Islands Trust

Executive Committee

Minutes of a Regular Meeting

Date:	**Wednesday, October 1, 2025**
Location:	**Electronic Meeting, and a physical location to view the livestream of the meeting:** **Islands Trust Victoria Office** **#200 - 1627 Fort Street** **Victoria, BC V8R 1H8**
Members Present:	Laura Patrick, Chair, Salt Spring Island 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 Julia Mobbs, Director, Financial and Employee Services Joe Elliott, Senior Indigenous Relations Advisor Alexandra Trifonidis, Executive Coordinator
Members of the public present:	One member of the public was present.

1. CALL TO ORDER

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

2. TERRITORIAL ACKNOWLEDGEMENT

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

3. APPROVAL OF AGENDA

3.1 Introduction of New Items

No new items were introduced.

3.2 Approval of Agenda

By general consent the agenda was approved as presented.

3.2.1 Agenda Context Notes - None

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

No report was provided.

5. ADOPTION OF MINUTES

5.1 Draft Executive Committee Meeting Minutes of September 16, 2025

By general consent the Executive Committee meeting minutes of September 16, 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.

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.

7. BYLAWS FOR APPROVAL CONSIDERATION

7.1 Galiano Island Local Trust Committee - Proposed Bylaw No. 298 - Repeal of Meeting Procedures Bylaw - Request For Decision

The Director of Planning recommended that Executive Committee proceed with the recommendation in the Request For Decision.

Due to a lost connection, Vice-Chair Peterson left the meeting at 9:33 a.m. and rejoined at 9:34 a.m.

EC-2025-124
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 298, cited as "Galiano Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 298, 2025" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7.2 Galiano Island Local Trust Committee - Proposed Bylaw No. 299 - Public Notification Bylaw - Request For Decision

The Director of Planning recommended that Executive Committee proceed with the recommendation in the Request For Decision.

EC-2025-125
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve Galiano Island Local Trust Committee Bylaw No. 299, cited as "Galiano Island Local Trust Committee Public Notification Bylaw No. 299, 2025" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

8. TRUST COUNCIL MEETING PREPARATION

8.1 Roundtable Review of September 16-18 Trust Council Meeting – Discussion

Executive Committee and staff engaged in a roundtable discussion regarding the September 16-18 Trust Council meeting held on Gabriola Island.

The following remarks were made:

- Wi-Fi connectivity was poor.
- Food quality was considered average.
- Some attendees found the facilities challenging.
- Trustees are seeing a trend of meeting agendas becoming more manageable.
- Attendees expressed appreciation for the idea of modernizing presentation materials, specifically the agenda and three-day schedule.
- The meeting space was well received.
- The timing of agenda items and the pace of the meeting was effective.
- Appreciation for hosting high-caliber speakers at Trust Council quarterly meetings was valued.

8.2 Executive

8.2.1 <u>September Trust Council Highlights</u>

The Committee reviewed the September Trust Council Highlights and requested the following amendments:

- Add Geraldine Manson's traditional family name C'tasi:a to the first section.
- Add a sentence at the end of the Islands Trust Operational Review section to read: "The Chief Administrative Officer plans to deliver a full report to Trust Council in advance of the December Trust Council meeting."
- Reword the Address by Doug S. White section to read: "Special Counsel to the Premier on Indigenous Reconciliation, Douglas S. White, K.C., J.D., Kwulasultun (Coast Salish), Tliishin (Nuu-Chah-Nulth) addressed Trust Council with an overview of reconciliation, Douglas Treaties and significant court decisions. Mr. White shared actionable steps Islands Trust can take to deepen partnerships with First Nations in the Trust Area and develop a vision for achieving the mandate of the Islands Trust, together."

EC-2025-126
It was MOVED and SECONDED,
that Executive Committee approve the September 2025 Trust Council Highlights, as amended.

<u>CARRIED</u>

8.2.2 <u>Trust Council Follow Up Action List</u>

By general consent item 8.2.2 Trust Council Follow Up Action List was received for information.

8.3 Planning Services - None
8.4 Financial and Employee Services - None
8.5 Trust Area Services - None
8.6 Legislative and Information Services - None

9. COMMITTEE OF THE WHOLE MEETING PREPARATION - None

10. EXECUTIVE COMMITTEE PROJECTS

10.1 Trust Council Initiated

10.1.1 Executive

10.1.1.1 Executive Committee 2026-27 Budget Request Amendment - Request For Decision

The Chief Administrative Officer spoke to the item, noting that the previous forecast numbers for funding travel for Chairs to attend local trust committee meetings brought to the Committee at a previous meeting were inaccurate.

EC-2025-127
It was MOVED and SECONDED,
that Executive Committee amend its 2026/27 budget request for Executive Committee on local trust committee costs to $31,000.

A comment was made on evening meetings and the value associated with holding meetings outside of the regular work day.

CARRIED

10.1.1.2 Executive Committee 2026/27 Budget Requests - Request For Decision

Staff provided a review of the Request for Decision materials.

Comments from the Committee included:

• the need for greater clarity in the request for decision for the Policy Advisor position, including improved formatting;
• appreciation for including an organizational chart with the business case was valued; and
• a question regarding the necessity of the proposed biologist position, including a request for a stronger rationale to support the biologist position.

EC-2025-128
It was MOVED and SECONDED,

that Executive Committee forward the following 2026/27 budget request for $125,950 for an auxiliary (temporary) Senior Policy Advisor staff position in Trust Area Services to Financial Planning Committee for inclusion in the draft 2026/27 budget, in addition to the budget requests forwarded on September 3, 2025.

CARRIED

EC-2025-129
It was MOVED and SECONDED,
that Executive Committee forward the following 2026/27 budget request for $37,000 for the Policy Statement Amendment Project to Financial Planning Committee for inclusion in the draft 2026/27 budget, in addition to the budget requests forwarded on September 3, 2025.

CARRIED

EC-2025-130
It was MOVED and SECONDED,
that Executive Committee forward the following 2026/27 budget request of $122,270 for a permanent Biologist within Planning Services, as amended, to Financial Planning Committee for inclusion in the draft 2026/27 budget, in addition to the budget requests forwarded on September 3, 2025.

CARRIED
Vice-Chair Maude Opposed

10.1.2 Trust Area Services - None
10.1.3 Planning Services - None
10.1.4 Financial and Employee Services - None

10.1.5 Legislative and Information Services

10.1.5.1 Increases in Information Services Budgets for FY2027 – Briefing

The Chief Administrative Officer provided an overview of the briefing.

Discussion ensued on:

• the number of new term trustee laptops, with a concern noted that the quantity identified in the report appeared low; and

• the cost, quality, and technology requirements necessary to meet user needs for each laptop.

By general consent the Increases in Information Services Budgets for FY2027 – Briefing was received for information.

10.2 Executive Committee Initiated - None

11. NEW BUSINESS

11.1 Executive/Trust Council

11.1.1 Trustee Onboarding Working Group - Request For Decision

The Chief Administrative Officer spoke to the briefing, noting that trustees had expressed interest in providing feedback on the onboarding process for the new term.

EC-2025-131
It was MOVED and SECONDED,
that Executive Committee ask staff to establish a Trustee Onboarding Working Group of up to five trustees to serve in an advisory capacity for improvements to onboarding and orientation of trustees following the 2026 Trust Council election.

CARRIED

11.2 Trust Area Services - None
11.3 Planning Services - None
11.4 Financial and Employee Services - None
11.5 Legislative and Information Services - None

12. CORRESPONDENCE (for information unless raised for action)

There was no correspondence.

13. WORK PROGRAM

13.1 Review and amendment of current work program

A comment was made regarding the need to update the target dates.

Staff advised that the Trust Council was expected to review Item 1 at its December meeting.

A question was raised about how to advance Item 3, and staff responded that there were capacity challenges impacting progress.

By general consent Executive Committee received the work program for information.

14. NEXT MEETING

The next scheduled regular meeting of the Executive Committee is to be held electronically on Wednesday, October 29, 2025 at 9:15 a.m.

15. CLOSED MEETING (if applicable) - None

16. ADJOURNMENT

EC-2025-132
It was MOVED and SECONDED,
that the meeting be adjourned at 11:03 a.m.

CARRIED

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Laura Patrick, Chair

CERTIFIED CORRECT:

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Alexandra Trifonidis, Executive Coordinator and Recorder