Executive Committee
Minutes of a Regular Meeting

Date:	**Wednesday, August 26, 2026**
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 Derek Cockburn, Acting Director, Financial and Employee Services Warren Dingman, Manager, Bylaw Compliance and Enforcement Joe Elliott, Senior Indigenous Relations Advisor Alexandra Trifonidis, Executive Coordinator
Guests or Members of the Public Present:	Three members of the public were present.

1. CALL TO ORDER

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

2. TERRITORIAL ACKNOWLEDGEMENT

Chair Patrick acknowledged that the Trust Area has been home to Indigenous Peoples since time immemorial. 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:

- Item 7. Public Comment Period
- Item 9.2.8.1 Hyperabundant Deer Presentation - Session Outline (agenda addendum)
- Item 13.5 Correspondence 2026-08-25 R Purdy Bylaw 726 Bowen Island - 620 Laura Road - Applicant Context

3.2 Approval of Agenda

By general consent the agenda and addendum were approved, as amended.

3.2.1 Agenda Context Notes

Received for information.

4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Patrick reported that at the last in-camera meeting the Executive Committee adopted the June 16 and July 8, 2026 in-camera meeting minutes.

5. ADOPTION OF MINUTES

5.1 Draft Executive Committee Meeting Minutes of July 29, 2026

By general consent the Executive Committee minutes of July 29, 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.

EC-2026-087
It was MOVED and SECONDED,
that Executive Committee request staff remove Items 4 and 5 of the Director of Trust Area Services Follow Up Action List.

CARRIED

A question was raised about transferring completed Follow Up Action List information to the new Council and staff informed the Committee necessary items will be placed in a briefing to the incoming Council.

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 noted the final meeting of the Board is on September 29, 2026.

7. PUBLIC COMMENT PERIOD

The Chair introduced the public comment period.

No members of the public spoke.

8. BYLAWS FOR APPROVAL CONSIDERATION

8.1 Bowen Island Municipality - Land Use Bylaw Amendment Bylaw No. 723 - Request for Decision

The Director of Planning Services introduced the item.

EC-2026-088
It was MOVED and SECONDED,

that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 723 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 723, 2026” is not contrary to or at variance with the Islands Trust Policy Statement.

Discussion ensued on the role of the Islands Trust Conservancy, conservation covenants, and the proposed cidery bylaw, including agricultural use, water sustainability, and community impacts.

The question on the motion was then called,

CARRIED

8.2 Bowen Island Municipality - Land Use Bylaw Amendment Bylaw No. 726 - Request for Decision

The Director of Planning Services introduced the item and noted that the staff recommendation was to seek further clarification from Bowen Island Municipality.

Discussion ensued on the following items:

- Statistics regarding cideries within the Trust Area, including those located on Agricultural Land Reserve (ALR) properties and other properties.
- Uncertainty regarding whether the proposed covenants would be enacted.
- The agricultural use of the property and the corresponding implications for property use.

EC-2026-089
It was MOVED and SECONDED,
that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 726 cited as “Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 726, 2026” may be contrary to, or at variance with, the following policies of the Islands Trust Policy Statement:

- 4.1.5 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation, protection, and encouragement of farming, the sustainability of farming, and the relationship of farming to other land uses.
- 5.7.2 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address economic opportunities that are compatible with conservation of resources and protection of community character.

Discussion ensued on whether Islands Trust Policy Statement Section 4.4.3 had been adequately addressed and on the implications of the existing water licence.

The question on the motion was then called,

CARRIED

EC-2026-090

It was MOVED and SECONDED,
that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 726, cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 726, 2026" may be reassessed for consistency with the Islands Trust Policy Statement by providing the following information:

- Clarification of how the cidery definition is consistent with the agricultural use of the land and Rural Residential land designation.

CARRIED

The Committee recessed for break at 10:18 a.m. and reconvened at 10:30 a.m.

EC-2026-091
It was MOVED and SECONDED,
that the Islands Trust Executive Committee advise Bowen Island Municipality that Bylaw No. 726, cited as "Bowen Island Municipality Land Use Bylaw No. 57, 2002, Amendment Bylaw No. 726, 2026" may be reassessed for consistency with the Islands Trust Policy Statement policy:

4.4.3 Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure water use is not to the detriment of in-stream uses

by providing the following information:

- Confirmation that the Hydrogeologist Report completed in 2021 considered the total supply of freshwater and cumulative impact on the surrounding area, in addition to the quality of water intended for use at the Cidery, and that the methods to ensure that the surface water license (for irrigation of the orchard) and the supply from the existing well will not impact other users and the watershed.

Discussion ensued on water licence volumes and potential impacts on neighbouring properties.

The question on the motion was then called,

CARRIED

9. TRUST COUNCIL MEETING PREPARATION

The Committee reviewed all items under this heading for consideration of forwarding to the September's Islands Trust Council Quarterly Meeting agenda.

9.1 Executive

9.1.1 Chief Administrative Officer Quarterly Report

9.1.2 New Corporate Planning Process - Request for Decision

9.1.3 Council Committee Structure Recommendation - Request for Decision

9.1.4 Draft November Islands Trust Council Meeting Schedules (Day 1 - Open House & Inauguration and Days 2&3 - Islands Trust Council Meeting)

By general consent Items 9.1.1 through 9.1.4 were forwarded to Islands Trust Council as presented.

9.2 Trust Area Services

9.2.1 Director of Trust Area Services Quarterly Report

The following corrections were noted:

- Page 122: The fourth bullet should read “support” instead of “supported.”
- Page 123: In the first bullet at the bottom of the page, the grammar should be revised, as the sentence does not read properly.
- Page 125: In the bullet regarding Sheila Harrington, insert the date September 13.

By general consent Item 9.2.1 was forwarded to Islands Trust Council, as amended.

9.2.2 Policy 2.1.17 Grants Provided by Trust Council - Request for Decision

By general consent Item 9.2.2 was forwarded to Islands Trust Council as presented.

9.2.3 Communications Policy Amendments for Document Library Management - Request for Decision

A concern was raised regarding public access to records and the length of time that records remained available on the website. Staff confirmed that additional information could be provided regarding routinely released documents, communications with members of the public, and legislative records management requirements.

By general consent Item 9.2.3 was forwarded to Islands Trust Council, as amended.

9.2.4 Chair Letter re Provincial Action on Recommendations in Drought Ready Report - Request for Decision

By general consent Item 9.2.4 was forwarded to Islands Trust Council as presented.

9.2.5 Advocacy Overview (2022-2026 Trust Council Term) – Briefing

The following comments were made:

- Page 161: It was noted that “at Squitty Bay” should be omitted from the end of the sentence, as False Bay Dock is not located at Squitty Bay.
- It was requested that the information regarding the joint Union of BC Municipalities resolution with the qathet Regional District be added.
- Page 162: It was noted that the Tiny Homes panel presentation at the Union of BC Municipalities convention should be included.
- Concerns were expressed regarding the narrative contained within the document.

- A comment was raised regarding the potential to convert the content into a thematic table, similar to the legislative monitoring report.

For the Housing paragraph, track changes were displayed on the screen for the Committee's review.

By general consent Item 9.2.5 was forwarded to Islands Trust Council, as amended.

9.2.6 Marine Shipping Advocacy - Request for Decision

The Director of Trust Area Services presented the item and noted that it required the Committee's approval and recommendation.

The Committee expressed support for the item.

By general consent Item 9.2.6 was forwarded to Islands Trust Council as presented.

9.2.7 2026 Strategic Priorities Survey – Briefing

By general consent Item 9.2.7 was forwarded to Islands Trust Council as presented.

9.2.8 Hyperabundant Deer Presentation - Session Outline

9.2.8.1 Session Outline

By general consent Item 9.2.8.1 was forwarded to Islands Trust Council as presented.

9.3 Planning Services

9.3.1 Director of Planning Services Quarterly Report

A request was made to provide additional detail in the Freshwater Sustainability Strategy section.

By general consent Item 9.3.1 was forwarded to Islands Trust Council, as amended.

9.3.2 Major Project Work and the Regional Planning Team, and Minor Project Work Criteria - Briefing

By general consent Item 9.3.2 was forwarded to Islands Trust Council as presented.

9.3.3 Bylaw Compliance and Enforcement Statistical Reports – Briefing

By general consent Item 9.3.3 was forwarded to Islands Trust Council as presented.

9.3.4 Rescind Bylaw 154 - Islands Trust Council Delegation Bylaw, 2013 - Request for Decision

A comment was made regarding the oversimplification of the report. It was noted that the report was not yet ready to be forwarded to Islands Trust Council.

Discussion ensued.

> **By general consent** Item 9.3.4 was not forward to Islands Trust Council.
>
> **EC-2026-092**
> **It was MOVED and SECONDED,**
> that Executive Committee request staff to prepare a report that sets out the chronology, the decisions made and the status of the 2022 Situation Analysis recommendations, and the status of the implementation of the 2023-32 Salt Spring Island Watershed Protection Plan in relation to internalizing the Salt Spring Island watershed project work with Islands Trust's work on Freshwater Sustainability Strategy implementation and related existing functions.
>
> The question on the motion was then called,
>
> **<u>CARRIED</u>**

9.3.5 <u>Monitoring Progress on Ecosystem Protection in Land Use Planning – Initiative3.2.4 Update - Request for Decision</u>

A question was raised regarding how the Land Information Screening Tool information was included in the package when the Regional Planning Committee had not advanced it. Staff confirmed that the incorrect report had been included and that the report will be updated in accordance with the Regional Planning Committee's request that the Land Information Screening Tool not be included.

A request was made for a cover briefing for Attachment 4 that included the Regional Planning Committee's comments.

It was noted that the second sentence of the second paragraph on page 263 contained incorrect information regarding Development Permit Areas and required correction.

It was noted that Islands Trust Conservancy staff would like to make additional edits to strengthen the introduction to the descriptions of the Species At Risk information.

A request was made to provide additional information regarding Land Information Screening Tool, including four or five paragraphs explaining what it is and why it was not being advanced.

> **EC-2026-093**
> **It was MOVED and SECONDED,**
> that Executive Committee request the Director of Planning Services to amend Item 9.3.1 Quarterly Report to include description of the

Land Information Screening Tool (LIST) and discussion of its current status by Regional Planning Committee.

CARRIED

By general consent Item 9.3.5 was forwarded to Islands Trust Council, as amended.

9.4 Financial and Employee Services

9.4.1 Director of Financial and Employee Services Quarterly Report

By general consent Item 9.4.1 was forwarded to Islands Trust Council as presented.

9.5 Legislative and Information Services

9.5.1 Director of Legislative and Information Services Quarterly Report

By general consent Item 9.5.1 was forwarded to Islands Trust Council as presented.

9.5.2 Harmonization of Resolution Without Meeting Process - Request for Decision

By general consent Item 9.5.2 was forwarded to Islands Trust Council as presented.

9.5.3 Information Systems Five-year Plan - Request for Decision

A request was made to add the Manager of Information Technology's name to the Request for Decision.

Questions were raised regarding the suitability of Keela as the contact database. Staff provided historical information in response.

The timeline for the projects identified in the report was discussed.

By general consent Item 9.5.3 was forwarded to Islands Trust Council as presented.

9.6 September Islands Trust Council Delegation Applications

No delegation applications were received at the time of agenda circulation.

9.7 Draft September Islands Trust Council Meeting Agenda

By general consent Item 9.7 was forwarded to Islands Trust Council as presented.

9.8 Draft September Islands Trust Council 3-Day Schedule

By general consent Item 9.8 was forwarded to Islands Trust Council as presented.

9.9 Trustee Sponsored RFDs

9.9.1 Letter of support for Motion M-35, supporting Motion M-35 Federal operational support for BC Ferries - Request for Decision

A suggestion was made to revise the subject line to reduce repetition.

By general consent Item 9.9.1 was forwarded to Islands Trust Council as presented.

The Committee broke for recess at 12:03 p.m. and reconvened at 12:30 p.m.

10. COMMITTEE OF THE WHOLE MEETING PREPARATION - None

11. EXECUTIVE COMMITTEE PROJECTS

11.1 Trust Council Initiated

11.1.1 Executive

11.1.1.1 Executive Committee 2027/28 Program/Project/Staffing Budget Requests - Request for Decision

The Chief Administrative Officer presented the Request for Decision and provided information on the Code of Conduct Investigations item noting it is a net new budget line for associated legal expenses due to new legislative requirements.

The Committee reviewed the table within the Request for Decision in chronological order and provided comments on the following items:

4. Communications
   - Regarding the estimate for census data, staff confirmed that the census had indicated that the cost would be higher next time and provided additional information explaining the increase.
   - A request was made to expand the section regarding the implementation strategy. It was noted that the new Communications Manager would take on drafting the strategy and that funding for implementation would be identified once the strategy was developed. A request was also made to add a note at the bottom of the section explaining the custom data and engagement strategy.
5. Branded Clothing
   - It was noted that two branded clothing expenditures appeared to be listed in the agenda. Staff confirmed that the item had been included in the Communications section in error.
8. Indigenous Relations Action Plan Implementation

- Concerns were raised regarding the presentation of the results and alternatives. A suggestion was made that the rationale for the recommendation be presented at the beginning. Comments were also made regarding the presentation of business cases.
- It was noted that there was an error in the total shown in the table on page 402.

10. Planning Co-op Student
    - It was noted that the laptop expenditure was captured under Technology and should not be included in this section. It was also noted that the total was not calculating correctly due to the laptop figures. Staff confirmed the error and advised that it would be corrected to align with the total shown at the top.
11. Salt Spring Island Office Heating and Cooling
    - A comment was made regarding the importance of this item.

6. Legal – Code of Conduct Investigations
    - It was noted that the Legal General budget varied significantly and a suggestion was made that the recommendation option be bundled with Legal General or, if not used, carried forward from year to year.
    - Discussion ensued regarding which budget line the item fell under and the associated reporting requirements.

EC-2026-094
It was MOVED and SECONDED,
that Executive Committee forward its 2027/28 operating budget recommendations to Financial Planning Committee that it include the following in the draft 2027/28 budget:

1. $6,000 for History and Heritage Conservation Grants-in-Aid
2. $10,000 for Planning Application Sponsorship
3. $275 for Natural Area Protection Tax Exemption Program (NAPTEP) Application Sponsorship
4. $81,400 for Communications
5. $1,000 for Branded Clothing
6. $20,000 for Code of Conduct Investigations
7. $66,000 for Policy Statement Amendment Project
8. $143,500 for implementation of the Indigenous Relations Action Plan

9. $131,366 for an auxiliary (temporary) Senior Policy Advisor, Trust Area Services
10. $28,732 for a Planning Co-op Student
11. $65,000 for Salt Spring Island Office Heating and Cooling

CARRIED

11.1.2 Trust Area Services - None
11.1.3 Planning Services - None
11.1.4 Financial and Employee Services - None
11.1.5 Legislative and Information Services - None

11.2 Executive Committee Initiated - None

12. NEW BUSINESS - None

13. CORRESPONDENCE (for information unless raised for action)

13.1 2026-07-28 J Gedye - Committee of the Whole Quorum

By general consent Item 13.1 was forward to Islands Trust Council.

13.2 2026-08-14 M Underhill - Bowen Island Municipality RZ2026-0014 620 Laura Road

By general consent Item 13.2 was received for information.

13.3 2026-08-18 E Johnston - Serious Threat to Dismantle IT

By general consent Item 13.3 was received for information.

13.4 2026-08-20 H Miller - Bylaw No. 726, 620 Laura Road, Bowen Island. BIM file RZ-2026-0014. Referral under section 15.0 of the Bowen Island Letters Patent

By general consent Item 13.4 was received for information.

13.5 2026-08-25 R Purdy Bylaw 726 Bowen Island - 620 Laura Road - Applicant Context

By general consent Item 13.5 was received for information.

13.6 The Following Pieces of Correspondence are for Review and Consideration of Forwarding to the September Islands Trust Council Meeting Agenda

13.6.1 2026-07-30 J Spalding - Shoreline Construction Zoning

13.6.2 2026-08-10 Friends of the Gulf Islands - Infrastructures Projects Act

13.6.3 2026-08-14 P Petrie - Submission to Trust Council Re Policy 1.3.1

13.6.4 2026-08-14 M Reiss - Infrastructure Projects Act

13.6.5 2026-08-14 D Miller - Infrastructure Projects Act

13.6.6 2026-08-15 J Mitchell - Infrastructure Projects Act

13.6.7 2026-08-15 S Evans - Infrastructure Projects Act

13.6.8 2026-08-15 E White - Infrastructure Projects Act

13.6.9 2026-08-15 J Moore - Infrastructure Projects Act

13.6.10 2026-08-15 P Vernon - Infrastructure Projects Act

13.6.11 2026-08-15 L Raymond - Trust

13.6.12 2026-08-15 C Kahn - Bill 15

13.6.13 2026-08-15 N Wigen - BC Bill 15

13.6.14 2026-08-16 P Brain - Bill 15 - Request to Remove the Islands Trust from this Legislation

13.6.15 2026-08-17 E Robertson - Infrastructure Project Act

13.6.16 2026-08-17 P Lamb - Bill 15

13.6.17 2026-08-17 J Gelwicks - Bill 15

13.6.18 2026-08-18 E Poole - Infrastructure Project Act

13.6.19 2026-08-18 R Wright - Infrastructure Projects Act & the Islands Trust

13.6.20 2026-08-18 K Barclay - Infrastructure Project ACT: A Dangerous Provincial Act

13.6.21 2026-05-19 P Bahr - Bill 15

13.6.22 2026-08-18 J Gedye - Elbows Up for Climate

13.6.23 The Seven Sisters on the Salish Sea: Our Sacred Duty

By general consent Items 13.6.1 through 13.6.23 were forwarded to Islands Trust Council as an appendix to the Islands Trust Council agenda.

14. WORK PROGRAM

14.1 Review and amendment of current work program

A request was made to revise the language in Item 2 to reflect that it was in the action stage.

By general consent Item 14.1 was forwarded to Islands Trust Council, as amended.

15. NEXT MEETING

The next regular Executive Committee meeting is scheduled to be held electronically on Wednesday, September 9, 2026 at 10:00 a.m.

15.1 Change November 14, 2026 Executive Committee Meeting Start Time

The Committee discussed inserting a longer break between the end of the Islands Trust Council meeting and the beginning of the Executive Committee meeting.

EC-2026-095

It was MOVED and SECONDED,
that Executive Committee request staff to change the start time of the November 14, 2026 regular meeting to 3:30 p.m.

CARRIED

16. CLOSED MEETING

The Chair indicated that the Committee would not be resuming the public portion of the meeting following the closed session and that a report will be made at the next scheduled meeting, if necessary.

EC-2026-096
It was MOVED and SECONDED,
that the meeting be closed to the public subject to Sections 90(1)(g) and (i) of the Community Charter in order to consider matters related to litigation or potential litigation affecting the Islands Trust; 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 1:17 p.m. and reopened at 1:43 p.m.

17. ADJOURNMENT

By general consent the meeting adjourned at 1:43 p.m.

____

Laura Patrick, Chair

CERTIFIED CORRECT:

____

Alexandra Trifonidis, Executive Coordinator and Recorder