



Executive Committee

Minutes of a Regular Meeting

Date: Wednesday, May 14, 2025

Location: Electronic Meeting

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

Staff Present: Rueben Bronee, Chief Administrative Officer
Stefan Cermak, Director, Planning Services
Clare Frater, Director, Trust Area Services
David Marlor, Director, Legislative and Information Services
Julia Mobbs, Director, Financial and Employee Services
Alexandra Trifonidis, Executive Coordinator

Guests and Members of the Public Present: Two members of the public were present, electronically.

1. CALL TO ORDER

The meeting was called to order at 9:17 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

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

3. APPROVAL OF AGENDA

3.1 Introduction of New Items

The following additions to the agenda were presented for consideration:

- Add an in-camera session to discuss a request to release legal opinions related to the Object

3.2 Approval of Agenda

By general consent the agenda was approved, as amended.

3.2.1 Agenda Context Notes - None

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Patrick rose and reported that the Executive Committee adopted the Executive Committee in-camera meeting minutes of February 26th.

5. ADOPTION OF MINUTES

5.1 Draft Executive Committee Meeting Minutes of April 23, 2025

By general consent the Executive Committee minutes of April 23, 2025 were adopted as presented.

6. FOLLOW UP ACTION LIST AND UPDATES

6.1 Follow Up Action List/Director/CAO Updates

The Committee reviewed the follow up action list, and Directors provided their area reports.

The Director of Legislative and Information Services provided an update on upcoming new legislations Bill 13 *Miscellaneous Statutes Amendment Act* and Bill 15 *Infrastructure Projects Act*.

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

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

6.3 Islands Trust Conservancy Liaison Update

The Islands Trust Conservancy Liaison provided an update on the following:

- The next Islands Trust Conservancy Board meeting is scheduled for May 27th
- Islands Trust Conservancy's Administrative Assistant has taken a temporary assignment at the Islands Trust as Executive Administrative Assistant
- At the April 30th joint meeting between the Executive Committee and Bowen Island Municipality, discussion took place on the Natural Area Protection Tax Exemption Program, Islands Trust Conservancy's 35th anniversary, and Bowen Island's nature reserves and protected areas
- The Islands Trust Conservancy Manager and Vice-Chair Elliott met with the Chair of the Valdes Island Conservancy to discuss how Islands Trust can help with complex issues the organization is experiencing regarding relationship building with Lyackson First Nation
- Appreciation was expressed for the joint meetings between Executive Committee and the Islands Trust Conservancy Board

6.3.1 2025-05-01 Islands Trust Conservancy - Highlights of the March 18th Board Meeting

Received for information.

7. BYLAWS FOR APPROVAL CONSIDERATION - None

8. TRUST COUNCIL MEETING PREPARATION

8.1 Executive

8.1.1 Draft June Trust Council 3-day Schedule

The Committee reviewed the draft June Trust Council 3-day schedule and discussion ensued on the following:

- Where the New Business item falls on the agenda
- Reducing the break time between the end of the meeting and the start of dinner from one hour to 30 minutes
- Pushing Wednesday to end at 6 p.m., if needed
- Starting the meeting on Thursday at 9 a.m.
- A scheduled trustee training session on Wednesday morning being the reason for the late start time
- Placing the discussion item on the letter from the Minister after the Delegations / Public Comment session
- Possibly starting the meeting earlier on Tuesday due to trustees convening in Saanich on Monday evening for the Feast with Tsawout
- What and how many items are coming forward under the Legislative and Information Services section of the agenda
- Rewording, possibly removing, or including a description note for the item Disposition of Delegations/Public correspondence to provide more clarification on that item

8.2 Planning Services - None

8.3 Financial and Employee Services - None

8.4 Trust Area Services

8.4.1 Request for Official Recognition Two Place Names on Bowen Island - Request For Decision

The Director of Trust Area Services spoke to the item and noted this Request For Decision is to be added to the Trust Council agenda.

By general consent Executive Committee forwarded the Request for Official Recognition Two Place Names on Bowen Island - Request For Decision to Trust Council as presented.

8.4.2 Notice of Natural Area Protection Tax Exemption Program Application Closure (SS-NAP-2020.3) - Briefing

The Committee was asked whether any changes to the Briefing were required before it is added to the Trust Council agenda.

By general consent Executive Committee forwarded the Notice of Natural Area Protection Tax Exemption Program Application Closure (SS-NAP-2020.3) - Briefing to Trust Council as presented.

8.5 Legislative and Information Services - None

9. COMMITTEE OF THE WHOLE MEETING PREPARATION

9.1 Executive

9.1.1 May 6 Committee of the Whole Meeting Summary - Request For Decision

The Chief Administrative Officer provided historical information on the request for the Summary.

The following additions were presented for consideration:

- Second paragraph: Following the wording “Trust Council met in-camera in September 2023...” add a line referencing the December 2024 Trust Council motion requesting to re-discuss the topic in an open meeting
- Add reference to the publicly released legal opinion
- Add language indicating that the May 6th Committee of the Whole meeting was held in a public forum

The Chief Administrative Officer recited the revised version incorporating the above additions.

EC-2025-053

It was MOVED and SECONDED,

that Executive Committee approve the draft May 6 Committee of the Whole Summary, as amended, for publication on the Islands Trust website.

CARRIED

10. EXECUTIVE COMMITTEE PROJECTS

10.1 Trust Council Initiated

10.1.1 Executive - None

10.1.2 Trust Area Services

10.1.2.1 Cultural Safety Workshops - Request For Decision

The Director of Trust Area Services spoke to the Request For Decision.

Discussion ensued on whether to omit the language “(...who intend to run for office again)” in the resolution.

EC-2025-054

It was MOVED and SECONDED,

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

CARRIED

10.1.2.2 Proposed Agreement with Tsartlip First Nation and Tseycum First Nation via the WSÁNEĆ Leadership Council Society - Request For Decision

The Director of Trust Area Services spoke to the item noting it was brought forward at the Committee's request after receiving previous correspondence from the WSÁNEĆ Leadership Council Society.

EC-2025-055

It was MOVED and SECONDED,

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

CARRIED

EC-2025-056

It was MOVED and SECONDED,

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

A question was raised as to whether the Request For Decision should be sent to Bowen Island Municipality. Staff advised that Bowen Island does not fall within the First Nation areas of interest and therefore does not need to be included.

The question on the motion was called:

CARRIED

10.1.2.3 Policy Statement Amendment Project (PSAP) Project Update - Briefing

The Director of Trust Area Services presented the Briefing, seeking input from the Committee and recommending the cancellation of the Committee of the Whole meeting scheduled for May 29th, in order to allow the Trust Programs Committee to meet and continue its work.

The Director reviewed the Policy Statement Amendment Project timeline with the Committee and provided comments on the staff work required throughout the duration of the project. It was noted that the estimated new date for First Reading of the draft Policy Statement is July 30th.

Discussion followed on the following topics:

- The content and timing of the Trust Area wide mailer, which is scheduled for distribution following First Reading
- Meeting logistics, particularly the Trust Programs Committee meeting planned for July 30th
- Project funding and future budget considerations

Staff reiterated that a Resolution Without Meeting (RWM) will be initiated following the meeting to formally cancel the May 29th Committee of the Whole meeting.

Vice-Chair Elliott noted she will be unavailable for the special meeting on June 27th and requested that staff confirm quorum for that meeting.

The Committee broke for recess at 10:45 a.m. and reconvened at 11:00 a.m.

10.1.2.4 Policy Statement Amendment Project Phase 4 Survey – Briefing

Senior Policy Advisor Youmans provided an overview of the Briefing, noting that the survey presented is an initial draft and that a preamble will be added to provide context for respondents.

Discussion followed on the following points:

- The overall length of the survey and the repetition of certain questions
- The placement of Question 38 within the survey
- The language used in Question 5, specifically the phrase “not needed”
- The plan to produce two versions of the survey: a short version and a long version (with the current draft representing the long version)
- The intention to pilot the survey with a focus group to gather feedback
- The possibility of including additional questions related to the process
- Survey participation parameters, including whether it will be open to all residents of British Columbia, those within the Trust Area, and individuals outside the province
- The potential for tracking trends

10.1.2.5 2024/25 Annual Report - Approval of Executive Committee Sections - Request For Decision

Director Frater sought approval and feedback from the Committee, noting that the sections provided were specific to Executive Committee and were being shared in advance of the full Annual Report, which will be presented at the next meeting.

Suggestions were made for additions to the June 2024 Trust Council meeting section within the Delegations and presentations section, including:

- The address by Adam Olsen
- The presentation by the Coast Guard

A suggestion was also made to include the Tiny Homes on Wheels (THOWs) Enablement Project under the Key Accomplishments section.

Staff provided clarification regarding the process for approving the Annual Report.

EC-2025-057

It was MOVED and SECONDED,

that Executive Committee approve the following sections of the annual report:

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

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

CARRIED

10.1.3 Planning Services - None

10.1.4 Financial and Employee Services - None

10.1.5 Legislative and Information Services - None

10.2 Executive Committee Initiated

10.2.1 Executive - None

10.2.2 Trust Area Services

10.2.2.1 Bowen Island Advertisement re Islands Trust - Request For Decision

The Director of Trust Area Services provided the Committee with background information on the Request For Decision.

EC-2025-058

It was MOVED and SECONDED,

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

CARRIED

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

The Director of Trust Area Services introduced the Request For Decision.

Discussion ensued on:

- Travel costs
- Inviting external attendees

EC-2025-059

It was MOVED and SECONDED,

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

CARRIED

EC-2025-060

It was MOVED and SECONDED,

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

CARRIED

10.2.3 Planning Services - None

10.2.4 Financial and Employee Services - None

10.2.5 Legislative and Information Services - None

11. NEW BUSINESS - None

12. CORRESPONDENCE (for information unless raised for action)

12.1 2025-04-28 Minister Kahlon - Response Letter

The Chief Administrative Officer recommended that the letter be formally forwarded to Trust Council, Bowen Island Municipality, and the Islands Trust Conservancy.

It was noted that although the letter is dated April 28, it was not received by Islands Trust until May 7 due to administrative delays on the part of the ministry.

Discussion followed on the following matters:

- Preparing a response to the letter
- Requesting a meeting with elected officials
- First Nations engagement and the importance of capacity funding to support relationship building efforts with the numerous First Nations within the Islands Trust Area
- The \$150,000 grant received by Islands Trust from the Province for First Nation relationship building initiatives, the associated work underway, and the requirement to report back to the Province
- The individuals and organizations copied (cc'd) on the letter

EC-2025-061

It was MOVED and SECONDED,

that Executive Committee respond to the April 28, 2025 letter from Minister Kahlon with a request for a meeting.

CARRIED

EC-2025-062

It was MOVED and SECONDED,

that Executive Committee forward the letter of April 28, 2025 from Minister Kahlon to June Trust Council for their consideration.

CARRIED

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

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

EC-2025-063

It was MOVED and SECONDED,

that the letter of May 5 from D Ellis be forward to June Trust Council for consideration.

CARRIED

13. WORK PROGRAM

13.1 Review and amendment of current work program

The Chief Administrative Officer noted that the Minister's response has been received regarding item 1 and that any updates will depend on further discussion at Trust Council.

Regarding the Strategic Plan (item 4), the Chief Administrative Officer highlighted the need for clarity on the timeline for projects scheduled in 2026–2027, particularly around the initiation of business cases. He will raise the issue at Trust Council to ensure a shared understanding.

It was added that the Regional Planning Committee had requested staff to begin business cases and noted a lack of emphasis on housing initiatives in the current strategic plan. She suggested the possibility of amending the plan through a future Request for Decision.

Staff confirmed that business cases may be brought forward earlier than scheduled, and that Trust Council can amend the strategic plan on a quarterly basis as needed.

14. NEXT MEETING

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

15. CLOSED MEETING

EC-2025-064

It was MOVED and SECONDED,

that the meeting be closed to the public subject to Sections 90(1)(i) of the Community Charter in order to consider matters related to the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and that staff attend the meeting.

CARRIED

The meeting was closed to the public at 12:02 p.m. and reconvened at 12:38 p.m.

16. ADJOURNMENT

By general consent the meeting adjourned at 12:38 p.m.

Laura Patrick, Chair

CERTIFIED CORRECT:

Alexandra Trifonidis, Executive Coordinator and Recorder