Executive Committee
Minutes of a Regular Meeting

Date:	**Wednesday, October 14, 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 (Victoria Boardroom) 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 Derek Cockburn, Acting Director, Financial and Employee Services Warren Dingman, Manager of Bylaw Compliance and Enforcement Alexandra Trifonidis, Executive Coordinator
Guests or Members of the Public Present:	No guests or 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 addition to the agenda was presented for consideration:

- Item 11.2.1 Introduction Letters to New Members of Legislative Assembly

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

Nothing to report.

5. ADOPTION OF MINUTES

5.1 Draft Executive Committee Meeting Minutes of September 23, 2026

Two corrections to the minutes were noted:

- In Item 6.3, the meeting month needs to be changed from "October" to "September".
- In Item 7.3, the end of the first sentence needs to be changed from "...which was one of the options identified in the public notice." to "...the Request For Decision circulated to all local trust committees to update their public notification bylaws."

By general consent the Executive Committee minutes of September 23, 2026 were adopted, as amended.

6. FOLLOW UP ACTION LIST AND UPDATES

6.1 Follow Up Action List/Director/CAO Updates

The Chief Administrative Officer informed the Committee the Follow Up Action List report format is new due to internal software changes and staff are working at resolving issues during the transition.

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.

6.3.1 Islands Trust Conservancy Board and Executive Committee Liaison Meeting Minutes of July 28, 2026

Received for information.

7. BYLAWS FOR APPROVAL CONSIDERATION

7.1 Saturna Island Local Trust Committee - Bylaw No. 146 and No. 147

The Director of Planning Services introduced the item.

EC-2026-102
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 146, cited as "Saturna Island Land Use Bylaw No. 119, 2018, Amendment No. 1, 2026" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

EC-2026-103
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve Saturna Island Local Trust Committee Bylaw No. 147, cited as "Saturna Island Local Trust Committee Bylaw Infraction Investigations Bylaw No. 30, 1990, Amendment No. 1, 2026" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7.2 Salt Spring Island Local Trust Committee – Bylaw No. 553 - Request for Decision

The Director of Planning Services introduced the item.

EC-2026-104
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve Salt Spring Island Local Trust Committee Bylaw No. 553, cited as "Salt Spring Island Land Use Bylaw, 1999, Amendment No. 2, 2026" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

8. TRUST COUNCIL MEETING PREPARATION - None

9. COMMITTEE OF THE WHOLE MEETING PREPARATION - None

10. EXECUTIVE COMMITTEE PROJECTS - None

11. NEW BUSINESS

11.1 Executive/Trust Council - None

11.2 Trust Area Services

11.2.1 Introduction Letters to New Members of Legislative Assembly

Vice-Chair Elliott introduced the item, requesting that letters be sent to newly elected Members of the Legislative Assembly following the election. Staff noted that this was already established as a routine procedure following an election. Discussion ensued regarding who would be copied on the letters.

EC-2026-105
It was MOVED and SECONDED,
that Executive Committee requests staff send introductory letters to newly elected officials following the provincial election, to congratulate and orient them to Islands Trust and the relevant local trust committees.

CARRIED

11.3 Planning Services - None
11.4 Financial and Employee Services - None

11.5 Legislative and Information Services - None

12. CORRESPONDENCE - None

13. WORK PROGRAM

13.1 Review and amendment of current work program

Received for information.

14. NEXT MEETING

The next Executive Committee meeting will take place electronically on Wednesday, October 28th at 9:15 a.m.

15. 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-2026-106
It was MOVED and SECONDED,
that the meeting be closed to the public subject to Section 90(1)(f)(g) and (i) of the Community Charter in order to consider matters related to law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; litigation or potential litigation affecting the Islands Trust; and 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 9:45 a.m. and reopened at 10:11 a.m.

16. ADJOURNMENT

By general consent the meeting adjourned at 10:11 a.m.

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Laura Patrick, Chair

CERTIFIED CORRECT:

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Alexandra Trifonidis, Executive Coordinator and Recorder