Executive Committee
Regular Meeting Agenda

Date: Wednesday, November 19, 2026
Start Time: 06:00 PM
Location: Electronic Meeting
With a physical location to view the livestream of the meeting at:
Islands Trust Victoria Office
#200 - 1627 Fort Street Victoria, BC V8R 1H8

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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

For review and adoption.

4.1 Executive Committee Meeting Draft Minutes of November 14, 2026.

Coming as a late item due to the agenda being circulated prior to the meeting commencing.

5. FOLLOW-UP ACTION LISTS AND UPDATES

5.1 Follow-Up Action List/CAO & Director Updates Page 7

Receive for information.

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

All items under this heading are for review and consideration of forwarding to the December Islands Trust Council Quarterly Meeting agenda.

6.1 Executive Office

6.1.1 Chief Administrative Officer Quarterly Report Page 10

6.1.2 Trust Council Meeting Schedule and Format Options - Briefing Page 12

6.1.3 Possible Council Committee Structure Changes - Briefing Page 16

6.1.4 Provincial Funding for Indigenous Relations Costs - Briefing Page 23

6.1.5 Draft March Islands Trust Council Quarterly Meeting Schedule Page 29

6.1.6 Proposed 2027/28 Islands Trust Council Meeting Schedule - Request for Decision

Late item.

6.2 Trust Area Services

6.2.1 Director of Trust Area Services Quarterly Report Page 31

6.2.2 Islands Trust Conservancy Quarterly Report Page 39

6.2.3 Vancouver Island and Coastal Communities Climate Leadership Steering Committee Appointee - Request for Decision Page 46

6.2.4 Recommended Islands Trust Council Representative & Alternate Attendee for DFO Shellfish Aquaculture Management Advisory Committee - Request for Decision Page 52

6.2.5 Thirty Years of Nature Conservation on the Salish Sea Presentation (Sheila Harrington) - Session Outline Page 59

6.3 Planning Services

6.3.1 Director of Planning Services Quarterly Report Page 60

6.3.2 Planning Services - Overview of Major and Minor Project Work - Briefing Page 66

6.3.3 Local Trust Committee Regular Meeting Agenda Template - Request for Decision Page 71

6.4 Financial and Employee Services

6.4.1 Director of Financial and Employee Services Quarterly Report Page 80

6.4.2 2027/28 Draft Budget - Request for Decision

See Appendix A

6.4.3 Indigenous Relations Funding in 2027/28 Draft Budget - Briefing Page 84

6.4.4 Draft 2027/28 Budget Public Engagement Project Charter - Request for Decision Page 88

6.5 Legislative and Information Services

6.5.1 Director of Legislative and Information Services Quarterly Report Page 91

6.5.2 Legislative Monitoring Report - Briefing Page 93

6.6 December Islands Trust Council Delegation Applications

6.6.1 Loosely Held Together Group of Concerned Citizens (Salt Spring Island) Page 127

6.6.2 W̱SÁNEĆ Leadership Council (WLC) Page 128

6.7 Draft December Islands Trust Council Quarterly Meeting Agenda

See Appendix B

6.8 Draft December Islands Trust Council Quarterly Meeting Schedule Page 129

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

9.1.2 Trust Area Services

9.1.3 Association of Vancouver Island Coastal Communities (AVICC)/Union of British Columbia Municipalities (UBCM) Resolution Selection Process (Annual Item) - Request for Decision Page 131

Motion for consideration:
that the Executive Committee direct staff to e-mail trustees, appointed Conservancy Board members and staff requesting suggestions for topic(s) for the Islands Trust resolution(s) for the 2027 AVICC/UBCM conventions.

9.1.4 Planning Services

9.1.5 Financial and Employee Services

9.1.6 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

9.2.4.1 Appointment of External Auditors - Request for Decision

Page 147

Motion for consideration:
That Executive Committee approve the appointment of KPMG LLP as the 2026/27 auditors for both the Islands Trust and the Islands Trust Conservancy.

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

For information unless raised for action

11.1 06-09-2026 Gulf Islands Galisle Affordable Rental Housing Society - Application Fee Sponsorship Program

Page 150

For review and consideration of forwarding to the December Islands Trust Council Quarterly Meeting agenda.

11.2 30-10-2026 T Peterson - Mid Island Stewardship Caucus Meeting Report Page 151

11.3 30-10-2026 Association of Vancouver Island Coastal Communities - Call for Nominations for Executive Committee Page 153

12. WORK PROGRAM Page 157

For review and forwarding to the December Islands Trust Council Quarterly Meeting agenda.

13. NEXT MEETING

The next meeting of the Executive Committee will be held at the Hotel Grand Pacific on Tuesday, December 8th at 10:00 a.m.

14. CLOSED SESSION

Motion for consideration:
THAT the meeting be closed to the public subject to Sections 90(1)(c) and (i) of the Community Charter in order to consider matters related to labour relations or other employee relations; and the receipt of advise that is subject to solicitor-client privilege, including communications necessary for that purpose, and that staff attend the meeting.

14.1 Report from Closed Session (if desired)

15. ADJOURNMENT

Print Date: Nov 7, 2026

Follow Up Action Report

Executive Committee

Dates	Activity	Responsibility	Progress / Status
Executive Office			
Meeting: 28-Oct-2026 **Target:** 30-Oct-2026	FUAL-2026-090 **8. TRUST COUNCIL MEETING PREPARATION** Staff to forward all relevant items to Islands Trust Council.	**Rueben Bronee**	**0%** **Completed**
Meeting: 29-Jul-2026 **Target:** 08-Dec-2026	FUAL-2026-032 **2026-07-29 – FUAL #21324** Staff to inform Islands Trust Council that Executive Committee recommend Islands Trust Council direct staff to conduct an in-depth review of costing and potential long-term resourcing that is informed by meaningful input from First Nations to inform an advocacy strategy to support discussions with senior levels of government with regards to resourcing for Indigenous relations to advance the Islands Trust mandate.	**Rueben Bronee**	**100%** **Completed**
Meeting: 29-Jul-2026 **Target:** 03-Dec-2026	FUAL-2026-010 **2026-07-29 – FUAL #21322** Staff to prepare options to revise the current Islands Trust Council meeting scheduling format, to the December 2026 Islands Trust Council Meeting.	**Rueben Bronee**	**100%** **Completed**
Meeting: 24-May-2023 **Target:** 13-Mar-2026	FUAL-2023-003 **2023-05-24 – FUAL #18262** Explore future education/workshop sessions on decision-making to benefit trustees.	**Rueben Bronee**	**0%** **In Progress**
Finance & Employee Services			

Dates	Activity	Responsibility	Progress / Status
Meeting: 20-Dec-2023 **Target:** 15-Feb-2027	FUAL-2023-004 **2023-12-20 – FUAL #18852** Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.	**Derek Cockburn**	**0%** **In Progress**
Legislation & Information Systems			
Meeting: 28-Oct-2026 **Target:** 30-Oct-2026	FUAL-2026-089 **8.5.1 Local Trust Committee Regular Meeting Agenda Template - Request for Decision** Staff to amend the Local Trust Committee Regular Meeting Agenda Template by relocating items 14.1-14.4 so they fall prior to the public participation section, and adding a First Nations and Other report to the reports section.	**David Marlor**	**0%** **In Progress**
Meeting: 17-Jun-2025 **Target:** 08-Mar-2027	FUAL-2025-004 **2025-06-17 – FUAL #20361** Staff to draft options for an updated version of Policy 6.12.2 UBCM/AVICC MEMBERSHIP AND RESOLUTIONS.	**David Marlor**	**0%** **In Progress**
Meeting: 15-Jan-2025 **Target:** 12-Nov-2026	FUAL-2025-005 **2025-01-15 – FUAL #19914** 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.	**David Marlor**	**0%** **In Progress**
Meeting: 07-Oct-2021 **Target:** 08-Jun-2027	FUAL-2021-001 **2021-10-07 – FUAL #17753** Investigate options for policies or policy updates for formal opportunities for First Nations presentations and engagement at Trust Council meetings.	**David Marlor**	**0%** **In Progress**
Trust Area Services & Conservancy			
Meeting: 14-Oct-2026 **Target:** 15-Nov-2026	FUAL-2026-031 **11.2.1 Introduction Letters to New Members of Legislative Assembly** Staff to send introductory letters to newly elected officials following the provincial election, to congratulate and orient them to Islands Trust and the relevant local trust committees.	**Clare Frater**	**0%** **In Progress**

Dates	Activity	Responsibility	Progress / Status
Meeting: 24-Jul-2024 **Target:** 31-Mar-2027	FUAL-2024-004 **2024-07-24 – FUAL #19435** Staff to develop protocol agreements in cooperation with Quw'utsun (Cowichan) Nations for Trust Council's consideration.	**Clare Frater**	**0%** **In Progress**
Meeting: 05-Jun-2024 **Target:** 31-Mar-2027	FUAL-2024-003 **2024-06-05 – FUAL #19292** Staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation for Trust Council's consideration.	**Clare Frater**	**0%** **In Progress**
Unassigned Department			
Meeting: 14-May-2025 **Target:** 24-Feb-2027	**2025-05-14 – FUAL #20287** Staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.	Unassigned	**87%** **In Progress**
Meeting: 14-May-2025 **Target:** 24-Feb-2027	**2025-05-14 – FUAL #20262** Staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the W_SÁNEC Leadership Council Society, to develop an agreement for Trust Council consideration.	Unassigned	**51%** **In Progress**

START OF A NEW TERM

At the time of writing this report, staff are preparing for the inauguration of the incoming Islands Trust Council and its first meeting in November. I am confident the ongoing process of onboarding and orienting the new Council will help trustees prepare themselves as best as possible to assume the work before them, and I look forward to working with Council in a collaborative way over the term ahead.

Staff appreciate trustees' hard work to get up to speed, and also their patience as we work with them through this transition period. My thanks to all the staff who played a role in supporting the election and transition process.

As we move into 2027, additional orientation and training opportunities are planned for trustees to look at more focused topics, including training for chairs, and closer looks at the Islands Trust Conservancy, Indigenous relations, and communications and advocacy. Executive Committee has responsibility for working with the CAO to develop a continuous learning plan for Council for the term. Trustees are invited to send me topics they feel would be worthwhile to include in that plan for consideration.

OPERATIONS

While Council has seen some significant change with the election, the operational challenges I identified in my 2025 review are still in place. But work continues to tackle those as resources allow.

The corporate planning process approved by Council at its September meeting should be an important step by providing some much-needed focus on true priorities going into the new term. An overview of that planning process is contained in the 2026 Trustee Toolkit, and I encourage all trustees to review that document and ensure they understand the process.

To initiate this planning process, trustees can expect to receive a brief survey in December inviting their perspectives on the top strategic priorities for the 2026-2030 Council term. This will help inform planned deliberations at a Committee of the Whole meeting in February to confirm Council's top three priorities. In parallel, I will be working with senior staff to identify the top three operational priorities for Islands Trust for the term. I expect to be able to share preliminary thinking on these priorities at the February meeting. These priorities sit alongside Council's strategic priorities in the plan, articulating where we will focus energy to improve the administration and internal operations of the organization.

PROVINCIAL ELECTION IMPACT

Whether the recent change in government has any material impact for Islands Trust remains to be seen. In the near term, I do not anticipate significant impacts to the policy guidance Islands Trust receives from the Province. Subject to confirmation of the scope and scale of any resulting reorganizations of government with the swearing-in of Cabinet, typically transitions like this can cause significant temporary

disruption to normal government operations. For example, any bylaws awaiting ministerial approval may be subject to delay during the transition period and depending on where they fit into the list of priorities for a new minister.

In addition to our regular interactions with ministry staff, Islands Trust staff continue to monitor the government transition for indications of policy priorities that may be relevant to Islands Trust's work. Any relevant insights will be shared with trustees as they arise.

Letters from the Chair of Islands Trust Council have been prepared to all MLAs in the Trust Area, congratulating them on their election and inviting them to work with Islands Trust in the spirit of our legislated mandate.

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	December 8, 2026
From:	**Executive Office**	**Date Prepared:**	November 2, 2026

SUBJECT: **Trust Council Meeting Schedule and Format Options**

PURPOSE:

To provide Islands Trust Council with potential options to revise the format and scheduling for Council meetings.

BACKGROUND:

Islands Trust Council's Meeting Procedures Bylaw 101 provides for the following regarding the scheduling of regular Council meetings:

- With the exception of the first meeting held following an election in November, Council will schedule four regular meetings each fiscal year in the months of June, September, December and March. (Sections 2.1 and 2.2)
- That regular meetings of Council may be conducted electronically if agreed to by a majority of members of Council by resolution. (Section 4.4)
- That for an in-person meeting, no more than 10 Council members may participate electronically. (Section 4.4)

Current practice is for the four quarterly meetings of Council to be scheduled over a three-day period, usually with the first and last days being half days and the middle day being a full day. In total, this normally equates to approximately 16 hours of meeting time.

Each Council meeting is preceded by a short meeting of Executive Committee the morning before Council convenes. These meetings are primarily to allow for review of any late agenda items to be forwarded to the Council meeting for consideration to add to the agenda.

In March 2024, Council approved amendments to the Meeting Procedures Bylaw to provide for the use of Committee of the Whole as a venue for Council to sit as a committee in a less formal structure to discuss complex issues that may require more in-depth consideration. Committee of the Whole is not a decision-making entity, but it can consider and provide recommendations to Council for consideration.

Over the previous term, some trustees expressed a desire for regular Council meetings to be shorter and more focused on advancing the business of Islands Trust. They questioned whether it was necessary to have quarterly meetings span three days, or whether it would be better to have more frequent but shorter meetings similar to local governments.

Some trustees also questioned the effectiveness of the Committee of the Whole model. Attendance has sometimes been challenging, with some Committee of the Whole meetings unable to achieve quorum. When they did proceed, low attendance often resulted in extensive re-debate of an issue at the subsequent Council meeting because many trustees had not attended the Committee of the Whole to discuss the issue at hand. To some extent this undermines the intended purpose of Committee of the Whole.

The costs for in-person Trust Council meetings have increased significantly in recent years, with the forecast cost for fiscal 2027/28 estimated at $42,500 per meeting. This includes meeting venue, catering, and trustee and staff travel and accommodation costs. It assumes full attendance by all 26 trustees, with some virtual attendance reducing the actual costs accordingly. The increase in costs over time is in large part driven by general increases in venue costs and the more complex technical requirements to support virtual participation and livestreaming, which limits the number of viable venues especially on the islands in the Trust Area.

In response to all these factors, at its July 29, 2026 meeting Executive Committee passed the following resolution:

> **EC-2026-082**
>
> That the Islands Trust Executive Committee request staff to prepare options to revise the current Islands Trust Council meeting scheduling format, for the December 2026 Islands Trust Council Meeting

Staff have identified the following options as the most viable.

Option 1: Enhanced Status Quo

This option retains the current quarterly meeting schedule but with shorter meetings, and would see a more disciplined use of Committee of the Whole meetings as the forum for substantive discussion on major agenda items. This could allow for more efficient decision-making on major items at the full Council meetings. Committee of the Whole meetings are currently scheduled approximately one month before each quarterly Council meeting for this purpose, but the practice has not been consistently applied.

The following additional changes are proposed under this option:

- Adjust the schedule of each Council meeting so it spans only two instead of three days, with the first day as a full-day meeting and the second day ending early afternoon.
- To accommodate the slightly reduced Council meeting duration (four hours shorter), no longer have public education presentations or trustee learning sessions as part of Council meetings. Instead these can be done as separate webinars.
- Move the pre-Council Executive Committee meeting to be an electronic meeting the morning before the first day of a Council meeting to allow 24 hours to turn around any materials to be advanced to Council.

Pros:

- Supports more effective use of the Committee of the Whole format.
- Could enable more efficient decision making at quarterly Council meetings.
- Could allow for lighter agenda packages for Council meetings if major reports and related materials were already considered at Committee of the Whole.
- Could reduce venue costs for in-person meetings because the meeting space would only be needed for two days instead of three. Travel and accommodations costs would likely be unchanged because the earlier start time on the first day of Council will still require travel the day before.
- Could be implemented in 2027/28 because it would involve minimal policy changes

Cons:

- Depends on disciplined chairing (and agreement from trustees) to avoid the tendency to “re-debate” items previously discussed at Committee of the Whole.
- Shortens the quarterly Council meeting time by approximately four hours with the removal of the first half-day. Under this option, the total Council meeting time annually would be approximately 68 hours, including four four-hour Committee of the Whole electronic meetings. This is a reduction from the current total of 80 hours annually.

Option 2: Bi-monthly Trust Council Meetings

Under this option, Council would shift to six meetings per year on a bi-monthly schedule in January, March, May, July, September and November.

Only the March and November meetings would be in-person, reflecting trustee feedback that it is most effective for the meetings where the budget is considered to be in-person. These two meetings would retain the current schedule over three days, with the November meeting in Victoria and the March meeting on an island in the Trust Area. Both these meetings would retain the practice of a dedicated electronic Committee of the Whole meeting four weeks in advance.

The other four meetings would be electronic and scheduled to be no longer than a day and a half. These meetings could resolve into Committee of the Whole within the time for the meeting itself if needed.

As with option 1, learning sessions and presentations would be scheduled as separate webinars to allow formal meetings to be focused on Council business.

Pros:

- More frequent Council meetings would allow for some policy decisions to be made in a more timely manner.
- The shorter electronic meetings could be prioritized for less complex items, while maintaining the two in-person meetings for larger issues like budget deliberations. Depending on agendas, these meetings could be shortened to a single full day.
- An increase over the current annual meeting hours, but spread across more frequent meetings. Under this option, the total Council meeting time annually would be up to approximately 92 hours, including Committee of the Whole. The reduction of two Committee of the Whole meetings would mean more actual Council meeting hours in total (84 compared to the current 64).
- Holding only two in-person meetings per year results in significant budget savings, while still allowing for at least one meeting on an island in the Trust Area.

Cons:

- Could not be implemented until fiscal 2028/29 due to the necessary policy changes and the impact on the broader Islands Trust meeting schedule.
- Considering the draft budget in late November instead of early December creates some pressure to accelerate the development of the budget by two weeks.
- May create slightly more work for staff to prepare six Council agenda packages. However, the individual packages will have less material, and this would be offset by only having to produce two stand alone Committee of the Whole agendas.

FOLLOW-UP: Staff will follow-up as requested by Trust Council.

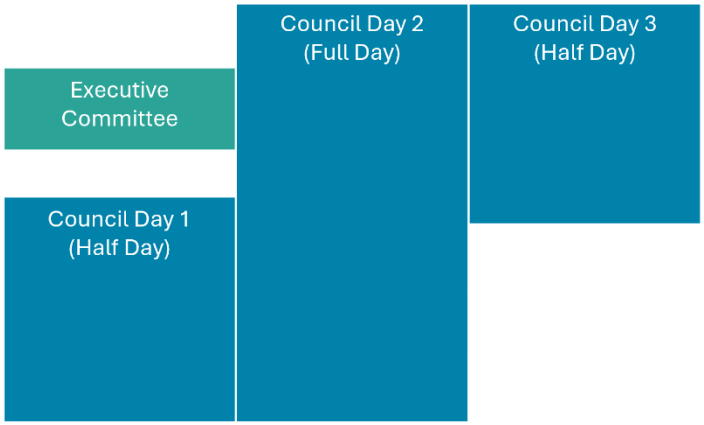
ATTACHMENTS

1. Council Meeting Format Options

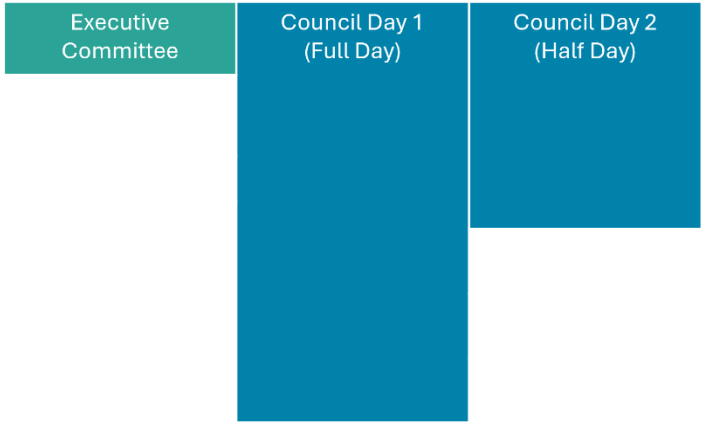
Prepared By: Rueben Bronee, CAO, October 26, 2026

Attachment 1: Council Meeting Format Options

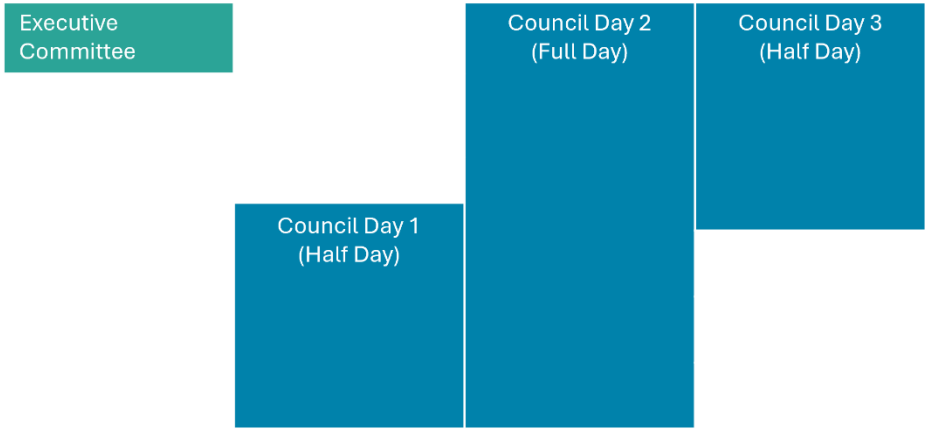
Current Quarterly Meeting Structure*



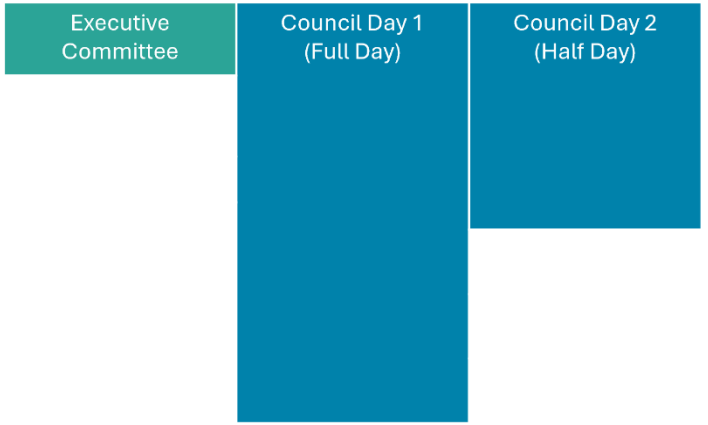
Option 1: Quarterly Council Meeting Structure*



Option 2: November & March Quarterly Meeting Schedule*



Option 2: January, May, July, September Quarterly Council Meeting Structure**



*Separate Committee of the Whole one month before Council meeting
**Council resolves into Committee of the Whole on day 1 as needed

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	December 8, 2026
From:	**Executive Office**	**Date Prepared:**	November 2, 2026

SUBJECT: Possible Council Committee Structure Changes

PURPOSE:

To advise Islands Trust Council of recommendations from the previous Council to consider amending the current Council committee model.

BACKGROUND:

The *Islands Trust Act* requires that, in addition to Trust Council, Islands Trust have an Executive Committee, local trust committees, and the Islands Trust Conservancy Board. Trust Council Policy 2.3.1: Council Committee System prescribes the creation of six additional standing committees:

1. Regional Planning Committee
2. Financial Planning Committee
3. Trust Programs Committee
4. Governance Committee
5. Chief Administrative Officer Performance Evaluation Committee
6. Accessibility Committee

With the exception of the Accessibility Committee, which is required by the *Accessible British Columbia Act*, these standing committees exist entirely at the discretion of Trust Council.

In December 2025, the CAO presented the operational review report with recommendations to support improvements to Islands Trust's operations. Islands Trust Council endorsed all the recommendations in the report, including:

> Recommendation 5: Trust Council direct staff to work with the Governance Committee to provide Trust Council with options to improve the current committee structure in advance of the 2026 election.

Subsequently, staff prepared three options for consideration by the Governance Committee and Islands Trust Council. Attachment 1 contains some historical context on the evolution of committees and additional details of the three options considered. In summary, they were:

- Option 1: Stronger Engagement by Trust Council

  This option proposed no change to the existing committee structure, but that Trust Council take a more direct and active role in setting committee priorities.

- Option 2: Realignment of Standing Committees

  This option proposed amending the mandates of some existing standing committees to more closely align with the identified strategic priorities of Trust Council.

- Option 3: Replace Some Standing Committees with Select Committees

  Similar to option 2, this option proposed replacing some existing standing committees with select committees to address priority topics and issues as defined by Council.

In September 2026, Trust Council accepted a recommendation from the Governance Committee in support of option 3, along with an additional recommendation to make the membership of Governance Committee appointed instead of the existing elected membership model. Council passed the following resolutions:

> **TC-2026-106**
>
> That Islands Trust Council recommend the incoming Council amend the existing committee structure to replace some standing committees with select committees to support priorities identified by Council in its strategic planning process.
>
> **TC-2026-107**
>
> That Islands Trust Council recommend the incoming Council amend policy to have membership of the Governance Committee appointed in the same manner as other standing committees and that staff prepare a briefing for the incoming Council to support these recommendations.

A standing committee is “a regular permanent committee of Trust Council.” They operate with a defined terms of reference and a work plan approved by Trust Council to support its work over a four-year term. Membership and the terms of reference of each stranding committee are defined in policy.

A select committee is defined as “a committee established and elected by Trust Council to consider or inquire into any matter and to report its findings, opinions and recommendations to Trust Council.” Select committees, therefore, typically have a narrower mandate and are intentionally more temporary in nature.

Amendment to the existing committee structure would require significant policy updates, including to Trust Council Policy 2.3.1: Council Committee System. It would also generate consequential amendments to other policies and procedures. For example, the recently updated Policy 7.2.1: Trustee Remuneration allows for additional compensation for trustee attendance at standing committee meetings, but does not contemplate compensation for select committees.

If Council wished to advance the recommendation to replace some standing committees with select committees aligned to strategic priorities, that should not logically proceed until the corporate planning process has defined those priorities in spring 2027. That means the policy updates enabling committee changes would not be approved until the September 2027 Council meeting at the earliest. However, if Council intends to accept the recommendation it could direct staff to begin preparing the necessary policy changes now in anticipation of implementation following completion of the planning process.

The proposed change to appoint the Governance Committee rather than electing its members is a more modest policy amendment that could be made at the March 2027 Trust Council meeting if Council provides that direction. Or it could be deferred until consideration of other changes to the committee structure.

FOLLOW-UP:

If Trust Council wishes to consider changes to the committee structure, they can provide direction to staff now to undertake further analysis of the policy implications. Alternatively, Council my opt to take no further action at this time.

ATTACHMENTS

1. Options for Improving the Islands Trust Council Committee Structure

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Prepared By: Rueben Bronee, CAO, November 2, 2026

Attachment 1
Options for Improving the Islands Trust Council Committee Structure

Historical Context

The current Trust Council committee structure has evolved as needs have changed over the years.

Prior to 1998, Trust Council had four committees: Environmental Planning Committee, Policy Planning Committee, Financial Planning Committee, and Local Planning Committee.

In 1998, the Environmental Planning Committee and Policy Planning Committee were combined into the Trust Policy Committee when Trust Council adopted Policy 2.3.1 that established the Local Planning Committee, Financial Planning Committee and the Trust Policy Committee. The Trust Policy Committee was renamed Trust Programs Committee in March 2001.

In August 2020, in response to similar issues to those recently raised, staff presented a recommendation to Council that the Trust Programs and Local Planning Committees be merged into a single committee. Council opted to maintain the existing committee structure. The Local Planning Committee was renamed Regional Planning Committee in December 2020. These committees have remained the same with no significant changes to their terms of reference.

The 2022 Islands Trust Governance Review report noted that committees can and should be the "workshops of Trust Council" to deliberate on policy and other issues in detail. That report included three relevant recommendations with regard to the committee structure and role:

- Recommendation 2: "The Trust Council should undertake a comprehensive review of its committee structure, with the idea of increasing the number of committees with mandates more focused on the subjects and issues that reflect Trust Council priorities. Frequent use should be made of sub-committees and ad hoc committees to address particular topics."
- Recommendation 4: "Committee mandates should reflect Trust Council's priorities and areas of greatest concern…Establishment of a governance committee with a mandate to ensure that governance best practices are in place at Trust Council is of special importance." (Note: the Governance Committee was established in response to this recommendation.)
- Recommendation 5: "Recommendations from committees to Trust Council should be truly "owned" and championed by the committee; actual proposals are likely to have been developed by staff, but the recommendation as to the disposition of the proposal must belong to the committee."

Options for Consideration

(Originally presented to Trust Council in June 2026)

Option 1: Stronger Engagement by Trust Council

Over time, it appears committees have had a tendency to drift from the work plans set out by Trust Council to initiate new projects sparked by committee members' interests. Council is

required to review and approve committee work plans at every Trust Council meeting, but typically does so with little engagement or discussion.

This option proposes no change to the existing committee structure, but that Trust Council take a more direct and active role in setting committee priorities, and revising them as needed. This would not require any changes to current policies. Rather it would require Council to be more active in its role of holding standing committees to account for delivering on a defined set of priorities aligned with the mandate set by Council.

Consistent with recommendation 5 of the Governance Review, it would also see Council set a clear expectation that recommendations from a committee be "owned and championed" by committee members when they are presented to Council.

This approach is recommended to be applied in addition to any structural changes to the committee system.

Pros:

- No change to existing committee structure, and therefore no changes to policy are required.
- Enhances committees' accountability to Council, providing greater clarity and oversight of committee mandates and work plans.
- Should improve the efficiency and effectiveness of committee work.

Cons

- Requires more engagement by Council in considering and approving committee work plans.

Option 2: Realignment of Standing Committees

The existing standing committees have broadly defined mandates, but there may be potential to more closely align some of these with the identified strategic priorities of Trust Council.

Staff recommend this would not apply to:

- Accessibility Committee, whose mandate is primarily determined by the applicable provincial legislation.
- Chief Administrative Officer Performance Evaluation Committee, whose mandate is already narrowly focused.
- Financial Planning Committee, whose mandate is already focused on financial management issues.

However, there is greater opportunity to consider the roles of the Trust Programs Committee, Regional Planning Committee and Governance Committee. The new Council is expected to engage in a corporate planning process to identify its strategic priorities early in its term. This could and should then result in a review of the terms of reference and work plans for these three committees to provide as much focus as possible in support of the priorities identified.

This should include consideration of whether these committees would be better replaced by standing committees with more specific strategic mandates. Given the resourcing implications, staff do not recommend creation of additional standing committees. However, Council could

consider, for example, the potential for a standing committee focused on Indigenous and intergovernmental relations if that was identified as a strategic priority – possibly in place of the Trust Programs Committee.

Pros:

- Could help to mitigate some of the concern about "scope creep" and ensure committee time and energy is more efficiently and effectively supporting priorities for the term.
- Enhances committees' accountability to Council, providing greater clarity and oversight of committee mandates and work plans.

Cons:

- Changes to the terms of reference or structure of standing committees would require amendments to policy. Because the timeline for establishing standing committees is set out in policy, the existing committee structure would need to be upheld and initiated under a new Council, with any changes to be made subsequent to that.
- Risk of needing to further amend terms of reference if new issues arise and/or priorities shift that need dedicated committee support.

Option 3: Replace Some Standing Committees with Select Committees

Similar to option 2, this option would replace some existing standing committees with select committees to address priority topics and issues as defined by Council.

Select committees are intended to be primarily single-issue focused and typically time-limited in nature. This can make them a more nimble and flexible mechanism to deal with priority topics and issues that may arise throughout a Council term. Participation in select committees may also be more appealing to trustees who have an interest in a specific topic but are less interested in committing to participate in a standing committee for an entire term.

However, the need to establish and confirm members for select committees on a more ad hoc basis at Trust Council does add a certain amount of administrative work. In contrast, standing committees membership is established at the start of term and only amended if a member steps down from a committee. The absence of more broadly defined standing committees could also risk resulting in Executive Committee by default needing to take on more work as issues arise.

Pros:

- Provides greater nimbleness and flexibility in the committee structure, and could ensure committee time and energy is more efficiently and effectively applied to support priorities for the term.
- May enhance trustee participation in committees with more defined mandates and timeframes.
- Could reduce the overall volume of meetings and related administrative work over the course of the term.

Cons:

- Could unintentionally increase the workload for Executive Committee.

- Could reduce the number of opportunities for trustees to participate in committees.
- Under the remuneration policy, trustees are compensated for participation in standing committees but not select committees. This could be addressed through a policy amendment.
- Changes to the terms of reference or structure of standing committees would require amendments to policy. While the provisions for select committees are established, the removal of any standing committees requires policy updates.
- Because the timeline for establishing standing committees is set out in policy, the existing committee structure would need to be upheld and initiated, with any changes to be made subsequent to that.

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	December 8, 2026
From:	**Executive Office**	**Date Prepared:**	November 2, 2026
SUBJECT:	**Provincial Funding for Indigenous Relations Costs**		

PURPOSE:

To advise Islands Trust Council of recommendations seeking greater provincial funding support, particularly related to the costs associated with advancing relationships with First Nations in the Islands Trust Area.

BACKGROUND:

At its February 5, 2026 meeting, Executive Committee passed the following resolution:

> **EC-2026-031**
> That Executive Committee request staff to prepare a high-level, order-of-magnitude cost estimate for co-developing protocol agreements and for conducting meaningful engagement with all the First Nations with rights and territorial interests in the Trust Area for the significant projects (e.g., Trust Policy Statement and LTC OCP/LUB update projects), to clarify the fiscal implications and to support discussions with senior government regarding funding mechanisms necessary for implementation.

Staff provided a cost estimate to Executive Committee on July 29, 2026 (see Attachment 1) that set out the estimate for costs in a single fiscal year including:

- Continuation of existing budgeted funds to support Indigenous relations staffing and activities.
- Potential funding increases and net new funding to support more effective relationship building at a level that is realistic and that would meaningfully advance agreements, projects and engagement – including implementation of the Indigenous Relations Action Plan endorsed by Islands Trust Council in March 2026.

In total, staff's preliminary estimate totals $2.06 million on an annual basis. While only estimates, the included costs could reasonably be assumed to be ongoing year-over-year costs of supporting effective engagement with First Nations in the Trust Area. Future major new projects initiated by Council or unanticipated changes in policy could potentially require additional funding above and beyond this estimate. Similarly, not included in this estimate are potential longer-term resourcing needs that may result from steps such as implementation of agreements, or proposed projects such as creation of an Indigenous Advisory Council. These costs could not be reasonably estimated at the time because the potential scope of impact is not yet known.

In presenting this high-level estimate, staff noted that it was not informed by any input from First Nations themselves for the purposes of this exercise. It was also not intended to represent planned expenditures for next fiscal, although it does include some items included for consideration in the draft 2027/28 budget to support activities under the Indigenous Relations Action Plan.

Executive Committee indicated the primary goal of the order-of-magnitude cost estimate was to support discussions with senior levels of government. Staff recommend that any approach to the Province should be supported by a more in-depth review of costing and potential long-term resourcing that is informed by meaningful input from First Nations. Proceeding without input from First Nations may have the unintended consequence of undermining relationship development.

In response, Executive Committee passed the following resolution:

> **EC-2026-085**
>
> That Executive Committee recommend Islands Trust Council direct staff to conduct an in-depth review of costing and potential long-term resourcing that is informed by meaningful input from First Nations to inform an advocacy strategy to support discussions with senior levels of government with regards to resourcing for Indigenous relations to advance the Islands Trust mandate.

In consideration of the first draft of the 2027/28 budget, Financial Planning Committee also discussed the issue of provincial funding for Islands Trust and passed the following resolution at its October 15, 2026 meeting:

> **FPC-2026-28**
>
> That Financial Planning Committee recommend to Islands Trust Council that staff work on a request to the Province for an increase in the provincial grant to Islands Trust that will ensure all of its direct and indirect statutory requirements to be met during the 2026-2030 term.

While not limited to the issue of funding for Indigenous relations, that was a significant component of the discussion at Financial Planning Committee that led to the resolution. Therefore, this briefing is intended to advise Trust Council of both these recommendations from Executive Committee and Financial Planning Committee.

For context, the existing Trust Council Strategic Plan includes the following action:

> 1.3.1: Advance the following requests to the Province and develop advocacy and education strategies to support these:
>
> a) the Provincial review of the governance structure to enable reconciliation and better support Islands Trust's mandate; and
>
> b) request for increased Provincial funding

In December 2025, Council passed the following related resolution:

> **TC-2025-120**
>
> That Trust Council direct staff to undertake no further work on Trust Council Strategic Plan initiative 1.3.1. and remove the corresponding item from the Executive Committee Active Projects Report

Should Trust Council wish to re-initiate work on a new funding request to the Province, staff recommend that it be undertaken as a single request that considers the impact of Indigenous relations costs and includes seeking input from First Nations. Staff recommend that a thorough advocacy strategy should be developed to support any potential funding request.

However, developing that request and a supporting advocacy strategy would constitute a significant new project. Therefore, staff also recommend that a decision on initiating such a project be deferred and considered as part of Council's corporate planning process, which is scheduled to begin in early 2027.

FOLLOW-UP: Staff will follow-up as requested by Trust Council.

ATTACHMENTS

1. Indigenous Relations Resourcing High-Level Estimate (July 2026)

Prepared By: Rueben Bronee, CAO, November 2, 2026

Attachment 1
Indigenous Relations Resourcing High-Level Estimate (July 2026)
(Originally prepared for Executive Committee)

OPERATING BUDGETS			
Funding Category	**Current/Increase/ New Funding**	**Estimated Funding**	**Notes**
Currently funded Indigenous relations staff	Current	$320,440	Salary and benefits for 2.5 FTEs whose primary role is dedicated to Indigenous relations work.
Indigenous Relations Administrative Assistant	New	$75,000	This is for a proposed new administrative position that would allow more effective monitoring of and responsiveness to engagement activities. The current lack of dedicated administrative support has proven to be an issue in relationship building.
General Staff Calculation	Current	$615,000	This is an estimate of an average of 10% of staff time that touches Indigenous relations for all current staff except office administrative assistants, Bylaw Compliance and Enforcement staff, and Information Services staff.
Capacity Funding – General	Increase	$160,000	Based on a model that would allocate an average of $5,000 per Nation to support relationship building not related to major projects (working group meetings, referral fees etc.), plus a $25,000 contingency. Current year general capacity funding is $50,000, making the proposed amount a $110,000 increase.
Capacity Funding – Projects	Increase	$540,000	Based on a model that allocates an average of $5,000 per project, assuming • 6 OPCS • 3 ITC management plans • Average of 12 nations to be engaged per project Current year project specific funding is $288,000, including the ITC five-year plan and the

			Policy Statement project. The proposed amount represents a $252,000 increase from current year.
Legal Costs	New	$60,000	Dedicated funding for legal advice to support agreements and policy development. Previously these costs have been paid from the Trust Council general legal budget. Recently a UBCM C2C grant helped with Tsawout agreement legal costs.
Protocol Costs	Current	$30,000	This would target funding currently allocated for the Indigenous Relations Action Plan to support honoraria, Trust Area wide and LTC relationship building events, related travel etc.
Staff Training	New	$25,000	There is no currently funded budget for organization wide training. Some applicable training is available through the BC Public Service Agency, but this funding will allow for more targeted and directly relevant training for all staff.
Trustee Training	Increase	$20,000	Targeted funding for related training, including ongoing culture safety and anti-racism training for all trustees. The current year budget for all trustee training is $20,000.
Contracted Services	New	$100,000	To engage external expertise and capacity for related policy work, communications, and projects such as establishing a new Indigenous advisory group for Trust Council.
Mapping and Data	New	$100,000	Ongoing program to secure relevant mapping and data resources, such as archaeological data.
History and Heritage Grants	Increase	$10,000	To restore funding for the existing grant program with an Indigenous focus, or establish a new focused program. Current funding is $0.

Public Education	New	$5,000	Targeted funding to support content focused on Indigenous relations, in addition to any regular funding for public education.
	Total	$2,060,440	

Islands Trust Council Quarterly Meeting Schedule

Islands Trust

Date & Time: 1:00 PM, Tuesday, March 9 through 1:00 PM, Thursday, March 11, 2027

Location: Galiano Community Hall, 141 Sturdies Bay Road, Galiano Island, B.C. V0N 1P0

TUESDAY

Time	DAY 1 - Session Highlights	Agenda Item
10:00 AM	**Executive Committee Meeting - Galiano Community Hall**	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
1:25 PM	**General Business Arising** • Islands Trust Council Committee Work Programs • Correspondence	TBD
2:15 PM	**Executive Office**	TBD
	BREAK 3:30 - 3:45 PM	
3:45 PM	**Legislative and Information Services**	TBD
4:15 PM	**Delegations and Public Comment Period**	TBD
	ADJOURN ~ 5:30 PM	

DRAFT

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 9-11, March, 2027

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**	TBD
	LUNCH 12:00 - 1:00 PM	
1:00 PM	**Financial and Employee Services**	TBD
	BREAK 3:00 - 3:15 PM	
3:15 PM	**Financial and Employee Services (continued)**	TBD
	ADJOURN ~ 5:15 PM	

THURSDAY

Time	DAY 3 - Session Highlights	Agenda Item
9:00 AM	**Planning Services**	TBD
	BREAK 10:30 - 10:45 AM	
10:45 AM	**Trustee Roundtable**	TBD
	LUNCH 12:15 - 12:45 PM	
12:45 PM	**New Business, Disposition of Delegations, Meeting Wrap Up** • Islands Trust Council Follow Up Action List • June 2027 Proposed Quarterly Meeting Schedule	TBD
	ADJOURN ~ 1:00 PM	

DRAFT

Trust Area Services Report
Prepared on: November 3, 2026

1. TRUST PROGRAMS COMMITTEE (TPC)

~ Trust Programs Committee did not meet this quarter. Staff assisted the Chair with a letter to the incoming Trust Programs Committee.

2. EXECUTIVE COMMITTEE (bylaws)

Bowen Island Municipality bylaws:
At its meeting of August 26, 2026, Executive Committee resolved to advise Bowen Island Municipality (BIM) that Bylaw No. 726 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 726, 2026"- a bylaw to allow a cidery use to be operated on a property based on a new cidery definition:

1. may be contrary to, or at variance with, the following policies of the Islands Trust Policy Statement:
    - *4.1.5: Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.*
    - *5.7.2: Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character*
2. may be reassessed for consistency with the Islands Trust Policy Statement by providing the following information:
    - Clarification of how the cidery definition is consistent with the agricultural use of the land and Rural Residential land designation.
3. may be reassessed for consistency with the Islands Trust Policy Statement policy *4.4.3: Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses* by providing the following information:
    - Confirmation that the Hydrogeologist Report completed in 2021 considered the total supply of freshwater and cumulative impact on the surrounding area, in addition to the quality of water intended for use at the Cidery, and that the methods to ensure that the surface water license (for irrigation of the orchard) and the supply from the existing well will not impact other users and the watershed.

At its meeting of August 26, 2026, Executive Committee also resolved to advise Bowen Island Municipality (BIM) that Bylaw No. 723 cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 723, 2026" – a bylaw to rezone 1658 Mount Gardner Road to a zone variation to allow for a smaller minimum lot size:

1. is not contrary to or at variance with the Islands Trust Policy Statement.

3. ISLANDS 2050 (POLICY STATEMENT AMENDMENT PROJECT)

- Staff prepared a business case for Policy Statement Amendment Project implementation funding in 2027/28 for Executive Committee consideration of approval, and forwarded it to Financial Planning Committee.
- **General activities:** Staff continue to monitor the Islands2050@islandstrust.bc.ca inbox, respond to enquiries, and post correspondence to the website. Staff will update the Islands 2050 webpage at key intervals in the project, including the Frequently Asked Questions. Staff continue to work with individual trustees to answer procedural questions and provide communications support. Staff anticipate continuing engagement with First Nations in November.

4. COMMUNICATIONS

- **Routine corporate communications:** Communications staff continue to provide routine communication services and to offer support to staff and trustees as part of ongoing operations. Routine communications over the last quarter include the following:
  - **Quarterly newsletter:** The quarterly newsletter was distributed in August 2026. The subscriber list to the newsletter continues to grow but increased word-of-mouth would be helpful in encouraging community members to subscribe to Islands Trust communications. The next edition will be sent out at the end of November 2026.
  - **News Releases:** The following news releases were distributed since the last report:
    - November 3, 2026: December Islands Trust Council Meeting Announces
    - October 22, 2026: Islands Trust Trustees 2026-2030 Confirmed
    - October 7, 2026: November 13-14, 2026, Islands Trust Council Meeting Announced
    - September 28, 2026: Islands Trust Statement on the National Day for Truth and Reconciliation
    - September 25, 2026: Islands Trust Council Adds its Voice to Elbows Up for Climate
  - **Media relations:** There has been a marked increase in responses to journalists for information and clarification, as well as corrections provided. Staff continued media relations, including contacting journalists with corrections or clarifications, and continue to build the media contacts list.
  - **Public relations:** Staff continue to support trustees and staff in responding to the public. Public queries decreased during the election period.
  - **Issues management:** Staff continued to support trustees with speaking notes on emergent issues and provide media relations support. Public queries decreased during the election period.
  - **Social media:** Staff have continued posting to social media. Social media posts for public hearing notifications continues. A consistent posting schedule is underway, with a planned schedule of two posts per week, or more as necessary and as topics arise. X (previously known as Twitter) has decreased from 1066 followers to 1060. X followers decrease consistently and there is no engagement. Islands Trust no longer actively posts on X, but has maintained the account and the profile is still live. Islands Trust is active on Facebook, LinkedIn, and Instagram. The number of Facebook followers is at 1,071, up from 1,050. Instagram has 523 followers, up from 328 followers, and LinkedIn has 522 followers, up from 451.
  - **Media clippings service:** Staff continue to monitor media sources and provide a summary of Islands Trust-relevant news stories to trustees, Bowen Island Municipal Council, and select Ministry staff. While staff aim to provide updates two to three times a week, this service is provided on a time-available basis. Including clippings from more local publications is a priority.
  - **Website maintenance and improvement, and staff training:** Staff continued to update webpages on a consistent basis to update data, improve readability and conciseness. Recent

changes to online accessibility requirements (UA) have led to some internal policy improvements. Documents on the website are being updated to UA requirements as needed.
    - **Budget engagement:** A communications and engagement workplan for potential public engagement on the proposed 27/28 budget has begun.
    - **Advocacy support:** Staff assisted with editing and proofing of advocacy work**.**
    - **Elections:** Staff implemented the elections communications workplan, and supported development of orientation materials.
    - **Annual report:** Staff completed the 2025/26 annual report, which has been received by Ministry staff, distributed to key parties, and posted to the website.
    - **Communications Strategy implementation:** Specific work completed over the last quarter to advance the Communications Strategy.

Communications staff supported the work of other business units on the following initiatives:

- **Support for Planning Services:** Communications staff provided:
    - Communications and engagement planning for the Salt Spring Island Official Community Plan review project
    - Communications and design support for the draft Species at Risk State of the Islands report
    - Communications support for the Land Information Screening Tool
- **Support for Bylaw Compliance and Enforcement Services:**
    - Staff continue to support bylaw compliance and enforcement through creating speaking notes and news releases for trustees that need support with regards to enforcement efforts in local trust areas

5. INDIGENOUS RELATIONS

During the reporting period, staff continued to provide Indigenous relations advice to staff and local trust committees, advance relationships with First Nations, and develop policies, procedures, and educational resources to strengthen culturally-safe and respectful engagement.

~ **Liaison, advice, and organizational support**
    - Continued to advise staff and trustees regarding First Nations engagement, culturally-safe communications, correspondence, meeting processes, Indigenous rights, and reconciliation matters.
    - Supported staff in considering culturally-safe approaches to public correspondence and agenda materials
    - Provided guidance and support to the Islands Trust Conservancy 2028-2032 Plan Development Project

~ **Governance and committee support**
    - Staff coordinated arrangements with Tla'amin First Nation to provide the Welcome and opening for the September Trust Council meeting and arranged for a Songhees First Nation representative to provide the Welcome and opening for the November Trust Council meeting.
    - Staff prepared a business case for Indigenous Relations Action Plan implementation funding in 2027/28 for Executive Committee consideration of approval, and forwarded it to Financial Planning Committee.
    - The Senior Indigenous Relations Advisor attended the following meetings to provide Indigenous relations advice and support:
        - Islands Trust Conservancy Board meetings on September 29, 2026
        - Executive Committee meetings on August 26, September 9, September 23, October 11 and October 28, 2026

- Trust Council meeting on September 9-11, 2026
- Salt Spring Island Local Trust Committee meeting on August 27, 2026.

~ **First Nations relationship-building** (only reporting for Trust Area Services). In March, Trust Council will receive a bi-annual summary of all Indigenous relations from all departments

- **Tla'amin Nation** – Staff are enquiring if Tla'amin Nation is interested in continuing with staff-to-staff discussions regarding relationship-building and potential development of a future relationship agreement.
- **Snaw-naw-as First Nation** – Staff provided advice to Planning Services staff about a September 14, 2026 letter received by the Denman Island Local Trust Committee September 29, 2026 from Snaw-naw-as First Nation Chief expressing a need for further government-to-government engagement and for funding to support engagement prior to third reading, as well as specific comments on proposed amendments advanced in relation to the Denman Island Housing Review Project
- **Tsawout First Nation** – Continued discussions regarding a draft relationship agreement, and potential funding for engagement. Islands Trust staff continue meeting regularly with Tsawout staff.
- **Shíshálh Nation** – Staff will follow-up to see if the Nation would like to continue to meet with Islands Trust staff, and to discuss the Policy Statement Amendment Project.
- **Halalt First Nation** – Staff supported preparation for a meeting between Executive Committee representatives, Chief Administrative Officer, and Director of Trust Area Services and Halalt Chief and Council to discuss the Trust's reconciliation process and relationship-building. The meeting was postponed until a later date. Staff will continue to coordinate with the Nation staff to reschedule the meeting.
- **W̱SÁNEĆ Leadership Council Society** – Liaison occurred about drafting a relationship agreement involving Tsartlip and Tseycum First Nations, and conclusion of a Union of British Columbia (UBCM) grant that supported costs for both parties.
- **Quw'utsun Nation** – **Technical Working Group (QN TWG)** – Trust Area Services staff and a member of the Regional Planning team met with the QN-TWG to discuss potential funding for engagement, comments on the Islands Trust Policy Statement, and the potential of working with individual Nations on baseline engagement framework documents. Staff were invited back in November to provide a more detailed presentation on the concept of baseline engagement framework documents.
- **Penelakut Tribe** – Senior Indigenous Relations Advisor attended a meeting between Planning Services staff and the Nation to discuss their views on rezoning application 2014.1 (Crystal Mountain) and the Galiano Island Local Trust Committee decision to defer a decision on the application until the Committee's November meeting.

~ **Referrals**

- Senior Indigenous Relations Advisor provided advice to Planning Services staff on referrals involving North Pender Bylaws 236 and 237.
- Continued to support staff regarding First Nations engagement expectations, and opportunities to strengthen communication with potentially affected Nations.

~ **Policy, plans, and procedures**

- Started, but have not yet completed, implementation plans for Indigenous Relations Action Plan. Completed an associated business case for funding in 2027/28 for Executive Committee consideration of approval, and forwarded it to Financial Planning Committee.
- Supported the Director of Financial and Employee Services by reviewing the draft Honorarium Policy, draft Protocol Gift Policy, draft Honorarium Gift Procedure, and draft Honorarium Protocol Gift Request Form. The review focused on ensuring that financial processes align with cultural safety and

support respectful engagement with Indigenous Governing Bodies, Elders, Cultural Knowledge Holders, and other participants.
    - Provided information for a UBCM Community-to-Community grant report.
    - Continued to be available to support Islands Trust Conservancy staff in engaging First Nations to develop the 2028–2032 Year Plan.
- **Education, orientation, and reconciliation initiatives**
    - Continued to provide Indigenous history, cultural safety, and respectful engagement orientation sessions for new staff.
    - Continued developing orientation and reconciliation learning materials for staff and trustees.
    - Developed Nation at a Glance profiles for trustee orientation. The profiles are intended to provide concise introductory information about each First Nation connected to the Islands Trust Area, including general information about the Nation. The profiles will be educational tools, will be subject to revisions, and are not intended to replace direct engagement with First Nations or represent a definitive account of a Nation's rights, interests, governance, culture, or history.
    - Continued to review organizational correspondence, reports, presentations, and public communications to support culturally-safe and respectful language.
    - Providing support for Islands Trust Planning Service team to gain Cultural Safety learning.
    - Engaged with the Regional Planning Team on the approach to developing First Nation baseline engagement framework processes and templates.
    - Revised Islands Trust Territorial Acknowledgement Guide.
- **Events and protocol support**
    - Continue to provide advice regarding appropriate Indigenous protocols, Welcomes, openings, participation, and recognition at Islands Trust meetings and events.
- **Site visits**
    - Participated in a site visit to North Pender Islands to sites related to North Pender bylaws 236 and 237.
- **Records management**
    - Aside from some reorganization of the Indigenous Relations folder structure in the electronic document management system, no significant progress was made during the reporting period on the Indigenous relations records management this quarter.
- **Reconciliation Learning Group:**
    - No further work since supporting delivery of a contractor-delivered two-day Responding to Indigenous-Specific Racism Workshop in February 2026.

6. ADVOCACY/COORDINATION

~ **Trust Council:**
- Prepared a letter from the Chair to the federal Major Projects Office in response to the proposed designation of the West Coast Oil Pipeline (WCOP) as a project of national interest under the *Building Canada Act.*
- Provided the Major Projects Office with the WCOP submission as the Robert's Bank Terminal 2 project was reviewed under the *Building Canada Act*.
- Prepared a Chair letter to the Minister of Agriculture and Food concerning Trust Council's support for the concerns raised by the Union of BC Municipalities (UBCM) regarding the Ministry of Agriculture and Food's proposed regulatory changes to encourage additional food processing within the Agricultural Land Reserve (ALR).
- Prepared a Chair letter to Islands Trust Area MPs concerning Islands Trust Council's endorsement of the Elbows Up for Climate Joint Statement and requesting support for immediate federal action on the five key actions in the Statement.
- Prepared a Chair letter to the Prime Minister, Minister of Transport and Minister of Finance and National Revenue expressing Trust Council's support for Motion M-35, urging the Government of Canada to modernize its approach to federal ferry funding and establish fair, stable, long-term operational funding for BC Ferries.
- Prepared a Chair letter to Premier of British Columbia expressing Trust Council's encouragement to the Province of British Columbia to implement the recommended actions in the POLIS Water Sustainability Project's *Drought Ready: From Crisis Response to Community and Watershed Resilience in British Columbia* report.
- Organized and held a meeting of interested organizations, First Nations and community leaders regarding impacts of the projected increase in marine shipping traffic in the Salish Sea. Another longer, more in-depth meeting is being planned for late November.
- Started development of an advocacy strategy for Islands Trust Council consideration regarding the projected cumulative impacts of projected marine shipping traffic in the Salish Sea, liaising with Transport Canada on their Cumulative Effects of Marine Shipping Framework.

~ **Local Trust Committees:** No work on local trust committee requested advocacy this quarter.

~ **Executive Committee:** TAS did not support any Executive Committee-requested letters this quarter.

~ **Secretariat Services for Coordination Groups:**
- Staff arranged contracts for support for the coordination of the Southern Gulf Islands Forum ($3,000), Átl'ka7tsem/Howe Sound Community Forum ($4,000), Rural Island Economic Partnership ($2,000), and monitored contracts for the Coastal Douglas Fir Conservation Partnership ($3,000), and Baynes Sound Lambert Channel Ecosystem Forum Society ($430).
- Staff prepared a request for decision document for Executive Committee about proposed funding request to Trust Council for the 2027/28 budget.

5. AGREEMENTS

~ **Agreements review:**
- Staff put on hold the review of Provincial government agreements given the provincial interregnum (caretaker) period due to the Provincial election.
- **Crown Land Agreements consolidation**: No progress this quarter. As time permits, Staff will continue to work with Bowen Island Municipality staff and Provincial staff to revise Crown land agreements stemming from the 1990s to determine which agreements may be amalgamated.

~ **New agreements:**
- No new agreements were drafted this quarter.

6. MANAGEMENT OF GRANTS RECEIVED

~ **Grant applications/negotiations with funders:**
- Discussions with Transport Canada staff in process re potential application to Community Participation Funding Program (CPFP) to support a gathering about cumulative impacts of increased shipping traffic (up to $5,000)

~ **Grant monitoring:** Staff continued to monitor grant-funded projects for the purpose of ensuring reporting deadlines and standards are met. Currently these include:
- July 2026 – June 9, 2026: UBCM Local Government Approvals Program: Applications Portal and First Nations Referral Process Improvements ($46,820)
- November 2025-October 17, 2026: UBCM Community to Community Grant to support a new protocol agreement with Tseycum (W̱SIḴEM) and Tsartlip (W̱JOŁEŁP) First Nations, via the W̱SÁNEĆ Leadership Council ($16,865)
- March 2023-March 31, 2028: Province of British Columbia, through Ministry of Housing and Municipal Affairs: First Nations Engagement and Protocol Agreements ($150,000)

~ **Grant reporting:** None this quarter.

~ **Grant applications not awarded:** n/a

7. MANAGEMENT OF GRANTS PROVIDED BY TRUST COUNCIL

~ In June 2026 Trust Council approved a new policy about grants provided to others. Associated work remaining to be done includes updating webpages under the programs menu that communicate about grants and application sponsorship.

~ Staff will update operational procedures and finalize an application form.

8. PROGRAMS

~ **Stewardship Education Program:**
- Staff prepared a business case for a Climate Action Education Plan for fiscal year 2027-28 for approval of the Trust Programs Committee Chair (per TPC request), and forwarded it to Financial Planning Committee.

~ **Community Stewardship Awards Program:**
- Six recipients were announced following the June Trust Council meeting, large maple wood frames were purchased from an artisan on Thetis Island to hold the award certificates, and staff coordinated community award presentations this quarter for the following recipients:

Individual Recipients:

- Dan Rogers, Keats Island, was recognized for his ongoing community leadership in the Keats Island and Howe Sound region on Gambier Island on August 4, 2026.
- Douglas Leatherdale, Keats Island, was recognized for his enduring achievement of island-wide clean-up initiatives on Keats Island at a ceremony on Gambier Island on August 4, 2026.
- Dr. Wendy Palen and Dr. Tom Sisk, Bowen Island, were recognized for their leadership in biodiversity protection in the development of the Nexwlélexwm/Bowen Island Biodiversity Plan at a Bowen Island Municipality meeting on September 8, 2026.
- Sheila Harrington, Lasqueti Island, was recognized for her book *Voices for the Islands: Thirty Years of Nature Conservation on the Salish Sea* at a ceremony on Lasqueti on September 13, 2026. Sheila will also provide a reading from her book for trustees in December.

Organizational Recipients:

- Bowen Island Conservancy was recognized for its work to protect the Cape Roger Curtis area at a Bowen Island Municipality meeting on September 8, 2026.
- Breaking Bannock, an initiative of the Gabriola Arts Council was recognized for its Building Bridges initiative at the Gabriola Local Trust Committee meeting on September 3, 2026.

~ **Trend Monitoring**:
- Staff worked with Statistics Canada staff on refining cost estimates for 2026 Census custom and semi-custom tabulations as well as infographic products. Estimates are much lower than originally anticipated.
- Staff convened a presentation by Tara Martin of the Martin Conservation Decisions Lab at University of British Columbia and Wendy Palen/Tom Sisk of the Palen Applied Ecology Lab at Simon Fraser University for a staff group interested in ecosystem mapping and indicators. Staff will be developing a business case requested by Trust Programs Committee re for mapping for updated ecosystem data sets, indicators, and/or maintaining ecosystem health reporting.

9. LEGISLATIVE MONITORING

~ In partnership with Director of Legislative and Information Services, monitored past or proposed external regulatory changes as well as release of new resources and court decisions relevant to Islands Trust.

COMPLETED IN 3rd QUARTER OF 2026-27 **October – December 2026**	**PLANNED FOR 4th QUARTER OF 2026-27** **January – March 2027**
1. STRATEGIC PLANNING/ADMINISTRATION/OPERATIONS	
ITC 2028-2032 Plan development: Staff completed cooperation agreements with First Nations to provide funding for participating in the development of ITC's Five-year Plan Staff facilitated, with support from the Senior Indigenous Relations Advisor, a meeting with interested Nations to discuss Five-year Plan objectives and ITC policies	***ITC 2028-2032 Plan development:*** Staff to continue development of Five-year Plan with interested First Nations Board to consider first draft for review/comment
ITC Board meetings/Board support: Staff provided orientation to new Trust Council and newly-elected ITC Board members Board held November meeting Board elected a Chair and Vice-Chair Board approved its 2027/28 meeting schedule	***ITC Board meetings/Board support:*** Board will hold January ITC Board meeting and hold annual election for Chair and Vice-Chair Board will hold March ITC Board meeting Board will consider ITC's draft annual work plan for 2026 Board will participate virtually in session with Executive Committee during Executive Committee's March meeting Staff will prepare materials to support Ministerial appointment and reappointment of Board members through the Crown Agencies and Board Resourcing Office
Financial Management Staff and Board continued to facilitate the ITC Board's 2027/28 budget request through the budget cycle Researched external grant opportunities (ongoing)	***Financial Management:*** Staff and Board will continue facilitating the ITC Board's 2027/28 budget request through the budget cycle
ITC Policies: Staff continue working on updates to Board policies Staff reviewed Trust Council's proposal to advocate for an increased Natural Area Protection Tax Exemption Program (NAPTEP) tax exemption amount and prepared analysis for ITC Board	***ITC Policies:*** Staff will continue working on updates to ITC Board policies for Board approval in 2027. Board to consider ITC staff analysis of Trust Council's proposal to advocate for an increase to NAPTEP tax exemption amount and provide a response to Trust Council Staff will provide a draft project charter for nature reserve signage project to ITC Board

As of September 2026, the Islands Trust Conservancy protects 115 conservation properties, 34 nature reserves and 81 covenants (29 of which have NAPTEP certificates)

	Staff will initiate development of a new fund management and fund investment policy
Conservation Planning: Staff procured a contractor to evaluate the 2018-2029 Regional Conservation Plan (RCP) Staff supported the RCP evaluation process Staff continued planning for a multi-year project charter to guide development of a 2030-2040 Regional Conservation Plan Board received a briefing about Phase II canopy bull kelp survey Staff incorporated canopy bull kelp survey spatial data into internal mapping to support the conservation and planning team	***Conservation Planning:*** Staff will continue to support the RCP evaluation process and results Staff will continue planning for a multi-year project charter to guide development of a 2030-2040 Regional Conservation Plan Staff will consider approaches to in-house prioritization model used to develop the 2018-2029 RCP in preparation for its use during development of the 2030-2040 RCP draft.
Programs/Software Updates: ***Data Management System/GIS:*** Staff participated in cross-departmental working group with Information Services (IS) and GIS teams Staff worked with IS/GIS departments to initiate procurement for a data management system ITC. ***Field Technology Tools and Applications:*** Staff surveyed conservation partners and contract monitors about field applications and recorded suggestions for improvement ***Customer Relationship Management Database (CRM)*** Staff developed a draft procedure for the new CRM and coordinated multiple training sessions on new CRM	***Programs/Software Updates:*** ***Data Management System/GIS:*** Staff will consult and coordinate with provincial counterparts for data sharing of updated wetlands, land cover, and other ecological data layers as part of planning for development of a 2030-2040 Regional Conservation Plan. (Acquisition of new mapping information will also benefit Planning Services.) ***Field Technology Tools and Applications:*** Board will receive report on survey responses from conservation partners and contractor completing property monitoring Staff to incorporate ITC staff feedback on Field Maps application and work with GIS team to make any necessary adjustments prior to 2027 field season ***Customer Relationship Management Database (CRM)*** Staff to continue drafting a procedure for the new CRM and to expand integration of the new CRM into workflows and projects

Other: Staff attended Coastal Douglas-fir Conservation Partnership (CDFCP), and Biodiversity Forum for Local Governments (BFF) meetings Staff attended Garry Oak Ecosystem Recovery Team's annual conference	***Other:*** Staff to continue participation in Coastal Douglas-fir Conservation Partnership (CDFCP), W̱SÁNEĆ Land Trust Society community of practice, Biodiversity Forum for Local Governments (BFF), the BC Bat Action Group, and other conservation partnerships.
2. COVENANT AND PROPERTY SECUREMENT PROJECTS	
Securement Projects: Staff continued securement negotiations on ~37 ha of land for ITC nature reserves (Galiano, Salt Spring, Lasqueti, Denman). Staff continued negotiations on ~12 ha of land on four NAPTEP covenants (2 North Pender, 2 Salt Spring) Staff responded to enquiries and continued discussions about conservation options with interested landholders (Mayne, Salt Spring, Keats, Denman, Gambier, Lasqueti)	***Securement Projects:*** Board will review revisions to conservation proposal form templates. Board will receive new conservation proposals, if received Staff will continue securement negotiations on ~37 ha of land for ITC nature reserves (Galiano, Salt Spring, Lasqueti, Denman) Staff will continue negotiations on ~12 ha of land on four NAPTEP covenants (2 North Pender, 2 Salt Spring) Staff will continue responding to enquiries, and maintaining discussions with landholders interested in conservation options Board will receive revised conservation proposal form templates with an updated waiver of confidentiality, and information about First Nations referrals

3. COVENANT AND PROPERTY MANAGEMENT	
Protected Area Monitoring: Staff processed monitoring data collected during in-house and contracted property monitoring Board received annual nature reserve and covenant monitoring reports and request follow-up actions as needed Staff drafted follow-up correspondence to covenant landholders and/or nature reserve neighbours about concerns arising from annual monitoring Staff produced annual property monitoring reports and prepared staff reports Staff issued property monitoring follow-up letters to covenant landholders following approval of reports at November ITC Board meeting Board considered approval of groundwater Well Access Agreement for S'ul-hween X'pey (Elder Cedar) Nature Reserve	***Protected Area Monitoring:*** Staff will plan for 2027 protected area monitoring season Staff will follow-up on correspondence with covenant landholders and/or nature reserve neighbours about concerns arising from annual monitoring Staff will complete service contract requests for contractors to assist with in-house monitoring and management of protected areas in 2027
Protected Areas Administration Staff completed a covenant modification agreement and initiated covenant modification agreement for one covenant Staff explored grant funding opportunities to support new and ongoing species at risk work	***Protected Areas Administration*** Board will review a NAPTEP covenant modification agreement for one ITC covenant on Sidney Continue to explore grant funding opportunities to support new and ongoing species at risk work
Protected Area Management Projects: Staff resolved trail access and management concerns for protected areas on Thetis, Salt Spring, and Denman Islands Staff continued working with contractors (including local conservancies) to complete service contract deliverables for the 2026-2027 fiscal year Staff continued work on additional service contracts for priority projects for environmental monitoring, species-at-risk conservation, ecosystem stewardship, infrastructure maintenance, and other	***Protected Area Management Projects:*** Staff will continue working with contractors to complete service contract deliverables for the 2026-2027 fiscal year and assess final reports Staff will complete plans and service contract requests for protected areas management activities in 2027/2028 Staff will submit records of species at risk encountered during ITC property monitoring in 2026 to provincial database Staff will continue seeking permission from covenant landholders to share species at risk information with regional, provincial and federal

management activities Staff continued initiating and implementing species at risk research, monitoring, and management projects	agencies responsible for managing species and ecosystems data and information Staff will continue to initiate and implement species at risk research, monitoring, and management projects Install new signage for three ITC properties
Protected Area Management Planning Staff continued overseeing archeology assessment contracts in progress for two nature reserves Staff initiated process to update management plans for nature reserves on Bowen Island	***Protected Area Management Planning*** Staff to assess completed archaeological assessments for two nature reserves and incorporate findings into draft management plans for future Board approval Staff to continue process to update management plans for nature reserves on Bowen Island, including referrals to First Nations and cooperation agreements to provide funding to First Nations to participate in drafting and review.
4. COMMUNICATIONS AND OUTREACH	
Social Media: Staff launched 'Make a Will Week' campaign; boosted posts outperformed organic posts on all metrics. Staff drafted 'Leave a Legacy' posts Staff developed year-end legacy giving social media campaign posts	***Social Media:*** Staff will continue year-end legacy giving social media campaign Staff will issue holiday posts to reach current followers and potential donors Staff will develop 'Leave a Legacy' posts
News Releases/Articles: Staff promoted 'Make a Will Week' and resources for property donors through ITC's eNewsletter	***News Releases/Articles:*** Staff to undertake 'End-of-Year' campaign promotion through ITC's eNewsletter Staff to issue annual covenant landholder newsletter
Publications/Signage: Staff drafted fall/winter issue of the Heron Newsletter Staff designed and printed signage for three ITC properties	***Publications/Signage:*** Staff will place strategic advertisements in print publications on islands with high conservation priority as identified in the 2017-2029 Regional Conservation Plan Staff will print, publish and promote the fall/winter issue of the Heron newsletter Staff will design and distribute ITC holiday cards by post and electronically Staff will design and order signage as needed

	Staff will draft content for 2026/27 annual report
Events: None this quarter.	***Events:*** To be determined
Reports: Published ITC Annual Report on the website	***Reports:*** Board to review draft 2026-27 ITC Impact Report Board to review draft 2027-29 ITC Communications Strategy
5. FUNDRAISING AND CONSERVANCY SUPPORT	
Donor Relations: Staff continued stewardship of donors and advisors (ongoing) Staff e-mailed loyal donors to provide an introduction to the new Strategic Fund Development Specialist. Staff followed up with potential donors who have expressed interest in legacy giving Staff continued donor data management (ongoing)	***Donor Relations:*** Staff will receive and process donations including sending of thank you letters with charitable tax receipts Staff will continue stewardship of donors and advisors (ongoing) Staff will continue donor data management (ongoing)
Strategic Giving: Staff developed a work plan for the year-end giving campaign Staff completed Make-a Will Week campaign	***Strategic Giving:*** Staff will identify and pursue giving opportunities to support land management for covenants and nature reserves Staff will plan financial advisor outreach, including identifying key contacts and networks
Fund Management: Staff met with Ministry of Housing and Municipal Affairs staff to discuss potential regulation change to enable Islands Trust Conservancy Board to become a prescribed institution able to invest through the Municipal Finance Authority Staff administered Opportunity Fund grant intake Board considered application for grant from Morrison Waxler Biodiversity Protection Legacy Fund	***Fund Management:*** Staff will continue liaising with Ministry staff about potential regulation change to enable Islands Trust Conservancy Board to become an prescribed institution able to invest through the Municipal Finance Authority Staff to administer Opportunity Fund grant intake

Staff administered a Morrison Waxler Biodiversity Protection Legacy Fund grant intake Staff administrated current funds in accordance with use restrictions, Ministerial requirements, and legal requirements	

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	December 8, 2026
From:	Trust Area Services	**Date Prepared:**	November 3, 2026

SUBJECT: **Vancouver Island and Coastal Communities Climate Leadership Steering Committee appointee**

RECOMMENDATION: That Trust Council appoint Trustee XX as Trust Council's representative to the Vancouver Island and Coastal Communities Climate Leadership Steering Committee.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The Vancouver Island and Coastal Communities Climate Leadership Steering Committee is an independent group of local government representatives working to support effective and cohesive climate action across the Vancouver Island and Coastal Communities region. Having a representative on the committee provides Trust Council with an opportunity to advocate on behalf of the object of the Trust, coordinate with a range of governmental and non-governmental partners, and influence policy developments related to climate change.

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1 **PURPOSE:** To inform Trust Council's decision regarding selection of one trustee to be recommended to the Vancouver Island and Coastal Communities Climate Leadership (VICC-CL) Steering Committee to act as Trust Council's representative on the committee.

2 **BACKGROUND:** The Vancouver Island and Coastal Communities Climate Leadership Steering Committee provides information sharing, project collaboration, and advocacy for climate initiatives across Vancouver Island and coastal communities. Key achievements have included: territorial analysis of the region's vulnerabilities to climate change and a survey of local government priorities for climate action; a local government climate resiliency summit; a youth climate summit in 2021; First Nations engagement; and establishment of an inter-regional staff network in partnership with the Community Energy Association. The VICC-CL Steering Committee meets quarterly.

3 **IMPLICATIONS OF RECOMMENDATION:**

ORGANIZATIONAL: Few organizational demands are expected from the recommendation. Trust Council's representative would attend the virtual meetings as required and report back to Trust Council on a regular basis.

FINANCIAL: None from this decision as the meetings are virtual. As background, in 2024/25 Islands Trust Council provided $250 to support the coordination of the VICC-CL Steering Committee. In 2026/26 Trust Council allocated $125 but it was ultimately unneeded and not provided as the Committee determined it had sufficient funds remaining from the previous year. The new Steering Committee comprised of members appointed following local elections will reconsider whether to request funding from local governments/Islands Trust for secretariat services for 2027/2028 and beyond.

POLICY: No immediate policy implications. Having a representative on the Steering Committee may lead to greater information on future climate-related policies.

IMPLEMENTATION/COMMUNICATIONS: Once Trust Council has selected a representative staff will inform the VICC-CL Steering Committee coordinator.

FIRST NATIONS RELATIONS: First Nations are invited to participate and have a standing invitation to the VICC Climate Leadership Steering Committee table.

OTHER: None.

4 RELEVANT POLICY(S):
Trust Council's climate emergency declaration

5 ATTACHMENT(S): Vancouver Island and Coastal Communities Climate Leadership Steering Committee Terms of Reference, October 2026

RESPONSE OPTIONS

Recommendation: That Trust Council appoint Trustee XX as Trust Council's representative to the Vancouver Island and Coastal Communities Climate Leadership Steering Committee.

Alternative: That Trust Council not appoint any representatives to sit on the Vancouver Island and Coastal Communities Climate Leadership) Steering Committee.

Prepared By: Jill Marrack, Senior Policy Advisor, Trust Area Services

Reviewed By/Date: Clare Frater, Director, Trust Area Services / November 3, 2026
Rueben Bronee, CAO/November 4, 2026

Vancouver Island and Coastal Communities – Climate Leadership (VICC-CL) Steering Committee

Terms of Reference

The purpose of these Terms of Reference is to ensure that members are aware of the expectations and commitments of the Steering Committee.

OVERVIEW

The overarching goal of the VICC-CL Steering Committee (est. 2019) is to support effective and cohesive climate action across the VICC region by acting as an inter-regional network convener, facilitator, and advocate through the provision of the following services:

- Organize opportunities for elected officials, staff, NGO's and businesses in the VICC region to convene for information sharing, relationship building, identifying collaboration opportunities, and advocacy prioritization (Dependent on funding)
- Maintain quarterly VICC-CL steering committee meetings as a strategic planning body
- Liaise with CEA's staff peer network to share best practices and support collaborative initiatives
- Engage in senior government level advocacy based on climate action advocacy priorities identified through peer networks and AVICC
- Support continued relationship building with Indigenous communities across VICC Region

MEMBERSHIP

- First Nations leaders are invited to participate and have a standing invitation to the table
- One elected Director from each Regional District & the Islands Trust, that has funded the steering committee may appoint by motion of the Regional District board and Islands Trust board a Director/Trustee to attend steering committee meetings
- The Secretariat may also invite elected officials from Regional Districts and Municipalities within the VICC region to attend steering committee meetings as equal representatives

ROLES & RESPONSIBILITIES

Role of Co-Chairs:

- Two to three local government elected officials and/or First Nation representatives will act as Co-Chairs for the Steering Committee for a one-year term.
- Co-Chair responsibilities include:
    - Leading the development of an annual workplan
    - Liaising with the Steering Committee's Secretariat
    - Rotate chairing quarterly Steering Committee meetings.

Role of Members:

Members of the VICC-CL Steering Committee commit to:

1. Recognizing that local climate solutions are needed to mitigate and adapt to climate change.
2. Attending and actively participating in quarterly meetings organized by the Secretariat.
3. Providing input and feedback to the Secretariat on the administration of the committee.
4. Engage in learning, mentoring, and communicating with other elected officials.
5. Apply lessons learned to climate action, based on peer-reviewed climate science and best practices.
6. Wholeheartedly championing the Steering Committee within and outside of their work areas and sharing relevant learnings from the Steering Committee with their council and regional district colleagues and local government administration.
7. Fostering a safe environment for exploring challenges and advancing leading edge and collaborative solutions.
8. Notifying the Secretariat and fellow members of the Steering Committee, as soon as practical, if any matter arises which may be deemed to affect the positive progression of the Steering Committee.

Activities members may engage in include:

- Participate at quarterly meetings, including potentially making presentations, recommending speakers and topics, and providing an update on climate and resilience-related activities;
- Share best practices and other information and provide links to resources about related activities of interest / relevance to members of the network.

Meeting Guests:

- Representatives from Vancouver Island universities and colleges, local government staff, consultants, or other relevant parties may be invited to speak at steering committee meetings, or other events hosted by the Steering Committee

Role of Community Energy Association (CEA):

The Community Energy Association will provide Secretariat services to the Steering Committee, including:

- Member management and onboarding of new members
- Coordination of steering committee meetings
- Private webpage hosting & management
- Overarching project management
- Fiscal and contract management
- Administration and liaison with regional staff network (in-kind)
- Evaluation and reporting

MEETING PROCESSES

- The Steering Committee will meet virtually for four quarterly meetings annually.
- Meetings will be structured around a workplan that will be generated from feedback of all members and steered by the Co-Chairs.
- Meetings will be structured to encourage free and open discussion of relevant issues, within the constraints of the planned agendas. Each meeting may consist of:
    - Presentations from members or invited guests
    - Roundtable Updates
    - Updates from the VICC regional staff peer network
    - Updates from the Secretariat
- Meetings will typically be scheduled for 1.5 - 2 hours. Occasionally, additional activities may be scheduled that are particularly timely/important.
- Meeting agendas will be provided at least one week prior to the scheduled meeting.
- These terms of reference will be reviewed annually by the members.

PRINCIPLES FOR ENGAGEMENT

The Steering Committee will adhere to the following principles to promote inclusivity through its work:

- Acknowledge that individuals have unique and particular needs in the learning and work environment
- Promote inclusivity by reasonably adjusting procedures, activities, and physical environments
- Be inclusive in all forms of communication
- Treat all with sensitivity, respect, and fairness

REPORTING

The Steering Committee will report to Regional Districts through the board-appointed representative. A short summary of each meeting will be circulated to Steering Committee members after each meeting, to be used for reporting purposes at the discretion of members.

DECISION MAKING

- Non-financial decisions will be made by consensus of all members present
- Financial decisions will be made by majority vote of the committee

EVALUATION

The Network's success will be determined by a process of setting goals and assessing progress against those goals.

This Terms of Reference is intended to be a living document and will be reviewed annually at minimum through member feedback.

Last updated: October 2026

APPENDIX – MISSION, VISION, VALUES

Mission

To connect local elected officials and staff from diverse communities in the VICC region and empower them to accelerate their work on climate change and meet their goals by sharing best practices, collaborating on problem solving and advocating to other orders of government.

Vision

Vancouver Island and Coastal Communities working together to reduce emissions and mitigate climate change at the same time as adapting to a changing climate by creating resilient, regenerative, inclusive and prosperous communities and economies.

Values

We are committed to:

1. Working in a spirit of **reconciliation and decolonization**[1] with the First Nations on whose homelands all of our cities, districts and towns are located.
2. Recognizing that **we need each other to flourish** and that collectively we are more powerful and have greater impact than working alone.
3. Working beyond climate considerations and taking an approach of **inclusive, regenerative community building**.
4. Respecting **local autonomy and decision making** and providing resources and support – especially to smaller local governments.
5. Using our time wisely, **staying focused**, and honouring the energy of those who are doing the work.
6. **Learning from each other** by making time in each meeting to share something we are excited about or struggling with.
7. Shifting the conversation about climate change to **joy, possibility and solutions** in order to create momentum and push through climate despair.
8. Bringing together First Nations, community-based, and academic ways of knowing and **valuing the areas of overlap and the differences**.
9. **Engaging our communities** through our climate action work.
10. Drawing on the **passion and energy of youth** in our communities and creating opportunities for youth involvement and participatory action research.
11. Working with a **sense of urgency while balancing** the need to build support and understanding and bring others along on the journey.
12. **Not duplicating** the efforts of others!

[1] Advancing reconciliation requires renewing and improving relationships with Indigenous peoples. One of the obstacles to this is that how we work together is often shaped by institutions, habits and ideas that reinforce colonial (unequal, unfair, discriminatory) relationships. We must actively commit to reshaping these institutions, habits and ideas so that we can create ways of working together that are fair, equitable and mutually supportive. When we commit to decolonization, then, we are committing to reflecting on and changing our institutions and ways of working, and our own ideas, to ensure that they support reconciliation.

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	December 8, 2026
From:	Trust Area Services	**Date Prepared:**	November 3, 2026

SUBJECT: **Recommended Islands Trust Council Representative & Alternate Attendee for DFO Shellfish Aquaculture Management Advisory Committee**

RECOMMENDATION: That Trust Council recommend that:

- **the Association of Vancouver Island and Coastal Communities and Union of BC Municipalities recommend to Fisheries and Oceans Canada (DFO) that Trustee A (*to be determined by Trust Council)* be appointed as local government representatives to the DFO Shellfish Aquaculture Management Advisory Committee and that Trustee B *(to be determined by Trust Council)* be identified as an alternate Trust Council attendee, and**
- **should an Islands Trust trustee not be selected as a local government representative that the Trustee A (*to be determined by Trust Council)* and alternate Trustee B *(to be determined by Trust Council)* be recommended to the Fisheries and Oceans Canada (DFO) for an environmental organization seat.**

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Having representation on the DFO Shellfish Aquaculture Management Advisory Committee provides Trust Council with opportunities to advocate on behalf of the object of the Trust, coordinate with a range of governmental and non-governmental partners, and influence policy developments related to aquaculture management in B.C. Trust Council's representatives can be from any local trust area/island municipality in the Trust Area, but Trust Council should know that Baynes Sound in the Denman Island Local Trust Area is B.C.'s largest producer of commercial shellfish and Canada's largest producer of commercial oysters.

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1 **PURPOSE:** To inform Trust Council's decisions regarding selection of two trustees to be recommended to act as Trust Council's representatives on the DFO Shellfish Aquaculture Management Advisory Committee.

2 **BACKGROUND:** The Terms of Reference for Department of Fisheries and Ocean's (DFO) Shellfish Aquaculture Management Advisory Committee (SF AMAC) establishes two seats for local government representation, and three seats for environmental organizations. In August 2022, after many years of advocacy, a representative of Islands Trust Council (David Critchley) was invited to sit on the Committee. Most recently Trustee Mikaila Lironi sat on the Committee for a three-year term.

The cross-sectoral Shellfish Aquaculture Management Advisory Committee was established by DFO (Pacific Region) to provide advice and make recommendations related to planning, policy and operational decisions for aquaculture management in British Columbia. The Committee is intended to be moderate in size, and comprise of a range of interests that can work together to advise DFO on matters related to aquaculture. Membership in the Committee includes seven seats for First Nations, up to three seats for Indigenous Associations/Organizations, up to nine seats for the aquaculture industry, up to three seats for environmental organizations, and up to two seats for local government.

The Government of Canada and the Government of British Columbia participate in the committee, providing ex-officio representatives as required, but do not have appointed seats on the committee. The Chair of the Committee will be a DFO official from the Pacific Region. The Aquaculture Management Division will act as secretariat.

See Attachment 1 for the Committee's detailed Terms of Reference.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Few organizational demands are expected from the recommendation. Trust Council's representatives would attend meetings as required and report back to Trust Council on a regular basis.

FINANCIAL: Islands Trust Council is expected to cover travel expenses for the Islands Trust representative to meetings twice annually (spring and fall). This would be paid from the Trust Council travel budget.

POLICY: No policy implications.

IMPLEMENTATION/COMMUNICATIONS: Once Trust Council has selected a new representative and alternate, staff will advise the Union of BC Municipalities (UBCM) who will take one recommendation from each of the Association of Vancouver Island and Coastal Communities and the North Coast Local Government Association. Should an Islands Trust trustee not be selected by UBCM, staff will convey Islands Trust Council's interest in being selected for an environmental organization seat. The DFO Aquaculture Management Division will contact the trustees if they are selected.

FIRST NATIONS RELATIONS: The Committee includes seven seats for First Nations representatives and offers important opportunities for collaboration with First Nations on issues related to preservation and protection of the coastal and marine environment and sustainable aquaculture. Aquaculture has been identified by several First Nations in the Trust Area as an issues of priority importance for collaboration with Islands Trust, in light of First Nations' Section 35 rights and interests related to marine harvesting and shoreline areas of cultural and spiritual significance to Indigenous Peoples.

OTHER: None.

4 RELEVANT POLICY(S): Islands Trust Policy Statement Bylaw No. 17 contains several policies related to aquaculture in Section 4.5.

5 ATTACHMENT: Shellfish Aquaculture Management Advisory Committee Terms Of Reference

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RESPONSE OPTIONS

Recommendation: That Trust Council recommend that:

- **the Association of Vancouver Island and Coastal Communities and Union of BC Municipalities recommend to Fisheries and Oceans Canada (DFO) that Trustee A (*to be determined by Trust Council)* be appointed as local government representatives to the DFO Shellfish Aquaculture Management Advisory Committee and that Trustee B *(to be determined by Trust Council)* be identified as an alternate Trust Council attendee, and**
- **should an Islands Trust trustee not be selected as a local government representative that the Trustee A (*to be determined by Trust Council)* and**

alternate Trustee B *(to be determined by Trust Council)* be recommended to the Fisheries and Oceans Canada (DFO) for an environmental organization seat.

Alternative: That Trust Council not recommend any representatives to sit on the DFO Shellfish Aquaculture Management Advisory Committee this term.

Prepared By: Jill Marrack, Senior Policy Advisor, Trust Area Services

Reviewed By/Date: Clare Frater, Director, Trust Area Services / November 4, 2022
Rueben Bronee, CAO/November 4, 2026

Shellfish Aquaculture Management Advisory Committee
Terms of Reference
Version Established November 2025

Purpose

The purpose of the Shellfish Aquaculture Management Advisory Committee (SF AMAC) is to provide advice to Fisheries and Oceans Canada (DFO) on the regulation, licensing, management, and development of the shellfish aquaculture sector in British Columbia.

Note: Consistent with legal obligations related to consultation and accommodation, DFO undertakes First Nations consultations outside of the AMAC process with respect to Rights and Title as it relates to the regulation, licensing, management, and development of the shellfish aquaculture sector in British Columbia.

Scope

The committee is an advisory body, not a decision making body. Advice is to be provided on matters within the jurisdiction of Fisheries and Oceans Canada's mandate, specific to its aquaculture policies and regulatory framework.

Chair and Secretariat

The Chair of the Committee will be a DFO official from its Pacific Region. DFO's Aquaculture Management Division will act as secretariat.

Procedures

Meetings will be held at the call of the Chair and are expected to take place twice annually, in the spring and fall. All meetings will be offered virtually, with a goal of holding at least one meeting per year as a hybrid meeting (in-person and virtual).

The Chair, supported by the AMAC secretariat, shall establish, in consultation with the AMAC members, agenda items and a committee workplan. These items will be subject to the consensus of the Committee members at the commencement of each meeting. Meeting materials will be circulated to members in advance of the meeting allowing for reasonable time to take on the content in advance of presentations and discussions.

Numbers and placement of observers may be restricted, also at the discretion of the Chair. No electronic recording devices are permitted without the express permission, on a case-by-case basis, of the members and of the Chair.

DFO will endeavor to provide a record of discussion for review by committee members. DFO will maintain and action and feedback log and respond to questions, advice and requests for information arising from the deliberations of the advisory committee in a timely manner.

At the direction of the Chair, subcommittees and/or working groups can be established to review and assess specific policy options and management measures. Such groups will operate under the same Code of Conduct listed below.

Guiding Principles

Fisheries and Oceans Canada advisory processes operate according to an accepted set of principles, designed to guide participation of the parties in the advisory committee process. Drawing on many decades of experience, and with reference to other policies and processes, DFO provides the following principles to guide discussion and decisions on how the SF AMAC is structured and will operate:

- Environmental and Social Sustainability;
- Transparent;
- Accountable;
- Broad Representation;
- Respectful participation; and,
- Effective.

Code of Conduct

Participation is to be in good faith and with the public interest in mind. Committee members also have a responsibility to engage in effective, balanced, and respectful communication. All participants have a responsibility to actively participate and provide advice so that the Department receives the information it needs to make well-informed and balanced decisions, and so that advisory meetings operate as efficiently as possible. Further, members will:

I. Respect each other's values and interests;
II. Clearly articulate the advice and concerns of their interest group and incorporate them into the committee's discussions;
III. Contribute to clarifying perspectives and concerns in all discussions by listening carefully, asking pertinent questions, and educating themselves regarding the interests of other members whether or not they agree;
IV. Encourage and allow members to test tentative ideas and exploratory suggestions without prejudice to future discussions;
V. Keep their constituencies informed of the role of the advisory committee;
VI. Obtain the input and guidance of their constituencies on the issues of discussion at meetings;
VII. Encourage the engagement of their constituencies in dialogue which will contribute to the discussions at the committee table;
VIII. Represent information, views and outcomes of committee discussions accurately and appropriately, and;
IX. Share responsibility for the success of the committee.

Committee Composition

DFO's objective is that the SF AMAC will be moderate in size and comprise individuals with a range of interests, and broad geographic representation.

Membership Category	Seats
Aquaculture Industry	up to 9
Industry Geographic Representation	
Coastwide (BCSGA)	1
Zone 1 (Haida Gwaii)	1
Zone 2 (North/Central Coast)	1
Zone 4 (East Coast of Vancouver Island / Sunshine Coast)	Up to 3
Zone 5 (West Coast of Vancouver Island)	Up to 3
First Nations	7
Indigenous Association/ Organization	Up to 3
Environmental Organization	Up to 3
Local Government	Up to 2
TOTAL:	Up to 24

Each of the participating organizations can identify alternate members for each sitting AMAC member, or for a group of members. Only these alternates will replace members, should they be unable to attend a meeting.

Additional First Nations members may be considered if there is an interest.

Aquaculture industry

Licence holder appointees that are SF aquaculture operators with an active licence, or their authorized representative as recorded in the National Online Licensing System. Licence holder appointees shall represent interests of licence holders in their geographic area. There may be one industry appointee from the BC Shellfish Growers' Association (BCSGA) that will represent coast-wide industry interests.

First Nations

Appointees shall represent a British Columbia First Nation that has SF aquaculture in their territory; or First Nation-owned* or operated SF aquaculture facilities with an active aquaculture licence. First Nations members will be asked to identify if they represent a First Nations government OR if they represent a First Nation-owned business enterprise. Each organization may nominate one (1) member to the committee.

* Individual licence holders that are members or citizens of a First Nation should be nominated to an industry seat.

Indigenous Association or Organization

Appointees from Indigenous organizations shall broadly represent coast-wide or regional Indigenous aquaculture interests of Coastal British Columbia First Nations, such as the

Aboriginal Aquaculture Association, the First Nations Fisheries Council of BC, or other Aboriginal Aquatic Resource and Oceans Management (AAROM) organizations.

Environmental Association or Organization
Appointees from environmental organizations will represent coast-wide or regional environmental groups.

Local Government
Local government representatives will be nominated by the Union of BC Municipalities, who take one recommendation from each of the Association of Vancouver Island and Coastal Communities and the North Coast Local Government Association.

Ex Officio
The Government of Canada and the Government of British Columbia will participate in the process of the committee, providing ex-officio representatives as required, but will not have appointed seats on the committee.

Invited Guests
Groups peripheral to aquaculture that have established linkages to DFO through other processes may participate in AMAC meetings as guests with an invitation from the Chair / Secretariat. This may include other government departments with jurisdictions related to aquaculture, or other interest groups without seats on the Committee. Invited guests may present or be invited to speak at the table on specific topics.

Observers
Individuals with an interest in attending a meeting may request to be invited as observers. Observers are not able to participate in discussion, but can bring items forward through a designated committee member.

Selection Confirmation Process

The following selection method will be used to appoint members to the SF AMAC:

- An organization nominates representatives from their leadership, membership, or staff;
- DFO assesses a nomination against the selection requirements for a given nomination;
- DFO selects and appoints the most suitable or qualified nominees;
- If a member resigns, loses the support of their nominating organization, or is absent for at least two consecutive meetings, DFO may initiate a new selection process.
- Those wishing to be renewed for an additional term shall identify that to DFO for consideration. Only new members OR members changing representation to a different interest group will be required to complete the SF AMAC nomination form.

Term of Members

The duration of an appointment will be three years, but if a member resigns or loses the support of their nominating organization a term may be shorter. Decisions of this nature should take place through discussions between the nominating organization and DFO.

Wednesday, December 9, 2026
Islands Trust Council
Thirty Years of Nature Conservation on the Salish Sea
Presentation

Background: Sheila Harrington is a conservationist with over 30 years experience working with land trusts in B.C. She is the founder and former executive director of the Land Trust Alliance of B.C., co-editor and coordinator of the "Islands in the Salish Sea Community Atlas," and a dedicated volunteer with the Lasqueti Island Nature Conservancy. Her book "Voices for the Islands, Thirty Years of Nature Conservation on the Salish Sea" chronicles the 30-year legacy of island residents preserving and protecting islands in the Salish Sea through the creation of local land trusts and protected areas. Islands Trust Council awarded a 2026 Community Stewardship Award to Sheila for her work on the book.

Purpose: To highlight the stories and experiences of those who rose to protect areas at risk within their island communities.

Speaker: Sheila Harrington, conservationist and author with the Writers' Union of Canada, Canada Council for the Arts, and Heritage House Publishing.

Resources 'The John Osland Nature Reserve, A Story of Change' Video; Land Trust Alliance of BC; Islands in the Salish Sea Community Atlas

Time	Topic	Speaker
4:15 p.m. – 4:25 p.m.	Introductions	Chair, Islands Trust Council
4:25 p.m. – 4.55 p.m.	Stories of conservation in the Islands Trust Area	Sheila Harrington
4:55 p.m. – 5:10 p.m.	Questions and Discussion	Islands Trust Council and Sheila Harrington
5:10 p.m. – 5:15 p.m.	Closing remarks	Chair, Islands Trust Council

1. Regional Planning Committee

Staff have advanced work on the following Trust Council key initiatives:

~ **Freshwater Sustainability Strategy:**
- RPC received updates on the *Freshwater Atlas* summarizing the methodology by which it has been assembled and its metadata harmonised with the corporate standard and themes within. Staff are currently scheduling internal orientation materials, to be completed by end of December 2026.
- The competition for services to review the Islands Trust *Freshwater Sustainability Strategy* were unsuccessful. Staff will report back to RPC with options in considering next steps.
- The competition to draft a Freshwater Footprint Technical Assessment for Salt Spring Island and to conduct a Salt Spring Island Detailed Watershed Resiliency Assessment were successful and contracts issued with work underway.

~ **Monitor Progress of Protection of Ecosystem Health in All Land Use Planning Decisions:**
- As per Trust Council direction, the Land Information Screening Tool content in the *Housing Options Toolkit* was expanded and refined by adding a more technical summary of the tool's methodology, rationale, and intended use to complement the current plain-language version posted online.
- Staff forwarded the *Draft Species at Risk – State of the Islands Report* to staff at the B.C. Conservation Data Centre seeking their assistance to review the results and input all available data sources. Staff are using the draft report in the meantime as a guide for input in major projects. Staff noted a high volume of requests for their service and had to defer consideration during the provincial interregnum period.

~ **Major and Minor Project Work Overview and Updates:**
- Trust Council received an overview of the major project work of the Regional Planning Team ("Major Project Team" (MPT)), including scope, criteria for prioritization, and roles and responsibilities. The overview included a brief summary of minor projects criteria. Staff have included a similar, updated briefing for Trust Council in the December Trust Council agenda package.

2. Planning Projects

The current status of major projects (projects over $5,000) managed by Planning Services are listed in Table 1 below. The table includes Trust Council key initiatives including Official Community Plan (OCP) and Land Use Bylaw (LUB) reviews that are managed by the MPT with oversight by the Local Trust Committee (LTC), as well as projects for which the Regional Planning Committee provides advice to the Trust Council. The list of projects identifies projects currently being worked on as well as those with business cases submitted for next fiscal. Next fiscal year is a turning point for how staff manage LTC major projects both in terms of teamwork and approach. For example, all LTC approved major project business requests have staff working with First Nations to capture their interests in a baseline engagement framework document. The interest

framework approach was piloted with Gambier, Gabriola, and Denman LTC major projects over the last couple of years. The approach is a key initiative identified in Trust Council's approved *Indigenous Relations Action Plan*.

As well, Planning Services have shifted the recommendations of doing targeted OCP amendments in favour of complete OCP/LUB reviews. The approach better aligns with Trust Council policies and is the only feasible way to methodically ensure bylaws receive the reviews needed to capture changing legislation, strategic priorities, implement existing plans/programs, and to address the myriads of issues brought up in communities. Staff have submitted a briefing elsewhere in Trust Councils agenda to provide further overview of major and minor project work, including roles and responsibilities and the key criteria that distinguish each.

Table 1 Major Projects

LTC	Project Name	Phase	Current Status	Next Milestone
DE	OCP / LUB Review - Targeted	Legislative	On-going	• Referral to EC and Ministry
GB	OCP / LUB Review	Legislative	On-going	• Second Reading • Schedule Public Hearing
GL	OCP / LUB Review	Initiation	Pending	• Budget approval • FN Interests Frameworks
GM	OCP / LUB Review – Targeted	Legislative	On-going	• Second Reading • Schedule Public Hearing
HO	OCP Review – TUPs for STRs	Legislative	On-going	• Budget approval for required staff increase. • Note: shifting to a minor project in 27-28
LA	OCP / LUB Review	(Re) Initiation	Pending	• Budget approval • FN Interests Frameworks
SS	OCP/ LUB Review	Analysis and Engagement	On-going	• Confirming vision and values with community/policy drafting for input • Freshwater Footprint • FN Interests Frameworks
SS	Water Sustainability Coordination Implement SSWMP	Analysis	Deferred	• Trust Council rescind Bylaw 154 (delegated authority to SS LTC to coordinate with province) • Consideration of next steps
RPC	Freshwater Sustainability Strategy (various)	Analysis	On-going	• Reconsider mid-term evaluation and implementation options • Some implementation through major project work

RPC	Integration of Biological Information into Decision Making	Analysis	On-going	• Re-receive draft Env. DPA • CDC feedback: SAR-State of the Islands • Will inform major project work
RPC	Housing Strategic Action Plan	Analysis	On-going	• Internal communications policy for LIST (Housing Options Tool 4) • Will inform major project work

Green fill indicates business case submitted for projects requiring fiscal resources to continue or be initiated in the 2027/28 fiscal period

Local Trust Committees are permitted one active minor project (Table 2). The exception is that the Salt Spring Island Local Trust Committee is permitted up to three active projects (minor and major combined). The total annual funding available for all active minor projects is $36,500. Minor projects are relatively limited in scope, take under 18 months to complete, and cost less than $5,000 (estimated average cost for one newspaper print notification, one public hearing, and one non-complex legal review of a draft bylaw). An estimated 50% of minor project funding has been allocated.

Table 2 Minor Projects

LTC	Active Minor Project Name	Project Phase	Current Status
GB	Mudge Island OCP/LUB Amendment	Initiation	Deferred
GL	Small Islands LUB update	Implementation	Complete
LA	LUB Amendment – min. lot size at subdivision	Analysis	On-going
NP	OCP/LUB targeted review - housing	Legislative	On-going
SS	Housing Action Program – Implementation (Bylaw 537)	Legislative	On-going
SS	Proof of Water	Legislative	Deferred
TH	LUB – Targeted Amendments	Legislative	Deferred

3. Current Planning

Planning Services opened 112 new applications and referrals in the second quarter (Q2) of the 2026/27 fiscal year (July 1, 2026 – Sept. 30, 2026) (Figure 1). The number of new applications continues a steady trend of application and referral volumes seen since the impacts of Covid-19. Applications and referrals opened in Q2 are broken down by type and local trust area in Figure 2.

Figure 1 New Applications and Referrals Opened per Quarter Since 2022/23

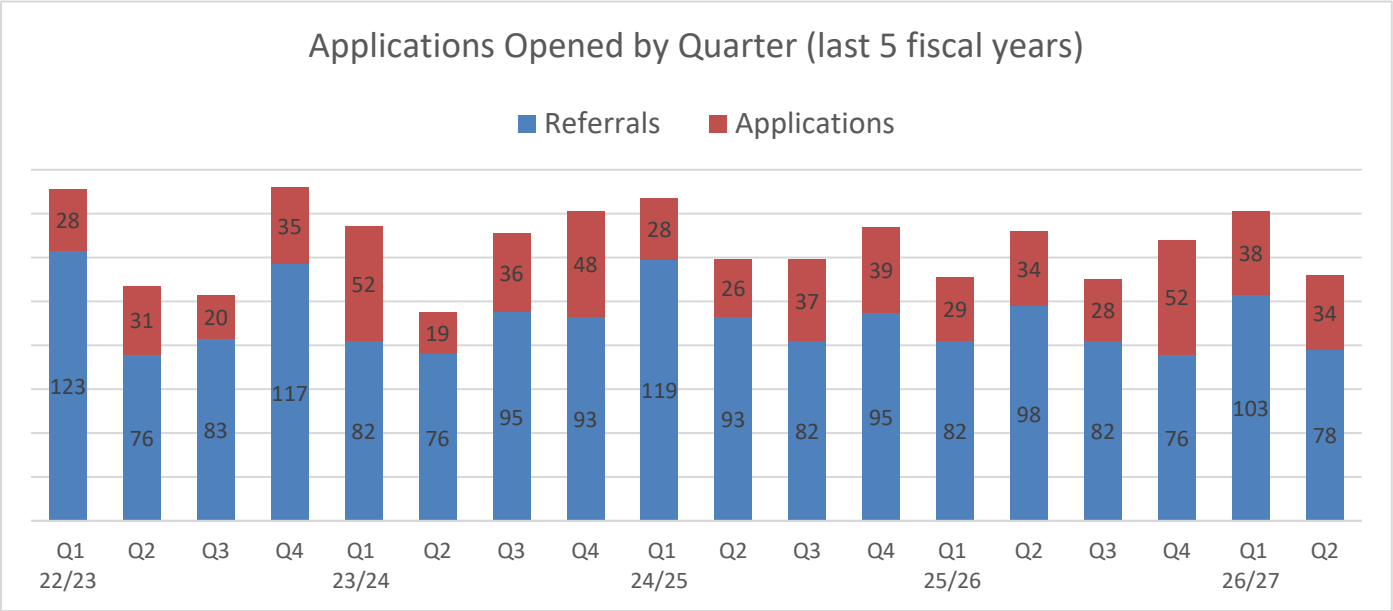
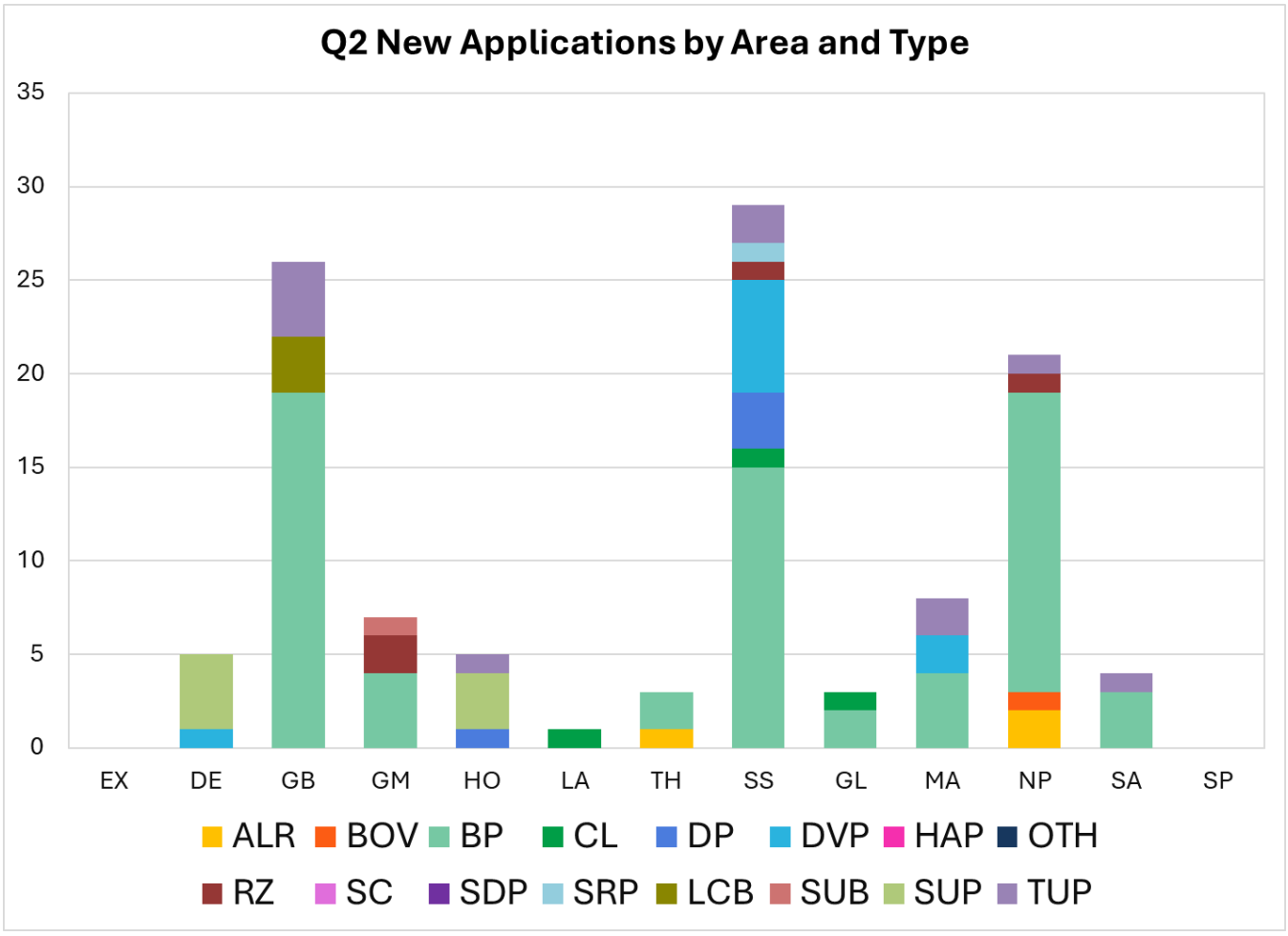


Figure 2 Applications and Referrals Opened in Q2 by Type and Area



Legend	
ALR	Agricultural Land Reserve
BOV	Board of Variance
CL/BP/SUP/LCB	Crown Lease/Building Permit/Siting Use Permit/Liquor and Cannabis Board
DP	Development Permit
DVP/FPE	Development Variance Permit / Flood Plain Exemption
HAP	Heritage Area Permit
OTH	Other
RZ	Rezoning (includes OCP amendments)
SC	Strata Conversion
SDP	Soil Deposit Permit
SRP	Soil Registration Permit
SUB	Subdivision
TUP	Temporary Use Permit

4. Corporate and Other Initiatives

Planning services staff continue to support the following funded corporate initiatives:

Bylaw Enforcement and Compliance Portal (Cityview):

Staff are currently reviewing a draft change order for implementing Cityview software. Upon successful review staff will validate the software extension and implement the new bylaw enforcement and compliance addition to the Cityview system and online portal already in use for managing planning development applications. The new launch of the new portal has been deferred at this time is anticipated near fiscal year end.

Application Cost Recovery:

Planning Services staff are working with Financial Services to prepare options for Trust Council review for how to address. Staff are expecting to present a report with options at the December Trust Council meeting. This work will precede redevelopment of internal time collection software tentatively scheduled for January 2027 as per early work plans shaping a five-year *Information Technology and Information Management Plan*.

First Nations Referral Process:

Staff have adopted a 90-day standard (adjustment may be discussed on a case-by-case basis as needed) referral period for discretionary planning applications and other Trust Area Service initiatives. Staff have begun updating various relevant policies and procedures as per the approved initiative within the *Indigenous Relations Action Plan*.

Development Approval Improvement:

Staff have successfully received a grant (~$45,000) which permits the hiring of a temporary administrative staff support person in order to free up key administrative staff to improve development approval processes. Specifically, staff will focus on improving workflow and guidance documents for the development application portal – CityView. The improvements are required to address service issues resulting from implementing the new system. Staff will equally focus on improvements to the First Nations referral process, again, as per approved initiatives within the *Indigenous Relations Action Plan*. .

Planning Services staff were also key to reviewing and implementing new eScribe meeting management software changes and implementing IT Apps Studio changes.

BRIEFING

To:	Trust Council	**For the Meeting of:**	December 10, 2026
From:	Planning Services	**Date Prepared:**	October 26, 2026

SUBJECT: **Planning Services - Overview of Major and Minor Project Work**

PURPOSE: To provide an overview of major and minor project work, including roles and responsibilities and the key criteria that distinguish each.

BACKGROUND:

Islands Trust Best Management Practices for Delivery of Planning Services to Local Trust Committees, Policy 5.9.1, sets out definitions for what constitutes major (including extraordinary) and minor policy work within the Islands Trust and assigns the work to specific teams. Key operational elements of major and minor project work in the Islands Trust are summarized below.

Major projects:

- Major projects are comprehensive Official Community Plan (OCP) and Land Use Bylaw (LUB) reviews (done concurrently) that produce:
    - Fully amended OCP and LUB bylaws that include:
        - Updates required by legislation
        - Necessary technical amendments, including for best practices in planning, and to implement actions from our Islands Trust strategy documents
        - Content updates based on community interests, needs and input
    - Best practice policy/process/strategies on one or more strategic area of focus. Past examples of this type of work (that previously were done as a separate project) are the Housing Strategic Action Plan and the Freshwater Sustainability Strategy
- Work is largely done by the Major Projects Team (MPT) (previously known as the “Regional Planning Team”), which consists of the equivalent of 3 full-time Island Planner positions, with support from other specialists, and is currently overseen by the Regional Planning Manager (South).
- To meet goals the of 5.9.1. re proactive planning, the MPT’s strategic plan outlines a plan to have all OCPs and LUBs (20+ of them) updated within ~12 years and ongoingly.
- This relies on these comprehensive reviews taking ~3 years, at an annual cost of ~$200,000, with 3-4 projects underway at any one time.
- Recommendations by staff to Trust Council re the priority order of Local Trust Area (LTA) OCPs/LUBs updates are guided by 5.9.1 and include “health” of official community plans (primarily based on age and growth pressure), conservation priorities (through working with Islands Trust Conservancy) and strategic priorities of Trust Council.
- Resources are limited for major project work and funding must be approved by Trust Council via a business case.
- Once Trust Council has approved the funding, the Local Trust Committees (LTCs) manage the day-to-day oversight of these projects, and are responsible ensuring they meet the scope, budget and timelines of a major project, such that Trust Council can meet its goals.
- The Executive Committee will ultimately approve the resulting OCP and LUB bylaws, ensuring they meet the intent of a major project.

- The Ministry of Housing and Municipal Affairs approves the OCPs and, as part of that approval, looks to ensure the First Nations interests have been addressed.
- The follow LTAs have major projects underway in 2026-27: Gabriola, Salt Spring, Denman, Hornby, Gambier (with the last three to be conculded this fiscal).
- The following LTAs have business cases for major projects planned to be underway in 2027-28: Gabriola (yr 3), Salt Spring (yr 2), Galiano (yr 1) and Lasqueti (yr 1).

Minor projects:

- Minor projects are relatively limited in scope, take under 18 months to complete, and cost less than $5,000 (estimated average cost for one newspaper print notification, one public hearing, and one non-complex legal review of a draft bylaw). Examples of minor projects include:
    - Hosting an event, drafting a discussion paper, or drafting minor amendments to a specific section in a LUB or an OCP.
    - Amending LUBs to address housing. Trust Council approved the Housing Options Toolkit (as part of the Housing Strategic Action Plan) to support changes to regulations related to housing as a minor project.
- Work is largely done by the Island Planner assigned to the LTC, with oversight from the Regional Planning Manager of the geographic area.
- A standing budget funds minor projects, with the Director of Planning Services approving the issuance of funds, after evaluating whether it meets the Minor Project Initiation Criteria (Attachment 1), including assessing staff availability, and number of minor projects in the local trust area. Each can only have one active minor project at any one time, except Salt Spring which can have a total of three projects which resources limit to one major project and two minor projects.
- The minor project initiation criteria were considered numerous times by the Regional Planning Committee. Criteria in 4.3.1 addresses the last recommendations (given via resolution May 1, 2026) to strengthen the minor project criteria to include a clear, explicit Trust-wide resource allocation lens which considers the overall demand on planning resources, community scale and complexity, and alignment with federation-wide priorities.

ATTACHMENT(S):

1. **Attachment 1: Minor Project Initiation Criteria**

FOLLOW-UP: None identified.

Prepared By: Mary Storzer, Regional Planning Manager (South)

Reviewed By/Date: Stefan Cermak, Director of Planning Services, November 2, 2026

Minor Project Initiation Criteria

1. **Purpose:** To establish policy direction for the Director in determining how to allocate resources to local trust committee Minor Projects.

2. **Background:** In addition to any Major Projects approved by Trust Council and supported by the Regional Planning Team, Trust Council policy 6.2.1 states that each local trust committee (other than Salt Spring) may initiate one smaller project to undertake at any one time. These Minor Projects are limited in scope, budget, and timeline, and are intended to be delivered by a local trust committee's assigned planner. Minor Projects are identified by the LTC, and do not need a business case, with a budget allocated by the Director of Planning Services. In order to ensure that limited resources are allocated efficiently, fairly, and equitably, and that projects well-defined, this policy has been developed to provide guidance to the Director of Planning Services in approving Minor Projects.

3. **Existing Policy**

   Trust Council Policy 5.9.1 (Best Management Practices for Delivery of Local Planning Services) sets out the following Goals for Planning Services projects:

   3.1 LTC planning projects are well-defined and planned;
   3.2 LTC projects reflect community and First Nations expectations;
   3.3 Staff, trustees, the public, and partners have certainty and clarity around how projects get allocated, resourced, and carried out, leading to realistic expectations;
   3.4 Resource allocation is efficient, fair and equitable;
   3.5 OCPs and LUBs are systematically updated on a regular basis;
   3.6 Planning is both proactive and adaptive;
   3.7 Local Planning implements Trust-wide planning initiatives and tools (eg. strategies, model bylaws).

   The policy also states that Minor OCP/LUBs reviews may be undertaken as part of a LTCs normal work program, pending available Local Planning Team resources and includes the following definitions:

   Minor Policy/Regulatory Work – amendments to an official community plan and/or land use bylaw that take six to 18 months to complete, and / or require a budget of less than $5,000.

   Local Planning Team - a Planning team consisting of senior planners assigned to undertake day-to-day planning functions of assigned local trust committees, including managing minor bylaw amendments, processing of major applications and referrals, responding to enquiries, and administering local trust committee meetings.

4. **Minor Project Criteria:**

   Minor projects are funded from a single fund allocated annually by Trust Council and disbursed by the Director. These Minor Projects do not require a business case that is approved by Trust Council during the annual budget cycle, may be initiated at any time, and are supported by the planner assigned to the local trust committee.

Planners typically are assigned to more than one local trustee committee, and are also assigned complex applications, support local trust committee business meetings, and provide general support for the local trust committee. As budget resources are limited and planner time may be otherwise allocated, the Director, with advice from the Regional Planning Manager, may not be able to approve all Minor Projects identified by local trust committees.

Additionally, local trust committees may wish to advance projects that, while considered a local priority, do not align with Trust Council priorities and would come at the expense of other potential work.

This policy seeks to ensure that Minor Projects are well-defined and planned; that resources are allocated efficiently, fairly, and equitably; and support planning projects that implement Trust-wide initiatives.

The Director should assess proposed new Minor Projects, and on-going Minor Projects that are extending into a new fiscal year, based on the following criteria:

4.1 The project should not be contrary to any Trust Council policy or resolution;
4.2 The project would be expected to result in minor amendments to an OCP, LUB, or administrative Bylaws, but usually contained to one bylaw;
4.3 There are adequate staff resources available to support the project;
4.3.1 In allocating limited Minor Project resources among local trust committees, the Director should consider:
a) overall demand on Local Planning Team resources across the Trust Area;
b) the scale and complexity of planning issues within the affected community; and
c) the extent to which the project advances Trust Council strategic priorities and other Trust-wide planning initiatives.
4.4 The project should reasonably be expected to be substantially completed within 18 months;
4.5 Costs should not be expected to exceed the maximum amount identified in policy;
4.6 Community engagement should not be proposed or anticipated to exceed that typical for a minor project (e.g. only one of the following: notification, Community Information Meeting, Public Hearing);
4.7 Work on an on-going Minor Project in the same local trust area has been completed, i.e. only one minor project should be underway in each local trust area at one time;
4.8 The project should address issues within the jurisdiction of the LTC and should not be intended to solely result in advocacy actions or policies (those are activities of Trust Area Services);
4.9 Amendments to administrative bylaws should be initiated or supported by Legislative and Information Services, be Trust-wide, and should not be considered for a local trust committee Minor Project unless drafting administrative bylaws implementing recent major OCP or LUB updates (e.g. DAI bylaw, Fees Bylaw);
4.10 Minor projects should not be relationship building initiatives, communications or educational initiatives, applications for a grant, or mapping products not related to bylaw amendments.

4.11 The project should not be substantively similar to a project already undertaken by the LTC in the current or previous term;

4.12 The project should not be a bylaw enforcement policy or initiative, these should be supported by Bylaw Compliance and Enforcement;

4.13 The project should not be an amendment for an individual property, these should be considered by application, including by sponsorship where appropriate;

4.14 The project should address one or more of the following, but only in so far as it is using existing data, methodologies and guidelines (if new ones are being created – this would belong within a major project):

4.14.1 A strategic plan priority (e.g. ecosystem protection, housing, reconciliation);

4.14.2 A broad land use issue that is not included, or not adequately addressed, in current bylaws (e.g. vacation rentals, a new provincial statutory requirement, implementation of Policy Statement directives);

4.14.3 Implementation of OCP policies through land use bylaw amendments, particularly for a recently completed Major Project;

4.14.4 A technical review or update that would address errors or omissions in the bylaw or changes to land tenure (e.g. new parkland);

4.14.5 A review of policies and regulations for a specific area (e.g. a village plan);

4.14.6 A review of policies and regulations for a specific land use (e.g. agriculture, home occupations);

4.14.7 A review of an out-of-date associated islands bylaw;

4.14.8 Implementation of model policies, toolkits, or regulations (e.g. new DPA, new subdivision regulations, TUP guidelines, DAI bylaw), (however, the models themselves would have been developed under the major project work).

4.15 The Director may consider not approving additional funding and resource allocation for on-going minor projects in the following circumstances:

4.15.1 Little substantive progress has been made and the project has substantively exceeded the timeline;

4.15.2 The scope of the project has expanded or altered substantially;

4.15.3 No significant or meaningful bylaw amendments are being considered;

4.16 Where the scope or timeline of an on-going Minor Project has exceeded that originally approved, the Director may recommend that a local trust committee submit a business case for a Major Project to complete the work.

REQUEST FOR DECISION

To:	**Trust Council**	**For the Meeting of:**	December 9, 2026
From:	**Local Planning Services**	**Date Prepared:**	October 5, 2026

SUBJECT: LOCAL TRUST COMMITTEE REGULAR MEETING AGENDA TEMPLATE

RECOMMENDATION:

1. THAT Islands Trust Council recommend that local trust committees implement the revised local trust committee regular meeting agenda template.
2. THAT Islands Trust Council amend Policy 4.1.2 Local Trust Committee Meeting Guidelines by replacing Attachment 1 with the attached local trust committee regular business meeting agenda.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
While local trust committees' set their own agenda, this recommendation from Islands Trust Council is intended to streamline the agendas preparation process, improve transparency and reduce costs by using a harmonized template for meeting agendas.

PURPOSE: To seek approval on a revised local trust committee meeting agenda template for use across all regions.

BACKGROUND: At the Executive Committee meeting held May 6, 2026, Executive Committee requested the following:

> *that Executive Committee request that staff undertake work to ensure that local trust committee agendas conform to Trust Council Meeting Procedures Bylaw No. 101.*

Note the above resolution has an incorrect reference; Bylaw 197 of the Trust Council meeting procedures bylaw that applies to local trust committees, not Bylaw 101. The issue raised in the meeting was the inconsistency in the number of public participation sessions, the naming of those sessions and the location of them in the meeting agenda.

Islands Trust Policy 4.1.2, Local Trust Committee Meeting Guidelines, includes a Local Trust Committee (LTC) Regular Business Meeting Agenda template.

Over time, the Southern, Northern, and Salt Spring LTC meeting agenda templates have evolved independently. As a result, the order and naming of agenda items are no longer consistent with the template or across regions. In addition, some LTCs have not adopted updated terminology, and several standing agenda items are rarely or never addressed during meetings.

Legislative and Information Services has recently introduced version 6 of eScribe (meeting preparation and attendance software), which will be used for agenda preparation, minutes templates, and preparation of minutes. The new system will be populated with standardized

templates over the coming weeks, with staff expected to begin using the updated version in November 2026.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Implementing a standardized LTC agenda template in conjunction with the eScribe transition would:

- **Improve consistency:** Establish common meeting structure and terminology across all LTCs.
- **Increase efficiency:** Provide a standardized format for agenda preparation and meeting administration.
- **Support the eScribe implementation:** Allow the updated software to be configured around a consistent, approved agenda structure from the outset.
- **Enhance professionalism:** Ensure a consistent and professional presentation of published agendas and minutes.
- **Support continuity:** Establish a common framework at the beginning of term 2026-30 for new LTC chairs and trustees.
- **Reduce future transition effort:** Align agenda practices before templates are embedded in the new software.

It is recommended that the Local Trust Committee Regular Business Meeting Agenda template be updated and implemented in conjunction with the eScribe rollout, rather than waiting for the full review of Policy 4.1.2.

FINANCIAL: None

POLICY: Legislative and Information Services has identified Policy 4.1.2 as one of Islands Trust Council's policies requiring review and updating. A timeline for the broader policy review has not yet been established. The policy remains open for amendment through the Governance Committee process, and the updated agenda template can be considered as part of that review. Islands Trust Council may also identify further changes at that time.

The updated template would provide a consistent operational standard for LTC meetings while remaining open to further refinement through the formal Policy 4.1.2 review process. This approach would allow the organization to realize the benefits of standardization immediately while preserving Islands Trust Council's opportunity to consider broader policy or governance changes at a later date.

IMPLEMENTATION/COMMUNICATIONS: Introduction to LTCs through receipt of their first regular meeting agenda of the term.

FIRST NATIONS RELATIONS: None

OTHER: None

RELEVANT POLICY(S): Islands Trust Policy 4.1.2 Local Trust Committee Meeting Guidelines
Islands Trust Council Local Trust Committee Meeting Procedures Bylaw No. 197

ATTACHMENT(S): Attachment 1: Proposed LTC regular meeting agenda
Attachment 2: Policy 4.1.2 current model LTC regular meeting agenda
Attachment 3: Current format of a Northern LTC regular meeting agenda
Attachment 4: Current format of a Southern LTC regular meeting agenda
Attachment 5: Current format of a Salt Spring LTC regular meeting agenda

RESPONSE OPTIONS

Recommendation:
THAT Islands Trust Council recommend that local trust committees implement the revised local trust committee regular meeting agenda template.

THAT Islands Trust Council amend Policy 4.1.2 Local Trust Committee Meeting Guidelines by replacing Attachment 1 with the attached local trust committee regular business meeting agenda.

Alternative:

1. THAT Islands Trust Council approve the model local trust committee meeting agenda template, as amended.

2. THAT Islands Trust Council not approve the model local trust committee meeting agenda template and waits for Governance Committee to conduct policy work.

Prepared By: Lisa Millard, Meeting Administrator

Reviewed By/Date: **Director, Legislative and Information Services/October 20, 2026**
Director, Planning Services/October 20, 2026

PROPOSED

Local Trust Committee
Regular Business Meeting Agenda Template

1. CALL TO ORDER
2. TERRITORIAL ACKNOWLEDGEMENT
3. APPROVAL OF AGENDA
4. REPORTS
   - 4.1 Trustee Reports
   - 4.2 Chair's Report
   - 4.3 Electoral Area Director's Report
   - 4.4 Islands Trust Conservancy Report
5. PUBLIC PARTICIPATION PERIOD
6. MINUTES
   - 6.1 Regular Business Meeting Minutes (previous meeting)
   - 6.2 Section 26 – Resolutions-Without-Meeting
   - 6.3 Advisory Planning Commission Minutes
7. FOLLOW UP ACTION LIST
8. COMMUNITY INFORMATION MEETING (when applicable)
9. PUBLIC HEARING (when applicable)
10. DELEGATIONS
11. CORRESPONDENCE
12. APPLICATIONS AND REFERRALS
13. LOCAL TRUST COMMITTEE PROJECTS
14. NEW BUSINESS
15. ADMINISTRATIVE REPORTS
    - 15.1 Applications Report
    - 15.2 Adopted Policies and Standing Resolutions Report
    - 15.3 Trustee and Local Expense Report
    - 15.4 First Nations Report
    - 15.5 Other Reports
16. WORK PROGRAM
    - 16.1 Active Projects List
    - 16.2 Future Projects List
17. CLOSED SESSION (if needed)
18. UPCOMING MEETINGS

19. ADJOURNMENT

POLICY 4.1.2 Model Local Trust Committee Regular Business Meeting Agenda

1. CALL TO ORDER
2. TOWN HALL (optional)
3. APPROVAL OF AGENDA
4. MINUTES
   - 4.1. Regular Business Meeting Minutes (previous meeting)
   - 4.2. Section 26 – Resolutions-Without-Meeting
   - 4.3. Advisory Planning Commission Minutes
5. BUSINESS ARISING FROM MINUTES
   - 5.1. Follow-up Action List
6. COMMUNITY INFORMATION MEETING (optional)
7. PUBLIC HEARING (optional)
8. APPLICATIONS AND REFERRALS
9. LOCAL TRUST COMMITTEE PROJECTS
10. DELEGATIONS
11. CORRESPONDENCE
12. NEW BUSINESS
13. REPORTS
    - 13.1. Trustee Reports
    - 13.2. Chair's Report
    - 13.3. Islands Trust Conservancy Report
    - 13.4. Electoral Area Director Report (optional)
    - 13.5. Applications Report
    - 13.6. Adopted Policies and Standing Resolutions Report
14. WORK PROGRAM
    - 14.1. List of Top Priorities
    - 14.2. List of Projects
15. CLOSED SESSION (if needed)
16. RISE AND REPORT (if needed)
17. UPCOMING MEETINGS
18. ADJOURNMENT

Attachment 3

CURRENT FORMAT USED FOR

Northern Local Trust Committee

Minutes of Regular Meeting

1.	**CALL TO ORDER**	**EXCEPTIONS**	
2.	**TERRITORIAL ACKNOWLEDGEMENT**		
3.	**APPROVAL OF AGENDA**		
4.	**REPORTS**		
	4.1 **Trustee Reports**	Hornby LTC	ITC Report is here
	4.2 **Chair's Report**	Gabriola LTC	Added First Nations Report
	4.3 **Electoral Area Director's Report**		
5.	**PUBLIC PARTICIPATION PERIOD**	Lasqueti LTC	Uses term Town Hall
6.	**MINUTES**		
7.	**BUSINESS ARISING FROM MINUTES**		
	7.1 **Follow-up Action List**		
8.	**DELEGATIONS**		
9.	**APPLICATIONS AND REFERRALS**		
10.	**LOCAL TRUST COMMITTEE PROJECTS**		
11.	**CORRESPONDENCE**		
12.	**NEW BUSINESS**		
13.	**STAFF REPORTS**		
	13.1 **Trust Conservancy Report**	Hornby LTC:	ITC Report is in section 4
	13.2 **Applications Report**	Gabriola LTC:	Added Climate Change Action
	13.3 **Trustee and Local Expense Report** Update		
	13.4 **Adopted Policies and Standing Resolutions**		
	13.5 **First Nations Relationship Building Update**		
	13.7 **Local Trust Committee Webpage**		
14.	**WORK PROGRAM**		
	14.1 **Active Projects Report**		
	14.2 **Future Projects Report**		
15.	**UPCOMING MEETINGS**		
16.	**CLOSED MEETING**		
17.	**ADJOURNMENT**		

Attachment 4

CURRENT FORMAT USED FOR

Southern Local Trust Committee

Regular Business Meeting Template

		EXCEPTIONS
1.	CALL TO ORDER	
2.	TERRITORIAL ACKNOWLEDGEMENT	
3.	APPROVAL OF AGENDA	
4.	TRUSTEE REPORTS	Mayne LTC items 4-6 done in s. 17
5.	CHAIR'S REPORT	
6.	ELECTORAL AREA DIRECTOR REPORT	
7.	FIRST NATIONS REPORT	Mayne LTC does not include
8.	PUBLIC PARTICIPATION PERIOD	
9.	COMMUNITY INFORMATION MEETING	
10.	PUBLIC HEARING	
11.	MINUTES	
12.	BUSINESS ARISING FROM MINUTES	
13.	DELEGATIONS	
14.	CORRESPONDENSE	
15.	APPLICATIONS AND REFERRALS	
16.	LOCAL TRUST COMMITTEE PROJECTS	
17.	REPORTS	
	17.1 Active Projects Report	Mayne LTC includes items 4-6 here
	17.2 Future Projects Report	
	17.3 Applications Report	
	17.4 Trustee and Local Expense Report	
	17.5 Adopted Policies and Standing Resolutions	
	17.6 Local Trust Committee Webpage	SP LTC includes "Reconciliation & FN
	17.7 Islands Trust Conservancy Report	Relationship Building Repot
18.	NEW BUSINESS	
19.	UPCOMING MEETINGS	
20.	PUBLIC PARTICIPATION	
21.	ADJOURNMENT	

Attachment 5

CURRENT FORMAT USED FOR

Salt Spring Local Trust Committee

Regular Business Meeting Template

1. CALL TO ORDER & TERRITORIAL ACKNOWLEDGEMENT
2. APPROVAL OF AGENDA
3. PUBLIC PARTICIPATION
4. DELEGATIONS
5. TRUSTEE REPORTS
6. CHAIR'S REPORT
7. ELECTORAL AREA DIRECTOR REPORT
8. PREVIOUS MEETINGS
   - 8.1 Minutes
   - 8.2 Resolution without Meeting Report
   - 8.3 APC Minutes
   - 8.4 LTC Public Hearing Record
9. CORRESPONDENCE
10. BUSINESS ARISING FROM MINUTES
12. COMMUNITY INFORMATION MEETING
13. PUBLIC HEARING
14. APPLICATIONS AND REFERRALS
15. LOCAL TRUST COMMITTEE PROJECTS
16. NEW BUSINESS
17. REPORTS
    - 17.1 Adopted Policies and Standing Resolutions
    - 17.2 Open Applications Report
    - 17.3 Expense Report
    - 17.4 Islands Trust Conservancy Report
18. UPCOMING MEETINGS
19. CLOSED MEETING
20. ADJOURNMENT

Financial and Employee Services Report
Prepared on: October 26, 2026

These updates cover activities since the last departmental report in **August 2026**.

1. Annual Audit COMMITTEE (AAC) – no change in update

The AAC will meet on February 17, 2027. The following items will be covered in this meeting:

- Appointment of auditors (KPMG).
- Presentation from KPMG for the FY27 audit planning.

2. FINANCIAL PLANNING COMMITTEE (FPC)

The FPC met on October 15, 2026. The following item was covered in this meeting:

- 2027/28 draft Budget

3. FINANCIAL SERVICES

The Finance team continues to provide core financial services such as: support for solicitations and contracts, processing payments, liaise with central agencies, process payments, manage employee and trustee travel claims, and manage corporate cards.

Over the last few months, the Finance team has focused on the following key activities:

a) 2027/28 budget

The Finance team has received all the business cases and budget requests and prepared the 2027/28 draft budget (v1). In September, this early draft of the budget was reviewed by the Senior Leadership Team (SLT), whereby proposed reductions were identified. In October, the revised 2027/28 draft budget was presented to the Financial Planning Committee (FPC), with a recommendation to forward the 2027/28 draft budget materials to Islands Trust Council for review.

b) Policy reviews

As of the date of this report, five policies/procedures have been approved. Over the course of the next few months, another dozen financial-related policies/procedures will also go through a review cycle.

c) Expense claim system

In September, the Finance team completed testing of the new functionality within the expense claim system as well as updated all the related documentation. In October, the Finance team communicated with all staff, and provided training sessions for both staff and trustees. The new system went live on November 3, 2026.

d) Sage Financial System upgrades

In October, the Finance Team met with BAASS Business Solutions, our technical Sage support firm, to start planning for the remapping of our financial system to be ready to accommodate the new accounting standards (PS1202) requirement that must be in place by April 1, 2027. Our goal is to implement these changes in November, in time to test them out for our Q3 reporting cycle. To support this initiative, we have also attended information sessions hosted by both the Government Financial Officers Association of BC (GFOABC) and KPMG (our auditors). The auditors were impressed with our level of preparedness for this initiative.

3. EMPLOYEE SERVICES

The Employee Services team continue to provide core employee services such as: assist with recruitments, lead new staff orientations, oversee the performance management development plan (PMDP), coordinate global training opportunities, review organization-wide payroll, support and administer time and leave system, administer remuneration-benefits-T4s for trustees, manage organizational health and safety initiatives, and manage the Victoria office.

Over the last three months, Employee Services team has focused on the following key activities:

a) Educational material

Throughout the quarter, the Public Service Agency shared a range of **educational materials** on topics of interest to public service employees. Educational materials included: Disability Employment Month, Conflict Management Office Resources, Employee and Family Assistance Services, National Day for Truth and Reconciliation, International Equal Pay Day, BC Services Card app: Your gateway to resources during emergencies, Provincial Employees Community Services Fund (PECSF), Gender Equality Week, World Environmental Health Day, Great British Columbia ShakeOut and Worksite Flu Clinics.

Staff also had the opportunity to learn about various cultural festivals, holidays, and heritage months recognized across the public service, including: Rosh Hashanah, Paryushana, BC Culture Days, and Sukkot.

b) Hiring actions and internal position updates

- **Michael Bukit,** Planning Co-op Student completed his term Sept 4, 2026.
- **Milad Panahifar,** Planner 1 for the Salt Spring Island team accepted a position with the Municipality of North Cowichan as a Subdivision and Development Coordinator. Milad's last day was September 4, 2026.
- **Tara Todesco,** Grants Manager for the Trust Area Services team is also taking on the part time position of Strategic Fund Development Specialist for ITC until March 23, 2027.
- **Joshua Ho,** GIS Co-op Student completed his term Sept 4, 2026.

- **Derek Cockburn,** Director, Financial and Employee Services has been extended in the role to June 30, 2027.

- **Caroline Gicheru,** ITC Administrative Assistant has been extended in the position to November 26, 2026.
- **Rob Pingle**, Planning Technician for the Salt Spring team will start his new position of Planner 1 for Salt Spring effective October 19, 2026.
- **Louisa Garbo,** Island Planner for the Salt Spring team has been extended in her temporary assignment with the Ministry of Housing and Municipal Affairs, University Endowment Lands to March 31, 2027.

We are currently in the process of hiring for these upcoming positions:

- **Bylaw Compliance and Enforcement Officer** (Victoria): this competition did not result in any successful applicants, and will be reposted.
- **Manager, Indigenous Relations**: Moving to the interview stage.
- **Indigenous Relations Advisor** (ITC - Victoria): Resumes are being reviewed.
- **Communications and Public Engagement Team Lead** (Victoria): Moving to the interview stage.
- **Island Planner** (SSI) – Resumes are being reviewed.
- **Planner 2** (Gabriola) – an offer has been made to our top scoring candidate.
- **Legislative Clerk** (SSI) – we are in the reference check stage.
- **Planning Team Assistant** (Victoria): discussions are in place with our top candidate.
- **Office Administrative Assistant** (SSI): a posting has been circulated to permanently fill this position. It is set to close October 13, 2026.
- **Planning Technician:** we are preparing to post this opportunity with the option to work from any of our three office locations.

c) All-staff meetings

The last All Staff Meeting was a virtual half-day session held on September 22nd. Staff received updates on:

- Staff Comings and Goings.
- Staff Recognition.
- The September Trust Council meeting.
- Election and council onboarding.
- End of council term reviews from each Director.

Work is underway to plan for our next full-day All Staff Meeting on December 16th in Cowichan Bay.

d) Occupational Health and Safety (OHS) Committee

The OHS Committee continues its dedicated efforts to promote a safe and healthy work environment across all Islands Trust offices. This quarter, the Committee focused on several key initiatives:

- **Emergency Plan** – the Committee reviewed comments from the Senior Leadership Team and are in the process of updating the document for CAO review.
- **Panic Button** – The Gabriola office confirmed that they were able to test their panic button. The button calls Telus security dispatch. If Telus security cannot reach anyone at the Gabriola office, they will place a call to the RCMP to respond.
- **Emergency Drills** – Shake Out BC earthquake drill has been planned for October 15, 2026. The Committee will schedule a fire drill once the Emergency Plan has been finalized.
- **Emergency Equipment Procurement** – the Committee discussed a list of items that were requested. This list will be provided to the Director, Financial and Employee Services before finalizing on October 9, 2026.

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	December 8, 2026
From:	**Trust Area Services/Planning Services**	**Date Prepared:**	November 4, 2026

SUBJECT: Indigenous Relations funding in 2027/28 draft budget

PURPOSE: To provide Trust Council with information on funding requested for First Nations capacity funding/project engagement/Indigenous Relations Action Plan funds

BACKGROUND: On October 15, 2026 Financial Planning Committee asked (FPC-2026-27) that staff provide Trust Council with a summary of anticipated resourcing for First Nations capacity funding/project engagement funds needed, including costs for Indigenous Relations Action Plan implementation, in a single table.

Attached to this briefing is a table showing amounts included in the draft 2027/28 budget for implementation of the 2026-2028 Indigenous Relations Action Plan and funds to support engagement by First Nations and individual Indigenous knowledge holders on Islands Trust projects. These amounts have been included at the request of Trust governing bodies including Executive Committee, Islands Trust Conservancy Board and local trust committees.

For projects that occur in both 2027/28 and 2028/29 fiscal years, Trust governing bodies may shift their budget requests for 2028/29 throughout the budget development process to reflect the progress of projects and anticipated spending in 2027/28.

Any project funds that are not spent in the 2027/28 fiscal year are placed in the General Revenue Surplus Fund and must be re-requested via business case to Trust Council for the 2028/29 fiscal year. Through the approval of the 2028/29 budget in March 2028, Trust Council will determine the funding to be provided to projects in 2028/29.

ATTACHMENT(S): Table with 2026-2028 Indigenous Relations Action Plan and First Nations engagement funding amounts in draft 2027/28 budget.

FOLLOW-UP: Staff will provide additional information upon request.

Prepared By: Clare Frater, Director, Trust Area Services/Stefan Cermak, Director, Planning Services

Reviewed By/Date: Derek Cockburn, Director, Financial and Employee Services/ Nov. 3, 2026

Rueben Bronee, CAO/November 3, 2026

Attachment 1. Table with 2026-2028 Indigenous Relations Action Plan and First Nations engagement funding amounts in draft 2027/28 budget.

Indigenous Relations Action Plan	Amount	Comment
Negotiation, completion, and celebration of relationship agreements with interested Indigenous Governing Bodies	$15,000	For the Trust's legal costs, signing ceremony costs, and, potentially, for funding to support a First Nation's costs. Grant funding to supplement or replace this funding may be sought through the Union of BC Municipalities.
Co-development of a proposal to Trust Council for an Indigenous advisory function/structure	$100,000	For one-time first-year allocation for external facilitation, engagement, co-development of an Indigenous advisory structure/function design to Trust Council. If an advisory structure/function proceeded there would be additional annual operating costs in subsequent fiscal years for the established advisory/guidance function. Note: Financial Planning Committee has recommeneded removal from 27/28 draft budget.
Public learning events related to Indigenous history or cultural heritage and Indigenous Relations	$3,000	For on-island public learning events connected to Islands Trust project work, Indigenous history or cultural heritage on-island public learning events related to connected to project work, history or heritage, such as film screenings with panel presentations, in two local trust areas/Bowen Island.
Leadership-to-leadership meetings and protocol events	$5,500	• For travel funding for Islands Trust Council representative to attend ceremonial and memorial services (Pre-approval required from Executive Committee) •For occasional in-person staff to staff meetings with food. •Sustain a supply of blankets and gifts for use at meetings and events •Funding for honoraria to individuals
Engagement on updated Archeological Chance Find Protocol	$20,000	For contractor support and/or funding to First Nations to participate in development/review
Sub-total Indigenous Relations Action Plan	**$143,500**	

Funding to FN Gov'ts/Honoraria to Cultural Knowledge Holders	Amount	Comment
Policy Statement Amendment Project	$20,000	For funding to First Nations to comment on the First Reading draft
Conservancy 2028-2032 Plan Project	$15,500	Year 3 of 3: - Funding to First Nations to participate in the project (for First Nations that didn't have cooperation agreements in 2026/27) ($10,000*) - Technical support ($5,500), including contracted support for facilitation of meetings, coordination of presentations, synthesis of engagement input, technical or policy writing, editing and other specialized assistance as required. (staff allocated 50% of the $11,000 amount as the other participants are local conservancies, local trust committees, Bowen Island Municipality, Trust Council, etc.) - *Note: Trust Council has allocated $7,000 from Provincial grant for engagement with First Nations to partially offset this expense.
Conservancy - Protected Areas Management Operations	$2,000	Funding to First Nations to participate or honoraria to Cultural Knowledge Holders for cultural site stewardship activities in ITC protected areas with First Nations such as restoring culturally significant species and habitats; stewarding wetlands and creeks to improve upstream habitat for salmon; planting and stewarding camas garden beds in coastal oak prairie ecosystems, etc. The funding could also be applied to restorations or mapping/data collection costs in response to knowledge shared or requests received.

Conservancy - Protected Areas Management Planning	$23,000	**Initial management planning costs** (assumes two new nature reserves FY28): - Honoraria to Cultural Knowledge Holders from multiple First Nations - $1,000/nature reserve: ($2,000) - Funding to First Nations to participate in review of two draft management plans - $7,000/each: ($14,000) **Long-term management planning costs:** -Funding to First Natons and honoraria to Cultural Knowledge Holders for involvement in cultural stewardship planning $200/nature reserve and $100/covt (average over 10 years): ($7,000)
Conservancy - Land Securement	$32,000	Conservation proposals - up to four anticipated. - Funding to First Nations to comment on up to four conservation proposals: ($7,000/ea) - Honoraria to Cultural Knowledge Holders for information shared during site visits to up to four proposed protected areas: ($1,000/ea)
Salt Spring Island Local Trust Committee Official Community Plan/Land Use Bylaw Update	$70,000	Funding to First Nations to participate in interest frameworks to support Official Community Plan/Land Use Bylaw drafting and planning/projects across the Trust
Galiano Island Local Trust Committee Official Community Plan/Land Use Bylaw Update	$35,000	Funding to First Nations to participate in interest frameworks to support Official Community Plan/Land Use Bylaw drafting and planning/projects across the Trust
Lasqueti Island Local Trust Committee Official Community Plan/Land Use Bylaw Update	$50,000	Funding to First Nations to participate in interest frameworks to support Official Community Plan/Land Use Bylaw drafting and planning/projects across the Trust
Sub-total Funding to FN Gov'ts/Honoraria to Cultural Knowledge Holders	**$247,500**	
Total	**$391,000**	

REQUEST FOR DECISION

To:	Islands Trust Council	**For the Meeting of:**	December 8, 2026
From:	Trust Area Services	**Date Prepared:**	October 27, 2026

SUBJECT: Draft 2027/28 Budget Public Engagement Project Charter

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RECOMMENDATION:

That Islands Trust Council approve the draft 2027/28 budget for the purpose of public engagement.

That Islands Trust Council approve the project charter for engagement on the draft 2027/28 budget.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The Islands Trust Council Policy 6.3.1 Budget Process includes an opportunity for public input into the annual budget, as determined by the Financial Planning Committee. The Financial Planning Committee approved the previous version of the attached project charter. It has since been updated to reflect the addition of the Committee of the Whole in February 2027. The *Islands Trust Act* does not require Islands Trust Council to undertake public engagement on the draft budget. If, by the end of budget deliberations at its December meeting, Islands Trust Council is not satisfied that the draft budget represents its intentions for 2027/28, then Islands Trust Council has the option to forgo actively seeking public comment. However, even without a proactive engagement process, the public still has the opportunity of its own initiative to submit correspondence to Islands Trust regarding the budget. Islands Trust Council has not actively sought public comment on a draft budget since 2023/24.

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1 **PURPOSE:** To seek Islands Trust Council approval of the updated project charter for the draft 2027/28 budget engagement, which includes an opportunity for the public to comment on the draft budget by email.

2 **BACKGROUND:** At its March 2026 meeting, Islands Trust Council approved updates to its Budget Process Policy (Policy 6.3.1), which includes the statement "a process for public input into the annual budget will be provided each year, as determined by the Financial Planning Committee." At the same meeting, Islands Trust Council chose to not undertake a pre-budget survey, as was done in May/June of 2025, and instead requested a strategic priorities survey to inform development of the 2027/28 budget. The 2026 Strategic Priorities Survey was held from June 1 to July 16, 2026, and it received 1,244 responses. The What We Heard report was presented to Islands Trust Council in September 2026.

In August 2026, the Financial Planning Committee approved a draft budget engagement project charter. The charter has since been updated by staff to reflect the addition of a Committee of the Whole meeting in February 2027 focused on discussion of the draft 2027/28 budget. The project charter is being presented to Islands Trust Council for consideration of approval at its December 2026 meeting, to confirm that Islands Trust

Council wishes to engage the public from January 11 to January 26, 2027. Feedback on the draft budget will be received by email at budget@islandstrust.bc.ca.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: These resolutions can be accommodated within Trust Area Services' current work program.

FINANCIAL: None. Communication funds allocated to engagement on the draft 2027/28 budget were used to promote the Strategic Priorities Survey.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will prepare communication materials for the draft budget public engagement for Executive Committee to consider at its December 18, 2026 meeting.

FIRST NATIONS RELATIONS: Formal engagement with Indigenous Governing Bodies is not planned. Indigenous community members may respond to the draft budget by emailing budget@islandstrust.bc.ca.

OTHER: None.

4 RELEVANT POLICY(S): Budget Process Policy (6.3.1)

5 ATTACHMENT(S): Draft 2027/28 Budget Public Engagement Project Charter

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RESPONSE OPTIONS

Recommendation: That Islands Trust Council approve the updated project charter for engagement on the draft 2027/28 budget.

Alternative:

1. That Islands Trust Council approve the project charter for engagement on the draft 2027/28 budget, amended to XXX

2. Do not actively seek public engagement on the draft 2027/28 budget.

    - The public will still have an opportunity to share their views throughout the budget development process via regular channels as set out on the Share Your Views webpage and by sending e-mails to budget@islandstrust.bc.ca .

Prepared By: Morgana Van Niekerk, Communications Specialist

Reviewed By/Date: Clare Frater, Director, Trust Area Services/November 4, 2026
Derek Cockburn, Director Financial and Employee Services / Nov. 4, 2026
Rueben Bronee, CAO/November 5, 2026

_2027/28_ Draft Budget – Public Engagement Draft Project Charter

Item 6.4.4

Islands Trust Council

Date: November 2027

Purpose: Develop a public engagement process for the 2027/28 draft budget that solicits budget feedback and educates the public about Islands Trust and its budget.

Background: At its March 2026 meeting, Islands Trust Council approved updates to its Policy 6.3.1 Budget Process, including "a process for public input into the annual budget will be provided each year, as determined by the Financial Planning Committee." At the same meeting, Islands Trust Council chose not to direct staff to do a pre-budget survey, and instead requested a strategic priorities survey. The 2026 Strategic Priorities Survey was held from June 1 to July 16, 2026, and it received 1,244 responses. The What We Heard report was presented to Trust Council in September 2026.

The Financial Planning Committee approved a draft budget engagement project charter in August 2026. The charter has since been updated to reflect the addition of a Committee of the Whole meeting in February 2027 to discuss the draft 2027/28 budget. The project charter is being presented to Islands Trust Council for consideration of approval at its December 2026 meeting to confirm that Trust Council wishes to engage January 11 to January 26, 2027. Feedback on the draft budget will be received by email at budget@islandstrust.bc.ca.

Objectives	In Scope	Out of Scope
Create communication and engagement materials that are informative and support public feedback on the draft budget.	• Develop engagement materials • Develop and implement a communications plan and associated collateral such as news releases, subscriber notices, social media posts, website graphics and text, trustee speaking notes • Respond to questions that arise during engagement	• Webinars or in-person events in each local trust area/Bowen

Workplan Overview

Deliverable/Milestone	Date
FPC reviews revised project charter for public input on 2027/28 draft budget	August 2026
Islands Trust Council considers and possibly amends draft budget and potentially approves for the purposes for public engagement	December 8-10, 2026
If Islands Trust Council approves draft budget for the purpose of public engagement, then EC reviews draft communication materials	December 18, 2026
Launch 2027/28 budget engagement (after amending materials if requested by EC). Feedback received via email to budget@islandstrust.bc.ca. Communications activities include: news release, subscriber notifications, social media promotion, webpage update, website home-slider content, and trustee speaking notes. Engagement period January 11, 2027 to January 26, 2027. Engagement cannot begin earlier, due to the release of BC Assessment values in early January.	January 11, 2027
What We Heard report received by Committee of the Whole	February 10, 2027
What We Heard report to FPC for consideration/forwarding to Trust Council	March 9-11, 2027
Communications about adopted 2027/28 budget (news release, website updates)	March 12 or 15, 2027

Project Team

Director, Trust Areas Services	Project Manager
Communications Specialist	Develop, implement communications workplan. Produce What We Heard report.
Director, Finance and Administrative Services	Review content, liaise with FPC, CoTW
Approved by: Clare Frater, Director, TAS **Date**: November 4, 2027	**Endorsement**:

Budget

Budget Sources: Communications budget

Item		Cost
		$0.00
TOTAL		$0.00

Legislative and Information Services Report
Prepared on: November 5, 2026

1. ACCESSIBILITY COMMITTEE

Under the *Accessible British Columbia Act,* Trust Council must have an accessibility committee. The role of the committee is to help Trust Council identify barriers to accessibility in all aspects of the organisation and identify means to mitigate those barriers. The Committee's role is to first develop, and then on a three-year schedule, review and update an accessibility plan. There is a public consultation component in the legislation. This committee is made up of members of the public and two members from Trust Council appointed by the Chair and ratified by Trust Council.

Staff is in the process of undertaking a competitive bid process to seek a qualified consultant to undertake work to development an accessibility plan for the Islands Trust. This work is expected to being in the Fall and be concluded by end of March 2027.

2. LEGISLATIVE SERVICES

Legislative Services focuses on records management, freedom of information, protection of privacy, legal advice access, insurance and meeting procedures. In relation to records management, staff has identified the office of primary responsibility for each category of records, and has established a working group made up administrators from each office to develop and establish a more robust and simplified retention schedule that meets industry standards.

Under the *Financial Disclosure Act*, all elected official and appointed officers of local governments must file annual financial disclosure statements. While you already provided one as part of your nomination package, we are still required to obtain the annual disclosure by January 15, 2026. In mid December you will receive an email with a blank disclosure statement to complete and return by January 15, 2027.

3. INFORMATION SERVICES

Information Services continues to maintain technology services and support to staff and trustees as part of ongoing operations. The Islands Trust Information Technology five-year plan identifies the focus areas for Information Services over the next five years. One on-going challenge we face is the fast rise in replacement costs for computer hardware, such as laptops and servers, all driven by the world demand for memory (RAM) and electronic storage components. As such, a priority over the next few months is to assess our needs in relation to our existing hardware and lifecycle schedule, to minimize costs and maintain services for the organization. The five-year plan is updated annually to reflect changing market place realities and needs of Trust Council.

MapIT and TAPIS

MapIT (or Map Islands Trust) is our public facing web mapping application that visitors to our website can use to look at properties and the associated information on the islands within the Trust Area. It has been running smoothly since March 2026. We continue to provide maintenance and upgrades to our service as new data and tools become available. We are in the testing phase of having our Property Report Tool available on MapIt and hope to have it running in the coming months.

TAPIS (Trust Area Planning Information System) v3.1 is an internal map for staff which has been running since December 2025 with new features and tools. GIS staff continues to improve upon the application with user feedback and adding additional layers as they become available.

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	December 8, 2026
From:	**Legislative and Information Services**	**Date Prepared:**	November 4, 2026

SUBJECT: Legislative Monitoring Report, Fall 2026

PURPOSE: To provide Trust Council with a summary of past or proposed external regulatory changes that may affect Islands Trust operations, local trust committee/island municipality bylaws or regulations, or Strategic Plan projects, as well as information about resources and issues of interest.

Caveat: This document is provided for convenience only and is not to be construed as a legal document or as legal advice.

BACKGROUND: The Legislative Monitoring Report was established in 2003. In September 2023, Trust Council requested that the report be provided quarterly at each Trust Council meeting, rather than semi-annually. Provision of the report was re-introduced in March 2026.

The attached legislative monitoring report includes:

- Planned legislation;
- Legislation in process;
- Legislation in effect;
- Court decisions;
- Discussion, Planning, Conservancy, Advocacy and First Nations topics of interest; and,
- New resources.

The report does not track private members' bills, except if introduced by Islands Trust Area Members of the Legislative Assembly or Members of Parliament.

The report is updated using a range of sources, including Union of British Columbia publications, the websites of the Legislative Assembly of BC and the Parliament of Canada, provincial and federal news releases, the Canada Gazette, and a variety of websites and news feeds.

The main legislative change in this report affecting the Islands Trust:

- New legislation to build national projects attracting global investment, creating jobs and building a stronger economy introduced
- Legislation that had not received Royal Assent before the dissolution of government on September 22, 2026 die with the dissolution of the government. The following Bills have lapsed and would require the incoming government to re-introduce them if they wish them to continue:
  - Bill 17 (Code of Conduct)
  - Bill 18 (Parental Leave)

All new updates in the Legislative Monitoring Report are in **Bold** lettering. A table of Trust Council's requests to the Province of British Columbia is also attached to provide a history of these requests.

ATTACHMENTS:

1. Legislative Monitoring Report, Fall 2026
2. Trust Council Requests to the Province of BC for Changes to the Islands Trust Legislation/Regulation and Related Legislation 2007 - present

FOLLOW-UP:

- Staff will provide the report to Bowen Island Municipal Council.
- Staff will follow-up as requested.

Prepared By: Jill Marrack, Senior Policy Advisor, Trust Area Services

Reviewed By/Date: David Marlor, Director, Legislative and Information Services, November 4, 2026

LEGISLATIVE MONITORING REPORT
Fall 2026

This document is intended to advise Trust Council about past or proposed external regulatory changes that could directly affect Islands Trust operations, local trust committee/island municipality bylaws or regulations, or Strategic Plan projects. The chart captures changes made in the last six months and is organized according to the following categories:

- **PLANNED LEGISLATION** – the intention to draft and pass new legislation is being developed and may be in a consultation or draft stage. No bill has been introduced to legislature/parliament yet.
- **LEGISLATION IN PROCESS** – a bill has been introduced to legislature/parliament and has 1st reading or is awaiting Royal Assent, or Royal Assent has been issued but the new law or regulation has not come into force yet.
- **NEW LEGISLATION IN EFFECT –** legislation has received Royal Assent and any specified timeline for it to come in effect has occurred.
- **COURT DECISIONS** – a ruling from any level of court that affects the Islands Trust.
- **NEW RESOURCES** – publicly available reports or websites that provide information relevant to Islands Trust work.
- **DISCUSSION, PLANNING, CONSERVANCY, and ADVOCACY TOPICS** – information related to topics of interest to Islands Trust.

Note: Bold text in the charts below indicate an update since the last report.

TOPICS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Provincial Planned Legislation				
Dissolution and Election		**British Columbia's 43rd Parliament was dissolved September 22, 2026, with a provincial general election held October 24, 2026. The sitting of the next Parliament has not been announced.**		
Heritage Conservation Act Transformation Project	Postponed indefinitely.	The purpose of the Heritage Conservation Act (HCA) is to encourage and facilitate the protection and conservation of B.C.'s unique cultural heritage. The Province recognizes the need to transform the HCA to better meet the needs of all British Columbians. Transforming the HCA will provide for alignment with the UN Declaration and will support the provincial mandate of lasting and meaningful reconciliation. It will also aim to increase certainty and stability for First Nations, landowners, proponents, developers, and government, while supporting sound decision making. Drafting of legislative, policy and program reforms are targeted for Spring 2024. UPDATE: The Joint Working Group on First Nations Heritage Conservation invited stakeholders to participate in virtual engagement sessions on the Heritage Conservation Act Transformation Project. These sessions introduced a proposed suite of near-term legislative, regulatory, policy, and program changes being proposed for Cabinet consideration, and ultimately, legislative introduction in Spring 2024. Two sessions were held on September 26 and September 28, 2023 January 2024 Given recent feedback, rather than introducing a near-term package of legislative amendments this mandate, the HCATP will instead work towards the development of a more	Local trust committees and Bowen Island Municipality can designate Heritage Conservation Areas in their OCPs. To date, only Salt Spring Island Local Trust Committee has done so with the Ganges Village Core Heritage Conservation Area to recognize and protect the identifiable heritage features and character of the village. Heritage Conservation Areas may require a heritage alteration permit for: alteration of land, feature, building, or structure, subdivision (Bowen), additions, or new construction.	Staff will continue to monitor. Capital Regional District staff are also monitoring.

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Provincial Planned Legislation				
		comprehensive package. This means that changes will not be introduced this legislative session, but will be developed for future legislative sessions, which will allow time to ensure the proposed legislative amendments are more responsive to First Nations and stakeholder feedback. UPDATE: Current Status (January 2026) The provincial government has announced the postponement of proposed amendments to the *Heritage Conservation Act* (HCA). Concerns expressed to the provincial government included potential scope creep of the proposed expanded definition of "heritage" to include specified intangible cultural values and the need for local governments to have the ability to choose among archeological firms when compliance work is undertaken. For additional background: Province delays HCA legislation		
Declaration on the Rights of Indigenous Peoples Act	Suspended	In early 2026, the B.C. government announced plans to amend the *Declaration on the Rights of Indigenous Peoples Act* (DRIPA) to limit the judiciary's role in interpreting the legislation On April 20, the Province announced planned amendments would not be introduced in the spring legislative session and that it would undertake further work with First Nations leadership.	Awaiting more information	Awaiting more information

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Federal Planned Legislation				
Fall Sitting		**The fall sitting of Canada's 45th Parliament commenced September 21, 2026.**		
Update to the *Canada Water Act*	Ongoing	By the end of 2023, the government will introduce the legislation that will fully establish the Canada Water Agency as a standalone entity, outside of Environment and Climate Change Canada with regional offices. This has long been a priority for water champions and leaders across the country and signals a deeper cross-government and collaborative approach to water. February 2024 This is included in *An Act to implement certain provisions of the fall economic statement tabled in Parliament on November 21, 2023, and certain provisions of the budget tabled in Parliament on March 28, 2023* tabled on November 28, 2023 – See Legislation in Progress section UPDATE: Current Status (January 2026) The 2023 Federal Budget included provision for the creation of the Canada Water Agency, it was established in 2024 and aims to improve freshwater management by effective collaboration with all levels of government. Engagement with partners and parties interested in participating in the updating of the *Canada Water Act* were scheduled to begin in 2025. Engagement is ongoing: Canada Water Act Engagement		

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Provincial Legislation in Progress				
Bill 15-2026 Environmental Assessment Amendment Act, 2026	**Royal Assent April 16, 2026** Comes into force by regulation	Amendments add important First Nations' context including defining terms such as leadership table and outlining processes when an Indigenous nation provides notice indicating interest.	In the past, Islands Trust and Snuneymuxw First Nation have provided positions on projects requiring an environmental assessment.	Amendments will enhance future environmental assessment input and new definitions will positively impact Islands Trust policy development.
Bill 18-2026 Housing and Municipal Affairs Statues (Parental Leave)	First Reading April 2, 2026 **Bill died with the dissolution of government on September 22, 2026.**	This Bill establishes that elected officials in British Columbia, including Islands Trust trustees are entitled to 26 weeks of paid parental leave. The Bill amends the Community Charter, *Local Government Act*, Vancouver Charter and *Islands Trust Act* among others, and includes provision for how to deal with quorum in the event the leave reduces the body to below quorum, such as a Ministerial order to allow council to continue with less than quorum to ordering appointment of a replacement for the duration of the leave.	Trustees historically, not covered for parental leave will now be covered.	**None required. Depends on in-coming government whether or not it reintroduces the Bill.**
Bill 17-2026 Housing and Municipal Affairs Statutes (Codes of Conduct)	First Reading April 2, 2026 **Bill died with the dissolution of government on September 22, 2026.**	This Bill establishes a mandatory code of conduct for all local governments, regional districts and Islands Trust in British Columbia. The Bill establishes the process for making a complaint, for investigating the complaint, and for considering sanctions. The Bill adds ability to go in-camera to allow council to consider an investigator's report. The actual Code of Conduct will be established by regulation, and the Bill will come into effect on adoption of that regulation.	Islands Trust has had a Standards of Conduct policy since the early 1990s.	**None required. Depends on in-coming government whether or not it reintroduces the Bill.**

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		The Bill transitional provision make it clear that once the Bill is in-force (on adoption of the regulation) the pre-existing codes of conducts for all local governments, including the Islands Trust, will have no effect. The Bill amends several Acts, such as the *Local Government Act*, Community Charter, Vancouver Charter and *Islands Trust Act*.		
Bill 9 – 2026 Freedom of Information and Protection of Privacy (FOIPPA) Act	**Royal Assent May 28, 2026** Comes into force by regulation	A Bill intended to streamline FOIPPA applications, allow release of personal information to an individual without an application, strengthens requirements around specificity of the asks, all applicant to consent to extension of timeline without need for OIPC approval, expanding process for public body asking OIPC to disregard certain application, and changes to OIPC roles, allowing more cooperation between public bodies to share personal information, and other amendments.	Requests under the FOIPPA are numerous, and put a lot of demand on staff.	To review the amendments and adjust processes accordingly once the legislation is in force.
Bill 15-2025 Infrastructure Projects Act	Royal Assent May 29, 2025 Comes in force by regulation.	A Bill intended to designate different types of infrastructure projects and to use specified streamlining options in relation to designated projects. The Islands Trust is a specified authority in relation to a trust area under the *Islands Trust Act*, the local trust committee as defined in section 1 of that Act.	None to Date.	No action planned.
Bill M 208-2025 Emergency and Disaster Management Amendment Act	1st Reading No progress since April 2025. **Bill died with the dissolution of government**	Intent of this Bill is to establish the BC Volunteer Corps. This provincial organization will encourage volunteerism and create a centralized platform for individuals to access volunteer opportunities and training programs. There may be an opportunity for local Trust Conservancies to leverage volunteers for nature reserve management through the centralized platform.	None to date.	Staff will continue to monitor.

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	on September 22, 2026.	Legislation may stem from the previously monitored Emergency Management Regulations		
BILL M 216 – 2025 Professional Reliance Act	2nd Reading November 17, 2025 **Bill died with the dissolution of government on September 22, 2026.**	This Bill provides for the streamlining of development projects and reduction of administrative costs in the approval of development projects by local governments. Written input on the bill was received until early January 2026. Given the volume of input (approx. 500 submissions), additional time to complete the review was requested. Further consideration of the bill will be delayed until the review is completed. The Minister of Housing and Municipal Affairs received a request to discontinue consideration of Bill M216. In response, Minister Christine Boyle stated that "our government has already taken important steps to streamline housing approvals through the Development Approval Process Review and the new Building Permit Hub. Bill M216 has made a meaningful contribution to that work…". The bill will not proceed.	Islands Trust Council Chair sent a letter Letter to Minister of Housing and Municipal Affairs	Planning team is monitoring movement of bill.

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Federal Legislation in Progress				
Building Canada Strong Act Bill C-39 An Act respecting certain measures to strengthen the economy	**First Reading September 21, 2026**	**The Building Canada Strong Act is meant to deliver on Canada's plan to significantly transform how decisions are made about projects the federal government regulates. It proposes significant changes to impact assessment processes and timelines and will have practical impacts on how Indigenous governments advocate for their rights and interests.** **Some operational aspects related to the act, e.g. completion of federal project reviews within a year have already been implemented via a parallel Cabinet Directive on getting Projects Built in Canada. This Cabinet Directive focuses on the federal efforts needed to build projects that will attract domestic and global investment, create jobs, and build a stronger economy, while protecting the environment and nature, and upholding the rights of Indigenous Peoples**	**In response to the listing of projects as projects of national interest, the Islands Trust Chair wrote to the Major Project Office in September 2026 expressing Islands Trust's opposition to the listing of the West Coast Oil Pipeline (renamed Pacific Link) as a project of national interest.** **The letter was also submitted by email to the Major Project Office reiterating Islands Trust's position as Robert's Bank Terminal 2 was under consideration.** **Both projects have been listed as projects of national interest.**	**In accordance with Islands Trust Council's resolutions, staff are developing an advocacy strategy for Council's consideration regarding the projected cumulative impacts and risks of the increased marine shipping traffic in the Salish Sea associated with the listing of Pacific Link and Roberts Bank Terminal 2 as projects of national interest. The strategy will be presented in March 2027.**
Recognition of the Canada Jay as the National Bird of Canada	In progress 1st reading May 28, 2025.	For those interested in the debate around the National Bird of Canada Bill….*perisoreus canadensis*		

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S-221 An Act to provide recognition of the Canada jay at the national bird of Canada	2nd reading June 19, 2025. **3rd reading June 11, 2026.**			
Clean Coasts Act Private Members' Business C-244 An Act to amend the Canadian Environmental Protection Act, 1999 and the Wrecked, Abandoned or Hazardous Vessels Act (Clean Coasts Act) Bill C-64	In progress 2nd reading in the House of Commons	Introduced by the MP for West Vancouver-Sunshine Coast-Sea to Sky Country, the proposed legislation is intended to strengthen Canada's ability to prevent and respond to marine pollution by closing gaps in Canadian law (marine dumping and amending the Wrecked, Abandoned or Hazardous Vessels Act). This is subsequent to the Private Members Bill introduced June 15, 2023 by the MP for Nanaimo-Ladysmith. **The derelict ferry, Motor Vessel Rhododendron moored in Fanny Bay has drawn attention to Bill C-244 and concern about its potential impact on the sensitive Baynes Sound ecosystem. Where do Old Boats on B.C.'s Coast go to Die?**	When this Bill was introduced in 2023, Islands Trust Council indicated an interest and made significant efforts to advocate for better federal management of wrecked, abandoned or hazardous vessels.	Direction to be confirmed
(Senate Bill) BILL S-237 An Act Respecting a Cities and Municipalities Day	1st Reading October 2, 2025 2nd Reading in the Senate	Recognizing municipalities' increasing responsibility for water distribution, road maintenance, waste management, land-use planning and etc, the 31 October is proposed to be known as "Cities and Municipalities Day". Intent is to emphasize the crucial role cities and municipalities have in building fairer, more inclusive and more resilient communities. By extension, this includes the Islands Trust Area.		Confirm with planning that this day conforms with Trust Area values.

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Provincial Legislation in Effect				
Budget Measures Implementation Act, 2026	In Force	The provincial government passed legislation amending the Public Service Act to discontinue the Office of the Merit Commissioner and transition its essential functions to the BD Public Service Agency. Principle of merit remains unchanged.		Islands Trust employees will continue to have the same rights, entitlements and options for recourse.
Bill 20-2026 K'omoks Treaty Act	K'omoks Treaty Act, version May 28, 2026 In Force	This Bill approves the K'omoks Treaty, establishing rights and land to the K'omoks First Nation. The Treaty includes land on Denman and Hornby Islands, and these lands are not part of the Islands Trust Area. *Islands Trust Act* is amended to exclude the Treaty lands, and to allow Islands Trust Council to enter into agreements with treaty nations under the terms of the treaty. The Treaty also allows K'omoks to enter into agreements with the Province over authorisations on the foreshore. It is not clear at present how this will intersect with local trust committee land use considerations.		
Ministry of Water, Land and Resource Stewardship Provincial General Permission for the Use of Crown Land for Private Moorage	*Land Act*, version May 9, 2024 In Force	The prohibition restricting the submission of private moorage applications in the Southern Gulf Island and Southeast Vancouver Island ended unexpectedly on March 31, 2026. The BC government is developing a Strategic Management Plan with interested parties. The plan will guide how private moorage applications are reviewed following the expiration of the prohibition. Private Moorage in the Southern Gulf Islands and Southeast Vancouver Islands **On Sep 3, 2026, the BC Government announced that public feedback on the draft strategic management plan for private marine docks on Crown foreshore areas was welcomed during the period Sep 3-18 Oct 2026. Opening**	Islands Trust's Director of Planning Services is actively engaged with the BC government on this issue.	As the Province develops the Strategic Management Plan, the Planning Team will continue to see updates.

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Provincial Legislation in Effect				
		engagement on dock management in southern Gulf Islands		
Bill 3-2025 Protected Areas	Royal Assent March 31, 2025 In Force.	Amendment to protected areas, including the protection of a park supporting Rhododendron macrophyllum which is found only in the vicinity of Southern Vancouver Island and the southwest Coast of British Columbia. Rhododendron macrophyllum was important to Indigenous nations and early settlers as it leaves were used to make a tea rich in Vitamin C.	None to date	Staff will seek to identify nature reserves where rhododendron macrophyllum grows and share the knowledge with First Nations.
Bill 25-2025 Housing and Municipal Affairs Statutes Amendment Act	Royal Assent November 27, 2025 In Force.	A comprehensive bill which defines manufactured home zone and lays out the conditions for restricted zones. In Part 2 of the Bill amendments are made to Short-term Rental Accommodations. Proposed changes will impact Islands' residents and Official Community Plans. Short-term Rentals Communities with consistently high vacancy rates will have an earlier effective date to opt out of provincial rules that limit short-term rentals to principal residences. Minister Boyle stated, 17 Apr 26, "short-term rental rules are focused on returning homes to the long-term market for people and giving communities with healthy rental markets the flexibility to provide additional tourist accommodation".	Short Term Vacation Rentals (STVR) have been a long-standing concern for Islands Trust In 2012, the Salt Spring Island Local Trust Committee was unsuccessful at seeking an injunction via the Supreme Court of British Columbia to restrain a company from using or offering residentially-zoned properties for commercial guest accommodation rather than on individual property owners. Most LTCs have considered whether to opt-in to the principal residence requirement.	Article in Discussion Topic section below from Young Anderson should be reviewed in conjunction with this Bill.

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Provincial Legislation in Effect				
BILL M 202 – 2025 Eligibility to Hold Public Office Act	Royal Assent May 29, 2025 In Force.	This Bill provides that a person who is a member of the Legislative Assembly is disqualified from holding a local elected office. In this Act, local elected office includes at 1(a) (v) a local trust area trustee, within the meaning of the *Islands Trust Act*.		For awareness as the Trust Area prepares for fall 2026 elections.
Federal Legislation in Effect				
Bill C-5 An Act to enact the Free Trade and Labour Mobility in Canada Act and the Building Canada Act	Royal Assent June 26, 2025 In Force.	Under Bill C-5 Canada and Alberta signed a MOU committing to the shared priorities of establishing and enabling Canada as a global energy leader, unlocking the growth potential of Alberta's oil, gas and other resources, including an oil pipeline to Canada's west pipeline application, and during the potential development and construction of the oil pipeline referred to in the MOU, and to further the economic interests of British Columbia related to their own projects of interest that involve the Province of Alberta, including interties. In addition, Canada will continue working with British Columbia on other projects of national interest in their jurisdiction. The preferred terminus for the pipeline is in Burnaby.coast and working toward Canada's net-zero greenhouse gas emissions objective by 2050. Canada and Alberta also agreed to continue to engage with British Columbia immediately in a trilateral discussion on the	**This is a new pipeline project.**	**Islands Trust will monitor the advance of pipeline negotiations and the potential impact to the Trust Area.**
Musqueam and Canada Sign Agreement	Signing date February 2026	The Musqueam Indian Band and the Government of Canada signed three landmark agreements representing a major step forward towards reconciliation and incremental	Musqueam First Nation is a referral Nation for the Islands Trust.	Alignment with the landmark agreements will be sought based on Musqueam's

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Federal Legislation in Effect				
Recognizing Rights, Stewardship and Fisheries		implementation of Musqueam's Aboriginal rights as affirmed under Section 35 of the Constitution Act, 1982. In the Rights Recognition Agreement (Rights Recognition), "It is Musqueam's view that through its kinship ties, Musqueam accessed and utilized the Salish Sea and adjacent lands and waterways, extending up the Fraser River to the Fraser Canyon and adjacent lands and waterways."		expressed interest in the Salish Sea.
Court Decisions				
Aboriginal Title Declared Over Fee Simple Lands Wolastoqey Nations v. New	Under appeal	In a landmark decision, already the subject of an appeal by the Province, the British Columbia Supreme Court has granted the Cowichan Tribes Aboriginal title over a large swathe of land in the southeastern portion of the City of Richmond. Cowichan Tribes v. Canada (Attorney General), 2025 BCSC 1490 Of particular relevance and concern to local governments in British Columbia, the Court invalidated the title of certain lands held by the City of Richmond in fee simple. Notably, the claim area also included lands held by other fee simple owners. While the Court did not invalidate those titles, as the Cowichan Tribes did not seek such a remedy, it did declare that Cowichan Tribes has Aboriginal title over those lands. In a statement released March 2, 2026, the Cowichan Nation and Province of BC announced that they would proceed with appeals to the British Columbia Court of Appeal.	**No Action**	**No Action Planned**

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Brunswick and Canada Univ of Calgary Faculty of Law Brief: Wolastoqey Nation v. NB		A December 2025 New Brunswick court ruling that found that there is "an important difference between a finding of Aboriginal title and a judicial declaration of Aboriginal title" was appealed to the Supreme Court of Canada by Wolastoqey Nations. Without providing reasons, the Supreme Court turned down the application to hear the case in May 2026. This decision will have implications for the Cowichan Tribes case.		
DISCUSSION, PLANNING, CONSERVANCY, ADVOCACY, AND FIRST NATION TOPICS OF INTEREST				
Cowichan Tribes and City of Duncan Sign Memorandum of Understanding	**October 9, 2026**	**Cowichan Tribes and the City of Duncan formally signed a Memorandum of Understanding (MOU) in recognition of their shared commitment to strengthen their government-to-government relationship. The MOU establishes a framework to identify opportunities to work together while supporting greater recognition and understanding of the Cowichan Tribes teachings and connection with their Traditional Territory.**	**Trust Area Services (TAS) Director is working on relationship agreements with several First Nations. A relationship agreement is akin to an MOU.**	**Work on draft First Nations' relationship agreements will continue.**
Xʷsepsəm Nation and Township of Esquimalt sign historic relationship agreement	**October 22, 2026**	**The Xʷsepsəm Nation (Esquimalt Nation) and the Township of Esquimalt signed a relationship agreement formalizing their longstanding relationship. Both parties committed to regular dialogue. Several areas of mutual interest were identified including: archaeological and heritage conservation, planning and development, placemaking, economic development, healthy communities, and public safety.**	**Trust Area Services (TAS) Director is working on relationship agreements with several First Nations.**	**Work on draft First Nations' relationship agreements will continue. The areas of mutual interest identified by the Xʷsepsəm Nation and the Township of Esquimalt will inform TAS efforts.**

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National Park Service North Pacific/Columbia Basin Fire Ecology Program Annual Report Calendar Year 2024	**January 29, 2025**	**San Juan National Historic Park falls within the North Pacific/Columbia Basin Fire Ecology Program. The 2024 Annual Report includes a table, History of Fire Effects Monitoring Plots. This information may be useful in better understanding fire ecology within the Islands Trust Area, especially in terms of controlled burns.**	**Ongoing monitoring of fire risk within Islands Trust Area.**	**This information may be useful to Islands Trust Conservancy as they prepare the next ten year Regional Plan.**
Taking the Next Step to Modernize BC Forest Management	**August 27, 2026**	**The Province is considering the implementation of the *Working Forest Landscape Model*. The model consists of three management zones: working forest zone, multiple-use zone and a conservation and protection zone. It has been developed in conjunction with forest landscape plans, land-use plans and other planning initiatives. It is hoped that a zonation approach will provide greater clarity to existing planning initiatives supporting a stable and competitive forest sector as well as long-term sustainability objectives.**	**Islands Trust Conservancy's interest in forests is longstanding. The current ten year regional conservation plan plan, 2018-2027, notes that forested ecosystems comprise approximately 75% of the landscape.**	**The anticipated introduction of the three-zone system will be taken into account by planners and the Islands Trust Conservancy team as the next 10 year regional plan is drafted.**
Tsartlip and Tseycum sign MOUs with Central Saanich	July 10, 2026	Memorandums of Understanding between the District of Saanich and Town of Sidney and Tsartlip and Tseycum First Nations establishing formal government to government relationships were signed in early July. The MOUs establish a table and process for future collaboration. MOU priorities include protecting the environment, supporting local jobs, learning about culture, preparing for emergencies, creating space for artwork and caring for ancestral sites. **On September 22, 2026, Tsartlip and Tseycum through the W̱SÁNEĆ Leadership Council signed a second Memorandum of Understanding with the City of Langford, Tsartlip/Tseycum and Langford MOU**	TAS is working on establishing a government-to-government relationship with the Tsartlip and Tseycum First Nations.	Work will continue.
Cowichan Tribes and Province to Develop BC's first Water Sustainability Plan	ongoing	In 2020, Cowichan Tribes and the Province of BC entered into an interim agreement to manage the Xwulqw'selu - Koksilah Watershed and to scope a long-term agreement with respect to ongoing collaborative management and governance of the	N/A	Development of the plan will be tracked to ensure the final agreement is

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		Watershed. Steering Committee Summary and Recommendation		available for consideration.

New Resources

Canada's Changing Climate Report (CCCR2026)	**September 2026**	**An Environment and Climate Change Canada report warning that Canadian climate change is largely irreversible. Based on the report findings, average temperatures could rise by 3.5°C to 5°C by the end of the century.**	**Islands Trust will continue to uphold its commitment to the BC Climate Action Charter.**	**The impact of climate change will continue to be a central theme to Islands Trust policy deliberations.**
Baseline Expectations and Good Practices for the Development and Assessment of the Reconciliation Action Plans (RAPS) of Companies in British Columbia	July 2026	Reconciliation Action Plans (RAPs) were first introduced in Australia in 2006 and were accompanied by a set of standards. Although Reconciliation Action Plans were introduced in Canada a decade later, standards and oversight mechanisms were not established. The publication of Baseline Expectations and Good Practices for BC companies seeks to fill this void. This guide is based on five distinct themes: truth telling, education, engagement, economic reconciliation and environmental stewardship. The information is useful as the Islands Trust develops a measurement framework for its reconciliation initiatives in accordance with UNDRIP.	Release of reconciliation action plan.	Information will be used to refine the Islands Trust reconciliation action plan.
Local Government Resource Guidebook Riparian Areas Protection Regulation	June 2026	This guidebook was prepared by the Ministry of Water, Land and Resource Stewardship, Aquatic Ecosystems and Freshwater Fisheries Branch to support local governments in updating their zoning and land use bylaws to the 2027 RAPR. It is designed to provide practical cut and paste resources.		

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New Resources				
(RAPR) Amendments 2027		The Riparian Area Protection Act (RAPA) and the Riparian Areas Protection Regulation (RAPR) (B.C. Reg. 178/2019), together form the legislative and regulatory framework for protecting riparian areas during residential, commercial and industrial development. The RAPA sets direction for local governments to incorporate riparian protection measures into their zoning and land use bylaws. The RAPR sets out the detailed requirements for assessing development near streams and watercourses. Under the regulation, a local government must not approve development within a riparian area unless the applicable requirements have been met, as defined in the regulation. The RAPR aims to assist local governments in ensuring that the requirements of the federal Fisheries Act are being met in the development applications they are approving. Amendments to the RAPR (2027 RAPR) were approved by Order in Council in February 2026 and will come into force on January 1, 2027.		
Islands Trust Tiny Homes on Wheels Enablement Project Final Report	31 Mar 2025	The Tiny Homes on Wheels (THOWs) Enablement Project was initiated by the Islands Trust and developed in collaboration with the Regional District of Nanaimo (RDN) to address the growing interest in, and challenges surrounding, the integration of THOWs as a viable housing option. The project recommends developing a distinct THOWs designation, aligning construction standards with CSA Z240MH and the intent of the BC Building Code (securing the dwelling to a foundation), and implementing standardized inspection protocols. NB: The National Building Code recognized tiny homes and included them in recent revisions. Additional information may	N/A	Director Planning will continue to collaborate with the Steering Committee to advance this project.

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New Resources				
		be found at Tiny Homes-An Alternative to Conventional Housing BC Housing Research Centre		
Practical Forest Stewardship for Landowners	Released May 2026	Practical Forest Stewardship for Landowners is a guide outlining preventative steps that may be taken to avoid the risk of catastrophic wildfire on Salt Spring Island and the Southern Gulf Islands. It was written by Emily J. Brown and Ruth Waldick in cooperation with the Salt Spring Island Climate Adaption Research Lab and Water Salt Spring Island Preservation Society.		Islands Trust will continue to follow fire prevention literature.
Adult Salmon Diet Program	Project is ongoing, 11 June 2021	Research into the diet of adult chinook and coho salmon is being driven by citizen science, i.e. local fishers. The approach is leading to increased engagement in public ecosystem monitoring and highlighting the importance of salmon conservation initiatives.	The health of salmon populations is an ongoing area of interest given the Coast Salish peoples' deep-rooted cultural ties to salmon.	Ecosystem health will continue to be a priority area of interest.
National Freshwater Science Agenda	Released March 2026	The National Freshwater Science Agenda is intended to serve as a tool to support and guide planning, collaboration, and coordination in freshwater science and research across Canada. It outlines interconnected themes including bridging, braiding, and weaving Indigenous science and knowledge; water availability; land use stressors and water pollution; ecosystem resilience and biodiversity; socio ecological considerations; and economic research.		May be a source of funding for future projects.
Where We Build Matters	Released 2026	This report released by the Pacific Institute for Climate Solutions finds that BC has policy tools that create room for climate hazards to be considered in land use decisions, but the tools are not consistently used. The result is a fragmented system that often responds to risk after losses occur instead of reducing exposure before it is created. Land use planning is one of the most powerful levers to change the risk trajectory.		For consideration of Islands Trust Planners.
How Climate Proofing Public	Updated April 2026	Released by the Canadian Climate Institute, the report provides an assessment of how climate change will affect the costs of	The Islands Trust was a signatory to the BC	TBD

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New Resources				
Infrastructure Pays Off		maintaining, renewing and repairing public infrastructure and how acting early can significantly reduce costs.	Climate Action Charter in 2007.	
Wildfire Resilience and a Cross-Government Approach in BC	Ember Insights Series released March 2026	From the University of Victoria's POLIS Wildfire Resilience Project-Ember Insights Series. BC-and the world-has entered a period of wildfire crisis with increasing economic, environmental, and social impacts. There is a shift in emphasis from wildfire suppression to wildfire resilience. The need to evolve supporting policies and the provincial approach, e.g. existing arrangements and management approach are highlighted along with the opportunity for more dedicated coordination. This map provides an overview of fire risk in the Gulf Islands, https://www.for.gov.bc.ca/ftp/HPR/external/!publish/WUI_RiskClass/Maps/BC_Overview_By_RegionalDistrict_Coast_KeyMap.pdf		Reviewing fire risk in the Trust Area may be an area for renewed dialogue with the Province.
Value of Ocean and Coastal Ecosystem services, 2023	Statistics Canada release Jan 21, 2026	In 2023, ocean and coastal ecosystems provided services such as carbon sequestration valued at $5.5 billion, harvested wild fish and seafood valued at $1.2 billion, and nature-based tourism valued at $458 million. Coastal ecosystems such as seagrass meadows, salt marshes and kelp forests sequestered 858 kilotonnes of carbon in 2023, out of which 497 kilotonnes were sequestered in the Arctic, 222 kilotonnes in the Pacific and 139 kilotonnes in the Atlantic oceans. For reference, this illustration is informative: How Oceans Benefit Canadians	Past projects have focused on mapping eelgrass beds and the impact of aquatic structures on the marine environment.	The statistics in the report could be used in the Trust Area by planners and conservancy staff.
A Force of Nature: Canada's	Launched March 2026	Document reaffirms Canada's commitment to 30x30 (30% of lands and waters by 2030) and states the Government's vision, "a Canada that protects, restores, and values nature as a		Opportunities to work in conjunction with the

Note: Bold text in the charts below indicate an update since the last report.

TOPICS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
New Resources				
Strategy to Protect Nature		foundation of our economy, sovereignty, and well-being, leading at home and globally, to ensure healthy ecosystems, resilient communities, and prosperity for present and future generations." Funding includes more than $410 million for the Pacific Salmon Strategy Initiative and a commitment to strengthen the protection and recovery of species at risk, supporting the recovery and conservation of wildlife. Salt Spring Island's Natural Cemetery also gets a nod as Canada's first entirely green burial cemetery.		Federal strategy will continue.
Voices of Youth Indigenous Leaders	Published December 2025	An interim report of the Standing Senate Committee on Indigenous Peoples, focusing on Indigenous identity, languages and cultures. Crystal Starr Lewis, a member of the Squamish Nation was chosen to participate in the Senate discussion. She stressed that sustainability was a central issue for youth. It interconnects with land, wellness and identity.		Recommended staff reading
Next Agricultural Policy Framework: Share Ideas	ongoing	Canada's Next Policy Framework will succeed the current Sustainable Canadian Agricultural Partnership (Sustainable CAP). Consultation period is open until 30 Jun 26. Comments may be submitted at: Agriculture and Agri-Food Canada's Consultation on the 2026 Next Policy Framework		Islands Trust farmers, leaders and planners may wish to contribute on the future of agriculture in the Trust Area//BC.
Conservation Challenges for Seaside Juniper	ongoing	Seaside juniper was and is still culturally important to local First Nations. It was planted as a medicinal plant. Branches were used to safeguard houses from illness, e.g. they were hung in the house, or placed under mattresses. Branches have a strong pleasant aroma and continue to be used in ritual ceremonies connected with sweat lodges. Indeed, the type	NA	Islands Trust Conservancy will note nature reserves which have seaside juniper and share the information with First Nations.

Note: Bold text in the charts below indicate an update since the last report.

TOPICS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
New Resources				
		specimen for the species is to be found on Tsartlip First Nation's land along Brentwood Bay. Link to the Tstartlip nation is important. Additionally, trees were looked at on Saturna, Galiano and Pender Islands.		
Regulating Short-Term Rentals: A Novel Constructive Taking Claim (pg 11-13)	September 2025 opinion (Ramon Dabiryan)	Discussed in the Young Anderson opinion piece is a hypothetical case brought forward to the courts by the Westcoast Association for Property Rights regarding Short-term Rental Accommodations Act (STRAA). The Association argued that the effect of the Act forbids owners from offering short-term rentals in units that were not principal residences, thereby eliminating the members' rights to use their additional properties for lawful business activities.		Planning staff will bear this hypothetical argument in mind.
Georgia Strait Alliance Resilient Coastal Communities	2025 Mini-Newsletter	The Alliance is re-strategizing and joining forces with local groups to restore waterways and to launch a new campaign to reduce harmful anchorages near the Gulf Islands. They are also exploring what a conservation economy may look like. The issue of increased anchorage usage during the FIFA soccer games may be at direct odds with the Alliance's position on reducing available moorings.	NA	Monitor indications of increased yacht presence and potential mitigation strategies to reduce environmental damage.
Local Government Integrity Commissioners	Ombudsperson letter to Minister of Municipal Affairs 26 Mar 25	In a letter to the Minister of Municipal Affairs, the Ombudsperson underscores an urgent need for legislation to ensure oversight of, and integrity by, municipal councils and their members. The letter is an important benchmark underscoring the importance of public trust and confidence in local government.	NA	A reminder of the importance of ethical behaviour.
BC Ferries Project	Ongoing	Key issues in BC Ferries Performance Term 7 are: • Recognition that ferries are an "essential public service"		Trust Council is actively monitoring renewal initiatives and

Note: Bold text in the charts below indicate an update since the last report.

TOPICS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
New Resources				
		• Calibrating growing demand, system capacity and future service levels • Operating costs are rising faster than revenues • Renewal of critical infrastructure is long overdue • Aging assets impact reliability • Affordability is central to setting regulated price caps • Long-term debt load is a concern Note: BC Ferries is predicting increasing affordability tension as costs (labour, maintenance and borrowing) outpace established fare caps. One-time supports (fare relief) will be required to maintain fares.		will continue to follow the affordability issue

Trust Council Requests to the Province of BC for Changes to the Islands Trust Legislation/Regulation and Related Legislation 2007 - present

ISLANDS TRUST COUNCIL REQUEST	WHEN	ADVOCACY METHOD	RESPONSE
1. Amendments to the *Islands Trust Act* that would cause four local trustees to be elected to sit on the Salt Spring Island Local Trust Committee and Trust Council.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	May 2008 Minister Chong suggested Islands Trust hold a referendum in the Salt Spring Island LTA. If the referendum was successful, Minister Chong was willing to approve four local trustees for the SSILTC, but not to increase Salt Spring Island representation on Trust Council. Turned down by Salt Spring Island LTA referendum November 15, 2008.
2. Changes to the *Islands Trust Act* that would enable the Islands Trust Council to determine the size of its Executive Committee.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	Not advanced by the Ministry. Never formally turned down.
	June 2008	Trust Council later requested a simpler amendment - that S. 20(3) of the Islands Trust Act be amended to increase the number of vice chairs from three to four.	
	June 2011	Raised during a meeting between the Executive Committee and the Hon. Ida Chong, Minister of Community Services	
3. The necessary changes to provincial / legislation and regulations to permit Islands Trust bodies to hold meetings through electronic or other communication facilities.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	Achieved in 2009 through provincial creation of a new Islands Trust Regulation.
4. Changes to provincial/legislation and regulations be made, if	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	Resolved. This topic originally arose in response to a court case, where a bylaw was quashed because

ISLANDS TRUST COUNCIL REQUEST	WHEN	ADVOCACY METHOD	RESPONSE
necessary, to confirm that Islands Trust bodies may perform their duties and functions while outside of the Islands Trust Area.			the public hearing was held outside the jurisdiction. Further evaluation determined that the relevant legislation had been amended and did not apply to local trust committees.
5. Natural Area Protection Tax Exemption Program (NAPTEP) – extension to Bowen Island Municipality	October 27, 2009	Meeting with Hon. Bill Bennett, Minister of Community and Rural Development	Achieved June 2010 through minor amendment to legislation.
6. Bylaw dispute adjudication system	October 27, 2009	Meeting with Hon. Bill Bennett, Minister of Community and Rural Development	Achieved in 2011
7. Trust Fund Board corporate status and name change	May 31, 2018	Name change achieved via *Miscellaneous Statues Bill*	Achieved via amendment to Islands Trust Act.
	January 23, 2018	Executive Committee raised the name change request as number one Trust priority during meeting with the Hon. Selina Robinson, Minister of Municipal Affairs and Housing	Advised by Minister she would investigate further.
	June 2011	Name change raised during a meeting with the Hon. Ida Chong, Minister of Community Services	Advised by Minister to explore other solutions first to determine if can resolve challenges in other ways. Trust Fund Board has asked Trust Council Chair to seek this change in writing. Several requests have been made
	June 2011	Staff met with Ministry staff	
	November 20, 2012	Letter to Hon. Bill Bennett, Minister of Community, Sport and Cultural Development	Response received Feb 2013. Minister Bennett stated that changing the corporate structure of the Trust Fund Board has broad implications that require careful consideration. He further noted that government often requires a compelling reason, such as a legislative barrier to operations, prior to considering such a legislative request. He suggested that Islands Trust staff contact the

ISLANDS TRUST COUNCIL REQUEST	WHEN	ADVOCACY METHOD	RESPONSE
			Assistant Deputy Minister to arrange for further evaluation of the proposal.
	Sept 2013 and Feb 2014	Letters to Hon. Coralee Oakes, Minister of Community, Sport and Cultural Development	Several contacts with Ministry staff have been made, most recently in May 2015. The Assistant Deputy Minister repeated earlier advice that that the ministry does not currently have the capacity to undertake this complex a legislative change, given other provincial priorities.
	May 12, 2015	Executive Committee and senior staff met with new Assistant Deputy Minister Jay Schlosar, who has since left government	
	September 2015	Letter to Hon. Peter Fassbender, Minister of Community, Sport and Cultural Development	Minister Fassbender was not responsive to Trust Council's request for legislative changes. Conversation during the meeting focused on Salt Spring governance and his request that Executive Committee meet with the Aboriginal Aquaculture Association.
	November 2015	Executive Committee and CAO met with Hon. Peter Fassbender, Minister of Community, Sport and Cultural Development	
8. Support in principle amending the Islands Trust Act to add "First Nations" to the list of those with whom we work "in co-operation."	September 2015	Trust Council requested the Executive Committee to consider asking the Minister of Community, Sport and Cultural Development to make this amendment, at an appropriate time, with respect to available resources and the potential for the amendment to be achieved.	Achieved in 2021 (see below)

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
THAT the Islands Trust write to the Minister requesting amendments to the Islands Trust Act, specifically[1]: 1. Allowance for entry warrants by bylaw officers; 2. Development permit area enforcement via municipal ticketing; 3. Adoption of development approval information bylaws by LTCs; 4. Amending the Act to add "First Nations" to the list of those with whom we work "in co-operation."; 5. The ability to delegate to staff the granting of development permits; 6. Seeking clarification of foreshore zoning authority; 7. Broadening of Islands Trust entities under the Local Government Act, relative to s. 294, allowing for "incidental or conducive powers."; 8. Ability to provide an affordable housing agreement with a third party and to create a Housing Service. 9. Include reference to the ecosystem in section 8.2 of the Islands Trust Act. 10. And enact the ability to charge fees for telecommunication applications.	Sept 2018	Letter to Hon. Selina Robinson, Minister of Municipal Affairs and Housing	**Partially Achieved.** In 2021 The Province amended the Islands Trust Act to: • Include a specific reference to First Nations in the Trust's Object statement to recognize its ongoing relationship and reconciliation efforts with First Nations. (#4) • Enable Islands Trust to give financial support to third parties for activities that provide education about or preserve the environment and unique amenities of the Trust Area. This is an optional new power that Trust Council can use if desired. (#9) • Streamline the Islands Trust development approvals processes by transferring from Trust Council the ability to adopt and amend development approval information bylaws to local trust committees providing greater local autonomy. (#3) In 2021, the Province also amended BC Regulation 275/2021 deposited under the Islands Trust Act to enable local trust committees to delegate, by bylaw, issuance of development permits to staff with allowance for re-consideration of staff decisions by the local trust committee if warranted. (#5) Foreshore authority – on-going meetings between Islands Trust Staff, Ministry and CwVRD staff on foreshore jurisdiction in that RD. (none since March 2023 report).
That Trust Council request the Minister of Municipal Affairs and Housing to add the Islands Trust to the	Sept.	Letter to Hon. Selina Robinson, Minister of	**Not Achieved**. In February 2020 the Ministry announced that the Auditor General for Local

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
Auditor General Act, allowing for review of the Trust by the Auditor General for Local Government.	2019	Municipal Affairs and Housing	Governments would be closed down. The office was accepting no new files and finishing the ones it had.
That the Islands Trust Council request the Chair write to the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD), and the Honourable Selina Robinson, Minister of Municipal Affairs and Housing (MAH), and the Honourable Scott Fraser, Minister of Minister of Indigenous Relations and Reconciliation, requesting amendments to the Private Managed Forest Land Act that would enable local trust committees to regulate, but not prohibit, forest activities on land within the Islands Trust Area.	June 2020	Letter to Hon.Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD), and the Hon.Selina Robinson, Minister of Municipal Affairs and Housing (MAH), and the Hon. Scott Fraser, Minister of Minister of Indigenous Relations and Reconciliation, March 4, 2021 meeting	April 2021 response from Director Doug Kelly committing to work collaboratively with Islands Trust to continue to address issues as they evolve.
That Islands Trust request the Province enhance the Trust's jurisdiction over tree cutting bylaws to make its jurisdiction equal to that of municipalities under section 8 of the Community Charter.	Sept. 2020	Letter to Hon. Josie Osborne Minister of Municipal Affairs In May 2022, discussed status of request for some forest authority, discussed the letters to his office re the Policy Statement process and the forest issue.	**Withdrawn by Trust Council** in March 2023 through resolution 2023-038: Islands Trust Council request the Chair to promptly inform the Province that it no longer wishes to proceed with its request…. Previously the indication from Ministry was that this is a significant request, has Province implications from regional governance perspective. Explanation from Ministry that "the Trusts authority in relation to trees is longstanding and complex, a review of the request will require a consideration of policy choices made when the municipal authority was

[1] Note: On March 14, 2018, Trust Council received a staff report that summarized the relevant strengths and weaknesses for each of 20 potential amendments, including some not listed below.

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
			created, noting that this authority is primarily aimed at trees in urban environments."
That Trust Council request the Lieutenant Governor in Council for the Province of British Columbia to conduct a review of the Islands Trust's mandate, governance and structure. That the Islands Trust Chair, on behalf of Council, submit a letter to the Lieutenant Governor in Council making the review request under Section 8(2)(e) of the Islands Trust Act that outlines the potential scope of a review, including, but not limited to: a. An assessment of the optimum governance model to preserve and protect the Trust area pursuant to the Province's vision for the future of the Trust area. b. The object of the Islands Trust Act and clarification of the mandate of the organization. c. The governance structure of the organization. d. The alignment of decision-making processes and structures with the Declaration on the Rights of Indigenous Peoples Act. e. The geographic scope of the organization and in particular authority over marine areas. f. The funding mechanisms provided to the organization in light of a clarified mandate.	June 2022	Letter to Hon. Nathan Cullen Minister of Municipal Affairs Meeting of Executive Committee and Minister Cullen with follow-up letter in June 2022	The Minister replied on September 23, 2022 stating that he looks forward to learning of the measures being taken by the Trust in response to the governance and management review and in relation to the broader issues that are raised in the context of this request for a review of the Islands Trust governance, mandate and opportunities for alignment with the principles of the Declaration Act.
That Trust Council call on the Province of British Columbia, in partnership with Indigenous leadership, to develop and communicate in a timely way the process and timelines through which they will develop new legislation to protect and restore biological diversity and ecosystem health, in a manner consistent with the United Nations Declaration on the Rights of Indigenous Peoples, and with the involvement of local governments, civil society	June 2022	Letter to The Hon. Katrine Conroy Minister of Forests and The Hon. Josie Osborne Minister of Land, Water, and Resource Stewardship	Achieved. In February 2023, the B.C. government launched new measures to protect more old growth by fast-tracking innovation and co-developing new local plans with First Nations to better care for B.C.'s forests.

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
groups, Indigenous and scientific experts, and the concerned public. Trust Council continued to demonstrate strong support to the *UN Declaration on the Rights of Indigenous Peoples* (UNDRIP) and the *Declaration on the Rights of Indigenous Peoples Act* (DRIPA). The Chair signed the Joint Call for BC to recommit to the meaningful implementation of UNDRIP and DRIPA.		The Joint Call was made, standing with Indigenous peoples to Premier Eby and his government by more tha 130 diverse civil society leaders and organizations including the Islands Trust.	
That Trust Council request the Chair to submit a resolution to Union of British Columbia Municipalities September 2022 convention concerning a request to the Province for new legislation to protect and restore biological diversity and ecosystem health.	June 2022	AVICC/UBCM resolution	Achieved. The Province has released a draft biodiversity and ecosystem health framework.
That Trust Council request the Lieutenant Governor in Council for the Province of British Columbia to conduct a review of the Islands Trust's mandate, governance and structure. That Trust Council make the request by submitting the letter attached as Appendix 1 to the Lieutenant Governor under Section 8(2)(e) of the *Islands Trust Act* outlining the potential scope of a review, including, but not limited to: a) An assessment of the optimum governance model to preserve and protect the Trust area pursuant to the Province's vision for the future of the Trust area; b) The object of the *Islands Trust Act* and clarification of the mandate of the organization; c) The governance structure of the organization; d) The alignment of decision-making processes and structures with the Declaration on the Rights of Indigenous Peoples Act;	Sept. 2024	Letter to Hon. Anne Kang, Minister of Municipal Affairs	Minister Kahlon replied on April 28, 2025 stating that he is not in a position to consider a review of the Islands Trust Act prior to the next general local elections. He further stated: • 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 his 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.

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
e) The geographic scope of the organization and in particular authority over marine areas; and f) The funding mechanisms provided to the organization in light of a clarified mandate.			• Over the balance of their term of office, he needs 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. • 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.
That Trust Council request the Chair to write a letter on behalf of Trust Council in support of the request by North Salt Spring Water District's letter to the province dated May 16, 2025. NSSWD request, as set out in May 16, 2025 letter which was in the June 2025 Trust Council agenda, was: *We respectfully ask the Province to empower the Islands Trust or NSSWD with the regulatory tools*	June 2025	Letter to Hon. Ravi Kahlon, Minister of Housing and Municipal Affairs from Brian Pyper (NSSWD) Letter to Hon Ravi Kahlon from Islands Trust Chair	Response from Minister outstanding. **NB Ravi Kahlon did not seek re-election in October 2026**.

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
necessary to ensure these new water connections are allocated to where they are needed most in our community, and if possible, for BC Housing to immediately prioritize any potential new projects/partnerships within the Ganges area.		conveying support for the NSSWD request.	
That Trust Council request the Chair to write a letter on behalf of Trust Council to express support for the direction Transport Canada is taking towards increasing access to marine emergency services and to improved response to pollution incidents as expressed in the second discussion paper. In the letter, Trust Council states the need for an emergency response towing vessel similar to the one operated by Washington State from Neah Bay given increased vessel traffic in the Salish Sea and risk of a significant spill.	April 2026	Letter to Transport Canada//Oceans Protection Plan	Trust Council views on the discussion paper were sought. Transport Canada proposed five questions for consideration. Trust Council's letter addressed these questions. A direct response is not expected, however, staff will monitor the continuing dialogue regarding preparations and responses to a maritime emergency in the Salish Sea.
The Islands Trust Conservancy request to add the Islands Trust Conservancy as a prescribed institution to allow investment with the Municipal Finance Association of British Columbia.	**Aug 2026**	**Staff to staff discussions.**	

Application Form for Delegations to Address Islands Trust Council:

Representing: a 'loosely held together group of concerned citizens (from Salt Spring Island)

Presenter: Anne Parkinson Alternates: Joe Webber or Debbie Magnusson

Reason for appearing:

The shoreline within the Islands Trust mandate is one of the largest of any jurisdiction in Canada. We want to motivate Trustees towards increased "preservation and protection" of the fragile marine ecosystems from development pressures. We want the Trust Council to create one new policy that will recognize the universal needs of all the islands' coastlines and be consistent throughout the islands. We want the Gulf Islands to set the Gold Standard for Canada.

Item 6.6.2

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

Overview

You may address Council (or a Council Committee) formally by: (a) presenting a petition or making a presentation as a delegation; or informally, by participating in (b) public comment sessions or (c) by correspondence. All correspondence, formal delegation presentations and petitions are treated as a public record.

Submissions

- Each delegation is required to complete this form and submit it to Islands Trust, along with any PowerPoint or video presentation that accompanies a delegation's written presentation by 4:30 pm at least 3 weeks prior to the meeting.
- If you miss this deadline, you may still submit this form; however, such requests will require approval by Executive Committee before the meeting or, 2/3 majority approval of Trust Council at the meeting.
- Each address shall be limited to 10 minutes unless a longer period is agreed to by approval of Executive Committee before the meeting or, of Trust Council at the meeting.
- *Application deadlines and approval requirements to address a Trust Council Committee may vary from the above. Contact ExecAdmin@islandstrust.bc.ca for guidance.*
- Rules governing delegations are outlined in the Islands Trust Council Meeting Procedures Bylaw 101.

All meetings are open to the public, are live streamed and recorded. Physical locations of the meeting are posted on the Islands Trust website.

Submit this form to ExecAdmin@islandstrust.bc.ca or mail to Islands Trust #200 – 1627 Fort St. Victoria B.C. V8R 1H8

I wish to address Islands Trust Council or _____ Council Committee

at the meeting of Dec 8 - 10 Trust Council Meeting

I REPRESENT WSÁNEĆ Leadership Council (WLC)

(Name of Organization if applicable)

AS Local Government Program Manager

(Capacity/Office)

NAME OF PRESENTER or Alternate Ned Taylor & Tsartlip and Tseycum representatives

ADDRESS 8006 Stellys Cross Rd, Saanichton BC, V8M 1J4

TELEPHONE NO.(s) [redacted] E-MAIL ned.taylor@wsanec.com

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

To introduce ourselves, congratulate the Trust Council on their election, and to speak to the importance of Tsartlip, Tseycum & the Islands Trust building a relationship

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

☐ I will have a PowerPoint or video presentation and will submit it at least three weeks in advance of the meeting.
☒ I am aware that the meeting and my presentation will be live streamed via the Islands Trust website and recorded.

*Please note personal information contained on this form is collected under the authority of the *Local Government Act* and is subject to the *Freedom of Information and Protection of Privacy Act*. The personal information will be used for contact purposes only. Enquiries about the use of information in this form can be directed to the Legislative Services Manager at information@islandstrust.bc.ca

Date: Nov 10, 2026 Signed: [redacted]

(Signature of Applicant)

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

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	

DRAFT

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** • Islands Trust 2027/28 Draft Budget - 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

REQUEST FOR DECISION

To:	Executive Committee	**For the Meeting of:**	November 18, 2026
From:	Trust Area Services	**Date Prepared:**	November 4, 2026

SUBJECT: **AVICC/UBCM RESOLUTION SELECTION PROCESS** (Annual Item)

RECOMMENDATION: That the Executive Committee direct staff to e-mail trustees, appointed Conservancy Board members and staff requesting suggestions for topic(s) for the Islands Trust resolution(s) for the 2027 AVICC/UBCM conventions.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The Islands Trust has had a practice of submitting resolutions to AVICC/UBCM. Resolutions that are endorsed by the UBCM membership can trigger advocacy support from UBCM staff and usually result in a well-considered response from the affected ministry. Depending on the resolution(s) submitted, the Executive Committee may wish to consider additional advocacy such as proposing a related session for the AVICC or UBCM conventions or a meeting with a minister.

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1 **PURPOSE:** To seek direction about initiating selection of a resolution topic for the Association of Vancouver Island and Coastal Communities (AVICC) and Union of British Columbia Municipalities (UBCM) conventions.

2 **BACKGROUND:** Islands Trust Council policy 6.12.ii on AVICC/UBCM Membership and Resolutions provides guidance on the annual selection and presentation of Islands Trust resolutions.

In past years, the Islands Trust has suggested successful resolutions. See Attachment 1 for a list of resolutions since 2010.

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

In the past the Executive Committee has supported selected resolutions by suggesting/organizing complementary AVICC/UBCM sessions and by requesting and/or attending minister meetings at the UBCM convention to discuss the

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

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

Executive Committee members should also consider that UBCM guidelines suggest resolutions that meet the following criteria will be excluded from consideration:

- Resolution is existing UBCM policy (as set by the membership endorsing or not endorsing a previous resolution or policy paper);
- Resolution is outside of the scope of B.C. local governments and member First Nations;
- Resolution is within the scope of B.C. local governments and member First Nations, but does not meet UBCM criteria for format or clarity; or
- Resolution is regional in focus. Issues identified in resolutions should be relevant to local governments across the province.

AVICC has also put out a call for nominations of members to serve on the 2027/2028 AVICC Executive Committee (see correspondence section of agenda) with a deadline of February 4, 2027 and a call for session proposals (by November 27, 2026), for their 2027 AGM and Convention in Nanaimo, April 16-18, 2027.

Attendance at the AVICC or UBCM 2027 Convention is subject to sufficient funding in the Islands Trust Council 2027/28 budget and must be in accordance with Islands Trust Council's UBCM/AVICC Membership and Resolutions Policy and Islands Trust Council's Trustee Training/Conference Attendance Policy.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Staff anticipate less than half a day of workload associated with this recommendation. However, deciding to solicit suggestions for resolution topics, raises the expectations that the Executive Committee will proceed with submitting a resolution(s) to AVICC/UBCM.

Drafting a resolution and preparing a one-page backgrounder will take up to one day of the Director of Trust Area Services or Senior Policy Advisor's time for each topic selected. Some topics may require other staff time to research or proofread, and possible legal advice may be required.

FINANCIAL: Legal fees if required.

POLICY: No implications for existing policy.

IMPLEMENTATION/COMMUNICATIONS: Staff will send an e-mail soliciting requests and will compile the requests in a briefing for Executive Committee's review at its December 18, 2026 meeting. At that time, if Executive Committee selects a topic(s) and requests that staff draft a resolution and backgrounder, staff will provide the draft to the Executive Committee for its review and approval at its January 20, 2027 or early February meeting. The resolution(s) must be submitted by February 4, 2027.

FIRST NATION RELATIONS: Staff will advise if a resolution does not align with the Islands Trust Council Reconciliation Declaration. Trustees or staff can seek advice or assistance from staff before submission of any resolution ideas.

OTHER: None.

4 RELEVANT POLICY(S): Policy 6.12.ii UBCM/AVICC Membership and Resolutions.

5 ATTACHMENTS:

a. AVICC Call for 2027 Resolutions
b. AVICC Call for 2027 Sessions Proposals
c. Islands Trust Resolutions to Association of Vancouver Island and Coastal Communities and Union of BC Municipalities since 2010

RESPONSE OPTIONS

Recommendation: That the Executive Committee direct staff to e-mail trustees, appointed Conservancy Board members and staff requesting suggestions for topic(s) for the Islands Trust resolution(s) for the 2027 AVICC/UBCM conventions.

Alternative:

1. That Executive Committee not propose a resolution to AVICC/UBCM for 2027.
2. That Executive Committee undertake a different process for resolution selection.
3. That Executive Committee request staff to provide advice on session proposals for AVICC's 2027 convention.

Prepared By: Clare Frater, Director, Trust Area Services

Reviewed By/Date: Rueben Bronee, Chief Administrative Officer, November 09, 2026

2027 AGM & CONVENTION

RESOLUTIONS NOTICE
REQUEST FOR SUBMISSIONS

The AVICC Executive is calling for resolutions to be considered at the 2027 AGM and Convention, which will be held in Nanaimo at the Vancouver Island Conference Centre as an in-person event from **April 16-18, 2027**. Members are asked to submit resolutions that meet the requirements outlined in the following pages.

DEADLINE FOR RESOLUTIONS:

AVICC must receive all resolutions by: **4:30 pm, Thursday, February 4, 2027**

IMPORTANT SUBMISSION REQUIREMENTS

To submit a resolution to the AVICC for consideration please send a copy of the resolution as a **WORD DOCUMENT** by email to info@avicc.ca by the deadline. AVICC staff will confirm receipt of the submission via email. If confirmation is not received within 3 business days, the resolution sponsor should follow up by phone at 236-237-1202. A mailed hard copy of the resolution is no longer required.

The AVICC Executive encourages members to reference the **AVICC Resolutions Database** for historical information about resolutions considered at the AVICC Convention. The database includes information about the actions taken to advance advocacy on issues endorsed by AVICC members since 2021 and will help members identify current policy at AVICC.

AVICC's goal is to have resolutions that can be clearly understood and that have specific actions. If a resolution is endorsed, its enactment clause ("therefore be it resolved clause") will form the basis for advocacy work with other levels of government and agencies. Detailed guidelines for preparing a resolution follow, but the basic requirements are:

- Resolutions are only accepted from AVICC member local governments and member First Nation governments and must have been endorsed by the Board or Council.
- **Each member may submit a maximum of three (3) resolutions.**
- Members are responsible for submitting accurate resolutions. AVICC recommends that local government staff assist in drafting the resolutions and check the accuracy of legislative references; staff should also be able to answer questions from AVICC & UBCM about each resolution. If necessary, please contact AVICC staff for assistance in drafting the resolution.
- Resolutions must be relevant to other local governments within the AVICC region (or province-wide for resolutions to go to UBCM for consideration) rather than specific to a single member government.
- Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a **single** resolution. Each resolution submitted must have a separate backgrounder; do not combine backgrounders into a single document. The backgrounder may include links to other information sources and reports.

LATE AND OFF THE FLOOR RESOLUTIONS

- A resolution submitted after the regular deadline is treated as a "Late Resolution". The Resolutions Committee **only** recommends Late Resolutions for debate if the topic was not known prior to the regular deadline date, or if it is emergency in nature. The report on Late Resolutions will only be considered if all regular resolutions have been considered, or at the discretion of the Executive.
- Late Resolutions must be received by AVICC by **noon on Wednesday, April 14, 2027.**
- Late Resolutions are not included in the Resolutions Package sent out to members before the Convention. They are included in the Report on Late Resolutions that is distributed on-site.
- Off the Floor Resolutions are considered on Sunday morning of convention only after all resolutions in the Resolutions Book and all Late Resolutions have been considered, or at the discretion of the Executive. Off the Floor Resolutions must be submitted in writing to the Chair of the Resolutions Session as soon as practicable, and copies must be made available to all delegates no later than 9:00 am on Sunday morning of the convention. Contact AVICC staff for more information about how to organize an Off the Floor Resolution for consideration.
- The full Convention Rules, including detailed information about the process for Late and Off the Floor Resolutions, will be published and distributed to members in advance of the Convention.

AVICC RESOLUTIONS PROCESS

1. Members submit resolutions to AVICC for consideration at Convention. All resolutions submitted to AVICC are forwarded to UBCM staff for analysis, comment, and recommendations.

2. UBCM may indicate that some resolutions fall under one of four criteria that excludes them from consideration at UBCM (see more information below) and that they won't be admitted for debate at the UBCM convention even if endorsed at AVICC. All resolutions, including those that may not be admitted for debate at UBCM, will be included for debate at the AVICC convention following the procedures outlined in AVICC's Annual Report and Resolutions Book.

3. AVICC will work with local governments to address issues identified by UBCM staff to ensure the resolution reflects the intention of the local government.

4. The AVICC Resolutions Committee reviews and finalizes the recommendations, and the Resolutions Book is published and sent to members in advance of the annual meeting.

5. AVICC submits all resolutions endorsed at its Convention to UBCM.

6. Following AVICC's Convention the AVICC Executive will review endorsed resolutions that will be excluded from consideration at UBCM. AVICC may decide to convey these resolutions to the appropriate level of government or take other action as determined by the AVICC Executive. AVICC will forward any response to the resolution sponsor and will include responses in its Resolutions Database.

UBCM HANDLING OF AVICC RESOLUTIONS

Please note that UBCM has changed the way it handles resolutions. All AVICC Resolutions will be reviewed by UBCM prior to the AVICC convention and will provide feedback on whether a particular resolution will be considered at UBCM. **Resolutions that fall under one or more of the following criteria, as determined by the UBCM Resolutions Committee, will be excluded from consideration by the membership at the UBCM Convention:**

a) Resolution is existing UBCM policy (as set by the membership endorsing or not endorsing a previous resolution or policy paper). Note that this window of existing policy is established as 5 years. For resolutions considered to fall within existing UBCM endorsed policy, UBCM will continue to be the lead on advocacy even if a particular resolution isn't admitted for debate;
b) Resolution is outside of the scope of BC local governments and member First Nations;
c) Resolution is within the scope of BC local governments and member First Nations, but does not meet UBCM criteria for format or clarity;
d) Resolution is regional in focus.

UBCM PROCESS FOR AVICC RESOLUTIONS

1. Resolutions which are considered to fall under one of the four criteria excluding them for debate will be included in an appendix to the Resolutions Book.

2. Resolutions endorsed at the UBCM Convention are submitted by UBCM to the appropriate level of government for response.

3. UBCM will forward the response to the resolution sponsor for review.

AVICC RULES & PROCEDURES FOR HANDLING RESOLUTIONS

All Resolutions endorsed by AVICC members at Convention will be forwarded to UBCM. Resolutions that are not endorsed at AVICC will not be forwarded to UBCM and therefore not included in the UBCM Resolutions Book.

The AVICC Executive is continuously evaluating our resolutions process. The 2027 Convention Rules & Procedures for Handling Resolutions, including detailed information about the process for Late and Off the Floor Resolutions, will be published and distributed to members with the Annual Report, a minimum of 14 days in advance of the Convention.

UBCM has observed that submitting resolutions first to an Area Association results in better quality resolutions overall. Local governments and UBCM-member First Nations may submit Council- or Board-endorsed resolutions directly to UBCM prior to **June 15, 2027**. Detailed instructions are available on the UBCM website.

AVICC & UBCM RESOLUTIONS GUIDELINES

The Construction of a Resolution:

All resolutions contain a preamble known as the whereas clause(s) – and an enactment clause (the therefore clause). The preamble/whereas clause(s) describes ***the issue*** and the enactment/therefore clause outlines ***the action*** *being* requested of AVICC and/or UBCM. A resolution should answer the following three questions:

a) **What is the problem?**
b) **What is causing the problem?**
c) **What is the best way to solve the problem?**

Preamble:

The preamble begins with "WHEREAS" and is a concise sentence about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain **no more than two "WHEREAS" clauses**. Supporting background documents can describe the problem more fully if necessary. **Do not add extra clauses.**

There should be only one sentence per WHEREAS clause.

Enactment Clause:

The enactment clause begins with the phrase "Therefore be it resolved" and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. **The enactment clause should propose a specific action to be taken by AVICC and/or UBCM.**

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action. Consider whether the resolution relates to all local governments, or is specific to municipalities, regional districts and/or First Nations, and use the appropriate language.

At the AVICC and UBCM Conventions it is only the enactment clause that is admitted for debate and will form the "ask" to other levels of government. To be most effective, this clause should be concise and specific and able to stand alone. Enactment clauses which are vague or refer to other documents (e.g., request implementation of actions identified in an external document while not being specific about the actions) risk not being endorsed or screened out by UBCM for not meeting its' standard for clarity.

HOW TO DRAFT A RESOLUTION

1. Address one specific subject in the text of the resolution.

Because your community seeks to influence attitudes and inspire action, limit the scope of the enactment clause of a resolution to one specific subject or issue. Including multiple topics in a resolution can be confusing and is more likely to result in amendments during convention. If there are multiple topics in a resolution, the resolution may be sent back to the sponsor to rework and resubmit.

2. In the enactment clause, be specific whether you are requesting action by AVICC, UBCM, or both. Align the request with the most relevant body to conduct advocacy, keeping in mind the UBCM criteria for consideration at the UBCM convention**:**

a) **For resolutions to be debated at UBCM, issues must be considered relevant province-wide**: The issue identified in the resolution that requests action by UBCM must be relevant to other local governments across BC. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC local governments.

b) **Resolutions considered to be relevant to only one area of the province will be considered "regional"** and will not be admitted for debate at UBCM (as per UBCM policy). Local governments are welcome to submit resolutions that address issues specific to the AVICC region and request action of AVICC in the enactment clause: A resolution that addresses a topic specific to the AVICC region will not be entered for debate during the UBCM Convention (although it will be included in an appendix to the UBCM Resolutions Book) but may be actioned by the AVICC Executive if endorsed.

3. Use simple, specific, action-oriented language in the enactment clause.

At convention, debate occurs solely on the enactment (therefore) clause. To allow productive debate state the desired action clearly. Resolutions that are unclear or that address multiple topics may end up with amendments at the Convention or may be screened out by UBCM for clarity.

4. Check legislative references for accuracy. Research the legislation on the subject so the resolution is accurate. Where necessary, identify:

a) the correct jurisdictional responsibility (responsible ministry or department, and whether provincial or federal government); and

b) the correct legislation, including the title of the Act or regulation.

5. Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the intent of the resolution is fully understood for the purpose of debate so that AVICC and/or UBCM can advocate effectively with other levels of government and agencies.

6. Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a single resolution. Do not submit a single backgrounder relating to multiple resolutions. The backgrounder may include links to other information sources and reports.

a. Resolutions submitted without background information **will not be considered** until the sponsor has provided adequate background information. This could result in the resolution being returned and having to be resubmitted.

b. Resolution sponsors will be given time at the convention (AVICC allows up to 2 minutes) to introduce their resolution to the members and can highlight useful background material at that time.

7. Construct a brief, descriptive title.

A title identifies the intent of the resolution. It is usually drawn from the "enactment clause" of the resolution. For ease of printing in the Annual Report and Resolutions Book and for clarity, a title should be no more than three or four words.

TEMPLATE FOR A RESOLUTION

Whereas << *this is the area to include an issue statement that outlines the nature of the problem or the reason for the request* >> ;

And whereas << *if more information is useful to answer the questions - what is the problem? what is causing the problem?*>> :

Therefore be it resolved that **AVICC and/or UBCM** << *specify here the* ***action(s)*** *that AVICC* ***and/or*** *UBCM are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the whereas clauses. For regional resolutions, only AVICC may take action, and for all other resolutions, AVICC and UBCM may take action* >>

- **If absolutely necessary,** there can be a second enactment clause (the "therefore" clause that specifies the action requested) with the following format:

And be it further resolved that **AVICC and/or UBCM** << *specify any additional specific actions needed to address the problem identified in the whereas clauses* >>

AVICC 2027 AGM & CONVENTION

April 16–18, 2027 | Vancouver Island Conference Centre, Nanaimo

CALL FOR SESSION PROPOSALS

Submission deadline: Friday, November 27, 2026 at 12:00 noon

How to Submit

Complete all three pages and return this document as a Word file to **info@avicc.ca**. Please provide as much information as possible at the time of submission. **The response boxes will expand as you type, and additional pages may be attached if required. Please enter responses in the spaces provided without altering the form headings or instructions.**

Session Categories

- **Plenary presentation** — approximately 60 minutes
- **Concurrent workshop** — approximately 60 to 90 minutes
- **Pre-convention study tour** — Friday morning; typically limited to 30 delegates and must return to the Vancouver Island Conference Centre by 11:30 a.m. AVICC will work with a sponsor to provide bussing if required.

Proposal Considerations

- Topics should be relevant to AVICC local government members and focus on important issues affecting elected officials and their communities.
- Delegates prefer multi-party perspectives, panel formats and interactive sessions rather than “talking head” presentations.
- Preference will be given to proposals with an interactive or facilitated component.
- If speaker names are not yet confirmed, identify the likely organizations or areas of expertise and explain the perspective or value each proposed speaker would bring.
- AVICC is a not-for-profit association with limited funds for speaker fees. Where necessary and approved, AVICC may reimburse reasonable speaker travel expenses.

Key Dates

Nov. 27, 2026 at 12:00 noon **Submission deadline**
Dec. 4, 2026 Initial Executive consideration of proposals
Jan. 9, 2027 Final programming decisions
Mar. 1, 2027 Final session title, description and list of speakers due
Apr. 8, 2027 Final PowerPoint presentations due
Apr. 16–18, 2027 AVICC AGM & Convention

Applicant Contact Information

Contact person name:	**Organization:**
Email:	**Phone:**
Mailing address:	

Agreement

By submitting this proposal, I confirm that the information provided is accurate to the best of my knowledge and that, if selected, the session organizers and presenters will meet the deadlines and conditions above. Changes to confirmed speakers or failure to meet required deadlines may result in the session being cancelled. *A typed name or electronic signature is accepted as confirmation of this agreement.*

Signature:	**Name:**	**Date:**

AVICC 2027 AGM & CONVENTION

April 16–18, 2027 | Vancouver Island Conference Centre, Nanaimo

SESSION PROPOSAL SUBMISSION

Session title:	**Submitting organization:**
Session category: ☐ Plenary presentation ☐ Concurrent workshop ☐ Pre-convention study tour	
Proposed session length: *(30,60 or 90 mins for workshops/plenary sessions; 2-3 hours for tours)*	**Preferred time/day, if applicable, for workshops/plenary:** *(Fri PM, Sat AM/PM, Sun AM)*

Session Description

Describe the proposed session. This text may be adapted for convention program materials.

Study tours only: *Proposed location(s), itinerary, transportation requirements, accessibility details, and maximum capacity (not to exceed 30). Tours take place Friday morning and must return by 11:30 a.m. AVICC will work with a sponsor to provide bussing if required.*

Relevance and Outcomes for AVICC Members

Why does this topic matter to local government elected officials and communities in the region? What should delegates learn or take away?

AVICC 2027 AGM & CONVENTION

April 16–18, 2027 | Vancouver Island Conference Centre, Nanaimo

SESSION PROPOSAL SUBMISSION CONT'D

Delegate Participation

How will delegates participate? Examples may include facilitated discussion, Q&A, polling, case studies or group exercises.

Proposed Speakers or Panel Composition

For each confirmed or potential speaker, include name if known, organization/role, relevant expertise and why that perspective should be included. If names are not yet available, provide as much information as possible about the intended organizations, expertise and perspectives.

Anticipated costs: *Identify any anticipated fees, travel, accommodation or other costs.*

Audio-visual requirements:

Additional information or requirements:

- Request Transport Canada and the Federal Government to cease further efforts to divest remote port facilities, to continue the National Marine Strategy commitment to ongoing maintenance of remote port facilities, and to provide transition funding for divested facilities that provide critical access to remote communities without the capacity to maintain the infrastructure. (2026)
- Request Province of British Columbia to implement initiatives that offer mental health supports tailored to the needs of local elected leaders in British Columbia. (2025)
- Request that UBCM call upon the Province of British Columbia's Ministry of Health to review the Manual of Composting Toilet and Greywater Practice to update the onsite application criteria for residuals based on current scientific knowledge; and provide funding for demonstration projects and for practitioners' professional development on composting toilets and greywater practices. (2024)
- Request that the Province, co-develop with First Nations, new financial mechanisms and legislation for protection of biodiversity, ecosystem health and species at risk (2023)
- Request that the Province fund and support the development and integration of climate risk and vulnerability assessments into Official Community Plan review processes (2022)
- Request that the Province provide funding and support to local governments and Islands Trust to facilitate affordable housing projects in rural areas in British Columbia (2022)
- Request that the Province in partnership with Indigenous leadership, develop and communicate in a timely way the process and timelines through which they will develop new legislation to protect and restore biological diversity and ecosystem health, in a manner consistent with the United Nations Declaration on the Rights of Indigenous Peoples, and with the involvement of local governments, civil society groups, Indigenous Knowledge Holders, scientists, and members of the public. (2022)
- Request that province change legislation so that temporary use permit and public hearing notifications can be provided electronically (2021)
- Request that the province work with First Nations, and federal, provincial, and local government stakeholders, to develop a coordinated strategy to study and address the environmental and social impacts associated with liveaboards on the British Columbia coastline. (2020)
- Request that the provincial government improve the enforceability of development permit area requirements by enabling local government to enforce violations by way of prosecution, ticket or bylaw notice (2019);
- Request that the provincial government prioritize the approval of key marine cumulative effects values for long-term monitoring and assessment in coastal regions (2019);
- Request for DFO review of potential cumulative impacts of increased geoduck aquaculture (2018);
- Request the provincial and federal governments to implement measures that prevent rigid foam pollution in the marine environment. (2017)
- Request that Transport Canada assess the cumulative risks and impacts associated with projected vessel traffic increases in the Salish Sea and develop an innovative 20-year mitigation plan. (2016)
- Request that the provincial government to provide core, multi-year funding to the Coastal Douglas-fir Conservation Partnership to assist its members to implement the Conservation Strategy with the Province, First Nations, local governments, the federal government, stakeholders, and the general public.(2015);

- Request the provincial and federal governments to increase their efforts to work together to create a permanent solution to the issue of abandoned and derelict vessels that includes sustainable funding sources (2013);
- Request the Province to secure on-going revenue from industry for a sustained increase in provincial spill prevention, preparedness, mitigation and response resources and for a permanent BC spill response fund. (2012);
- Request the provincial and federal governments to develop a coordinated approach to the timely and adequate removal of all types of derelict and abandoned vessels, barges and docks in all situations and consider the following strategies:
    - Funding mechanism(s) such as a fee on vessel registrations or a surcharge on marine fuel to fund the removal of derelict and abandoned vessels, barges and docks;
    - Designated disposal areas where owners can take their unwanted boats and structures to provide an alternative to abandonment on public property; and
    - Education and vessel product stewardship programs, for example fiberglass boat recycling centres. (2010)
- Request that UBCM support the establishment of a large, ecologically zoned NMCAR in the southern Strait of Georgia from the proposed southern end of Haro Strait, up to and including, Gabriola Passage, and urge immediate action from the provincial and federal governments to proceed on this initiative while respecting First Nations interests in the area. (2010)

REQUEST FOR DECISION

To:	Executive Committee	**For the Meeting of:**	November 18, 2026
From:	Director Financial and Employee Services	**Date Prepared:**	October 26, 2026

SUBJECT: APPOINTMENT OF EXTERNAL AUDITORS

RECOMMENDATION:
That Executive Committee approve the appointment of KPMG LLP as the 2026/27 auditors for both the Islands Trust and the Islands Trust Conservancy.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
Through Islands Trust Council Bylaw No. 3, the Executive Committee has been delegated the authority to appoint the external auditors for both the Islands Trust and the Islands Trust Conservancy.

1 **PURPOSE:**
Section 18(1) of the Islands Trust Act states that:

> "The Trust Council must appoint an auditor to audit the accounts and transactions of the Trust Council and the Local Trust Committees".

2 BACKGROUND:
Section 10 of the Islands Trust Act states that:

> "The Trust Council may, by bylaw adopted by at least 2/3 of its members, presented at a meeting at which the vote adoption takes place, delegate its powers under sections 8(1)(d) and (f), and 8(2)(a) to (f), and 9(1), subject to any restrictions or conditions specified in the bylaw".

In 1990, Trust Council delegated this power to the Executive Committee, through Islands Trust Council Bylaw No. 3.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: KPMG LLP was the successful proponent on a Request for Proposals (RFP) that created a five-year contract ending with the audit for the year ended March 31, 2022. Every year since then, the Executive Council has approved one-year extensions to this contract. Based on the great services levels provided by KPMG LLP, and the reasonableness of their annual audit fees, this approach has continued.

FINANCIAL: The cost of the external audit has been included in the annual budget.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: If approved, the Director Financial and Employee Services will engage KPMG LLP as the 2026/27 auditors for both the Islands Trust and the Islands Trust Conservancy, and notify the Financial Planning Committee.

FIRST NATIONS: None.

OTHER: None.

4 RELEVANT POLICY(S): Sections 10 and 18(1) of the island Trust Act.

5 ATTACHMENT: Islands Trust Council Bylaw No. 3.

RESPONSE OPTIONS

Recommendation:
That Executive Committee approve the appointment of KPMG LLP as the 2026/27 auditors for both the Islands Trust and the Islands Trust Conservancy.

Alternatives:

1) That Executive Committee approve the appointment of KPMG LLP as the auditors for the next three years, ending with the audit for the year ended March 31, 2029.

2) That Executive Committee requires Islands trust to return to the market and issue a new Request for Proposals to lock in an external audit firm for a new five-year period, ending with the audit for the year ending March 31, 2031.

Prepared By: Derek Cockburn, Director Financial and Employee Services
Reviewed By: Rueben Bronee, CAO / November 3, 2026

ISLANDS TRUST COUNCIL

BYLAW NO. 3

****

A Bylaw Relating to Administrative Matters of the Islands Trust.

****

The Islands Trust Council, having jursidiction in respect of the Province of British Columbia pursuant to the *Islands Trust Act*, R.S.B.C., 1989, enacts as follows:

1. This bylaw may be cited for all purposes as the "Islands Trust Council Administration Bylaw, 1990".

   (1) This Trust Council's Executive Committee is delegated authority for:

   (a) the appointment of persons to the offices of secretary, treasurer and other officer positions, and the appointments of other employees to carry out the operations of the Trust Council, the executive committee, the local trust committees & the trust fund board.

   (b) the appointment of auditors to audit the accounts & transactions of the Trust Council the local trust committees and the Trust Fund Board.

2. The Islands Trust Bylaw Investigations Officer position is designated as an officer of the Islands Trust.

3. Payment of premiums for Accident Insurance for Council members, Advisory Planning Commission members & Board of Variance members is authorized by Trust Council.

READ A FIRST TIME THIS 1st day of April , 1990

READ A SECOND TIME THIS 1st day of April , 1990

READ A THIRD TIME THIS 1st day of April , 1990

RECONSIDERED, AND FINALLY PASSED AND ADOPTED THIS 11th day of April , 1990

SECRETARY

CHAIRPERSON

GIGARHS
Gulf Islands Galisle Affordable Rental Housing Society

September 6, 2026

Dear Trust Council, Executive Committee,

Re: Application Fee Sponsorship Program

I am writing as Executive Director of the Gulf Islands Galisle Affordable Rental Housing Society on Galiano Island (GIGARHS). Our mission is to provide and operate rental housing at below-market rates for low-income persons. In addition to providing services that assist people to obtain and maintain housing, we also work with other non-profit housing providers to help them develop their land for affordable housing.

GIGARHS requests Trust Council to consider reinstating the Application Fee Sponsorship program which is currently on hold. For our own rezoning process (2019-2022), the sponsorship program eased some of the financial burden associated with pre-development. The Application Fee Sponsorship program also provides a recognition of the critical work non-profit organizations do to provide a community benefit and help build sustainable communities consistent with trust policies.

We know this is a challenging fiscal climate for all levels of government. Meanwhile, the non-profit housing sector continues to address the compelling needs in community for below-market homes. There are potential new projects coming on stream in the Islands Trust region that could benefit from a reinstatement of the application sponsorship program. In return for support from our Trust Council sponsorship program, local communities benefit from successful applications that reach regulatory compliance and secure a positive legacy for future generations.

We hope you will consider reinvigorating the sponsorship program and adding it back into the 2027/2028 fiscal budget.

Best wishes,

Colleen Doty

Colleen Doty
Executive Director
Gulf Islands Galisle Affordable Rental Housing Society
#6-33 Manzanita Road
Galiano Island, BC V0N 1P0
gigarhs.org
gigarhs@gmail.com

We work to ensure accessible, appropriate, and affordable housing in response to community needs across the Southern Gulf Islands.

From: Tim Peterson
Sent: Friday, October 30, 2026 9:20 AM
To: EC
Subject: Mid Island Stewardship Caucus meeting report

From: Trustee Peterson

To: Executive Committee, Trust Council, Islands Trust Conservancy

Subject: Mid Island Stewardship Caucus meeting- Oct 30, 2026

Background:

In June, I attended the Mount Arrowsmith Bioregion Roundtable meeting on behalf of Chair Patrick. At that meeting, the Mid Island Stewardship Caucus was discussed, and I subsequently brought a motion to Trust Council on September 11, 2026 “THAT Trust Council request staff to investigate participation in the Mid Island Stewardship Caucus, and report back.”, which was carried.

Director Frater informed me that she had been in touch with the Mid Island Stewardship Caucus, and asked if I would be willing to attend the meeting as a delegation on behalf of Trust Council.

Report:

I attended the meeting, and spoke briefly to the different bodies of Islands Trust and what our different bodies do. I also identified that my attendance was to investigate whether Islands Trust might participate in the group, and whether there might be synergies worth exploring in our work.

One participant representing the Nanaimo & Area Land Trust spoke to their collaboration with Islands Trust Conservancy for protected areas on Lasqueti and Gabriola.

The group identified that their usual practice is to invite potential participants to come as a delegation, and then decide amongst themselves whether they wished to consider inviting them to join.

Next Steps:

If Mid Island Stewardship Caucus decides to invite participation by Islands Trust, they will be in touch. If that takes place, my sense is that Islands Trust Conservancy is the body most likely to find value in membership, although there may be initiatives that would be applicable to other bodies of the organization.

Tim Peterson
xʷɛʔɛt̓ay/Lasqueti Island Local Trustee,
Vice-chair Trust Council
Islands Trust
T 250.607.7094 | www.islandstrust.bc.ca
You can also reach us toll-free via Service BC 1-800-663-7867 | 604-660-2421

Preserving and protecting over 450 islands and surrounding waters in the Salish Sea
I am humbly thankful to live and work in the treaty lands and territories of the BOḰEĆEN, K'ómoks, Lək̓ʷəŋən, Lyackson, MÁLEXEŁ, Qualicum, Quw'utsun Tribes, scəẃaθən məsteyəxʷ, Scia'new, səl̓ilwətaʔɬ, SEMYOME, shíshálh, Sḵwx̱wú7mesh, Snaw-naw-as, Snuneymuxw, Spune'luxutth, SṮÁUTW̱, Stz'uminus, ɬaʔəmen, toq qaymɩxʷ, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W̱JOŁEŁP, W̱SIḴEM, Xeláltxw, Xwémalhkwu/ʔop qaymɩxʷ, and xʷməθkʷəy̓əm.

2027 AGM & CONVENTION

CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

AVICC members elect directors to the Executive Committee at the AGM. The Executive Committee ensures that the policies set by the general membership are carried forward, and provides direction for the Association between annual meetings. This circular is notice of the AVICC Executive Committee positions open for nomination, and the procedures for nomination.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (4 positions)
- Electoral Area Representative

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

Candidates must be an elected official of an AVICC member and must be nominated by two elected officials of an AVICC member. Background information on the key responsibilities and commitments of an AVICC Executive member is provided following the nomination form. The Chair of the 2027 Nominating Committee is AVICC's Past President.

3. NEXT STEPS

The Nominating Committee will review the credentials of each candidate for eligibility. A Report on Nominations, including a photo and biography will be prepared under the direction of the Nominating Committee, and distributed prior to the Convention.

To be included in the Report on Nominations,
Nominations Must Be Received by 4:30 PM, Thursday, February 4, 2027

4. AT CONVENTION

Candidates may also be nominated at the Convention from the floor. Candidates and their two nominators must be elected officials of an AVICC member.

5. SUBMISSION INFORMATION

All submissions should be forwarded by email to:

2027 AVICC Nominating Committee Chair
c/o AVICC
P.O. Box 28058
Victoria, BC V9B 6K8
Phone: (236) 237-1202
email: info@avicc.ca

NOMINATIONS FOR THE 2027-28 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate[1] a candidate and we nominate:

Candidate Name: _____

Local Government Position (Mayor/Councillor/Director): _____

Member Local Government Represented: _____

Nomination for AVICC Executive Position: _____

MEMBERS NOMINATING THE CANDIDATE:

Printed Name: _____ Printed Name: _____

Position: _____ Position: _____

Muni/RD/FN: _____ Muni/RD/FN: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated for pursuant to the AVICC Bylaws and Constitution[2]. I also agree to provide the following information to info@avicc.ca by **4:30 PM, Thursday February 4, 2027**

- Photo in digital format
- Biographical information of approximately 300 words that may be edited by AVICC

Printed Name: _____

Current Position: _____

Muni/RD/FN: _____

Signature: _____

Date: _____

1 Nominations require two elected officials of local governments that are members of the Association.

2 All nominees must be an elected official of an AVICC member. Nominees for the position of Electoral Area Representative must be an Electoral Area Director.

Return To: 2027 AVICC Nominating Committee Chair
c/o AVICC, P.O. Box 20858, Victoria, BC V9B 6K8
or via email to info@avicc.ca

BACKGROUND INFORMATION FOR CANDIDATES TO THE AVICC EXECUTIVE

AVICC EXECUTIVE ELECTED POSITIONS

The AVICC Bylaws[1] include detailed information about the AVICC Executive elections, positions, and roles. The AVICC elected positions and responsibilities of each are as follows:

PRESIDENT

- Acts as Meeting Chair at Executive Meetings and at the Annual General Meeting;
- Participates in discussion, provides and votes on motions;
- Approves communications, meeting agendas, and financial transactions;
- Represents AVICC at external meetings and reports back to the AVICC Executive;
- Provides staff oversight;
- Handles all media relations;
- Hosts the AVICC luncheon at the UBCM Convention;
- Oversees the planning of the AVICC AGM & Convention; and
- Other functions as assigned by the AVICC Executive.

FIRST VICE-PRESIDENT and SECOND VICE-PRESIDENT

- Acts as Meeting Chair if the President is absent from the meeting;
- Acts in the role of President in their absence;
- Participates in discussion, provides and votes on motions; and
- Other functions as assigned by the AVICC Executive.

DIRECTORS AT LARGE (FOUR POSITIONS) AND ELECTORAL AREA DIRECTOR

- Participates in discussion, provides and votes on motions.
- Other functions as assigned by the AVICC Executive.

IMMEDIATE PAST-PRESIDENT (APPOINTED POSITION)

The immediate Past-President remains part of the AVICC Executive and acts in an advisory role to the President. The Past-President participates in discussion, provides and votes on motions, and acts as the Chair of the Nominating Committee.

AVICC'S EXECUTIVE DIRECTOR

The Association has one full-time permanent staff person, who acts as Secretary-Treasurer of the Association. They also provide the key administrative and operational functions for the organization, and report to the AVICC President on behalf of the AVICC Executive.

[1] https://avicc.ca/wp-content/uploads/2026/04/2026-AVICC-Bylaws_CURRENT.pdf

EXECUTIVE MEETINGS

The full Executive meets eight times a year (6 virtual and up to 2 in-person), following this general pattern:

- June Inaugural Regular Meeting- virtual
- June Advocacy Planning Meeting- virtual
- August- virtual
- October- in-person or virtual (at the discretion of the Executive)
- December- virtual
- January- virtual
- March- virtual
- Thursday preceding the Annual Convention (afternoon)- in-person

ADDITIONAL INFORMATION

- If required, there may be a brief administrative meeting onsite after convention to discuss orientation and on-boarding with any newly elected Executive members.
- Executive meetings (other than those in conjunction with the Convention) are generally held on a Friday. The October in-person meeting is typically held in Nanaimo.
- Meeting per diem are provided for virtual and in-person Executive meetings.
- Travel expenses, a meal per diem and incidental reimbursements are provided for in-person Executive Meetings (except for the meeting held in conjunction with the annual convention.)
- AVICC Executive members are not reimbursed for regular travel or registration costs incurred for attending the annual convention.
- AVICC will pay for one additional night's hotel costs necessary for AVICC Executive members to arrive a day early to attend the in-person Executive meeting on the Thursday preceding convention.

Islands Trust

Print Date: Nov 7, 2026

Work Program Report

Executive Committee

Dates	Activity	Responsibility	Progress / Status
Meeting: 03-May-2023 **Target:** 31-Mar-2028	FUAL-2023-008 **2023-05-03 – Active Project #449** **Description:** Guide the development and implementation of the Islands Trust Strategic Plan. New Strategic Plan approved by Trust Council March 2025. Implementation ongoing for active projects. Initiation of new work on hold per the accepted recommendation of the Operational Review Report	**Rueben Bronee**	**0%** **In Progress**
Meeting: 02-Sep-2020 **Target:** 31-Mar-2028	FUAL-2020-001 **2020-09-02 – Active Project #443** **Description:** Update and implement Indigenous Relations Action Plan (Strategic Plan 5.1.1) 2026-2028 Indigenous Relations Action Plan approved by Trust Council in June 2026. Implementation planning underway.	**Clare Frater**	**0%** **In Progress**
Meeting: 26-Feb-2020 **Target:** 29-Jun-2029	FUAL-2020-002 **2020-02-26 – Active Project #386** **Description:** Finish and adopt Islands Trust Policy Statement in accordance with project work plans (Strategic Plan key initiative 1.1.1) Project underway guided by Trust Council project charter.	**Clare Frater**	**0%** **In Progress**

Islands Trust

Print Date: Nov 7, 2025

Work Program Report

Executive Committee

Dates	Activity	Responsibility	Progress / Status
Meeting: 12-May-2025 **Target:** -	FUAL-2025-010 **2025-05-12 – Future Project #672** **Description:** Implement activities assigned by the Freshwater Sustainability Strategy (2022-2032) implementation plan (To be assigned by TC) (Strategic Plan Initiative 2.1.3) To be determined. Regional Planning Committee is evaluating the Freshwater Sustainability Strategy. TC did not support business case for developing an Implementation Plan.	**Clare Frater** **Stefan Cermak**	**0%** **Not Started**
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-012 **2025-03-12 – Future Project #670** **Description:** Develop tailored public engagement processes that acknowledge preferred engagement methods of Indigenous Peoples (Strategic Plan Initiative 5.2.2) Initiation timeline: Priority for this Council term	**Clare Frater**	**0%** **Not Started**
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-013 **2025-03-12 – Future Project #669** **Description:** Develop a schedule and plan for leader-to-leader meetings with Indigenous Governing Bodies (Strategic Plan Initiative 5.1.3) Initiation timeline: 2026/27	**Clare Frater** **Rueben Bronee**	**0%** **Not Started**
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-014 **2025-03-12 – Future Project #668** **Description:** Clarify opportunities for co-governance and co-management of the Trust Area (Strategic Plan Initiative 5.1.2) Initiation timeline: Priority for this Council term	**Clare Frater** **Rueben Bronee**	**0%** **Not Started**

Dates	Activity	Responsibility	Progress / Status
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-016 **2025-03-12 – Future Project #666** **Description:** Create a grant program to increase public understanding of the impact of climate change to the unique amenities and environment of the Islands Trust Area (Strategic Plan Initiative 4.2.2) Initiation timeline: TBD	**Clare Frater**	**0%** **Not Started**
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-017 **2025-03-12 – Future Project #665** **Description:** Advocate for the development and implementation of a fallow deer strategy, including advocacy for deer harvesting (Strategic Plan Initiative 3.1.1) Initiation timeline: Priority for this Council term	**Clare Frater**	**0%** **Not Started**
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-018 **2025-03-12 – Future Project #664** **Description:** Design a plan to advocate to enhance community access to funding for housing in the Trust Area (Strategic Plan Initiative 2.3.2) Initiation timeline: Priority for this Council term	**Clare Frater**	**0%** **Not Started**
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-019 **2025-03-12 – Future Project #663** **Description:** Review all Trust Council and local trust committee agreements and where appropriate, amend, combine or rescind (Strategic Plan Initiative 1.2.6) Initiation timeline: 2026/27: (May 2023 EC asked for priority to Ministry of Transportation and Infrastructure)	**Clare Frater** **Rueben Bronee**	**0%** **Not Started**
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-020 **2025-03-12 – Future Project #662** **Description:** Explore new engagement models (virtual and in person forums) to reach more community members (Strategic Plan Initiative 1.2.2) Initiation timeline TBD	**Clare Frater**	**0%** **Not Started**

Dates	Activity	Responsibility	Progress / Status
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-015 **2025-03-12 – Future Project #667** **Description:** Amend legislation to increase the percentage of NAPTEP to act as an incentive for the protection of forest cover for climate change (Strategic Plan Initiative 4.2.4) Initiated	**Clare Frater**	**0%** **In Progress**
Meeting: 12-Mar-2025 **Target:** -	FUAL-2025-011 **2025-03-12 – Future Project #671** **Description:** Implement activities assigned by the future Reconciliation Action Plan (2025-2028) implementation plan (To be assigned by TC) (Strategic Plan Initiative 5.1.5) New Indigenous Relations Action Plan approved by Trust Council. Staff are assessing implementation activities and related budget implications.	**Rueben Bronee**	**0%** **In Progress**
Meeting: 11-May-2023 **Target:** 30-Sep-2026	FUAL-2023-007 **2023-05-11 – Future Project #659** **Description:** Pay Transparency Report Submission & Posting The Pay Transparency Act became law on May 11, 2023. Under the legislation, beginning in 2026, Islands Trust must prepare and submit a Pay Transparency Report by November 1 annually. These reports must be posted publicly on the Islands Trust website. Inaugural report approved at Sept 10/26 TC meeting. To be posted on website by end of Sept 2026.	**Derek Cockburn**	**100%** **Completed**