



Executive Committee Minutes of a Regular Meeting

Date: Tuesday, December 2, 2025
Location: Hotel Grand Pacific – Denman Room
463 Belleville Street, Victoria BC

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

Members of the public present: Three members of the public and Trustee Borthwick were present.

1. CALL TO ORDER

The meeting was called to order at 10:00 a.m.

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the meeting was being held in traditional territory of the Songhees and Esquimalt Nations as well as the WSÁNEĆ Peoples. Trustees and staff were introduced.

3. APPROVAL OF AGENDA

3.1 Introduction of New Items

The following addition to the agenda was presented for consideration:

- 10.2.2 Association of Vancouver Island and Coastal Communities (AVICC) Potential Resolution - Discussion

3.2 Approval of Agenda

By general consent the agenda was approved, as amended.

3.2.1 Agenda Context Notes

By general consent the Agenda Context Notes were received for information.

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 November 19, 2025

Staff informed the Committee the minutes were not ready for circulation and that they would be included on Executive Committee's December 17th, 2025 meeting agenda.

6. FOLLOW UP ACTION LIST AND UPDATES

6.1 Follow Up Action List/Director/CAO Updates

The Committee reviewed the follow up action list.

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

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

6.3 Islands Trust Conservancy Liaison Update

The Islands Trust Conservancy liaison provided an update and informed everyone today is Giving Tuesday.

7. BYLAWS FOR APPROVAL CONSIDERATION - None

8. TRUST COUNCIL MEETING PREPARATION

The Committee reviewed the items for forwarding to the December Trust Council Quarterly Meeting agenda.

8.1 Executive

8.1.1 Summary of Standards of Conduct Investigation Report - Request for Decision

The Committee discussed how this type of report would be received in a public meeting.

By general consent item 8.1.1 was forwarded to the Executive section of the December Trust Council meeting agenda.

8.1.2 Notice of Motion from Previous Meeting

By general consent item 8.1.2 was forwarded to the December Trust Council meeting agenda.

Discussion took place regarding whether legislative changes by the province would be required to allow local trust committee advisory planning commissions to meet electronically. Staff confirmed that it would.

8.2 Planning Services

8.2.1 Request for Trust Council Sponsorship of Development Application Fee - Request for Decision

By general consent item 8.2.1 was forwarded to the December Trust Council meeting agenda.

8.2.2 Response to Bill M216 - Professional Reliance Act - Request For Decision

By general consent item 8.2.2 was forwarded to the December Trust Council meeting agenda.

8.3 Financial and Employee Services - None

8.4 Trust Area Services - None

8.5 Legislative and Information Services - None

9. EXECUTIVE COMMITTEE PROJECTS - None

10. NEW BUSINESS

10.1 Executive/Trust Council - None

10.2 Trust Area Services

10.2.1 Salt Spring Island Local Trust Committee Request for Chair Letter to Minister Boyle re Salt Spring Island Visit – Discussion

The Director of Trust Area Services introduced the item.

EC-2025-153

It was MOVED and SECONDED,

that Executive Committee request staff to draft a letter from the Chair to the Minister of Housing and Municipal Affairs conveying thanks for her visit to Salt Spring Island and expressing an interest in working the Ministry on how rural and island-specific housing needs can be more accurately reflected in future housing needs assessments.

CARRIED

10.2.2 Association of Vancouver Island and Coastal Communities (AVICC) Potential Resolution - Discussion

Vice-Chair Peterson informed the Committee that he had been in communication with qathet Regional District Director Fall on preparing a resolution for AVICC on mutual advocacy efforts regarding the federal government's Port Divestiture Program (PDP), requesting that the federal government cease divestment operations on essential ports in the Lasqueti area. He noted that he would be bringing additional information to staff. A question was asked about whether a joint resolution with the qathet Regional District and the Islands Trust was a possibility. The item was provided for the Committee's information at this time.

10.3 Planning Services - None

10.4 Financial and Employee Services - None

10.5 Legislative and Information Services - None

11. **CORRESPONDENCE (for information unless raised for action) - None**

12. **WORK PROGRAM**

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

By general consent item 12.1 was received for information.

13. **NEXT MEETING**

The next Executive Committee meeting will take place electronically on Wednesday, December 17, 2025 at 9:15 a.m.

14. **CLOSED MEETING**

EC-2025-154

It was MOVED and SECONDED,

that the meeting be closed to the public subject to Sections 90(1)(g) of the Community Charter in order to consider matters related to litigation or potential litigation affecting the Islands Trust, and that staff attend the meeting.

CARRIED

The meeting was closed to the public at 10:25 a.m. and reopened at 10:45 a.m.

15. **ADJOURNMENT**

By general consent the meeting adjourned at 10:45 a.m.

Laura Patrick, Chair

CERTIFIED CORRECT:

Alexandra Trifonidis, Executive Coordinator and Recorder