) First Nation– Project Charter

Executive Committee

Endorsement Date: May XX, 2025

### Purpose

To provide direction for co-organizing a feast.

### Background

Tsawout First Nation has indicated an interest in hosting a feast in June 2025 with Islands Trust Council elected/appointed trustees and select staff. There is an opportunity to apply for a C2C grant to support associated event costs.

| Deliverables                                                                                                           | In scope                                                                                                                                                           | Out of scope                                                                        | IAP2 Engagement level                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Co-event organizing</li> <li>Grant application and letter of support</li> </ul> | <ul style="list-style-type: none"> <li>Contract or grant for event costs</li> <li>Trustee travel and accommodation arrangements</li> <li>Communications</li> </ul> | <ul style="list-style-type: none"> <li>Negotiation of protocol agreement</li> </ul> | <input type="checkbox"/> Inform<br><input type="checkbox"/> Consult<br><input type="checkbox"/> Involve<br><input type="checkbox"/> Collaborate<br><br>N/A as a gov't to gov't event |

### Workplan Overview

| Deliverable/Milestone       | Start Date | End Date |
|-----------------------------|------------|----------|
| Co-event organizing         | May 14     | June 16  |
| Grant application submitted | May 14     | May 16   |

### Project Team

#### Project team

|                                     |                                   |
|-------------------------------------|-----------------------------------|
| Director, TAS                       | Project lead/grants manager       |
| Senior Indigenous Relations Advisor | Project manager and event liaison |
| Executive Admin                     | Travel logistics                  |

#### Support departments

Finance

#### Special requirements

**Approved by:**

*Clare Frater*

**Date:** May 8, 2025

**Endorsement:**

*Resolution #:*

**Date:**

### Budget

#### Budget Sources:

Islands Trust reconciliation/travel budgets  
If successful, C2C grant/Tsawout FN in-kind

**Total budget:** \$16,000

| Item                               | Amount          | Fiscal Year    |
|------------------------------------|-----------------|----------------|
| Trustee/staff travel/accommodation | \$7,400         | 2025/26        |
| Event costs                        | \$7,800         | 2025/26        |
| Contingency                        | \$800           | 2025/26        |
| <b>TOTAL</b>                       | <b>\$16,000</b> | <b>2025/26</b> |
| Total Project Funding              |                 | \$16,000       |



April 28, 2025

Reference: 185578

Laura Patrick  
Chair,  
Islands Trust Council  
200 - 1627 Fort Street  
Victoria BC V8R 1H8  
Email: [information@islandstrust.bc.ca](mailto:information@islandstrust.bc.ca)

Dear Chair Laura Patrick:

I am writing to acknowledge correspondence from Peter Luckham of March 4, 2025, prior to his resignation as Chair, in which he requested a meeting between myself and the members of the Islands Trust Executive Committee to discuss the request for a review of the Islands Trust that was sent to the former Minister of Municipal Affairs during the last provincial election.

During this time of extraordinary change and uncertainty, our government is focusing on the services and choices that make an immediate and material difference while managing within our means. We will have to make difficult choices about the order in which we commit to new initiatives, like a review as sweeping as that laid out in the letter to Minister Kang. I am therefore not in a position to consider a review of the *Islands Trust Act* prior to the next general local elections.

Land use planning to preserve and protect the Trust area and its unique amenities and environment is the core responsibility of the Islands Trust. This reflects the ecological mandate of the Trust, the toolkit deliberately supplied by government, and that island communities have a role to play in local environmental stewardship. It is my expectation that the Trust Council recognizes that this requires careful deliberation and consideration of perspectives to manage expectations of growth, development and local economies without exceeding the carrying capacity of local ecosystems and preserving unspoiled natural amenities.

Page 1 of 2

Over the balance of their term of office, I will need the Trust Council to take particular care to ensure that engagement with the public and First Nations on the bylaws put before me for approval, including amendments to Official Community Plans and the Trust Policy Statement, are undertaken in a manner that demonstrates mutual respect and builds towards consensus.

The established Trust Policy Statement is the current touchstone which aids in the interpretation of the organization's mandate. The development of the next iteration requires care to result in a Policy Statement in which all involved can all have confidence.

Along similar lines, before returning with another request for provincial review I will expect the Trust Council to ensure that it has engaged in a meaningful way with the agencies and governments that would be expected to participate in or be impacted by such a review. These include the First Nations in whose territories the Trust are stewards through its land use authorities and the local governments who share constituents with the Local Trustees, and the Islands Trust Conservancy Board.

The Ministry of Housing and Municipal Affairs will continue to support the Islands Trust in its work at the staff level. I understand that a strong working relationship has been established between your staff and the Land Use, Planning, and Regional Impacts Branch. Your team can continue to reach out to the Ministry through Marijke Edmondson, Executive Director, and Kris Nichols, Manager Planning Advice and Approvals, for support on the Trust Policy Statement and the progress of Official Community Plan bylaws that require my approval. Ms. Edmondson can be reached at: [marijke.edmondson@gov.bc.ca](mailto:marijke.edmondson@gov.bc.ca) or 778-698-3227 and Mr. Nichols can be reached at: [kris.nichols@gov.bc.ca](mailto:kris.nichols@gov.bc.ca) or 778-698-3450.

Thank you again for taking the time to write.

Sincerely,



Ravi Kahlon  
Minister of Housing and Municipal Affairs

CC: Rob Botterell, MLA for Saanich North and the Islands  
Rueben Bronee, Chief Administrative Officer, Islands Trust

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**Subject:** Horn test

The Status of the

Herring populations

spawning around Denman-Hornby Islands, spring, 2025.

A report by David Ellis, Former Head

Pacific Fishes

Committee on the Status of Endangered Wildlife in Canada

Following a week long commercial roe herring seine and gillnet fishery, there was a herring spawn from Ford's Cove to the ferry.

THIS DOES NOT MEAN THAT THE HERRING STOCKS ARE STRONG

Actually we have at best 20% of the historical abundance of the Denman-Hornby herring, after continuing irresponsible dfo management, as a result of denial of the herring science discovery by Dr. Eleni L Petrou and her colleagues [see this paper, below]. Each spawning location and time, is "heritable" as conclusively found by Dr. Eleni L Petrou, who I and many of you heard speak at the Deep Bay Marine Field Station, a few years ago.

The First Nations have publicly testified, borne witness, to the fact that Canada now has less than 5% of the historical abundance of the "RESIDENT" herring, all around the edges, of the rest of the Strait of Georgia [goggle Wsanec herring".]

Here is why:

The Denman-Hornby

migratory herring are composed of about 100 unique and different "stocklets", that formerly spawned from February to April (see attached, these dfo data are from 1942, 12 years after the huge "reduction" fishery began)

Today there are less than 20, Denman-Hornby visible and viable "stocklets", the rest exist in remnant form, and are in need of many years of full protection, to fully rebuild them.

For the "RESIDENT" herring, all around the edges, of the rest of the Strait of Georgia, extensive study and community engagement, and many 100s of millions of DFO \$, are now essential for rebuilding. I have prepared a "plan for a plan" for the full rebuilding of all BC herring, and this is available, on request.

Reference: THE NEW HERRING PAPER THAT NOW MUST MOVE DFO TO NEW HERRING MANAGEMENT

Functional genetic diversity in an exploited marine species and its relevance to fisheries management by Eleni L. Petrou, Angela P. Fuentes-Pardo, Luke A. Rogers, Melissa Orobko, Carolyn Tarpey, Isadora Jiménez-Hidalgo, Madonna L. Moss, Dongya Yang, Tony J. Pitcher, Todd Sandell, Dayv Lowry, Daniel E. Ruzzante and Lorenz Hauser 2021. The key paper that notes what First Nations elders have been trying to tell DFO; herring return to a certain place at a specific time, and the timing of reproduction influences key evolutionary and ecological processes.

"Variation in reproductive timing is an important evolutionary driver in the marine environment. Using genomic data collected from spawning aggregations of Pacific herring across 1600 km of coastline, the study showed that reproductive timing drives population structure, and within a specific spawning season, the authors observed isolation by distance, indicating that gene flow is also geographically limited over our study area. These results emphasize the importance of considering both seasonal and spatial variation in spawning when delineating management units for herring. On several chromosomes, we detected linkage disequilibrium extending over multiple Mb, suggesting the presence of chromosomal rearrangements. Spawning phenology was highly correlated with polymorphisms in several genes, in particular SYNE2, which influences the development of retinal photoreceptors in vertebrates. SYNE2 is probably within a chromosomal rearrangement in Pacific herring and the results support conserving intraspecific genetic diversity for maintaining current and future ecosystem processes".



## Active Projects Report

### Executive Committee

#### 1. Request to Minister for Review of Islands Trust

**Activity:**

To follow up on the request by Trust Council for a review of the Islands Trust by the Minister of Municipal Affairs.

#### Responsible

Rueben Bronee

#### Dates

Rec'd: 01-Nov-2023  
Target: 31-Mar-2025

#### 2. Update Islands Trust Policy Statement

**Activity:**

With involvement from Trust Programs Committee as appropriate, co-ordinate a review of the Policy Statement including a First Nations and public engagement process.  
Updated Project charter approved March 2023. (Strategic Plan 3.1, 4.4 , 5.6, 5.7)

#### Responsible

Clare Frater

#### Dates

Rec'd: 26-Feb-2020  
Target: 01-Nov-2026

#### 3. First Nations Reconciliation

**Activity:**

Develop Islands Trust First Nations Reconciliation and engagement planning (Strategic Plan Items 4.5 & 4.6)

#### Responsible

Clare Frater

#### Dates

Rec'd: 02-Sep-2020  
Target: 31-Mar-2025

## Active Projects Report

### Executive Committee

#### 4. *Strategic Planning*

#### Responsible

#### Dates

**Activity:**

Guide the development and implementation of the Islands Trust Strategic Plan.

Rueben Bronee

Rec'd: 03-May-2023

Target: 31-Mar-2025

## Future Projects Report

### Executive Committee

#### 1. *Marine Ecosystems*

Advance the preservation and protection of marine ecosystems.

Responsible

Clare Frater

Date Received

03-May-2023

#### 2. *MOTI MOU's*

To engage with the Ministry of Transportation on a updated Memorandum of Understanding.

Responsible

Clare Frater

Date Received

03-May-2023

#### 3. *Climate Change Emergency*

Programming associated with the Climate Change declaration of the Islands Trust.

Responsible

Clare Frater

Date Received

03-May-2023

#### 4. *Provincial Funding Strategy*

Develop a strategy to request additional funding from the Province, including revisiting the provincial grant funding formula to the Islands Trust.

Responsible

Rueben Bronee

Date Received

07-Mar-2023