



Executive Committee Minutes of a Regular Meeting

Date: Wednesday, March 25, 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
David Marlor, Director, Legislative and Information Services
Clare Frater, Director, Trust Area Services
Julia Mobbs, Director, Financial and Employee Services
Derek Cockburn, Acting Director, Financial and Employee Services
Joe Elliott, Senior Indigenous Relations Advisor
Kim Stockdill, Island Planner
Renee Jamurat, Regional Planning Manager
Corlynn Strachan, Executive Administrative Assistant/Recorder

Members of the public present: One member of the public was present electronically.

1. CALL TO ORDER

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

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged with respect and humility that the lands and waters of the Trust area have been home to Indigenous people since time and memorial. Their deep connection to these islands continues to this day and that we honor their enduring presence, constitutional rights, and responsibilities. Trustees and staff provided introductions.

3. APPROVAL OF AGENDA

3.1 Introduction of New Items

The following additions to the agenda was presented for consideration:

- Addition of addendum Item 10.2.2.1: Islands Trust Property Tax Assessment Notice Insert for 2026/7 – Briefing
- Addition of new Item 11.2.1 Letter of Support for the Order of BC Nomination of Dr. Diana Allen

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

The Chair reported that at the previous in-camera meeting, Executive Committee adopted the February 25, 2026 in-camera meeting minutes.

5. ADOPTION OF MINUTES

5.1 Draft Executive Committee Meeting Minutes of March 10, 2026

By general consent the Executive Committee minutes of March 10, 2026 were adopted as presented.

6. FOLLOW UP ACTION LIST AND UPDATES

6.1 Follow Up Action List/Director/ Chief Administrative Officer (CAO) Updates

The Committee reviewed the follow up action list, the CAO 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 the Official Community Plan, and 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 Bowen Island Municipality – Municipal Regional District Tax Bylaw No. 701 - Request for Decision

The Senior Policy Advisor spoke to the information in the Request for Decision.

Discussion ensued on revising the letter of support.

EC-2026-037

It was MOVED and SECONDED,

that the Executive Committee advise Bowen Island Municipality that Bylaw No. 701, cited as "Bowen Island Short Term Accommodation Tax Bylaw No. 701, 2026" is not contrary to or at variance with the Islands Trust Policy Statement.

CARRIED

EC-2026-038

It was MOVED and SECONDED,

that the Executive Committee request staff work with the Chair to send a letter of support to Bowen Island Municipality regarding the Municipal & Regional District Tax program.

CARRIED

7.2 Gambier Island Local Trust Committee - Proposed Bylaw No. 162 - Public Notification Bylaw - Request for Decision

The Northern Office Regional Planning Manager spoke to the information in the Request for Decision.

EC-2026-039

It was MOVED and SECONDED,

that the Islands Trust Executive Committee approve Gambier Island Local Trust Committee Bylaw No. 162, cited as "Gambier Island Local Trust Committee Public Notification Bylaw No. 162, 2026" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7.3 Hornby Island Local Trust Committee - Proposed Bylaw No. 180 - Public Notification Bylaw - Request for Decision

The Northern Office Regional Planning Manager spoke to the information in the Request for Decision.

EC-2026-040

It was MOVED and SECONDED,

that the Islands Trust Executive Committee approve Hornby Island Local Trust Committee Bylaw No. 180, cited as "Hornby Island Local Trust Committee Public Notification Bylaw No. 180, 2026" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7.4 South Pender Island Local Trust Committee - Proposed Bylaw No. 131 – Public Notification Bylaw - Request for Decision

The Acting Regional Planning Manager spoke to the information in the Request for Decision.

Discussion:

- Vice Chair Elliott raised concerns about confusion for Pender community regarding public notice methods
- Recommendation to specify “South Pender Public Notice email subscriber list” instead of vague terms
- Direct email/mail remains an option but has higher administrative burden and risk
- Canada Post mail-out costs (~\$1,500) and frequency uncertainty raised as financial concern
- Executive Committee authority extends beyond policy statement to include cost, resourcing, and risk considerations
- Administrative bylaws do not require policy statement consistency review
- Provide clearer information to Local Trust Committee on implications, costs, and risks before reconsideration

EC-2026-041

It was MOVED and SECONDED,

that the Executive Committee not approve South Pender Island Local Trust Committee Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025" due to unacceptable risk, costs, and vagueness.

CARRIED

EC-2026-042

It was MOVED and SECONDED,

that the Executive Committee recommends South Pender Island Local Trust Committee amend Bylaw No. 131, cited as "South Pender Island Local Trust Committee Public Notification Bylaw No. 131, 2025" by limiting minimum public notification methods to two.

CARRIED

8. TRUST COUNCIL MEETING PREPARATION

8.1 Roundtable Review of March 10-12 Trust Council Meeting – Discussion

- Venue and accommodation were excellent
- Separation of venue and accommodation caused challenges; suggested closer locations of 3-5 minutes or within walking distance

- Caterer quality varied; recommendation for more vegetarian options
- Comments that it was wonderful to be in Cowichan Tribes lands and have the Chief Daniels open the meeting
- Support for ITC Board members to attend budget discussion and connect with Trustees
- Importance of having the meeting on a Nations' traditional territory and inviting nations to develop relationships with Islands Trust staff
- Suggestion for scheduling an in-person meeting in the northern region to connect with other Nations, north of Nanaimo

8.2 Executive

8.2.1 March Trust Council Highlights

There was discussion on removing semi-colons from the Bylaw and Compliance and Enforcement policy section.

By general consent the March Trust Council Highlights were approved with edits.

8.2.2 Trust Council Follow Up Action List

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

8.6.1 Change of Dates for Regional Planning Committee and Trust Programs Committee November Meetings - Request for Decision

The Director of Legislative and Information Services spoke to the information on the Request for Decision and advised staff will come back with dates for consideration of forwarding to the June Islands Trust Council Quarterly Meeting agenda.

9. COMMITTEE OF THE WHOLE MEETING PREPARATION - None

10. EXECUTIVE COMMITTEE PROJECTS

10.1 Trust Council Initiated

10.1.1 Executive - None

10.1.2 Trust Area Services

10.1.2.1 2026/27 Meeting Decorum Materials - Request for Decision

The Director of Legislative and Information Services presented updated meeting decorum materials for approval, advising the updates are to promote culturally safe, inclusive, respectful, and discrimination-free public meetings.

Discussion:

- Change wording to: speakers “*should be clear and concise and must be respectful.*”
- Need for clear procedures/scripts for chairs on how to handle disruptions (e.g., warnings before removal).
- Suggestion that staff develop public communications explaining the updated decorum expectations, including rationale.

EC-2026-043

It was MOVED and SECONDED,

that the Executive Committee request staff to amend the Islands Trust meeting decorum notice to read “Should be clear and concise, and must be respectful.”

CARRIED

EC-2026-044

It was MOVED and SECONDED,

that the Executive Committee approve the meeting decorum poster, as amended, and the presentation slide for use at public meetings.

CARRIED

EC-2026-045

It was MOVED and SECONDED,

that the Executive Committee request staff to prepare public communication regarding meeting decorum expectations, with rationale, to distribute to all Local Trust Committee subscriber lists.

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 Islands Trust Property Tax Assessment Notice Insert for 2026/7 – Briefing

The Director of Trust Area Services spoke to the addendum and advised that staff will proceed with submission as part of routine operations.

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

11.1 Executive/Trust Council

11.1.1 Transport Canada - Potential regulations to increase access to marine emergency services and improve response to pollution incidents - Discussion

Vice-Chair Peterson spoke to the topic, and advised the submission deadline is April 17.

Discussion:

- Staff advised that limited capacity prevents a detailed response within the timeline, but a general statement of support could be prepared, with careful wording to avoid implying full endorsement.
- Individual trustees could submit their own input, with an opportunity for more detailed feedback later, through working group efforts.
- The Executive Committee supported submitting a general response and introduced the following motion.

EC-2026-046

It was MOVED and SECONDED,

that the Executive Committee request the Chair to provide a response to the Transport Canada discussion paper regarding potential regulations to increase access to marine emergency services and improve response to pollution incidents.

CARRIED

11.2 Trust Area Services

11.2.1 Letter of Support for the Order of BC Nomination of Dr. Diana Allen

The Chief Administrative Officer noted that the idea for this letter came from staff, as Dr. Allen has carried out extensive work throughout the Trust area. This includes historical contributions with the Islands Trust, such as reports on groundwater issues and saltwater intrusion across the Gulf Islands.

EC-2026-047

It was MOVED and SECONDED,

that the Executive Committee request the Chair to provide a letter of support for the nomination of Dr. Diana Allen to the Order of BC.

CARRIED

11.3 Planning Services - None

11.4 Financial and Employee Services - None

11.5 Legislative and Information Services

11.5.1 Appointment of Treasurer - Request for Decision

The Director of Legislative and Information Services clarified that the departure date for the current Director of Financial and Employee Services is late April, not March 23. The resolution wording for the position title was also corrected from “Finance” to “Financial.”

EC-2026-048

It was MOVED and SECONDED,

that the Executive Committee appoint Director of Financial and Employee Services, Derek Cockburn, to the office of Treasurer.

CARRIED

12. CORRESPONDENCE (for information unless raised for action)

12.1 2026-03-03 D. Wallinger - Formal Submission – Deer Overabundance and Ecological Integrity in the Gulf Islands

Received for information.

12.2 2026-03-09 D. Dunnison - The Islands Trust Area is Uniquely Beautiful, but Perhaps not Ecologically Unique

Received for information.

12.3 2026-03-14 S Wright - SP Bylaw 129 Decision

Received for information.

13. WORK PROGRAM

13.1 Review and amendment of current work program

14. NEXT MEETING

The next Executive Committee meeting will take place electronically on Wednesday, April 15, 2026 at 9:15 a.m.

15. CLOSED MEETING

Not required.

16. ADJOURNMENT

By general consent the meeting adjourned at 11:44 a.m.

Laura Patrick, Chair

CERTIFIED CORRECT:

Corlynn Strachan, Executive Administrative Assistance and Recorder