Executive Committee
Regular Meeting Agenda

Date: Saturday, November 14, 2026
Start Time: 03:30 PM
Location: Victoria Coast Hotel & Marina - Gonzales Rm
146 Kingston Street
Victoria, B.C. V8V 1V4

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1. CALL TO ORDER

2. TERRITORIAL ACKNOWLEDGEMENT

3. REVIEW AND APPROVAL OF AGENDA

Introduction, reordering or deleting of agenda items.

3.1 Agenda Context Notes - None

4. ADOPTION OF MINUTES

Being this is the first meeting of the new term, there are no previous Executive Committee meeting draft minutes to adopt.

5. FOLLOW-UP ACTION LISTS AND UPDATES - None

5.1 Follow-Up Action List/CAO & Director Updates

Will be included on the November 18th meeting agenda.

5.2 Local Trust Committee Chair Updates and Reports on Local Advocacy Topics

5.3 Islands Trust Conservancy Liaison Update

6. ISLANDS TRUST COUNCIL MEETING PREPARATION

6.1 Executive Office

6.1.1 December Draft Islands Trust Council Meeting Schedule

6.2 Trust Area Services

6.3 Planning Services

6.4 Financial and Employee Services

6.5 Legislative and Information Services

7. BYLAWS FOR APPROVAL CONSIDERATION - None

8. COMMITTEE OF THE WHOLE MEETING PREPARATION - None

8.1 Executive Office

8.2 Trust Area Services

8.3 Planning Services

8.4 Financial and Employee Services

8.5 Legislative and Information Services

9. EXECUTIVE COMMITTEE PROJECTS

9.1 Islands Trust Council Initiated

9.1.1 Executive Office

9.1.1.1 Election of Executive Committee Islands Trust Conservancy Member

From section 40 *Islands Trust Act* (1) The board of trustees for the trust fund is comprised of the following: (a) one member of the executive committee, elected from among its members by the executive committee;

9.1.1.2 Local Trust Committee Chair Appointments - Briefing Page 7

From Section 23 of the *Islands Trust Act* (3) For each local trust committee, the chair of the trust council must appoint, (a)

as a member of the local trust committee, a member of the executive committee who is not a local trustee for that local trust area, and (b) if possible, as an alternate member of the local trust committee, another member of the executive committee who is not a local trustee for that local trust area.

9.1.1.3 Council Committee Appointments

Review and discussion of trustee sign-up sheets indicating expressions of interest for each of Trust Council's standing committees from the November 13-14 Trust Council meeting.

9.1.1.3.1 Executive Committee Appointment to Financial Planning Committee

9.1.2 Trust Area Services

9.1.3 Planning Services

9.1.4 Financial and Employee Services

9.1.5 Legislative and Information Services

9.2 Executive Committee Initiated

9.2.1 Executive Office

9.2.2 Trust Area Services

9.2.3 Planning Services

9.2.4 Financial and Employee Services

9.2.5 Legislative and Information Services

10. NEW BUSINESS

10.1 Executive Office/Islands Trust Council

10.2 Trust Area Services

10.3 Planning Services

10.4 Financial and Employee Services

10.5 Legislative and Information Services

11. CORRESPONDENCE - None

For information unless raised for action

12. WORK PROGRAM

Will be included on the November 18th meeting agenda.

13. NEXT MEETING

The next meeting of the Executive Committee will be held in-person at the Islands Trust Victoria office Wednesday, November 18, 2026 at 9:15 a.m.

14. CLOSED SESSION (if required)

14.1 Report from Closed Session (if desired)

15. ADJOURNMENT

Islands Trust Council Quarterly Meeting Schedule

Islands Trust

Date & Time: 1:00 PM, Tuesday, December 8 through 2:00 PM, Thursday, December 10, 2026

Location: Hotel Grand Pacific - Vancouver Island Ballroom, 463 Belleville Street #3, Victoria, B.C. V8V 1X3

DRAFT

TUESDAY

Time	DAY 1 - Session Highlights	Agenda Item
10:00 AM	**Executive Committee Meeting - Gabriola Room**	Please visit the event web page for the agenda.
	Islands Trust Council Meeting Begins at 1:00 PM	
1:00 PM	**Welcome and Introductions** • Call to Order and Territorial Welcome • Approval of Agenda	TBD
1:20 PM	**General Business Arising** • Islands Trust Council Committee Work Programs • Correspondence	TBD
1:35 PM	**Executive Office** • Council Committee Ratification for 2026-2030 - RFD • Trust Council Meeting Schedule and Format Options - BRF • Possible Council Committee Structure Changes - BRF	TBD
	BREAK 3:30 - 3:45 PM	
3:45 PM	**Executive Office (Continued)** • Provinicial Funding for Indigenous Relations Costs - BRF • Islands Trust Council 2027/28 Meeting Schedule - RFD	TBD
4:15 PM	**Legislative and Information Services** • Legislative Monitoring Report - BRF	TBD
4:30 PM	**Delegations and Public Comment Period**	TBD
	ADJOURN ~ 5:30 PM	

Times are provided for information and may vary. See meeting agenda for full list of meeting agenda items.
Please visit the Islands Trust website at islandstrust.bc.ca

Islands Trust Council Quarterly Meeting Schedule 8-10, December, 2026

WEDNESDAY

Time	DAY 2 - Session Highlights	Agenda Item
9:00 AM	**Closed Meeting** • Public are welcome to attend all sessions excluding the Closed Meeting.	TBD
	BREAK 10:00 - 10:15 AM	
10:15 AM	**Trust Area Services** • Vancouver Island and Coastal Communities Climate Leadership Steering Committee Appointee - RFD • Recommended Islands Trust Council Representative & Alternate Attendee for DFO Shellfish Aquaculture Management Advisory Committee - RFD	TBD
	LUNCH 12:00 - 1:00 PM	
1:00 PM	**Financial and Employee Services** • Draft Islands Trust 2027/28 Budget Review - RFD • Draft 2027/28 Budget Public Engagement Project Charter - RFD	TBD
	BREAK 3:00 - 3:15 PM	
3:15 PM	**Financial and Employee Services (Continued)**	TBD
4:15 PM	**Thirty Years of Nature Conservation on the Salish Sea Presentation (Sheila Harrington)**	TBD
	ADJOURN ~ 5:15 PM	

THURSDAY

Time	DAY 3 - Session Highlights	Agenda Item
9:00 AM	**Planning Services** • Planning Services - Overview of Major and Minor Project Work - BRF • Local Trust Committee Regular Meeting Agenda Template - RFD	TBD
	BREAK 10:30 - 10:45 AM	
10:45 AM	**Trustee Roundtable**	TBD
	LUNCH 12:15 - 12:45 PM	
12:45 PM	**Islands Trust Annual Staff Awards**	TBD
1:05 PM	**New Business, Disposition of Delegations, Meeting Wrap Up** • Islands Trust Council Follow Up Action List • March 2027 Proposed Quarterly Meeting Schedule	TBD
	ADJOURN ~ 2:00 PM	

DRAFT

BRIEFING

To:	**Executive Committee**	**For the Meeting of:**	November 14, 2026
From:	**Executive Office**	**Date Prepared:**	August 18, 2026

SUBJECT: Local Trust Committee Chair Appointment Considerations

PURPOSE: To provide Executive Committee information to consider when assisting the Chair in choosing appointments for Chair of local trust committees for the 2026-2030 Council term.

BACKGROUND:

Pursuant to Section 23(3) of the *Islands Trust Act*, the Chair of Islands Trust Council appoints a member of the Executive Committee to serve as chair of each local trust committee. In making these appointments, the Chair has traditionally consulted with the Vice-chairs at the first Executive Committee meeting of the new term. Staff recommend that the following factors be considered:

- **Travel requirements:** The travel time between the chair's home base and the on-island meeting venue, including mileage, the number of ferry crossings required, and the timing and frequency of available ferry sailings.
- **Travel-related expenses:** The anticipated costs associated with travel, including mileage, ferry fares, accommodation where required, and the time commitment associated with travel.
- **Overnight accommodation:** The feasibility of returning home following meetings, including whether the meeting schedule and available transportation make overnight accommodation necessary.
- **Islands Trust Council Committee Meetings:** The number of committees an Executive Committee member sits on either in a liaison capacity or member of the committee.
- **Anticipated workload:** The expected workload of the local trust committee, including anticipated project commitments, application volumes, and other demands on the chair's time.
- **Meeting frequency:** The historical number of meetings held by the local trust committee each year, including any anticipated changes to meeting frequency.
- **Meeting schedule:** The typical day of the week, start and end times, and anticipated duration of local trust committee meetings.

ATTACHMENT(S):

1. Travel Time Between Local Trust Areas Chart

FOLLOW-UP:

Staff will reflect the chair appointments in the applicable records of the Islands Trust as well as the Islands Trust website.

Prepared By: **Meeting Administrator/August 18, 2026**

Reviewed By/Date: Director of Legislative and Information Services/November 9, 2026

TRAVEL TIME BETWEEN LOCAL TRUST AREAS

Estimated travel time between locations includes ferry crossing time and road travel between terminals, travel time does NOT include ferry wait times

	Gambier	Lasqueti	Hornby	Denman	Gabriola	Thetis	Salt Spring	Galiano	Mayne	Saturna	N Pender	S Pender	(Victoria)
Gambier													
Lasqueti			3hr	2hr 15m	2hr 45m	3hr	3hr 30m	5hr 30m	5hr	5hr 30m	5hr	5hr	3hr 45m
Hornby		3hr		30m	2hr 15m	2hr 45m	3hr 30m	5hr 15m	4hr 45m	5hr 15m	4hr 45m	4hr 45m	3hr 30m
Denman		2hr 15m	30m		1hr 45m	2hr 15m	2hr 30m	4hr 45m	4hr 15m	4hr 45m	4hr 15m	4hr 15m	3hr
Gabriola		2hr 45m	2hr 15m	1hr 45m		1hr 45m	2hr 30m	3hr 45m	3hr 15m	3hr 45m	3hr 15m	3hr 15m	2hr 15m
Thetis		3hr	2hr 45m	2hr 15m	1hr 45m		1hr 15m	3hr 30m	3hr	3hr 30m	3hr	3hr	1hr 45m
Salt Spring		3hr 30m	3hr 30m	2hr 30m	2hr 30m	1hr 15m		2hr	1hr 15m	2hr 30m	45m	45m	1hr
Galiano		5hr 30m	5hr 15m	4hr 45m	3hr 45m	3hr 30m	2hr		30m	1hr 20m	1hr	1hr	1hr 45m
Mayne		5hr	4hr 45m	4hr 15m	3hr 15m	3hr	1hr 15m	30m		30m	30m	30m	1hr
Saturna		5hr 30m	5hr 15m	4hr 45m	3hr 45m	3hr 30m	2hr 30m	1hr 20m	30m		1hr 30m	1hr 30m	2hr
N Pender		5hr	4hr 45m	4hr 15m	3hr 15m	3hr	45m	1hr	30m	1hr 30m			1hr 15m
S Pender		5hr	4hr 45m	4hr 15m	3hr 15m	3hr	45m	1hr	30m	1hr 30m			1hr 15m
(Victoria)		4hr 45m	3hr 30m	3hr	2hr 15m	1hr 45m	1hr	1hr 45m	1hr	2hr	1hr 15m	1hr 15m	

GAMBIER: In-person meetings are held in North Vancouver, Gambier, or Keats Island and require multiple ferry connections, water taxis (to Gambier and Keats), rental car or seabus, or ferry and flight connections
LASQUETI: Passenger only ferry with no sailings on Tuesday year round and no sailings on Tuesday or Wednesday in winter months
HORNBY: Possiblity of missing ferry connection from Denman to Hornby due to weight restrictions or high volume traffic
THETIS: Times shown are based on direct ferry route, several of the daily sailings include 1 stop adding 30 minutes of travel time
SALT SPRING: Travel from northern islands based on Crofton to Vesuvius route, travel from southern islands via inter-island ferry

Travel from northern islands to sourthern islands requires driving to Swartz Bay and then connecting to inter-island ferry with potential of multiple stops or transfers

Chair Assignment Considerations:

- Travel Time
- Distance
- Ferry wait times
- Number of ferries required
- Number of council committees each chair sits on
- Costs
- Overnight requirements