



## **Executive Committee Minutes of a Regular Meeting**

**Date:** Wednesday, June 3, 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  
Derek Cockburn, Acting Director, Financial and Employee Services  
Clare Frater, Director, Trust Area Services  
David Marlor, Director, Legislative and Information Services  
Joe Elliott, Senior Indigenous Relations Advisor  
Jill Marrack, Senior Policy Advisor  
Alexandra Trifonidis, Executive Coordinator

**Guests and 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 12:10 p.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 8.2.17 March 31, 2026 Audited Financial Statements of the Islands Trust Conservancy – Briefing (agenda addendum)
- Item 11.2.1 June 5, 2026 Mount Arrowsmith Biosphere Roundtable Attendance – Discussion (Vice Chair Peterson)

**3.2 Approval of Agenda**

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

**3.2.1 Agenda Context Notes**

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Received for information.

## 4. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Nothing to report.

## 5. ADOPTION OF MINUTES

### 5.1 Draft Executive Committee Meeting Minutes of May 6, 2026

**By general consent** the Executive Committee minutes of May 6, 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.

#### 6.3.1 Highlights of Islands Trust Conservancy March 17, 2026 Board Meeting

Received for information.

## 7. BYLAWS FOR APPROVAL CONSIDERATION

### 7.1 Mayne Island Local Trust Committee - Bylaw No. 200 - Request for Decision

The Director of Planning Services introduced the item, and noted that staff advise it is not contrary or at variance to the Islands Trust Policy Statement.

#### **EC-2026-066**

**It was MOVED and SECONDED,**

that the Islands Trust Executive Committee approve Mayne Island Local Trust Committee Bylaw No. 200, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2025" in accordance with Section 27 of the *Islands Trust Act*.

**CARRIED**

## 8. TRUST COUNCIL MEETING PREPARATION

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

### 8.1 Executive

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**By general consent** items 8.1.1, 8.1.2, and 8.1.4. were forwarded to Islands Trust Council, as presented.

8.1.1 Chief Administrative Officer Quarterly Report

8.1.2 Draft Candidate Information and New Council Orientation Program – Briefing

The Chief Administrative Officer informed the Committee that, following the recent spring legislative session, the sections pertaining to parental leave standards and mandatory codes of conduct for local elected officials will need to be updated in the document, as the two related pieces of legislation were not addressed.

8.1.3 Options for Consideration by the Incoming Trust Council to Improve the Existing Trust Council Committee Structure – Briefing

A question was raised regarding providing Islands Trust Council other options in the Briefing.

The Chief Administrative Officer informed the Committee that discussions would be held regarding alternative options and provided logistical information concerning the procedures for the first meeting of the new Council. The Chief Administrative Officer further noted that any new committee structure would be assessed following the completion of the strategic planning process in 2027.

**By general consent** items 8.1.3 was forwarded to Islands Trust Council, as presented.

8.1.4 Draft September Islands Trust Council 3-Day Schedule

## 8.2 Trust Area Services

**By general consent** items 8.2.1 through 8.2.10 and 8.2.13 through 8.2.16 were forwarded to Islands Trust Council, as presented.

8.2.1 Director of Trust Area Services Quarterly Report

8.2.2 2026/27 Communications Strategy - Briefing

8.2.3 Islands Trust Community Stewardship Awards 2026 - Briefing

8.2.4 Policy Statement Companion Handbook - Briefing

8.2.5 Policy Statement Implementation Planning - Briefing

8.2.6 Project Update – Policy Statement Amendment Project (PSAP) - Request for Decision

8.2.7 Policy Statement Amendment Policy 1.2.1 - Request for Decision

8.2.8 Budget Process Policy Amendment - Request for Decision

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- 8.2.9 Administration of Community Stewardship Awards Program Policy Amendment - Request for Decision
- 8.2.10 Secretariat Services to Coordination Groups in the Trust Area (new requests) - Request for Decision
- 8.2.11 Update of Islands Trust Agreement Register - Request for Decision

A question was raised regarding the 1996 Protocol Agreement with the Ministry of Municipal Affairs and whether the \$180,000 restricted grant received from the province was related to the five-year grant provided under that agreement for Official Community Plan (OCP) updates, and if there would be any implications.

Staff clarified that the funding provided under the 1996 agreement was conditional funding intended to support OCP updates over a five-year period. That funding program has since expired and has no impact on the current \$180,000 restricted grant.

**By general consent** item 8.2.11 was forwarded to Islands Trust Council, as presented.

- 8.2.12 2025/26 Draft Annual Report - Request for Decision

A question was raised regarding Vice-Chair Maude's role as written in the Accessibility Committee section on page 341. Clarification was sought as to whether he should be listed solely as a committee member or as both a committee member and an Executive Committee representative. Staff clarified that two trustees from Islands Trust Council sit on the Accessibility Committee and that membership is not tied to Executive Committee representation.

A request was made to amend the Members section of the Accessibility Committee page to reflect Vice-Chair Maude's position on the Executive Committee.

Trustees appreciated staff's work on the report.

**By general consent** item 8.2.12 was forwarded to Islands Trust Council, as amended.

- 8.2.13 Walker NAPTEP Certificate - Salt Spring Island - Request for Decision
- 8.2.14 Indigenous Relations Action Plan 2026-2028 - Request for Decision
- 8.2.15 British Columbia Coastal Marine Strategy Presentation - Session Outline
- 8.2.16 British Columbia Coastal Marine Strategy - Request for Decision

Item 8.2.17 was addressed following Item 8.3.2.

- 8.2.17 March 31, 2026 Audited Financial Statements of the Islands Trust Conservancy – Briefing

### **8.3 Planning Services**

**By general consent** item 8.3.1 was forwarded to Islands Trust Council, as presented.

#### 8.3.1 Director of Planning Services Quarterly Report

#### 8.3.2 First Nations Referral Procedures Update – First Nations Referral Work Plan - Request for Decision

A question was raised regarding whether the content of the proposed work plan adequately responded to Islands Trust Council's initial request made in 2026.

Discussion took place regarding the information provided, the absence of evident supporting research, and the lack of rationale for the proposed changes.

Staff spoke to the development of the work plan, noting that it was intended to advance the work and respond to various resolutions passed over the years.

Trustees commented on the need for additional specificity and rationale to support the proposed changes to the work plan and the need to allocate time at the June Islands Trust Council meeting for discussion on the work plan.

**By general consent** item 8.3.2 was forwarded to Islands Trust Council, as presented.

Staff noted that agenda item 8.2.17 was not addressed in section 8.2.

#### 8.2.17 March 31, 2026 Audited Financial Statements of the Islands Trust Conservancy – Briefing

**By general consent** item 8.2.17 was forwarded to Islands Trust Council, as presented.

### **8.4 Financial and Employee Services**

**By general consent** item 8.4.1 was forwarded to Islands Trust Council, as presented.

#### 8.4.1 Director of Financial and Employee Services Quarterly Report

### **8.5 Legislative and Information Services**

**By general consent** items 8.5.1, 8.5.3 and 8.5.4 were forwarded to Islands Trust Council, as presented.

#### 8.5.1 Director of Legislative and Information Services Quarterly Report

#### 8.5.2 Legislative Monitoring Report – Briefing

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A comment was made regarding the progress update on page 444 related to the *Heritage Conservation Act*, noting that the section should be revised to indicate that the province has invited further engagement on proposed changes to the Act with local governments.

Staff clarified that recent changes made during the week would be incorporated and that the section would be amended to reflect this update.

**By general consent** item 8.5.2 was forwarded to Islands Trust Council, as amended.

8.5.3 Amendment to Trust Council Election Procedures Bylaw, 2008 - Request for Decision

8.5.4 2026 Elections Agreements with Regional Districts - Request for Decision

8.5.5 Amendment to Trust Council Meeting Procedure Bylaw 101 Regarding First Meeting of New Term - Request for Decision

A question was raised regarding whether the proposed change was too broad.

Staff provided clarification regarding the provisions of the *Local Government Act* and the intent of the proposed wording. Staff also noted that the date needs to align with the swearing-in date of the Bowen Island Municipality, which changes.

A request was made for staff to include references to supporting information when reporting verbally on the matter.

**By general consent** item 8.5.5 was forwarded to Islands Trust Council, as presented.

### 8.6 June Islands Trust Council Delegation Applications

8.6.1 Paul Petrie

The Committee discussed whether the level of detail provided in the delegation summary was sufficient.

**By general consent** item 8.6.1 was forwarded to Islands Trust Council, as presented.

8.6.2 Rural Islands Economic Partnership

**By general consent** item 8.6.2 was forwarded to Islands Trust Council, as presented.

### 8.7 Draft June Islands Trust Council Meeting Agenda

The Committee reviewed Appendix A.

A question was raised regarding whether correspondence item 5.2 had already been forwarded to the agenda by the Executive Committee. Staff confirmed that it had.

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**By general consent** item 8.7 was forwarded to Islands Trust Council, as presented.

## 8.8 Draft June Islands Trust Council 3-Day Schedule

The Chief Administrative Officer presented the schedule.

Discussion took place on the following:

- A 30 minute Flex Time period is scheduled on Thursday to address any remaining agenda items, if required.
- The time allotted for the Trustee Roundtable is limited, and the agenda notes that it will proceed if time permits.
- Islands Trust Council could resolve into Committee of the Whole during the meeting.
- As the meeting is virtual, the end time is flexible because trustees will not need to travel.

**By general consent** item 8.8 was forwarded to Islands Trust Council, as presented.

A question was raised regarding Item 7.2.1, Public Notification Bylaw, in Appendix A (Draft June Islands Trust Council Meeting Agenda), asking whether discussion of print publications at the March Trust Council meeting, was reflected in the report. Staff clarified that the discussion had been truncated and not completed, and provided an update on actions taken following the March meeting and the next steps.

The Committee recessed for break at 1:18 p.m. and reconvened at 1:33 p.m.

## 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 Policy Statement Referral Response Table - Request for Decision

The Director of Trust Area Services spoke to the Request for Decision.

#### **EC-2026-067**

**It was MOVED and SECONDED,**

that Executive Committee direct staff to reorganize the Policy Statement agency referral response tables in accordance with Committee of the Whole's May 13, 2026 recommendation.

**CARRIED**

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- 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** - None

## 11. **NEW BUSINESS**

### 11.1 **Executive/Trust Council** - None

### 11.2 **Trust Area Services**

#### 11.2.1 June 5, 2026 Mount Arrowsmith Biosphere Roundtable Attendance - Discussion

##### **EC-2026-068**

##### **It was MOVED and SECONDED,**

that Executive Committee approve Vice-Chair Peterson's attendance at the June 5, 2026 Mount Arrowsmith Biosphere Region (MABR) Roundtable Meeting, and that travel costs associated with attending the meeting come from the Executive Committee Training and Conferences budget.

**CARRIED**

Chair Patrick thanked Vice-Chair Peterson for attending the meeting on her behalf.

### 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 **2026-05-28 Island Coastal Economic Trust - Letter of Support**

Chair Patrick provided context to the piece of correspondence.

**By general consent** item 12.1 was forwarded to Islands Trust Council, as presented.

## 13. **WORK PROGRAM**

### 13.1 **Review and amendment of current work program**

A question was raised regarding Item 8 of the Future Work Program concerning the ability to advance the item and the possibility of inviting speakers to the final Islands Trust Council meeting of the term to discuss current, near-term, and future opportunities for co-management and co-governance.

A further question was raised regarding a request for action under the *Declaration on the Rights of Indigenous Peoples Act* (DRIPA).

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Staff confirmed that it would be feasible to identify speakers to address Council on the topic and advised that preliminary discussions with Ministry staff regarding the requirements of such a request regarding DRIPA would be the first step.

**By general consent** item 13.1 was forwarded to Islands Trust Council, as presented.

**14. NEXT MEETING**

The next regular Executive Committee meeting is scheduled to be held electronically on Tuesday, June 16, 2026 at 10:00 a.m.

**15. CLOSED MEETING**

**EC-2026-069**

**It was MOVED and SECONDED,**

that the meeting be closed to the public subject to Sections 90(1)(b)(g) and (i) of the Community Charter in order to consider matters related to personal information about an identifiable individual who is being considered for an Islands Trust award or honour, or who has offered to provide a gift to the Islands Trust on condition of anonymity; 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 1:47 p.m. and reopened at 2:12 p.m.

**16. ADJOURNMENT**

**By general consent** the meeting adjourned at 2:12 p.m.

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**Laura Patrick, Chair**

**CERTIFIED CORRECT:**

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**Alexandra Trifonidis, Executive Coordinator and Recorder**

**Minutes are not official until adopted at a subsequent meeting.**