Executive Committee
Minutes of a Regular Meeting

Date:	**Wednesday, February 4, 2026**
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 David Marlor, Director, Legislative and Information Services Julia Mobbs, Director, Financial and Employee Services Joe Elliott, Senior Indigenous Relations Advisor Alexandra Trifonidis, Executive Coordinator
Guests and Members of the Public Present:	No members of the public were present.

1. CALL TO ORDER

The meeting was called to order at 9:14 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

The following additions to the agenda were presented for consideration:

- 11.1.1 Training Opportunities – Discussion
- 10.2.2.2 Reconciliation Standing Resolutions – Discussion

3.2 Approval of Agenda

By general consent the agenda was approved, as amended.

3.2.1 <u>Agenda Context Notes</u>

Received for information.

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Patrick reported that at the January 14th in-camera meeting, the Executive Committee adopted the December 2 and December 17, 2025 in-camera meeting minutes.

5. ADOPTION OF MINUTES

5.1 Draft Executive Committee Meeting Minutes of January 14, 2026

Vice-Chair Maude referred to item 5.1 in the draft meeting minutes, noting there is no staff report regarding the November 2026 local trust committee and standing committee meeting schedule in the meeting agenda, and no relevant follow up action list item. Staff confirmed a report will be coming to the next meeting.

By general consent the Executive Committee meeting minutes of January 14, 2026 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 Gambier Island Local Trust Committee - Proposed Bylaw No. 161 – Repeal of Meeting Procedures Bylaw - Request for Decision

EC-2026-007
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 161, cited as "Gambier Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 161, 2025" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7.2 Lasqueti Island Local Trust Committee - Proposed Bylaw No. 106 – Public Notification Bylaw - Request for Decision

EC-2026-008
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve Lasqueti Island Local Trust Committee Bylaw No. 106, cited as "Lasqueti Island Local Trust

Committee Public Notification Bylaw No. 106, 2025" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7.3 Thetis Island Local Trust Committee - Proposed Bylaw No. 116 – Repeal of Meeting Procedures Bylaw - Request for Decision

EC-2026-009
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve Thetis Island Local Trust Committee Bylaw No. 116, cited as "Thetis Island Local Trust Committee Meeting Procedures Repeal Bylaw No. 116, 2025" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

8. TRUST COUNCIL MEETING PREPARATION

8.1 Executive

8.1.1 Draft March Trust Council Quarterly Meeting 3-day Schedule

The Chief Administrative Officer presented the Schedule.

Received for information.

8.2 Planning Services - None
8.3 Financial and Employee Services - None

8.4 Trust Area Services

8.4.1 Allocation of First Nations Engagement Grant - Request for Decision

The Director of Trust Area Services presented the item, noting it is for the Committee's review for consideration of forwarding to the upcoming Trust Council meeting agenda.

The Committee discussed:

- funding allocation and sources;
- protocol agreements and Community to Community (C2C) funding; and,
- reporting out to the province.

By general consent item 8.4.1 was forwarded to the March Islands Trust Council Quarterly Meeting agenda.

8.4.2 Islands Trust Property Tax Assessment Notice Insert for 2026/27 – Briefing

The Director of Trust Area Services presented the item and requested feedback from the Committee.

The following feedback was received:

- It was suggested that a "How to Read Your Tax Notice" document be added.
- The use of plain language to improve understanding of the information was recommended.
- It was noted that the content at the bottom of page 47 should be made more robust.
- It was recommended that the Land Protection section be combined with the Islands Trust Conservancy section.
- The removal of repetitive language throughout the document was suggested.
- It was suggested that information explaining the tax notice be posted via social media at the time the notice is delivered to island residents.

Staff confirmed the Islands Trust Property Tax Assessment Notice Insert for 2026/27 would return to the Committee for final review following approval of the budget.

8.5 Legislative and Information Services

8.5.1 Updated Trust Council Policy 2.1.15 Secretariat Services - Request for Decision

The Director of Legislative Services presented the item, noting that the Governance Committee reviewed the Request for Decision at their last meeting, and answered questions.

By general consent item 8.5.1 was forwarded to the March Islands Trust Council Quarterly Meeting agenda.

9. COMMITEE OF THE WHOLE MEETING PREPARATION

9.1 Draft February 18 Committee of the Whole Special Meeting Agenda

The Director of Financial and Employee Services informed the Committee several items were not yet included in the draft agenda, as they were still pending updates since the Financial Planning Committee's January meeting. It was noted that all Executive Committee members had reviewed the comprehensive budget materials at the January Financial Planning Committee meeting, and that the materials, once updated, would be included on the Committee of the Whole agenda.

Staff spoke to each agenda item marked with a "Placeholder – Information Pending" notation.

A request was made to include a template for on-the-fly motions and recommendations to Trust Council to support meeting efficiency, as well as to clarify where in the agenda motions would be heard.

The Committee reviewed the draft agenda, and discussion took place regarding:

- Communications to trustees, including the importance of informing trustees in advance of the meeting about draft motions and when dialogue would be expected.
- Appreciation for the Budget Guidelines Assessment document.
- Potential impacts related to the Bowen Island Municipal fee levy discussion.

By general consent item 9.1 was forwarded to the Islands Trust Council Committee of the Whole meeting agenda, as amended.

The Committee recessed for break at 10:35 a.m. and reconvened at 10:45 a.m.

10. EXECUTIVE COMMITTEE PROJECTS

10.1 Trust Council Initiated

10.1.1 Executive - None

10.1.2 Trust Area Services

10.1.2.1 Advocacy Evaluation – Verbal Update

The Director of Trust Area Services spoke to the item, referencing the related information provided in the Context Notes.

Staff requested guidance on how the Committee would like to proceed.

Discussion ensued on:

- Staff workload.
- Intergovernmental work.
- The primary form of Islands Trust advocacy at present; letter writing.
- The overall advocacy strategic approach.
- A review of Policy 6.10.3.
- Information to support the incoming term.

EC-2026-010
It was MOVED and SECONDED,
that the Executive Committee request staff to prepare a report evaluating advocacy for the term and to provide background on the advocacy program for trustee orientation.

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 AVICC/UBCM Resolution Selection (Annual Item) - Request for Decision

Vice-Chair Peterson provided background information on the process of bringing forward a group resolution requesting that Transport Canada end its efforts to divest remote port facilities, for consideration at the Association of Vancouver Island and Coastal Communities 2026 Convention.

Discussion items included:

- The process for submitting the resolution
- Submitting an identical resolution and backgrounder as the qathet Regional District (qRD)
- Staff workload considerations
- Timing related to receiving the final resolution and backgrounder wording from the qathet Regional District, as these items had not yet been reviewed by the qRD Board at the time of the meeting.

Staff informed the Committee that the resolution and backgrounder could be approved for submitting through the use of a Resolution Without Meeting (RWM), and that the submission deadline was February 12.

Vice-Chair Peterson confirmed he will send out the updated version to the Executive Committee as soon as he receives it.

10.2.2.2 Reconciliation Standing Resolutions – Discussion

Vice-Chair Elliott spoke to certain standing resolutions on local trust committee agendas regarding reconciliation and asked whether responsibility for fulfilling the resolutions should belong with the local trust committees rather than with Trust Area Services and associated staff.

Discussion ensued on:

- The optics of having the resolutions on the agendas and not actioning the work;
- The Incoming term's understanding of the resolutions;
- The need to review standing resolutions; and
- Which authority the responsibility for the work rests with.

Staff informed the Committee that this work was included in the draft Reconciliation Action Plan, which was forthcoming. Staff also noted their intention to bring recommendations to local trust committees prior to the election.

10.2.3 Planning Services - None

10.2.4 Financial and Employee Services

10.2.4.1 Appointment of Financial Statement Auditors - Request for Decision

The Director of Financial and Employee Services spoke to the item, noting this is an annual item directed by legislation.

EC-2026-011
It was MOVED and SECONDED,
that KPMG be appointed auditor for the Islands Trust and the Islands Trust Conservancy 2025/26 financial statement audit.

CARRIED

10.2.5 Legislative and Information Services - None

11. NEW BUSINESS

11.1 Executive/Trust Council

11.1.1 Training Opportunities – Discussion

Vice-Chair Peterson noted that the process for accessing training opportunities for the Executive Committee and all trustees was not clear and suggested that it could be made clearer. A question was raised regarding whether programs and training offered by the Local Government Management Association of British Columbia (LGMA) and the Local Government Leadership Academy (LGLA) could be highlighted.

Staff spoke to the Trustee Training and Conference Policy and the associated funding, noting that the information would be included in part of the orientation package. It was also noted that grants and other funding opportunities were available.

Staff provided an update on the current budget line figures for Trust Council and for the Executive Committee. Clarification was provided that training costs are allocated to the budget in the period in which the training occurs.

11.2 Trust Area Services

11.2.1 B.C. Coastal Marine Strategy (CMS) - Update

The Director of Trust Area Services spoke to the item, referencing the highlights provided in the Context Notes.

The Committee discussed:

- the relevance to the Islands Trust mandate;
- advocating to the province to enshrine the Strategy into law;
- staff workload considerations; and
- options for a presentation on the topic to Trust Council.

EC-2026-012
It was MOVED and SECONDED,
that Executive Committee request staff to invite a presentation on the Coastal Marine Strategy for the June Trust Council meeting.

CARRIED

A question was raised regarding how to proceed and staff provided options.

EC-2026-013
It was MOVED and SECONDED,
that Executive Committee request staff prepare a request for decision recommending undertaking advocacy on enshrining the Coastal Marine Strategy into legislation for the June Trust Council meeting.

CARRIED

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)

12.1 2026-01-10 M MacMillen - Facebook Notices

Received for information.

12.2 2026-01-19 Gabriola Ferry Committee and Gabriola Island Transportation Society - Keeping Experience Cards Affordable

By general consent item 12.2 was forwarded to Trust Council.

12.3 2026-01-21 Liz Steele - Negotiations for Ownership of the Kensington Lands on Gabriola Island, BC

By general consent item 12.3 was forwarded to the Gabriola Island Local Trust Committee.

13. WORK PROGRAM

13.1 Review and amendment of current work program

Received for information.

14. NEXT MEETING

The Chair noted the next Executive Committee meeting will take place in-person at the Victoria Office on Wednesday, February 25, 2026, at 9:15 a.m.

A note was made that in trustees calendars the meeting says it will be held electronically.

Trustees questioned the in-person meeting asking if the meeting could be changed to electronic.

EC-2026-014
It was MOVED and SECONDED,
that the location for the Executive Committee meeting of February 25, 2026, at 9:15 a.m. be changed to electronic.

CARRIED

Vice-Chair Peterson informed the Committee that he just received information that the qRD meeting will not take place until February 10th, which makes the timing tight, and the use of a resolution without meeting needed.

15. CLOSED MEETING

EC-2026-015
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 (i) 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 11:53 a.m. and reopened at 12:15 p.m.

16. ADJOURNMENT

By general consent the meeting adjourned at 12:16 p.m.

____

Laura Patrick, Chair

CERTIFIED CORRECT:

____

Alexandra Trifonidis, Recorder