Executive Committee
Revised Agenda

Date: Wednesday, June 3, 2026

Time: 12:00 p.m.

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

			Pages
1.	**CALL TO ORDER**		
2.	**TERRITORIAL ACKNOWLEDGEMENT**		
3.	**APPROVAL OF AGENDA**		
	3.1	**Introduction of New Items**	
	3.2	**Approval of Agenda**	
		3.2.1 Agenda Context Notes	6 - 6
4.	**RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING**		
	Nothing to report.		
5.	**ADOPTION OF MINUTES**		
	For review and adoption.		
	5.1	**Draft Executive Committee Meeting Minutes of May 6, 2026**	7 - 16
6.	**FOLLOW UP ACTION LIST AND UPDATES**		
	6.1	**Follow Up Action List/Director/CAO Updates**	17 - 26
	6.2	**Local Trust Committee Chair Updates and Reports on Local Advocacy Topics**	
	6.3	**Islands Trust Conservancy Liaison Update**	
		6.3.1 Highlights of Islands Trust Conservancy March 17, 2026 Board Meeting	27 - 27
7.	**BYLAWS FOR APPROVAL CONSIDERATION**		

7.1 Mayne Island Local Trust Committee - Bylaw No. 200 - Request for Decision 28 - 52

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*.

8. TRUST COUNCIL MEETING PREPARATION

All items under this heading are for review and forwarding to June's Islands Trust Council Quarterly Meeting agenda.

8.1 Executive

8.1.1 Chief Administrative Officer Quarterly Report 53 - 54

8.1.2 Draft Candidate Information and New Council Orientation Program - Briefing 55 - 72

8.1.3 Options for Consideration by the Incoming Trust Council to Improve the Existing Trust Council Committee Structure - Briefing 73 - 77

8.1.4 Draft September Islands Trust Council 3-Day Schedule 78 - 79

8.2 Trust Area Services

8.2.1 Director of Trust Area Services Quarterly Report 80 - 87

8.2.2 2026/27 Communications Strategy - Briefing 88 - 96

8.2.3 Islands Trust Community Stewardship Awards 2026 - Briefing 97 - 112

8.2.4 Policy Statement Companion Handbook - Briefing 113 - 174

8.2.5 Policy Statement Implementation Planning - Briefing 175 - 243

8.2.6 Project Update – Policy Statement Amendment Project (PSAP) - Request for Decision 244 - 255

8.2.7 Policy Statement Amendment Policy 1.2.1 - Request for Decision 256 - 273

8.2.8 Budget Process Policy Amendment - Request for Decision 274 - 285

8.2.9 Administration of Community Stewardship Awards Program Policy Amendment - Request for Decision 286 - 296

8.2.10 Secretariat Services to Coordination Groups in the Trust Area (new requests) - Request for Decision 297 - 303

8.2.11 Update of Islands Trust Agreement Register - Request for Decision 304 - 317

8.2.12 2025/26 Draft Annual Report - Request for Decision 318 - 373

8.2.13 Walker NAPTEP Certificate - Salt Spring Island - Request for Decision 374 - 378

8.2.14 Indigenous Relations Action Plan 2026-2028 - Request for Decision 379 - 416

8.2.15 British Columbia Coastal Marine Strategy Presentation - Session Outline 417 - 418

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	8.2.17	*March 31, 2026 Audited Financial Statements of the Islands Trust Conservancy - Briefing*	*424 - 443*
8.3	Planning Services		
	8.3.1	Director of Planning Services Quarterly Report	444 - 448
	8.3.2	First Nations Referral Procedures Update – First Nations Referral Work Plan - Request for Decision	449 - 454
8.4	Financial and Employee Services		
	8.4.1	Director of Financial and Employee Services Quarterly Report	455 - 459
8.5	Legislative and Information Services		
	8.5.1	Director of Legislative and Information Services Quarterly Report	460 - 461
	8.5.2	Legislative Monitoring Report - Briefing	462 - 488
	8.5.3	Amendment to Trust Council Election Procedures Bylaw, 2008 - Request for Decision	489 - 491
	8.5.4	2026 Elections Agreements with Regional Districts - Request for Decision	492 - 500
	8.5.5	Amendment to Trust Council Meeting Procedure Bylaw 101 Regarding First Meeting of New Term - Request for Decision	501 - 525
8.6	June Islands Trust Council Delegation Applications		
	8.6.1	Paul Petrie	526 - 526
	8.6.2	Rural Islands Economic Partnership	527 - 535
8.7	Draft June Islands Trust Council Meeting Agenda		
	See Appendix A		
8.8	Draft June Islands Trust Council 3-Day Schedule		536 - 537
9.	COMMITTEE OF THE WHOLE MEETING PREPARATION - None		
9.1	Executive		
9.2	Trust Area Services		
9.3	Planning Services		
9.4	Financial and Employee Services		
9.5	Legislative and Information Services		
10.	EXECUTIVE COMMITTEE PROJECTS		
10.1	Trust Council Initiated		

10.1.1 Executive

10.1.2 Trust Area Services

10.1.2.1 Policy Statement Referral Response Table - Request for Decision 538 - 539

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.

10.1.3 Planning Services

10.1.4 Financial and Employee Services

10.1.5 Legislative and Information Services

10.2 Executive Committee Initiated

10.2.1 Executive

10.2.2 Trust Area Services

10.2.3 Planning Services

10.2.4 Financial and Employee Services

10.2.5 Legislative and Information Services

11. NEW BUSINESS

11.1 Executive/Trust Council

11.2 Trust Area Services

11.2.1 June 5, 2026 Mount Arrowsmith Biosphere Roundtable Attendance

Vice-Chair Peterson

11.3 Planning Services

11.4 Financial and Employee Services

11.5 Legislative and Information Services

12. CORRESPONDENCE (for information unless raised for action)

12.1 2026-05-28 Island Coastal Economic Trust - Letter of Support 540 - 543

For review and consideration of forwarding to the June Islands Trust Council Quarterly Meeting agenda.

13. WORK PROGRAM

13.1 Review and amendment of current work program

544 - 547

For review and forwarding the Future Projects Report to the June Islands Trust Council Quarterly Meeting agenda.

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 (if applicable)

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.

16. ADJOURNMENT

Agenda No.	From	Context Notes
8.7	Executive Coordinator	Following the meeting, all agenda items carried forward from Item 8, *Trust Council Meeting Preparation*, to the June Islands Trust Council Quarterly Meeting agenda will be included in this item.
8.8	Executive Coordinator	Following the meeting, the 3-day schedule agenda item numbering will be updated to reflect agenda items forwarded to the Islands Trust Council agenda during the meeting, including any other changes or requests approved by Executive Committee.

Executive Committee
Minutes of a Regular Meeting

Date: **Wednesday, May 6, 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
Joe Elliott, Senior Indigenous Relations Advisor
Jason Youmans, Senior Policy Advisor
Alexandra Trifonidis, Executive Coordinator

Staff Regrets: David Marlor, Director, Legislative and Information Services

Members of the public present: Two members of the public were present electronically.

1. CALL TO ORDER

Acting Chair Elliott called the meeting to order at 9:15 a.m. and informed the Committee that Chair Patrick would be a few minutes late joining the meeting.

2. TERRITORIAL ACKNOWLEDGEMENT

Acting Chair Elliott acknowledged that the meeting was being held within Coast Salish territories across the Islands Trust Area and recognized Red Dress Day.

3. APPROVAL OF AGENDA

3.1 Introduction of New Items

The following items within the agenda addendum were presented for consideration:

- Item 10.2.2.1 a briefing on Advancing Engagement with the Province on Resourcing for First Nations Relationship Building
- Item 12.3 correspondence 2026-05-05 Bowen Island Mayor Leonard - Re: Agenda Item 10.2.2.1 – Staff Briefing on First Nations Engagement Resourcing

3.2 Approval of Agenda

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

Chair Patrick joined the meeting at 9:19 a.m. and assumed the responsibility of chairing the meeting.

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 April 15, 2026

Two corrections in the minutes were noted:

1. In the Staff Present section, the attendance of Islands Trust Conservancy Manager Wendy Tyrrell was not reflected and should be added.
2. In section 16.4, the bullet regarding the development of a growth model does not clearly reflect the discussion held. It was suggested that it be revised to read: "Acknowledging that the Conservancy's success is a growth model, and that strategies need to be developed to sustain that growth over time."

By general consent the Executive Committee minutes of April 15, 2026 were adopted, as amended.

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.

A question was raised regarding the inconsistency in the number of public participation periods included on local trust committee agendas. Discussion ensued regarding consistency across all local trust committees meeting agendas, Policy 4.1.2, the newly adopted Islands Trust Council Meeting Procedures Bylaw No. 101, the implementation of newly adopted bylaws and the process for updating relevant policies, as well as operational consistency regarding updated follow-up action lists and the timelines for distributing them to committees by email.

EC-2026-057
It was MOVED and SECONDED,
that Executive Committee request that staff undertake work to ensure that local trust committee agendas conform to Trust Council Meeting Procedures Bylaw No. 101.

CARRIED

It was noted that an item arising from the March 25, 2026 Executive Committee meeting regarding requested changes to the South Pender Island Local Trust

Committee Meeting Notification Bylaw No. 131 was missing from the Follow Up Action List. A question was raised regarding whether the report would be ready for the upcoming South Pender Island Local Trust Committee meeting, and staff advised that they would follow up.

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.

The meeting recessed for break at 10:28 a.m. and reconvened at 10:39 a.m.

7. BYLAWS FOR APPROVAL CONSIDERATION

7.1 Denman Island Local Trust Committee - Proposed Bylaw No. 259 – Public Notification Bylaw - Request for Decision

EC-2026-058
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve Denman Island Local Trust Committee Bylaw No. 259, cited as "Denman Island Local Trust Committee Public Notification Bylaw No. 259, 2025" in accordance with Section 27 of the *Islands Trust Act*.

CARRIED

7.2 North Pender Island Local Trust Committee - Bylaw No. 235 - Request for Decision

The Director of Planning spoke to the Request for Decision.

EC-2026-059
It was MOVED and SECONDED,
that the Islands Trust Executive Committee approve North Pender Island Local Trust Committee Bylaw No. 235, cited as “North Pender Island Official Community Plan Bylaw No. 171, 2007, Amendment No. 1, 2023” in accordance with Section 27 of the *Islands Trust Act*.

Appreciation for the work of the Islands Trust Conservancy was shared.

CARRIED

8. ISLANDS TRUST COUNCIL MEETING PREPARATION

8.1 Executive

8.1.1 Draft June Islands Trust Council 3-Day Schedule

The Chief Administrative Officer presented the schedule.

A concern was raised regarding scheduling discussion of the Policy Statement on the third day of the agenda.

8.2 Trust Area Services - None

8.3 Planning Services - None

8.4 Financial and Employee Services - None

8.5 Legislative and Information Services

8.5.1 Legislative Monitoring Report

The Director of Planning spoke to the Report, noting the new format of the report.

Staff brought to the Committee's attention that legislative changes may arise between now and the next meeting; if needed, adjustments will be made to the report and it will be resubmitted for review, or a verbal update will be provided at the Islands Trust Council meeting.

A note was made that the Heritage Conservation Act Transformation Project had been postponed indefinitely but was subsequently restarted; therefore, it was suggested that the corresponding Status column would need to be amended.

By general consent item 8.5.1 was forwarded to Islands Trust Council.

9. COMMITTEE OF THE WHOLE MEETING PREPARATION

9.1 Executive - None

9.2 Trust Area Services

9.2.1 Draft May 13, 2026 Committee of the Whole Regular Meeting Agenda

The Committee reviewed Appendix A.

The Director of Trust Area Services spoke to the agenda and expressed appreciation to her team for the work completed to date.

The Senior Policy Advisor provided remarks on the reports included in the agenda package.

Discussion ensued on:

- how the material should be presented to support meaningful discussion;
- the type of feedback being sought from the Committee of the Whole;
- feedback and recommendations received from the Ministry of Housing and Municipal Affairs;
- timing of the survey and improving communications with the public regarding work with Indigenous Governing Bodies;

- an error on page 24, where "Lasqueti Local" should be changed to "Xwe'etay News";
- providing guidance in the *Policy Statement Amendment Project: Public Engagement Phase 4 Report – Briefing* regarding potential options for next steps;
- the project timeline and process;
- providing a PowerPoint presentation outlining staff's recommendations for presentation at the meeting;
- potential upcoming meetings and logistics related to reviewing the associated meeting materials;
- how to approach a project of this scope;
- how best to transition the project to the incoming Council;
- having draft motions prepared for discussion regarding potential follow up; and
- amending the agenda cover to include the presentation provided by Be The Change Group, staff, and the trustee roundtable.

By general consent item 9.2.1 was forward to the Committee of the Whole, as amended, for the May 13, 2026 meeting.

9.3 Planning Services - None
9.4 Financial and Employee Services - None
9.5 Legislative and Information Services - 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 Strategic Plan Survey 2026 – Briefing

The Chief Administrative Officer presented the Briefing, noting that it was brought forward following a request from the March Islands Trust Council meeting.

Committee feedback received regarding the survey included:

- presenting the survey in a manner that would best facilitate quality feedback responses;
- improving the structure of the questions;
- writing the survey in plain language; and
- limiting ranking questions to no more than three options (1, 2, and 3).

An idea of providing incentives to complete the survey was suggested, and staff cautioned that, because the survey is

anonymous, doing so would be complicated and had not been done historically.

In response to a question regarding the survey budget, staff clarified that funding would come from the Communications pre-budget consultation line.

EC-2026-060
It was MOVED and SECONDED,
that Executive Committee request staff to revise the draft strategic priorities survey question five to improve clarity and usability of the results by:

1. Separating the survey content into two questions:
    a. Asking respondents to select their top 3 priorities; and
    b. Asking respondents to select actions they think will most effectively advance their selected priorities.
2. Ensuring that all survey questions are written in plain language that can be understood without specialized policy context.

CARRIED

10.1.2.2 2025/26 Annual Report - Approval of Executive Committee Sections - Request for Decision

The Director of Trust Area Services spoke to the Request for Decision, advising the Committee that it is being brought forward unusually early to allow for feedback.

Feedback received included:

- on page 91, the last two bullets do not contain the same level of detail as the other bullets and should be expanded to clarify the purpose of the sponsorships;
- on page 96, the top bullet should indicate that the Executive Committee met with the Minister, not the Ministry;
- on page 91, the language regarding the Strategic Plan should be changed from “making progress” to “adopting”;
- on page 91, “Islands Trust Council” should be removed from the beginning of several bullets;

- on page 92, consistency was needed in the Reconciliation and Relationship Building section regarding the spelling and formatting of names;
- on page 95, in the Executive Committee Liaison Meetings section, the annual liaison meeting with Bowen Island Municipality needed to be added;
- in the Advocacy section, relevant information regarding Tiny Homes on Wheels discussed at AVICC and UBCM should be added;
- in the Delegations and Presentations to Islands Trust Council section, inconsistencies in how Trust Council delegations were reported should be corrected;
- in the Bylaw Compliance & Enforcement Annual Report section, the approval of the Bylaw Compliance and Enforcement Manual and Policy should be added; and
- in the Delegations and Presentations to Islands Trust Council section, greater emphasis should be placed on the speakers.

Staff provided appreciation for raising the issue, but cautioned the use of a consistent format when writing names for Indigenous peoples, noting that family members and individuals may identify themselves in different ways, and that it is best to use the spelling or form of name provided.

EC-2026-061
It was MOVED and SECONDED,
that the Executive Committee approves the attached texts, as amended, for inclusion in the 2025/26 Annual Report for approval by Islands Trust Council and submission to the Minister of Housing and Municipal Affairs.

CARRIED

The Committee recessed for break at 11:52 a.m. and reconvened at 12:20 p.m.

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 Advancing Engagement with the Province on Resourcing for First Nations Relationship Building - Briefing

The Chief Administrative Officer presented the briefing, providing context and noting that staff were not opposed to undertaking the work but had identified potential risks associated with continuing the request.

Discussion ensued regarding:
- the context of the initial ask;
- what work could be accomplished during the remainder of the term;
- long-term advocacy with the Province;
- the challenges of enacting responsible governance within territories of multiple First Nations; and
- strategy and vision for governance within the Trust Area.

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 Mount Arrowsmith Biosphere Region (MABR) Roundtable - Briefing

Chair Patrick presented the Briefing, noting what a critically important area the Ballenas Winchelsea Local Trust Area is to the two who reside in and many that visit the area.

Discussion ensued regarding staffing and resources related to relationship-building with First Nations, as well as the Salt Spring Island office holding responsibility for the Local Trust Committee rather than the Northern office, where the area is located.

An error in the spelling of "Ballenas" was found in the report and will be changed.

By general consent item 11.1.1 was forwarded to Islands Trust Council, as amended.

11.2 Trust Area Services - None
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 2026-04-20 Union of BC Municipalities – Regional Community to Community (C2C) Program – 2026/27 Intake

The Director of Trust Area Services informed the Committee that the correspondence was included on the agenda for information and had been circulated to all local trust committees. The Director also noted that, for the October intake, bylaws or joint initiatives potentially eligible for funding could be considered by local trust committees as an opportunity for future applications. It was further noted that no expressions of interest had been received by the April 30 intake deadline.

Staff identified that the requirement to complete projects within one year presented a barrier.

A question was raised regarding whether the correspondence should be forwarded to the Islands Trust Conservancy Board, and staff confirmed that the correspondence had been shared with all staff and trustees.

The item was received for information.

12.2 2026-05-14 Saanich Inlet Roundtable Meeting Agenda

Chair Patrick informed the Committee that the Saanich Inlet Roundtable meeting, and subsequent ones scheduled throughout the year, conflicts with the upcoming Salt Spring Island Local Trust Committee meeting leaving her unable to attend.

Vice-Chair Elliott expressed a desire to attend the event and requested funding support for travel costs.

EC-2026-062
It was MOVED and SECONDED,
that Executive Committee approve Vice-Chair Elliott's attendance at the May 14, 2026 Saanich Inlet Roundtable Meeting, and that travel costs associated with attending the meeting come from the Executive Committee Training and Conferences budget.

CARRIED

12.3 2026-05-05 Bowen Island Mayor Leonard - Re: Agenda Item 10.2.2.1 – Staff Briefing on First Nations Engagement Resourcing

The Committee expressed concerns regarding the tone and content in the correspondence, and requested Chair Patrick discuss with Mayor Leonard at a later date.

By general consent item 12.3 was received for information.

13. WORK PROGRAM

13.1 Review and amendment of current work program

The Committee reviewed the work program reports.

By general consent the Active Projects Report was forwarded to Islands Trust Council.

The Director of Planning informed the Committee that item two in the Future Projects Report has been completed and can be removed from the list.

EC-2026-063
It was MOVED and SECONDED,
that Executive Committee request staff remove item two on the Future Projects Report.

CARRIED

14. NEXT MEETING

The next Executive Committee meeting will take place electronically on Wednesday, June 3, at 10:00 a.m.

It was noted that the Ballenas-Winchelsea Islands Local Trust Committee meeting is scheduled for the same day at 11:00 a.m., and accordingly, the start time of the Executive Committee meeting needs to be moved back.

EC-2026-064
It was MOVED and SECONDED,
that Executive Committee request staff change the start time of the June 3, 2026 Executive Committee Regular Business meeting from 10:00 a.m. to 12:00 p.m.

CARRIED

15. CLOSED MEETING

No closed meeting was held.

16. ADJOURNMENT

EC-2026-065
It was MOVED and SECONDED,
that the meeting be adjourned at 1:08 p.m.

CARRIED

_____

Laura Patrick, Chair

CERTIFIED CORRECT:

_____

Alexandra Trifonidis, Executive Coordinator and Recorder

Meeting minutes are not official until adopted at a subsequent meeting.

Islands Trust

Print Date: May 29, 2026

Follow Up Action Report

Executive Committee

Chief Administrative Officer

Progress		Activity	Responsibility	Dates	Status
75%	1	Explore future education/workshop sessions on decision-making to benefit trustees. **Deferred to next council term per decision of EC Feb 25, 2026.**	Rueben Bronee	Meeting: 24-May-2023 Target: 13-Mar-2026	In Progress
25%	2	Staff to prepare a high-level, order-of-magnitude cost estimate for co-developing protocol agreements and for conducting meaningful engagement with all the First Nations with rights and territorial interests in the Trust Area for the significant projects (e.g., Trust Policy Statement and LTC OCP/LUB update projects), to clarify the fiscal implications and to support discussions with senior government regarding funding mechanisms necessary for implementation.	Clare Frater David Marlor Derek Cockburn Rueben Bronee Stefan Cermak	Meeting: 25-Feb-2026 Target: 26-Aug-2026	In Progress
100%	3	Staff to forward the following items to Islands Trust Council: ·8.5.1 Legislative Monitoring Report ·11.1.1 Mount Arrowsmith Biosphere Region (MABR) Roundtable - Briefing, as amended ·Executive Committee Active Projects Report	Rueben Bronee	Meeting: 06-May-2026 Target: 29-May-2026	Completed
100%	4	Staff to revise the draft strategic priorities survey question five to improve clarity and usability of the results by: 1. Separating the survey content into two questions: a. Asking respondents to select their top 3 priorities; and b. Asking respondents to select actions they think will most effectively advance their selected priorities. 2. Ensuring that all survey questions are written in plain language that can be understood without specialized policy context.	Rueben Bronee	Meeting: 06-May-2026 Target: 26-May-2026	Completed
100%	5	Staff to remove item two from the Executive Committee's Future Projects Report.	Rueben Bronee	Meeting: 06-May-2026 Target: 08-May-2026	Completed

Follow Up Action Report

Executive Committee

Chief Administrative Officer

Progress		Activity	Responsibility	Dates	Status
100%	6	Staff to change the start time of the June 3, 2026 Executive Committee Regular Business meeting from 10:00 a.m. to 12:00 p.m.	Rueben Bronee	Meeting: 06-May-2026 Target: 08-May-2026	Completed

Follow Up Action Report

Executive Committee

Director Legislative Services and Information Services

Progress		Activity	Responsibility	Dates	Status
0%	1	Investigate options for policies or policy updates for formal opportunities for First Nations presentations and engagement at Trust Council meetings. **DEFFERED: Not yet started. Trust Council December 2025 resolution to not start new work this term.**	David Marlor	Meeting: 07-Oct-2021 Target: 03-Jun-2026	In Progress
75%	2	Staff to develop policy regarding s. 8 (2) (h.1) (iii) and (iv) of the Islands Trust Act. This request responded to changes to the Islands Trust Act to give Trust Council new discretionary powers relating to supporting and give financial assistance to others to (iii)engage in activities to gain knowledge about the unique amenities and environment of the trust area and to increase public awareness, understanding and appreciation of the unique amenities and environment; (iv)preserve and protect the unique amenities and environment of the trust area. Executive Committee has discussed there may be an opportunity to concurrently review the secretariat services, and grants in aid policies with the intention of identifying administrative efficiencies.	David Marlor	Meeting: 12-Apr-2022 Target: 16-Jun-2026	In Progress
25%	3	Implement the Executive Committee approved "The Role of the Trust" webinar project charter.	Clare Frater David Marlor	Meeting: 05-Jun-2024 Target: 17-Oct-2026	In Progress
50%	4	Staff to prepare a primer on principles of the meeting assembly based on the guidelines from the training session May 19, 2022 along with clarification on points of order.	David Marlor	Meeting: 15-Jan-2025 Target: 08-Sep-2026	In Progress

Follow Up Action Report

Executive Committee

Director Legislative Services and Information Services

Progress		Activity	Responsibility	Dates	Status
0%	5	Staff to draft options for an updated version of Policy 6.12.2 UBCM/AVICC MEMBERSHIP AND RESOLUTIONS. **This will be undertaken as part of the Governance Committee on-going project to review and update TC policies.**	David Marlor	Meeting: 17-Jun-2025 Target: 09-Sep-2026	In Progress
75%	6	Staff will review the Resolution Without Meetings (RWMs) policy further and report back with findings and recommendations. **Being undertaken and will go to GC and then to EC and TC. Expected to TC in September 2026.**	David Marlor	Meeting: 02-Jul-2025 Target: 09-Sep-2026	In Progress
100%	7	Staff to amend the Islands Trust Council Meeting Procedures Bylaw No.101 to reflect the fact that the Islands Trust is unable to proceed with its first Trust Council meeting of a new term until Bowen Island Municipality formally appoints two Bowen Island Municipality Councilors as Islands Trust Trustees, which occurs in the first couple weeks of November. **On June 2026 Trust Council agenda.**	David Marlor	Meeting: 29-Oct-2025 Target: 02-Jun-2026	In Progress
25%	8	Staff to prepare a high-level, order-of-magnitude cost estimate for co-developing protocol agreements and for conducting meaningful engagement with all the First Nations with rights and territorial interests in the Trust Area for the significant projects (e.g., Trust Policy Statement and LTC OCP/LUB update projects), to clarify the fiscal implications and to support discussions with senior government regarding funding mechanisms necessary for implementation.	Clare Frater David Marlor Derek Cockburn Rueben Bronee Stefan Cermak	Meeting: 25-Feb-2026 Target: 26-Aug-2026	In Progress
100%	9	Staff to inform the South Pender planning staff and LTC 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: a. Limiting minimum public notification methods to two.	David Marlor	Meeting: 25-Mar-2026 Target: 01-Apr-2026	Completed

Follow Up Action Report

Executive Committee

Director Legislative Services and Information Services

Progress		Activity	Responsibility	Dates	Status
0%	10	Staff to undertake work to ensure that local trust committee agendas conform to Islands Trust Council Meeting Procedures Bylaw No. 101.	David Marlor	Meeting: 06-May-2026 Target: 15-Dec-2026	In Progress

Director of Planning Services

Progress		Activity	Responsibility	Dates	Status
86%	1	Staff to: a) evaluate the implications of a longer referral response window, and; b) consider how Trust Council and local trust committees (LTC's) might consult with First Nations to better understand what changes to the current referral process should be made to both improve communication and to further reconciliation, and report back to Trust Council.	Stefan Cermak	Meeting: 29-Jun-2023 Target: 11-Jun-2026	In Progress
25%	2	Staff to prepare a high-level, order-of-magnitude cost estimate for co-developing protocol agreements and for conducting meaningful engagement with all the First Nations with rights and territorial interests in the Trust Area for the significant projects (e.g., Trust Policy Statement and LTC OCP/LUB update projects), to clarify the fiscal implications and to support discussions with senior government regarding funding mechanisms necessary for implementation.	Clare Frater David Marlor Derek Cockburn Rueben Bronee Stefan Cermak	Meeting: 25-Feb-2026 Target: 26-Aug-2026	In Progress
100%	3	Staff to inform the relevant planning staff that: ·Executive Committee approved Denman Island Local Trust Committee Bylaw No. 259, cited as "Denman Island Local Trust Committee Public Notification Bylaw No. 259, 2025"; and that ·Executive Committee approved North Pender Island Local Trust Committee Bylaw No. 235, cited as "North Pender Island Official Community Plan Bylaw No. 171, 2007, Amendment No. 1, 2023".	Stefan Cermak	Meeting: 06-May-2026 Target: 07-May-2026	Completed

Follow Up Action Report

Executive Committee

Director, Financial and Employee Services

Progress		Activity	Responsibility	Dates	Status
51%	1	Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.	Derek Cockburn	Meeting: 20-Dec-2023 Target: 25-Aug-2026	In Progress
25%	2	Staff to prepare a high-level, order-of-magnitude cost estimate for co-developing protocol agreements and for conducting meaningful engagement with all the First Nations with rights and territorial interests in the Trust Area for the significant projects (e.g., Trust Policy Statement and LTC OCP/LUB update projects), to clarify the fiscal implications and to support discussions with senior government regarding funding mechanisms necessary for implementation.	Clare Frater David Marlor Derek Cockburn Rueben Bronee Stefan Cermak	Meeting: 25-Feb-2026 Target: 26-Aug-2026	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress		Activity	Responsibility	Dates	Status
15%	1	Staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation for Trust Council's consideration. **ON HOLD at request of Snuneymuxw First Nation.**	Clare Frater	Meeting: 05-Jun-2024 Target: 31-Mar-2027	In Progress
25%	2	Implement the Executive Committee approved "The Role of the Trust" webinar project charter.	Clare Frater David Marlor	Meeting: 05-Jun-2024 Target: 17-Oct-2026	In Progress
10%	3	Staff to develop a protocol agreement in cooperation with Quw'utsun (Cowichan) Nation for Trust Council's consideration.	Clare Frater	Meeting: 24-Jul-2024 Target: 31-Mar-2027	In Progress
0%	4	Staff to put on a future Executive Committee meeting agenda for Executive Committee to consider: 'that the Executive Committee acting as a Local Trust Committee (Ballenas-Winchelsea Islands) request that the Executive Committee consider a policy on engagement and communication with First nations in the Trust area, to be developed with Local Trust Committees, with respect to standing resolutions on Reconciliation and engagement with local First Nations. ' **This item is proposed as an action in the draft Indigenous Relations Action Plan. Should it remain in the approved Plan, staff recommend this item be removed.**	Clare Frater Joe Elliott	Meeting: 18-Jun-2024 Target: 31-Mar-2027	In Progress
49%	5	Staff, with advice from Trustee Elliott, to draft a letter to Snuneymuxw First Nation to gauge their interest in a joint meeting and mention that there is an opportunity to jointly apply for up to a $20,000 Union of BC Municipality Community to Community Grant. In preparation for a potential grant application with Snuneymuxw First Nation staff to estimate associated costs, and report back to Executive Committee. **(ON HOLD)**	Clare Frater	Meeting: 18-Dec-2024 Target: 30-Sep-2026	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress		Activity	Responsibility	Dates	Status
51%	6	Staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the W_SÁNEC Leadership Council Society, to develop an agreement for Trust Council consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 08-Sep-2026	In Progress
80%	7	Staff to apply for, and, if successful, manage a $20,000 grant from the UBCM Community to Community grant program to support a relationship building event with Tsawout First Nation.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 03-Jul-2026	In Progress
87%	8	Staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 03-Jul-2026	In Progress
100%	9	Staff to prepare a request for decision recommending undertaking advocacy on enshrining the Coastal Marine Strategy into legislation for the June Trust Council meeting.	Clare Frater	Meeting: 04-Feb-2026 Target: 03-Jun-2026	Completed
5%	10	Staff to prepare a report evaluating advocacy for the term and to provide background on the advocacy program for trustee orientation.	Clare Frater	Meeting: 04-Feb-2026 Target: 26-Aug-2026	In Progress
25%	11	Staff to prepare a high-level, order-of-magnitude cost estimate for co-developing protocol agreements and for conducting meaningful engagement with all the First Nations with rights and territorial interests in the Trust Area for the significant projects (e.g., Trust Policy Statement and LTC OCP/LUB update projects), to clarify the fiscal implications and to support discussions with senior government regarding funding mechanisms necessary for implementation.	Clare Frater David Marlor Derek Cockburn Rueben Bronee Stefan Cermak	Meeting: 25-Feb-2026 Target: 26-Aug-2026	In Progress
40%	12	Staff to plan and host an educational webinar for realtors working in the Islands Trust Area.	Clare Frater	Meeting: 15-Apr-2026 Target: 31-Jul-2026	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress		Activity	Responsibility	Dates	Status
100%	13	Staff to finalize the communications strategy and implementation plan and forward to Trust Council for their information.	Clare Frater	Meeting: 15-Apr-2026 Target: 26-May-2026	Completed
100%	14	Staff to provide a request for decision with options regarding overspending with regards to the Secretariate Services function and forward to Trust Council for their information and consideration. Attach correspondence to RFD: 12.2.1 2026-04-01 Rural Islands Economic Partnership - Islands Trust Secretariat 2026/27 - Resubmitted	Clare Frater	Meeting: 15-Apr-2026 Target: 26-May-2026	Completed
100%	15	Staff to amend and forward item 9.2.1 Draft May 13, 2026 Committee of the Whole Regular Meeting Agenda to Islands Trust Committee of the Whole.	Clare Frater	Meeting: 06-May-2026 Target: 07-May-2026	Completed
100%	16	Staff to make the requested amendments to the following texts for inclusion in the 2025-26 Annual Report: 3. Reconciliation and Relationship Building 4. Executive Committee 7. Bowen Island Municipality 8. Advocacy 10. Delegations and Presentations 11. Bylaw Compliance and Enforcement	Clare Frater	Meeting: 06-May-2026 Target: 26-May-2026	Completed

Follow Up Action Report

Executive Committee

Senior Indigenous Relations Advisor

Progress		Activity	Responsibility	Dates	Status
0%	1	Staff to put on a future Executive Committee meeting agenda for Executive Committee to consider: 'that the Executive Committee acting as a Local Trust Committee (Ballenas-Winchelsea Islands) request that the Executive Committee consider a policy on engagement and communication with First nations in the Trust area, to be developed with Local Trust Committees, with respect to standing resolutions on Reconciliation and engagement with local First Nations. ' **This item is proposed as an action in the draft Indigenous Relations Action Plan. Should it remain in the approved Plan, staff recommend this item be removed.**	Clare Frater Joe Elliott	Meeting: 18-Jun-2024 Target: 31-Mar-2027	In Progress
51%	2	Staff to cooperate with Tsartlip First Nation and Tseycum First Nation via the W_SÁNEC Leadership Council Society, to develop an agreement for Trust Council consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 08-Sep-2026	In Progress
80%	3	Staff to apply for, and, if successful, manage a $20,000 grant from the UBCM Community to Community grant program to support a relationship building event with Tsawout First Nation.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 03-Jul-2026	In Progress
87%	4	Staff to develop a protocol agreement in cooperation with Tsawout First Nation for Trust Council's consideration.	Clare Frater Joe Elliott	Meeting: 14-May-2025 Target: 03-Jul-2026	In Progress

HIGHLIGHTS OF ISLANDS TRUST CONSERVANCY MARCH 17, 2026 BOARD MEETING

NOTE: For more detail on Islands Trust Conservancy meetings, including recordings and meeting minutes, please visit https://islandstrust.bc.ca/whats-happening/meetings-and-events/

- The ITC Board Chair rose and reported that it has approved spending of up to $5,000 from the Land Securement budget to support a potential nature reserve securement in the Lasqueti Island Local Trust Area.
- The ITC Board requested staff to allocate undesignated donations received in the 2025-26 fiscal year to the Property Management Fund to support management of Islands Trust Conservancy protected areas.
- The ITC Board requested staff to notify the Lasqueti Island Local Trust Committee that ITC's interests are unaffected by proposed Bylaw No. 107, Lasqueti Island.
- The ITC Board requested staff to notify the Island Planner for Denman Island that approval of Bylaws 256 and 257 is endorsed by the ITC Board on the basis that the proposed bylaws brings the Official Community Plan and zoning into alignment with the conservation purpose of the subject properties and adds another layer of protection from development.
- The ITC Board accepted the conservation proposal submitted by Marilyn Walker to place a Natural Area Protection Tax Exemption (NAPTEP) covenant on approximately 2.5 ha of a Salt Spring Island property.
- The ITC Board requested staff to forward the ITC quarterly update to Trust Council local trust committees, and Bowen Island Municipality for the Conservancy Report agenda item, following its receipt at Trust Council.
- There is a joint Executive Committee/ITC Board meeting on April 15, 2026.
- The next Islands Trust Conservancy Board meeting is May 12, 2026.

Learn more about Islands Trust Conservancy: https://islandstrust.bc.ca/conservancy/

Visit the Islands Trust Conservancy Journal: https://islandstrust.bc.ca/conservancy/the-journal/

Subscribe for Islands Trust Conservancy updates: https://islandstrust.bc.ca/subscribe/

REQUEST FOR DECISION

LOCAL TRUST COMMITTEE BYLAW SUBMISSION

File No.: 3900-04-08
MA-PL-RZ-2024-0305
(BC Ferries)

DATE OF MEETING:	June 3, 2026
TO:	Islands Trust Executive Committee
FROM:	Bruce Belcher, Planner
SUBJECT:	Mayne Island Local Trust Committee – Bylaw No. 200

RECOMMENDATION

1. **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*.**

DIRECTORS COMMENTS

Mayne Island Local Trust Committee has referred Bylaw No. 200 to the Executive Committee for approval under Section 27 of the *Islands Trust Act*. Staff recommends that the Executive Committee approve the bylaw as it is not contrary to or at variance to the Islands Trust Policy Statement.

IMPLICATIONS OF RECOMMENDATION

Organizational

None

Financial

None

Policy

There are no potential conflicts with Islands Trust policies, or compliance with such policies resulting from the recommendation.

Implementation/Communications

Communication to **Mayne Island Local Trust Committee** regarding the Executive Committee decision by **June 5, 2026**.

Other

None

PURPOSE

Mayne Island Local Trust Committee Bylaw No. 200, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2025" (Attachment 6) will, if adopted, amend the Mayne Island Land Use Bylaw No. 146 (LUB) to re-zone a 220m^2 area along the foreshore of the BC Ferries Village Bay ferry terminal from the **Water Moorage (W2)** zone to a site-specific **Transportation Service – S3(a)** zone. The site-specific S3(a) zone will permit shoreline protection infrastructure, and permanently legalize the shoreline protection rip-rap which was constructed in 2025 under a Temporary Use Permit (PLTUP20250105), previously approved by the Mayne Island Local Trust Committee.

BACKGROUND

Mayne Island Local Trust Committee Bylaw No. 200

The Mayne Island Local Trust Committee approved issuance of a Temporary Use Permit (PLTUP20250105) and a Development Variance Permit (PLDVP20250110) in April 2025 for shoreline protection infrastructure both on the BC Ferries property and along the foreshore to prevent further erosion.

The applicant submitted a rezoning application as a required condition of the Temporary Use Permit to bring the foreshore work into long term compliance with the Land Use Bylaw.

A Community Information Meeting was held in January 2026 and the Local Trust Committee opted to not hold a public hearing and give notice of First Reading. First, Second, and Third reading along with determination that the bylaw is not contrary to or at variance with the Islands Trust Policy Statement (Attachment 4) was completed at the April 27, 2026 Mayne Island Local Trust Committee Meeting.

Issues Relating to Provincial Interest

Proposed Bylaw No. 200 was referred to Fisheries and Oceans Canada, Transport Canada, Ministry of Transportation and Transit, BC Archaeology Branch, Capital Regional District Southern Gulf Islands Harbours Commission, Galiano Island Local Trust Committee, North Pender Island Local Trust Committee, Saturna Island Local Trust Committee, South Pender Island Local Trust Committee, and Salt Spring Island Local Trust Committee for comment.

Transport Canada classifies the foreshore work as minor work, requiring compliance with the *Canadian Navigable Waters Act.* The Ministry of Transportation and Transit has responded with no objections to the proposed bylaw. Galiano, North Pender, Saturna, South Pender, and Salt Spring Island Local Trust Committees responded that their interests are unaffected.

Issues Relating To First Nation Interest

Proposed Bylaw No. 200 was referred to the following First Nations:

- Cowichan Tribes
- Halalt First Nation
- Lyackson First Nation
- Pauquachin First Nation – via portal
- Penelakut Tribe – via portal

- Semiahmoo First Nation
- Snuneymuxw First Nation
- Stz'uminus First Nation
- Ts'uubaa-asatx Nation (Lake Cowichan) – via portal
- Tsartlip First Nation
- Tsawout First Nation - via portal and email
- Tsawwassen First Nation
- Tseycum First Nation
- WSANEC Leadership Council

Tsawwassen First Nation responded with no concerns. Pauquachin First Nation, Penelakut Tribe, Tsuubaa-asatx Nation, and Tsawout First Nation defers to the First Nation whose traditional territory fronts this area.

No other responses were received from First Nations.

Issues Relating To Resources and Enforcement

None

Public Comments

None

Staff Comments

The Executive Committee is being asked to approve proposed Bylaw No. 200, in accordance with Section 27 of the *Islands Trust Act*. The recommendation is supported as:

- The proposed bylaw has been determined to be consistent with the ITPS by the LTC;
- First Nation referrals were completed and no concerns were raised;
- Agency referrals were completed and no concerns were raised;
- Statutory processes have been completed.

KEY ISSUES/CONCEPTS

- Mayne Island Land Use Bylaw amendment
- Marine land use change from moorage to transportation service: **Moorage (W2)** zone to a site-specific **Transportation Service – S3(a)** zone
- Constructed foreshore erosion structures to be brought into compliance with Land Use Bylaw.

RELEVANT POLICY

- Section 27 of the *Islands Trust Act*
- Islands Trust Policy Statement Directive Policies
- Islands Trust Policy 1.3.i [Policy Statement Implementation Policy]

ALTERNATIVE

1. **Determine that the bylaw is contrary to the Islands Trust Policy Statement:**

   THAT the Executive Committee request that staff advise Mayne Island Local Trust Committee in writing that the Executive Committee considers that Bylaw No. 200, cited as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2025"] is contrary to or at variance with the Islands Trust Policy Statement for [INSERT REASONS], and advise the Mayne Island Local Trust Committeeon steps needed to address the specified issues.

Submitted By:	Bruce Belcher, Planner	May 15, 2026
Concurrence:	Stefan Cermak, Director, Planning Services	May 19, 2026

ATTACHMENTS

1. EC Submission Cover
2. Bylaw Submission Checklist
3. Bylaw Referrals Report
4. Islands Trust Policy Statement Directives Only Checklist
5. EC Policy Checklist
6. Bylaw No. 200
7. First Nations follow-up Tracking

Local Trust Committee Bylaws
Submission for Executive committee Approval

Local Trust Committee: Mayne Island Local Trust Committee Bylaw No.: MA-200

Bylaw Type: Land Use Bylaw

Date of resolution referring bylaw to Executive Committee: 27-Apr-2026

☒ Bylaw Submission Checklist attached

☒ Policy Statement Checklist attached*
* not required for administrative bylaws

☒ Summary of Bylaw Intent Attached

Recieved by Islands Trust Secretary:

Signature: _____ Date: _____
Secretary

Deadline for Executive Committee decision (one month after receipt by Secretary as determined pursuant to the Interpretation Act*): _____

Date bylaw will appear on Executive Committee agenda: _____

- *a month means "a period calculated from a day in one month to a day numberically corresponding to that day in the following month, less one day"*
- *In the calculation of time expressed as clear days, weeks, months or years, or as "at least" or "not less than" a number of days, weeks, months, or years, the first and last*

Distribution: Executive Committee _____
Director, LPS _____
Local Trust Committee _____
Planner _____
Planning Clerk _____

Print Date: April 28, 2026

Bylaw: MA-200

Trust Area: Mayne Island Local Trust Committee
Type: Land Use Bylaw
Bylaw No.: MA-200
Application No.: PLRZ20250305
Trust Initiated: No

Proofread By:

Clerk: Yes
Planner: Yes
Technical Staff: No

First Reading Date: 27-Apr-2026
Bylaw Sent to Referrals: Yes
Date Proposed Bylaw to Web: 27-Jan-2026

Resolutions:

Resolution Waiving Public Hearing: Yes
Resolution Authorizing Public Hearing: No
Resolution to Proceed no Further Date:

Secretary Signature Block:

Secretary's Signature: Chonk, Jas
Date:
File complete and ready for Public review: No

Public Hearings:

Location:
Proofread By: Chonk, Jas

Legal Paper: Gulf Island Driftwood
First Publish Date:
Second Publish Date:

Alternate Paper: Gulf Island Driftwood
First Publish Date:
Second Publish Date:

Mailout Date:
Delivery Notices:
Date Public Hearing Held:
Second Reading Date: 27-Apr-2026
Third Reading Date: 27-Apr-2026

Agency Referral Responses

Referral of: Mayne Bylaw No. 200
Re: MA-PL-RZ-2025-0305 (BC Ferries)

Fisheries and Oceans Canada

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC

Transport Canada

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Dec 29, 2025	Thank you for contacting Transport Canada regarding your referral. For the proposed works, you can use our Project Review Tool to determine the project's requirements under the *Canadian Navigable Waters Act.* If you have any further questions or require any clarification, please don't hesitate to reply to this email.	JC

BC Archaeology Branch

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC

Min. of Transportation & Transit

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Jan 6, 2026	The Ministry of Transportation and Transit has received and reviewed your referral dated December 19, 2025, to amend the Mayne Island Land Use Bylaw by rezoning the foreshore adjacent to the BC Ferries Village Bay ferry terminal property from Water Moorage (W2) to a Site-Specific Zone [S3(a)], to permit a shoreline stabilization rip-rap structure to prevent erosion and slumping of the upland property. The property does not fall within Section 52 of the Transportation Act and will not require Ministry of Transportation and Transit formal approval. The Ministry has no objections to the proposed Mayne Island Local Trust Committee Bylaw No. 200. Thank you for the opportunity to comment.	JC

Capital Regional District – Southern Gulf Islands Harbours Commission (Integrated Water Services)

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC

Galiano Island Local Trust Committee

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Feb 10, 2026	Interests Unaffected by Bylaw.	JC

North Pender Island Local Trust Committee

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Jan 30, 2026	Interests Unaffected by Bylaw.	JC

Saturna Island Local Trust Committee

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Jan 29, 2026	Interests Unaffected by Bylaw.	JC

South Pender Island Local Trust Committee

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Feb 13, 2026	Interests Unaffected by Bylaw.	JC

Salt Spring Island Local Trust Committee

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Feb 12, 2026	Interests Unaffected by Bylaw.	JC

First Nation Engagement

Referral of: Mayne Bylaw No. 200
Re: MA-PL-RZ-2025-0305 (BC Ferries)

First Nation: Cowichan Tribes

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Halalt

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Jan 5, 2026	Thank you for your email to Halalt First Nation. Halalt receives a high volume of referrals and has limited capacity. Halalt is not engaging at this time due to this limited capacity.	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Lyackson

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Pauquachin First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Dec 19, 2025	This area appears to be on/in an area that Pauquachin First Nation would recognize as being in close proximity to other First Nation territorial lands. As such, I would categorize this as a Level 2 rights area for Pauquachin First Nation. Level 2 identifies that Pauquachin First Nation had harvesting, trade and Nation to Nation relations, but not necessarily Title and governing authorities, which would be Pauquachin First Nation's highest S.35 interests and would require high end of the Haida spectrum consultation. However, Level 2, is still considered to be a very high consultation matter as it represents our marine fishing and harvesting areas. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Pauquachin First Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Penelakut Tribe

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Dec 19, 2025	This area appears to be on/in an area that Penelakut Tribe would recognize as being in close proximity to other First Nation territorial lands. As such, I would categorize this as a Level 2 rights area for Penelakut Tribe. Level 2 identifies that Penelakut Tribe had harvesting, trade and Nation to Nation relations, but not necessarily Title and governing authorities, which would be Penelakut Tribe's highest S.35 interests and would require high end of the Haida spectrum consultation. However, Level 2, is still considered to be a very high consultation matter as it represents our marine fishing and harvesting areas. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Penelakut Tribe identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Semiahmoo

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Snuneymuxw

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Stz'uminus

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Ts'uubaa-asatx (Lake Cowichan)

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Dec 19, 2025	This area appears to be on/in an area that Ts'uubaa-asatx Nation would recognize as being in close proximity to other First Nation territorial lands. As such, I would categorize this as a Level 2 rights area for Ts'uubaa-asatx Nation. Level 2 identifies that Ts'uubaa-asatx Nation had harvesting, trade and Nation to Nation relations, but not necessarily Title and governing authorities, which would be Ts'uubaa-asatx Nation's highest S.35 interests and would require high end of the Haida spectrum consultation. However, Level 2, is still considered to be a very high consultation matter as it represents our marine fishing and harvesting areas. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Ts'uubaa-asatx Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Tsartlip First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Tsawout First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Jan 5, 2026	Thank you for your referral to Tsawout First Nation regarding your project on our traditional territory. Due to the nature and location of your project we will defer our comments to the WJOLELP (Tsartlip) First Nation. However, we reserve the right to comment or object at a later date if we discover unforeseen impacts to our rights or interests. If the scope of your project changes, please contact us so we can ensure that our Nation's best interests continue to be protected.	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Tsawwassen First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Jan 16, 2026	Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final reports produced for these changes.	JC
April 15, 2026	Thank you for notifying us about this update. We have no additional questions or concerns at this point in time.	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

First Nation: Tseycum First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

Non-Agency Referrals

First Nation: WSANEC Leadership Council

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Public Hearing.	JC

ISLANDS TRUST POLICY STATEMENT
DIRECTIVES ONLY CHECKLIST

Bylaw No.: 200
File Name: PL-RZ-2025-0305.

PURPOSE

To provide staff with the Directives Only Checklist to highlight issues addressed in staff reports and as a means to ensure Local Trust Committees address certain matters in their official community plans and regulatory bylaws, Island Municipalities address certain matters in their official community plans, and to reference any relevant sections of the Policy Statement.

POLICY STATEMENT

The Policy Statement is comprised of several parts. Parts I and II outline the purpose, the Islands Trust object, and Council's guiding principles. Parts III, IV and V contain the goals and policies relevant to ecosystem preservation and protection, stewardship of resources and sustainable communities.

There are three different kinds of policies within the Policy Statement as follows:

- Commitments of Trust Council which are statements about Council's position or philosophy on various matters;
- Recommendations of Council to other government agencies, non-government organizations, property owners, residents and visitors; and
- Directive Policies which direct Local Trust Committees and Island Municipalities to address certain matters.

DIRECTIVES ONLY CHECKLIST

The Policy Statement Directives Only Checklist is based on the directive policies from the Policy Statement (Consolidated April 2003) which require Local Trust Committees to address certain matters in their official community plans and regulatory bylaws and Island Municipalities to address certain a matters in their official community plans in a way that implements the policy of Trust Council.

Staff will use the Policy Statement Checklist (Directives Only) to review Local Trust Committee and Island Municipality bylaw amendment applications and proposals to ensure consistency with the Policy Statement. Staff will add the appropriate symbol to the table as follows:

✓ if the bylaw is consistent with the policy from the Policy Statement, or
✗ if the bylaw is inconsistent (contrary or at variance) with a policy from the Policy Statement, or
N/A if the policy is not applicable.

PART III: POLICIES FOR ECOSYSTEM PRESERVATION AND PROTECTION

CONSISTENT	NO.	DIRECTIVE POLICY
	3.1	**Ecosystems**
N/A	**3.1.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and protection of the environmentally sensitive areas and significant natural sites, features and landforms in their planning area.
N/A	**3.1.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning, establishment, and maintenance of a network of protected areas that preserve the representative ecosystems of their planning area and maintain their ecological integrity.
N/A	**3.1.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the regulation of land use and development to restrict emissions to land, air and water to levels not harmful to humans or other species.
	3.2	**Forest Ecosystems**
N/A	**3.2.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of unfragmented forest ecosystems within their local planning areas from potentially adverse impacts of growth, development, and land-use.
	3.3	**Freshwater and Wetland Ecosystems and Riparian Zones**
N/A	**3.3.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means to prevent further loss or degradation of freshwater bodies or watercourses, wetlands and riparian zones and to protect aquatic wildlife.
	3.4	**Coastal and Marine Ecosystems**
✓	**3.4.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of sensitive coastal areas.
✓	**3.4.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for and regulation of development in coastal regions to protect natural coastal processes.

PART IV: POLICIES FOR THE STEWARDSHIP OF RESOURCES

CONSISTENT	NO.	DIRECTIVE POLICY
	4.1	**Agricultural Land**
N/A	**4.1.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and preservation of agricultural land for current and future use.
N/A	**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.
N/A	**4.1.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of adjacent properties to minimize any adverse affects on agricultural land.
CONSISTENT	**NO.**	**DIRECTIVE POLICY**
N/A	**4.1.7**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the design of road systems and servicing corridors to avoid agricultural lands unless the need for roads outweighs agricultural considerations, in which case appropriate mitigation measures shall be required to derive a net benefit to agriculture.
N/A	**4.1.8**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address land uses and activities that support the economic viability of farms without compromising the agriculture capability of agricultural land.
N/A	**4.1.9**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the use of Crown lands for agricultural leases.
	4.2	**Forests**
N/A	**4.2.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the need to protect the ecological integrity on a scale of forest stands and landscapes.

N/A	**4.2.7**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the retention of large land holdings and parcel sizes for sustainable forestry use, and the location and construction of roads, and utility and communication corridors to minimize the fragmentation of forests.
N/A	**4.2.8**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of forest ecosystem reserves where no extraction will take place to ensure the preservation of native biological diversity.
CONSISTENT	**NO.**	**DIRECTIVE POLICY**
	4.3	**Wildlife and Vegetation**
	4.4	**Freshwater Resources**
N/A	**4.4.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address measures that ensure neither the density nor intensity of land use is increased in areas which are known to have a problem with the quality or quantity of the supply of freshwater, water quality is maintained, and existing, anticipated and seasonal demands for water are considered and allowed for.
N/A	**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
	4.5	**Coastal Areas and Marine Shorelands**
✓	**4.5.8**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the needs and locations for marine dependent land uses.
N/A	**4.5.9**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the compatibility of the location, size and nature of marinas with the ecosystems and character of their local planning areas.
✓	**4.5.10**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location of buildings and structures so as to protect public access to, from and along the marine shoreline and minimize impacts on sensitive coastal environments.
N/A	**4.5.11**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address opportunities for the sharing of facilities such as docks, wharves, floats, jetties, boat houses, board walks and causeways.
	4.6	**Soils and Other Resources**
N/A	**4.6.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of productive soils.

PART V: POLICIES FOR SUSTAINABLE COMMUNITIES

CONSISTENT	NO.	DIRECTIVE POLICY
	5.1	**Aesthetic Qualities**
N/A	**5.1 3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the protection of views, scenic areas and distinctive features contributing to the overall visual quality and scenic value of the Trust Area.
	5.2	**Growth and Development**
N/A	**5.2.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address policies related to the aesthetic, environmental and social impacts of development.
N/A	**5.2.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address any potential growth rate and strategies for growth management that ensure that land use is compatible with preservation and protection of the environment, natural amenities, resources and community character.
N/A	**5.2.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address means for achieving efficient use of the land base without exceeding any density limits defined in their official community plans.
N/A	**5.2.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of areas hazardous to development, including areas subject to flooding, erosion or slope instability, and strategies to direct development away from such hazards.
	5.3	**Transportation and Utilities**

N/A	**5.3.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of a classification system of rural roadways, including scenic or heritage road designations, in recognition of the object of the Islands Trust.
N/A	**5.3.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the impacts of road location, design, construction and systems.
N/A	**5.3.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the designation of areas for the landing of emergency helicopters.
N/A	**5.3.7**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the development of land use patterns that encourage establishment of bicycle paths and other local and inter-community transportation systems that reduce dependency on private automobile use.
	5.4	**Disposal of Waste**
N/A	**5.4.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of acceptable locations for the disposal of solid waste.
CONSISTENT	**NO.**	**DIRECTIVE POLICY**
	5.5	**Recreation**
N/A	**5.5.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the prohibition of destination gaming facilities such as casinos and commercial bingo halls.
N/A	**5.5.4**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the location and type of recreational facilities so as not to degrade environmentally sensitive areas, and the designation of locations for marinas, boat launches, docks and anchorages so as not to degrade sensitive marine or coastal areas.
N/A	**5.5.5**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification of sites providing safe public access to beaches, the identification and designation of areas of recreational significance, and the designation of locations for community and public boat launches, docks and anchorages.
N/A	**5.5.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification and designation of areas for low impact recreational activities and discourage facilities and opportunities for high impact recreational activities.
N/A	**5.5.7**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the planning for bicycle, pedestrian and equestrian trail systems.
	5.6	**Cultural and Natural Heritage**
N/A	**5.6.2**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the identification, protection, preservation and enhancement of local heritage.
N/A	**5.6.3**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address the preservation and protection of the heritage value and character of historic coastal settlement patterns and remains.
	5.7	**Economic Opportunities**
N/A	**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.
	5.8	**Health and Well-being**
N/A	**5.8.6**	Local Trust Committees and Island Municipalities shall, in their official community plans and regulatory bylaws, address their community's current and projected housing requirements and the long-term needs for educational, institutional, community and health-related facilities and services, as well as the cultural and recreational facilities and services.

	POLICY STATEMENT COMPLIANCE
✓	***In compliance with Trust Policy***
	Not in compliance with Trust Policy for the following reasons:

Bylaw: MA-200

Executive Committee

Policy Checklist

Checklist Key:

Consistent	The bylaw is consistent with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Contrary	The bylaw is inconsistent (contrary or at variance) with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv
Not-Applicable	The policy is not applicable with the Islands Trust Policy Manual Chapter 2, Section 4, Subsection iv .

Executive Committee Legislative Role Policy (2.4)

Consistent	i	Bylaw is consistent with the object of the Trust
Consistent	ii	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement
Consistent	iii	Bylaw does not expose the Islands Trust to unreasonable expense in the administration or enforcement of the bylaw
Consistent	iv	Bylaw is not enacted without legal authority, including inconsistency with the relevant OCP (based on legal advice)

Checklist Key:

Requires Resources	Staff resources required to assist with administration.
No Resources Required	No staff resources required.

The Bylaw has been Examined Against Best Management Practices for Delivery of Local Planning Services as found in Section 5.9 of the Islands Trust Policy Manual

No Resources Required	B.5	Bylaw is consistent with the object of the Trust
No Resources Required	B10	Bylaw is not contrary to or at variance to the Islands Trust Policy Statement

Comments

Completed By: Jas Chonk

Status

Date Resolution Referred to Exective Committee: 27-Apr-2026

Reading:

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 200

A BYLAW TO AMEND MAYNE ISLAND LAND USE BYLAW NO. 146, 2008

The Mayne Island Local Trust Committee, being the Local Trust Committee having jurisdiction in respect of the Mayne Island Local Trust Area under the *Islands Trust Act,* enacts as follows:

1. Citation

   This bylaw may be cited for all purposes as "Mayne Island Land Use Bylaw No. 146, 2008, Amendment No. 2, 2025".

2. Mayne Island Local Trust Committee Bylaw No. 146, cited as "Mayne Island Land Use Bylaw No. 146, 2008," is amended as follows:

   2.1 Section 5.16 is amended by inserting a new Subsection 5.16 (8) as follows:

   "Site Specific Regulations
   (8) The following table denotes locations where, despite or in addition to the regulations in this Section, specific regulations apply. In the first column, the zone abbreviation and the lower-case letter reference the notation on the zoning map. The second column describes the location where the specific regulations cited in column three apply:"

Column 1	Column 2	Column 3
Site-Specific Zone	Location Description	Site Specific Regulations
S3(a)	Area of the foreshore fronting Lot A, Section 6 Mayne Island, Cowichan District, Plan VIP75220 and Lot 37, Section 6, Mayne Island, Cowichan District, Plan 22057	(1) Despite 5.16(1), the only uses permitted in this location are shoreline protection infrastructure, and permitted structures exempt from setbacks.

   2.2 Schedule "B" – Zoning Map, is amended by changing the zoning classification of an area of foreshore fronting Lot A, Section 6 Mayne Island, Cowichan District, Plan VIP75220 and Lot 37, Section 6, Mayne Island, Cowichan District, Plan 22057 from W2 to S3(a) as shown on Plan No. 1 attached to and forming part of this bylaw, and by making such alterations to Schedule "B" to Land Use Bylaw No. 146 as are required to effect this change.

PROPOSED

3. SEVERABILITY

If any provision of this Bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the invalid provision must be severed from the Bylaw and the decision that such provision is invalid must not affect the validity of the remaining provisions of the Bylaw.

READ A FIRST TIME THIS 27TH DAY OF APRIL 2026.

READ A SECOND TIME THIS 27TH DAY OF APRIL 2026.

READ A THIRD TIME THIS 27TH DAY OF APRIL 2026.

APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS _____ DAY OF _____ 20____

ADOPTED THIS _____ DAY OF _____ 20____

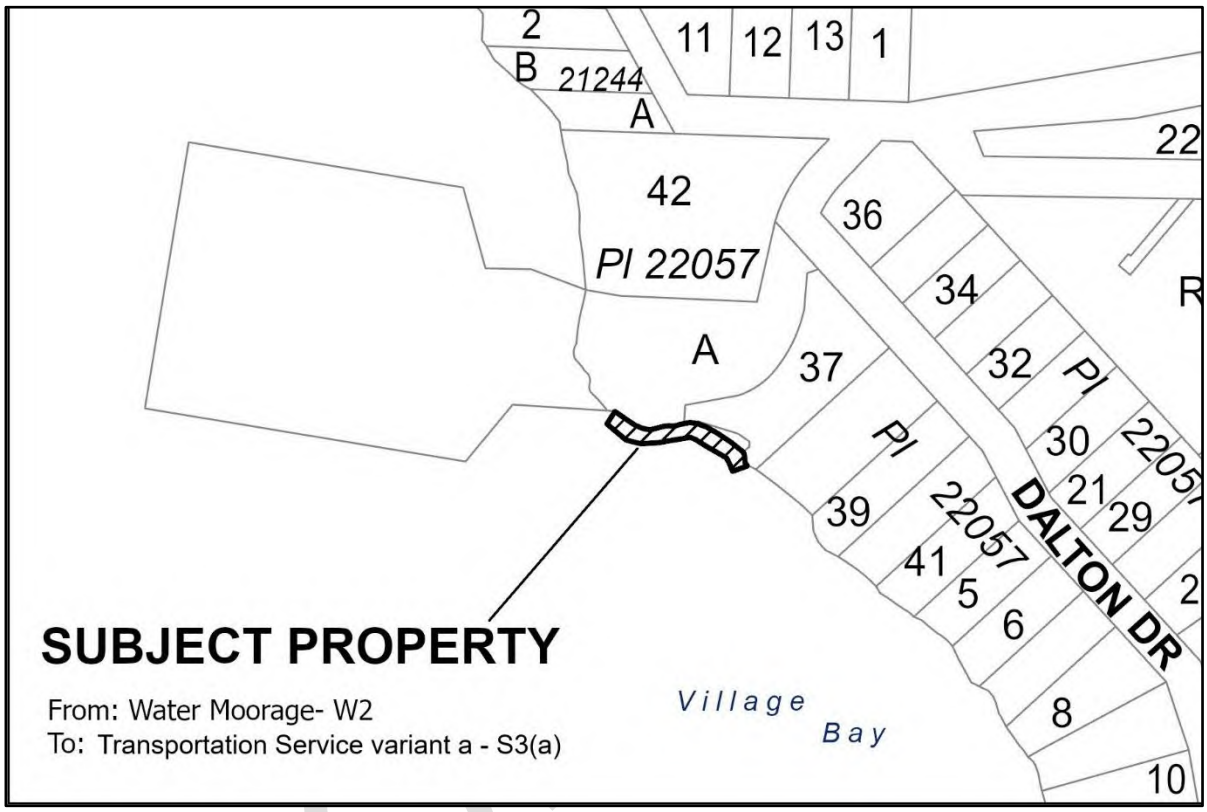
_____ CHAIR

_____ SECRETARY

PROPOSED

MAYNE ISLAND LOCAL TRUST COMMITTEE
BYLAW NO. 200

Plan No. 1



PRO

First Nation Engagement

Referral of: Mayne Bylaw No. 200
Re: MA-PL-RZ-2025-0305 (BC Ferries)

First Nation: Cowichan Tribes

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Halalt

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Jan 5, 2026	Thank you for your email to Halalt First Nation. Halalt receives a high volume of referrals and has limited capacity. Halalt is not engaging at this time due to this limited capacity.	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Lyackson

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Pauquachin First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Dec 19, 2025	This area appears to be on/in an area that Pauquachin First Nation would recognize as being in close proximity to other First Nation territorial lands. As such, I would categorize this as a Level 2 rights area for Pauquachin First Nation. Level 2 identifies that Pauquachin First Nation had harvesting, trade and Nation to Nation relations, but not necessarily Title and governing authorities, which would be Pauquachin First Nation's highest S.35 interests and would require high end of the Haida spectrum consultation. However, Level 2, is still considered to be a very high consultation matter as it represents our marine fishing and harvesting areas. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Pauquachin First Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Penelakut Tribe

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Dec 19, 2025	This area appears to be on/in an area that Penelakut Tribe would recognize as being in close proximity to other First Nation territorial lands. As such, I would categorize this as a Level 2 rights area for Penelakut Tribe. Level 2 identifies that Penelakut Tribe had harvesting, trade and Nation to Nation relations, but not necessarily Title and governing authorities, which would be Penelakut Tribe's highest S.35 interests and would require high end of the Haida spectrum consultation. However, Level 2, is still considered to be a very high consultation matter as it represents our marine fishing and harvesting areas. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Penelakut Tribe identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Semiahmoo

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Snuneymuxw

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Stz'uminus

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Ts'uubaa-asatx (Lake Cowichan)

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Dec 19, 2025	This area appears to be on/in an area that Ts'uubaa-asatx Nation would recognize as being in close proximity to other First Nation territorial lands. As such, I would categorize this as a Level 2 rights area for Ts'uubaa-asatx Nation. Level 2 identifies that Ts'uubaa-asatx Nation had harvesting, trade and Nation to Nation relations, but not necessarily Title and governing	JC

	authorities, which would be Ts'uubaa-asatx Nation's highest S.35 interests and would require high end of the Haida spectrum consultation. However, Level 2, is still considered to be a very high consultation matter as it represents our marine fishing and harvesting areas. Despite this we would generally defer to the First Nation(s) whose traditional territory fronts this area. Should Ts'uubaa-asatx Nation identify greater interests in the future we retain the right to revise this assessment. However, at this time, we defer to any Nation(s) whose title and governing authorities are directly affected.	
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Tsartlip First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Tsawout First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Jan 5, 2026	Thank you for your referral to Tsawout First Nation regarding your project on our traditional territory. Due to the nature and location of your project we will defer our comments to the WJOLELP (Tsartlip) First Nation. However, we reserve the right to comment or object at a later date if we discover unforeseen impacts to our rights or interests. If the scope of your project changes, please contact us so we can ensure that our Nation's best interests continue to be protected.	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

First Nation: Tsawwassen First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
Jan 16, 2026	Tsawwassen First Nation (TFN) has no concerns regarding this file, at this time. However, TFN requests all copies of interim and final reports produced for these changes.	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC
April 15, 2026	Thank you for notifying us about this update. We have no additional questions or concerns at this point in time.	JC

First Nation: Tseycum First Nation

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

Non-Agency Referrals

First Nation: WSANEC Leadership Council

Date	Comment/Action	Initial
Dec 18, 2025	Sent Referral	JC
April 2, 2026	Sent Follow-up Email in regards to Notice of First Reading.	JC

Z:\10 Leg & Reg\3900 Bylaws\04 LTC OCP & LUB - Proposed (P)\08 MA\BL 200 - LUB - AMD - PL-RZ-2025-0305 (BC Ferries)\FN Responses\MA-BL-200_FN-Followup-tracking.docx

TRUST COUNCIL/EXECUTIVE COMMITTEE

Following approval of the 2026/27 budget, senior staff and I joined Executive Committee for its April 1 joint meeting with Bowen Island Municipality Council, where the budget allocation was a topic of discussion. The Director of Financial and Employee Services and I agreed to work in partnership with BIM staff to review the current application of the Municipal Tax Requisition Calculation Policy and identify potential improvements. We expect to undertake that work this summer, and present any potential changes for consideration at the September Islands Trust Council meeting to inform the next budget cycle.

I joined members of Executive Committee in attending the Association of Vancouver Island and Coastal Communities annual conference April 24-26 in Victoria. I encourage all trustees to review the reports on AVICC provided by Executive Committee members, who attended sessions on topics such as public engagement, artificial intelligence, analysis of current provincial political dynamics, the Island Coastal Economic Trust and more.

Following the March 2026 Trust Council quarterly meeting, all trustees were invited to complete the usual online survey providing feedback to improve planning and delivery of future Trust Council meetings. There was a generally high level of satisfaction with all aspects of the meeting. Of respondents, 92 per cent were satisfied or very satisfied with the meeting overall. The majority indicated the agenda and meeting materials met their needs, and that conduct in the meeting was usually or always respectful and appropriate. Ratings on venue, catering and accommodation were generally positive. The survey will be modified for the June and September meetings to reflect the shift to the virtual format.

OPERATIONS

Work continues to implement the recommendations from the 2025 Operational Review Report. At its April 23 meeting, Governance Committee considered options for improving the alignment of Islands Trust Council committees, and that briefing is before Council for consideration at this meeting. I am also nearing completion of an updated Corporate Planning Framework that will go to Governance Committee for consideration in July. If endorsed there, I anticipate bringing it to the September Council meeting for approval.

The 2026 Islands Trust Staff Survey was open to staff in the first half of May, providing an annual check-in on staff's experience working for Islands Trust and helping identify areas of improvement or deterioration. Results will be shared with staff at the June all-staff meeting, and I will provide an overview to Islands Trust Council for information at the September meeting.

ELECTION PREPARATIONS

At the time of Trust Council's June meeting, we will be fewer than 100 working days away from the October 17, 2026 election. The Trustee Onboarding Working Group provided input to help shape the Candidate Information Package and Trustee Onboarding and Orientation Overview being shared at this meeting for the information of Council. The work of preparing for the election will necessarily consume a growing portion of staff time over the remaining few months. This involves not just the preparation for and administration of the election, but also the myriad operational and administrative steps required to transition from one Council to the next. But I am confident we will be well-prepared to support the transition and onboarding as effectively as possible.

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	June 16, 2026
From:	**Executive Office**	**Date Prepared:**	May 26, 2026
SUBJECT:	**Draft candidate information and new Council orientation program**		

PURPOSE:

To provide Trust Council with drafts of election-related materials, including:

- The Candidate Information Package providing an overview of Islands Trust for prospective candidates in the 2026 election; and
- An overview of the trustee onboarding and orientation program for the incoming Trust Council.

BACKGROUND:

In anticipation of the October 17, 2026 general elections, Islands Trust staff are preparing a range of materials to support the orientation and onboarding of newly elected and returning trustees following the election.

Since November 2025, the CAO has sought input to inform this work from an ad hoc Trustee Onboarding Working Group comprised of Trustees Patrick, Peterson, Gedye, Fast and Borthwick. The working group serves in an advisory capacity to staff by providing trustee advice for consideration in the preparation of:

- Information made publicly available in advance of the election to help inform prospective candidates of the role, responsibilities and expectations of elected trustees.
- An updated onboarding and orientation program for the newly elected Trust Council.

This work has also been informed by staff review of practices and content used in previous Islands Trust election cycles, and analysis of approaches used by other local government jurisdictions.

While this work is operational and administrative, and thereby does not require formal approval by Trust Council, two products are being shared with all trustees for awareness and comment at their discretion:

1. Candidate Information Package (Attachment 1)

   This document is intended to provide a high-level overview of the role of an Islands Trust trustee as a resource for those considering standing as a candidate for the 2026 election. The draft 2026 version builds on that used in 2022, with the most notable addition being the section outlining the time commitment required to serve as an effective trustee.

   This document will be posted online in the summer in advance of the nomination period.

2. Trustee Onboarding and Orientation Program Overview (Attachment 2)

   This document provides a general overview of the key tactics and sequencing proposed to support the onboarding and orientation of the incoming Trust Council. It is not intended to

be a detailed project plan for trustee onboarding capturing all the administrative and operational steps to facilitate the transition to a new Council. Rather it is the "trustee view" of what the members of the incoming Council can expect in the initial days, weeks and months following the election. Staff have liaised with Bowen Island Municipality staff to ensure there are no major conflicts with the respective dates proposed by both jurisdictions' onboarding activities.

FOLLOW-UP:

Trustees are invited to share any feedback on these documents directly with the CAO by email. To be considered as part of the final edits for both documents, comments should be submitted no later than July 3.

Prepared By: CAO, May 26, 2026

CANDIDATE INFORMATION PACKAGE

Elections for Islands Trust Trustees

General elections for local officials in B.C., including trustees for Islands Trust, take place every four years. **The next general voting day is Saturday, October 17, 2026.**

Islands Trust trustees are elected in each of 12 local trust areas and two Bowen Island municipal councillors are elected to also serve as trustees. Together, they comprise the 26 members of Islands Trust Council. Being an elected trustee provides a unique opportunity to apply your experience and ideas to help preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia.

What is Islands Trust?

Islands Trust is a special-purpose government created by the Province of British Columbia more than 50 years ago in response to the high rate of development in the Gulf Islands and the need to protect the unique amenities and environment of the region. Under the *Islands Trust Act*, the purpose (or "Object") of the Islands Trust is:

> *"To preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia."*

This work of fulfilling this mandate is overseen and directed by the 26 elected members of Islands Trust Council, and three members appointed to the Islands Trust Conservancy Board by the Minister of Housing and Municipal Affairs.

While addressing development pressure remains as critical today as it did when Islands Trust was first created, advancing the preserve and protect mandate is more complex than ever before. Trustees make decisions in consideration of factors such as environmental issues, changing social and economic dynamics in the communities they serve, an evolving provincial political and policy context, and the rights and history of Indigenous Peoples who have called the Trust Area home since time immemorial. This complexity makes the work of trustees challenging, but also deeply rewarding.

Governance and Responsibility, Local Accountability, and Oversight

Islands Trust Council

Islands Trust Council is comprised of two locally elected trustees from each of 12 local trust areas and two trustees representing Bowen Island Municipality. As Islands Trust Council, these 26 trustees make decisions on behalf of the whole region to further the Object of Islands Trust, including:

DRAFT

- Overall policy
- Staff resources and budget
- Governance
- Region-wide coordination with other levels of government.
- Provincial outreach and liaison

At its first meeting after the election, Islands Trust Council elects a chair and three vice-chairs from its 26 members to form the Executive Committee. The Executive Committee guides cooperative relations with other levels of government, including the Province. It also reviews the land use bylaws of local trust committees and Bowen Island Municipality to ensure they are not contrary to or at variance with the Islands Trust Policy Statement. It acts as the local trust committee for the Ballenas- Winchelsea Islands Local Trust Area, which does not have locally elected trustees.

Local Trust Committees

Each local trust committee is comprised of the two locally elected trustees and a member of the Executive Committee, who serves as the committee chair. Local trust committees oversee the development of official community plans and land use bylaws for each local trust area. They also maintain important relationships with other levels of government in the context of their local trust area.

Bowen Island Municipality does not have a local trust committee. Its two municipal trustees also serve as councillors on Bowen Island Municipal Council, which is responsible for land use on Bowen Island.

Islands Trust Conservancy

The Islands Trust Conservancy works with people and communities to preserve and protect the unique ecosystems and culturally significant places in the Trust Area through conservation planning, land conservation, land management, and focussed community outreach. Since 1990, over 115 places across the region have been protected.

The Conservancy Board consists of two island trustees elected by Islands Trust Council, one Executive Committee liaison elected by the Executive Committee, and three members from the public, appointed by the Minister of Housing and Municipal Affairs.

Professional Staff

Islands Trust has approximately 70 full and part-time staff, with staffed offices on Gabriola and Salt Spring Islands and in Victoria. Positions include land use planners, policy advisors, mapping technicians, freshwater and ecosystem specialists, communications specialists, support staff and other roles. It's the job of staff to:

- Implement the direction, decisions and policies of the Islands Trust Council, Executive Committee, Islands Trust Conservancy Board and local trust committees and manage Islands Trust resources

DRAFT

- Provide trustees with the information and professional advice needed to ensure informed and effective decision-making
- Communicate Islands Trust policy and decisions to the public and other orders of government

Is Islands Trust a Local Government?

Islands Trust was created under its own provincial legislation in 1974, the *Islands Trust Act*, as a unique special-purpose government. Islands Trust's land-use planning powers are similar to those applied by municipalities or regional districts, and are guided by B.C.'s *Local Government Act* and the *Islands Trust Act*. The Community Charter, which guides most local governments in B.C., provides rules on topics such as public accountability and procedural matters that also apply to Islands Trust.

However, Islands Trust does not have many typical local government responsibilities – such as building and maintaining local infrastructure or delivering services such as garbage collection, recreation programs or policing. Instead, these responsibilities in the Trust Area remain with the applicable regional districts or Bowen Island Municipality. Trustees can only make decisions within the authority of Island Trust and they refer residents to the appropriate local government body for matters outside Island Trust's responsibilities. For more information on services in the Trust Area offered by other governments visit: https://islandstrust.bc.ca/mapping-resources/other-government-services/

The *Islands Trust Act* obligates Islands Trust to work in cooperation with local governments and First Nations throughout the Trust Area, and with relevant provincial agencies. To enable this, Islands Trust maintains collaborative and productive working partnerships with these and other partners across the region.

Like local governments, funding for Islands Trust's operations comes primarily from property taxes, supplemented by grants and development application fees. The annual budget for Islands Trust in the 2026/27 fiscal year is approximately $11.8 million.

The Role of a Trustee

The federated structure of Islands Trust means trustees are elected to fulfil two primary responsibilities:

1. Region-wide decision making for the whole Trust Area as a member of Islands Trust Council.
2. Local decision-making as a member of a local trust committee or island municipality.

As Members of Islands Trust Council

Islands Trust Council sets the annual budget, directs policy, advocates on issues important to the region, oversees public education programs and coordinates with other levels of government on issues important to the entire region to preserve and protect the Trust Area for future generations.

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As members of Islands Trust Council, trustees need to consider and make decisions in the best interest of the entire Trust Area and not only the interests of their local trust area.

There is also an opportunity for trustees to join the six standing committees of Islands Trust Council:

- Financial Planning Committee
- Regional Planning Committee
- Trust Programs Committee
- Governance Committee
- Accessibility Committee
- Chief Administrative Officer Performance Evaluation Committee

These committees play an important role in advancing the work of Islands Trust Council, and any trustee may stand for any of these committees.

Similarly, any trustee may stand for election to one of the two Islands Trust Council positions on the Islands Trust Conservancy Board.

As Local Trustees

Each local trust committee has land use jurisdiction over a number of islands and the surrounding waters. Local trust committees are comprised of three members: the two locally elected trustees and a member of Executive Committee who serves as the chair.

Local trustees' responsibilities include:

- Making residential, commercial, and other land use decisions within their local trust area in accordance with applicable Provincial legislation and in alignment with Islands Trust's mandate.
- Any amendments to official community plans and land use bylaws
- Engagement with First Nations governments
- Considering public input to inform decision making

Local trust committees are supported in this work by planning and administrative staff.

Who Can be Elected a Trustee?

Under the *Local Government* Act, you may run for local government/Islands Trust office in B.C., if you:

- Are a Canadian citizen
- Are at least 18 years old on election day
- Have lived in BC for at least six months, and
- Have not been disqualified from voting in a BC local election

There is no requirement that a trustee be a resident of the local trust area in which they are elected. However, candidates should note there are provisions within Islands Trust bylaws setting out

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requirements for in-person attendance at meetings and local trustees are not reimbursed for travel to attend their local trust committee meetings.

Expectations of Elected Officials

Conduct and Conflict of Interest

All elected local government officials in B.C. must make an Oath of Office, must disclose financial information, and must comply with certain ethical conduct rules in accordance with the *Community Charter*. This statute provides rules regarding topics such as conflict of interest, insider information, influence, gifts and confidentiality. Violation of these rules can lead to disqualification from office.

In spring 2026, the Province introduced legislative changes to establish a mandatory, provincewide code of conduct for all local elected officials in B.C., including Islands Trust trustees. The legislation provides for clear processes for complaints, investigations and sanctions. Conduct issues can include bullying or harassment in meetings, harassment of staff or disrespectful behaviour between elected officials that can make governing a community challenging. This new code of conduct is expected to take effect following the 2026 election and will replace Islands Trust's existing Standards of Conduct policy.

Staff will provide an orientation to the new code of conduct and its application for trustees as part of the orientation of the new Islands Trust Council at its first meeting.

A Team Approach

Unlike government at the provincial or federal level, there is no governing party or opposition at Islands Trust. All trustees must instead work collaboratively to reach decisions that advance the overall mandate of Islands Trust. Success as a trustee depends on the ability to persuade others to consider different perspectives and to work collaboratively with elected colleagues and staff.

When an issue is being considered, it is important that each trustee express their views to contribute to a meaningful debate. Disagreements among trustees are to be expected. As long as the exchange of ideas is respectful and professional, the sharing of diverse perspectives and opinions is essential to making good decisions.

Many decisions of Islands Trust's governing bodies will not be unanimous. But once a decision is passed, the success of Islands Trust's work depends on all trustees then publicly respecting and upholding the decision.

How Much Time Does It Take to Serve as a Trustee?

Time commitments for trustees can vary considerably, based on the population they represent and the number and types of land use issues that face their community, and the number of Committee of the Whole or special meetings scheduled by Islands Trust Council. The time commitment

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required will also be greater if a trustee is a member of a standing committee, the Executive Committee or the Islands Trust Conservancy Board.

In a 2025 survey, trustees reported they typically spent an average of 65 hours per month on their role as trustees. You can get a sense of the work of trustees by viewing recordings of meetings available on the Islands Trust website and reading recent Islands Trust Council, Committee of the Whole and local trust committee meeting agendas.

The schedule of regular meetings for each year is approved in advance so trustees and the public can plan ahead. However, if urgent matters arise that need to be addressed outside the regular meeting schedule, there is potential for additional special meetings to be scheduled as needed.

Local Trust Committee Commitments

Local trust committees meet regularly, with most having between six and ten regular meetings per year supported by planning and administrative staff. Some local trust committees may meet less frequently but there is a minimum requirement, established by the local trust committee bylaws, of at least two meetings a year. Local trust committee meetings are typically three-to-four hours long and take place during normal business hours.

The purpose of these regular business meetings is to deal with land use planning applications and long-range planning projects. Local trust committees may also hold additional meetings to seek community input or to meet other statutory requirements. Local trustees may also be invited to attend other community meetings or events, and may choose to engage with other associations or local governments.

Unless they are elected to the Executive Committee, the two trustees from Bowen Island Municipality do not participate in local trust committees. But as municipal councillors they attend regularly scheduled meetings of the Bowen Island Municipal Council, as well as other meetings related to Bowen Island Municipality.

Islands Trust Council Commitments

All trustees attend four quarterly meetings of Islands Trust Council. These meetings may be held on different islands throughout the Trust Area. Traditionally, the December meeting is held in Victoria. These meetings typically span three days each, allowing for travel time on the morning of the first day and the afternoon of the third day. While most trustees attend Trust Council meetings in-person, there is provision for a limited number of trustees to attend virtually.

Between the quarterly Islands Trust Council meetings, there are also quarterly Committee of the Whole meetings. These are attended by all members of Islands Trust Council and provide a less structured venue to discuss and consider issues without making formal decisions. Committee of the Whole meetings are typically virtual for all attendees, but may last four or more hours. They are scheduled during normal business hours.

Executive Committee Commitments

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The Executive Committee meets 20 times per year, with each meeting typically four-to-five hours during normal business hours. Most of the meetings are virtual, although some may be held in-person in Victoria or in other locations. In addition, each member of the Executive Committee also serves as the chair of one or more local trust committees, which adds significantly to the workload and generally requires regular inter-island travel. One member of the Executive Committee will be elected to serve on the Islands Trust Conservancy Board.

Committee Commitments

Trustees who are members of one of the Islands Trust Council standing committees or the Islands Trust Conservancy Board can expect to attend an additional four-to-six committee or board meetings each year. These are mostly virtual, and last between four hours or more. Most committee meetings are held during normal business hours, but some may be in the evening depending on the committee.

More than Meetings

It is important to consider that participation in all of the above activities requires more than just attendance at the meetings. Each meeting requires significant pre-reading of meeting agenda materials prepared by staff and circulated in advance of the meeting date. These packages can contain several hundred pages of information necessary to ensure trustees are able to make informed decisions.

Trustees are also expected to monitor and respond to email from staff in a timely manner to support the effective and efficient conduct of Islands Trust business.

There may also be additional events such as trustee training sessions, especially during the first year of a term, that all trustees are expected to attend to ensure they have the knowledge and skills to be successful in their role. Trustees may also be appointed to represent Island Trust Council or their local trust committee on various external organizations.

Trustees also spend time meeting or corresponding with community members and attending meetings of other organizations or coordination groups. Prospective trustees should be prepared for the reality of taking on the role of a recognizable public figure with whom members of the public will expect to interact on a regular basis.

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PLANNING AHEAD: KEY EVENTS AFTER THE ELECTION

All trustees are supported with a comprehensive onboarding and orientation program over the weeks immediately following the election. Candidates should plan to attend the following mandatory events* for all trustees:

- October 29, 2026: virtual onboarding webinar providing essential information on administrative processes and requirements, and an introduction to the organization.
- November 5, 2026: virtual orientation to local trust committee policies, procedures and processes.
- November 12-14, 2026: in-person Trust Council meeting in Victoria, including the swearing-in of trustees, orientation to the role of trustees, and elections for Executive Committee and the Islands Trust Conservancy Board.
- November 16-December 4, 2026: first meetings of each local trust committee.
- December 8-10, 2026: in-person Trust Council meeting in Victoria, including presentation of the draft 2027/28 budget, continued orientation sessions, and committee appointments.

(*Dates may be subject to change.)

Trustee Remuneration and Benefits

As defined in Trustee Remuneration Policy 7.2.1, trustees receive remuneration for their service to their community, reflecting the population size and workload in their local trust area. Additional compensation is also provided for members of the Executive Committee and for participation in Council standing committees and the Islands Trust Conservancy Board.

In 2026, Trust Council approved policy updates to the remuneration rates and calculation model to take effect April 1, 2027. The amounts set out in the table below are the provisional estimated rates under this new calculation model, but may be revised prior to the April 1, 2027 implementation date. Until that date, current rates based on the previous calculation model will apply. Candidates can contact Islands Trust to confirm the prevailing remuneration rates for their local trust area that will apply until March 31, 2027.

ESTIMATED TRUSTEE REMUNERATION RATES EFFECTIVE APRIL 1, 2027

Local Trustees	Remuneration per Year	Remuneration per Month
Denman	$25,072	$2,089
Gabriola	$31,966	$2,664
Galiano	$25,694	$2,141
Gambier	$24,785	$2,065
Hornby	$25,119	$2,093
Lasqueti	$23,502	$1,959
Mayne	$25,764	$2,147

North Pender	$27,792	$2,316
Salt Spring	$43,561	$3,630
Saturna	$23,652	$1,971
South Pender	$23,130	$1,928
Thetis	$23,877	$1,990
Municipal Trustees		
Bowen	$9,800	$817
Executive Committee Premiums		
Chair	$55,105	$4,592
Vice-chairs	$47,917	$3,993

Remunerations are subject to Income Tax and CPP under applicable regulations in place at the time of payment.

Health and Dental Benefits

Under the Trustee Remuneration Policy, the premiums for the following medical and dental benefits are 100% covered by Islands Trust for trustees:

- Premiums for dental plan available through the Union of BC Municipalities (UBCM)
- Premiums for extended health care available through the Union of BC Municipalities (UBCM)
- Premiums for Employee and Family Assistance plan through the Union of BC Municipalities (UBCM)

Payments of these premiums by the Islands Trust may be subject to income tax as defined by Canada Revenue Agency.

Local trustees who do not register for any health or dental benefits through Islands Trust shall be paid $1,350.00 per year, paid monthly at a rate of $112.50 per month and prorated for periods of less than one year.

Trustees may enroll in an optional family benefits coverage plan, with the additional cost deducted from their remuneration.

As a result of legislative changes introduced in 2026, local government elected officials in B.C, including Islands Trust trustees, are also now eligible for up to 26 weeks of paid parental leave.

Travel Expenses

Trustees are reimbursed for costs they incur to travel to approved meetings on Islands Trust business.

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Administration of Elections

The Islands Trust is responsible for coordinating its general local elections process. For cost-effectiveness and for the convenience of voters, it contracts with the following regional districts for administration of its elections.

Local Trust Area	Regional District
Denman / Hornby	**Comox Valley** comoxvalleyrd.ca
Gabriola	**Nanaimo** rdn.bc.ca
Galiano / Mayne / North Pender / South Pender / Salt Spring / Saturna	**Capital** crd.bc.ca
Gambier	**Sunshine Coast** scrd.ca **Metro Vancouver** metrovancouver.org **(for Bowyer and Passage islands)**
Lasqueti	**qathet** qathet.ca
Thetis	**Cowichan Valley** cvrd.bc.ca

Maps showing the boundaries of local trust areas and Bowen Island Municipality are available on the Islands Trust website.

Municipal trustees for Bowen Island are determined as part of the election process for the Bowen Island Municipal Council. Additional information about elections on Bowen Island is available from the Chief Election Officer at Bowen Island Municipality.

General Information for Candidates

The most current information on Islands Trust elections will be available on the elections page of the Islands Trust website. During the campaign period, Islands Trust will post basic candidate information on its website, including nomination papers, and will provide an optional space for a photo and short biographical statement. Candidates must provide this information before the nomination period ends by sending an e-mail to elections@islandstrust.bc.ca.

Candidates are responsible for understanding and complying with all applicable legislative and regulatory requirements. More information for candidates in local elections can be found on the provincial government website.

This includes the Local Elections Campaign Financing Act (LECFA) and its requirements. Elections BC oversees the campaign financing, disclosure and third-party advertising rules for local elections. After the election, campaign finance disclosure documents (mandatory for all candidates, even if a candidate withdraws and even if no money is spent or raised) will be posted on the Elections BC website.

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The LECFA is available online. Refer to Elections BC's Guide to Local Elections Campaign Financing in B.C. and Guide for Local Elections Third Party Sponsors in B.C. for detailed information and instructions about the campaign financing disclosure process and requirements, and rules related to third-party sponsors, available online at elections.bc.ca.

Additional information about the Islands Trust is available from Islands Trust staff (250-405-5151) and on the Islands Trust website. For toll free access, request a transfer via Enquiry BC: in Vancouver 604-660-2421 and elsewhere in B.C. 1-800-663-7867.

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2026 Election
Trustee Onboarding and Orientation Program Overview

UPDATED: May 25, 2026

APPROACH OVERVIEW

The approach outlined in this document draws on:

- A review of the approaches undertaken in previous election cycles.
- Input from the Trustee Onboarding Working Group.
- Staff analysis and assessment of practices used by other local government jurisdictions.

There is an inevitable challenge in balancing the large volume of information needing to be conveyed to incoming trustees and the practicality of overloading them with too much detail that cannot reasonably be expected to be retained. Where possible, priority is given to those topics that are necessary either administratively or to ensure trustees can begin performing their roles effectively as soon as possible.

The onboarding and orientation approach is built around four phases:

1. Trustee-elect engagement in the 4 weeks from election day to the date of swearing-in.
2. Trust Council engagement through the two in-person meetings of the new Council in November and December 2026.
3. Priorities for the first 3-6 months of the term.
4. Ongoing longer-term training and development.

PHASE 1: TRUSTEE ELECT ENGAGEMENT

Considerations:

- Trustees have not yet been sworn-into office pending final confirmation of election results, therefore no confidential information can be shared with them.
- Engagement and orientation will focus on a preliminary introduction to Islands Trust and their roles, and necessary administrative actions.

DATE	TACTIC	FOCUS	NOTES
Oct 19	Trustee-elect letter	• Advance notice of key dates through November and December • RSVP for November Trust Council	
Oct 22	Trustee letter	• Confirmation of election and next steps • Focus on what to expect for November Trust Council • Reminder of other key dates/events • Notice of EC/ITCB/AC/GC elections • Administrative forms to be completed for pay and benefits enrolment	
Oct 29	Webinar (3 hours)	• Introduction to senior staff and organizational overview • Preview of orientation program • Overview of EC/ITCB/AC elections process and introduction to Committees • Key information on pay, expenses and other administrative essentials	• All newly elected trustees expected to attend • Re-elected trustees encouraged to attend for awareness
Nov 5 (afternoon)	Webinar (3 hours)	• Local trust committee orientation to processes, policies and practices, including bylaw compliance and enforcement • Will include breakout sessions for each region	• All elected trustees expected to attend, except BIM • Orientation to each LTC's specific portfolio will happen at the first meeting of each LTC
Nov 12 (day)	Victoria office open house	• Technology onboarding, administrative paperwork submitted, trustee toolkit distribution	• Scheduled IS times and general open house

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PHASE 2: TRUSTEE COUNCIL ENGAGEMENT

Considerations:

- Onboarding issues that must be addressed in the first two Trust Council meetings include swearing-in, initial orientation to LTCs, elections to EC and ITCB, and appointments to FPC, RPC and TPC.
- The December meeting must include ample time for consideration of the draft 27/28 budget.

DATE	TACTIC	FOCUS	NOTES
Nov 12 (evening)	Trust Council Swearing-in Ceremony	• Trustee swearing-in and oaths • Individual and group photos • Dinner	• Trustees to be sworn-in by LTA rather than as one group • Setting to be slightly more ceremonial than in past
Nov 13-14	First Trust Council meeting	• Legislation and governance, including trustee and staff roles and responsibilities • Departmental overviews • Committee overviews and EOIs • Introduction to the ITC • Meeting procedures, including in-camera restrictions • Code of conduct and conflict of interest • Introduction to communications • EC and ITCB elections	• Conduct session to be led by legal counsel • First EC meeting will be held after the TC session to select LTC chairs.
Nov 16-Dec 4	LTC orientation sessions at first LTC meetings	• Introduction to local planning staff • Overview of LTC projects and status • Local bylaw compliance and enforcement issues	• Led by Planning staff using a consistent approach for all LTCs
Nov 25	Webinar (3 hours - evening)	• Introduction to the budget process • Introduction to FOI, records management and website • Administrative issues Q&A	• All trustees expected to attend
Dec 8-10	Trust Council Quarterly meeting	• Budget • Reconciliation overview (legal counsel involved) • Policy Statement overview • FPC, AC, TPC and RPC appointments and ratification	• Focus as much as possible on this being the first regular Council meeting

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PHASE 3: 3-6 MONTHS

Considerations:

- This phase is the opportunity to provide training on key topics to support trustee success.

DATE	TACTIC	FOCUS	NOTES
Week of Jan 11	Chair training session	• For all chairs, vice-chairs and meeting support staff • Focus on effective meeting management	• Ideally in-person training TBC
Jan 13-15	Local Government Leadership Academy/AVICC Elected Officials Series	• Conference designed to deepen elected officials' understanding of the local government system and best practices for civic leadership	• Subject to available funding
Jan 18	First Monday Coffee Call	• Informal 1-hour Zoom drop-in meetings hosted by senior staff for trustees to ask questions or share experiences	• To be held the morning of the third Monday of each month on a trial basis
Jan 26	Webinar (2 hours)	• The role of Islands Trust Conservancy	• All trustees strongly encouraged to attend • Will go into greater depth on the ITC than in the initial November introduction
Week of Feb 1	Webinar (3 hours)	• Advocacy • Communications • Engagement	• All trustees strongly encouraged to attend
Feb 10	Committee of the Whole	• Council strategic priorities • Budget	
Feb 15	Monday Coffee Call		
Mar 9-11	Trust Council Quarterly meeting	• Learning session on social media use by elected officials (TBC) • Budget • Council strategic priorities • GC elections (TBC)	
March 15	Monday Coffee Call		
March	Local Government Leadership Academy	• Potential for a number of trustees to attend LGLA 2027 Leadership Forum	• Subject to available funding • May conflict with March Trust Council Meeting

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PHASE 4: CONTINUOUS LEARNING

Considerations:

- This phase supports trustee learning and development in topics that, while essential, are less urgent.
- Topics proposed here are to provide continued onboarding through the first year of the term.
- Trust Council will have the opportunity to contribute additional topics for the balance of the term.

DATE	TACTIC	FOCUS	NOTES
April-May	Anti-racism and cultural safety training	• Providing guidance and tools for trustees to ensure safe and respectful meetings and engagement • Focused on Indigenous-specific racism	• Likely a series of sessions
April 19	Monday Coffee Call		
May	Chair training follow-up	• A check-in for chairs and vice-chairs to address any issues that have emerged in the first 6 months	• Virtual session
May 17	Monday Coffee Call		
May TBC	Public engagement best practices	• Staff or consultant-delivered session on best practices in public engagement for local government	• Virtual session
June 21	Monday Coffee Call		
July	Media training	• Staff or consultant-led session on the fundamentals of media relations	• Virtual session
October	Grants orientation	• Staff led session on grants processes and opportunities	• Virtual session

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BRIEFING

To:	**Trust Council**	**For the Meeting of:**	June 16, 2026
From:	**Executive Office**	**Date Prepared:**	May 1, 2026
SUBJECT:	**Options for consideration by the incoming Trust Council to improve the existing Trust Council committee structure**		

PURPOSE:

To provide an overview of the considerations and options related to the potential changes to the Trust Council committee structure, which would be forwarded to the new Trust Council to consider following the 2026 election.

BACKGROUND:

At its December 2025 meeting, Trust Council endorsed the recommendations presented in the 2025 Islands Trust Operation Review, including:

> Recommendation 5: Trust Council direct staff to work with the Governance Committee to provide Trust Council with options to improve the current committee structure in advance of the 2026 election.

This briefing was subsequently provided to the Governance Committee for consideration at its April 29, 2026 meeting, and the committee resolved to advance it to Trust Council for information.

Legislative and Policy Context

The *Islands Trust Act* requires, in addition to Trust Council, that there be an Executive Committee, local trust committees, and the Islands Trust Conservancy Board. Trust Council Policy 2.3.1: Council Committee System prescribes the creation of six standing committees in addition to Executive Committee:

1. Regional Planning Committee
2. Financial Planning Committee
3. Trust Programs Committee
4. Governance Committee
5. Chief Administrative Officer Performance Evaluation Committee
6. Accessibility Committee

With the exception of the Accessibility Committee, which is required by the *Accessible British Columbia Act*, these standing committees exist at the discretion of Trust Council.

A standing committee is considered "a regular permanent committee of Trust Council." They operate with a defined terms of reference and a work plan approved by Trust Council to support its work for the duration of a four-year term. Membership of each stranding committee is defined in policy.

Policy 2.3.1 also provides for select committees comprised of trustees elected by Trust Council. A select committee is defined as "a committee established and elected by Trust Council to consider or inquire into any matter and to report its findings, opinions and recommendations to Trust

Council." Select committees, therefore, typically have a narrower mandate and are intentionally more temporary in nature.

Some form of committee system is vital and the use of standing and select committees is a standard practice in local government administration. In the context of Islands Trust, it would be unrealistic to expect effective governance to be managed solely through a 26-member council that only meets four times a year, or to rely solely on the Executive Committee to govern the organization between those meetings.

However, given the budget and staff time dedicated to supporting committees, it is incumbent on trustees and staff to ensure the effort is yielding the best benefit. Some concerns have been raised during the current term by trustees and staff about the effectiveness of the current complement of standing committees.

Historical Context

The current committee structure has evolved as needs have changed over the years.

Prior to 1998 Trust Council had four committees: Environmental Planning Committee, Policy Planning Committee, Financial Planning Committee, and Local Planning Committee.

In 1998, the Environmental Planning Committee and Policy Planning Committee were combined into the Trust Policy Committee when Trust Council adopted Policy 2.3.1 that established the Local Planning Committee, Financial Planning Committee and the Trust Policy Committee. The Trust Policy Committee was renamed Trust Programs Committee in March 2001.

In August 2020, in response to similar issues to those recently raised, staff presented a recommendation to Council that the Trust Programs and Local Planning Committees be merged into a single committee. Council opted to maintain the existing committee structure. The Local Planning Committee was renamed Regional Planning Committee in December 2020. These committees have remained the same with no change significant changes to their terms of reference since these dates.

The 2022 Islands Trust Governance Review report noted that committees can and should be the "workshops of Trust Council" to deliberate on policy and other issues in detail. That report included three relevant recommendations with regard to the committee structure and role:

> Recommendation 2: The Trust Council should undertake a comprehensive review of its committee structure, with the idea of increasing the number of committees with mandates more focused on the subjects and issues that reflect Trust Council priorities. Frequent use should be made of sub-committees and ad hoc committees to address particular topics.
>
> Recommendation 4: Committee mandates should reflect Trust Council's priorities and areas of greatest concern…Establishment of a governance committee with a mandate to ensure that governance best practices are in place at Trust Council is of special importance. (Note The Governance Committee was established in response to this recommendation.)
>
> Recommendation 5: Recommendations from committees to Trust Council should be truly "owned" and championed by the committee; actual proposals are likely to have been developed by staff, but the recommendation as to the disposition of the proposal must belong to the committee.

At its September 2025 meeting, Trust Council provided direction to the Governance Committee on prioritization of the Governance Review recommendations. Recommendations 4 and 5 were categorized as to "be undertaken by staff as appropriate." Trust Council directed that not further work be undertaken on recommendation 2 regarding a review of the committee structure. However, this was followed by the December 2025 adoption of the Operational Review recommendation, and this briefing is therefore presented in response to that recommendation.

Options for Consideration

The Governance Review recommendations acknowledge that issues related to the effectiveness of the current committee structure may be partly structural but also related to how committees undertake their work and the extent to which they adhere to their prescribed mandates.

With the transition to a new Trust Council following the October 2026 election, there is an opportunity to reset the committee structure. The following options are presented for consideration in that context. The Governance Committee may choose to recommend one or all for the current Trust Council to, in turn, recommend to a newly elected Council.

Option 1: Stronger Engagement by Trust Council

Over time, it appears committees have had a tendency to drift from the work plans set out by Trust Council to initiate new projects sparked by committee members' interests. Council is required to review and approve committee work plans at every Trust Council meeting, but typically does so with little engagement or discussion.

This option proposes no change to the existing committee structure, but that Trust Council take a more direct and active role in setting committee priorities, and revising them as needed. This would not require any changes to current policies. Rather it would require Council to be more active in its role as defined in policy of holding standing committees to account for delivering on a defined set of priorities aligned with the mandate set by Council.

Consistent with recommendation 5 of the Governance Review, it would also see Council set a clear expectation that recommendations from a committee be "owned and championed" by committee members when they are presented to Council.

This approach is recommended to be applied under any of the other options outlined below.

Pros:

- No change to existing committee structure, and therefore no changes to policy are required.
- Enhances committees' accountability to Council, providing greater clarity and oversight of committee mandates and work plans.
- Should improve the efficiency and effectiveness of committee work.

Cons

- Requires more engagement by Council in considering and approving committee work plans.

Option 2: Realignment of Standing Committees

The existing standing committees have broadly defined mandates, but there may be potential to more closely align some of these with the identified strategic priorities of Trust Council.

Staff recommend this would not apply to:

- Accessibility Committee, whose mandate is primarily determined by the applicable provincial legislation.
- Chief Administrative Officer Performance Evaluation Committee, whose mandate is already narrowly focused.
- Financial Planning Committee, whose mandate is already focused on financial management issues.

However, there is greater opportunity to consider the roles of the Trust Programs Committee, Regional Planning Committee and Governance Committee. The new Council is expected to engage in a process to identify its strategic priorities early in its term. This could and should then result in a

review of the terms of reference and work plans for these three committees in particular to provide as much focus as possible in support of the priorities identified.

This should include consideration of whether these committees would be better replaced by standing committees with more specific strategic mandates. Given the resourcing implications, staff do not recommend creation of additional standing committees. However, Council could consider, for example, the potential for a standing committee focused on Indigenous and intergovernmental relations if that was identified as a strategic priority – possibly in place of the Trust Programs Committee.

Pros:

- Could help to mitigate some of the concern about "scope creep" and ensure committee time and energy is more efficiently and effectively supporting priorities for the term.
- Enhances committees' accountability to Council, providing greater clarity and oversight of committee mandates and work plans.

Cons:

- Changes to the terms of reference or structure of standing committees would require amendments to policy. Because the timeline for establishing standing committees is set out in policy, the existing committee structure would need to be upheld and initiated under a new Council, with any changes to be made subsequent to that.
- Risk of needing to further amend terms of reference if new issues arise and/or priorities shift that need dedicated committee support.

<u>Option 3: Replace Some Standing Committees with Select Committees</u>

Similar to option 2, this option would replace some existing standing committees with select committees to address priority topics and issues as defined by Council.

As noted above, select committees are intended to be primarily single-issue focused and typically time-limited in nature. This can make them a more nimble and flexible mechanism to deal with priority topics and issues that may arise throughout a Council term. Participation in select committees may also be more appealing to trustees who have an interest in a specific topic but are less interested in committing to participate in a standing committee for an entire term.

However, the need to establish and elect members for select committees on a more ad hoc basis at Trust Council, does add a certain amount of administrative work. In contrast, standing committees membership is established at the start of term and only amended if a member steps down from a committee. The absence of more broadly defined standing committees could also risk resulting in Executive Committee by default needing to take on more work as issues arise.

Pros:

- Provides greater nimbleness and flexibility in the committee structure, and could ensure committee time and energy is more efficiently and effectively supporting priorities for the term.
- May enhance trustee participation in committees with more defined mandates and timeframes.
- Could reduce the overall volume of meetings and related administrative work over the course of the term.

Cons:

- Could unintentionally increase the workload for Executive Committee.
- Could reduce the number of opportunities for trustees to participate in committees.

- Under the remuneration policy, trustees are compensated for participation in standing committees but not select committees. This could be addressed through a minor policy amendment.
- Changes to the terms of reference or structure of standing committees would require amendments to policy. While the provisions for select committees are established, the removal of any standing committees requires policy updates.
- Because the timeline for establishing standing committees is set out in policy, the existing committee structure would need to be upheld and initiated, with any changes to be made subsequent to that.

FOLLOW-UP:

In consideration of the Operational Review recommendation, Trust Council may request that staff advance this briefing to the new Trust Council post-election for consideration as is, or with further analysis if desired.

Prepared By: Rueben Bronee, CAO

Islands Trust Council Quarterly Meeting Schedule

Date & Time: 1:00 PM, Wednesday, September 9 - 1:00 PM, Friday, September 11, 2026

Location: Electronic Videoconferencing (Zoom) - A physical location to view the livestream of the meeting: Islands Trust Victoria Office #200-1627 Fort Street, Victoria, B.C., V8R 1H8

DRAFT

WEDNESDAY

Time	DAY 1 - Session Highlights	Agenda Item
10:00 AM	**Executive Committee Meeting - Electronic Meeting**	Please visit the event web page for the agenda.
	Islands Trust Council Meeting Begins at 1:00 PM	
1:00 PM	**Welcome and Introductions** • Opening remarks and Territorial Welcome • Call to order and approval of agenda	TBD
1:20 PM	**General Business Arising** • Islands Trust Council Committee Work Programs and Chair Updates • Correspondence	TBD
2:05 PM	**Executive Office**	TBD
	BREAK 3:30 - 3:45 PM	
3:45 PM	**Legislative and Information Services**	TBD
4:30 PM	**Delegations and Public Comment Period**	TBD
	ADJOURN - ~ 5:30 PM	

Times are provided for information and may vary. See meeting agenda for full list of meeting agenda items.
Please visit the Islands Trust website at islandstrust.bc.ca

Islands Trust Council Quarterly Meeting Schedule
9-11, September, 2026

Islands Trust

THURSDAY

Time	DAY 2 - Session Highlights	Agenda Item
9:00 AM	**Closed Meeting** • Public are welcome to attend all sessions excluding the Closed Meeting.	TBD
	BREAK 10:00 - 10:30 AM	
10:30 AM	**Planning Services**	TBD
	LUNCH 12:00 - 12:30 PM	
12:30 PM	**Trust Area Services**	TBD
	BREAK 2:45 - 3:00 PM	
3:00 PM	**To Be Determined**	TBD
	ADJOURN - ~ 5:00 PM	

FRIDAY

Time	DAY 3 - Session Highlights	Agenda Item
9:00 AM	**Financial and Employee Services**	TBD
	BREAK 10:30 - 10:45 AM	
10:45 AM	**To be determined**	TBD
11:45 AM	**New Business, Disposition of Delegations, Trustee Roundtable** **Meeting Wrap Up** • Islands Trust Council Follow Up Action List • Trustee Updates	TBD
	ADJOURN - ~ 12:45 PM	

DRAFT

Trust Area Services Report
Prepared on: May 25, 2026

1. TRUST PROGRAMS COMMITTEE (TPC)

~ **Community Stewardship Awards Program**: The program launched in February. Seven nominations were received. Trust Programs Committee reviewed the nominations at their May 7th meeting and have prepared a recommendation to Trust Council for their upcoming meeting. Awards will be presented in the fall prior to the election.

~ **Policy Statement Amendment Policy**: In May, TPC reviewed a draft Request for Decision with recommended revisions to Policy 1.2.1 (Policy Statement Amendment) and directed staff to forward the proposed revised version to Trust Council for consideration of approval.

2. EXECUTIVE COMMITTEE (bylaws)

~ **Bowen Island Municipality bylaws:** At its meeting of March 25, 2026, Executive Committee found that the following Bowen Island Municipality (BIM) bylaw is not contrary to or at variance with the Islands Trust Policy Statement:

- Short Term Accommodation Tax Bylaw No. 701, which requests BIM's inclusion in the Province's Municipal and Regional District Tax (MRDT).

3. ISLANDS 2050 (POLICY STATEMENT AMENDMENT PROJECT)

~ **Policy Statement Amendment:** The focus of TAS staff's work on the Policy Statement Amendment Project in the first quarter of 2026 has been on the following elements:

- Developing a What We Heard report based on the outcomes of Phase 4 of public engagement on the project;
- Overseeing a consultant's analysis and reporting of survey results and correspondence from Phase 4 of public engagement;
- Aggregating and analysing Policy Statement bylaw referral responses from government agencies, local trust committees and Indigenous Governing Bodies;
- Developing a draft Policy Statement Companion Handbook
- Developing a draft implementation plan and corresponding materials

At a May 13 special Committee of the Whole meeting staff provided the What we Heard report, survey and correspondence analysis and a bylaw referral response report.

~ **Indigenous Governing Body liaison:** Staff continue to liaise with Indigenous Governing Bodies both to request referral responses and to work through comments and questions raised in those responses. Staff also continue to correspond with Ministry of Housing and Municipal Affairs staff to clarify expectations around the ministerial approval process for the Policy Statement bylaw.

~ **General activities:** Staff continue to monitor the Islands2050@islandstrust.bc.ca inbox, respond to enquiries, and post correspondence to the website. Staff will update the Islands 2050 webpage at key intervals in the project, including the Frequently Asked Questions. Staff continue to work with individual trustees to answer procedural questions and provide communications support.

4. COMMUNICATIONS

~ **Routine corporate communications:** Communications staff continue to provide routine communication services and to offer support to staff and trustees as part of ongoing operations. Routine communications over the last quarter include the following:

- **Quarterly newsletter:** the quarterly newsletter was distributed in April 2026. The subscriber list to the newsletter continues to grow.
- **News Releases:** The following news releases were distributed since the last report:
  - May 25, 2026: B.C. Supreme Court Finds in Favour of Gabriola Island Local Trust Committee
  - May 20, 2026: Islands Trust Council Announces 2026 Community Stewardship Awards Nominees
  - May 6, 2026: June 16-18, 2026, Islands Trust Council Meeting Announced
  - March 12, 2026: Islands Trust Council Approves 2026-27 Budget
- **Media relations:** There has been a marked increase in responding to journalists for information and clarification, as well as providing corrections. Staff continued media relations, including contacting journalists with corrections or clarifications, and continue to build the media contacts list.
- **Issues management:** Staff continued to support trustees with speaking notes on emergent issues and provide media relations support.
- **Social media:** Staff have continued posting to social media. Social media posts for public hearing notifications continue. A consistent posting schedule has been underway since March 2023, with a planned schedule of two posts per week, or more as necessary and as topics arise. The number of Facebook followers is at 1,018, up from 1,005, while X (previously known as Twitter) has decreased from 1085 followers to 1076. Islands Trust no longer actively posts on X, but has maintained the account and the profile is still live. As discussed at March 2025 Trust Council meeting, staff have been focusing on the most engaged platforms, and growing the Islands Trust subscriber base. As of March 2023, Islands Trust is active on LinkedIn and Instagram. To date, Instagram has 289 followers, up from 269 followers, and LinkedIn has 412 followers, up from 387.
- **Media clippings service:** Staff continue to monitor media sources and provide a summary of Islands Trust-relevant news stories to trustees, Bowen Island Municipal Council, and select Ministry staff. While staff aim to provide updates two to three times a week, this service is provided on a time-available basis. Including more clippings from more local publications is a priority and staff are working to include more local content.
- **Policy Statement Amendment Project:** Staff continued to promote engagement on the draft Policy Statement Amendment Project, support the What We Heard report creation, provide information to journalists and the public, and update information available to the public.
- **Website maintenance and improvement, and staff training:** Staff continued to update webpages on a consistent basis to update data, improve readability and conciseness.
- **Property Tax Assessment Notice:** Staff updated the Property Tax Assessment Notice for the 2026/27. Additional communication about “how to read your property tax notice” will be shared once notices are received by property owners.

- **Meeting decorum communications:** Staff updated the Islands Trust meeting decorum language, created meeting materials and speaking notes, and communicated the improved language to the public. Staff also responded to public and media questions regarding the language update.
- **MapIT public communications:** Staff rolled out a public communications plan for the re-release of the Islands Trust MapIT tool.
- **Elections planning:** staff began implementing an elections communications workplan.
- **Communications Strategy 2026/27 –** Staff presented an updated Communications Strategy for 2026/27 to Executive Committee, and made amendments as requested.

Specific work completed over the last quarter to advance the **Communications Strategy** included:

- Continued updates on the Islands Trust visual identity guide to incorporate updated information for the reconciliation section
- Improved the communications intake system to strengthened internal clarity around capacity
- Worked to update procedure documents for project workplans
- Supported Islands Trust Conservancy staff as required
- Worked to improve a communications request intake procedure to streamline workflows and create clarity around staff capacity
- Finalized the purchase of branded clothing for BCE staff

The communications team has supported the work of other business units on the following initiatives:

- **Support for Planning Services:** Communications staff provided:
  - Communications and engagement support for the Gabriola Island Official Community Plan review project
  - Communications and engagement support for the Gambier Island Official Community Plan review project
  - Communications and engagement support for the Denman Island Housing review project
  - Communications and engagement support for the North Pender housing project
  - Communication and design support for the bylaw compliance and enforcement best practices manual and the launch of the CityView bylaw enforcement portal

- **Support for Bylaw Compliance and Enforcement Services:**
  - Staff continue to support bylaw compliance and enforcement through creating speaking notes and news releases for trustees that need support with regards to enforcement efforts in local trust areas.

5. INDIGENOUS RELATIONS PROGRAM

~ **Liaison**
- Staff continue to provide support and advice to staff and trustees regarding meetings, correspondence, and engagement with First Nations.
- Staff continue to liaise with provincial staff and local governments to support the development of the Indigenous Relations Program, gain guidance on engagement and developing agreements.
- Attended the Indigenous Relations Regional District Community of Practice meeting focused on reconciliation strategies and Indigenous relationship frameworks.

~ **Advice and support for meetings and events**
- Staff continue to review correspondence, reports, and communications to help ensure culturally safe language and respectful engagement practices.
- Through a Trust Area-wide Consultative Areas Database review, staff continue to work with provincial staff to confirm First Nation engagement requirements and update related materials and procedures as required.
- Staff continue to support trustees regarding public inquiries and communications related to Indigenous rights and reconciliation matters, including the Cowichan Tribes v. Canada court decision.
- Supported planning for the Stewardship Webinar on Fallow Deer in the Southern Gulf Islands.
- Supported the Islands Trust Conservancy 5-Year Plan presentation to IGB staff.

~ **Review of materials**
- Staff reviewed a draft agreement between Environment and Climate Change Canada and the Islands Trust Conservancy.
- Provided support to Salt Spring Island planning staff regarding drafting on an Indigenous Engagement Strategic Plan.
- Provided support to the CAO regarding culturally safe communication approaches and review of the staff survey to help ensure cultural safety considerations were embedded in the survey process.
- Continue to support staff by reviewing letters to ensure culturally safety.

~ **Trust Council and Executive Committee Support**
- Senior Indigenous Relations Advisor continues to attend Executive Committee and Islands Trust Conservancy Board meetings.
- Coordinated arrangements for Cowichan Tribes Chief Cindy Daniels and Councillor Chris Alphonse to provide a Welcome/Open for the Trust Council meeting held at the Quw'utsun Cultural and Conference Centre on Cowichan Tribes reserve lands.

~ **LTC Meetings and Community Engagement**
- Senior Indigenous Relations Advisor attended Gabriola LTC meetings in person and Gambier and Thetis LTC meetings virtually to support culturally safe meeting processes and provide Indigenous engagement guidance.

~ **IGB Working Groups and Relationship Building**
- *Tsawout First Nation* – Monthly working group meetings continue regarding projects occurring within Tsawout traditional territory and discussions related to completing a Reconciliation Agreement with Islands Trust.

- *Tla'amin Nation* – Staff supported the Chair in writing to congratulate Tla'amin Nation on the ten-year anniversary of their treaty. Staff continue regular discussions regarding relationship-building and interest in developing a Reconciliation Agreement with Islands Trust. In May a staff-to staff meeting included introductions between Islands Trust Northern Planning staff and Tla'amin Nation staff. The Nation expressed interest in a future site visit of lands within the Islands Trust Conservancy management regime.
- *Snaw-naw-as First Nation* – Letter sent recognizing newly elected Chief and Council and requesting a leadership-to-leadership meeting. Staff and the Lasqueti LTC members attended a Council meeting as a delegation and presented an orientation PowerPoint presentation about Islands Trust, the proposed agreement and active projects.
- *Snuneymuxw First Nation* – Agreement discussions postponed pending Nation staff capacity.
- *W̱SÁNEĆ Leadership Council Society (Tsartlip and Tseycum First Nations)*– Draft protocol agreement provided and follow-up discussions continue.
- *Quw'utsun Nation* – No progress this quarter. A meeting is scheduled with Penelakut Tribes staff.

~ **Training, Learning, and Reconciliation Initiatives**
- Continued development of staff orientation and reconciliation learning materials.
- Staff provided four orientation sessions for new staff focused on First Nations history, Indigenous relationship-building, and cultural safety. New PowerPoint orientation materials are currently being developed.
- Supported ITC staff in the development of the Islands Trust Conservancy 5-Year Plan engagement plan, logic model, draft engagement letters, and engagement information sessions to support respectful engagement with First Nations.

~ Site visits:
- None this quarter.

~ Events:
- None organized this quarter.

~ Records management:
- Staff did not progress work this quarter toward the completion of a project related to records and correspondence management related to First Nations relations and referrals. This project will re-initiate later in 2026.

~ Policies and procedures:
- No progress this quarter on an honoraria procedure.
- Continued support the Policy Statement Amendment Project team

~ Reconciliation Learning Group:
- No further work since supporting delivery of two-day Responding to Indigenous-Specific Racism Workshop in February

~ Indigenous Relations Action Plan:
- Sought internal feedback and then re-drafted Indigenous Relations Action Plan for Trust Council review.

6. ADVOCACY/COORDINATION

~ Trust Council:
- Prepared RFD for Trust Council regarding advocacy about legislation for the Coastal Marine Strategy and arranged for a presentation to Trust Council.

- Supported the Chair in writing to Transport Canada about their discussion paper "Potential regulations to increase access to marine emergency services and to improve response to pollution incidents"

~ **Local Trust Committees:** No work on local trust committee requested advocacy progressed this quarter.

~ **Executive Committee:** TAS did not support any letters this quarter.

~ **Secretariat Services for Coordination Groups:**
- TAS supported general administration of the program and revised the Secretariat Services Policy (2.1.15) for Governance Committee's approval.
- Staff prepared a RFD for Trust Council regarding potential overspending for the expiring Baynes Sound Lambert Channel website.
- Staff attended the cross-border forum organized by the Southern Gulf Islands Forum and MP May's office.

7. AGREEMENTS

~ **Agreements review: I**nitiated a review of provincial, federal and First Nation agreements in support of Strategic Plan key initiative 1.2.7, and prepared a briefing for Trust Council.

~ **Crown Land Agreements consolidation**: Based on the Province's interest in updating agreements about Crown land stemming from the mid-nineties, a proposal to amalgamate Crown Land agreements has been sent to the Province for consideration. This work is being undertaken cooperatively with Bowen Island Municipality.

8. GRANTS MANAGEMENT

~ **Grant applications/negotiations with funders:**
UBCM Local Government Development Approvals Program: CityView and First Nations Referral Process Improvements ($46,820.00)

~ **Grant monitoring:** Staff continued to monitor other grant-funded projects. These include grants to Islands Trust and to associated groups/agencies that are underway. Currently these include:
- Environment and Climate Change Canada Priority Places Contribution Agreement for Biologist position: $200,430
- Disability Alliance BC Grant to support the Accessibility Committee development, $7,000
- Local Government Management Association for Responsible Conduct Resource Assistance, $25,000
- UBCM Community to Community Grant to support joint gathering and protocol agreement with Tsawout First Nation $20,000
- UBCM Community to Community Grant to support a new protocol agreement and signing ceremony with Tseycum (W̱SIḴEM) and Tsartlip (W̱JOŁEŁP) First Nations, via the W̱SÁNEĆ Leadership Council $16,865

~ **Grant reporting:** Staff administered reports for:
- Annual report for Ministry of Housing and Municipal Affairs Grant for First Nations engagement, $150,000

- Final report for SPARC – Local Community Accessibility Grant: Salt Spring office accessibility upgrades and website accessibility improvements $23,971.46

~ **Grant applications not awarded:** Real Estate Foundation of BC – General Grant Submission: Gabriola Archaeological Overview and Preliminary Field Reconnaissance with Snuneymuxw First Nation. ($90,000.00) (application drafted by Planning Services staff)

9. PROGRAMS

~ **Stewardship Education Program**:

- Trust Programs Committee endorsed five webinars for delivery in 2025/26 on the following topics: Xwe'etay/Lasqueti Archaeology Project; Protecting the Shoreline: A Shared Responsibility; Climate Adaptation: Rain Gardens and Other Nature-Based Solutions You Can Use; Working towards a Fallow Deer Strategy for the Southern Gulf Islands, and Species at Risk on Your Property & How to Become a Habitat Steward.
  - *Xwe'etay/Lasqueti Archaeology Project: Protecting and Honouring Indigenous Heritage through Archaeology, Policy, and Planning* occurred on September 25th with 152 registrants, 64 attendees, and 195 views of the video recording.
  - *Species at Risk on Your Property and How to Become a Habitat Steward* was hosted on November 19th with 183 registrants, 88 attendees, and 124 views to date.
  - *Protecting the Shoreline: A Shared Responsibility* was held on December 10th with 157 registrants, 62 attendees, and 88 views to date.
  - *Climate Adaptation: Rain Gardens and Other Nature-Based Solutions You Can Use* took place on February 4th with 161 registrants, 66 attendees, and 102 views to date.
  - Working towards a Fallow Deer Strategy for the Southern Gulf Islands occurred on March 4th with 111 registrants, 54 attendees, and 90 views of the video recording.
- Trust Programs Committee also requested that staff present options for educational tools for realtors working in the Islands Trust Area. Staff have proposed a webinar which would:
  - Introduce realtors to the new MapIt tool,
  - Present stewardship education resources that are available to newcomers,
  - Provide updates and answer questions relating to land use regulations and updates in the Islands Trust Area, and
  - Provide information about archeology site protection via a guest speaker from the Archaeology Branch or an archaeologist working in the Trust Area.

~ **Community Stewardship Awards Program**:

- The Community Stewardship Awards Program takes place in the final year of each term to honour individuals, organizations, and/or groups supporting initiatives that further the Islands Trust mandate.
- The call for nominations concluded on April 26th and a total of 7 nominations were received. Trust Programs Committee reviewed the nominations at their May 7th meeting and has provided a recommendation to Trust Council. Winners will be announced following the June Trust Council meeting.

~ **Grants to Others**

- Staff prepared a new policy about grants to others and associated agreement templates for Trust Council consideration.

10. DELEGATION AND OTHER LETTERS

~ Staff supported the Chair in writing a letter in support of BIM's inclusion in the MRDT.

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	June 16, 2026
From:	**Trust Area Services**	**Date Prepared:**	May 4, 2026

SUBJECT: 2026/27 Communications Strategy

PURPOSE: To provide Islands Trust Council with the 2026/27 Islands Trust Communications Strategy.

1. BACKGROUND: The updated communications strategy reflects increasing expectations for communication and engagement across the Islands Trust Area. It emphasizes improved communications intake systems, strengthened internal preparedness, and enhanced issues management to support both project-specific and Islands Trust Area-wide communications requests. The strategy also incorporates feedback and data which points to less emphasis on social media, and a bigger focus on Islands Trust-owned channels.

Key additions to the updated strategy include approaches to improve communications related to the Islands Trust annual budget and strengthened issues-management support for staff and trustees.

Executive Committee approved the Islands Trust Communications Strategy, with amendments, on April 15, 2026. The attached Islands Trust Communications Strategy includes amendments as requested by Executive Committee.

The Islands Trust communications program is guided by the Islands Trust Council Communications Policy (6.10. 2).

The intent of a communications strategy for Islands Trust is to foster engagement with island communities and improve public trust in the organization through awareness and education. This strategy is specific to communications and has been drafted with the expectation that a companion Islands Trust engagement strategy and toolkit will be developed at a later date to support engagement on projects. This document has been created as an overarching strategy, with project-specific communications work plans to be companion documents.

This strategy is specific to Islands Trust Council, Executive Committee and local trust committees. Islands Trust Conservancy and Bowen Island Municipality have their own communication strategies and plans. Efforts will be coordinated when possible and practical.

ATTACHMENT(S): Islands Trust 2026/27 Communications Strategy

FOLLOW-UP: None

Prepared By: Morgana Van Niekerk, Communications Specialist

Reviewed By/Date: Clare Frater, Director, Trust Area Services, May 15, 2026
Rueben Bronee, CAO, May 24, 2026

Islands Trust Communications Strategy 2026/27

1. Context

An updated and refined communications strategy is a priority for Islands Trust and is essential to strengthening engagement with island communities, improving public trust, and supporting stewardship of the Islands Trust Area. Clear, consistent, and proactive communication builds understanding of the Islands Trust mandate to preserve and protect the protect the Trust Area and its unique amenities and environment

Through effective planning, coordination, and resource allocation, communications will increase awareness of Islands Trust's governance, programs, projects, services, and commitment to Reconciliation, while encouraging informed participation and stewardship by residents and partners.

This strategy applies to Islands Trust Council, the Executive Committee, and local trust committees. The Islands Trust Conservancy and Bowen Island Municipality maintain their own communications strategies; coordination will occur where appropriate and capacity allows.

This document provides an overarching communications framework. Project- and program-specific communications work plans will continue to be developed as companion documents. A complementary organizational engagement strategy is anticipated to further support community engagement efforts.

2. Principles

All Islands Trust communications will be:

- **Accessible** – Clear, relevant, and written in plain language wherever possible
- **Focused on Reconciliation** – Reflecting Indigenous style principles and respectful practices (refer to Islands Trust Identity Guide)
- **Accurate** – Fact-based, clear, and measured in tone
- **Creative** – Engaging, visual, and reflective of positive stories and shared stewardship
- **Consistent** – Aligned with the Islands Trust Identity Guide in design, tone, and language
- **Measured** – Guided by goals, metrics, and best practices

- **Timely** – Relevant, responsive, and useful

3. Goals

Goal 1: Recognize community interests and respond with timely, clear, and coordinated information

1.1 Improve issue identification, listening, and response by:

- Using Islands Trust–owned channels (website, forms, newsletters, subscriber lists) as primary tools for collecting and responding to public questions and concerns
- Monitoring emerging issues and trends, including feedback received through social media and community forums
- Ensuring timely information-sharing with elected officials, staff, and the public
- Monitoring local media and building a strong relationship with local journalists so that journalists feel encouraged to contact staff and/or trustees for clarification

1.2 Strengthen internal preparedness and issue management by:

- Developing and consistently implementing an intake process that balances staff capacity with priority, legislative requirements, project needs, and timelines
- Updating procedures that outline best practices, roles, and desired outcomes for issues management
- Clearly identifying spokespeople by topic or issue and sharing this information internally
- Preparing key messages and speaking notes early, including for emerging or anticipated issues
- Connecting with journalists early and often to support the accuracy of information
- Manage and update an interested and affected parties email list that can be used to share information with community groups in the Islands Trust Area

1.3 Proactively address community questions and concerns by:

- Preparing topic-based questions and answers and adding them to the Fact Check section of the website
- Regularly updating backgrounders and explainer content that supports transparency and understanding

- Providing frequently asked questions materials for projects and initiatives, available on the Islands Trust website on the relevant project pages

1.4 Support trustees as informed communicators and ambassadors by:

- Provide timely speaking notes on emerging issues
- Providing clear guidelines and best practices for communications and social media use
- Offering training and learning opportunities as part of new trustee orientation and as set out in Islands Trust Council's Continuous Learning Plan
- Encouraging trustees to share Islands Trust information through their own networks in a coordinated and consistent manner

Goal 2: Increase awareness and understanding of Islands Trust's mandate, programs, and value

2.1 Develop and distribute high-quality, accessible content that:

- Explains Islands Trust's preserve and protect mandate and how it is delivered through policies, programs, and services
- Facilitate public understanding of the Reconciliation Action Plan, and cooperation with First Nations and other levels of government (as applicable)
- Explains land use planning within the Islands Trust Area
- Provides clear, user-focused information or instructions that create clarity for the public when accessing Islands Trust services

2.2 Provide education that assists community members to be good stewards:

- Develop plain-language guides, fact sheets, web content, and presentations tailored to local trust areas and Bowen Island
- Develop website and webinar content suitable for realtors
- Mail a "Living in the Trust Area" information package to new residential purchasers

2.3 Publish and maintain a quarterly Islands Trust newsletter as a core owned communication channel, highlighting:

- Key Council and committee decisions
- Projects updates or highlights
- Engagement opportunities

- Stewardship education and success stories
- Showcasing staff and team contributions across Islands Trust-owned channels
- Island stories (news from other agencies)

2.4 Provide clear and detailed information about the annual budget process, including:

- Create communications materials providing an overview of expected spending areas, explaining changes from previous years' budget, and providing more information about each spending area, the budget process, and the opportunities for public input. The materials include but are not limited to:
    - Providing trustees with speaking notes
    - Updating the Islands Trust website providing detailed and plain language information about the annual budget and the draft annual budget
    - Producing a property tax notice insert for local trust areas and content for the Bowen Island Municipality's property tax notice or, alternatively, an advertisement.

2.5 Establish project-specific communications work plans by:

- Working with directors and managers to identify priorities, routine activities, and strategic projects
- Aligning communications activities with the Strategic Plan and available capacity
- Maintaining a robust project/activity intake form

2.6 Ensure consistent, coordinated communication to the public, trustees and staff through:

- Providing training, templates, and updated procedures to support staff preparing communications materials
- Share key messaging early and to all affected staff and trustees

2.9 Use meetings, webinars, and events—online and in person—as communications opportunities to:

- Explain Islands Trust work and achievements
- Highlight current projects and engagement opportunities
- Share stewardship education messages
- Ensure Islands Trust materials are visible and accessible at events and during meeting breaks

Goal 3: Improve communications that support engagement with communities

3.1 Support the development and implementation of an organizational engagement strategy that includes:

- An intake process that keeps balances staff capacity with project needs and timelines
- A variety of engagement methods that support meaningful and equitable inclusion of diverse voices with supporting processes
- Tools like checklists and evaluation metrics
- Clear definition of roles and responsibilities

3.2 Develop a communications work plan for each engagement initiative to:

- Support clarity, consistency, and reach
- Prepare staff and trustees on what to expect for engagement communications during the process
- Create consistency and transparency on the process
- Allow for an improved user experience when looking for project-specific information

Goal 4: Build trust, resilience, and confidence through clear, reliable communication

4.1 Plain language

Use plain language and accessible formats, and create opportunities for informal dialogue where appropriate

4.2 Islands Trust–owned communication channels

Prioritize strengthening Islands Trust–owned communication channels (website, newsletters, e-subscriber lists)

4.3 Social media

Use social media strategically to amplify and direct audiences to Islands Trust-owned content, when needed4.4 Islands Trust branded clothing

Support spokesperson and staff visibility and recognition through consistent branding, including corporate clothing when appropriate

4.4 Continue improving the website to:

- Simplify navigation and search results
- Highlight frequently-used information
- Ensure consistency in design, language, and accessibility

4.5 Investigate website replacement

- Undertake preliminary research into potential costs and staff resources associated with major website upgrade or replacement

4.6 Meeting standardization

- Enhance live-streamed meetings with consistent visuals and placeholder screens during breaks, technical interruptions, or closed sessions
- Standardize the look of Islands Trust local trust committee meetings through equipment, as appropriate
- Improve cultural safety through standardized speaking notes for Chairs and a meeting decorum signage

Goal 5: Support emergency and urgent communications

5.1 Collaborate with regional districts, emergency management organizations, and other partners to:

- Amplify official emergency messages affecting Islands Trust Area communities
- Share timely, accurate information through Islands Trust-owned channels

5.2 Clarify Islands Trust's role in emergencies by:

- Communicating what Islands Trust can and cannot provide during emergency situations
- Ensuring messaging is coordinated, accurate, and capacity-appropriate

5.3 Maintain basic emergency communications readiness by:

- Identifying internal contacts and roles
- Preparing adaptable templates and procedures for urgent communications
- Ensuring rapid updates can be shared through the website, e-subscriber lists, and social media when required
- Completing an emergency communications procedure

4. Target Audiences

- **Primary:** Residents and organizations within the Islands Trust Area

- **Secondary:** Indigenous Governing Bodies, regional districts, municipalities, improvement districts, provincial government, and media
- **Tertiary:** Islands Trust staff and elected officials

5. Tools and Tactics

The Islands Trust website is the primary communications hub. Other tools include:

- Website content and updates
- Quarterly Islands Trust newsletter and e-subscriber messages
- Digital and print publications
- Fact sheets and stewardship education materials
- Media releases and earned media
- Direct outreach (email, phone, meetings)
- Events and webinars (online and in-person)
- Social media (used strategically to support and amplify owned channels)

6. Evaluation

Communications will be continuously monitored and refined using available data and feedback, including:

- Website analytics and subscriber metrics
- Newsletter performance
- Engagement levels for project-specific public engagement efforts
- Social media engagement trends
- Meeting attendance and participation
- Feedback from trustees, staff, and community members

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 18, 2026
From:	Trust Area Services	**Date Prepared:**	April 30, 2026

SUBJECT: Islands Trust Community Stewardship Awards 2026

PURPOSE: To provide Trust Council with background on the Community Stewardship Awards program and information on the 2026 nominations.

BACKGROUND:

This is the eighteenth Community Stewardship Awards Program. It provides an opportunity for Islands Trust to engage island communities in promoting stewardship that advances the Object of Islands Trust.

Islands Trust has requested nominations from the public and other agencies through a news release, the Islands Trust website, posts to Facebook, Instagram and Linked-In accounts, notices to subscribers, and posters. The deadline for award nominations was April 26th, 2026. Islands Trust Chair Patrick will send all nominees a congratulatory letter and Islands Trust will announce the names of all nominees in a news release.

As per Policy 2.1.11, Trust Programs Committee evaluates and recommends award recipients to Trust Council for up to two awards in each of the individual and organizational categories, and for up to two additional awards in those or other categories while considering:

a) the confidential comments provided by local trustees; and
b) the following criteria:
- relationship of project or work to the Islands Trust Policy Statement,
- benefits to the community or Trust Area;
- collaboration with others;
- innovation;
- community support;
- time and effort; and
- ongoing public service.

The ‘other’ category may include, but is not limited to, awards for enduring achievement, climate change (adaptation and/or mitigation), youth, or posthumous recognition.

Staff provided a scoring form for committee members to assess the nominees according to those criteria.

In June, Trust Council considers the nominations and determines the recipients of the Community Stewardship Awards. Staff will then phone each nominee and Islands Trust will, then, announce the names of award recipients in a news release.

ATTACHMENT(S):

1. Overview of Program and Awards to-date
2. 2026 Community Stewardship Awards Nomination Summaries
3. Blank Evaluation Form
4. Nominations Package (7 nominations – in camera)
5. Trustee Comments on Nominations (in camera)
6. Administration of Community Stewardship Award Program Policy (hyperlink only)

FOLLOW-UP:

- Trustees may present the awards at a local trust committee meeting or a Bowen Island Municipality meeting in late summer/fall of 2026, or at a Trust Council meeting where appropriate.

Prepared By: **Chloë Straw, Program Coordinator**

Reviewed By/Date: **Clare Frater, Director, Trust Area Services/May 26, 2026**
Rueben Bronee, CAO/May 27, 2026

Community Stewardship Award Program Overview 2002-2022

Number of Nominations - Since 2002, there have been 214 nominations with an average of 12 nominations per year. In 2017, Islands Trust received the highest number of nominations (19). The lowest number of nominations (6) occurred in 2010. There were 7 nominations in 2022.

Number of Recipients - Since 2002, there have been 82 Community Stewardship Awards recipients. There has been a range in the number of awards given each year, ranging from three awards in 2002 to seven awards in 2014, 2015, and 2022.

Nominations per Island	214 in total		**Recipients per Island**	83 in total
North and South Pender Islands	45		Salt Spring Island	17
Salt Spring Island	40		North and South Pender Islands	16
Hornby Island	20		Saturna Island	8
Gabriola Island and Mudge Island	21		Gabriola Island	7
Denman Island	15		Denman Island	6
Saturna Island	15		Hornby Island	6
Lasqueti Island	12		Mayne Island	6
Mayne Island	13		Bowen Island	4
Galiano Island	12		Galiano Island	4
Bowen Island	11		Lasqueti Island	4
Thetis Island	5		Gambier Island + Bowyer/Passage	2
Gambier Island	3		Thetis Island	2
Trust-wide	2		Trust-wide	1

2002- 2022 LIST OF NOMINEES/ISLANDS
Bullet and bold font indicate award recipients

Year	Individual Nominated & Island	Group Nominated & Island	Island Nominees
2022	• **Ruth Waldick, Salt Spring Island** • **Kees Ruurs, Salt Spring Island** • **Chris Straw, Gabriola Island (posthumous)** • **Jeannine Georgeson, Galiano Island** • **Keith Erickson, Galiano Island** • **Will Husby, Bowen Island**	• **Salt Spring Island Natural Cemetery**	Salt Spring (3) Gabriola (1) Galiano (2) Bowen (1) Total = 7
2019	• **Snuneymuxw Elder Geraldine Manson (C'tasi:a), Gabriola**	• **Saturna Recycle and Free Store**	Bowen (1) Gabriola (1) Galiano (1)

	• **Mark Bottomley, Lasqueti** • **Sara Steil, North Pender Island (posthumous)** – Andrew Fall, Lasqueti – Andrew Simon, Galiano – Bruce Russell, Bowen Island – Christine Torgrimson, Salt Spring Island	• **Thetis Island Nature Conservancy Society** – Aloha Aina Farms, Salt Spring – Saturna Lions Club – Saturna Scribbler	Lasqueti (2) North Pender (1) Salt Spring (2) Saturna (3) Thetis (1) Total = 11
2017	• **Bob Turner, Bowen Island** • **Bob Weeden, Salt Spring Island** • **Everhard van Lidth de Juede, Bowen** • **Liz Ciocea, Gabriola** – Brenda Guiled, Salt Spring – Jacinthe Eastick, Gabriola – John Peirce, Gabriola – Karen Ethridge, Hornby and Denman – Laura Matthias, Salt Spring – Michelle Catherine Nelson, Bowen	• **Denman Island Memorial Society** • **Gabriola Arts Council** (two nominations) • **Hornby and Denman Community Health Care Society** • **Saturna Community Club** – Lasqueti Island Emergency Dispatch Advisory Committee – Mayne Island Assisted Living Society – Mudge Island Citizens Society – Salt Spring Seniors Services Society	Bowen (3) Denman (1) Denman and Hornby (2) Gabriola (4) Lasqueti (1) Mayne (1) Mudge (1) Salt Spring (4) Saturna (1) Total = 19
2015	• **Leigh Ann Milman, Gabriola** • **Susan Yates, Gabriola** • **Michael Dunn, Mayne** – Marguerite Lee, Salt Spring – Richard Bauer, Lasqueti – Jan Kirkby, North Pender – Andrew Fall, Lasqueti – Grant Scott, Hornby	• **Island Futures Society, Gabriola Island** • **Mayne Island Agricultural Society** • **Saturna Island Marine Research and Education Society** • **Protect Grace Islet Group, Salt Spring Island** – Denman Opposes Coal – Gabriola Land and Trails Trust – Gabriola Rescue of Wildlife Society – Keats Island Fire Equipment Group, Gambier LTA – Watercliff Farm, Gabriola	Denman (1) Gabriola (6) Gambier (1) Hornby (1) Lasqueti (2) Mayne (2) Penders (1) Salt Spring (2) Saturna (1) Total = 17
2014	• **David Denning, Salt Spring** • **Brian Hollingshead, Saturna** • **Barrie Morrison and Nancy Waxler-Morrison (posthumous), North Pender** • **Paul and Monica Petrie, Pender Islands** • **Christa Grace-Warrick, Pender Islands**	• **Association of Denman Island Marine Stewards** • **Galiano Conservancy Association**	Denman (1) Galiano (1) Penders (3) Salt Spring (1) Saturna (1) Total = 7

2013	• **Richard Blagborne, Saturna** • **Chris and Judith Plant, Gabriola** • **Jan Slakov, Salt Spring** • **Ana Miriam Leigh (posthumous), Denman** – Dr. Peter Carter and Julie Johnston, North Pender – Mike Hoebel, Galiano – Patrick Smith, South Pender – Jill Treewater, Salt Spring	• **Lasqueti Island Forage Fish Team** • **Mayne Island Conservancy** • **Salt Spring Island Water Council** – Bowen Island Golf Association – Denman Island Volunteer Fire Department – Salt Spring Island Water Preservation Society	Bowen (1) Denman (2) Gabriola (1) Galiano (1) Lasqueti (1) Mayne (1) Penders (2) Salt Spring (4) Saturna (1) Total = 14
2012	• **Stuart Watson, Gambier** • **Margot Venton, North Pender** • **Anne Macey, Salt Spring** • **Dr. Donald Marshall, Bowen** • **Peter Karsten, Denman** – Michael Dunn, Mayne – Patricia Forbes, Lasqueti – Lindsay Hamson, South/North Pender – Shirley LePers, South/North Pender – Ken Millard, Galiano – Monica and Paul Petrie, South/North Pender – Dr. John Sprague, Salt Spring – Bob Watson, Salt Spring – John Wiznuk, Saturna	• **Gabriola Island Health Care Foundation, Society and Auxiliary** • **Hornby Quilters Group** • **Saturna Island Ecological Education Centre** – Denman Island Residents Association's Parks Committee	Bowen (1) Denman (2) Gabriola (1) Galiano (1) Gambier (1) Hornby (1) Lasqueti (1) Mayne (1) Penders (4) Salt Spring (3) Saturna (2) Total = 18
2011	• **Sue Ellen Fast, Bowen** • **Barry Mathias, Pender Islands** • **Sara Steil, Pender Islands** • **Jane Wolverton, Galiano** – Henning Nielsen, Denman – Gisele Rudischer, Gabriola – Nadia Krebs, Galiano – Wayne Hewitt, Salt Spring	• **Hornby New Clinic Committee** • **Pender Island Fire Rescue Department**	Bowen (1) Denman (1) Gabriola (1) Galiano (2) Hornby (1) Penders (3) Salt Spring (1) Total = 10
2010	• **Tekla Deverell, North Pender** • **Patti Willis, Denman** • **Jon Guy, Saturna** • **Sylvia Pincott, North Pender** • **Dorothy Cutting, Salt Spring** – Pat Ropars, Saturna	**None**	Denman (1) Pender (2) Salt Spring (1) Saturna (2) Total = 6
2009	• **Kelsey Mech, Salt Spring** • **Patricia McLaughlin, Denman** • **Jacqueline Booth, Salt Spring (Posthumous nomination)**	• **Hornby Island Residents and Ratepayers' Association** • **Salt Spring Island Conservancy** – Lasqueti Internet Access Society	Denman (1) Galiano (2) Hornby (2) Mayne (2) Lasqueti (1) Pender (2)

	– Andrew Carmichael, Hornby – Linda and Peter George, Gabriola – Janice Oakley and Martine Paulin, Galiano	– Mayne Island Early Childhood Society – Mayne Island Agricultural Society and Fall Fair – Pender Islands Community Service Society – Pender Organic Community Garden Society	Salt Spring (3) Total = 13
2008	• **Mary Cooper, Mayne** • **Maureen Moore, Salt Spring** • **Geri Crooks, Saturna** • **Alasdair and Nancy Gordon, Lasqueti** – Peter Askin, Mayne – John Arthur Money, Saturna – Patricia McLaughlin, Denman – Lon Wood, Thetis – Grant Gordon, Thetis – Patti Willis, Denman – Bowie Keefer, Galiano – Tekla Deverell, Pender	• **Lasqueti Island Nature Conservancy** • **Lyall Creek Salmon and Trout Enhancement Project, Saturna Island** – Saturna Scribbler Volunteers – Land Trust Alliance of British Columbia – Pender Islands Animal Welfare Society	Denman (2) Galiano (1) Lasqueti (2) Mayne (2) Pender (2) Saturna (4) Salt Spring (1) Thetis (2) All islands (1) Total = 17
2007	• **Ursula Poepel - Pender Islands** • **Karl Hamson - Pender Islands** • **Jennifer Brown MacLeod - Gabriola** – Derek Hopzapfel - Pender Islands – Sara Steil – Pender Islands – David Rae – Pender Islands – Beverley Vreeswijk - Thetis	• **The Pender Post - Pender Islands** • **Gambier Island Conservancy** • **SSI Alternative Gypsy Moth Control Program** – Pender Islands Conservancy Association	Pender (7) Salt Spring (2) Gambier (1) Gabriola (1) Thetis (1) Total = 12
2006	• **Bob Burgess, Thetis** • **Anne Johnson, Mayne** – David Manning, Pender – Glenna Borsuk, Gabriola – Jan Kirby, Pender – Michelle Marsden, Pender	• **Michelle Marsden and the B.C. Coastal Clean Up Campaign, Pender Islands** • **Salt Spring Island Conservancy, Mount Erskine Campaign**	Pender (4) Salt Spring I (1) Thetis (1) Mayne (1) Gabriola (1) Total = 8
2005	• **Hilary Brown, Hornby** • **Katherine Dunster, Bowen** – Nicholas/Naomi Wilde, North Pender (honourable mention) – Christa Grace-Warrick, North Pender – Darlene Gage, Hornby – Dave and Florence Davidson, North Pender – Leigh-Ann Millman, Gabriola – Maureen Moore, Salt Spring – Newell Smith, North Pender – Robert Weeden, Salt Spring – Sylvia Pincott, North Pender	• **Hornby Water Stewardship Project** • **Mayne Island Japanese Gardens** – Denman Conservancy Association (honourable mention) – Hornby Island Community Economic Enhancement Corporation	North Pender (5) Hornby (4) Salt Spring (2) Bowen (1) Gabriola (1) Denman (1) Mayne (1) Total = 15

2004	• **Kenneth Millard, Galiano** • **Tom Gossett, Salt Spring** – Susan Crowe, Hornby – Andrew Carmichael/Dale Chase, Hornby – Darlene Gage, Hornby – Don Herbert, Mayne – David Work, Hornby	• **Island Stream and Salmon Enhancement Society, Salt Spring Island** • **Salt Spring Island Residents for Responsible Land Use**	Hornby (4) Salt Spring (3) Galiano (1) Mayne (1) Total = 9
2003	• **Jenny Balke, Denman** • **Tony Quin, Hornby** – Margaret Taylor, Gabriola – Giles Bassett, Hornby – Chris Ferris, Lasqueti – Pat Forbes, Lasqueti – Donald Twohey, Passage – Kathy Reimer, Salt Spring	• **Bowen Forest & Water Management Society** • **Islands in the Salish Seas Mapping Project - All Islands** – Conservancy Hornby Island – Hornby Residents & Ratepayers Assn – Mayne Agricultural Society and Fall Fair – The Pender Islands Museum Society – The Pender Islands Parks Commission – Whalewych Farm, Pender – Salt Spring Island Monetary Foundation	Hornby (4) Penders (3) Lasqueti (2) Salt Spring (2) Bowen (1) Denman (1) Gabriola (1) Mayne (1) Passage (1) All Islands (1) Total = 17
2002	• **Maureen Milburn, Salt Spring** – Tony Quin, Hornby – David Spalding, South Pender – Bev Bullen, Hornby – Earl Hastings, Pender Islands – Helen Allison, North Pender – The Late Allan Brooks, South Pender – David and Mary Dennis, North Pender	• **Community of Trincomali – North Pender Island** • **Island Wildlife Natural Care Centre - Salt Spring Island** – Pender Islands Recycling Society – Salt Spring Island Monetary Foundation – Salt Spring Women – Preserve /Protect – Salt Spring Women – Fundraising	Penders (7) Salt Spring (5) Hornby (2) Total = 14

2026 Nominee Profile

Douglas Leatherdale

Gambier Island Local Trust Area

Category: Individual
Project: Keats Island Clean Up
Nominator(s): Joanne Leatherdale

Project Description:
Douglas Leatherdale initiated an island-wide clean up to appropriately discard of debris that was being left in the wilderness on Keats Island in the late 1990s. With funding he secured from the Sunshine Coast Regional District, he arranged to barge six 30-yard dumpsters to be distributed around the island that were used to remove 100 tons of metal waste from the island over a long weekend. This was so successful that it was repeated the next year, adding batteries and propane tanks to the list of items that were collected to be recycled.

This initiative, known as Bin Day, is an important annual event for Keats islanders and brings the whole community out to support the clean-up. Now coordinated through the Regional District, Bin Day has been going strong for 25 years and the model has been replicated for Gambier, Anvil, Passage, Bowyer and Thormanby Islands. Through initiating this important work, Douglas brought the issue of rural dumping to the forefront among community members and provided a lasting solution.

Information based on nominee's submission to 2026 Islands Trust Community Stewardship Award

2026 Nominee Profile

Dan Rogers

Gambier Island Local Trust Area

Category: Individual
Project: Ongoing Community Leadership (Keats Island and Howe Sound) Region)
Nominator(s): Barbara Robson and Elaine Colbourne

Project Description:
Dan Rogers has dedicated decades of volunteer leadership and service to the Keats Island community. He has made significant contributions to environmental stewardship, public safety, infrastructure, and a sense of community engagement.

As an Executive Member of the Eastbourne Community Association and, as President in 2003, Dan worked to address critical community issues including water conservation, road and dock maintenance, and fire protection by helping to establish the Keats Island Fire Equipment Group. He played a key role in securing government grants that significantly enhanced community-raised funding for essential island projects.

Dan served as a Trustee on the Gambier Island Local Trust Committee (2014-2022). His environmental leadership has extended beyond Keats Island through his active involvement with the Alt'ka7tsem/Howe Sound Community Forum and his service on the Board of the Howe Sound Biosphere Region Initiative Society.

In 2011, Dan helped found the Keats Island Conservation Society, an organization dedicated to preserving natural habitat and protecting the island from invasive species, and he contributed to the protection of the Hoaks-pus Sandy Beach Reserve, a significant natural area now safeguarded by the Islands Trust Conservancy. Dan has also coordinated the removal of derelict and abandoned boats from local waters, and organized numerous beach cleanups that have helped preserve the island's natural beauty.

Information based on nominee's submission to 2026 Islands Trust Community Stewardship Award

2026 Nominee Profile

Sheila Harrington

Lasqueti Island Local Trust Area

Category: Individual
Project: "Voices for the Islands," written by Sheila Harrington, published in 2024 by Heritage House Publishing Company
Nominator(s): James Schwartz, on behalf of Lasqueti Island Nature Conservancy

Project Description:
Through her book, "Voices for the Islands, Thirty Years of Nature Conservation on the Salish Sea" Sheila Harrington has chronicled the 30-year legacy of island residents preserving and protecting islands in the Salish Sea through the creation of local land trusts and protected areas. She has raised awareness and amplified the voices of islanders by sharing their conservation stories.

A life-long supporter of environmental conservation herself, Sheila is the founder and former executive director of the Land Trust Alliance of BC, co-editor and coordinator of the "Islands in the Salish Sea Community Atlas," published in 2006 by Touchwood Editions and (as of spring 2026) found online, and a dedicated volunteer with the Lasqueti Island Nature Conservancy.

"Voices for the Islands" will encourage new and younger islanders to see the importance of taking up the work of land stewardship and conservation in the Islands Trust Area.

Information based on nominee's submission to 2026 Islands Trust Community Stewardship Award

2026 Nominee Profile

Dr. Wendy Palen & Dr. Tom Sisk

Bowen Island

Category: Individual
Project: Nexwlélexw/Bowen Island Biodiversity Plan
Nominator(s): Bowen Island Conservancy

Project Description:

As Bowen Island residents and senior conservation scientists with the Department of Biological Sciences at Simon Fraser University, Dr. Wendy Palen & Dr. Tom Sisk volunteered their expertise to create an island-wide biodiversity assessment and map-based planning resource for Bowen Island.

Between 2024 and 2026, they helped lead a process that combined scientific analysis with extensive community engagement. They brought together government, academic, local and citizen-science data to map species diversity, habitat richness, freshwater values, ecological intactness, development pressure, wildfire vulnerability, and integrated conservation values across the island.

The Biodiversity Plan gives Bowen Island a practical tool for planning ahead. It allows species and ecosystems to be considered in advance of land-use decisions and helps align ecological protection with long-term resilience planning.

The framework for development the Biodiversity Plan, including the modeling approach and data resources, mapping workflow, and engagement structure, are available to other Islands Trust Area communities to adapt for creation of their own island-specific plans.

Information based on nominee's submission to 2026 Islands Trust Community Stewardship Award

2026 Nominee Profile

Breaking Bannock: Building Bridges Team

Gabriola Island Local Trust Area

Category: Organization
Project: Breaking Bannock: Building Bridges
Nominator(s): Kathryn Molloy

Project Description:
Under the leadership of Ardyth Cooper, Diana Radonjic, and Tsatassaya (Tracey) White, the Breaking Bannock: Building Bridges Team weaves Indigenous leadership, cultural protocol, and community participation into a living model for reconciliation. Rather than relying on traditional workshops or one-way education, the team has created relational, experiential gatherings where learning happens through shared meals, storytelling, ceremony, and dialogue. This approach transforms participants from passive listeners to active contributors, fostering deeper understanding and accountability.

The integration of Elders, artists, authors, and community partners, including the Gabriola Historical & Museum Society, Gabriola Medical Clinic, and Friends of the Gabriola Library has extended learning into an ongoing community practice. By combining arts, culture, and education with accessible entry points like shared reading initiatives and public gatherings, Breaking Bannock has developed a replicable, community-driven model that advances reconciliation in meaningful, lasting ways. Breaking Bannock is the most recent initiative of the Gabriola Arts Council.

Information based on nominee's submission to 2026 Islands Trust Community Stewardship Award

2026 Nominee Profile

Saturna Scribbler

Saturna Island Local Trust Area

Category: Organization
Project: 36 Years of the Saturna Scribbler
Nominator(s): John Robertson

Project Description:
For 36 years, the Saturna Scribbler has provided a written forum for local articles and advertisements for the Saturna Island community.

Published up to 10 times a year, the Scribbler features articles on everything from fire prevention and safety, sustainability and food security, educational initiatives, recycling and changes to the ferry schedule. For 36 years, the Scribbler has kept islanders informed and connected using an easy-to-read format and photos taken by Saturna islanders. In recent years, the Scribbler, run by Judy Tipple and her dedicated team of volunteers, has made a successful transition into the digital age.

Information based on nominee's submission to 2026 Islands Trust Community Stewardship Award

2026 Nominee Profile

Bowen Island Conservancy

Bowen Island

Category: Organization
Project: Protection of Cape Roger Curtis
Nominator(s): Bowen Island Municipality

Project Description:
Cape Roger Curtis is an ecological treasure on the southwest corner of Bowen Island. The environmentally sensitive area is one of the last undeveloped stretches of coastline between Point Roberts and Lund in the eastern Islands Trust Area.

Following 20 years of sustained effort and fundraising, the Bowen Island Conservancy purchased the 65 hectares of land at Cape Rogers Curtis on October 25, 2024. Fundraising to cover the $30.5 million sale price grew slowly, from membership dues in the early years, to fundraising events and grants; then swiftly through the assistance of passionate philanthropists.

Since acquiring the land, the Conservancy has consolidated it into one large lot and turned their attention to the significant planning and restoration work needed to protect the land in perpetuity.

Information based on nominee's submission to 2026 Islands Trust Community Stewardship Award

COMMUNITY STEWARDSHIP AWARDS

2026 EVALUATION FORM

INDIVIDUALS:

Individuals	Relationship to Policy Statement (1-5)	Benefits to the Community or Trust Area (1-5)	Collaboration with others (1-5)	Innovation (1-5)	Level of community support and involvement (1-5)s	Time and Effort (1-5)	Ongoing public service (1-5)	TOTAL SCORE (out of 35)
1. Douglas Leatherdale								
2. Dan Rogers								
3. Sheila Harrington								
4. Dr. Wendy Palen/Dr. Tom Sisk								

COMMUNITY STEWARDSHIP AWARDS – 2026 EVALUATION FORM

ORGANIZATIONS:

Organizations	Relationship to Policy Statement (1-5)	Benefits to the Community or Trust Area (1-5)	Collabo-ration with others (1-5)	Innovation (1-5)	Level of community support and involvement (1-5)	Time and effort (1-5)	Ongoing public service (1-5)	TOTAL SCORE
1. Breaking Bannock: Building Bridges Team								
1. Saturna Scribbler								
2. Bowen Island Conservancy								

BRIEFING

To:	**Committee of the Whole**	**For the Meeting of:**	June 17, 2026
From:	**Trust Area Services**	**Date Prepared:**	May 25, 2026
SUBJECT:	**Policy Statement Companion Handbook**		

PURPOSE: The purpose of this briefing is to provide Committee of the Whole with a draft Policy Statement implementation handbook for discussion**.** The draft handbook attached here is an example of what a companion handbook to the Policy Statement could look like, and is intended as a prompt for a conversation about trustees' expectations for the document.

BACKGROUND:

At its quarterly meeting of September 2022, Trust Council passed the following resolutions concerning the development of a Policy Statement handbook:

> *That Trust Council request staff to make the following changes to the structure of the draft new Islands Trust Policy Statement Bylaw No. 183, for Trust Programs Committee and Executive Committee review:*
>
> > *1.4 - draft a companion handbook to foster better understanding for Trustees and across the Trust that includes greater detail on the rationale for policies and how local trust committees and island municipalities are expected to implement each policy.*

Staff Comment: The draft implementation handbook attached provides examples of how local trust committees and island municipalities could implement the Policy Statement's directive and advisory policies in their official community plans and land use bylaws. This is not an exhaustive nor complete list of examples. At present, the draft handbook *does not* provide rationale for the Policy Statement's policies as Trust Council has directed, as staff find that the inclusion of policies is ultimately a political decision and it is challenging for staff to provide a rationale for the decisions of elected officials. If Trust Council is seeking to help constituents and future trustees understand the environmental land use planning practices that inform many of the policies in the Policy Statement, it may instead wish to refer them to the Green Bylaws Toolkit.

> > *1.5 - separate out introductory/history sections from the official bylaw and place them in the companion handbook.*

Staff Comment: The draft implementation handbook attached here *does not* include the introductory/history section that was removed from earlier drafts of the new Policy Statement. In referral of earlier drafts of the Policy Statement to Indigenous Governing Bodies, that introductory section was identified as particularly problematic, and developing a new one would likely require significant engagement with Indigenous Governing Bodies.

2.5 - explore the inclusion of general guiding principles, recommendation policies, and/or directive policies that aim to ground all decision-making in the 'Precautionary Principle', with a clear definition of this term in the Glossary and related implementation guidelines in the companion handbook.

Staff Comment: Per the above resolution, a definition of the precautionary principle was added to the draft Policy Statement glossary of terms. The draft implementation handbook attached here *does not* include implementation guidelines for the precautionary principle. If trustees want to learn how to apply the precautionary principle in their decision making, they could consider resources such as the federal government's Framework for the Application of Precaution in Science-Based Decision Making About Risk. In sum, for the purposes of the Islands Trust, the precautionary principle can be boiled down to the guidance that trustees should not vote in favour of discretionary land use planning decisions where there is uncertainty about the threat of serious or irreversible environmental damage.

Issues and Opportunities

Trustees may wish to consider the following questions/issues as they review the draft Policy Statement Implementation Handbook:

- The draft handbook provides examples of policy/regulatory approaches that local trust committees and island municipalities may apply to address the directive policies in the draft Policy Statement. However, the decision about whether or not a local bylaw is contrary to, or at variance with, the Policy Statement is a political decision of Executive Committee or Trust Council. Applying the policy/regulation ideas in this handbook does not guarantee that Executive Committee/Trust Council will consider the relevant directives to be satisfied. There is a risk in publishing this handbook that it creates an expectation that if a local trust committee or island municipality applies a policy or regulatory solution that is in the handbook, that it will then be satisfactory to Executive Committee/Trust Council.
- Committee of the Whole may wish to consider the length and structure of the document and recommend revisions.
- Committee of the Whole may wish to further consider the purpose and intended audience for the handbook. Staff have drafted it for use by trustees.
- The draft handbook is primarily composed of policy options that engage local trust committee and island municipality planning authorities under Part 14 of the Local Government Act. Committee of the Whole may wish to use review of this document as an opportunity to query staff about those Part 14 authorities.

ATTACHMENT(S):

Attachment 1: DRAFT Policy Statement Companion Handbook

FOLLOW-UP:

Staff will undertake direction by Executive Committee which could be informed by recommendations from Committee of the Whole.

Prepared By: Jason Youmans, Senior Policy Advisor, Trust Area Services

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 27, 2026
Rueben Bronee, CAO/May 27, 2026

DRAFT Islands Trust Policy Statement Companion Handbook

Implementation Options for Policy Statement Directive and Advisory Policies

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Introduction

The purpose of this handbook is to provide local trust committees (LTCs) and island municipalities (IMs) with a suite of actionable options for implementing the Islands Trust Policy Statement. By incorporating policies and regulations into Official Community Plans (OCPs) and Land Use Bylaws (LUBs), LTCs and IMs can ensure that their bylaws are not contrary to, or at variance with, the Islands Trust Policy Statement.

This handbook provides implementation options for both the directive and advisory policies in the draft Policy Statement.

Directive policies are policies with which official community plans and regulatory bylaws of a local trust committee or island municipality should be consistent to avoid rejection or objection when presented by the local trust committee or island municipality for consideration of approval by Executive Committee or Trust Council. They are also policies that should be directly addressed, where possible, in all official community plans and bylaws of a local trust committee or island municipality.

Advisory Policies are policies expressing select objectives of Trust Council, that local trust committees and island municipalities are advised to consider in the development of official community plans, bylaws, and in discretionary land use decisions. Advisory policies are not intended to constitute a basis for Executive Committee or Trust Council review of local trust committee or island municipality bylaws, or for potential rejection of such bylaws.

For each policy in the Policy Statement, this handbook identifies potential implementation options. The options provided here are:

- **Non-Exclusive** Multiple approaches may be combined to fulfill a single policy.
- **Non-Exhaustive** This handbook does not limit options; LTCs and IMs can consider other approaches, provided that implementation is not contrary or at variance with the Policy Statement.
- **Context-Specific** Implementation may not be the same in all local trust areas/island municipalities. Different islands face unique circumstances, meaning some options will be more suitable for specific local trust areas/island municipalities than others.

Under Section 15 of the *Islands Trust Act*, the Policy Statement is defined as being a general statement of the policies Trust Council to carry out the object of Islands Trust.

Under Section 15(4) of the Islands Trust Act, a bylaw submitted to the Executive Committee by a local trust committee under Section 27(1), or an island municipality under Section 38(1), must not be approved by the Executive Committee, or Trust Council, if it is contrary to or at variance with the Islands Trust Policy Statement. Evaluation of whether a bylaw is contrary to or at variance with the Policy Statement is a decision of Executive Committee or Trust Council. Generally, a local bylaw could be considered "contrary to" if there is a clear, specific contradiction between the

bylaw and the Policy Statement or could be "or at variance with" if not all policies are addressed or are insufficiently addressed.

The handbook is organized by policy, with potential Official Community Plan options, potential Land Use Bylaw options, and other considerations. Other considerations include possible initiatives or actions specific to the policy that local trust committees or island municipalities could undertake. Not included in detail are actions that could also be undertaken for most policies such as:

- Coordinating and cooperating with agencies or Indigenous Governing Bodies through formal agreements
- Using administrative bylaws that set out process and application requirements
- Advocating to other levels of government
- Writing letters of support for community initiatives and community grant applications
- Educating landowners about land protection options, including Section 219 conservation covenants and use of Section 99 of the Land Title Act to subdivide to facilitate donation of the natural portion of a property to the Islands Trust Conservancy
- Applying for grants to help fund initiatives such as mapping

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Goal 1

Advance Reconciliation

Directive Policies - Reconciliation

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.1.1 Engage with Indigenous Governing Bodies

Engage with Indigenous Governing Bodies and provide a record of the engagement at time of bylaw submission.

OCP Policy Options

- Include a policy in the OCP stating that the LTC/IM is committed to meaningful engagement with Indigenous Governing Bodies on all OCP/LUB decisions.

LUB Regulation Options

- N/A

Other considerations

- Local trust committees and island municipalities can adopt Development Procedures Bylaws detailing that all relevant bylaws require a process of engagement with Indigenous Governing Bodies that are identified through the provincial consultative areas database tool as having treaty rights or asserted or proven rights or title on the land base, and that a record of that engagement be maintained in accordance with Islands Trust standards for such, as guided by the Ministry of Housing and Municipal Affairs, and submitted to approving bodies, except where Indigenous Governing Bodies have indicated they do not wish to receive bylaw referrals for all or some bylaws, or where there is an agreement with an Indigenous Governing Body which establishes engagement processes and procedures
- Agreements with Indigenous Governing Bodies can provide a framework for engagement

Advisory Policies - Reconciliation

Local trust committees and island municipalities should . . .

3.1.2 Engage with Indigenous Governing Bodies

Engage with Indigenous Governing Bodies on discretionary planning and land use

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management decisions.

OCP Policy Options

- Include a policy in the OCP stating that the LTC/IM is committed to meaningful engagement with Indigenous Governing Bodies on discretionary land use planning decisions

LUB Regulation Options

- N/A

Other considerations

- Local trust committees and island municipalities can adopt Development Procedures Bylaws that detail the types of discretionary planning and land use management decisions (DVPs, TUPs, etc) and any thresholds that will trigger the requirement to engage with Indigenous Governing Bodies and that a record of that engagement be maintained in accordance with Islands Trust standards for such
- LTCs and IMs should consider applying for grant applications for community-to-community events
- Agreements with Indigenous Governing Bodies can provide a framework for engagement and referrals

3.1.3 Land Back

Through engagement with Indigenous Governing Bodies, support opportunities to direct land to Indigenous Governing Bodies, including, but not limited to, as amenity contributions in applications seeking additional development potential.

OCP Policy Options

- Include a policy that among the voluntary[1] community amenities that a rezoning applicant may propose as part of a rezoning application is transfer of land to Indigenous Governing Bodies

LUB Regulation Options

- Zone fee-simple land owned by Indigenous Governing Bodies to ensure the land can be used in a manner consistent with the plans of that Indigenous Governing Body

Other considerations

- Agreements with Indigenous Governing Bodies can set out goals, roles and responsibilities for voluntary land transfers

[1] Land back is a voluntary process initiated by a willing landowner. If the land remains in fee simple then local trust committee/island municipality zoning continues to apply.

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3.1.4 Information Sharing

Support and develop methods for regular and timely sharing of information with Indigenous Governing Bodies.

OCP Policy Options

- Include a policy that LTC or IM should work with Trust Council to pursue agreements with interested Indigenous Governing Bodies that set out information sharing expectations

LUB Regulation Options

- N/A

Other considerations

- Data sharing agreements with Indigenous Governing Bodies can provide a framework for information sharing

3.1.5 Respect Indigenous Protocols for Information and Data Provided

Respect Indigenous Governing Bodies' and Indigenous Knowledge Holders' protocols about how their data and information should be collected, protected, used and shared.

OCP Policy Options

- Include a policy that LTC or IM should work with Trust Council to pursue agreements with interested Indigenous Governing Bodies that set out information sharing expectations

LUB Regulation Options

- N/A

Other Considerations

- Data sharing agreements with Indigenous Governing Bodies can provide a framework for information sharing

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Goal 2

Preserve and Protect Indigenous Cultural Heritage and Culturally Significant Areas, Sites, and Species

Directive Policies - Indigenous Cultural Heritage & Culturally Significant Areas, Sites and Species

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.2.1 Indigenous Cultural Heritage Sites

Minimize potential adverse impacts to Indigenous cultural heritage sites including, but not limited to, identified village sites, burial sites, camp sites, middens, cairns, petroglyphs, culturally modified trees, fish traps, clam gardens, pictographs, and registered, unregistered, or newly-discovered archaeological sites.

OCP Policy Options

- Designate heritage conservation areas on known occurrences and sites
- Include a policy that all relevant rezoning applications and temporary use permit applications shall require information on potential sites and shall include measures to protect any sites identified during the development process, including by Indigenous Governing Bodies through referral of the application. Measures could include, but not be limited to, setbacks, site-specific zoning of property, s.219 covenants, transfer of land, or designation of site-specific heritage conservation areas that would most effectively minimize potential adverse impacts of development
- Policy supporting protection of sites by landowners, potentially including policies to provide a density benefit in return for protection of significant sites, or supporting variances to allow development within lot line setbacks where it would result in reduced impacts upon site
- Establish density transfer policies to allow consideration of rezonings that would reduce development potential in areas less suitable for development and increase development potential correspondingly in more suitable locations
- A policy that supports the protection of sites through agreements between Islands Trust Council and Provincial agencies/Indigenous Governing Bodies, and the LTC/IM and landowners, including consideration of LTC/ IM or Islands Trust Conservancy holding s.219 covenants

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LUB Regulation Options

- Establish density benefit zoning for preservation and protection of mapped cultural heritage sites
- Rezone key lands to apply site-specific zoning that would cluster future development away from areas that contain mapped cultural heritage sites
- Establish setbacks from registered archaeological or other mapped cultural heritage sites, similar to current setbacks from streams, wetlands, and other features
- Rezone mapped cultural heritage sites to remove development potential
- Amend marine zoning to prohibit docks near known marine cultural heritage sites

Other Considerations

- Islands Trust would need to obtain mapping of non-registered sites from/with Indigenous Governing Bodies, with associated costs, including handling confidential data layers and maintaining data
- Islands Trust Council could provide financial assistance to others, including Indigenous Governing Bodies, to engage in activities to gain knowledge about the history and heritage of the Trust Area
- Archaeological overview assessments of the islands could be a useful tool to provide a baseline understanding of heritage sites

3.2.2 Indigenous Marine Harvesting Areas

Minimize potential adverse impacts to marine harvesting areas used by Indigenous Peoples, including, but not limited to, fish weirs and clam gardens.

OCP Policy Options

- Designate a Heritage Conservation Area for protection of marine harvesting areas on known areas or marine areas with potential
- Designate a Development Permit Area for protection of the natural environment to manage impacts on marine harvesting areas
- Include a policy to obtain information and mitigate impacts during any rezoning or Temporary Use Permit applications. Measures could include, but not be limited to, limits on uses, siting or size or structures, setbacks, s. 219 covenants on upland lots, or designation of a site-specific Heritage Conservation Area
- Make amendments to land use designations to designate known harvesting areas with associated policy for limited uses
- Include a policy supporting variances that would result in minimizing adverse impacts to harvesting areas

- Include a policy that rezoning applications that are upland of marine harvesting areas may include measures to minimize the impacts of upland development on harvesting areas
- Include a policy that supports the protection of marine harvesting areas used by Indigenous Peoples through Trust Council agreements with Provincial Ministries and Indigenous Governing Bodies

LUB Regulation Options

- Rezone identified harvesting areas to prohibit or limit uses with potential adverse impacts
- Establish limits on size of structures or establish setbacks for marine uses from structures associated with harvesting
- Ensure setbacks from the natural boundary of the sea are sufficient to mitigate or minimize potential adverse impacts to marine harvesting areas

Other considerations

- Islands Trust would need to obtain mapping of harvesting areas from, or in cooperation with, Indigenous Governing Bodies, with associated costs of handling confidential data layers and maintaining data
- Islands Trust Council could provide financial assistance to others, including Indigenous Governing Bodies, to engage in activities to gain knowledge about the history and heritage of the Islands Trust Area

3.2.3 Indigenous Harvesting and Hunting Areas

Minimize potential adverse impacts to land-based harvesting and hunting areas used by Indigenous Peoples.

OCP Policy Options

- Initiate changes to land use designations to designate areas that are owned by Indigenous Governing Bodies or where there are agreements allowing access to harvesting and hunting areas for only limited uses
- Include a policy that harvesting and hunting areas used by Indigenous Peoples, or identified by Indigenous Governing Bodies, be considered eligible for a community amenity contribution for land transfer or access as part of a rezoning application
- Include a policy supporting variances that would result in minimizing adverse impacts to harvesting areas
- Include a policy that supports the voluntary protection of land-based harvesting and hunting areas used by Indigenous Peoples

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LUB Regulation Options

- Where there is Indigenous Governing Body-owned land or where Indigenous Governing Bodies have access agreements, zoning could be established for identified harvesting and hunting areas limiting uses and structures
- Zoning could establish site-specific zoning or split-zone lots for identified harvesting and hunting areas to shift development potential to other portions of a lot
- Maintain large lot sizes in areas potentially used by Indigenous Peoples for harvesting and hunting

Other Considerations

- Obtaining mapping of hunting and harvesting areas from, or in cooperation with, Indigenous Governing Bodies, with associated costs of handling confidential data layers and maintaining data
- Islands Trust Council could provide financial assistance to others, including Indigenous Governing Bodies, to engage in activities to gain knowledge about the unique amenities and environment of the Islands Trust Area

Advisory Policies - Indigenous Cultural Heritage & Culturally Significant Areas, Sites and Species

Local trust committees and island municipalities should . . .

3.2.4 Indigenous Cultural Heritage Sites

Through engagement with Indigenous Governing Bodies, identify and prioritize protection of Indigenous cultural heritage sites including, but not limited to, village sites, burial sites, camp sites, middens, cairns, petroglyphs, culturally modified trees, fish traps, clam gardens, and pictographs, and known (registered), unregistered, or newly discovered archaeological sites.

OCP Policy Options

- Designate heritage conservation areas on known occurrences and sites
- Include a policy that all relevant rezoning applications and temporary use permit applications shall require information on potential sites and shall include measures to protect any sites identified during the development process, including by Indigenous Governing Bodies. Measures could include, but not be limited to, setbacks, covenants, transfer of land, site-specific zoning, or designation of site-specific heritage conservation areas that would most effectively protect sites
- Include a policy supporting protection of sites by landowners, potentially including policies to provide a density benefit in return for protection of significant sites, or supporting variances to allow development within lot line setbacks where it would result in reduced impacts upon site

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- Include a policy that supports the protection of sites through agreements between Indigenous Governing Bodies, and owners, potentially including the LTC/ IM or Islands Trust Conservancy holding s.219 covenants

LUB Regulation Options

- For known sites, LTC or IM could amend zoning, in consultation with Indigenous Governing Bodies, on a site-specific basis to prohibit development on the relevant portion of a property, or include amendments to density or setbacks to permit the existing level of development potential to occur on unaffected portions of the property
- Establish setbacks from cultural heritage sites, similar to current setbacks from streams, wetlands, and other features
- Establish setbacks from registered archaeological or other heritage sites
- Amend marine zoning to prohibit docks in areas with known marine cultural heritage sites

Other considerations

- Consider support for joint initiatives to identify Indigenous cultural heritage sites including, but not limited to, village sites, burial sites, camp sites, middens, cairns, petroglyphs, culturally modified trees, fish traps, clam gardens, and pictographs, and unregistered, or newly discovered, archaeological sites
- Islands Trust Council could provide financial assistance to others, including Indigenous Governing Bodies, to engage in activities, including mapping, to gain knowledge about the history and heritage of the Islands Trust Area

3.2.5 Indigenous Marine Harvesting Areas

Through engagement with Indigenous Governing Bodies, identify and prioritize protection of Indigenous harvesting areas on land and marine foreshores including, but not limited to, fish weirs, clam gardens, camas meadows, and other areas used for Indigenous hunting, fishing, trapping, and gathering of plants and medicines.

OCP Policy Options

- Designate Heritage Conservation Area for protection of harvesting areas identified through engagement
- Amend land use designations to designate areas that are Indigenous Governing Body-owned, where there are access agreements, or marine areas identified as harvesting and hunting areas for limited uses
- Include a policy that harvesting areas used or identified by Indigenous Peoples be eligible to be considered a community amenity for land transfer as part of a rezoning application
- Include a policy supporting variances that would result in minimizing adverse impacts to harvesting areas

- Include a policy that supports the voluntary protection of land-based harvesting areas used by Indigenous Peoples through agreements with Indigenous Governing Bodies
- Include a policy that supports the protection of marine harvesting areas used by Indigenous Peoples through agreements between Provincial agencies and Indigenous Governing Bodies

LUB Regulation Options

- Reduce zoned development potential in areas identified as harvesting areas to prohibit or limit uses with potential adverse impacts
- Establish limits on size of structures or establish setbacks for marine uses from structures associated with harvesting
- Ensure setbacks from the natural boundary of the sea are sufficient to mitigate or minimize potential adverse impacts to marine harvesting areas

Other Considerations

- Islands Trust Council could provide financial assistance to others, including Indigenous Governing Bodies, to engage in activities, including mapping, to gain knowledge about the history and heritage of the Islands Trust Area

3.2.6 Indigenous Harvesting and Hunting Area Access

Through engagement with Indigenous Governing Bodies, identify and pursue opportunities to improve access by Indigenous Peoples to marine and land-based harvesting and hunting areas.

OCP Policy Options

- Include a policy that access to harvesting areas used or identified by Indigenous Peoples be considered a community amenity as part of a rezoning application
- Include a policy that relevant rezoning applications and temporary use permit applications require information on potential harvesting areas and may include measures to provide improved access to any areas identified during the development process
- Include a policy that supports the voluntary access to harvesting areas used by Indigenous Peoples through agreements between a willing landowner and Indigenous Governing Bodies

LUB Regulation Options

- N/A

Other Considerations

- N/A

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3.2.7 Other Culturally Significant Areas for Indigenous Peoples

Through engagement with Indigenous Governing Bodies, identify and prioritize protection of areas of importance for Indigenous cultural and spiritual practices.

OCP Policy Options

- Designate Heritage Conservation Area for protection of areas of importance for Indigenous cultural and spiritual practices identified through engagement
- Include a policy that areas of importance for Indigenous cultural and spiritual practices be considered a community amenity for land transfer as part of a rezoning application
- Include a policy supporting variances that would result in minimizing adverse impacts to areas of importance for Indigenous cultural and spiritual practices
- Include a policy that supports the voluntary protection of areas of importance for Indigenous cultural and spiritual practices through agreements with Indigenous Governing Bodies
- Include a policy that supports the protection of areas of importance for Indigenous cultural and spiritual practices through agreements between Provincial agencies and Indigenous Governing Bodies

LUB Regulation Options

- Rezone identified areas of importance for Indigenous cultural and spiritual practices to prohibit or limit uses with potential adverse impacts
- Establish limits on size of structures or establish setbacks from identified areas of importance for Indigenous cultural and spiritual practices

Other Considerations

- Islands Trust Council could provide financial assistance to others, including Indigenous Governing Bodies, to engage in activities to gain knowledge about the unique amenities and environment of the Trust Area or to engage in activities to gain knowledge about the history and heritage of the Trust Area

3.2.8 Culturally Significant Species and Medicinal Plants

Through engagement with Indigenous Governing Bodies, identify, prioritize protection, and support restoration of, culturally significant species and medicinal plants and ochre.

OCP Policy Options

- Include in policy criteria for consideration of rezoning, or other relevant applications, opportunities to identify, prioritize protection, and support restoration of, culturally significant species and medicinal plants and ochre

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- Include in Heritage Conservation Area guidelines that conditions of a permit may include protection, and restoration of, culturally significant species and medicinal plants and ochre
- Environmental Development Permit Areas (DPAs) for habitat for identified species

LUB Regulation Options

- Rezone identified areas of culturally significant species and medicinal plants to prohibit or limit uses with potential adverse impacts

Other Considerations

- Islands Trust Council could provide financial assistance to others, including Indigenous Governing Bodies, to engage in activities to gain knowledge about the unique amenities and environment of the Trust Area

3.2.9 Cultural Monitors

Through engagement with Indigenous Governing Bodies, support opportunities for cultural monitors to be present for ground-disturbing activities.

OCP Policy Options

- Include in policy criteria for consideration of rezoning or other relevant applications that opportunities for cultural monitors to be present for ground-disturbing activities where appropriate

LUB Regulation Options

- N/A

Other Considerations

- Inform applicants through standardized communications materials when a cultural site monitor is recommended

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Goal 3

Preserve and Protect Healthy and Biodiverse Ecosystems

Directive Policies - Ecosystem Integrity

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.3.1 Protected Area Networks

Identify, establish, and sustain a network of protected areas of sufficient size and distribution to preserve the environmental integrity of ecosystems in their planning area.

OCP Policy Options

- Designate Sensitive Ecosystem DPA(s) using available ecosystem mapping
- Establish a map schedule which identifies existing protected areas and areas for future protection, potentially based on ITC Regional Conservation Plan mapping. Develop policies for areas of potential future protection, including through some combination of parkland dedication at time of subdivision, amenity contributions at time of rezoning, density transfer, purchase by conservancies or regional district, and voluntary donation or conservation covenant
- For LTAs/island municipalities with significant areas in protected status, and where there is supporting information, an LTC or IM may determine that existing protected areas are of a sufficient size and distribution to preserve the integrity of ecosystems in the LTA/IM and may instead choose to include a policy describing the extent of the protected areas and how they preserve the environmental integrity of ecosystems
- A policy that describes the criteria and characteristics of a network of protected areas, and that identifies means by which such a network may be established over time, and how the network should be sustained
- Establish density transfer policies to allow consideration of rezonings that would reduce development potential in areas less suitable for development and increase development potential correspondingly in more suitable locations.

LUB Regulation Options

- Ensure that zoning of existing protected areas is appropriate and sufficient to preserve ecosystems in those lands, and that may be applied to future areas

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- Ensure that zoning of future protected areas does not allow use or density that would compromise ecosystem values
- Where supported by policy, establish density benefit zoning in appropriate locations to encourage protection of sensitive areas
- Rezone key lands to apply site-specific zoning that would cluster future development away from areas that would potentially contribute to a network of protected areas in future

Other Considerations

- Mapping and analysis to clarify scope and method, and determine feasibility of incorporating existing mapping dataset

3.3.2 Sensitive Ecosystems

Identify and prioritize the preservation, protection, and restoration of sensitive ecosystems in the Islands Trust Area, classified as the following ecosystem types cliff; freshwater; herbaceous; old and mature forest; riparian; wetland; and woodland.

OCP Policy Options

- Designate a sensitive ecosystem DPA(s) based on existing or new mapping
- Establish density bonus, amenity contribution, density transfer, and parkland dedication policies that prioritize preservation and protection of mapped sensitive ecosystems
- Include a policy that describes the criteria and characteristics of sensitive ecosystems, and that prioritizes their preservation, protection, and restoration during application processes
- Include a policy that describes the criteria and characteristics of sensitive ecosystems, and that prioritizes their preservation, protection, and restoration through voluntary protection measures

LUB Regulation Options

- Rezone mapped sensitive ecosystems to remove development potential
- Establish density benefit zoning for preservation and protection of sensitive ecosystems
- Rezone key lands to apply site-specific zoning that would cluster future development away from areas that contain mapped sensitive ecosystems

Other Considerations

- While existing sensitive ecosystem mapping exists, updating existing mapping or obtaining more detailed mapping would entail significant costs over multiple years

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3.3.3 Forest Ecosystems

Identify forest ecosystems and prioritize the preservation, protection, and restoration of unfragmented forests, with a particular focus on the maintenance and restoration of their ecological integrity.

OCP Policy Options

- Designate a DPA for the protection of Coastal Douglas-fir ecosystem and/or Dry Maritime Coastal Western Hemlock subzone ecosystem, based on available mapping
- Attach a map schedule, identifying Coastal Douglas-fir/Coastal Western Hemlock Very Dry Maritime subzone ecosystems or comparable important forest ecosystems, adopt policies prioritizing protection through a combination of parkland dedication at time of subdivision, amenity contributions at time of rezoning, density transfer, protection measures established during application processes, purchase by conservancies or regional districts, and voluntary donation or conservation covenant
- Include a policy that describes the characteristics of forest ecosystems, and that prioritizes their preservation, protection, and restoration through voluntary protection measures by land owners

LUB Regulation Options

- Rezone lands containing forest ecosystems to reduce development potential
- Rezone lands containing forest ecosystems to establish homeplates, limiting residential and accessory uses to a portion of each lot
- Establish zoning regulations unique to lands with forest ecosystems, with limits on floor area, number of structures, and accessory uses

Other Considerations

- There is existing Coastal Douglas-fir/Coastal Western Hemlock Very Dry Maritime subzone ecosystem mapping, but additional mapping may be requested by LTCs or recommended by staff

3.3.4 Coastal Oak and Prairie Ecosystems

Identify and prioritize the preservation and protection of coastal oak and prairie ecosystems, with a particular focus on the maintenance, restoration and management of their ecological integrity.

OCP Policy Options

- Designate a DPA for the protection of coastal oak and prairie ecosystems, based on available mapping
- Attach a map schedule, identifying coastal oak and prairie ecosystems, adopt policies prioritizing protection through a combination of parkland dedication at time of subdivision,

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amenity contributions at time of rezoning, density transfer, protection measures established during application processes, changes to zoning, purchase by conservancies or regional district, and voluntary donation or conservation covenant

- A policy that describes the characteristics of coastal oak and prairie ecosystems, and that prioritizes their preservation, protection, and restoration through voluntary protection measures by land owners

LUB Regulation Options

- Rezone lands containing coastal oak and prairie ecosystems to reduce development potential
- Rezone lands containing coastal oak and prairie ecosystems to split-zone or apply site-specific zoning that would shift future development to portions of the lot that do not contain coastal oak and prairie ecosystems

Other Considerations

- Mapping may be requested by LTCs or recommended by staff if existing mapping is incomplete or inadequate

3.3.5 Watershed Ecosystems

Identify and prioritize the preservation, protection, and restoration of watershed ecosystems, freshwater sources, and groundwater recharge areas.

OCP Policy Options

- Designate a groundwater protection DPA based on available mapping
- Establish a separate land use designation, with policies supporting limited uses, lower density, and limits on siting and size of structures within the designation
- Attach a map schedule, identifying key watersheds, freshwater sources and groundwater areas. Adopt policies prioritizing protection through a combination of some or all of:
    a. parkland dedication at time of subdivision
    b. amenity contributions at time of rezoning
    c. applicant-initiated density transfer
    d. protection measures during application processes such as covenants, purchase by conservancies or regional district, and voluntary donation or conservation covenant
- A policy that describes the characteristics of watershed ecosystems, freshwater sources, and groundwater recharge areas, and that prioritizes their preservation, protection, and restoration through voluntary protection measures by residents and conservancies

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LUB Regulation Options

- Amend zoning to limit uses, reduce density, and limit size and number of structures in known mapped areas with significant watershed ecosystems, freshwater sources, and groundwater recharge areas
- Amend subdivision servicing regulations to implement requirements that address impacts on significant watershed ecosystems, freshwater sources, and groundwater recharge areas through professional reports
- Rezone areas with identified significant watershed ecosystems, freshwater sources, and groundwater recharge areas to site-specific zoning that would cluster future development

Other Considerations

- Watershed mapping and groundwater mapping has been undertaken for most LTAs. Additional staff time or consultant costs may be required for currently unmapped areas or if more detailed or site-specific mapping or professional reports are required
- Adopt DAI bylaws that require the provision of professional reports concerning watershed ecosystems

3.3.6 Marine Shorelines and Nearshore Areas

Identify and prioritize the preservation, protection, and restoration of eelgrass meadows, kelp forests, forage fish spawning areas, clam beds, estuaries, tidal salt marshes, mud flats, and coastal wetlands.

OCP Policy Options

- Designate a shoreline and marine DPA based on available mapping or designated by description of distance upland of natural boundary and seaward of natural boundary
- Adopt policies identifying features, providing rationale, and supporting regulations to establish setbacks from marine features and natural boundary of the sea
- Include a policy that describes the characteristics of the marine and shoreline features, and that prioritizes preservation, protection, and restoration during application processes
- Adopt a policy that describes the characteristics of the marine and shoreline features, and that prioritizes preservation, protection, and restoration through voluntary protection measures by residents and conservancies

LUB Regulation Options

- Amend zoning to establish appropriate setbacks from the natural boundary of the sea and to limit uses in significant marine areas
- Ensure that marine zoning is appropriate and sufficient to preserve and protect significant marine areas

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Other Considerations

- There is shoreline mapping and some eelgrass and kelp mapping available to Islands Trust. Additional datasets may need to be acquired

3.3.7 Critical Habitat for Species at Risk

Identify and prioritize the preservation, protection, and restoration of critical habitat for species at risk.

OCP Policy Options

- Designate a DPA for the protection of critical habitat for species at risk, based on available mapping
- Attach a map schedule, identifying critical habitat for species at risk, adopt policies prioritizing protection through a combination of some or all of parkland dedication at time of subdivision, amenity contributions at time of rezoning, density transfer, protection measures during application processes, purchase by conservancies or regional district, and voluntary donation or conservation covenant
- Include a policy that describes the characteristics of critical habitat for species at risk, and that prioritizes their preservation, protection, and restoration through voluntary protection measures by residents and conservancies

LUB Regulation Options

- Rezone mapped critical habitat for species at risk to remove or limit development potential and to establish setbacks from mapped locations
- Establish density benefit zoning for preservation and protection of mapped critical habitat for species at risk
- Rezone key lands to split-zone or apply site-specific zoning that would cluster future development away from areas that contain mapped critical habitat for species at risk

Other Considerations

- Available mapping may be inadequate or at too large a scale, additional mapping may need to be contracted

3.3.8 Islets and Small Islands

Identify and prioritize the preservation, protection, and restoration of islets and small islands.

OCP Policy Options

- Establish a separate land use designation for islets and small islands, and adopt policies supporting limited uses, lower density, and limits on siting and size of structures within the designation

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- Designate a sensitive ecosystem DPA on all islets and small islands
- Designate a Heritage Conservation Area for protection of cultural resources on all islets and small islands
- Adopt policies prioritizing preservation, protection, and restoration of islets and small islands through a combination of amenity contributions at time of rezoning, applicant-initiated density transfer, protection measures established during application processes such as s.219 covenants, purchase by conservancies, the federal, provincial government, or regional district, and voluntary donation to conservancies or Indigenous Governing Bodies, or granting of conservation covenants
- Adopt a policy that prioritizes preservation, protection, and restoration islets and small islands through voluntary protection measures by residents and conservancies
- An LTC or IM may determine that existing policies are sufficient to support the preservation, protection and integrity of islets and small islands in the LTA

LUB Regulation Options

- Amend zoning of islets and small islands generally to remove or limit uses, density and siting, including setting appropriate setbacks from the natural boundary of the sea and limiting structure size
- Proactively rezone significant islets and small islands to apply site-specific zoning that would minimize impacts by reducing development potential or clustering future development away from sensitive or significant areas

Other Considerations

- N/A

3.3.9 Light Pollution

Minimize light pollution through the application of dark sky principles.

OCP Policy Options

- Designate a commercial and industrial form and character DPA that includes lighting guidelines
- Adopt a policy stating that during relevant rezoning applications, dark sky principles are considered and implemented through tools such as s.219 covenants
- Adopt a policy that describes the characteristics of dark sky principles, and encourages all development to adhere to the principles

LUB Regulation Options

- Ensure that sign regulations limit lighting of signs
- Ensure parking regulations limit the lighting of parking spaces

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Other Considerations

- N/A

Advisory Policies - Ecosystem Integrity

Local trust committees and island municipalities should . . .

3.3.10 Indigenous Ecosystem Management

Through engagement with Indigenous Governing Bodies, support opportunities for Indigenous-led ecosystem management.

OCP Policy Options

- Include a policy that LTC or IM would consider implementing regulations such as a DPA in consultation with Indigenous Governing Bodies for Indigenous-led ecosystem management initiatives

LUB Regulation Options

- N/A

Other Considerations

- Engage with Indigenous Governing Bodies to enter agreements that support opportunities for Indigenous-led ecosystem management

3.3.11 Indigenous Protected and Conserved Areas

Support Indigenous Governing Bodies in the establishment of Indigenous Protected and Conserved Areas.

OCP Policy Options

- Include policy supporting transfer of appropriate lands to Indigenous Governing Bodies through voluntary donation, as a community amenity at time of rezoning
- Include a land use designation and relevant policies for lands that have been established as Indigenous Protected and Conserved Areas

LUB Regulation Options

- Where relevant, include a zone in LUB for Indigenous Protected and Conserved Areas

Other Considerations

- N/A

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Goal 4

Foster Sustainable, Inclusive, and Resilient Communities

Directive Policies - Managing Growth and Development

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.4.1 Sustainable Development

Consider site capabilities, environmental and protected areas, and existing development patterns when determining the land use designation and appropriate locations and intensities of various uses of the land.

OCP Policy Options

- In drafting or reviewing an OCP, land use designations should be reviewed for appropriateness using existing ecosystem, freshwater, and other datasets, as well as reviewing current tenure and consideration should be given to amending land use designations accordingly
- When considering an application to amend a land use designation, the LTC or IM should ensure that development approval information is provided to allow consideration of site constraints, sensitive ecosystems and species at risk, hazardous conditions, and impacts on adjacent lands prior to increasing density or intensity of land uses

LUB Regulation Options

- In reviewing an LUB ensure that zoning is consistent with land use designations
- In considering a rezoning application an LTC or IM should consider tools such as site-specific zoning or s.219 covenants to determine appropriate siting and intensities of land uses

Other Considerations

- Existing mapping datasets exist for sensitive ecosystems, freshwater, and hazardous slopes at an island-wide scale. Additional or improved mapping may be requested for specific features or constraints, with associated costs
- Implement Development Approval Information Bylaws requiring professional reports that address the issues identified in the policy

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3.4.2 Growth Management

Manage community growth and its associated impacts by directing residential, commercial and industrial development into suitable locations, to prevent sprawl, minimize fragmentation of forest lands, and avoid adverse impacts to Indigenous cultural heritage, harvesting and hunting areas.

OCP Policy Options

- OCP reviews should consider existing mapping datasets to determine areas that are more or less suitable for development, and build out analysis to understand the extent and location of existing development potential
- If warranted, amend the Land Use map schedule to alter land use designations to better adhere to the directive policy, this could involve shifting designation boundaries, changing designations in certain locations, or creating new land use designations
- An overlay or separate map schedule may be adopted that would identify those areas in which additional development may be considered
- Establish density transfer policies to allow consideration of rezonings that would reduce development potential in areas less suitable for development and increase development potential correspondingly in more suitable locations
- Include policies that describe where applications for additional development may be considered, under what conditions, and how impacts should be mitigated
- Include policies and identify tools to reduce or manage development in areas less suitable for development; this could include changes to use, density, siting or size of structures, or establishment of DPA for protection of the environment or protection of development from hazardous conditions
- A review of mapping datasets and build-out analysis may result in an LTC or IM determining that existing land use designations and resulting development potential are in suitable locations

LUB Regulation Options

- Zoning may be amended, consistent with Land Use Designations, to increase development potential in suitable locations and reduce development potential in less suitable locations
- Zoning in areas more suitable for development may be limited to specific conditions, such as clustered housing, overall floor area limits, or through density bonus provisions where a specified community amenity is provided
- Zoning may be amended in areas less suitable for development to mitigate impacts, this may include establishing site-specific zoning to permit development in more suitable portions of lots

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- Establish appropriate siting and size regulations in areas less suitable for development, including limits on number of structures, size of structure, setbacks from features, or 'homeplate' requirements

Other Considerations

- Compilation of existing mapping datasets may involve costs, particularly if a contractor is required. Any additional mapping would also involve costs

3.4.3 Impacts of Development

Consider the aesthetic, environmental, and social impacts of development.

OCP Policy Options

- Include policies establishing impacts to be considered by the LTC or IM during rezoning and other relevant applications, and identifying the tools that should be considered to mitigate impacts
- Include policies to ensure that development approval information is sufficient to consider aesthetic, environmental, and social impacts of rezoning applications
- Policies could be included to identify community amenity contributions that may be considered to mitigate social impacts
- Consider DPAs to address form and character and for protection of the natural environment

LUB Regulation Options

- Review zoning regulations to ensure that density, siting, and size regulations are appropriate, this could include limits on lot coverage, height of buildings, setbacks, and floor area
- Review screening regulations for commercial and industrial zones to ensure they are sufficient to minimize visual impacts
- Review permitted uses, including home-based business regulations, to determine if uses currently permitted outright are appropriate
- Ensure setbacks from natural features are appropriate for mitigation of environmental impacts

Other Considerations

- N/A

3.4.4 Community Facilities and Services

Ensure that each community's, and local Indigenous communities', current and projected long-term needs for educational, institutional, community, health, cultural, recreational facilities

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and services, and outdoor recreation are considered and planned for.

OCP Policy Options

- Ensure that OCP designates sufficient areas for community services and facilities
- Review policies to ensure that policies are consistent with current facilities and services and consider future development
- Consider policies and designations respecting the location and type of future parks, in cooperation with Regional District and parks commission, to ensure that park land dedication required at time of subdivision is of an acceptable amount and location
- Consider identifying community facilities or services as a valid community amenity contribution
- Include a policy to consult with relevant agencies and Indigenous Governing Bodies to identify long-term needs

LUB Regulation Options

- Review zoning to ensure that existing facilities are appropriately zoned and that future needs are considered in zoning
- Where future facilities or services are identified, consider pre-zoning locations

Other Considerations

- N/A

3.4.5 Climate Change Mitigation and Adaptation

Implement planning and land use management strategies, and consider nature-based solutions, to minimize greenhouse gas emissions, and adapt to climate change-related vulnerabilities.

OCP Policy Options

- Include policies that support mitigation, specifically locating additional development near services
- Include a policy stating that climate change impacts be considered in assessing all development applications
- Consider use of DPA to minimize emissions from new development
- Consider DPAs to manage tree removal and to require restoration
- Consider implementation of hazard DPA for adaptation to climate change-related vulnerabilities

LUB Regulation Options

- Consider zoning regulations to limit building size

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- Review zoning regulations to remove or reduce regulations that could limit alternative energy infrastructure
- Review zoning regulations to ensure that setbacks from the natural boundary of the sea account for climate change impacts

Other Considerations

- Consider floodplain bylaw
- Use Section 219 covenants at time of rezoning or subdivision

3.4.6 Hazardous Areas

Identify areas at elevated risk of natural and climate change-related hazards and restrict development within these areas including, but not limited to, areas subject to flooding, sea-level rise, erosion, slope instability and wildfire.

OCP Policy Options

- Designate DPAs for steep slope hazard, shoreline erosion and storm surge hazard, and wildfire hazard
- Include policies to ensure development approval information is obtained for all relevant applications to assess hazards
- Include map schedule identifying areas subject to hazardous conditions and include policies restricting the use of land in these areas
- Designate areas of land that the LTC or IM considers may be subject to flooding, erosion, land slip or avalanche as tree cutting permit areas
- Include policies supporting density transfer from hazardous lands

LUB Regulation Options

- Designate areas subject to flooding as a flood plain and establish regulations and requirements pursuant to s. 524 of the Local Government Act
- Establish setbacks from, and above, natural boundary of the sea
- Consider reducing development potential in identified hazardous areas, including split-zoning lots to shift development potential away from hazardous lands

Other Considerations

- Acquisition of additional mapping not currently available, such as flood hazard, wildfire hazard where not available

3.4.7 Economic Activities

Support sustainable economic activities that are compatible with the preservation and

protection of the Trust Area and its unique amenities, environment, community well-being, and that consider transportation and infrastructure capacity.

OCP Policy Options

- Review designated commercial and industrial land uses and assess if sufficient land is designated in appropriate locations
- Establish policies that provide criteria for commercial and industrial rezonings
- Establish temporary use permit guidelines and designations for commercial and industrial uses

LUB Regulation Options

- Review commercial and industrial zoned lands to assess if area is sufficient and in appropriate locations
- Review industrial and commercial zoning to determine if permitted uses and density are appropriate and relevant
- Ensure home-based business regulations are sufficient and appropriate

Other Considerations

- N/A

3.4.8 Community Heritage Sites

Identify, preserve, protect, and support the restoration of community heritage sites.

OCP Policy Options

- Include a policy supporting development of community heritage registry
- Include a policy supporting designation of heritage buildings[2] by application
- Consider designation of a Heritage Conservation Area for identified community heritage areas
- Policy to support heritage protection and restoration as a community amenity

LUB Regulation Options

- Establish site specific zoning for lands with a heritage building or site

Other Considerations

- Cost to create heritage inventory, or report to support designation of a heritage conservation area

[2] In 1987, Islands Trust documented selected heritage buildings in the Islands Trust Area https//islandstrust.bc.ca/wp-content/uploads/2020/05/islandheritagebuildings.pdf

Advisory Policies – Managing Growth and Development

Local trust committees and island municipalities should...

3.4.9 Existing Development Potential

Identify land where current zoning or other land use regulations allow development that could be inconsistent with the object of the trust, and consider policy and/or regulatory options to reduce development potential or minimize the impacts of future development.

OCP Policy Options

- OCP Reviews should utilize existing mapping datasets to determine areas that are more or less suitable for development, and build-out analysis to understand the extent and location of existing development potential in relation to areas less suitable to development
- If warranted, amend the Land Use map schedule to alter land use designations, to shift designation boundaries, change designations in certain locations, or create new land use designations
- Establish density transfer policies to allow consideration of rezonings that would reduce development potential in areas less suitable for development and increase development potential correspondingly in more suitable locations
- Include policies and identify tools to reduce or manage development in areas less suitable for development; this could include changes to use, reductions in density, changes to siting or size of structures, or establishment of DPA for protection of the environment or protection of development from hazardous conditions
- A review of mapping datasets and build-out analysis may result in an LTC or IM determining that existing land use designations and resulting development potential are in suitable locations

LUB Regulation Options

- Zoning may be amended, consistent with Land Use Designations, to reduce development potential in less suitable locations
- Zoning in areas less suitable for development may limit future development to specific conditions, such as clustered housing, smaller floor areas, increased setbacks or reduced lot coverage
- Zoning may be amended in areas less suitable for development to mitigate impacts, this may include establishing site-specific zoning to permit development in more suitable portions of lots
- Amend subdivision regulations to require clustering of lots

Other Considerations

- N/A

3.4.10 Economic Development Opportunities for Indigenous Communities

Through engagement with Indigenous Governing Bodies, support economic development opportunities for Indigenous communities.

OCP Policy Options

- Adopt policies to consider applications to rezone that would support economic development for indigenous communities

LUB Regulation Options

- Review zoning on Indigenous-owned fee simple lands in consultation with Indigenous Governing Bodies to permit uses that would support appropriate economic development opportunities for Indigenous communities

Other Considerations

- N/A

Directive Policies – Housing

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.4.11 Suitable Locations for Additional Housing

Identify suitable locations that could support increased density for the development of safe, secure, diverse, and attainable housing.

OCP Policy Options

- OCP Reviews should include use of existing mapping datasets to determine areas that are more, or less, suitable for housing, and build-out analysis to understand the extent and location of existing residential development potential and how much additional potential, if any, is warranted
- If warranted, amend the Land Use map schedule to adjust land use designations to support additional residential development in suitable locations and less development in areas not suitable for residential development
- An overlay or separate map schedule could be adopted that would identify those areas in which additional housing may be considered
- Include policies supporting measures such as flexible housing, affordable housing, suites, and accessory dwelling units in suitable locations

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- Include policies that describe where applications for additional housing may be considered, under what conditions, and how impacts should be mitigated
- Include policies and identify tools to reduce or manage development potential in areas less suitable for development; this could include changes to use, density, siting or size of structures, or establishment of DPA for protection of the environment or protection of development from hazardous conditions
- Establish density transfer policies to allow consideration of rezonings that would reduce residential development potential in areas less suitable for development and increase development potential correspondingly in more suitable locations
- A review of mapping datasets and build-out analysis may result in an LTC or IM determining that existing land use designations and resulting residential development potential are in suitable locations

LUB Regulation Options

- Zoning may be amended, consistent with Land Use Designations, to increase residential development potential in suitable locations and reduce development potential in less suitable locations
- Zoning in areas more suitable for residential development may be amended to permit specific forms of additional residential development, such as clustered housing, flexible housing, suites, accessory dwelling units, or through density bonus provisions where a specified community amenity is provided
- Zoning may be amended in areas less suitable for residential development to mitigate impacts, this may include split-zoning lots or establishing site-specific zoning to permit development in more suitable portions of lots
- Establish appropriate siting and size regulations in areas less suitable for residential development, including limits on number of structures, size of structure, setbacks from features, or 'homeplate' requirements

Other Considerations

- Funding may be needed for additional mapping, or housing needs reports

3.4.12 Housing Diversity

Support a range of housing types and tenures to help meet the identified housing needs of the island community and local Indigenous communities.

OCP Policy Options

- Include statements of residential housing need based on data such as a housing needs reports, build-out analysis, and other information to identify future housing needs by type and tenure

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- Include policy supporting measures such as flexible housing, rental zoning, multi-family housing, affordable housing, suites, clustered small unit housing, and accessory dwelling units in suitable locations
- Include policies that describe where applications for additional residential development may be considered, under what conditions, and how impacts should be mitigated
- Temporary use permit conditions and designations may be considered for non-conventional housing such as recreational vehicles or tiny homes on wheels

LUB Regulation Options

- Zoning may be amended, consistent with Land Use Designations, to permit some additional residential development in suitable locations
- Zoning in areas more suitable for development may be amended to permit specific forms of additional residential development, such as clustered housing, flexible housing, rental tenure, multi-family housing, employee housing, suites, accessory dwelling units, or through density bonus provisions where a specified community amenity is provided

Other Considerations

- Housing needs reports and other datasets

3.4.13 Clustered Small Dwelling Units

Support alternatives to conventional single-detached dwellings by establishing policies to permit clusters of small dwelling units in suitable areas.

OCP Policy Options

- Where there is an existing location, a land use designation for clustered small dwelling units may be established
- Include policy with criteria and conditions for rezoning applications for clustered small dwelling units
- Consider establishing criteria for suitable locations either in a map schedule or by description
- A DPA for intensive residential development could be designated to manage development of clustered small dwelling unit

LUB Regulation Options

- Where a location exists, a new zone for clustered small dwelling units may be added to the LUB
- Amend zoning to permit this use where appropriate

Other Considerations

- N/A

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3.4.14 Floor Area and Lot Coverage Limits

Set floor area and lot coverage limits for residential development to minimize negative environmental impacts, including on land used for agricultural purposes.

OCP Policy Options

- Add a policy supporting establishment of floor area and lot coverage provisions, with the rationale and extent

LUB Regulation Options

- Review existing lot coverage regulations for relevance
- Establish maximum floor area and lot coverage in relevant zones where residential uses are permitted

Other Considerations

- N/A

3.4.15 Affordable and Special Needs Housing

Prioritize the processing of rezoning applications from non-profit housing providers and public agencies, and the processing of housing agreement bylaws for affordable and special needs housing.

OCP Policy Options

- Include a policy supporting prioritization of rezoning applications for affordable and special needs housing
- Policy establishing designations where such applications may be considered and criteria for review

LUB Regulation Options

- Create an affordable housing zone that can be used for all projects

Other Considerations

- Development Procedures Bylaw may specify the prioritization of affordable and special needs housing applications

3.4.16 Short-Term Rentals

Identify and assess the impacts of short-term rental of dwellings on the availability of safe, secure and affordable housing and, where necessary, regulate and limit the number of short-term rentals accordingly.

OCP Policy Options

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- Adopt a policy identifying impacts of vacation rentals and establishing the approach to short term rentals, ranging from permitting with conditions to prohibiting
- Where TUPs may be considered, identify land use designations where they may be permitted, and guidelines for Short Term Vacation Rentals

LUB Regulation Options

- Where policy supports short term rentals, include as a permitted use with any conditions in relevant zones

Other Considerations

- Opt-in to the provincially-enforced principal residence requirement

Advisory Policies - Housing

Local trust committees and island municipalities should...

3.4.17 Housing for Indigenous People

Through engagement with Indigenous Governing Bodies, support housing opportunities for Indigenous people in the Islands Trust Area.

OCP Policy Options

- Include support for housing for Indigenous people in policies supporting affordable and special needs housing

LUB Regulation Options

- N/A

Other Considerations

- N/A

3.4.18 Multi-Unit Residential

Implement land use regulations for affordable and special needs housing and other multi-unit residential development that permit a range of potential site configurations, and control form and character through development permit areas.

OCP Policy Options

- Designate DPA for form and character of multi-family residential development or intensive residential development where sites are zoned or otherwise identified
- Include policies that describe where applications for affordable, special needs and other multi-unit residential development may be considered, under what conditions, and how impacts should be mitigated

- Include policies identifying locations where small-scale multi-unit housing may be permitted

LUB Regulation Options

- Where relevant, zone locations for affordable and special needs housing or other multi-unit residential development
- Amend zoning to permit and regulate small-scale multi-unit housing if relevant

Other Considerations

- N/A

3.4.19 Natural Building Materials and Techniques

Encourage construction of buildings and structures using local natural building materials and techniques, and minimize barriers to their use.

OCP Policy Options

- Include a policy to consider conditions in rezoning applications for commercial buildings that new buildings use local natural building materials and techniques

LUB Regulation Options

- Consider amendments to size regulations to measure floor area from interior walls rather than the exterior

Other Considerations

- N/A

Directive Policies - Transportation

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.4.20 Public and Active Transportation Networks

Identify and establish appropriately-situated, safe, comfortable, and equitable transportation networks that reduce dependency on private automobile use, encourage zero emission modes of transportation, and support increased use of trail systems, public transportation, and active transportation.

OCP Policy Options

- Adopt a map schedule identifying existing road networks, any future road dedication, and existing and proposed bike and trail networks

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- Include policy supporting measures to reduce private automobile use and support alternate transportation in relevant rezoning applications

LUB Regulation Options

- Ensure any road standards in subdivision servicing regulations are consistent with minimum standards of Ministry of Transportation and Transit

Other Considerations

- Cost of contracting any new transportation plans

3.4.21 Rural Roadways

Identify and protect rural roadways, including scenic and/or heritage roads.

OCP Policy Options

- Adopt a map schedule identifying road classifications consistent with Ministry of Transportation and Transit classifications as set out in agreement and designating any scenic or heritage roads
- Include a policy describing rationale of scenic/heritage road designation and outlining consultation process with Ministry of Transportation and Transit
- Include policy to guide rezoning applications adjacent to scenic/heritage roads to ensure land use changes will not compromise the scenic/heritage value of those roads

LUB Regulation Options

- Review zoning adjacent to scenic/heritage roads to ensure that permitted uses, density, and setbacks are consistent with the scenic/heritage value of those roads and amend zoning where appropriate

Other Considerations

- N/A

Advisory Policies - Transportation

Local trust committees and island municipalities should...

3.4.22 Road Systems

Ensure that road location, design, construction, and road systems are compatible with the preservation and protection of the Trust Area and its unique amenities and environment.

OCP Policy Options

- Adopt a map schedule identifying existing road networks, any future road dedication, scenic and heritage roads, and existing and proposed bike and trail networks

LUB Regulation Options

- Ensure any road standards in subdivision servicing regulations are consistent with minimum standards of Ministry of Transportation and Transit and that they set out expectations for protection of that natural environment, water bodies and sensitive ecosystems

Other Considerations

- Ensure Ministry of Transportation and Transit's and contractors' operations are consistent with existing agreements

3.4.23 Transportation Network Vulnerabilities

Cooperate with relevant agencies to identify parts of the local transportation network at risk of damage or deterioration and participate in planning to address mitigation or infrastructure relocation where necessary.

OCP Policy Options

- Adopt a map schedule identifying existing road networks, any future road dedication, including areas where roads may need to be relocated, existing and proposed bike and trail networks

LUB Regulation Options

- N/A

Other Considerations

- Initiate regular meetings with Ministry of Transportation and Transit under existing agreement

Directive Policies – Waste, Emissions and Pollutants

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.4.24 Pollutants to Air, Land and Water

Regulate land use and development to reduce detrimental pollutants to air, land and water.

OCP Policy Options

- Include policies to limit uses that may result in detrimental pollutants

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- Establish criteria and standards for rezoning applications that may result in detrimental pollutants to air, land and water, and that appropriate development approval information be obtained

LUB Regulation Options

- Review industrial zoning to consider prohibiting, limiting, or regulating uses that may result in detrimental pollutants to air, land and water

Other Considerations

- Strengthen administrative procedures and bylaws supporting contaminated sites legislation

3.4.25 Disposal of Waste

Where required, identify appropriate locations for waste transfer stations for the removal of waste from the Islands Trust Area.

OCP Policy Options

- If there are existing waste transfer facilities, identify these locations on the land use schedule
- Include policies supporting regulation of existing facilities
- Identify any locations considered appropriate for new facilities
- Add policy criteria for any applications for new facilities
- If relevant, include TUP guidelines and designations for new facilities to operate on a temporary or interim basis
- Consider a policy to support the Regional District creating an operations bylaw or establishing a local service where appropriate

LUB Regulation Options

- If there are existing facilities, review zoning to ensure regulations are appropriate
- Amend zoning to permit this use in areas where appropriate

Other Considerations

- N/A

3.4.26 Wastewater Disposal Systems

Establish requirements for the location and siting of new wastewater disposal systems to mitigate adverse impacts on the Trust Area and its unique amenities and environment, with a focus on Indigenous Peoples' cultural heritage sites and marine harvesting areas.

OCP Policy Options

- Include guidelines for siting of disposal systems in existing or new DPA
- Consider a shoreline DPA with appropriate guidelines to minimize impacts on the marine environment
- Include relevant guidelines in any Heritage Conservation Area designation

LUB Regulation Options

- Include setbacks from features such as the natural boundary of the sea, water bodies, natural features, and/or heritage sites

Other Considerations

- N/A

Directive Policies - Recreation

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.4.27 Preservation of Natural Heritage

Identify, preserve, protect, and support the restoration of natural heritage sites.

OCP Policy Options

- Adopt a map schedule identifying natural heritage sites
- Consider designating a heritage conservation area or DPA for protection of the environment for key natural heritage sites
- Include protection or donation of natural heritage sites as a potential community amenity in rezoning applications

LUB Regulation Options

- Attach a map schedule identifying natural heritage sites
- Establish conservation zoning for key natural heritage sites with appropriate permitted uses
- Establish setback regulations from natural heritage sites

Other Considerations

- Mapping of natural heritage sites may be warranted

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3.4.28 Location and Types of Recreational Facilities

Identify appropriate locations for, types of, and access to, facilities for low-impact and active recreational activities, and discourage activities that may adversely impact the preservation and protection of the Trust Area and its unique amenities and environment.

OCP Policy Options

- Identify locations of existing recreational facilities on OCP map schedule
- Identify land use designations where new recreational facilities are appropriate
- Include policy supporting appropriate zoning for facilities
- Include policy establishing criteria and appropriate locations for proposed new facilities
- Include appropriate facilities as a potential community amenity contribution in any amenity zoning policies

LUB Regulation Options

- Ensure all existing facilities are zoned appropriately
- Review zoning for recreational facilities for appropriate use, density and siting

Other Considerations

- N/A

3.4.29 Access to Community Marinas, Boat Launches, and Docks

Identify and support safe public access and routes to community marinas, boat launches, and docks.

OCP Policy Options

- Identify public accesses and routes in OCP map schedule
- Include OCP policy identifying any locations where access and routes are considered inadequate and supporting efforts to obtain or improve accesses or routes

LUB Regulation Options

- Ensure zoning does not permit uses that would compromise use of identified locations for appropriate and safe access

Other Considerations

- N/A

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3.4.30 Access to Anchorages

Identify appropriate and safe small-craft anchorage public-access locations.

OCP Policy Options

- Identify appropriate and safe public-access locations on an OCP map schedule
- Include a OCP policy supporting continued availability and use of appropriate and safe locations, along with support for acquisition or development of additional accesses in appropriate locations
- Include policies to encourage dedication of access to anchorages through rezoning applications

LUB Regulation Options

- Ensure zoning does not permit uses that would compromise use of identified locations for appropriate and safe access

Other Considerations

- N/A

3.4.31 Trail Systems

Identify appropriate locations for, types of, and safe public access to public pedestrian, equestrian and bicycle trail systems to support active recreation that is compatible with preservation and protection of the Islands Trust Area and its unique amenities and environment.

OCP Policy Options

- Include existing trails systems on a map schedule
- Where there are future trail plans, include on map schedule
- Include policies supporting the maintenance of existing, and acquisition of, future trail systems
- If warranted, include a policy supporting the acquisition of land or rights-of-way for future trail locations through donation, acquisition at time of subdivision, or as community amenities

LUB Regulation Options

- Ensure zoning does not prohibit trails in relevant zones
- Ensure subdivision regulations require dedication of trails where appropriate

Other Considerations

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- Where an LTC undertakes a trail mapping initiative, external mapping may be required to identify future trail locations in anything more than a general way

3.4.32 Public Shoreline Access

Identify new, protect existing, and support the acquisition and protection of, safe public access to marine shorelines and along marine shorelines that are appropriate for low-impact, public recreational use and do not adversely impact the Trust Area and its unique amenities and environment, including Indigenous Peoples' identified cultural heritage sites and marine harvesting areas.

OCP Policy Options

- Identify existing accesses on an OCP map schedule
- Identify, in general, potential areas where future public access to marine shorelines is appropriate and desired on a map schedule
- Include a policy that describes criteria and characteristics of new public accesses to the shoreline and supports the acquisition of new accesses through means such as dedication at time of subdivision, development of existing dedications by an appropriate body, donation of land or right-of-way, or as a community amenity at time of rezoning

LUB Regulation Options

- Review siting regulations for docks and other structures in marine zones and ensure that they would not inhibit public access along marine shorelines, either in identified locations or generally

Other Considerations

- If LTC requires or wants mapping of existing accesses that is not otherwise available, then costs associated with a contract to locate accesses

3.4.33 Public Access to Public/Crown Land

Identify and support the acquisition and protection of public access and routes to publicly-owned lands.

OCP Policy Options

- Include any potential future access routes on an OCP map schedule
- Identify, in general, potential areas where future public access to publicly-owned land is warranted and desired on a map schedule
- Include a policy that describes criteria for any new public accesses to publicly-owned land and supports the acquisition of new accesses through means such as dedication at time

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of subdivision, development of existing dedications by an appropriate body, donation of land or right-of-way to an appropriate body, or as a community amenity at time of rezoning

LUB Regulation Options

- N/A

Other Considerations

- N/A

3.4.34 Destination Gaming Facilities

Prohibit destination gaming facilities such as casinos and commercial bingo halls.

OCP Policy Options

- Include an OCP policy supporting prohibition

LUB Regulation Options

- Include in list of prohibited uses

Other Considerations

- N/A

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Goal 5

Foster Sustainable Stewardship of Lands and Waters

Directive Policies - Freshwater

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.5.1 Freshwater Sustainability

Ensure that neither the density, nor intensity, of land use is increased in watersheds where the quality or quantity of the supply of freshwater is likely to be inadequate or unsustainable.

OCP Policy Options

- Include a policy stating that any amendments to the Land Use schedule or policies, or amendments to zoning that would increase density or intensity of use, should not occur in watersheds where the quality or quantity of freshwater is know to be inadequate or unsustainable to support the increased density or intensity of use
- Include a policy stating that prior to adopting amendments that would increase density or intensity of use an LTC/IM should review all available information to ensure that the quality or quantity of freshwater in the watershed is adequate and sustainable to support the proposed changes
- Include a policy stating any application for rezoning or TUP that would result in an increase in density or intensity of use and which may rely on the watershed's freshwater should include information demonstrating that the quality or quantity of freshwater in the watershed is adequate and sustainable to support the proposed changes
- Designate a groundwater protection DPA based on available mapping in relevant watersheds
- Attach a map schedule identifying any watersheds where the quality or quantity of the supply of freshwater is known to likely be inadequate or unsustainable, and include a policy referencing the schedule and stating that no increases in density or intensity of use should be considered in the watershed
- If any watersheds, or areas within watersheds, are identified where the quality or quantity of the supply of freshwater is known to likely be inadequate or unsustainable, consider a policy supporting the transfer of density from the watershed to other areas known to have adequate supplies of freshwater

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LUB Regulation Options

- Ensure that subdivision servicing regulations require professional reports demonstrating that the supply of freshwater is adequate and sustainable
- Amend zoning to limit density or uses, or require alternative means of supplying freshwater for new development, where information determines that the quality or quantity of freshwater is know to be inadequate or unsustainable to support the current density or intensity of use

Other Considerations

- Where information on the quality and quantity of freshwater is not available at the watershed scale then additional work may be warranted to support the policies
- Ensure that Development Approval Information Bylaw allows for the provision of appropriate professional reports

3.5.2 Freshwater Demand and Supply Projections

Ensure that existing, anticipated, and seasonal water demand and water availability are considered.

OCP Policy Options

- In reviewing OCP Land Use Designations and density, ensure that freshwater demand and availability information is considered
- Establish a policy that in reviewing relevant rezoning applications, water demand and availability should be considered and information required where warranted

LUB Regulation Options

- Ensure subdivision servicing regulations include professional report requirements that address seasonal water demand and availability

Other Considerations

- Where information is not available or is inadequate, contracts for professional reports may be warranted

3.5.3 Freshwater Self-Sufficiency

Ensure that islands are self-sufficient in their supply of freshwater.

OCP Policy Options

- Include a policy prohibiting new freshwater connections to other islands or the mainland

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LUB Regulation Options

- Include a general prohibition and specific servicing regulation prohibiting water connections to another island or the mainland

Other Considerations

- N/A

3.5.4 Saltwater Intrusion

Identify areas at elevated risk of saltwater intrusion and restrict development serviced by groundwater within these areas.

OCP Policy Options

- Where information is available, include a map schedule identifying areas at elevated risk of saltwater intrusion
- Include a policy stating new development serviced by groundwater should be restricted in areas at elevated risk of saltwater intrusion
- Designate a groundwater protection DPA where adequate mapping is available
- Include a policy supporting transfer of density from areas at elevated risk of saltwater intrusion

LUB Regulation Options

- Where mapping is available, establish regulations requiring alternative means of providing freshwater other than groundwater in affected areas
- Amend zoning to limit residential density in areas at elevated risk of saltwater intrusion

Other Considerations

- Where mapping is not available or is inadequate, contracts for professional reports and mapping may be warranted

Advisory Policies - Freshwater

Local trust committees and island municipalities should ...

3.5.5 Freshwater Quality

Ensure that freshwater quality is maintained or remediated.

OCP Policy Options

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- Designate a groundwater protection DPA based on available mapping and evidence
- Include a policy stating that any amendments to the Land Use schedule or policies, or amendments to zoning, that would increase density or alter use should include information, potentially in the form of a professional report, that would assess impacts on freshwater quality and provide recommendations to mitigate impacts, and the LTC or IM should consider measures to implement recommendations

LUB Regulation Options

- Ensure that subdivision servicing regulations require professional reports demonstrating that the supply of freshwater is adequate and sustainable

Other Considerations

- N/A

3.5.6 Freshwater Uses

Strive to ensure that water quality in lakes, streams and wetlands is maintained, and that freshwater use is not to the detriment of other uses of the waterway such as fish and amphibian habitat uses, Indigenous cultural and spiritual uses, and aesthetic and recreational uses.

OCP Policy Options

- Designate a DPA for the protection of the environment based on available mapping and evidence
- Include a policy stating that any amendments to the Land Use schedule or policies, or amendments to zoning, that would increase density or alter use should include information, potentially in the form of a professional report, that would assess impacts on lakes, streams and wetlands and provide recommendations to mitigate impacts, and the LTC or IM should consider measures to implement recommendations

LUB Regulation Options

- Establish appropriate setbacks from in lakes, streams and wetlands

Other Considerations

- N/A

3.5.7 Freshwater Storage

Encourage freshwater storage in groundwater regions where the quality or quantity of groundwater is likely to be inadequate or unsustainable.

OCP Policy Options

- Attach a map schedule delineating any groundwater regions where evidence indicates that the quality or quantity of groundwater is likely to be inadequate or unsustainable
- Include a policy stating that any amendments to the Land Use schedule or policies, or amendments to zoning, that would increase density or alter use should include requirements for the storage of freshwater in groundwater regions where evidence indicates that the quality or quantity of groundwater is likely to be inadequate or unsustainable
- Include a policy stating that in groundwater regions where evidence indicates that the quality or quantity of groundwater is likely to be inadequate or unsustainable, regulations may require freshwater storage for new construction.

LUB Regulation Options

- Include a requirement for freshwater storage for new construction in groundwater regions where evidence indicates that the quality or quantity of groundwater is likely to be inadequate or unsustainable

Other Considerations

- N/A

Directive Policies - Forest Lands

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.5.8 Forest Lands for Sustainable Management

Maintain large land holdings and parcel sizes to support sustainable forest management practices that are compatible with preservation and protection of the Trust Area and its unique amenities and environment.

OCP Policy Options

- Consider a Land Use Designation for any large forest lots, with policies specifying large minimum lot areas, and limits on non-forestry related uses
- Include policy supporting use of appropriate lands for sustainable forest management
- Include a policy supporting inclusion of appropriate lands in Private Managed Forest status

LUB Regulation Options

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- Zone lands appropriate for forestry into a separate zone, with large minimum lot sizes and appropriate regulations limiting incompatible uses and regulating uses, and the siting and size of structures

Other Considerations

- N/A

3.5.9 Forest Lands and Road Systems

Consider siting of roads and utility corridors to minimize the fragmentation of forest lands.

OCP Policy Options

- If warranted, include a map schedule identifying preferred locations of new roads
- Include policy stating that any rezoning or TUP application involving forest lands should include consideration of the siting of roads and utility corridors
- Include a policy stating that new road dedication and utilities should avoid fragmentation of forest lands, with any specific locations referenced in policy

LUB Regulation Options

- Include road siting requirements in subdivision regulations

Other Considerations

- N/A

3.5.10 Forest Lands and Wildfire Risk Management

Identify planning and land use management strategies that mitigate wildfire risk and that are appropriate to the unique biogeoclimatic zones and settlement patterns of each local planning area.

OCP Policy Options

- Consider the designation of a wildfire hazard DPA in high-risk areas
- Include appropriate exemptions in other DPAs to permit implementation of wildfire risk abatement measures without need for a DP in relevant locations
- Review any available Wildfire exposure risk mapping or reports and consider designating development approval information requirements for wildfire hazard information for rezonings and TUPs in high-risk areas
- If warranted, consider identifying future roads and access routes on a map schedule that would provide emergency access or alternative evacuation routes

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LUB Regulation Options

- Review regulations to ensure that siting and landscape regulations are not in conflict with Fire Smart recommendations

Other Considerations

- N/A

Directive Policies - Agricultural Lands

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.5.11 Protection of Agricultural Lands

Identify and protect agricultural lands within the Agricultural Land Reserve for current and future use consistent with the Agricultural Land Commission Act and its regulations, while considering downstream impacts, wildlife habitat, and adjacent properties.

OCP Policy Options

- Identify ALR on Land Use map schedule or on a separate map schedule
- Include policies specifying permitted uses, density and other considerations consistent with ALC legislation, regulations and policies
- Include policies on regulation of uses that may be prohibited, may be regulated, and non-farm uses in the ALR
- Include policies providing guidance for LTCs/IMs on ALR applications for non-farm use, subdivision, non-adhering residential use, inclusion, and on LTC/IM applications for exclusion

LUB Regulation Options

- Ensure zoning regulations are consistent with ALR Act, regulations, and ALC policies
- Review zoning regulations for uses that may be regulated but not prohibited, and non-farm uses that may prohibited

Other Considerations

- N/A

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3.5.12 Agriculture and Adjacent Properties

Minimize any adverse impacts of land uses from properties adjacent to agricultural lands.

OCP Policy Options

- Consider designating a DPA for the protection of farming on lands adjacent to farms or ALR land
- Include a policy supporting regulations on uses adjacent to agricultural land to minimize impacts
- Include a policy to minimize impacts of non-farm uses on agricultural lands during any rezoning or TUP applications

LUB Regulation Options

- Include setbacks for non-farm uses and structures from agricultural lands

Other Considerations

- N/A

3.5.13 Agriculture and Road Systems

Consider siting of roads and utility corridors to minimize fragmentation of agricultural lands.

OCP Policy Options

- If warranted, include a map schedule identifying preferred locations on new roads
- Include policy to consider siting of any roads, driveways, or utility corridors in reviewing ALR applications
- Include a policy stating that new roads and utilities should avoid fragmentation of agricultural lands, with any specific locations referenced in policy

LUB Regulation Options

- N/A

Other Considerations

- N/A

3.5.14 Economic Viability of Farms

Consider land uses and activities that support the economic viability of farms without compromising the agricultural capability of agricultural land or adversely impacting the Trust Area and its unique amenities and environment.

OCP Policy Options

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- Include policies and guidelines for uses that may be permitted in the ALR such as home occupations, agri-tourism, tourist accommodation, as well as guidelines for TUPs
- Include policies providing criteria for supporting applications for non-farm uses that don't compromise the capability of agricultural land

LUB Regulation Options

- Include regulations for permitted non-farm uses

Other Considerations

- N/A

Advisory Policies - Agricultural Lands

Local trust committees and island municipalities should ...

3.5.15 Sustainable Agriculture

Preserve, protect, and encourage sustainable farming and the sustainability of farming.

OCP Policy Options

- Include policies that support agricultural use in and outside of the ALR
- Include policies providing guidance for LTC or IM on ALR applications for non-farm use, subdivision, non-adhering residential use, inclusion, and on LTC or IM applications for exclusion that support agricultural use
- Include policies that support appropriate farm uses on agricultural lands outside of the ALR
- Identify lands that can potentially be included in the ALR on a map schedule and related policies supporting inclusion of lands in the ALR

LUB Regulation Options

- Ensure zoning permits farm uses in all relevant zones, with appropriate regulation to limit impacts
- Review ALR zoning regulations for uses that may be regulated but not prohibited in the ALR, and to permit appropriate non-farm uses that may prohibited in the ALR

Other Considerations

- Support initiatives such as an agricultural capability mapping to identify potential lands for inclusion in ALR and the development of area farm plans

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3.5.16 Food Security and Food Sovereignty

Support initiatives that advance food security and Indigenous food sovereignty.

OCP Policy Options

- Include policies that support farm use in and outside of the ALR, including on lands owned by Indigenous Governing Bodies
- Include policies supporting sustainable farm uses on lands outside of the ALR, such as abattoirs and cold storage facilities
- Identify lands that can potentially be included in the ALR on a map schedule and related policies supporting inclusion of lands in the ALR
- See also OCP policy options set out for policies 3.2.5, 3.2.6 and 3.2.8

LUB Regulation Options

- Ensure zoning permits farm uses in all relevant zones, including lands owned by Indigenous Governing bodies
- Reduce zoned development potential in terrestrial and marina areas identified as harvesting areas to prohibit or limit uses with potential adverse impacts
- Review ALR zoning regulations for uses that may be regulated but not prohibited in the ALR, and to permit appropriate non-farm uses that are not prohibited in the ALR.
- See also LUB regulation options set out for policies 3.2.5, 3.2.6 and 3.2.8

Other Considerations

- N/A

Directive Policies – Soil and Fills

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.5.17 Soil Removal and Deposit

Foster the preservation, protection, and restoration of soils in the Islands Trust Area.

OCP Policy Options

- Include a designation and policies supporting adoption of a soil deposit and removal bylaw
- Designate a hazard DPA that includes areas with soils prone to landslip or erosion

- Ensure DPA for the protection of the natural environment include guidelines related preservation, protection, and restoration of soils in environmentally sensitive areas
- Include policy criteria for consideration of the preservation, protection, and restoration of soils during rezoning applications
- Include a map schedule or a map overlay identifying any areas with fragile soils

LUB Regulation Options

- Consider setbacks from any areas identified as having fragile soils

Other Considerations

- N/A

3.5.18 Soil and Fill from Middens and Foreshore Areas of Cultural Significance

Prohibit alteration, removal or excavation of soil or fill from all identified archaeological sites, including middens or foreshore areas identified as culturally significant areas.

OCP Policy Options

- Designate a heritage conservation area that includes relevant guidelines to the extent possible
- Include a policy supporting adoption of a soil deposit and removal bylaw in identified areas or along the shoreline
- Include a policy specifying that all identified archaeological sites, including middens or foreshore areas identified as culturally significant areas should be protected as conditions of rezoning or TUP

LUB Regulation Options

- Establish appropriate setbacks from any identified archaeological sites, including middens or foreshore areas identified as culturally significant areas

Other Considerations

- Identification of archaeological sites, including middens or foreshore areas identified as culturally significant areas may require additional mapping with associated costs

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Directive Policies - Marine Shorelands

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .

3.5.19 Aquaculture Tenures

Direct commercial aquaculture tenures to appropriate locations that will not adversely impact areas identified as culturally significant by Indigenous Governing Bodies, that provide critical habitat for species at risk, are of recreational significance or established or designated upland land uses, anchorages or moorages.

OCP Policy Options

- Include designations for existing commercial aquaculture tenures in Land Use Schedule, and identify any locations meeting criteria for appropriate locations for new tenures
- Include policy establishing criteria for consideration of rezonings for new tenures

LUB Regulation Options

- Ensure zoning for existing tenures is appropriate and mitigates impacts to the extent possible

Other Considerations

- N/A

3.5.20 Setbacks from the Sea

Incorporate current and anticipated impacts of sea level rise and storm surge, and determine appropriate shoreline buffers and setbacks from the sea, taking into account best practices recommended by the federal and provincial governments.

OCP Policy Options

- Include a policy supporting establishment of appropriate setbacks
- Designate a DPA for protection of development from hazardous conditions an appropriate distance upland from the natural boundary of the sea and implement provincial best practices in guidelines

LUB Regulation Options

- Establish a setback from the natural boundary of the sea consistent with provincial best practices

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- In all or some areas adjacent to the shoreline, designate a flood plain pursuant to s.524 of the *Local Government Act*
- Reduce zoned development potential in areas subject to storm surge and sea level rise

Other Considerations

- More detailed designations may require additional mapping with associated costs

3.5.21 Soft Shoreline Protections

Prioritize and foster soft shoreline approaches, such as those identified by the "Green Shores" program, to set requirements for shoreline preservation, and to mitigate erosion of shoreline and foreshore cultural heritage sites.

OCP Policy Options

- Designate a shoreline DPA for protection of development from hazardous conditions and for protection of the natural environment with appropriate guidelines
- Include policies supporting soft shoreline approaches, and include criteria applicable to applications for rezoning or for variances

LUB Regulation Options

- Setback from the natural boundary regulation should prohibit hardening within the setback while permitting appropriate soft shoreline structures

Other Considerations

- N/A

3.5.22 Vessel Moorage

Prohibit the moorage of vessels in sensitive marine areas, including, but not limited to, eelgrass meadows, kelp forests, forage fish spawning areas, estuaries and mud flats.

OCP Policy Options

- Include policy stating that the use of marine areas, other than marinas or other designated areas, for uses other than transient moorage should not be permitted
- If relevant, include a policy describing circumstances and locations where mooring buoys may be permitted
- Include a policy discouraging any mooring of vessels in sensitive marine areas, including, but not limited to, eelgrass meadows, kelp forests, forage fish spawning areas, estuaries and mud flats

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LUB Regulation Options

- In relevant marine zones, prohibit the use of moored vessels for residential uses or uses other than transient moorage
- Prohibit mooring buoys in identified eelgrass meadows, kelp forests, forage fish spawning areas, estuaries and mud flats, or preferably identify locations by zoning where mooring buoys may be permitted along with any relevant siting regulations

Other Considerations

- Local trust committees can explore whether a license of occupation is a viable path to managing certain marine uses

3.5.23 Marinas

Identify requirements for the location, size, and nature of marinas that are compatible with the preservation and protection of the Trust Area and its unique amenities and environment.

OCP Policy Options

- Identify marina locations on Land Use Map Schedule
- Include policies on the appropriate location, size, and nature of marinas, along with criteria for any amendments to uses, tenure area, or siting regulations
- Designate a DPA for the form and character of commercial development and protection of the natural environment for existing and potential marina locations

LUB Regulation Options

- Ensure zoning regulations are appropriate for use and siting of existing marinas
- Review zoning map to ensure zone boundaries are consistent with tenure boundaries

Other Considerations

- N/A

3.5.24 Sharing of Coastal Facilities

Identify opportunities for the sharing of coastal facilities such as docks, wharves, floats, jetties, boat houses, board walks, and causeways.

OCP Policy Options

- Include polices supporting the sharing of facilities, including criteria for rezoning applications

LUB Regulation Options

- Ensure zoning permits shared facilities in appropriate locations and that siting and size regulations are appropriate

Other Considerations

- N/A

3.5.25 Marine Docks

Consider the cumulative effects of docks, and limit or prohibit new docks in areas identified as culturally significant by Indigenous Governing Bodies, in areas that provide critical habitat for species at risk, and in areas of recreational significance.

OCP Policy Options

- Identify areas where docks may be permitted on Land Use Schedule
- Include policy permitting new docks only by rezoning and establish criteria for the consideration of rezoning applications
- Include policy identifying criteria for permitting docks in certain locations
- Designate a DPA for protection of the natural environment over marine areas where docks are permitted with relevant guidelines

LUB Regulation Options

- Identify locations where docks are permitted by zone and prohibit in all other zones
- Where policy permits new docks by rezoning only, site specifically zone existing docks and tenures
- Ensure regulations permitting docks include appropriate siting and size provisions, including on the upland lot

Other Considerations

- Cost of acquiring new or updated mapping for locations where docks should not be permitted

3.5.26 Marine Structures

Limit or prohibit the construction of installation of breakwaters, groynes, rock weirs and jetties in marine areas that are not zoned for group wharfage, marine commercial or industrial use, or ferry terminals.

OCP Policy Options

- Identify on Land Use Schedule areas where such structures exist or are permitted

- Include a policy supporting limitations or prohibitions of structures in relevant marine areas
- Include a policy establishing criteria for rezonings to permit structures

LUB Regulation Options

- Establish different marine zones, permitting breakwaters, groynes, rock weirs and jetties only in zone(s) where structures exist or are anticipated

Other Considerations

- N/A

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BRIEFING

To:	Committee of the Whole	**For the Meeting of:**	June 17, 2026
From:	Trust Area Services	**Date Prepared:**	May 26, 2026

SUBJECT: Policy Statement Implementation Planning

PURPOSE: The purpose of this briefing is to provide Committee of the Whole with draft materials about Policy Statement implementation for discussion.

BACKGROUND:

The Policy Statement Amendment Project's scope includes implementation planning which needs to occur concurrently with the amending process. Attached to this briefing are two draft Policy Statement implementation documents for Committee of the Whole's consideration:

1. Draft Policy Statement Implementation Plan

This table contains staff's best estimate of all of the projects that would be required if Islands Trust were to make implementation of the new Policy Statement, as currently drafted, the focus of a whole-of-organization effort. The draft implementation plan spans multiple years across all work areas.

Committee of the Whole may wish to consider the following questions about the draft implementation plan:

- Is it complete? Does it contain all of the projects Trust Council would like to take on to implement the Policy Statement?
- Is there anything that has been included that shouldn't be?
- Is this plan format a good structure? Is it easily understood and would trustees endorse a plan in this format? What changes should be made to it?
- Are there projects listed in the table that require clarification?
- There are a range of ways that the Policy Statement can be implemented, from modest to comprehensive, with corresponding timelines and costs. What are trustee perspectives on how Policy Statement implementation should be incorporated into the overall Islands Trust work program?

For comparative purposes, staff have attached the implementation plans for the regional growth strategies of the Capital Regional District and Comox Valley Regional District. Trustees may wish to consult other regional growth strategy or official community plan implementation approaches to inform their own thoughts on the topic.

2. Policy Statement Directive Policy Evaluation Tool

This table provides a revised version of what is currently known as the Policy Statement Directives Only Checklist. The only major difference between the current version and the attached version is the addition of a section titled “notes” which will enable LTCs/IMs to add additional context they determine is important for Executive Committee to consider in its deliberations about whether a local bylaw is contrary to or at variance with the Policy Statement. It also replaces the current checkmark format for “consistency” with the Policy Statement with a no/yes response to whether the proposed bylaw is contrary to, or at variance with, the Policy Statement.

Staff have also included a draft structure for context statements, as some trustees have indicated this is something that they would like to see considered. Context statements are a tool used by municipalities to demonstrate to regional districts how their OCPs are consistent with that regional district’s regional growth strategy or will be brought into line with the regional growth strategy. Staff have also included Metro Vancouver’s context statement template as it may be of interest to trustees.

ATTACHMENT(S):

Attachment 1: DRAFT Policy Statement Implementation Plan

Attachment 2: CRD RGS Implementation Plan

Attachment 3: CVRD RGS Implementation Plan

Attachment 2: DRAFT Policy Statement Directive Policy Assessment Tool

Attachment 3: Metro Vancouver Context Statement Template

FOLLOW-UP:

Staff will undertake direction given by Executive Committee or Trust Council on the basis of Committee of the Whole recommendations.

Prepared By: Jason Youmans, Senior Policy Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 26, 2026
Rueben Bronee, CAO/May 27, 2026

May 25, 2026

DRAFT FOR DISCUSSION: Islands Trust Council Policy Statement Implementation Plan

TIMELINE: COMPLETE BEFORE POLICY STATEMENT BYLAW ADOPTION		
WORK AREA	**IMPLEMENTATION PROJECTS**	**IMPLEMENTATION ACTIONS**
Policy Updates	**Update Trust Council Policy 1.3.1 [Policy Statement Implementation]** (*All actions and policy updates to be formally approved by Trust Council concurrent with Policy Statement bylaw adoption*)	Update policy to allow appending some version of this plan (Policy Statement Implementation Plan) to the policy
		Develop and append revised bylaw evaluation tool for Executive Committee review of local bylaws
		Incorporate and append Indigenous Governing Bodies engagement log template * see *Indigenous Governing Body Relations and Reconciliation below*
		Update to include guidance on how all Trust bodies are expected to use Policy Statement Guiding Principles and Advisory Policies
		Review policy for potential revisions concerning how the Policy Statement should inform Trust Council's Strategic Plan priorities
	Update Trust Council Policy 1.2.1 (Policy Statement Amendment)	Review policy and update in accordance with TPC resolution 2024-024 "THAT Trust Programs Committee direct staff to update Trust Council Policy 1.2.1 (Policy Statement Amendment) to: • clarify that Trust Council must review the Policy Statement within the first year of a term of office to consider the need for amendments each term,

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TIMELINE: COMPLETE BEFORE POLICY STATEMENT BYLAW ADOPTION		
WORK AREA	**IMPLEMENTATION PROJECTS**	**IMPLEMENTATION ACTIONS**
		• identify which audiences must be engaged, • add efficiencies regarding selections of topics, and • correct reference errors." ** see 1.1.2 in Trust Council Strategic Plan 2025-2028*
Planning	**Develop Policy Statement Implementation Handbook**	Per Trust Council resolution 2022-097 (1.4) develop "a companion handbook to foster better understanding for Trustees and across the Trust that includes greater detail on the rationale for policies and how local trust committees and island municipalities are expected to implement each policy."
		Per Trust Council resolution 2022-098 (2.5) "explore the inclusion of general guiding principles, recommendation policies, and/or directive policies that aim to ground all decision-making in the 'Precautionary Principle', with a clear definition of this term in the Glossary and related implementation guidelines in the companion handbook."
Administration	**Update RFD template to advance Policy Statement implementation**	Update RFD template to include section on how decisions advance (or not) the goals of the Policy Statement (in accordance with revisions to Policy Statement Implementation Policy 1.3.1)
		Update RFD template to require appending Policy Statement principles (in accordance with revisions to Policy Statement Implementation Policy 1.3.1)
	Update LTC staff report template to advance	Update staff report template to include section on how decisions advance (or not) the goals of the Policy Statement

DRAFT

TIMELINE: COMPLETE BEFORE POLICY STATEMENT BYLAW ADOPTION		
WORK AREA	**IMPLEMENTATION PROJECTS**	**IMPLEMENTATION ACTIONS**
	Policy Statement implementation	
Finance	**Develop Policy Statement implementation funding strategy**	Develop an inventory of potential grant opportunities to fund Policy Statement implementation
		Develop Policy Statement implementation funding strategy
Communications	**Develop Policy Statement implementation communications plan**	Develop Policy Statement implementation communications plan

DRAFT

TIMELINE: COMPLETE WITHIN ONE YEAR OF POLICY STATEMENT BYLAW ADOPTION		
WORK AREA	**IMPLEMENTATION PROJECTS**	**IMPLEMENTATION ACTIONS**
Policy Updates	**Update Trust Council Policy 1.3.1 (Policy Statement Implementation)**	Incorporate and append implementation monitoring plan and table of indicators/targets ** see "Implementation Monitoring" below*
	Update all other relevant Trust Council and Islands Trust Conservancy Policies	Review all Trust Council and Islands Trust Conservancy policies to assess whether they are contrary to, or at variance with, the amended Policy Statement and Policy Statement Implementation Policy. These will include: • Communications policies • Advocacy policies • Referral policies (including island municipalities) ** see 1.2.5 in Trust Council Strategic Plan 2025-2028*
		Update all Trust Council and Islands Trust Conservancy policies to ensure they are not contrary to, or at variance with, the amended Policy Statement
Strategic/Corporate Planning	**Update Strategic/Corporate Plan(s)**	Update Strategic/Corporate Plan(s) to prioritize Policy Statement implementation and funding
		Develop inventory of available mapping for all TPS policies requiring them (availability/acquisition options/cost)

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TIMELINE: COMPLETE WITHIN ONE YEAR OF POLICY STATEMENT BYLAW ADOPTION		
WORK AREA	**IMPLEMENTATION PROJECTS**	**IMPLEMENTATION ACTIONS**
Data and Mapping Acquisition and Analysis	**Acquire and use all mapping referenced in the Policy Statement**	Develop mapping acquisition plan (order of priority, funding sources) ** see 3.3.1 in Trust Council Strategic Plan 2025-2028*
Planning	**Update local OCPs and LUBs to align with Policy Statement**	Assess all OCPs to identify those that are contrary to, or at variance with, the Policy Statement
		Develop OCP update plan (priority – topic areas across all islands, or whole document island-by-island?) **This would likely tie in with updates to TrustCouncil's strategic/corporate plan*
Implementation Monitoring	**Develop indicator framework**	Develop indicators measuring application of land use planning tools which implement the Policy Statement (new DPAs, HCAs, good zoning changes, etc)
		Develop indicators measuring outcomes of Policy Statement implementation (ecosystem health, affordable housing units, etc) ** see 2.1.1 and 3.2.1 in Trust Council Strategic Plan 2025-2028*
		Develop targets for all selected indicators
	Develop monitoring plan	Develop indicator/target monitoring plan (frequency, accountability, funding, reporting)

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TIMELINE: COMPLETE WITHIN ONE YEAR OF POLICY STATEMENT BYLAW ADOPTION		
WORK AREA	**IMPLEMENTATION PROJECTS**	**IMPLEMENTATION ACTIONS**
		** see 3.2.4 in Trust Council Strategic Plan 2025-2028*
Indigenous Governing Body Relations and Reconciliation	**Proactively engage Indigenous Governing Bodies to advance Policy Statement implementation**	Undertake project to understand the interests of Indigenous Governing Bodies in the Trust Area ** This likely ties in to Indigenous Reconciliation Action Plan*
		Develop protocol agreement plan (order of priority, funding sources) ** This likely ties in to Indigenous Reconciliation Action Plan*
Intergovernmental Relations	**Update agreements with other levels of government and agencies to advance Policy Statement implementation**	Review all existing agreements to identify gaps re. Policy Statement implementation ** see 1.2.6 in Trust Council Strategic Plan 2025-2028*
		Identify additional agreements that may be required
		Develop government/agency agreement update plan (order of priority, funding sources)
Communications	**Implement Policy Statement Implementation Communications Plan**	Advise all indigenous Governing Bodies of Policy Statement bylaw adoption
		Advise all government agencies of Policy Statement bylaw adoption
		Other communications as set out in the plan

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TIMELINE: COMPLETE WITHIN FIVE YEARS OF BYLAW ADOPTION		
WORK AREA	**IMPLEMENTATION PROJECTS**	**IMPLEMENTATION ACTIONS**
Data and Mapping Acquisition and Analysis	**Acquire and use all mapping referenced in the Policy Statement**	Acquire mapping in accordance the acquisition strategy
		Incorporate mapping into local bylaws
Planning	**Update local OCPs and LUBs to align with Policy Statement**	Update OCPs and LUBs to bring them into alignment with amended Policy Statement
Implementation Monitoring	**Develop monitoring plan**	Monitor targets/indicators in accordance with monitoring plan
Indigenous Governing Body Relations and Reconciliation	**Proactively engage Indigenous Governing Bodies to advance Policy Statement implementation**	Develop agreements with Indigenous Governing Bodies in the Trust Area specifically to address areas where their interests and Policy Statement implementation intersect

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Intergovernmental Relations	**Update agreements with other levels of government and agencies to advance Policy Statement implementation**	Develop revised/new agreements with partner governments/agencies, specifically to address areas where their interests and Policy Statement implementation intersect

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Implementation Measures

The Capital Regional District Board, working in partnership with local municipalities, the Province, the Federal Government and others, will undertake the following implementation measures to realize the vision, objectives and policies of the Regional Growth Strategy:

I-1(a) Maintain a collaborative regional strategic planning program directed to work towards achievement of the long term objectives of the Regional Growth Strategy.

I-1(b) At least once every five years, consider whether the Regional Growth Strategy should be reviewed for possible revision and amendment.

I-2(a) Monitor, evaluate and annually report on trends and progress towards achievement of Regional Growth Strategy vision and objectives.

1-2(b) Ensure that actions are appropriate to achieve integration between the objectives and targets.

I-3(a) Prepare a Climate Action Strategy to support the implementation of community-based greenhouse gas reduction initiatives.

I-3(b) Support local governments and the Juan de Fuca Electoral Area through regional capacity building, education and projects that reduce greenhouse gas emissions.

I-4(a) Work to reach agreement with local municipalities on Regional Context Statements within two years of the adoption of the Regional Growth Strategy. Regional Context Statements, adopted within the applicable Official Community Plan, set out how each municipality will address Regional Growth Strategy objectives and policies.

I-4(b) Adopt Official Community Plans in the Juan de Fuca Electoral Area that are consistent with the Regional Growth Strategy. The Official Community Plans will identify how they are consistent with the objectives and policies of the Regional Growth Strategy.

I-5 Establish a mechanism to ensure that the vision, goals and objectives of the Regional Growth Strategy cascade to Capital Regional District plans, bylaws, services, funding applications and spending.

I-6 Coordinate the review and update of regional planning documents to inform future updates to the Regional Growth Strategy and guide CRD action on housing, transportation, regional district services, parks and natural areas and economic development. Documents may include, but are not limited to:

- Housing Affordability Strategy[4]
- Regional Transportation Plan
- Pedestrian and Cycling Master Plan
- Liquid Waste Management Plan
- Integrated Watershed Management Plan
- Solid Waste and Resource Management Plan
- Regional Parks Strategic Plan
- Food and Agriculture Strategy
- Climate Action Strategy
- Population, Dwelling Unit and Employment Projections[5]

I-7 Implement the Regional Growth Strategy without prejudice to any aboriginal rights or title that may currently exist, or be defined further through treaty or other processes. The Board will do this with the full recognition that Capital Region First Nations have asserted within their traditional territories, aboriginal rights and title and treaty rights currently undergoing formal definition through the modern treaty and other processes. The Board recognizes that First Nations Councils are neighbouring governments in the Capital Region, with a shared interest in managing long term development to enhance regional quality of life.

I-8 Coordinate with the Cowichan Valley Regional District and the Islands Trust to ensure that long term planning and development policies and initiatives in those jurisdictions are compatible with the vision and objectives of the Capital Region's Regional Growth Strategy.

I-9 The Capital Regional District will work with the Province, agencies such as the Vancouver Island Health Authority and BC Transit, and the federal government to coordinate implementation of the Regional Growth Strategy while respecting the authority of each jurisdiction.

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[4] At the time of writing, the Housing Affordability Strategy is under development.

[5] Population, dwelling unit and employment projections presented in Table 1 based on the 2011 Census data will be updated using the most recent census data at the time of the first update to the 2018 Regional Growth Strategy.

TABLE 2: 2038 TARGETS BY PRIORITY AREA AND OBJECTIVE

PRIORITY AREA	OBJECTIVE	TARGETS BY 2038
1) Managing and Balancing Growth	1.1 Keep Urban Settlement Compact	• Accommodate a minimum of 95% of the region's new dwelling units within the Urban Containment Policy Area.
	1.2 Protect the Integrity of Rural Communities	
2) Environment and Infrastructure	2.1 Protect, Conserve and Manage Ecosystem Health	• Acquire 100% of the sea-to-sea green/blue belt. • Complete 100% of the Regional Trail Network. • Reduce contaminants to fresh and marine water bodies.
	2.2 Deliver Services Consistent with RGS Objectives	• Prepare long-term capital plans for Capital Regional District utilities and major infrastructure improvements that take into consideration the conservation of land, water and energy resources and the impacts of climate change and natural hazards.
3) Housing and Community	3.1 Create Safe and Complete Communities	• Municipal targets for the number of people living in complete communities to be identified by municipalities in Regional Context Statements.
	3.2 Improve Housing Affordability	• Increase the supply of more affordable housing. • Reduce the number of people in core housing need. • Reduce the number of people who are homeless.[6]
4) Transportation	4.1 Improve Multi-Modal Connectivity and Mobility	• Achieve a transportation system that sees 42% of all trips made by walking, cycling, transit.
5) Economic Development	5.1 Realize the Region's Economic Potential	• Achieve a jobs/population ratio of: – 0.60 in Core Area – 0.53 in Saanich Peninsula – 0.36 in West Shore

(Continued on next page)

[6] Numeric targets will be identified in an updated Regional Housing Affordability Strategy. At the time of writing, the targets in the approved Regional Housing Affordability Strategy are inconsistent with the legislated timeline of the Regional Growth Strategy.

PRIORITY AREA	OBJECTIVE	TARGETS BY 2038
6) Food Systems	6.1 Foster a Resilient Food and Agriculture System	• Increase the amount of land in crop production for food by 5,000 ha to enhance local food security. • Municipal targets to increase the amount of land in crop production for food and to encourage agricultural land to be identified by municipalities in Regional Context Statements.
7) Climate Action	7.1 Significantly reduce community-based greenhouse gas emissions	• Reduce community greenhouse gas emissions by 33% (from 2007 levels) by 2020, and by 61% by 2038.

05 Implementation and Monitoring

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Part 5: Implementation and Monitoring

This chapter sets out the tools and partnerships that will help to implement the RGS and a strategy for monitoring its performance in meeting its objectives. The RGS is a strategic guide to future land use and services, developed in accordance with the *Local Government Act*. The operational issues related to implementing the RGS include:

- establishing local government policies and actions that are consistent with and further the goals, objectives and policies of this RGS, as set out in Part 3;
- working cooperatively at the local government level to manage growth and land-use activity in a manner that is consistent with and furthers the growth management strategy, as set out in Part 4; and,
- developing processes for ongoing communication and cooperation between local governments, provincial and federal agencies and the K'ómoks First Nation in a common commitment to responsible land-use planning and management.

5.1 Implementation Process

Once the RGS has been adopted, all subsequent regional district and local government bylaws, works and services undertaken by the regional district and local government must be consistent with the RGS.

The RGS implementation process involves the following tasks:

1. Review OCPs, Prepare and Include Regional Context Statements
2. Develop and Adopt Implementation Agreements
3. Create Monitoring and Evaluation Program
4. Plan for Five-year reviews
5. Undertake Related Studies and Projects

1. Review OCPs, Prepare and Include Regional Context Statements

Official community plans are an essential means of implementing the RGS. Once the RGS has been adopted, municipalities have two years to update their OCPs and adopt Regional Context Statements, as required by the *Local Government Act s.446*. The Regional Context Statements are prepared as an OCP amendment and will:

- identify the relationship between the OCP and the content of a RGS; and,
- specify how the OCP and the RGS will be made consistent over time.

These statements are to be reviewed and accepted by the regional district. To ensure that the OCP and RGS remain compatible over time, the context statement is required to be referred to the regional district for acceptance every five years.

The Comox Valley Regional District electoral areas must conform with the RGS and update the Comox Valley Rural OCP within one year of the adoption of the RGS in the following manner:

- All bylaws adopted by a regional district board after the board has adopted a RGS, and all services undertaken by a regional district after the board has adopted a RGS, must be consistent with the RGS.

In doing so, other policies may need to be amended as appropriate and eventually zoning bylaw changes may also occur.

2. Develop and Adopt Implementation Agreements

Implementation Agreements (IAs) provide operational tools for implementing the RGS policies and growth strategy. These agreements will identify processes and activities to implement certain provisions of the RGS.

The IAs provide for the development of collaborative land use planning processes and relationships with a focus on the following implementation objectives:

Growth Management Implementation Agreement

To resolve specific issues related to the application of the RGS growth management strategy.

- Prepare a RGS Implementation Agreement on *Managing Growth* – Continue the role of the Technical Advisory Committee (TAC), Steering Committee (SC) and Elected Officials Forum (EOF)[18] through an IA that further defines the manner in which long-term settlement growth and development will be encouraged consistent with the RGS. This will focus on preparation of Regional Context Statement to be included with the official community plans and the role of *Map No. 5 Growth Management Map*. The IA should also identify how *Settlement Expansion Areas* will be incorporated in the OCPs.

- Continue using the round table format (i.e. the elected officials forum) on a regular basis as a means for continued cross-regional communication and coordination.

First Nations Growth Management Implementation Agreement

Further develop effective dialogue and working relationships with the K'ómoks First Nation regarding their economic development aspirations and sustainable land use strategies. K'ómoks First Nation IR lands, Treaty Settlement lands and other lands that may be identified through negotiated agreement between the Province and the K'ómoks First Nation would be outside of the RGS legislative authority and, therefore, it is important to ensure that local government has a cooperative and collaborative government-to-government relationship where communications are improved, concerns are addressed as they may arise, and there is an awareness and understanding of K'ómoks First Nation title and rights as well as recognition of the importance of land development in creating economic development opportunities for the K'ómoks First Nation.

- Prepare an RGS Implementation Agreement on *First Nations Land Use Planning and Development* – An IA between the CVRD and member municipalities and K'ómoks First Nation should establish an arrangement, without prejudice to ongoing treaty negotiations, for information exchange and coordination of land use planning of Crown land transfers and other land development initiatives in an effort to encourage cooperative approaches to long term development, sustainability and long-term regional land use harmonization.

[18] These committees were established through a MoU in July 2008 to develop the Regional Growth Strategy. The TAC consists of senior planning staff from the four local governments; the SC consists of the Chief Administrative Officers from the four local governments.

- The CVRD understands that the K'ómoks First Nation's Treaty negotiations are evolving and that additional discussions, planning (and land use harmonization) may be required when final treaty settlement lands are identified by K'ómoks First Nation and/or as K'ómoks First Nation moves forward through the Treaty process. The RGS may be amended, as appropriate and in accordance with the applicable statutory process, as a result of the treaty settlement process.

- The Implementation Agreement will help to identify land interests and appropriate uses for K'ómoks First Nations Lands. Appropriate land uses shall be in accordance with Part 4 policies pertaining to K'ómoks First Nation Lands and should support K'ómoks First Nation economic development objectives and opportunities, while also being sustainable and supportive of RGS policies. K'ómoks First Nation and local governments will also work together, through the Implementation Agreement, to ensure, where possible, that identified land uses can be properly serviced in an environmentally and financially sustainable manner.

- In the interim, between the implementation of the RGS and the effective date of any final K'ómoks Treaty, water and sewer servicing may be incorporated into an Implementation Agreement that identifies appropriate land uses for IR 1, IR 2, and IR 3. These land uses will be identified in partnership with K'ómoks First Nation.

Ministry of Transportation and Infrastructure Implementation Process

To ensure a collaborative planning process between local governments and MoTI to implement the goals and policies of the RGS. In the electoral areas, the MoTI is currently the approving officer for plans of subdivision. Therefore, to achieve the goals and objectives of the RGS related to regional growth management, it is important that MoTI work cooperatively with the CVRD.

- Prepare an RGS Implementation Agreement with MoTI on subdivision approval to address RGS policies and interests of local government including road network planning, stormwater management, cycling infrastructure, alternative infrastructure standards, transit infrastructure and road design standards.
- RGS policies and goals will frame the Implementation Agreement and the principles outlined in Appendix A of the RGS.

Other Implementation Agreements

Continue to identify additional Implementation Agreements with stakeholders, as needed.

3. Create Monitoring and Evaluation Programs

Monitoring and evaluation has two purposes – to measure progress in the RGS implementation and to measure substantive improvements that result from RGS policies.

To facilitate the monitoring and reporting process, the RGS policies have Targets and Measures that will be used to measure overall implementation of the RGS. Data sources and reporting procedures will be specified in the Monitoring and Evaluation Program.

Within one year of the adoption of the regional growth strategy, a Monitoring and Evaluation Program will be established that will monitor, evaluate and periodically report on regional economic, population, social and environmental trends and progress towards achievement of regional growth strategy vision and objectives. The process and program should include the following:

- the four local governments will meet and agree on the best form of monitoring (consideration should be given to hiring a third party to perform the assessment);
- development of additional targets and measures as needed;
- preparation of annual reports on implementation and progress toward the goals and objectives of the regional growth strategy;
- assessment of longer-term trends in conjunction with five year RGS reviews; and,
- commitment to conducting all reviews and progress reports within a larger, open public process as required in section 434 of the *Local Government Act*.

4. Plan for Five-year Reviews

To ensure that the RGS continues to respond to current issues, the RGS should be reviewed every 5 years from the adoption of the RGS pursuant to the *Local Government Act section 869*. As part of this review process, a report on current trends and issues should be prepared that will inform the review of the RGS. Key to the review will be performance based on objectives in the plan. Subsequent amendments to the RGS may be required to ensure that it reflects and adequately responds to changing circumstances of the Comox Valley.

5. Undertake Additional Studies and Projects

To implement the goals and objectives of the RGS, there may be additional related studies or projects such as the Courtenay River Estuary Management Plan, needed to address specific issues. These should be undertaken on an ongoing basis as necessary.

5.2 Amendments to the RGS

1. An amendment to the RGS may be proposed by a member municipality, the Electoral Areas Services Committee, or the board, including on behalf of an external agency or private land owner. Unless determined by board resolution to be a minor amendment, an amendment is a standard amendment and will follow the same process that is required to adopt a RGS as set out in Part 13 of the *Local Government Act*. The process that is required to adopt a minor amendment is as set out in Section 5.2(4). The RGS Summary Chart summarizes the processes for the adoption of a standard and minor amendment.

2. Recognizing that the RGS will require some flexibility to respond to changing conditions in the region, the minor amendment process will provide a more streamlined amendment process for minor changes, while ensuring that amendments which substantially change the vision and direction of the strategy remain subject to acceptance by all affected local governments.

The CVRD and member municipalities will work to ensure official community plan policies are consistent with the goals, objectives and policies in part three and with *Map No. 5 : Growth Management Map*, or provide for a process that will lead to consistency over time, recognizing the economic, social and environmental benefits of compact community development, preservation and connection of natural features, and ongoing land use planning cooperation, collaboration and harmonization with K'ómoks First Nation.

Amendments to the RGS may only be made by bylaw. Under the *Local Government Act* a RGS amendment bylaw, other than one that is considered to be a minor amendment, must follow the same process that is required to first adopt the RGS. The *Local Government Act* enables minor amendments where a process has been established pursuant to Section 437 that includes the following:

- criteria for determining whether a proposed amendment is minor for the purposes of allowing the process to apply;

- a means for the views of affected local governments respecting a proposed minor amendment to be obtained and considered;
- a means for providing notice to affected local governments respecting a proposed minor amendment;
- a means for providing public consultation and input into the proposed minor amendment; and,
- procedures for adopting the minor amendment bylaw.

3. Criteria for Minor Amendments

Criteria under which a proposed amendment to the RGS may be considered a minor amendment include the following:

a. Where a land use or development proposal is inconsistent with the Regional Growth Strategy, and, in the opinion of the CVRD Board:

   - is not to be of regional significance in terms of scale, impacts or precedence;
   - contributes to achieving the goals and objectives set out in Part 3; and,
   - contributes to achieving the general principles contained in the growth management strategy Part 4.

b. Text and map amendments which are not directly related to enabling specific proposed developments may be considered minor if, in the opinion of the Board, the amendment is not of regional significance.

c. Boundary extensions for the purposes of incorporating designated *Settlement Expansion Areas* into a *Municipal Area,* consistent with MG Policies 1E-1 through 1E-6, shall be deemed in conformity with the RGS and not require either a minor amendment or standard amendment. Under such circumstances, the RGS designation and other CVRD planning regulations will continue to apply until such time as the local jurisdiction amends its OCP, at which time the RGS designation will change to *Municipal Area*.

d. For boundary extensions beyond the *Settlement Expansion Areas*, an RGS amendment will not be required. However, under such circumstances the *Municipal Area* undertaking the boundary extension must adopt OCP policies that are consistent with the RGS designation for such lands. Should the *Municipal Area* seek to adopt OCP

policies that differ from the policies of the RGS, at either the time of the boundary extension or at a future date, then a standard amendment to the RGS will be required to follow the regular process as outlined in the *Local Government Act.*

e. Any proposal that does not meet the criteria set out above would be considered a standard amendment and will be required to follow the regular process as outlined in the *Local Government Act, Part 13*.

4. Minor Amendment Process

Where an amendment to the RGS has been proposed by a member municipality, the Electoral Areas Services Committee, or the board, and the board has, by resolution, initiated the amendment, the process for the board to determine if the amendment is minor, and then to consider it as minor, is as follows:

- Upon a board resolution to initiate an amendment, the regional district will set up a Technical Advisory Committee (TAC) meeting for review and discussion of the proposed amendment. The TAC will provide comments, in the form of a report prepared by regional district staff, to the Steering Committee.

- Upon receipt of a report from the Technical Advisory Committee, the Steering Committee will meet to review and discuss the proposed amendment. The Steering Committee will provide its comments and recommendations to the CVRD Board via a report prepared by regional district staff. The Steering Committee's report will assist the board in its decision on whether the proposed amendment should be processed as a minor amendment.

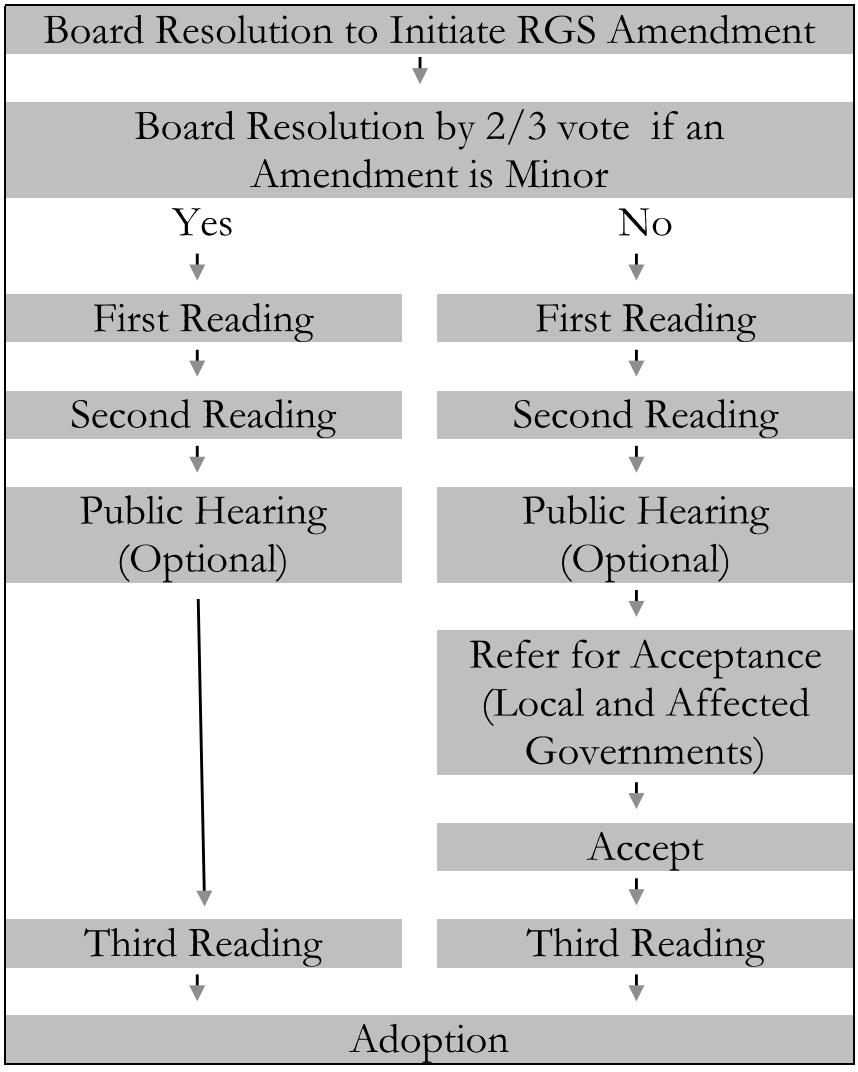
- The board will assess any proposed amendment in terms of the minor amendment criteria. The board may resolve, by an affirmative vote of 2/3 of the board members present, to process the proposed amendment as a minor amendment. Where the board resolves to process an amendment proposal as a minor amendment, the board will:
    - Refer the application to TAC for comment.
    - Determine the appropriate form of public consultation required in conjunction with the proposed minor amendment.

- Give 30 days written notice to each affected local government, including notice that the proposed amendment has been determined to be a minor amendment. The notice shall include a summary of the proposed amendment and any staff reports, other relevant supporting documentation and the date, time and place of the board meeting at which the amending bylaw is to be considered for first reading.
- Direct staff to prepare a report on the minor amendment with an analysis that examines the benefits of the proposed change, and how the proposed change is consistent with the principles and goals of the RGS and the relationship between targets and performance measures.
- Consider the written comments provided by the affected local governments prior to giving first reading to the proposed amendment bylaw.

- At the time of consideration of first reading, the Board will determine whether a public hearing on the RGS minor amendment bylaw is required.

- Any minor amendment bylaw shall be adopted in accordance with the procedures that apply to the adoption of a RGS under section 791 of the *Local Government Act* and Comox Valley Regional District Procedure Bylaw No. 1, 2008

RGS Amendment Summary Chart



5.3 Roles and Responsibilities

The success of the regional growth strategy depends on ongoing cooperation and collaborative planning efforts between the local governments, provincial and federal agencies and the public.

To implement the RGS, the CVRD board, working in partnership with its member municipalities, the province, the federal government, K'ómoks First Nation and others, will:

- maintain a collaborative, agreement-seeking regional strategic planning program directed to work towards achievement of the long-term objectives of the regional growth strategy;
- commit to ongoing communication with the public including on the RGS review process (annual and every five years), minor amendment and amendment processes;
- commit to consultation with and consideration of the interests of areas serviced outside the CVRD; and,
- commit to consultation with and consideration of the interest of the SRD with respects to potential impacts of inter-regional services, including the solid waste service and service to Electoral Area D, water service through the Black Creek/Oyster Bay Water Local Service Area and fire protection through Black Creek/Oyster Bay Fire Protection service.

May 21, 2026

1. DRAFT Directive Policy Evaluation Tool

If Trust Council wishes to continue to require LTCs to demonstrate that their bylaws are not contrary to, or at variance with, the Policy Statement (currently called the "directives only checklist"), it could consider the revised checklist template below, which now includes a "notes" space for an LTC's to explain their evaluation.

Goal 1: Advance Reconciliation

Directive Polices – Reconciliation		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with (N/Y)**
3.1.1	**Engage with Indigenous Governing Bodies** Engage with Indigenous Governing Bodies and provide a record of the engagement at time of bylaw submission.	
Notes:		

Goal 2: Preserve and Protect Indigenous Cultural Heritage and Culturally Significant Areas, Sites, and Species

Directive Polices – Indigenous Cultural Heritage & Culturally Significant Areas, Sites and Species		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.2.1	**Indigenous Cultural Heritage Sites** Minimize potential adverse impacts to Indigenous cultural heritage sites including, but not limited to, identified village sites, burial sites, camp sites, middens, cairns, petroglyphs, culturally modified trees, fish traps, clam gardens, pictographs, and registered, unregistered, or newly-discovered archaeological sites.	
Notes:		

3.2.2	**Indigenous Marine Harvesting Areas** Minimize potential adverse impacts to marine harvesting areas used by Indigenous Peoples, including, but not limited to, fish weirs and clam gardens.	
Notes:		
3.2.3	**Indigenous Harvesting and Hunting Areas** Minimize potential adverse impacts to land-based harvesting and hunting areas used by Indigenous Peoples.	
Notes:		

Goal 3: Preserve and Protect Healthy and Biodiverse Ecosystems

Directive Polices – Ecosystem Integrity		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.3.1	**Protected Area Networks** Identify, establish, and sustain a network of protected areas of sufficient size and distribution to preserve the environmental integrity of ecosystems in their planning area.	
Notes:		
3.3.2	**Sensitive Ecosystems** Identify and prioritize the preservation, protection, and restoration of sensitive ecosystems in the Islands Trust Area, classified as the following ecosystem types: cliff; freshwater; herbaceous; old and mature forest; riparian; wetland; and woodland.	
Notes:		

3.3.3	**Forest Ecosystems** Identify forest ecosystems and prioritize the preservation, protection, and restoration of unfragmented forests, with a particular focus on the maintenance and restoration of their ecological integrity.	
Notes:		
3.3.4	**Coastal Oak and Prairie Ecosystems** Identify and prioritize the preservation and protection of coastal oak and prairie ecosystems, with a particular focus on the maintenance, restoration and management of their ecological integrity.	
Notes:		
3.3.5	**Watershed Ecosystems** Identify and prioritize the preservation, protection, and restoration of watershed ecosystems, freshwater sources, and groundwater recharge areas.	
Notes:		
3.3.6	**Marine Shorelines and Nearshore Areas** Identify and prioritize the preservation, protection, and restoration of eelgrass meadows, kelp forests, forage fish spawning areas, clam beds, estuaries, tidal salt marshes, mud flats, and coastal wetlands.	
Notes:		
3.3.7	**Critical Habitat for Species at Risk** Identify and prioritize the preservation, protection, and restoration of critical habitat for species at risk.	
Notes:		
3.3.8	**Islets and Small Islands** Identify and prioritize the preservation, protection, and restoration of islets and small islands.	
Notes:		
3.3.9	**Light Pollution**	

	Minimize light pollution through the application of dark sky principles.	
Notes:		

Goal 4: Foster Sustainable, Inclusive, and Resilient Communities

Directive Polices – Managing Growth and Development		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.4.1	**Sustainable Development** Consider site capabilities, environmental and protected areas, and existing development patterns when determining the land use designation and appropriate locations and intensities of various uses of the land.	
Notes:		
3.4.2	**Growth Management** Manage community growth and its associated impacts by directing residential, commercial and industrial development into suitable locations, to prevent sprawl, minimize fragmentation of forest lands, and avoid adverse impacts to Indigenous cultural heritage, harvesting and hunting areas.	
Notes:		
3.4.3	**Impacts of Development** Consider the aesthetic, environmental, and social impacts of development.	
Notes:		
3.4.4	**Community Facilities and Services**	

	Ensure that each community's, and local Indigenous communities', current and projected long-term needs for educational, institutional, community, health, cultural, recreational facilities and services, and outdoor recreation are considered and planned for.	
Notes:		
3.4.5	**Climate Change Mitigation and Adaptation** Implement planning and land use management strategies, and consider nature-based solutions, to minimize greenhouse gas emissions, and adapt to climate change-related vulnerabilities.	
Notes:		
3.4.6	**Hazardous Areas** Identify areas at elevated risk of natural and climate change-related hazards and restrict development within these areas including, but not limited to, areas subject to flooding, sea-level rise, erosion, slope instability and wildfire.	
Notes:		
3.4.7	**Economic Activities** Support sustainable economic activities that are compatible with the preservation and protection of the Trust Area and its unique amenities, environment, community well-being, and that consider transportation and infrastructure capacity.	
Notes:		
3.4.8	**Community Heritage Sites** Identify, preserve, protect, and support the restoration of community heritage sites.	

Directive Polices – Housing	
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .	**Contrary to, or at variance with**

3.4.11	**Suitable Locations for Additional Housing** Identify suitable locations that could support increased density for the development of safe, secure, diverse, and attainable housing.	
Notes:		
3.4.12	**Housing Diversity** Support a range of housing types and tenures to help meet the identified housing needs of the island community and local Indigenous communities.	
Notes:		
3.4.13	**Clustered Small Dwelling Units** Support alternatives to conventional single-detached dwellings by establishing policies to permit clusters of small dwelling units in suitable areas.	
Notes:		
3.4.14	**Floor Area and Lot Coverage Limits** Set floor area and lot coverage limits for residential development to minimize negative environmental impacts, including on land used for agricultural purposes.	
Notes:		
3.4.15	**Affordable and Special Needs Housing** Prioritize the processing of rezoning applications from non-profit housing providers and public agencies, and the processing of housing agreement bylaws for affordable and special needs housing.	
Notes:		
3.4.16	**Short-Term Rentals** Identify and assess the impacts of short-term rental of dwellings on the availability of safe, secure and affordable housing and, where necessary, regulate and limit the number of short-term rentals accordingly.	
Notes:		

Directive Polices – Transportation		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.4.20	**Public and Active Transportation Networks** Identify and establish appropriately-situated, safe, comfortable, and equitable transportation networks that reduce dependency on private automobile use, encourage zero emission modes of transportation, and support increased use of trail systems, public transportation, and active transportation.	
Notes:		
3.4.21	**Rural Roadways** Identify and protect rural roadways, including scenic and/or heritage roads.	
Notes:		

Directive Polices – Waste, Emissions and Pollutants		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.4.24	**Pollutants to Air, Land and Water** Regulate land use and development to reduce pollutants to air, land and water	
Notes:		
3.4.25	**Disposal of Waste** Where required, identify appropriate locations for waste transfer stations for the removal of waste from the Islands Trust Area.	
Notes:		

3.4.26	**Wastewater Disposal Systems** Establish requirements for the location and siting of new **septic and other on-site**wastewater disposal systems to prevent and mitigate adverse impacts on the Trust Areas environment; prioritizing the protection of Indigenous Peoples' cultural heritage sites and marine harvesting areas.	
Notes:		

Directive Polices – Recreation		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.4.27	**Preservation of Natural Heritage** Identify, preserve, protect, and support the restoration of natural heritage sites.	
Notes:		
3.4.28	**Location and Types of Recreational Facilities** Identify appropriate locations for, types of, and access to, facilities for low-impact and active recreational activities, and discourage activities that may adversely impact the preservation and protection of the Trust Area and its unique amenities and environment.	
Notes:		
3.4.29	**Access to Community Marinas, Boat Launches, and Docks** Identify and support safe public access and routes to community marinas, boat launches, and docks.	
Notes:		
3.4.30	**Access to Anchorages** Identify appropriate and safe small-craft anchorage public-access locations.	
Notes:		

3.4.31	**Trail Systems** Identify appropriate locations for, types of, and safe public access to public pedestrian, equestrian and bicycle trail systems to support active recreation that is compatible with preservation and protection of the Trust Area and its unique amenities and environment.	
Notes:		
3.4.32	**Public Shoreline Access** Identify new, protect existing, and support the acquisition and protection of, safe public access to marine shorelines and along marine shorelines that are appropriate for low-impact, public recreational use and do not adversely impact the Trust Area and its unique amenities and environment, including Indigenous Peoples' identified cultural heritage sites and marine harvesting areas	
Notes:		
3.4.33	**Public Access to Public/Crown Land** Identify and support the acquisition and protection of public access and routes to publicly-owned lands.	
Notes:		
3.4.34	**Destination Gaming Facilities** Prohibit destination gaming facilities such as casinos and commercial bingo halls.	
Notes:		

Goal 5: Foster Sustainable Stewardship of Lands and Waters

Directive Polices – Freshwater

Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		Contrary to, or at variance with
3.5.1	**Freshwater Sustainability** Ensure that neither the density, nor intensity, of land use is increased in watersheds where the quality or quantity of the supply of freshwater is likely to be inadequate or unsustainable.	
Notes:		
3.5.2	**Freshwater Demand and Supply Projections** Ensure that existing, anticipated, and seasonal water demand and water availability are considered.	
Notes:		
3.5.3	**Freshwater Self-Sufficiency** Ensure that islands are self-sufficient in their supply of freshwater.	
Notes:		
3.5.4	**Saltwater Intrusion** Identify areas at elevated risk of saltwater intrusion and restrict development serviced by groundwater within these areas.	
Notes:		

Directive Polices – Forest Lands		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.5.8	**Forest Lands for Sustainable Management** Maintain large land holdings and parcel sizes to support sustainable forest management practices that are compatible with preservation and protection of the Trust Area and its unique amenities and environment.	
Notes:		

3.5.9	**Forest Lands and Road Systems** Consider siting of roads and utility corridors to minimize the fragmentation of forest lands.	
Notes:		
3.5.10	**Forest Lands and Wildfire Risk Management** Identify planning and land use management strategies that mitigate wildfire risk and that are appropriate to the unique biogeoclimatic zones and settlement patterns of each local planning area.	
Notes:		

Directive Polices – Agricultural Lands		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.5.11	**Protection of Agricultural Lands** Identify and protect agricultural lands within the Agricultural Land Reserve for current and future use consistent with the Agricultural Land Commission Act and its regulations, while considering downstream impacts, wildlife habitat, and adjacent properties.	
Notes:		
3.5.12	**Agriculture and Adjacent Properties** Minimize any adverse impacts of land uses from properties adjacent to agricultural lands.	
Notes:		
3.5.13	**Agriculture and Road Systems** Consider siting of roads and utility corridors to minimize fragmentation of agricultural lands.	
Notes:		

3.5.14	**Economic Viability of Farms** Consider land uses and activities that support the economic viability of farms without compromising the agricultural capability of agricultural land or adversely impacting the Trust Area and its unique amenities and environment.	
Notes:		

Directive Polices – Soil and Fill		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.5.17	**Soil Removal and Deposit** Foster the preservation, protection, and restoration of soils in the Islands Trust Area.	
Notes:		
3.5.18	**Soil and Fill from Middens and Foreshore Areas of Cultural Significance** Prohibit alteration, removal or excavation of soil or fill from all identified archaeological sites, including middens or foreshore areas identified as culturally significant areas.	
Notes:		

Directive Polices – Marine Shorelands		
Local trust committees and island municipalities shall, in all official community plan bylaws, and other bylaws that require Executive Committee or Trust Council review or approval . . .		**Contrary to, or at variance with**
3.5.19	**Aquaculture Tenures** Direct commercial aquaculture tenures to appropriate locations that will not adversely impact areas identified as culturally significant by Indigenous Governing Bodies, that provide critical habitat for species at risk, are of recreational significance or established or designated upland land uses, anchorages or moorages.	
Notes:		

3.5.20	**Setbacks from the Sea** Incorporate current and anticipated impacts of sea level rise and storm surge, and determine appropriate shoreline buffers and setbacks from the sea, taking into account best practices recommended by the federal and provincial governments.	
Notes:		
3.5.21	**Soft Shoreline Protections** Prioritize and foster soft shoreline approaches, such as those identified by the "Green Shores" program, to set requirements for shoreline preservation, and to mitigate erosion of shoreline and foreshore cultural heritage sites.	
Notes:		
3.5.22	**Vessel Moorage** Prohibit the moorage of vessels in sensitive marine areas, including, but not limited to, eelgrass meadows, kelp forests, forage fish spawning areas, estuaries and mud flats.	
Notes:		
3.5.23	**Marinas** Identify requirements for the location, size, and nature of marinas that are compatible with the preservation and protection of the Trust Area and its unique amenities and environment.	
Notes:		
3.5.24	**Sharing of Coastal Facilities** Identify opportunities for the sharing of coastal facilities such as docks, wharves, floats, jetties, boat houses, board walks, and causeways.	
Notes:		
3.5.25	**Marine Docks** Consider the cumulative effects of docks, and limit or prohibit new docks in areas identified as culturally	

	significant by Indigenous Governing Bodies, in areas that provide critical habitat for species at risk, and in areas of recreational significance.	
Notes:		
3.5.26	**Marine Structures** Limit or prohibit the construction of installation of breakwaters, groynes, rock weirs and jetties in marine areas that are not zoned for group wharfage, marine commercial or industrial use, or ferry terminals.	
Notes:		

POLICY STATEMENT COMPLIANCE	
Bylaw is contrary to, or at variance with, the Policy Statement (N/Y)	
Notes:	

2. DRAFT Context Statement Template

If Trust Council wishes to provide LTCs the opportunity to explain how they believe their bylaws are consistent with the Policy Statement in broad terms, similar to municipal context statements required in regional growth strategies, it could consider a template like this:

Goal	How does the proposed bylaw help achieve this goal?
1. Advance Reconciliation Islands Trust Council is committed to reconciliation and to long-term relationship building with Indigenous Governing Bodies and Indigenous Peoples across the region. The policies in this section aim to acknowledge the history, legacy and continuing relationships of Indigenous Peoples to the area since time immemorial, to recognize and respect the interests of Indigenous	

Governing Bodies regarding planning and land use management decisions that impact their territories, and to build foundations for collaborative governance and shared decision making	
2. Preserve and Protect Indigenous Cultural Heritage and Culturally Significant Areas, Sites, and Species Islands Trust Council recognizes Indigenous cultural heritage as a unique amenity in the Islands Trust Area that must be preserved, protected, and where possible, restored. The Islands Trust Area is home to many culturally significant areas, sites and species, including places that are the resting places of ancestors, which are of importance to present and future generations of Indigenous Peoples. This section lays out general types of Indigenous cultural heritage and culturally significant areas, sites, and species that should be identified and protected in each local planning area; this should be guided by Indigenous Peoples, Indigenous Governing Bodies and Indigenous Knowledge Holders and undertaken in a culturally sensitive manner that respects confidentiality protocols around the sharing of Indigenous Knowledge.	
3. Preserve and Protect Healthy and Biodiverse Ecosystems Islands Trust Council acknowledges that preserving and protecting the ecological integrity of the Islands Trust Area is essential to the	

Islands Trust Object and to supporting community well-being across the region. The policies in this section aim to identify and protect key ecosystem types and characteristics that safeguard biodiversity and promote resilience to climate change.	
4. Foster Sustainable, Inclusive, and Resilient Communities Islands Trust Council recognizes that the Islands Trust Object is for the benefit of residents of the Islands Trust Area and all British Columbians, who in turn have a role in preserving and protecting this region. The policies in this section support the preservation and protection of unique island character and aim to foster sustainable, inclusive, rural and resilient island communities.	
5. Foster Sustainable Stewardship of Lands and Waters Islands Trust Council recognizes that sustainable use of lands and waters in the Islands Trust Area is important to the long-term well-being and resilience of ecosystems in the Islands Trust Area and the communities that depend on them. This section lays out policies for sustainable land and water use that support the long-term health of ecosystems and sustainability of freshwater.	

Attachment 5

Metro 2050
Implementation Guideline
Regional Context Statement Template

December 2025

Regional Context Statement Checklist

This checklist is for staff use, not to be included in the Regional Context Statement.

Mapping Requirements

In addition to completing the template below, an RCS must contain a parcel-based map that identifies the six regional land use designations, the Urban Containment Boundary, and the regional overlays within the Member Jurisdiction whenever applicable.

☐ Regional Land Use Designations

- General Urban
- Industrial
- Rural
- Employment
- Agricultural
- Conservation and Recreation

☐ Regional Overlays

- Urban Centres
- Frequent Transit Development Areas
- Trade-Oriented Lands Overlay
- Natural Resource Areas Overlay (Maintained by Metro Vancouver)

☐ GIS digital file for Metro Vancouver

Population, Dwelling Unit and Employment Projections Requirements

☐ Section 1.1.9(b) of *Metro 2050* requires Member Jurisdictions adopt RCSs that "provide Member Jurisdiction population, dwelling unit, and employment projections, with reference to guidelines contained in Table 1, and demonstrate how local plans will work towards accommodating the projected growth within the Urban Containment Boundary in accordance with the regional target of focusing 98% of residential growth inside the UCB." An RCS should illustrate efforts to align the OCP with the Member Jurisdiction and regional projections over time. RCSs should indicate growth projections for the same time periods as indicated in *Metro 2050*: i.e. to 2030, 2040, and 2050.

☐ Section 1.2.23(a) of *Metro 2050* requires Member Jurisdictions adopt RCSs that "provide dwelling unit and employment projections that indicate the Member Jurisdiction's share of planned growth and contribute to achieving the regional share of growth for Urban Centres and Frequent Transit Development Areas as set out in Table 2."

☐ Section 6.2.7 of *Metro 2050* provides Member Jurisdictions with the flexibility to amend OCP land use designations (or equivalent) without amending the RCS under certain circumstances. This language must be included in the RCS to permit this flexibility.

Official Community Plan Consistency with Metro 2050

☐ Demonstrate how the OCP or equivalent contributes to reaching the regional federation's targets using the Regional Context Statement template included on the following pages.

METRO 2050 REGIONAL CONTEXT STATEMENT

Metro 2050 Targets

In the following section please outline the Official Community Plan policies (or equivalent) that demonstrate your Member Jurisdiction's contribution to reaching the regional federation's Regional Growth Strategy targets. Please also provide supplementary information on how these policies, along with any other applicable plans or strategies, will work together to contribute to meeting these regional targets. For the environmental and housing targets, Metro 2050 recognizes that the targets are regional in scale and long term to the year 2050; Member Jurisdiction local context is expected.

Metro 2050 Regional Targets		
Goal 1 Create a Compact Urban Area Targets		
Policy with Target	**Applicable OCP Policies**	**Supplementary Information**
1.1.9 b) Provide Member Jurisdiction population, dwelling unit, and employment projections, with reference to guidelines contained in Table 1, and demonstrate how local plans will work towards accommodating the projected growth within the Urban Containment Boundary in accordance with the regional target of **focusing 98% of residential growth inside the Urban Containment Boundary**		Example: *In 2024 the city will be undertaking the preparation of neighbourhood plan for the x and y urban centres and will include these projections as part of this planning work.*
1.2.23 a) provide dwelling unit and employment projections that indicate the Member Jurisdiction's share of planned growth and **contribute to achieving the regional share of growth for Urban Centres and Frequent Transit Development Areas as set out in Table 2** (Dwelling Unit and Employment Growth Targets for Urban Centres and Frequent Transit Development Areas) Regional Targets for Residential Growth by Location: • **All Urban Centre Types: 40%** • **Frequent Transit Development Areas: 28%** Regional Targets for Employment Growth by Location: • **All Urban Centre Types: 50%** • **Frequent Transit Development Areas: 27%**		Example: *The regional dwelling unit projections have been incorporated into the city's approved Housing Needs Report which will be used to inform OCP policy amendments. The upcoming neighbourhood plan project for the x and y urban centres and will include these projections as part of this planning work.*
1.2.23 b) ii) include policies and actions for Urban Centres and		Example: *In 2024 the city will be undertaking the preparation*

Frequent Transit Development Areas that: **focus and manage growth and development in Urban Centres and Frequent Transit Development Areas consistent with guidelines set out in Table 3** (Guidelines for Urban Centres and Frequent Transit Development Areas) and demonstrate how that growth will contribute to the Urban Centre and Frequent Transit Development Area targets set out in Table 2 and Action 1.2.12 *1.2.12 Implement the strategies and actions of the Regional Growth Strategy that contribute to regional targets as shown on Table 2 to:* ***a) focus 98% of the region's dwelling unit growth to areas within the Urban Containment Boundary;*** ***b) focus 40% of the region's dwelling unit growth and 50% of the region's employment growth to Urban Centres; and*** c) ***focus 28% of the region's dwelling unit growth and 27% of the region's employment growth to Frequent Transit Development Areas.***		*of neighbourhood plan for the x and y urban centres and will include these projections as part of this planning work.*

Goal 3 Protect the Environment, Address Climate Change, and Respond to Natural Hazards Targets

Policy with Target	Applicable OCP Policies	Supplementary Information
3.2.7 a) identify local ecosystem protection and tree canopy cover targets, and demonstrate how these targets will contribute to the regional targets in Action 3.2.1: • increase the area of lands protected for nature **from 40% to 50% of the region's land base by the year 2050**; and • increase the total regional tree canopy cover within the Urban Containment Boundary **from 32% to 40% by the year 2050.**		Example: *The city will be undertaking (updating) a street tree and urban forestry planting program and policy framework in 2024.* *A review of the development approvals process and development contributions is underway to consider opportunities for land dedication for conservation purposes.*
3.3.7 a) identify how local land use and transportation policies will contribute to meeting the **regional greenhouse gas**		Example: *The city's xxx plan/OCP includes a greenhouse gas emissions*

emission reduction target of 45% below 2010 levels by the year 2030 and **achieving a carbon neutral region by the year 2050**;		*reduction target that matches the Metro 2050 target.* *A review of the development approvals process and development contributions is underway to consider opportunities for land dedication for conservation.* *In 2023, the City adopted an Urban Forest Management Strategy that aims to retain 40% tree canopy cover in urban areas by implementing a tree protection bylaw and a program that supports tree planting on both public and private land in areas with low tree canopy cover. The City's target matches the regional target.*
Goal 4 Provide Diverse and Affordable Housing Choices Target		
Policy with Target	**Applicable OCP Policies**	**Supplementary Information**
4.2.7 a) indicate how they will, within their local context, contribute toward the regional target of having **at least 15% of newly completed housing units built within all Urban Centres, Frequent Transit Development Areas, and Major Transit Growth Corridors combined, to the year 2050, be affordable rental housing units** (recognizing that developing affordable rental housing units in transit-oriented locations throughout the urban area is supported)		Example: *In 2024 the city will be undertaking a the preparation of neighbourhood plan for the x and y urban centres and this target along with the city's approved Housing Needs Report will inform that planning work.*

Metro 2050 Goal 1: Create a Compact Urban Area		
Describe how the OCP and other supporting plans and policies contribute to this Goal:		
Goal 1 Targets		
Policy with Target	**Applicable OCP Policies**	**Supplementary Information**
1.1.9 b) Provide Member Jurisdiction population, dwelling unit, and employment projections, with reference to guidelines contained in Table 1, and demonstrate how local plans will work towards accommodating the projected growth within the Urban Containment Boundary in accordance with the regional target of **focusing 98% of residential growth inside the Urban Containment Boundary**		Example: *In 2024 the city will be undertaking the preparation of neighbourhood plan for the x and y urban centres and will include these projections as part of this planning work.*
1.2.23 a) provide dwelling unit and employment projections that indicate the Member Jurisdiction's share of planned growth and **contribute to achieving the regional share of growth for Urban Centres and Frequent Transit Development Areas as set out in Table 2** (Dwelling Unit and Employment Growth Targets for Urban Centres and Frequent Transit Development Areas) Regional Targets for Residential Growth by Location: • **All Urban Centre Types: 40%** • **Frequent Transit Development Areas: 28%** Regional Targets for Employment Growth by Location: • **All Urban Centre Types: 50%** • **Frequent Transit Development Areas: 27%**		Example: *The regional dwelling unit projections have been incorporated into the city's approved Housing Needs Report which will be used to inform OCP policy amendments. The upcoming neighbourhood plan project for the x and y urban centres and will include these projections as part of this planning work.*
1.2.23 b) ii) include policies and actions for Urban Centres and Frequent Transit Development Areas that: **focus and manage growth and development in Urban Centres and Frequent Transit Development Areas consistent with guidelines set out in Table 3** (Guidelines		Example: *In 2024 the city will be undertaking the preparation of neighbourhood plan for the x and y urban centres and will include these projections as part of this planning work.*

for Urban Centres and Frequent Transit Development Areas) and demonstrate how that growth will contribute to the Urban Centre and Frequent Transit Development Area targets set out in Table 2 and Action 1.2.12 *1.2.12 Implement the strategies and actions of the Regional Growth Strategy that contribute to regional targets as shown on Table 2 to:* ***a) focus 98% of the region's dwelling unit growth to areas within the Urban Containment Boundary;*** ***b) focus 40% of the region's dwelling unit growth and 50% of the region's employment growth to Urban Centres; and*** *c)* ***focus 28% of the region's dwelling unit growth and 27% of the region's employment growth to Frequent Transit Development Areas.***		

Strategy 1.1: Contain urban development within the Urban Containment Boundary			
Policy 1.1.9	**Section**	**Policy**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	Depict the Urban Containment Boundary on a map, generally consistent with the Regional Land Use Designations map (Map 2)	
	b)	Provide Member Jurisdiction population, dwelling unit, and employment projections, with reference to guidelines contained in Table 1, and demonstrate how local plans will work towards accommodating the projected growth within the Urban Containment Boundary in accordance with the regional target of focusing 98% of residential growth inside the Urban Containment Boundary	*Please provide response in Targets section*
	c)	Include a commitment to liaise regularly with Metro Vancouver Liquid Waste Services and Metro Vancouver Water Services to keep them apprised of the scale and timeframe of major development plans as well as specific plans to separate combined sewers	
	d)	Integrate land use planning policies with local and regional economic development strategies, particularly in the vicinity of the port and airports, to minimize potential exposure of residents to environmental noise and other harmful impacts	

Strategy 1.2: Focus growth in Urban Centres and Frequent Transit Development Areas			
P	**Section**	**Policy**	**Applicable OCP Policies**

	Adopt Regional Context Statements that:		
	a)	provide dwelling unit and employment projections that indicate the Member Jurisdiction's share of planned growth and contribute to achieving the regional share of growth for Urban Centres and Frequent Transit Development Areas as set out in Table 2 (Dwelling Unit and Employment Growth Targets for Urban Centres and Frequent Transit Development Areas)	*Please provide response in Targets section*
	b)	include policies and actions for Urban Centres and Frequent Transit Development Areas that:	
	i)	identify the location, boundaries, and types of Urban Centres and Frequent Transit Development Areas on a map that is consistent with the guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) and Map 4	
	ii)	focus and manage growth and development in Urban Centres and Frequent Transit Development Areas consistent with guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) and demonstrate how that growth will contribute to the Urban Centre and Frequent Transit Development Area targets set out in Table 2 and Action 1.2.12	*Please provide response in Targets section*
	iii)	encourage office development to locate in Urban Centres through policies, economic development programs, or other financial incentives	
	iv)	support modal shift by establishing or maintaining reduced residential and commercial parking requirements in Urban Centres and FTDAs and consider the use of parking maximums	
	v)	consider the identification of appropriate measures and neighbourhood plans to accommodate urban densification and infill development in Urban Centres, Frequent Transit Development Areas, and, where appropriate, Major Transit Growth Corridors in a resilient and equitable way (e.g. through community vulnerability assessments, emergency services planning, tenant protection policies, and strategies to enhance community social connectedness and adaptive capacity)	
	vi)	consider support for the provision of child care spaces in Urban Centres and Frequent Transit Development Areas	
	vii)	consider the implementation of green infrastructure	
	viii)	focus infrastructure and amenity investments (such as public works and civic and recreation facilities) in Urban Centres and Frequent Transit Development Areas, and at appropriate locations within Major Transit Growth Corridors	
	ix)	support the provision of community services and spaces for non-profit organizations	

	x)	consider, where Urban Centres and Frequent Transit Development Areas overlap with Employment lands, higher density forms and intensification of commercial and light industrial	
	xi)	take appropriate steps to avoid or mitigate the negative health impacts of busy roadways on new or redeveloped residential areas	
	c)	Include policies for General Urban lands that:	
	i)	identify General Urban lands and their boundaries on a map generally consistent with Map 2	
	ii)	exclude new non-residential Major Trip- Generating uses, as defined in the Regional Context Statement, from those portions of General Urban lands outside of Urban Centres and Frequent Transit Development Areas and direct new non-residential Major Trip-Generating uses to Urban Centres and Frequent Transit Development Areas	
	iii)	encourage infill and intensification (e.g. row houses, townhouses, mid-rise apartments, laneway houses) in appropriate locations within walking distance of the Frequent Transit Network;	
	iv)	encourage neighbourhood-serving commercial uses	
	d)	with regards to Actions 1.2.15 and 1.2.23 c) ii), include a definition of "non-residential Major Trip Generating uses" that includes, but is not limited to, the following uses: office or business parks, outlet shopping malls, post-secondary institutions, and large-format entertainment venues	
	e)	consider the identification of new Frequent Transit Development Areas in appropriate locations within Major Transit Growth Corridors, as part of the development of new or amended area or neighbourhood plans, or other community planning initiatives	
	f)	consider long-term growth and transportation planning coordination with adjacent municipalities, First Nations, TransLink, and Metro Vancouver for transit corridors that run through or along two or more adjacent jurisdictions	

Strategy 1.3: Develop resilient, healthy, connected, and complete communities with a range of services and amenities

	Section	Policy	Applicable OCP Policies
Policy	**Adopt Regional Context Statements that:**		
	a)	support compact, mixed-use, transit, walking, cycling and rolling-oriented communities	

	b)	locate and support community, arts, cultural, recreational, institutional, medical/health, social service, education and child care facilities, and local serving retail uses in Urban Centres or areas with good access to transit	
	c)	provide and encourage public spaces and other place-making amenities and facilities (e.g. community gardens, playgrounds, gathering places, etc.) in new and established neighbourhoods, for all ages, abilities, and seasons, to support social connections and engagement	
	d)	respond to health and climate change-related risks by providing equitable access to:	
	i)	recreation facilities	
	ii)	green spaces and public spaces (e.g. parks, trails, urban forests, public squares, etc.)	
	iii)	safe and inviting walking, cycling, and rolling environments, including resting spaces with tree canopy coverage, for all ages and abilities	
	e)	support the inclusion of community gardens (at-grade, rooftop, or on balconies), grocery stores and farmers' markets to support food security, and local production, distribution and consumption of healthy food, in particular where they are easily accessible to housing and transit services	
	f)	consider, when preparing new neighbourhood and area plans, the mitigation of significant negative social and health impacts, such as through the use of formal health and social impact assessment methods in neighbourhood design and major infrastructure investments	
	g)	provide design guidance for existing and new neighbourhoods to promote social connections, universal accessibility, crime prevention through environmental design, and inclusivity while considering the impacts of these strategies on identified marginalized members of the community	
	h)	consider where appropriate, opportunities to incorporate recognition of Indigenous and other cultures into the planning of Urban Centres, FTDAs, and other local centres	
Strategy 1.4: Protect Rural lands from urban development			
Policy 1.4.3	**Section**	**Policy**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	identify Rural lands and their boundaries on a map generally consistent with Map 2	
	b)	limit development to a scale, form, and density consistent with the intent for the Rural land use designation, and that is compatible with on-site sewer servicing	
	c)	specify the allowable density and form, consistent with Action 1.4.1, for land uses within the Rural regional land use designation	

	d)	prioritize and support agricultural uses within the Agricultural Land Reserve, and where appropriate, support agricultural uses outside of the Agricultural Land Reserve	
	e)	support the protection, enhancement, restoration, and expansion of ecosystems identified on Map 11 to maintain ecological integrity, enable ecosystem connectivity, increase natural carbon sinks and enable adaptation to the impacts of climate change	

Metro 2050 Goal 2: Support a Sustainable Economy

Describe how the OCP and other supporting plans and policies contribute to this Goal:

Strategy 2.1 Promote land development patterns that support a diverse regional economy and employment opportunities close to where people live

	Section	Policy	Applicable OCP Policies
Policy 2.1.10	**Adopt Regional Context Statements that:**		
	a)	include policies to support appropriate economic activities, as well as context-appropriate built form for Urban Centres, Frequent Transit Development Areas, Industrial lands, and Employment lands	
	b)	support the development and expansion of large-scale office and retail uses in Urban Centres, and lower-scale uses in Frequent Transit Development Areas through policies such as: zoning that reserves land for commercial uses, density bonus provisions to encourage office development, variable development cost charges, and/or other incentives	
	c)	discourage the development and expansion of major commercial uses outside of Urban Centres and Frequent Transit Development Areas and that discourage the development of institutional land uses outside of Urban Centres and Frequent Transit Development Areas	

Strategy 2.2 Protect the supply and enhance the efficient use of Industrial land

	Section	Policy Text	Applicable OCP Policies
Policy 2.2.9	**Adopt Regional Context Statements that:**		
	a)	identify the Industrial and Employment lands and their boundaries on a map generally consistent with Map 7	
	b)	identify Trade-Oriented lands, if applicable, with a defined set of permitted uses that support inter-regional, provincial, national, and international trade (e.g. logistics, warehouses, distribution centres, transportation and intermodal terminals) and location needs (e.g. large and flat sites, proximity to highway, port, or rail infrastructure) on a map consistent with the goals in the Regional Growth Strategy. Strata and/or small lot subdivisions on these lands should not be permitted	
	c)	include policies for Industrial lands that:	

	i)	consistently define, support, and protect Industrial uses, as defined in Metro 2050, in municipal plans and bylaws, and ensure that non-industrial uses are not permitted	
	ii)	support appropriate and related accessory uses, such as limited-scale ancillary commercial spaces, and caretaker units	
	iii)	exclude uses that are not consistent with the intent of Industrial lands and not supportive of Industrial activities, such as medium and large format retail uses, residential uses, and stand- alone office uses, other than ancillary uses, where deemed necessary	
	iv)	encourage improved utilization and increased intensification/densification of Industrial lands for Industrial activities, including the removal of any unnecessary municipal policies or regulatory barriers related to development form and density	
	v)	review and update parking and loading requirements to reflect changes in Industrial forms and activities, ensure better integration with the surrounding character, and reflect improvements to transit service, in an effort to avoid the over- supply of parking	
	vi)	explore municipal Industrial strategies or initiatives that support economic growth objectives with linkages to land use planning	
	vii)	provide infrastructure and services in support of existing and expanding Industrial activities	
	viii)	support the unique locational and infrastructure needs of rail-oriented, waterfront, and trade-oriented Industrial uses	
	ix)	consider the preparation of urban design guidelines for Industrial land edge planning, such as interface designs, buffering standards, or tree planting, to minimize potential land use conflicts between Industrial and sensitive land uses, and to improve resilience to the impacts of climate change	
	x)	do not permit strata and/or small lot subdivisions on identified Trade-Oriented lands	
	d)	include policies for Employment lands that:	
	i)	support a mix of Industrial, small scale commercial and office, and other related employment uses, while maintaining support for the light Industrial capacity of the area, including opportunities for the potential densification/intensification of Industrial activities, where appropriate	
	ii)	allow large and medium format retail, where appropriate, provided that such development will not	

		undermine the broad objectives of the Regional Growth Strategy	
	iii)	support the objective of concentrating larger- scale commercial, higher density forms of employment, and other Major Trip-Generating uses in Urban Centres, and local-scale uses in Frequent Transit Development Areas	
	iv)	support higher density forms of commercial and light Industrial development where Employment lands are located within Urban Centres or Frequent Transit Development Areas, and permit employment and service activities consistent with the intent of Urban Centres or Frequent Transit Development Areas, while low employment density and low transit generating uses, possibly with goods movement needs and impacts, are located elsewhere	
	v)	do not permit residential uses, except for: • an accessory caretaker unit; or • limited residential uses (with an emphasis on affordable, rental units) on lands within 200 m of a rapid transit station and located within Urban Centres or Frequent Transit Development Areas, provided that the residential uses are located only on the upper floors of buildings with commercial and light Industrial uses, where appropriate and subject to the consideration of municipal objectives and local context.	
	e)	include policies to assist existing and new businesses in reducing their greenhouse gas emissions, maximizing energy efficiency, and mitigating impacts on ecosystems	
	f)	include policies that assist existing and new businesses to adapt to the impacts of climate change and reduce their exposure to natural hazards risks, such as those identified within the Regional Growth Strategy (Table 5)	
Strategy 2.3 Protect the supply of agricultural land and strengthen Agricultural viability			
Policy 2.3.12	**Section**	**Policy**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	specify the Agricultural lands within their juris- diction, denoting those within the Agricultural Land Reserve, on a map generally consistent with Map 8	
	b)	consider policies and programs that increase markets and the distribution of local food in urban areas to strengthen the viability of agriculture and increase availability of local food for all residents	
	c)	include policies that protect the supply of Agricultural land and strengthen agriculture viability including those that:	

	i)	assign appropriate land use designations to protect Agricultural land for future generations and discourage land uses on Agricultural lands that do not directly support and strengthen Agricultural viability	
	ii)	encourage the consolidation of small parcels and discourage the subdivision and fragmentation of Agricultural land	
	iii)	support climate change adaptation including: • monitoring storm water, flooding, and sea level rise impacts on Agricultural land, • implementing flood construction requirements for residential uses, and • maintaining and improving drainage and irrigation infrastructure that support Agricultural production, where appropriate and in collabo- ration with other governments and agencies	
	iv)	protect the integrity of Agricultural land by requiring edge planning along the Urban Containment Boundary and adjacent to Agricultural operations through activities such as screening, physical buffers, roads, or Development Permit area requirements	
	v)	demonstrate support for economic development opportunities for Agricultural operations that are farm related uses, benefit from close proximity to farms, and enhance primary Agricultural production as defined by the *Agricultural Land Commission Act*	
	vi)	align policies and regulations, where applicable, with the Minister's Bylaw Standards and Agricultural Land Commission legislation and regulations	
Policy 2.3.13	**Section**	**Policy**	**Supplementary Information**
		In partnership with other agencies and organizations, support agricultural awareness and promote the importance of the agricultural industry, the importance of protecting agricultural land, and the value of local agricultural products and experiences	

Metro 2050 Goal 3: Protect the Environment, Address Climate Change, and Respond to Natural Hazards

Describe how the OCP and other supporting plans and policies contribute to this Goal:

Goal 3 Targets

Policy with Target	Applicable OCP Policies	Supplementary Information
3.2.7 a) identify local ecosystem protection and tree canopy cover targets, and demonstrate how these targets will contribute to the regional targets in Action 3.2.1: • increase the area of lands protected for nature **from 40% to 50% of the region's land base by the year 2050**; and • increase the total regional tree canopy cover within the Urban Containment Boundary **from 32% to 40% by the year 2050.**		Example: *The city will be undertaking (updating) a street tree and urban forestry planting program and policy framework in 2024.* *A review of the development approvals process and development contributions is underway to consider opportunities for land dedication for conservation purposes.*
3.3.7 a) identify how local land use and transportation policies will contribute to meeting the **regional greenhouse gas emission reduction target of 45% below 2010 levels by the year 2030** and achieving a carbon neutral region by the year 2050;		*Example: The city's xxx plan/OCP includes a greenhouse gas emissions reduction target that matches the Metro 2050 target.* *A review of the development approvals process and development contributions is underway to consider opportunities for land dedication for conservation.* *In 2023, the City adopted an Urban Forest Management Strategy that aims to retain 40% tree canopy cover in urban areas by implementing a tree protection bylaw and a program that supports tree planting on both public and private land in areas with low tree canopy cover. The City's target matches the regional target, which exceeds the current targets of other Member Jurisdictions.*

Strategy 3.1: Protect and enhance Conservation and Recreation lands			
	Section	**Policy**	**Applicable OCP Policies**
Policy 3.1.9	**Adopt Regional Context Statements that:**		
	a)	identify Conservation and Recreation lands and their boundaries on a map generally consistent with Map 2	
	b)	include policies that support the protection and enhancement of lands with a Conservation and Recreation land use designation, which may include the following uses:	
	i)	drinking water supply areas	
	ii)	environmental conservation areas	
	iii)	wildlife management areas and ecological reserves	
	iv)	forests	
	v)	wetlands (e.g. freshwater lakes, ponds, bogs, fens, estuarine, marine, freshwater, and intertidal ecosystems)	
	vi)	riparian areas (i.e. the areas and vegetation surrounding wetlands, lakes, streams, and rivers)	
	vii)	ecosystems not covered above that may be vulnerable to climate change and natural hazard impacts, or that provide buffers to climate change impacts or natural hazard impacts for communities	
	viii)	uses within those lands that are appropriately located, scaled, and consistent with the intent of the designation, including: ○ major parks and outdoor recreation areas; ○ education, research and training facilities, and associated uses that serve conservation and/or recreation users; ○ commercial uses, tourism activities, and public, cultural, or community amenities; ○ limited agricultural use, primarily soil-based; and ○ land management activities needed to minimize vulnerability / risk to climate change impacts	
	c)	Include policies that:	
	i)	protect the integrity of lands with a Conservation and Recreation regional land use designation from activities in adjacent areas by considering wildland interface planning, and introducing measures such as physical buffers or development permit requirements	
	ii)	encourage the consolidation of small parcels, and discourage subdivision and fragmentation of lands with a Conservation and Recreation regional land use designation.	

Strategy 3.2: Protect, enhance, restore, and connect ecosystems			
	Section	**Policy Text**	**Applicable OCP Policies**
Policy 3.2.7	**Adopt Regional Context Statements that:**		
	a)	identify local ecosystem protection and tree canopy cover targets, and demonstrate how these targets will contribute to the regional targets in Action 3.2.1	*Please provide response in Targets section*
	b)	refer to Map 11 or more detailed local ecological and cultural datasets and include policies that:	
	i)	support the protection, enhancement, and restoration of ecosystems through measures such as land acquisition, density bonusing, development permit requirements, subdivision design, conservation covenants, land trusts, and tax exemptions	
	ii)	seek to acquire, restore, enhance, and protect lands, in collaboration with adjacent member jurisdictions and other partners, that will enable ecosystem connectivity in a regional green infrastructure network	
	iii)	discourage or minimize the fragmentation of ecosystems through low impact development practices that enable ecosystem connectivity	
	iv)	indicate how the interface between ecosystems and other land uses will be managed to maintain ecological integrity using edge planning, and measures such as physical buffers, or development permit requirements.	
	c)	Include policies that:	
	i)	support the consideration of natural assets and ecosystem services in land use decision-making and land management practices	
	ii)	enable the retention and expansion of urban forests using various tools, such as local tree canopy cover targets, urban forest management strategies, tree regulations, development permit requirements, land acquisition, street tree planting, and reforestation or restoration policies, with consideration of resilience	
	iii)	reduce the spread of invasive species by employing best practices, such as the implementation of soil removal and deposit bylaws, development permit requirements, and invasive species management plans	
	iv)	increase green infrastructure along the Regional Greenway Network, the Major Transit Network, community greenways, and other locations, where appropriate, and in collaboration with Metro Vancouver, TransLink, and other partners	
	v)	support watershed and ecosystem planning, the development and implementation of Integrated	

		Stormwater Management Plans, and water conservation objectives.	

Strategy 3.3: Advance land use, infrastructure, and human settlement patterns that reduce energy consumption and greenhouse gas emissions, create carbon storage opportunities, and improve air quality

	Section	Policy	Applicable OCP Policies
Policy 3.3.7	**Adopt Regional Context Statements that:**		
	a)	identify how local land use and transportation policies will contribute to meeting the regional greenhouse gas emission reduction target of 45% below 2010 levels by the year 2030 and achieving a carbon neutral region by the year 2050	*Please provide response in Targets section*
	b)	identify policies, actions, incentives, and / or strategies that reduce energy consumption and greenhouse gas emissions, create carbon storage opportunities, and improve air quality from land use, infrastructure, and settlement patterns, such as: • existing building retrofits and construction of new buildings to meet energy and greenhouse gas performance guidelines or standards (e.g. BC Energy Step Code, passive design), the electrification of building heating systems, green demolition requirements, embodied emissions policies, zero-carbon district energy systems, and energy recovery and renewable energy generation technologies, such as solar panels and geoexchange systems, and zero emission vehicle charging infrastructure; and • community design, infrastructure, and programs that encourage transit, cycling, rolling and walking	
	c)	focus infrastructure and amenity investments in Urban Centres and Frequent Transit Development Areas, and at appropriate locations along Major Transit Growth Corridors	

Strategy 3.4 Advance land use, infrastructure, and human settlement patterns that improve resilience to climate change impacts and natural hazards

	Section	Policy	Applicable OCP Policies
Policy 3.4.5	**Adopt Regional Context Statements that:**		
	a)	include policies that minimize risks associated with climate change and natural hazards in existing communities through tools such as heat and air quality response plans, seismic retrofit policies, and flood-proofing policies	
	b)	include policies that discourage new development in current and future hazardous	

		areas to the extent possible through tools such as land use plans, hazard-specific Development Permit Areas, and managed retreat policies, and where development in hazardous areas is unavoidable, mitigate risks	
Policy 3.4.6	**Section**	**Policy**	
		Incorporate climate change and natural hazard risk assessments into planning and location decisions for new municipal utilities, assets, operations, and community services.	
Policy 3.4.7	**Section**	**Policy**	
		Integrate emergency management, utility planning, and climate change adaptation principles when preparing land use plans, transportation plans, and growth management policies.	
Policy 3.4.8	**Section**	**Policy**	
		Adopt appropriate planning standards, guidelines, and best practices related to climate change and natural hazards, such as flood hazard management guidelines and wildland urban interface fire risk reduction principles.	

Metro 2050 Goal 4: Provide Diverse and Affordable Housing Choices

Describe how the OCP and other supporting plans and policies contribute to this Goal:

Goal 4 Targets

Policy with Target	Applicable OCP Policies	Supplementary Information
4.2.7 a) indicate how, within the local context, contribute toward the regional target of having **at least 15% of newly completed housing units built within all Urban Centres, Frequent Transit Development Areas, and Major Transit Growth Corridors combined, to the year 2050, be affordable rental housing units** (recognizing that developing affordable rental housing units in transit-oriented locations throughout the urban area is supported)		Example: *In 2024 the city will be undertaking a the preparation of neighbourhood plan for the x and y urban centres and this target along with the city's approved Housing Needs Report will inform that planning work.*

Strategy 4.1 Expand the supply and diversity of housing to meet a variety of needs

	Section	Policy	Applicable OCP Policies
Policy 4.1.8	**Adopt Regional Context Statements that:**		
	a)	indicate how you will work towards meeting estimated future housing needs and demand, as determined in their housing needs report or assessment	
	b)	articulate how local plans and policies will meet the need for diverse (in tenure, size, and type) and affordable housing options	
	c)	identify policies and actions that contribute to the following outcomes	
	i)	increased supply of adequate, suitable, and affordable housing to meet a variety of needs along the housing continuum	
	ii)	increased supply of family-friendly, age-friendly, and accessible housing	
	iii)	increased diversity of housing tenure options, such as attainable homeownership, rental, co-op housing, rent-to-own models, and cohousing	
	iv)	increased density and supply of diverse ground-oriented and infill housing forms in low-density neighbourhoods, such as duplex, four-plex, townhouse, laneway/coach houses, and apartments, particularly in proximity to transit	

	v)	integration of land use and transportation planning such that households can reduce their combined housing and transportation costs	
	vi)	increased social connectedness in multi-unit housing	
	vii)	integrated housing within neighbourhood contexts and high quality urban design	
	viii)	existing and future housing stock that is low carbon and resilient to climate change impacts and natural hazards	
Policy 4.1.9	**Section**	**Policy**	**Supplementary Information**
	Prepare and implement housing strategies or action plans that:		
	a)	are aligned with housing needs reports or assessments, and reviewed or updated every 5-10 years to ensure that housing strategies or action plans are based on recent evidence and responsive to current and future housing needs	
	b)	are based on an assessment of local housing market conditions, by tenure, including assessing housing supply, demand, and affordability	
	c)	identify housing priorities, based on the assessment of local housing market conditions, household incomes, changing population and household demographics, climate change and natural hazards resilience, and key categories of local housing need, including specific statements about special needs housing and the housing needs of equity-seeking groups	
	d)	identify implementation measures within their jurisdiction and financial capabilities, including actions set out in Action 4.1.8	
Strategy 4.2 Protect tenants and expand, retain, and renew rental housing supply			
Policy 4.2.7	**Section**	**Policy**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	indicate how they will, within their local context, contribute toward the regional target of having at least 15% of newly completed housing units built within all Urban Centres, Frequent Transit Development Areas, and Major Transit Growth Corridors combined, to the year 2050, be affordable rental housing units (recognizing that developing affordable rental housing units in transit-oriented locations throughout the urban area is supported)	*Please provide response in Targets section*
	b)	articulate how local plans and policies will mitigate impacts on renter households, particularly during redevelopment or densification of Urban Centres and Frequent Transit Development Areas	
	c)	identify the use of regulatory tools that protect and preserve rental housing	

	d)	identify policies and actions that contribute to the following outcomes:	
	i)	increased supply of affordable rental housing in proximity to transit and on publicly-owned land	
	ii)	increased supply of market and below-market rental housing through the renewal of aging purpose-built rental housing and prevention of net rental unit loss	
	iii)	protection and renewal of existing non-market rental housing	
	iv)	mitigated impacts on renter households due to renovation or redevelopment, and strengthened protections for tenants	
	v)	reduced energy use and greenhouse gas emissions from existing and future rental housing stock, while considering impacts on tenants and affordability	
Policy 4.2.8	**Section**	**Policy**	**Supplementary Information**
	Prepare and implement housing strategies or action plans that:		
	a)	encourage the supply of new rental housing and mitigate or limit the loss of existing rental housing stock	
	b)	encourage tenant protections and assistance for renter households impacted by renovation or redevelopment of existing purpose-built rental housing	
	c)	cooperate with and facilitate the activities of Metro Vancouver Housing under Action 4.2.2	

Strategy 4.3 Meet the housing needs of lower income households and populations experiencing or at risk of homelessness

Policy 4.3.7	**Section**	**Policy**	**Applicable OCP Policies**
	Adopt Regional Context Statements that:		
	a)	indicate how they will collaborate with the Federal Government, the Province, and other partners, to assist in increasing the supply of permanent, affordable, and supportive housing units	
	b)	identify policies and actions to partner with other levels of government and non-profit organizations in order to create pathways out of homelessness and contribute to meeting the housing and support needs of populations experiencing or at risk of homelessness	
Policy 4.3.8	**Section**	**Policy**	**Supplementary Information**
	Prepare and implement housing strategies or action plans that		
	a)	identify opportunities to participate in programs with other levels of government to secure additional housing units to meet the housing needs of lower income households	
	b)	identify strategies to increase community acceptance and communicate the benefits of affordable and supportive housing development	
	c)	are aligned with or integrate plans to address	

		homelessness, and identify strategies to reduce the total number of households that are in core housing need and populations experiencing or at risk of homelessness	

Metro 2050 Goal 5: Support Sustainable Transportation Choices

Describe how the OCP and other supporting plans and policies contribute to this Goal:

Strategy 5.1 Coordinate land use and transportation to encourage transit, multiple-occupancy vehicles, cycling and walking

	Section	Policy	Applicable OCP Policies
Policy 5.1.14	**Adopt Regional Context Statements that:**		
	a)	identify land use and transportation policies and actions to encourage a greater share of trips made by transit, shared mobility options, cycling, walking, and rolling	
	b)	support the development and implementation of transportation demand management strategies, such as: parking pricing and supply measures, transit priority measures, end-of-trip facilities for active transportation and micro-mobility, and shared mobility services	
	c)	manage and enhance municipal infrastructure in support of transit, multiple-occupancy vehicles, cycling, walking, and rolling	
	d)	support the transition to zero-emission vehicles	
	e)	support implementation of the Regional Greenway Network and Major Bikeway Network, as identified in Map 10	
	f)	support implementation of local active transportation and micro-mobility facilities that provide direct, comfortable, all ages and abilities connections to the Regional Greenway Network, Major Bikeway Network, transit services, and everyday destinations	

Strategy 5.2 Coordinate land use and transportation to support the safe and efficient movement of vehicles for passengers, goods, and services

	Section	Policy	Applicable OCP Policies
Policy 5.2.6	**Adopt Regional Context Statements that:**		
	a)	identify routes on a map for the safe and efficient movement of goods and service vehicles to, from, and within Urban Centres; Frequent Transit Development Areas; Major Transit Growth Corridors; Industrial, Employment, and Agricultural lands; ports; airports; and international border crossings	
	b)	identify land use and related policies and actions that support the optimization and safety of goods movement via	

		roads, highways, railways, aviation, short sea shipping, and active transportation	
	c)	support the development of local and regional transportation system management strategies, such as the provision of information to operators of goods and service vehicles for efficient travel decisions, management of traffic flow using transit priority measures, coordinated traffic signalization, and lane management	
	d)	identify policies and actions that support the protection of rail rights-of-way, truck routes, and access points to navigable waterways in order to reserve the potential for goods movement	
	e)	identify policies and actions to mitigate public exposure to unhealthy levels of noise, vibration, and air pollution associated with the Major Road Network, Major Transit Network, railways, truck routes, and Federal / Provincial Highways	
	f)	identify policies and actions that anticipate the land and infrastructure requirements for goods movement and drayage, such as truck parking, zero-emission vehicle charging infrastructure, and e-commerce distribution centres, and mitigate any negative impacts of these uses on neighbourhoods	

Metro 2050 Implementation

Metro 2050 includes some policies that can be used if the Member Jurisdiction includes language permitting them, either below or in statements elsewhere in the RCS.

	Policy	Member Jurisdiction Response
Policy 6.2.7	A Member Jurisdiction may include language in its Regional Context Statement that permits amendments to the municipality's Official Community Plan to adjust the boundaries of regional land use designations within the Urban Containment Boundary, as follows: a) the Member Jurisdiction may re-designate land from one regional land use designation to another regional land use designation, only if the aggregate area of all proximate sites so re-designated does not exceed one (1) hectare; b) notwithstanding section 6.2.7 (a), for sites that are greater than one (1) hectare and less than three (3) hectares in area, the Member Jurisdiction may redesignate land: • from Industrial to General Urban regional land use designation, if the site is contiguous with an Industrial site and the developable portion of the site will be predominantly within 150 metres of an existing or approved rail rapid transit station; or • from Industrial to Employment regional land use designation if the developable portion of the site will be predominantly within 250 metres of an existing or approved rail rapid transit station, provided that: • the re-designation does not impede rail, waterway, road, or highway access for industrial uses; and • the aggregate area of all proximate sites so re-designated does not exceed three (3) hectares; c) the aggregate area of land affected by all re-designations under section 6.2.7 (a) and (b) together cannot exceed two (2) percent of the Member Jurisdiction's total lands within each applicable regional land use designation as of July 29, 2011.	*The RCS hereby permits this.*
Policy 6.2.8	A Member Jurisdiction may include language in its Regional Context Statement that permits amendments to its Official Community Plan to adjust the boundaries of Urban Centres and Frequent Transit Development Areas, provided such boundary adjustments meet the guidelines set out in Table 3 (Guidelines for Urban Centres and Frequent Transit Development Areas) of the Regional Growth Strategy.	*The RCS hereby permits this.*

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 17, 2026
From:	Trust Area Services	**Date Prepared:**	May 27, 2026

SUBJECT: Project Update – Policy Statement Amendment Project (PSAP)

RECOMMENDATION: That Trust Council endorse Policy Statement Amendment Project Charter V13 shown in Attachment 1.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Completing the Policy Statement Amendment Project (PSAP) is the key initiative in Trust Council's 2025 - 2028 Strategic Plan. The revised project charter attached presents a revision of V12 that updates the project timeline to anticipate a new Policy Statement adopted in 2029. The reasons for the revised timeline are explained in the background section below.

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1 PURPOSE: The purpose of this request for decision is to seek Trust Council's endorsement of an updated Policy Statement Amendment Project (PSAP) project charter and to provide Trust Council with updates across a number of project areas.

2 BACKGROUND: Current PSAP Project Charter V12 (Attachment 2) states that adoption of Policy Statement Bylaw No. 183 would occur before the end of the current political term in October 2026. Following advice from staff at the Ministry of Housing and Municipal Affairs, and amid ongoing efforts to ensure that Indigenous Governing Bodies are appropriately engaged in the bylaw development process, it will not be possible to complete the project by then. As such staff recommend that the project charter be amended to extend the estimated completion date to 2029 (recognizing that it can likely be finished in advance of that date). The proposed project charter revisions are shown in Attachment 1.

See Attachment 3 for a comprehensive update on the PSAP project workplan.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: If Trust Council continues to maintain the Policy Statement Amendment Project as its priority, then the project will continue to consume a significant proportion of the senior policy advisor's time until it concludes.

FINANCIAL: There is no immediate financial implication to extending the project timeline apart from the need to continue to providing annual project funding through to completion.

POLICY: None

IMPLEMENTATION/COMMUNICATIONS: Staff will continue to implement the project as planned. Staff will post the revised project charter to Islands 2050 webpage.

FIRST NATIONS RELATIONS: Staff are recommending the project timeline be extended in order to ensure appropriate engagement with Indigenous Governing Bodies.

OTHER: None

4 RELEVANT POLICY(S):

Islands Trust Act (S. 15)
Islands Trust Council Policy 1.2.1 (Policy Statement Amendment)
Islands Trust Reconciliation Declaration

5 ATTACHMENT(S):

1) DRAFT PSAP Project Chart V13
2) PSAP Project Charter V12
3) PSAP Project Update
4) Agency/Organization Referral Status Table
5) Indigenous Governing Body Referral Status Table

RESPONSE OPTIONS

Recommendation: That Trust Council endorse Policy Statement Amendment Project Charter V13 shown in Attachment 1.

Alternative:

1. Trust Council can amend the PSAP project charter in accordance with its preferred project direction. If this is the case, it would make the following resolutions:

    a. That Islands Trust Council amend Policy Statement Amendment Project Charter V13 as follows:
        i. By . . . .

    b. That Islands Trust Council endorse Policy Statement Amendment Project Charter V13 as amended.

Prepared By: Jason Youmans, Senior Policy Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 28, 2026
Rueben Bronee, CAO/May 28, 2026

Policy Statement Amendment Project - Project Charter V13

Attachment 1

Purpose To support Trust Council's update of the Islands Trust Policy Statement bylaw, incorporating feedback from Indigenous Governing Bodies, the public, and referral agencies, and approval by the Minister of Municipal Affairs.

Background Trust Council has assigned Executive Committee, with involvement from Trust Programs Committee as appropriate, the task of updating the Islands Trust Policy Statement through the lenses of reconciliation, climate change, and affordable housing, and to undertake early engagement with Indigenous Governing Bodies (IGBs) and the public in the process.

Objectives

- To adopt an updated Policy Statement bylaw that supports Trust Council's commitments to reconciliation, climate change, and affordable housing, and reflects feedback from the public, IGBs, and partner agencies.

In Scope

- Policy Statement amendment drafting directed by TC resolutions, communications, legal review, and implementation planning
- IGB engagement, public engagement, and agency referrals
- Four readings/Ministerial approval

Out of Scope

- Treaty or territorial negotiations or accommodation
- Consequential amendments to official community plans and land use bylaws

Workplan Overview

Major Deliverable/Milestone	Dates
Past Years (FY 2019/20/21/22/23/24/25) - IGB early engagement Phases 1 (2019-2021), 2 (2021-2022), and 3 (2023) - Public engagement Phases 1 (2019-2020), 2 (2021), and 3 (2022) - Policy review and analysis by Trust Council's committees/working groups and staff (2020-22) - Amendment drafting and legal review Phase 1 (Apr-Jun 2021), Phase 2 (Dec 2022-Mar 2023) - IGB Early engagement Phase 3 - Review and revision of draft Policy Statement by Committee of the Whole and Trust Programs Committee (May 2024 - May 2025) **- First Reading (July 2025)** - Phase 4 Public Engagement (Sept 2025 - March 2026)	2019 - Spring 2026
Present - Bylaw referral to, and meetings with, IGBs, regional districts, Conservancy Board and others - Implementation Planning - Preparation of Engagement Records	Aug 2025 - March 2027 May 2026 - Adoption May 2026 - June 2027
Final Adoption (FY 2027/28/29) - Trust Council receives all referral responses and passes resolutions on further revisions required - Amendment drafting and amendment/**Second** and **Third** Reading by Trust Council - Refer proposed bylaw to Minister with final FN/agency engagement report; allow one year for review - **Ministerial Approval (**estimated—no statutory timeline), and **Adoption** - Final graphic design and distribution, celebration event	June 2027 June 2027 to Mar 2028 June 2028 to June 2029 June 2029 Sept 2029

Project Team

Executive Committee COtW/TPC Director, TAS	Project Champion Policy Content Advisors Project Director
Sr. Policy Advisor	Project Manager & Policy Writer
Program Coordinator	Public Engagement Coordinator
Communications Specialist	Communications Coordinator
Sr. Intergovtl Policy Advisor	First Nations Engagement Coordinator

Budget

Item	FY 24-25	FY25-26	FY26-27
Communications	$10,000	$26,000	$7,000
Public Engagement	$0	$17,500	$0
Legal Review	$25,000	$10,000	$10,000
Capacity Funding	$4,000	$0	$20,000
Total Activity Costs:	**$39,000**	**$53,500**	**$37,000**

Approved by:

Clare Frater, Director, TAS

Endorsement: TC

Res#: 2026-XXX
Date: June 17, 2026

***Timeline assumes Trust Council schedules special meetings between regular quarterly meetings.**

Policy Statement Amendment Project - Project Charter V12

Attachment 2

Purpose To support Trust Council's update of the Islands Trust Policy Statement bylaw, incorporating feedback from Indigenous Governing Bodies, the public, and referral agencies, and approval by the Minister of Municipal Affairs.

Background Trust Council has assigned Executive Committee, with involvement from Trust Programs Committee as appropriate, the task of updating the Islands Trust Policy Statement through the lenses of reconciliation, climate change, and affordable housing, and to undertake early engagement with Indigenous Governing Bodies (IGBs) and the public in the process.

Objectives

- To adopt an updated Policy Statement bylaw that supports Trust Council's commitments to reconciliation, climate change, and affordable housing, and reflects feedback from the public, IGBs, and partner agencies.

In Scope

- Policy Statement amendment drafting directed by TC resolutions, communications, legal review, and implementation planning
- IGB engagement, public engagement, and agency referrals
- Four readings/Ministerial approval

Out of Scope

- Treaty or territorial negotiations or accommodation
- Consequential amendments to official community plans and land use bylaws

Workplan Overview

Major Deliverable/Milestone	Dates
Past Years (FY 2019-20, 2021-22, 2022-23, 2023-24) -IGB early engagement Phases 1 (2019-2021), 2 (2021-2022), and 3 (2023) -Public engagement Phases 1 (2019-2020), 2 (2021), and 3 (2022) -Policy review and analysis by Trust Council's committees/working groups and staff (2020-22) -Amendment drafting and legal review Phase 1 (Apr-Jun 2021), Phase 2 (Dec 2022-Mar 2023) - IGB Early engagement Phase 3	2019-2024
Present (FY 2024-25) - Review and revision of draft Policy Statement by Committee of the Whole and Trust Programs Committee	May 2024 - May 2025
Proposed Next Steps (FY 2025-26) -**First Reading** -Bylaw referral to IGBs, regional districts, Conservancy Board and others -Six-month public engagement (referrals to local trust committees and island municipalities with TAS support online and in-person where requested; Staff-led Trust Area-wide survey and workshop	July 2025 Aug 2025 - March 2026 Sept 2025 - March 2026
Final Adoption (FY 2025-26/2026-27) - Trust Council receives referral responses and passes resolutions on further revisions required -Amendment drafting and amendment/**Second** and **Third** Reading by Trust Council -Refer proposed bylaw to Minister with final FN/agency engagement report; allow six months for review - **Ministerial Approval (**estimated—no statutory timeline), and **Adoption** -Final graphic design and distribution, celebration event, implementation planning	April 2026 May - June 2026 June 2026 Oct 2026 Oct 2026— Nov 2026

Project Team

Executive Committee COtW/TPC Director, TAS	Project Champion Policy Content Advisors Project Director
Sr. Policy Advisor	Project Manager & Policy Writer
Program Coordinator	Public Engagement Coordinator
Communications Specialist	Communications Coordinator
Sr. Intergovtl Policy Advisor	First Nations Engagement Coordinator

Budget

Item	FY 24-25	FY25-26	FY26-27
Communications	$10,000	$26,000	$7,000
Public Engagement	$0	$17,500	$0
Legal Review	$25,000	$10,000	$10,000
Capacity Funding	$4,000	$0	$20,000
Total Activity Costs:	**$39,000**	**$53,500**	**$37,000**

Approved by:

Clare Frater, Director, TAS

Endorsement: TC

Res#: 2025-142
Date: December 4, 2025

***Timeline assumes Trust Council schedules special meetings between regular quarterly meetings.**

May 27, 2026

PSAP WORK PLAN UPDATES

Next Steps

Next steps on the Policy Statement Amendment Project are as follows:

- Staff will continue to solicit referral responses from Indigenous Governing Bodies and meet with Indigenous Governing Bodies as required
- If directed by Executive Committee, staff will provide Committee of the Whole with revised referral response tables per Committee of the Whole's request
- Staff will continue to develop suggested revisions to the Policy Statement for consideration by Trust Council at a future date

Public Engagement

At a special meeting of Islands Trust Committee of the Whole on May 13, 2026 trustees received a What We Heard report summarizing the efforts and outcomes of Phase 4 of Public Engagement on the draft Policy Statement.

The What We Heard report, including the survey and public correspondence analysis, is available here.

1,889 completed surveys were received by February 2, 2026. Detailed analysis of the survey responses was completed by a third-party firm called Be the Change Group. Key findings of the survey analysis were as follows:

- A mixed, but generally critical, view that the draft policies would help Islands Trust better meet the Islands Trust Object and the Policy Statement's goals
- Respondents frequently called for clearer, more specific, and more actionable policies, with concerns about policy clarity and structure appearing across a wide range of responses
- Concerns about implementation capacity and enforcement were also common, alongside questions about jurisdiction, mandate, and governance roles
- Many respondents also highlighted tensions between environmental protection and housing, affordability, and economic considerations
- In questions about Goals 1, 2, and 3, a substantial proportion of respondents expressed concern about the level of emphasis placed on the involvement of Indigenous Governing Bodies in Islands Trust decisions

186 pieces of correspondence were received by email to islands2050@islandstrust.bc.ca between July 29, 2025 and February 2, 2026. All public correspondence can be found in the

Public Correspondence 2024–2026 folder on the Islands 2050 project webpage. Detailed analysis of the correspondence received was also completed by Be the Change Group.

Key findings of the correspondence analysis were as follows:

- The most prominent issues raised in correspondence included lack of clarity and specificity in policies, followed by concerns about implementation and enforcement capacity
- Correspondence more frequently discussed concerns related to environmental protection and development management, and less often discussed concerns related to reconciliation and the role of Indigenous Governing Bodies in the draft policies
- Correspondence often cited very specific, actionable recommendations

The agenda package for that Committee of the Whole meeting is available here.

Project Budget

The fiscal 2026/27 PSAP project budget is $37,000.

To date, $5,000 has been spent to conclude the survey and correspondence analysis that began the previous fiscal year. Approximately $1,000 was spent on graphic design of the What We Heard report.

Of the remaining project funds, $20,000 is intended for engagement with Indigenous Governing Bodies and $10,000 for legal review of a revised Policy Statement.

Agency Referrals

In August 2025 the draft Policy Statement was referred to the agencies and organizations listed in Attachment 4 for their review and comment.

Agencies and organizations highlighted in green show that a referral response has been received.

A reminder e-mail to referral agencies was sent out in early November.

Staff intend to provide all agency referral responses to Trust Council at future Trust Council meetings, and on a continuous basis as they arrive, or as updated information arrives.

A comprehensive report on agency referrals received to date was provided to Committee of the Whole on May 13, 2026 and is available in that agenda package starting on page 123 here. At that meeting COtW requested EC to direct staff to reformat the table so that the policies were the main organizing theme, rather than the agencies.

Indigenous Governing Body Referrals

In early September 2025 the draft Policy Statement was referred to the Indigenous Governing Bodies listed in Attachment 5 for review and comment.

Indigenous Governing Bodies highlighted in green show that a referral response has been received. Those highlighted in yellow are those with whom Islands Trust is in dialogue but with but no conclusive response received.

A reminder e-mail to Indigenous Governing Bodies was sent out in early November. Staff have started follow-up telephone calls directly to the Nations.

Staff intend to provide all Indigenous Government Body referral responses to Trust Council at a future Trust Council meeting, and on a continuous basis as they arrive, or updated information arrives.

All Indigenous Governing Body referrals received to date were provided to Committee of the Whole on May 13, 2026 and are available in that agenda package starting on page 231 here. Since that report, a referral response was received from Tla'amin Nation, which is attached to this report.

Implementation Planning

Staff have provided, for Committee of the Whole's consideration at its June 2026 meeting, two documents related to planning for the implementation of a new Policy Statement. The first is an early draft of a Policy Statement implementation handbook for use by trustees. The second is a proposed implementation plan.

Correspondence

E-mails and letters to Trust Council are posted to the project webpage in the Public Correspondence drop-down here.

Staff continue to respond to Policy Statement-related questions as they are received.

Project Communications

The Islands 2050 project website continues to be updated as needed. Most recently text was added to mark the close of Phase 4 of public engagement and the Frequently Asked Questions (FAQ) were updated.

From: Tla'amin Connect <do-not-reply@tlaaminconnect.com>
Sent: Tuesday, May 5, 2026 1:46 AM
To: Nadine Mourao
Cc: itcmail
Subject: [Tla'amin Connect] 2 Updates

Tla'amin Connect

1 comment on things you're watching

New Comment

Rachael Sydenham (Tla'amin Nation) posted a comment

ʔimot tᵊokʷ (Good Day),
Thank you for your submission, we were able to review it and are pleased to say there is nothing that stands out to us that needs to be changed. Thank you for keeping us involved in your process and giving us the opportunity to comment.

čɛčɛhaθɛč (I thank you),
Rachael Sydenham

- PROJECT NAME

  Trust Council Bylaw 183 Policy Statement

- ISSUING AGENCY FILE NUMBER(S)

  IT BL 183

- REFERRAL ID

  1920

Attachment 4

May 28, 2026

Policy Statement Bylaw No. 183 Referral Agency Status Update

	Response Received
	In Communication

Federal Agencies	**Regional Agencies**
Environment and Climate Change Canada Fisheries & Oceans, Canada (Fish Protection and Aquaculture - Pacific Region) Transport Canada Parks Canada	Capital Regional District Comox Valley Regional District Cowichan Valley Regional District Metro Vancouver Regional District Nanaimo Regional District qathet Regional District Sunshine Coast Regional District
School District Boards	**Improvement District Boards**
School District No. 45 (West Vancouver – Gambier) School District No. 46 (Gambier) School District No. 64 (Gulf Islands: Galiano, Mayne, North Pender, South Pender, Salt Spring, Saturna) School District No. 68 (Gabriola/Ballenas Winchelsea) School District No. 69 (Lasqueti/Ballenas Winchelsea) School District No. 71 (Denman/Hornby) School District No. 79 (Thetis)	Gabriola Fire Protection District Graham Lake Improvement District Schmidt Improvement District Galiano Estates Improvement District Gossip Island Improvement District Montague Improvement District Spanish Hills Improvement District Wise Island Improvement District Bennett Bay Waterworks District Campbell-Bennett Bay Improvement District Lighthouse Point Waterworks District Mayne Island Improvement District Village Point Improvement District Georgina Improvement District Razor Point Improvement District Trincomali Improvement District Harbour View Improvement District Mount Belcher Improvement District North Salt Spring Waterworks District

	Piers Island Improvement District Salt Spring Island Fire Protection District Scott Point Waterworks District Saturna Shores Improvement District Thetis Island Improvement District Vaucroft Improvement District
Adjacent Local Trust Committees and Municipalities Ballenas-Winchelsea Islands Local Trust Committee Bowen Island Municipality Denman Island Local Trust Committee Gabriola Island Local Trust Committee Galiano Island Local Trust Committee Gambier Island Local Trust Committee Hornby Island Local Trust Committee Lasqueti Island Local Trust Committee Mayne Island Local Trust Committee North Pender Island Local Trust Committee Salt Spring Island Local Trust Committee Saturna Island Local Trust Committee South Pender Island Local Trust Committee Thetis Island Local Trust Committee Islands Trust Conservancy Board	**Provincial Agencies** Agricultural Land Commission BC Ferries Ministry of Agriculture and Food Ministry of Energy and Climate Solutions Ministry of Energy and Climate Solutions (Climate Action Secretariat) Ministry of Mining and Critical Minerals Ministry of Environment and Parks Ministry of Environment and Parks (BC Parks and Conservation Officer Service Division) Ministry of Forests (Archaeology Branch) Ministry of Water, Land and Resource Stewardship (South Coast Office, Crown Lands, Water Licensing (Watershed Stewardship & Security Branch, Ecosystems, Archaeology) Ministry of Health Ministry of Indigenous Relations and Reconciliation (West Coast Office; South Coast Office) Ministry of Housing and Municipal Affairs (Governance and Structure Branch/ Land Use Planning and Regional Impacts Branch/Housing Policy Branch) Ministry of Transportation and Transit

Attachment 5

May 27, 2026

Policy Statement Bylaw No. 183 Referral Indigenous Governing Body Status Update

	Response Received
	In Communication

Indigenous Governing Bodies	Coordinating Bodies
Cowichan Tribes	Nanwakolas Council
SXIMEŁEŁ (Esquimalt) Nation	W̱SÁNEĆ Leadership Council
Halalt First Nation	
Homalco First Nation	
K'ómoks First Nation	
Lyackson First Nation	
MÁLEXEŁ (Malahat) Nation	
xʷməθkʷəy̓əm (Musqueam Indian Band)	
BOḰEĆEN (Pauquachin) First Nation	
Penelakut Tribe	
Qualicum First Nation	
Semiahmoo First Nation	
Snaw-naw-as (Nanoose) First Nation	
Snuneymuxw (Nanaimo) First Nation	
Lekwungen (Songhees) Nation	
shíshálh Nation	
Sḵwx̱wú7mesh (Squamish) Nation	
Stz'uminus First Nation	
Tla'amin Nation	
Ts'uubaa-asatx First Nation	
W̱JOŁEŁP (Tsartlip) First Nation	
SȾÁUTW̱ (Tsawout) First Nation	
Tsawwassen First Nation	
Tsleil-Waututh First Nation	
W̱SIḴEM (Tseycum) First Nation	
We Wai Kai (Cape Mudge) First Nation	
Wei Wai Kum (Campbell River) First Nation	

*Referrals were also sent to Da'naxda'xw First Nation, Tlowitsis Nation and Mamalilikulla First Nation per the consultation list provided via the Province but the Province has subsequently confirmed that engagement is not required with these

Indigenous Governing Bodies that do not have territory in the Trust Area. A referral was also sent to Lummi Nation for notification only.

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 17, 2026
From:	Trust Programs Committee	**Date Prepared:**	May 21, 2026

SUBJECT: Policy Statement Amendment Policy 1.2.1

RECOMMENDATION:

That Trust Council replace the current Policy 1.2.1 [Policy Statement Amendment] with the draft updated Policy 1.2.1 shown in Attachment 1 to the Request for Decision dated May 21, 2026.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
Amending the Policy Statement Amendment Policy as proposed will ensure more regular consideration by Trust Council about whether to update the Policy Statement. The long interval since the last comprehensive review and update to the Policy Statement is among the factors that has made the current Policy Statement Amendment Project (PSAP) such a challenging process.

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1 PURPOSE:

To provide Trust Council (TC) with a revised version of Policy Statement Amendment Policy 1.2.1 for consideration based on recommendations by Trust Programs Committee (TPC).

2 BACKGROUND:

At its meeting of May 7, 2026, TPC resolved to advance the revised Trust Council Policy 1.2.1 [Policy Statement Amendment] attached as Attachment 1 to Trust Council for consideration. Subsequent to that meeting, staff have made limited additional revisions for punctuation, grammar, formatting and accuracy.

This followed on TPC's February 11, 2026 meeting where TPC made the following resolutions:

TPC-2026-002
that Trust Programs Committee request staff to revise the draft Policy Statement Amendment Policy 1.2.1. by amending the wording for section 1.2 to read;
"Trust Council will, within the first year of a term of office:

- *seek early engagement with Indigenous Governing Bodies regarding potential Policy Statement topic review priorities;*
- *seek early engagement with the Islands Trust Conservancy;*
- *seek early engagement with Island Municipalities;*
- *consider topics identified in the Policy Statement Topic Review Inventory;*
- *consider topics raised by trustees;*
- *consider the need for public engagement on specific topics; and*
- *consider the need to amend the Policy Statement."*

TPC-2026-003
that a bullet be added after Islands Trust Conservancy that reads "seek early engagement with Island Municipalities".

TPC-2026-004
that Trust Programs Committee request staff to amend section 1.5 of the Policy Statement Amendment Policy 1.2.1 by adding the words "in part" after the word "based".

TPC-2026-005
that Trust Programs Committee request staff to amend revised draft Policy 1.2.1 [Policy Statement Amendment] to remove unnecessary duplication as a result of the revision of section 1.2, and edit for clarity.

The most consequential differences between the current version of Policy 1.2.1 (Attachment 3) and the revised version proposed in Attachment 1 are as follows:

- New clause 1.2 commits Trust Council to undertaking engagement to identify potential Policy Statement amendment topics within its first year in office and considering whether to amend the Policy Statement that term
- Sets out three clear stages (Sections 3, 4 and 5) to the Policy Statement amendment process:
    - (3) Topic Review Selection
    - (4) Topic Review
    - (5) Policy Statement Bylaw amendment
- Removes the requirement that a draft Policy Statement bylaw be referred to Trust Council committees and to local trust committees. The current Policy Statement Amendment Project has shown that it is awkward to refer a document created by a larger body comprised of elected officials to smaller bodies populated by those same elected officials. Staff recommend that discussions about Policy Statement bylaw amendments by trustees be limited to the Trust Council table or a committee designated for that purpose.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The Policy Statement Amendment Policy revisions proposed would commit Trust Council to engagement activities beginning in the first year of each term of office to identify topic areas in the Policy Statement that may warrant amendment. This would require an assigned senior staff person to remind Trust Council of this policy commitment, and may require resourcing that must be anticipated in the budget cycle. It would also require a staff person to undertake the engagement on Trust Council's behalf and report back with the results.

FINANCIAL: None

POLICY: The Policy Statement Amendment Policy may be subject to further revision based on Trust Council's Policy Statement Implementation Plan, as well as implementation of the 2025-2028 Strategic Plan key initiative: 1.1.2 "*Work with Indigenous Governing Bodies to co-design and implement future Policy Statement amendment review processes that ensure ongoing and more regular review and amendment of the Policy Statement*."

IMPLEMENTATION/COMMUNICATIONS: Trust Council policy webpages will be updated. Staff operational procedures will be updated to reflect Trust Council Policy 1.2.1. Communication to relevant staff will be provided. Trustee orientation materials will also be updated.

FIRST NATIONS RELATIONS: The policy changes commit Trust Council to, within the first year of a term of office, seeking early engagement with Indigenous Governing Bodies regarding potential Policy Statement topic review priorities, as well as engagement on topic reviews, and the Policy Statement bylaw amendment process.

OTHER: None

4 RELEVANT POLICIES: N/A

5 ATTACHMENTS

1. Draft Trust Council Policy 1.2.1 [Policy Statement Amendment] - CLEAN
2. Draft Trust Council Policy 1.2.1 [Policy Statement Amendment] - REDLINE
3. Trust Council Policy 1.2.1 [Policy Statement Amendment] - CURRENT

RESPONSE OPTIONS

Recommendation:

That Trust Council replace the current Policy 1.2.1 [Policy Statement Amendment] with the draft updated Policy 1.2.1 shown in Attachment 1 to the Request for Decision dated May 21, 2026.

Alternative:

1) Trust Council can make additional, or alternative, revisions to the policy changes proposed in Attachment 1. If it chooses to do so, it could pass the following resolutions:

   That Trust Council further amend draft updated Policy 1.2.1 shown in Attachment 1 to the Request for Decision dated May 21, 2026 as follows:

   a. By . . . .

   And

   That Trust Council replace the current Policy 1.2.1 [Policy Statement Amendment] with the draft updated Policy 1.2.1 shown in Attachment 1 to the Request for Decision dated May 21, 2026, as amended.

2. No action.

Prepared By: Jason Youmans, Senior Policy Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 25, 2026
Rueben Bronee, CAO/May 26, 2026

Attachment 1

Policy:	1.2.1
Approved By:	Trust Council
Approval Date:	December 8, 1995
Amendment Dates:	March 6, 1998; March 23, 2016
Policy Holder:	Director of Trust Area Services

POLICY STATEMENT AMENDMENT

Purpose

To outline the required steps for Trust Council to review and amend the Policy Statement Bylaw.

A. Definitions

1. "Engagement Plan" is a plan for engaging Indigenous Governing Bodies and interested and affected parties that is consistent with any protocol agreements in place (see D.4) and contains at least the following sections:
    1. Context
    2. Objectives
    3. List of interested and affected parties
    4. Key messages
    5. Engagement activities
    6. Timing
    7. Risks and mitigations
    8. Resources

    and considers the following audiences:
    1. Trust Area electors
    2. local trust committees/island municipalities
    3. Indigenous Governing Bodies
    4. regional districts operating within the Trust Area
    5. school district boards, and improvement district boards,
    6. provincial and federal governments and their agencies, as determined in consultation with the ministry responsible for local government; and
    7. other interested and affected parties identified by Islands Trust Council.

2. "Policy Statement Topic Review Inventory" is a document that compiles, at a minimum, suggestions for Policy Statement topics needing clarification, revision, or expansion and suggested new Policy Statement topics.

B. Policy

1. Requirements

1.1 The Policy Statement Bylaw may be amended by Trust Council with the approval of the Minister responsible for local government.

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1.2 Trust Council will, within the first year of a term in office:

1.2.1 seek early engagement with Indigenous Governing Bodies regarding potential Policy Statement topic review priorities;

1.2.2 seek early engagement with the Islands Trust Conservancy regarding potential Policy Statement topic review priorities;

1.2.3 seek early engagement with island municipalities regarding potential Policy Statement topic review priorities;

1.2.4 review any applicable commitments in Trust Council's agreements and bylaws to determine whether governments or agencies must be engaged before selecting Policy Statement topic review priorities, and provide any notice required;

1.2.5 consider topics identified in the Policy Statement Topic Review Inventory;

1.2.6 consider potential Policy Statement topic review priorities raised by trustees;

1.2.7 consider the need for public engagement on potential Policy Statement topic review priorities; and

1.2.8 consider the need to amend the Policy Statement.

1.3 Trust Council will assign the Executive Committee, Trust Programs Committee, or a select committee (delegated body) to coordinate the Policy Statement amendment process.

1.4 Adoption of Policy Statement amendments may occur only after Trust Council has undertaken a first, second, and third reading, and received approval of the Minister responsible for local government.

1.5 Ministerial approval is based in part on ensuring no conflicts with Provincial interests and adequate engagement with Indigenous Governing Bodies.

2. Topic Review Inventory

2.1 Upon request by a trustee, Trust Council may consider suggestions for Policy Statement topic reviews and, by resolution, may direct that supported topics be included in a Topic Review Inventory document.

3. Topic Review Selection

3.1 If a newly elected Trust Council has set its priorities for the current term, such as through a strategic planning process, Trust Council may use those priorities, as well as the outcomes of 1.2 above, to inform selection of Policy Statement topic review priorities.

3.2 Once Trust Council has selected topics for review, Trust Council will inform the Ministry responsible for Islands Trust.

3.3 Trust Council may establish or adjust Policy Statement topic review priorities at any time.

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4. Topic Review Process

4.1 Once Trust Council has selected topics for review, Trust Council will assign review of the selected priority Policy Statement topics to its delegated body and request recommendations regarding possible amendments to the Policy Statement Bylaw.

4.2 Once Trust Council has selected topics for review, the Executive Committee will approve an engagement plan per Section A.1 that addresses both the topic review process and the Policy Statement bylaw amendment process. Engagement with Indigenous Governing bodies shall be early and ongoing.

4.3 Executive Committee will develop a proposed budget for the topic review process and -Trust Council will allocate resources required to review the selected topics as part of its annual budget.

4.4 In accordance with the engagement plan approved by Executive Committee in 4.2, the Trust Council's delegated body will engage Indigenous Governing Bodies and interested and affected parties about each topic proposed for amendment, prior to drafting a Policy Statement Amendment bylaw.

4.5 Based on the results of the topic review process, the delegated body will provide Trust Council with recommendations for Policy Statement bylaw amendments.

5. Bylaw Amendment Process

5.1 Executive Committee will lead the Policy Statement amendment process, guiding agency and Indigenous Governing Body referrals, public engagement, internal processing, and Policy Statement Bylaw amendment requirements, in accordance with its Terms of Reference.

5.2 Executive Committee will develop a proposed budget for the Policy Statement bylaw amendment process and Trust Council will allocate resources required to amend the Policy Statement as part of its annual budget

5.3 Executive Committee will engage Indigenous Governing Bodies and interested and affected parties in accordance with the engagement plan approved in 4.2.

5.4 After first reading of the Policy Statement Amendment bylaw, Trust Council will request that the amendments be referred to Indigenous Governing Bodies, island municipalities, regional districts and provincial and federal government agencies or departments having jurisdiction in the Trust Area. The minimum referral period to other agencies will be 90 days.

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5.5 The Executive Committee, prior to third reading by Trust Council, may provide for public input to Trust Council through correspondence, delegations, petitions, or other methods, in accordance with the Meeting Procedures Bylaw.

5.6 Trust Council, prior to third reading, will review input received from the Islands Trust Conservancy Board, island municipalities, trustees or staff of the Islands Trust, Indigenous Governing Bodies and referral agencies and the public, and all input received through methods outlined in the engagement plan adopted in accordance with section A.1.

5.7 After Trust Council has adopted an amendment to the Policy Statement, the Executive Committee will advise all consulted Indigenous Governing Bodies and referral agencies in accordance with the adopted engagement plan.

6. Communications

6.1 The Executive Committee will monitor and report on the implementation of this policy to Council annually in the Islands Trust Annual Report.

7. Policy Statement Review

7.1 The Islands Trust Council may, from time to time, initiate a public review of the entire Policy Statement.

C. Legislated References

1. *Islands Trust Act*: Sections 15, 16, 22 and 27

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

1. Policy Statement Bylaw (No. 17)
2. Meeting Procedures Bylaw 101
3. Trust Council Policies:
    1. Policy Statement Implementation (1.3.1)
    2. Coordination Agreements Process (2.1.4)
    3. Priority Setting/Review Guidelines (6.2.1)
    4. Budget Process (6.3.1)
    5. Annual Report (6.10.1)
4. Trust Council Agreements with Policy Statement Reference:
    1. Islands Trust Council – Bowen Island Municipality Protocol Agreement
    2. Islands Trust Council – Snuneymuxw First Nation Protocol Agreement
    3. Islands Trust Council – Lyackson First Nation Protocol Agreement
    4. Islands Trust Council – BC Assets and Land Corporation
    5. Islands Trust Council – Agricultural Land Commission

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6. Islands Trust Council - BC Ferries Corporation
7. Islands Trust Council - Trust Fund Board Memorandum of Agreement Bylaw No. 86, 2001

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Attachment 2

Policy:	1.2.1
Approved By:	Trust Council
Approval Date:	December 8, 1995
Amendment Dates:	March 6, 1998; March 23, 2016
Policy Holder:	Director of Trust Area Services

POLICY STATEMENT AMENDMENT

Purpose

To outline the required steps for Trust Council to review and amend the Policy Statement Bylaw.

A. Definitions

1. "Engagement Plan" is a plan for engaging Indigenous Governing Bodies and interested and affected parties~~First Nations and stakeholders~~ that is consistent with any protocol agreements in place (see D.4) and contains at least the following sections:
    1. Context
    2. Objectives
    3. List of interested and affected parties
    4. Key messages
    5. Engagement activities
    6. Timing
    7. Risks and mitigations
    8. Resources

    and considers the following audiences:
    1. Trust Area electors
    2. local trust committees/island municipalities
    3. Indigenous Governing Bodies~~First Nations~~
    4. regional districts operating within the Trust Area
    5. school district boards, and improvement district boards,
    6. the provincial and federal governments and their agencies, as determined in consultation with the ministry responsible for local government; and
    7. other ~~persons, organizations and authorities~~interested and affected parties ~~with interests the~~ identified by Islands Trust Council ~~considers will be affected~~.

2. "Policy Statement Topic Review Inventory" is a document that compiles, at a minimum, suggestions for Policy Statement topics needing clarification, revision, or expansion and suggested new Policy Statement topics.

B. Policy

1. Requirements

1.1 The Policy Statement Bylaw may be amended by Trust Council with the approval of the Minister responsible for local government.

1.2 Trust Council will, within the first year of a term in office:

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1.2.1 seek early engagement with Indigenous Governing Bodies regarding potential Policy Statement topic review priorities;
1.2.2 seek early engagement with the Islands Trust Conservancy regarding potential Policy Statement topic review priorities;
1.2.3 seek early engagement with island municipalities regarding potential Policy Statement topic review priorities;
1.2.4 review any applicable commitments in Trust Council's agreements and bylaws to determine whether governments or agencies must be engaged before selecting Policy Statement topic review priorities, and provide any notice required;
1.2.5 consider topics identified in the Policy Statement Topic Review Inventory;
1.2.6 consider potential Policy Statement topic review priorities raised by trustees;
1.2.7 consider the need for public engagement on potential Policy Statement topic review priorities; and
1.2.8 consider the need to amend the Policy Statement. ~~Each term, Trust Council will identify Policy Statement review and/or amendment tasks.~~

1.3 Trust Council will assign the Executive Committee, Trust Programs Committee, or a select committee (delegated body) to coordinate the Policy Statement amendment process.

1.4 Adoption of Policy Statement amendments ~~will~~ may occur only after Trust Council has undertaken a first, second, and third reading, and received approval of the Minister responsible for local government.

1.5 Ministerial approval is based in part on ensuring no conflicts with Provincial interests and adequate engagement with ~~First Nations~~Indigenous Governing Bodies.

2. Topic Review Inventory

2.1 Upon request by a trustee, Trust Council ~~will~~ may consider suggestions for Policy Statement topic reviews and, by resolution, ~~will~~ may direct that supported topics be included ~~inclusion~~ in a Topic Review Inventory document.

3. Topic Review ~~Process~~Selection

3.1 If a newly elected Trust Council has ~~undertaken public consultation to~~ set its priorities for the current term, ~~(e.g.~~such as through a strategic planning process~~,)~~ Trust Council may use ~~the results of the consultation~~ those priorities, as well as the outcomes of 1.2 above, to inform selection of Policy Statement topic review priorities. ~~If no public consultation on priorities for the current term has occurred, Trust Council will engage with those identified in C.1 before selecting Policy Statement topic review priorities for the term.~~

3.2 Once Trust Council has selected topics for review, Trust Council will inform the Ministry responsible for Islands Trust.

3.3 Trust Council may establish or adjust Policy Statement topic review priorities at any time.

4. Topic Review Process

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4.1 Once Trust Council has selected topics for review, Trust Council will assign review of the selected priority Policy Statement topics to its delegated body and request recommendations regarding possible amendments to the Policy Statement Bylaw.

4.2 Once Trust Council has selected topics for review, the Executive Committee will approve an engagement plan per Section A.1 that addresses both the topic review process and the Policy Statement bylaw amendment process. Engagement with Indigenous Governing bodies shall be early and ongoing.

4.3 Executive Committee will develop a proposed budget for the topic review process and Trust Council will allocate resources required to review the selected topics as part of its annual budget.

4.4 In accordance with the engagement plan approved by Executive Committee in 4.2, the Trust Council's delegated body will engage Indigenous Governing Bodies and interested and affected parties about each topic proposed for amendment, prior to drafting a Policy Statement Amendment bylaw.

4.5 Based on the results of the topic review process, the delegated body will provide Trust Council with recommendations for Policy Statement bylaw amendments.

~~3.2 Once Trust Council has selected topics for review, Trust Council will assign review of the selected priority Policy Statement topics to its delegated body and request recommendations regarding possible amendments to the Policy Statement Bylaw.~~

~~3.3 As part of its annual budget cycle, Trust Council will allocate resources required to review the selected topics.~~

~~3.4 Trust Council may establish or adjust Policy Statement topic review priorities at any time.~~

~~3.5 Once Trust Council has selected topics for review, Trust Council will inform the Ministry responsible for local government and invite First Nations in the Trust Area to participate in the next steps.~~

5. Bylaw Amendment Process

5.1 ~~The~~ Executive Committee will lead the Policy Statement amendment process, guiding~~e~~ agency and Indigenous Governing Body referrals, public engagement, internal processing, and Policy Statement Bylaw amendment requirements, in accordance with its Terms of Reference.

5.2 Executive Committee will develop a proposed budget for the Policy Statement bylaw amendment process and Trust Council will allocate resources required to amend the Policy Statement as part of its annual budget

5.3 Executive Committee will engage Indigenous Governing Bodies and interested and affected parties in accordance with the engagement plan approved in 4.2.

~~4.2 As soon as practicable after the initiation of a Policy Statement amendment process, the Executive Committee must adopt an engagement plan per Section C.1., and must consider whether the opportunities for engagement with one or more of the persons, organizations and authorities listed in the plan should be early and ongoing.~~

~~4.3 Based on the engagement plan adopted by Executive Committee in 4.2, the Trust Council's delegated body will engage with stakeholders and First Nations about each topic proposed for amendment, prior to drafting a Policy Statement Amendment bylaw.~~

5~~4~~.4 After first reading of the Policy Statement Amendment bylaw, Trust Council will request that the amendments be referred to ~~First Nations~~Indigenous Governing Bodies, island municipalities, regional districts and provincial and federal government agencies or departments having jurisdiction in the Trust Area. The minimum referral period to other agencies will be ~~45~~ 90 days.

5~~4~~.5 The Executive Committee, prior to third reading by Trust Council, may provide for public input to Trust Council through correspondence, delegations, petitions, or other methods, in accordance with the Meeting Procedures Bylaw.

5~~4~~.6 Trust Council, prior to third reading, will review input received from ~~Islands Trust Council committees, local trust committees,~~ the Islands Trust Conservancy Board, island municipalities, trustees or staff of the Islands Trust, ~~First Nations~~Indigenous Governing Bodies and~~,~~ referral agencies and the public, and all input received through methods outlined in the engagement plan adopted in accordance with section ~~C~~A.1.

5~~4~~.7 After Trust Council has adopted an amendment to the Policy Statement, the Executive Committee will advise all consulted ~~First Nations~~Indigenous Governing Bodies and referral agencies in accordance with the adopted engagement plan.

5~~4~~ ~~If Trust Council adopts an amendment to the Policy Statement that changes directive policies, Trust Council will advise local trust committees and island municipalities on resulting updates to official community plans.~~

~~4.9 If Trust Council adopts an amendment to the Policy Statement that changes directive policies, Trust Council will consider giving funding priority to local trust committee programs that implement the new directive policies during the budgeting process.~~

~~5~~6. Communications

5~~6~~.1 The Executive Committee will monitor and report on the implementation of this policy to Council annually ~~while producing~~in the Islands Trust Annual Report.

7. Policy Statement Review

6~~7~~.1 The Islands Trust Council may, from time to time, initiate a public review of the entire Policy Statement.

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C. Legislated References

1. *Islands Trust Act*: Sections 15, 16, 22 and 27

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

1. Policy Statement Bylaw (No. 17)

2. Meeting Procedures Bylaw 101

3. Trust Council Policies:
   1. Policy Statement Implementation (1.3.1)
   2. Coordination Agreements Process (2.1.4)
   3. Priority Setting/Review Guidelines (6.2.1)
   4. Budget Process (6.3.1)
   5. Annual Report (6.10.1)

4. ~~Protocol~~ Trust Council Agreements with Policy Statement Reference:
   1. Islands Trust Council – Bowen Island Municipality Protocol Agreement
   2. Islands Trust Council – Snuneymuxw First Nation Protocol Agreement
   3. Islands Trust Council – Lyackson First Nation Protocol Agreement
   ~~3.~~4. Islands Trust Council – BC Assets and Land Corporation
   5. Islands Trust Council – Agricultural Land Commission
   6. Islands Trust Council - BC Ferries Corporation
   ~~4.~~7. Islands Trust Council - Trust Fund Board Memorandum of Agreement Bylaw No. 86, 2001

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Policy:	1.2.1
Approved By:	Trust Council
Approval Date:	December 8, 1995
Amendment Date(s):	March 6, 1998; March 23, 2016
Policy Holder:	Director of Trust Area Services

POLICY STATEMENT AMENDMENT

Purpose

To outline the required steps for Trust Council to review and amend the Policy Statement Bylaw.

A. Definitions

1. "Engagement Plan" is a plan for engaging First Nations and stakeholders that is consistent with any protocol agreements in place (see C.4) and contains at least the following sections:

    1. Context
    2. Objectives
    3. List of interested parties
    4. Key messages
    5. Engagement activities
    6. Timing
    7. Risks and mitigations
    8. Resources

    and considers the following audiences:

    1. Trust Area electors
    2. local trust committees/island municipalities
    3. First Nations
    4. regional districts operating within the Trust Area
    5. school district boards, and improvement district boards,
    6. the provincial and federal governments and their agencies, as determined in consultation with the ministry responsible for local government; and
    7. other persons, organizations and authorities with interests the Islands Trust Council considers will be affected.

2. "Policy Statement Topic Review Inventory" is a document that compiles, at a minimum, suggestions for Policy Statement topics needing clarification or expansion and suggested new Policy Statement topics.

B. Policy

1. Requirements

1.1 The Policy Statement Bylaw may be amended by Trust Council with the approval of the Minister responsible for local government.

1.2 Each term, Trust Council will identify Policy Statement review and/or amendment tasks.

1.3 Trust Council will assign the Executive Committee, Trust Programs Committee or a select committee (delegated body) to coordinate the Policy Statement amendment process.

1.4 Adoption of Policy Statement amendments will occur only after Trust Council has undertaken a first, second and third reading and received approval of the Minister responsible for local government.

1.5 Ministerial approval is based on ensuring no conflicts with Provincial interests and adequate engagement with First Nations.

2. Topic Review Inventory

2.1 Upon request, Trust Council will consider suggestions for Policy Statement topic reviews and, by resolution, will direct inclusion in a Topic Review Inventory document.

3. Topic Review Process

3.1 If a newly elected Trust Council has undertaken public consultation to set its priorities for the current term, (e.g through a strategic planning process) Trust Council may use the results of the consultation to inform selection of Policy Statement topic review priorities. If no public consultation on priorities for the current term has occurred, Trust Council will engage with those identified in C.1 before selecting Policy Statement topic review priorities for the term.

3.2 Once Trust Council has selected topics for review, Trust Council will assign review of the selected priority Policy Statement topics to its delegated body and request recommendations regarding possible amendments to the Policy Statement Bylaw.

3.3 As part of its annual budget cycle, Trust Council will allocate resources required to review the selected topics.

3.4 Trust Council may establish or adjust Policy Statement topic review priorities at any time.

3.5 Once Trust Council has selected topics for review, Trust Council will inform the Ministry responsible for local government and invite First Nations in the Trust Area to participate in the next steps.

4. Amendment Process

4.1 The Executive Committee will guide agency referrals, public engagement, internal processing, and Policy Statement Bylaw amendment requirements, in accordance with its Terms of Reference.

4.2 As soon as practicable after the initiation of a Policy Statement amendment process, the Executive Committee must adopt an engagement plan per Section C.1., and must consider whether the opportunities for engagement with one or more of the persons, organizations and authorities listed in the plan should be early and ongoing.

4.3 Based on the engagement plan adopted by Executive Committee in 4.2, the Trust Council's delegated body will engage with stakeholders and First Nations about each topic proposed for amendment, prior to drafting a Policy Statement Amendment bylaw.

4.4 After first reading of the Policy Statement Amendment bylaw, Trust Council will request that the amendments be referred to First Nations, municipalities, regional districts and provincial and federal government agencies or departments having jurisdiction in the Trust Area. The minimum referral period to other agencies will be 45 days.

4.5 The Executive Committee, prior to third reading by Trust Council may provide for public input to Trust Council through correspondence, delegations or petitions in accordance with the Meeting Procedures Bylaw.

4.6 Trust Council, prior to third reading, will review input received from Islands Trust Council committees, local trust committees, the Islands Trust Conservancy Board, trustees or staff of the Islands Trust, First Nations, referral agencies and the public, and all input received through the engagement plan adopted in accordance with section C.1.

4.7 After Trust Council has adopted an amendment to the Policy Statement the Executive Committee will advise all consulted First Nations and referral agencies in accordance with the adopted engagement plan.

4.8 If Trust Council adopts an amendment to the Policy Statement that changes directive policies, Trust Council will advise local trust committees and island municipalities on resulting updates to official community plans.

4.9 If Trust Council adopts an amendment to the Policy Statement that changes directive policies, Trust Council will consider giving funding priority to local trust committee programs that implement the new directive policies during the budgeting process.

5. Communications

5.1 The Executive Committee will monitor and report on the implementation of this policy to Council annually while producing the Islands Trust Annual Report.

6. Policy Statement Review

6.1 The Islands Trust Council may, from time to time, initiate a public review of the entire Policy Statement.

C. Legislated References

1. *Islands Trust Act*: Sections 15, 16, 22 and 27

2. Policy Statement Bylaw (No. 17)

3. Policy and Procedures Manual:

    1. Policy Statement Implementation (1.3.1)
    2. Coordination Agreements Process (2.1.4)
    3. Meeting Procedures Bylaw 101 (2.2.4)
    4. Priority Setting/Review Guidelines (6.2.1)
    5. Budget Process Policy (6.3.1)
    6. Annual Report Policy (6.10.1)

4. Protocol Agreements:

    1. Islands Trust Council – Bowen Island Municipality Protocol Agreement
    2. Islands Trust Council – Snuneymuxw First Nation Protocol Agreement
    3. Islands Trust Council – Lyackson First Nation Protocol Agreement

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

n/a

REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** June 16, 2026

From: Trust Area Services **Date Prepared:** April 29, 2026

SUBJECT: Budget Process Policy Amendment

RECOMMENDATION: THAT Trust Council replace Policy 6.3.1 Budget Process dated June 19, 2024 with the revised Policy 6.3.1 Budget Process shown in Attachment 1 to the Request for Decision dated April 29, 2026.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The recommendation from Islands Trust Council at its March 2026 quarterly meeting to update the Budget Process Policy to include improved communications activities related to the proposed Islands Trust budget and the approved Islands Trust budget has been included in the draft TC 6.3.1 Budget Process Policy.

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1 PURPOSE:

To request that Islands Trust Council consider replacing the current TC 6.3.1 Budget Process Policy with the proposed TC 6.3.1 Budget Process Policy, so the policy is in alignment with Islands Trust Council requests, current practices, and that language contained within the policy is in alignment with the Islands Trust Identity Guide.

2 BACKGROUND:

The TC 6.3.1 Budget Process Policy was last comprehensively reviewed and updated in 2014.

During the Executive Committee meeting on February 24, 2026, EC passed the following resolution:

> **EC-2026-032**
> **It was MOVED and SECONDED,**
> that Executive Committee request staff to draft amendments to the draft Budget Process policy (6.3.1) to include development of communications materials annually on proposed budgets by December 31, with speaking notes for trustees and a dedicated page on the website.

A draft 6.3.1 Budget Process Policy update was presented on March 12, 2026 during the Islands Trust Council quarterly meeting. At this meeting, Islands Trust Council requested that the TC 6.3.1 Budget Process Policy be updated to include improved communications activities related to the proposed Islands Trust budget, and the approved Islands Trust budget, and be brought back to Islands Trust Council at its June quarterly meeting.

The amended Budget Process Policy has been updated to provide direction on improved communication on the draft budget, and the approved budget, and language has been updated to align with the Islands Trust Identity Guide.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:
The Budget Process Policy revisions proposed allow for an improved, clear budget process, with improved communications activities and materials, which Islands Trust Council, Financial Planning Committee, and staff can reliably follow during the budget process.

FINANCIAL: Any changes could impact the timing of materials being brought forward to the Financial Reporting Committee.

POLICY: The Budget Process Policy amendment will improve efficiencies in the annual budget process and public engagement around the process.

IMPLEMENTATION/COMMUNICATIONS:
Trust Council policy webpages will be updated. Staff operational procedures will be updated to reflect Trust Council 6.3.1 Budget Process Policy. Communication to relevant staff will be provided. Trustee orientation materials will also be updated.

FIRST NATIONS RELATIONS: None.

OTHER: None.

4 RELEVANT POLICIES: N/A.

5 ATTACHMENTS

1. Draft amended amended Trust Council 6.3.1 Budget Process Policy
2. Clean draft amended version of Trust Council 6.3.1 Budget Process Policy

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RESPONSE OPTIONS

Recommendation: THAT Trust Council replace Policy 6.3.1 Budget Process Policy dated June 19, 2024 with the revised Policy 6.3.1 Budget Process Policy shown in Attachment 1 to the Request for Decision dated April 29, 2026.

Alternative:
Trust Council can make additional, or alternative, revisions to the policy changes proposed in Attachment 1. If it chooses to do so, it could pass the following resolutions:

1. That Trust Council further amend draft updated Policy 6.3.1 shown in Attachment 1 to the Request for Decision dated April 14, 2026 as follows:
    a. By . . . .

2. That Trust Council replace the current Policy 6.3.1 Budget Process with the draft updated Policy 6.3.1 shown in Attachment 1 to the Request for Decision dated April 29, 2026, as amended.

3. No action.

Prepared By: Morgana van Niekerk, Communications Specialist

Reviewed By/Date: Clare Frater, Director, Trust Area Services, May 26, 2026
Rueben Bronee, CAO, May 26, 2026

Policy:	6.3.1
Approved By:	Trust Council
Approval Date:	June 15, 2001
Amendment Date(s):	September 14, 2001; December 9, 2005; June 19, 2014; March 2026
Policy Holder:	Director of Administrative Services

BUDGET PROCESS

Purpose

The budgeting process is a major decision-making process for Islands Trust activities. Once the process is completed, the budget plan is the legal framework for revenue collection and spending. The purpose of this policy is to provide a framework for the planning, preparation, presentation, and approval of the annual budget bylaw and financial plan to ensure overall effectiveness and clarity for Trust Council's budget discussions and decision making.

A. Definitions

n/a

B. Policy

1. The Budget Process

1.1 The treasurer, on behalf of Trust Council, is responsible for designing and implementing the annual budget process;

1.2 The process for developing the annual budget will be approved by Trust Council each year; and

1.3 The budget process will include the following components:

1.3.1 Timeframe for developing the budget;

1.3.2 Strategy for consultation with all interested and affected parties;

1.3.3 Opportunities for identifying program priorities.

2. Planning the Budget

2.1 Interested and affected parties to the budget process are set out in Appendix A and include local trust committees, island municipalities, Islands Trust Conservancy Board, staff, and the public.

2.2 A budget process timetable (similar to sample attached in Appendix B) is presented for approval to Trust Council in September of each year.

2.3 Budget Principles and Assumptions are approved by Trust Council in December of each year.

3. Preparation of the Budget

3.1 Immediately after a new fiscal year begins, the Director of Financial and Employee Services begins making plans for the budget that will be considered by Trust Council for the subsequent fiscal year.

3.2 Each line of the Detailed Budget is reviewed on a needs-basis by the responsible budget manager, giving consideration to previous years' spending and future work programs and services (including Trust Council's Strategic Plan initiatives).

3.3 Local trust committees are asked to provide their project needs and review their local trust committee expense budgets, passing any resolutions required to adopt/modify their budget proposals.

3.4 Directors review their respective committee work programs to ensure work plan activities are appropriately funded.

3.5 The Islands Trust Conservancy Board will be consulted directly, at the beginning of, and throughout, the budget process with respect to Board requirements, programs and administrative services. Appointed trustees of the Islands Trust Conservancy Board shall be given the opportunity to attend Financial Planning Committee and Trust Council meetings with observer status.

3.6 As provided for in Islands Trust Council Policy *7.2.6 Municipal Tax Requisition Calculation,* island municipalities will be consulted directly at the beginning of, and throughout, the budget process.

3.7 The Director of Financial and Employee Services reviews the detailed spending, and projects costs on behalf of the organization with respect to completeness and accuracy, and compiles the Detailed Budget for the year. The overall Detailed Budget is reviewed by Islands Trust management team, prior to being submitted to the Financial Planning Committee for review and consideration.

3.8 The budget will build towards, and/or maintain, the General Revenue Fund Surplus to the level that is recommended in Islands Trust Council Policy *6.5.1 Reserves and Surplus*.

3.9 Local trust committees will be consulted throughout the budget process to ensure they understand and are following the process for any special property tax requisitions as set out in Islands Trust Council Policy *6.3.2 Special Property Tax Requisitions*.

3.10 A process for public input into the annual budget will be provided each year, as determined by the Financial Planning Committee.

3.11 Staff will prepare communications materials about the draft budget, including speaking notes for trustees and a dedicated page on the website, by December 31 of each year.

4. Responsibilities

4.1 The treasurer is responsible for:

4.1.1 designing, implementing and leading the annual budget process; and

4.1.2 ensuring effective linkages to the process for internal and external stakeholders.

4.2 Managers and directors are responsible for:

4.2.1 coordinating the budget requirements for their departments; and

4.2.2 submitting budget submissions when requested.

4.3 The Financial Planning Committee is responsible for:

4.3.1 providing direction to management in developing a long-range financial plan;

4.3.2 recommending the appropriate amount to be held in the General Revenue Surplus Fund;

4.3.3 interpretation of Council's priorities and strategies;

4.3.4 reviewing all budget proposals;

4.3.5 developing and recommending the budget to Trust Council and providing guidance into the decision-making process; and

4.3.6 designing the process for public input.

4.4 Trust Council is responsible for:

4.4.1 identifying budget priorities;

4.4.2 developing a strategic plan for the organization;

4.4.3 directing the treasurer to prepare a budget bylaw; and

4.4.4 approving the annual budget bylaw.

4.5 The Islands Trust Conservancy Board is responsible for:

4.5.1 endorsing all budget requests for the Islands Trust Conservancy Board and Program operations.

C. Legislated References

Islands Trust Act

Islands Trust Policy *6.3.2 Special Property Tax Requisition*

Islands Trust Policy *6.5.1 Reserves and Surplus*

Islands Trust Policy *7.2.6 Municipal Tax Requisition Calculation*

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

Appendix A: Interested and Affected Parties and Appendix B: Budget Timelines

APPENDIX A: Interested and Affected Parties

The following Interested and Affected Parties provide input into the budget:

Financial Planning Committee	Develop and recommend the annual budget to Trust Council. Review all budget proposals. Recommend the appropriate amount to be held in General Revenue Surplus Fund. Review and approve financial reporting to Trust Council. Present the budget to Trust Council and provide guidance into the decision-making process.
Local Trust Committees	Discuss budget requests and work programs with planning staff. Provide budget requests to Director of Local Planning Services for review and allocation of resources. Be aware of the provisions of Policy 6.3.2 Special Property Tax Requisitions, which permits or in some cases, requires an individual local trust committee to request a special property tax requisition for additional operations that are not included within the general operations of all local trust committees.
Bowen Island Municipality	Review and confirm proposed municipal tax requisition calculation.
Islands Trust Conservancy Board	Discuss budget requests and work programs with Trust Area Services staff. Endorse all budget requests for the Islands Trust Conservancy Board and Program operations.
The Public	Review budget documents and be provided an opportunity to comment prior to Trust Council adoption.
Management	Coordinate the review of budget requirements for each department, in order to meet current Trust Council objectives and service levels. Look for opportunities to incorporate efficiencies and savings in the organization.

APPENDIX B: Budget Timelines

October FPC Meeting	Financial Planning Committee reviews and discusses the first draft of the budget.
November FPC Meeting	Financial Planning Committee approves the draft budget, and the draft budget assumptions and principles to be submitted to December Trust Council.
December TC Meeting	Trust Council endorse the draft budget and supports the draft budget assumptions and principles recommended by Financial Planning Committee. Staff prepare communications materials about the draft budget, including speaking notes for trustees and a dedicated page on the website, by December 31 of each year.
January	Consult with Bowen Island Municipality regarding the municipal tax requisition calculation.

February FPC Meeting	Financial Planning Committee reviews the draft budget and makes recommendations for March Trust Council on property tax requisition, Bowen Island Municipality tax levy and any local trust committee special tax requisitions. Staff prepare updated communications materials about the draft budget, including speaking notes for trustees and a dedicated page on the website, as required.
March Trust Council Meeting	Trust Council approves the final budget and financial plan. Formal resolutions to direct the preparation of the financial plan and revenue anticipation borrowing bylaws will be made. Financial plan and revenue anticipation bylaws forwarded to Ministry responsible for Islands Trust for approval.
After March Trust Council meeting	Staff issue news release about the approved budget and update dedicated webpage on the Islands Trust website.

Policy:	6.3.1
Approved By:	Trust Council
Approval Date:	June 15, 2001
Amendment Date(s):	September 14, 2001; December 9, 2005; June 19, 2014; May 2026
Policy Holder:	Director of Administrative Services

BUDGET PROCESS

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1.3.1 Timeframe for developing the budget;

1.3.2 Strategy for consultation with all ~~stakeholders~~interested and affected parties;

1.3.3 Opportunities for identifying program priorities.

2. Planning the Budget

2.1 ~~Stakeholders~~ Interested and affected parties to~~in~~ the budget process are set out in Appendix A and include local trust committees, island municipalities, Islands Trust Conservancy Board, staff, and the public.

2.2 A budget process timetable (similar to sample attached in Appendix B) is presented for approval to Trust Council in September of each year.

2.3 Budget ~~Principles and Assumptions~~Assumption, Principles and Guidelines (BAPG) are approved by Trust Council in December of each year.

3. Preparation of the Budget

3.1 ~~Immediately after a new fiscal year begins~~Each year in May~~/June~~, the Director of Financial and Employee ~~director of Administrative~~ Services begins making plans for the budget that will be considered by Trust Council for the subsequent fiscal year.

3.2 Each line of the Detailed Budget is reviewed on a needs-basis by the responsible budget manager, giving consideration to previous years' spending and future work programs and services (including Trust Council's Strategic Plan initiatives).

3.3 Local trust committees are asked to provide their project needs and review their local trust committee expense budgets, passing any resolutions required to adopt/modify their budget proposals.

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3.5 The Islands Trust Conservancy Board will be consulted directly, at the beginning of, and throughout, the budget process with respect to Board requirements, programs and administrative services. Appointed trustees of the Islands Trust Conservancy Board shall be given the opportunity to attend Financial Planning Committee and Trust Council meetings with observer status.

3.6 As provided for in Islands Trust Council Policy *7.2.6 Municipal Tax Requisition Calculation,* island municipalities will be consulted directly at the beginning of, and throughout, the budget process.

3.7 The Director of ~~Administrative~~ Financial and Employee Services reviews the detailed spending, and projects costs on behalf of the organization with respect to completeness and accuracy, and compiles the Detailed Budget for the year. The overall Detailed Budget is reviewed by Islands Trust senior ~~management~~ leadership team, prior to being submitted to the Financial Planning Committee for review and consideration.

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4.3 The Financial Planning Committee is responsible for:

4.3.1 providing direction to management in developing a long-range financial plan;

4.3.2 recommending the appropriate amount to be held in the General Revenue Surplus Fund;

4.3.3 interpretation of Council's priorities and strategies;

4.3.4 reviewing all budget proposals;

4.3.5 developing and recommending the budget to Trust Council and providing guidance into the decision-making process; and

4.3.6 designing the process for public input.

4.4 Trust Council is responsible for:

4.4.1 identifying budget priorities;

4.4.2 developing a strategic plan for the organization;

4.4.3 directing the treasurer to prepare a budget bylaw; and

4.4.4 approving the annual budget bylaw.

4.5 The Islands Trust Conservancy Board is responsible for:

4.5.1 endorsing all budget requests for the Islands Trust Conservancy Board and Program operations.

C. Legislated References

Islands Trust Act

Islands Trust Policy *6.3.2 Special Property Tax Requisition*

Islands Trust Policy *6.5.1 Reserves and Surplus*

Islands Trust Policy *7.2.6 Municipal Tax Requisition Calculation*

D. Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

Appendix A: ~~Stakeholders~~ Interested and Affected Parties and Appendix B: Budget Timelines

APPENDIX A: Interested and Affected Parties~~Stakeholders~~

The following Interested and Affected Parties ~~stakeholders~~ provide input into the budget:

Financial Planning Committee	Develop and recommend the annual budget to Trust Council. Review all budget proposals. Recommend the appropriate amount to be held in General Revenue Surplus Fund. Review and approve financial reporting to Trust Council. Present the budget to Trust Council and provide guidance into the decision-making process.
Local Trust Committees	Discuss budget requests and work programs with planning staff. Provide budget requests to Director of Local Planning Services for review and allocation of resources. Be aware of the provisions of Policy 6.3.2 Special Property Tax Requisitions, which permits or in some cases, requires an individual local trust committee to request a special property tax requisition for additional operations that are not included within the general operations of all local trust committees.
Bowen Island Municipality	Review and confirm proposed municipal tax requisition calculation.
Islands Trust Conservancy Board	Discuss budget requests and work programs with Trust Area Services staff. Endorse all budget requests for the Islands Trust Conservancy Board and Program operations.
The Public	Review budget documents and be provided an opportunity to comment prior to Trust Council adoption.
Senior Management	Coordinate the review of budget requirements for each department, in order to meet current Trust Council objectives and service levels. Look for opportunities to incorporate efficiencies and savings in the organization.

APPENDIX B: Budget Timelines

October FPC Meeting	Financial Planning Committee reviews and discusses the first draft of the budget.
November FPC Meeting	Financial Planning Committee approves the draft budget, and the draft budget assumptions and principles to be submitted to December Trust Council.

December TC Meeting~~rust Council meeting~~	Trust Council endorse~~s~~ the draft budget and supports the draft budget assumptions and principles recommended by Financial Planning Committee. Staff prepare communications materials about the draft budget, including speaking notes for trustees and a dedicated page on the website, by December 31 of each year.
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March Trust Council Meeting	~~At its March regular business meeting,~~ Trust Council approves the final budget and financial plan. ~~F~~Formal resolutions to direct the preparation of the financial plan and revenue anticipation borrowing bylaws will be made. Financial plan and revenue anticipation bylaws forwarded to Ministry responsible for Islands Trust~~of Affairs~~ for approval.
After March Trust Council meeting	Staff issue news release about the approved budget and update dedicated webpage on the Islands Trust website.

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 18, 2026
From:	Trust Programs Committee	**Date Prepared:**	May 7, 2026

SUBJECT: Administration of Community Stewardship Awards Program Policy Amendment

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RECOMMENDATION: That Islands Trust Council replace Policy 2.1.11 Administration of the Community Stewardship Awards Program dated December 2, 2021 with the revised Policy 2.1.11 Administration of the Community Stewardship Awards Program dated May 7, 2026.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The proposed policy changes respond to a need to update the Program Costs and Fees section to reflect an increase in costs associated with administering the program.

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1. **PURPOSE:** To provide Trust Council with recommended amendments to Policy 2.1.11 -- Administration of the Community Stewardship Awards Program.

2. **BACKGROUND:** In 2002, Trust Council initiated an annual awards program designed to recognize individuals and organizations that are pursuing actions in the islands that have made a significant contribution towards the Object of the Islands Trust. Policy 2.1.11 was established in December 2003. Since the program began, nine updates of the policy and/or nomination form have occurred with the last update occurring on December 2, 2021.

   Originally, the policy contained the following clause: "Awards will consist of an engraved plaque or other small momento. The total costs of all awards will not exceed $600.00." In the summer of 2014, it was changed to "*The cost for each award will not exceed $100.*"

   Previously, recipients have been provided with a picture frame for their certificates made of maple wood from the Islands Trust Area, created by an artist in the Islands Trust Area. These frames have been positively received by previous recipients. Staff notified Trust Programs Committee that the $100 limit is not sufficient for a comparable award and recommended increasing the amount for 2026. Similarly, staff recommended that the amount that local trust committees can spend from their local trust committee budgets to cover the cost of a public presentation ceremony be increased to reflect changes to the Victoria, British Columbia Consumer Price Index.

   Staff also proposed two other minor changes via track changes.

As a result, the following motion was passed:

> **TPC-2026-012**
> that Trust Programs Committee recommend that the Islands Trust Council replace Policy 2.1.11 Administration of the Community Stewardship Awards Program dated December 2, 2021 with the revised Policy 2.1.11 Administration of the Community Stewardship Awards Program dated April 14, 2026, as amended.
>
> **CARRIED**

3. IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: Adopting the proposed amendment to the Community Stewardship Awards Program's policy will enable staff to continue to procure the awards from artisans based within the Islands Trust Area.

FINANCIAL: The total cost of each award will increase to a maximum of $150 in 2026 and will increase with CPI in future years. The amount that local trust committees can spend on a public presentation ceremony will increase to a maximum of $150 in 2026 and may also increase with CPI in future years. There is sufficient funding in the Communications budget to accommodate the increase, and it is expected that local trust committee budgets can accommodate the increase, should trustees wish.

POLICY: The recommendation will amend Islands Trust Community Stewardship Awards Program - Policy 2.1.11.

IMPLEMENTATION/COMMUNICATIONS: The revised policy will be circulated to holders of the Islands Trust Policy Manual and placed on the Islands Trust website. It will also be reviewed with all staff who are responsible for administering the Community Stewardship Award program. Staff will update the Community Stewardship Award Program Administration Procedure for the Operations Manual.

FIRST NATIONS: None.

OTHER: None.

RELEVANT POLICY(S): Trust Council Policy 6.5.3, Procurement, states that "Islands Trust staff engaged in procuring Community Stewardship Awards, or other awards that from time to time may be required, will ensure that awards represent the unique nature of the Islands Trust Area and, where practical, are constituted from products distinct to the Islands Trust Area."

4. ATTACHMENT(S):

1. Clean amended version of Trust Council Policy 2.1.11 [Administration of the Community Stewardship Awards Program Policy
2. Draft amended Trust Council Policy 2.1.11 [Administration of the Community Stewardship Awards Program Policy showing changes

RESPONSE OPTIONS

Recommendation: That Islands Trust Council replace Policy 2.1.11 Administration of the Community Stewardship Awards Program dated December 2, 2021 with the revised Policy 2.1.11 Administration of the Community Stewardship Awards Program dated May 7, 2026.

Alternative:

Trust Council can make additional, or alternative, revisions to the policy changes proposed in Attachment 1. If it chooses to do so, it could pass the following resolutions:

1. That Trust Council further amend draft updated Policy 2.1.11 shown in Attachment 1 to the Request for Decision dated May 7, 2026 as follows:
    a. By . . . .

2. That Trust Council replace the current Policy 2.1.11 Administration of the Community Stewardship Awards Program with the draft updated Policy 2.1.11 shown in Attachment 1 to the Request for Decision dated May 7, 2026, as amended.

3. No action.

1) That different revisions to Policy 2.1.11 Administration of Community Stewardship Awards Program be recommended.

2) That Policy 2.1.11 Administration of Community Stewardship Awards Program not be amended at this time.

Prepared By: Chloë Straw, Program Coordinator, Trust Area Services,
Reviewed By/Date: Clare Frater, Director, Trust Area Services, May 26, 2026
Rueben Bronee, CAO/May 26, 2026

Policy:	2.1.11
Approved By:	Trust Council
Approval Date:	March 7, 2003
Amendment Dates:	December 5, 2003; September 16, 2005; December 8, 2006; March 11, 2009; September 16, 2009; September 10, 2014; December 7, 2016; September 15, 2020; December 2, 2021 May 7, 2026
Policy Holder:	Director of Trust Area Services

ADMINISTRATION OF THE COMMUNITY STEWARDSHIP AWARDS PROGRAM

Purpose

1. To define policies that will ensure a fair and effective Community Stewardship Awards program in accordance with related policies of Islands Trust Council.
2. To provide an opportunity for Islands Trust to proactively and positively engage island communities in promoting stewardship within Islands Trust Area.

A. Definitions

Not applicable.

B. Policy

1. Intentions

1.1 Islands Trust Council has established an Islands Trust Community Stewardship Awards Program to recognize and encourage the actions of individuals and organizations that support the mandate of Islands Trust.

1.2 Islands Trust Council offers the Community Stewardship Awards program in the final year of each term.

1.3 Islands Trust Programs Committee of Trust Council is responsible for initiating Islands Trust Community Stewardship Awards Program in February in the final year of each term.

1.4 Trust Council may alter the timing and frequency of the award program by resolution of Trust Council, to address unanticipated circumstances that may affect the schedule.

DRAFT

2. Nomination Eligibility

2.1 The program is open to any individual, First Nation community or organization, school (or classroom), community group, non-profit or business entity that has demonstrated efforts to enhance a community or its environment in Islands Trust Area in a manner consistent with the mandate of Islands Trust. A nominee does not need to live on an island in the Islands Trust Area to qualify for nomination.

2.2 A nominee who is subject to an open bylaw enforcement action with a confirmed land- use bylaw violation for which Islands Trust is seeking compliance is not eligible to be nominated as an individual nominee.

2.3 A nominee cannot nominate themselves, or a business or committee/organization to which they belong. This policy is not intended to discourage nominations for broad community-type nominations from individuals who are part of that community, e.g. an Island resident, or a First Nation community or band.

2.4 Current staff members, contractors, and trustees are not eligible as an individual nominee and only become eligible twenty-four months after receiving final payment from Islands Trust.

2.5 Organizations are not eligible as nominees if current staff members, contractors or trustees played a leadership role in the organization during the implementation of the nominated project or work.

2.6 Organizations that provide goods or services to Islands Trust are eligible so long as the nominated project did not receive payment from Islands Trust.

2.7 Projects that have received support from Islands Trust Conservancy Board are eligible if the value of Islands Trust Conservancy cash and in-kind support is less than 50% of the project's budget.

2.8 Nominations can relate either to a single project or to work carried out over a period of time.

2.9 At the time of nomination, the project or work must be ongoing or must have been completed within the previous twenty-four months.

2.10 Nominations must be received by the deadline established by Islands Trust. Nominations submitted after the deadline will not be accepted unless the delay is due to a technical or logistical error on the part of Islands Trust.

DRAFT

3. Nomination Process

3.1 Nominations will be invited under the categories of individuals, organizations, or additional. The 'additional' category may include, but is not limited to awards for enduring achievement, reconciliation, climate change (adaptation and/or mitigation), youth, or posthumous recognition.

3.2 Members of the public and other agencies may nominate individuals or organizations.

3.3 Each nominator may make one nomination per category every four years.

3.4 All nominators will be required to fill out Islands Trust Community Stewardship Awards Nomination Form.

Each individual or organization nominated for an award must indicate acceptance of the nomination by signing the nomination form or by sending an email accepting the nomination and confirm the information provided in their nomination form is accurate.

3.5 After the close of nominations, each nominee will receive a letter from Islands Trust Chair recognizing their nomination.

4. Nomination Evaluation

4.1 In May of the final year of each term, Islands Trust Programs Committee will evaluate and recommend award recipients to Trust Council for up to two awards in each of the individual and organizational categories, and for up to two additional awards in those or other categories while considering:

4.1.1 the confidential comments provided by local trustees; and

4.1.2 the following criteria:

4.1.2.1 benefits to the community or Trust Area,

4.1.2.2 relationship of project or work to Islands Trust Policy Statement,

4.1.2.3 collaboration with others,

4.1.2.4 innovation,

4.1.2.5 community support,

4.1.2.6 time and effort, and

4.1.2.7 ongoing public service.

4.2 In June of the final year of each term, Islands Trust Council will decide upon the Community Stewardship Award recipients while considering the items above, as well as Islands Trust Programs Committee's recommendations.

4.3 Nominations will be evaluated based on the information in the nomination form. Letters of support or other supporting materials will not be part of the

evaluation.

Awards Presentation

4.4 Local trust committees and/or island municipalities will present the awards to the recipients. If an Islands Trust Council meeting is scheduled on an island in September, the local trust committee may choose instead to present the award(s) at that meeting.

4.5 The Awards will consist of framed certificates and/or small mementoes that represent the unique nature of Islands Trust Area and, where practical, are constituted from products distinct to Islands Trust Area.

5. Program Costs and Fees

5.1 The maximum award amount will be $150 for the 2026 intake. This amount will be adjusted at each award period to reflect the cumulative Victoria, British Columbia CPI change since the previous adjustment.

5.2 Local trust committees may use up to $150 from their local trust committee budgets to cover the cost of a public presentation ceremony. This amount will be adjusted at each award period to reflect the cumulative Victoria, British Columbia CPI change since the previous adjustment.

C. Legislated References

1. Islands Trust Policy Statement, Part II - Islands Trust Object and Its Meaning

   "To achieve its object, Islands Trust must be an educator, coordinator, and initiator, guiding individuals, organizations and other agencies in support of the object. While Islands Trust can provide the necessary leadership, responsibility for stewardship of Islands Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself all have important roles to play.
   Cooperative actions are required of other agencies, organizations and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities."

2. Islands Trust Council Policy 6.5.3 Procurement

3. Islands Trust Council Policy 6.1.1 First Nations Engagement Principles

D. Attachments/Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

Attachment: Nomination Form

DRAFT

Policy:	2.1.11
Approved By:	Trust Council
Approval Date:	March 7, 2003
Amendment Dates:	December 5, 2003; September 16, 2005; December 8, 2006; March 11, 2009; September 16, 2009; September 10, 2014; December 7, 2016; September 15, 2020; December 2, 2021 May 7, 2026
Policy Holder:	Director of Trust Area Services

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2. To provide an opportunity for Islands Trust to proactively and positively engage island communities in promoting stewardship within Islands Trust Area.

A. Definitions

Not applicable.

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1. Intentions

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Each individual or organization nominated for an award must indicate acceptance of the nomination by signing the nomination form or by sending an email accepting the nomination and confirm the information provided in their nomination form is accurate.

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4.1.2.5 community support,

4.1.2.6 time and effort, and

4.1.2.7 ongoing public service.

4.2 In June of the final year of each term, Islands Trust Council will decide upon the Community Stewardship Award recipients while considering the items above, as well as Islands Trust Programs Committee's recommendations.

4.3 Nominations will be evaluated based on the information in the nomination form. Letters of support or other supporting materials will not be part of the

evaluation.

Awards Presentation

4.4 Local trust committees and/or island municipalities will present the awards to the recipients. If an Islands Trust Council meeting is scheduled on an island in September, the local trust committee may choose instead to present the award(s) at that meeting.

4.5 The Awards will consist of framed certificates and/or small mementoes that represent the unique nature of Islands Trust Area and, where practical, are constituted from products distinct to Islands Trust Area.

5. Program Costs and Fees

5.1 The maximum award amount will be $150 for the 2026 intake. This amount will be adjusted at each award period to reflect the cumulative Victoria, British Columbia CPI change since the previous adjustment. ~~The cost for each award will not exceed $100~~.

5.2 Local trust committees may use up to $150~~100~~ from their local trust committee budgets to cover the costs of a public presentation ceremony. This amount will be adjusted at each award period to reflect the cumulative Victoria, British Columbia CPI change since the previous adjustment.

C. Legislated References

1. Islands Trust Policy Statement, Part II - Islands Trust Object and Its Meaning

   "To achieve its object, Islands Trust must be an educator, coordinator, and initiator, guiding individuals, organizations and other agencies in support of the object. While Islands Trust can provide the necessary leadership, responsibility for stewardship of Islands Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself all have important roles to play.
   Cooperative actions are required of other agencies, organizations and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities."

2. Islands Trust Council Policy 6.5.3 Procurement

3. Islands Trust Council Policy 6.1.1 First Nations Engagement Principles

D. Attachments/Links to Supporting Forms, Documents, Websites, Related Policies and Procedures

Attachment: Nomination Form

DRAFT

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 17, 2026
From:	Executive Committee	**Date Prepared:**	May 20, 2026

SUBJECT: Secretariat Services to Coordination Groups in the Trust Area (new requests)

RECOMMENDATION:

That Trust Council allocate the following amounts under Secretariat Services for fiscal year 2026/27:

- **$XXX to support the coordination of the Baynes Sound Lambert Channel Ecosystem Forum Society,**
- **$XXX to support the coordination of the Rural Island Economic Partnership, and**
- **$XXX to support the coordination of the Coastal Douglas Fir Conservation Partnership.**

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The Secretariat Services program is a discretionary Trust Council program intended to provide funding and/or staff time with respect to administrative support for coordination groups in the Trust Area, in accordance with Trust Council's authority to coordinate and assist in the determination, implementation and carrying out of municipal, regional and improvement district and government of British Columbia policies.

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1. PURPOSE: To provide Trust Council (TC) with an opportunity to allocate additional funding to coordination groups that have requested support through the secretariat services program for 2026/27.

2. BACKGROUND: There are a number of coordinating groups operating in the Trust Area, largely supported by volunteer or in-kind staff effort. These bodies bring together federal, provincial, First Nation, local and regional levels of government, not-for-profits and/or community members on a regular basis to discuss matters of mutual interest/concern.

It is important to note that this is not a granting process. Trust Council support to forums can be through contribution of staff time or financial support, or a combination of the two.

As Trust Council had signalled it may not budget for secretariat services in 2026/27, staff informed coordination groups that Trust Council had not included funding for secretariat services in the draft 2026/27 budget. However, two requests for support were received by Trust Council in March 2026 and Trust Council passed the following motion:

That Trust Council add $7,125 to the proposed 2026-27 budget for the purpose of reinstating a portion of the Secretariat funding that supports essential funding for Átl'ka7tsem/Howe Sound Community Forum, the Southern Gulf Islands Forum and the Coastal Communities Climate Action Leadership Plan Steering Committee.

Staff have arranged for contracts for support for Átl'ka7tsem/Howe Sound Community Forum ($4000) and Southern Gulf Islands Forum($3,000). Staff have since learned that

learned that the Vancouver Island and Coastal Communities Climate Action Leadership Steering Committee will not be requesting $125 for 2026/27.

In response to a new request for support with coordination (Rural Island Economic Partnership), at their April 15th meeting, Executive Committee passed the following motion:

That Executive Committee request staff to provide a request for decision with options regarding overspending with regards to the secretariat services function.

Subsequently requests for support were also received from the Coastal Douglas-fir Conservation Partnership.

Prior to March Trust Council, the Baynes Sound Lambert Channel Ecosystem Forum had advised staff that they would not be seeking further secretariat services support for 2026/27 due to capacity restraints within their volunteer team. However, there have been subsequent discussions that Trust Council might wish to cover the costs of hosting the website from May 1, 2026 to May 1, 2027 so as not to lose this important information repository for the public while the group decides on its future. The web provider has agreed to continue hosting the website while Trust Council received this request. If Trust Council decides not to fund the webhosting, the website will be archived to ensure retention of all of its contents and moved offline.

The table below summarizes requests received and support provided to coordination groups in 2026/27. Past allocation amounts are available on the Support for Coordination Groups webpage: https://islandstrust.bc.ca/programs/support-for-coordination-groups/

Coordination Group	Administrative Needs – staff direct time	Administrative Needs – contracted support
Átl'ka7tsem/Howe Sound Community Forum (and Ocean Watch Action Committee)	None.	$4,000 **(already included in 2026/27 budget)**
Southern Gulf Islands Forum	None.	$3,000 **(already included in 2026/27 budget)**
Vancouver Island and Coastal Communities Climate Action Leadership Steering Committee	None	$125 **(already included in 2026/27 budget but will not be used)**
	APPROVED BUDGET FOR 2026/27:	**$7,125**
NEW REQUESTS		
Rural Island Economic Partnership	None.	$2,000
Coastal Douglas-fir Conservation Partnership	None.	$3,000
Baynes Sound Lambert Channel Ecosystem Forum website hosting costs (1 year to May 1, 2027)		$430.50

	TOTAL NEW REQUESTS FOR 2026/27:	**$5,430.50**

Written requests from the Rural Island Economic Partnership (RIEP) and Coastal Douglas Fir Conservation Partnership (CDFCP) are attached to this RFD.

3. IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Should Trust Council decide to fund the additional coordination groups that have requested support for 2026/27, staff estimate that up to 40 hours of the program coordinator's time may be required to manage contracts and work with the coordination groups. Additional finance staff time would also be required.

If Trust Council indicates an interest in staff providing administrative support to certain coordination groups, the Director will work with the coordination groups to determine the exact nature of the support required, the timeframes, and expected workload. If Trust Council wishes some groups to receive more staff time than others, it would be good to have this expressed in proportions. Due to the need to respond to changing circumstances within partnerships, staff encourage Trust Council to provide general direction rather than attempting to allocate specific staff hours.

The other programs supported by the Program Coordinator position include the Living in the Trust Area Mailing, and Community Stewardship Awards, and the position provides support for public engagement, social media, website maintenance, webinar organization and administration, Indigenous relations, and general support to the Trust Area Services team.

FINANCIAL: Trust Council allocated a budget of $7,125 for secretariat services for 2026/27. Approval of all new requests would result in an over-expenditure of the budget line by $5305.50 if all funds are fully spent. Trust Council's Budget Control and Adjustment Authority Policy accepts that "As operations unfold during a fiscal year, situations often arise that are not precisely aligned with the way the detailed budget was developed and approved". The policy explains Executive Committee is to be informed of overspending of a general ledger budget line, that overspending in one area (e.g. Secretariat Services) can be managed by underspending in another, and that Executive Committee decides on corrective actions (e.g. underspending another budget line in the department). Staff anticipate that with delays in hiring of new positions that there would be sufficient savings in the Trust Area Services budget to accommodate overspending in Secretariat Services line. However, reallocating salary underspending to this purpose will make it slightly more difficult to meet the salary underspend target approved in the 2026/27 budget.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Following Trust Council's decision, staff will notify the coordination groups of the decision and develop requests for service contracts as required. Information about the secretariat support for coordinating bodies in 2026/27 will be included on the website.

FIRST NATION RELATIONS: Trust Council is encouraged to prioritize support for coordinating bodies that are guided by the principles of inclusion and diversity and are informed by First Nations' understanding in keeping with the Islands Trust's Reconciliation Declaration.

OTHER: N/A

4. RELEVANT POLICY:

a. Trust Council Policy 2.1.15 Secretariat Services (see recommended amended version in the March 2026 Islands Trust Council

b. Trust Council Policy 6.5.2 Budget Control and Adjustment Authority

5. ATTACHMENTS:

- Support request from the Rural Islands Economic Partnership (RIEP)
- Support request from the Coastal Douglas Fir Conservation Partnership (CDFCP)

RESPONSE OPTION

Recommendations:

That Trust Council allocate the following amounts under Secretariat Services for fiscal year 2026/27:

- **$XXX to support the coordination of the Baynes Sound Lambert Channel Ecosystem Forum Society,**
- **$XXX to support the coordination of the Rural Island Economic Partnership, and**
- **$XXX to support the coordination of the Coastal Douglas Fir Conservation Partnership.**

Alternatives:

1) Request that Trust Area Services provide staff support to:
   - XXX
   - XXX
   - XXX

2) Defer the decision to request more information from the coordination groups.

Prepared By: Chloë Straw, Program Coordinator

Reviewed By/Date: Clare Frater, Director of Trust Area Services/May 27 2026
Rueben Bronee, CAO/ May 27, 2026

RURAL ISLANDS ECONOMIC PARTNERSHIP
CULTIVATING RESILIENT PARTNERSHIPS

March 25, 2026 – re-submitted: April 2, 2026

Islands Trust Programs Committee
c/o Legislative Services Clerk
#200-1627 Fort Street
Victoria, BC V8R 1H8

To: Islands Trust Program Committee Members:

This letter is a re-submission to the Islands Trust Secretariat Services Program, for consideration during the June 2026 Islands Trust meeting. **We are resubmitting because without these funds, we are unable to hold this Forum – a proven vital voice for amplifying the challenges facing Islands Trust area communities and offering solutions for sustainable socio-economic well-being.**

Thank you for the opportunity to be considered for Administrative Support by the Islands Trust Secretariat Services Program for the 2026-27 Rural Islands Economic Partnership – Virtual Forum scheduled for October 2026 The RIEP Forum is an initiative of the Rural Islands Economic Partnership Society (RIEP)

In reference 2.2.1 and 2.2.2 of the Secretariat Policy, participants from the Islands Trust executive staff and Islands Trustees from Bowen, Gabriola, Lasqueti, Salt Spring, and representatives from Provincial and Federal staff; and NGO's who serve the islands, attended the March 2025 RIEP Virtual Forum, along with 90 community stakeholders from across the Islands Trust area.

The RIEP Forum is the only recognized program that brings together all communities within the Islands Trust Area. Through a reconciliation lens, the Forum offers workshops, roundtables, and guest speakers who will address shared challenges — including climate change impacts, lack of affordable rural housing, tourism management, and broader threats to sustainable community well-being. The 2026-27 Forum program is in alignment with 2.2.3 of the Secretariat Policy.

Thank you for the opportunity to be considered for administrative support for RIEP Forum 2026-27. We are a volunteer working Board. The majority of work for planning, organizing and delivering the Forum is the work of volunteers from across BC's rural Islands. Administration support is essential assistance for delivering a meaningful, and engaging community learning experience.

Please refer to page #2 of this letter for an outline of Forum 2026-27 administrative support needs.

With thanks and respectfully,

Francine Carlin, President and Board Chair (Salt Spring)

RURAL ISLANDS ECONOMIC PARTNERSHIP
CULTIVATING RESILIENT PARTNERSHIPS

RIEP- 2026-27 RURAL ISLANDS ECONOMIC FORUM - **ADMINISTRATIVE SUPPORT REQUEST for $2000.00 (50 hours at $40/hour)**

1. Administrative coordination of Forum planning
2. Tracking and processing Forum registration
3. Track inquiries for information about the Forum
4. Follow-up administration of presenters, program, communications
5. Liaising with and providing administrative support to Forum committee members
6. Providing Tech support for the event
7. Ability to work remotely and skilled in digital document management– Microsoft suite; proficient online; strong communication and organizational skills.
8. Participate in Forum Team Planning meetings

Attn: Islands Trust Programs Committee (TPC)
Date: 22 May 2026

RE: Application for Secretariat Services Funding (FY2026–27)

The Coastal Douglas-fir Conservation Partnership (CDFCP) is a collaboration of agencies, organizations, and land managers who are interested in promoting the conservation and stewardship of the Coastal Douglas-fir and associated ecosystems (CDFAE) in south-western British Columbia.

The CDFAE includes the forests, grasslands, wetlands, and shorelines found throughout the Islands Trust Area. These habitats support more than 300 species listed as being at risk of extinction. They are of cultural value as they include forests and Garry oak meadows that have been managed by Indigenous Peoples to cultivate species for food (e.g. camas), medicine, and materials (e.g. redcedar). These ecosystems also play an important role in regulating our local climate. By storing water, the islands' forests, wetlands, and grasslands help people, plants, and animals withstand the increasing effects of climate change (e.g. longer, deeper droughts due to hotter, drier summers). By storing carbon, these natural areas also help reduce the severity of those changes.

The CDFCP would like to thank the Islands Trust for providing funding for secretariat services in FY2025–26. This funding enabled the CDFCP staff to provide secretariat services to:

- CDFCP Steering Committee
- CDFCP Coastal Oak and Prairie Working Group (COAP)
- CDFCP Conservation Areas Working Group

This support enabled members of the Steering Committee and its Working Groups to continue advancing projects within the Islands Trust jurisdiction, including biodiversity mapping, co-organize and co-host a in-person gathering for the COAP Working Group, and explore funding opportunities for policy change and Garry oak ecosystem restoration.

Funding Request: In FY2026–27, the CDFCP is seeking $3,000 from the Islands Trust for:

- website development, maintenance, and hosting costs (www.cdfcp.ca); and
- provision of secretariat services to the CDFCP Coastal Oak and Prairie Working Group and the Conservation Areas Working Group.

If you require any further information in relation to how these funds will be allocated, please do not hesitate to contact me.

Kind regards,

Signed on behalf of the CDFCP Steering Committee,

Stephanie Woods
CDFCP Program Manager

REQUEST FOR DECISION

To:	Executive Committee	**For the Meeting of:**	June 3, 2026
From:	Trust Area Services	**Date Prepared:**	May 27, 2026

SUBJECT: **Update of Islands Trust Agreement Register**

RECOMMENDATION:

That Trust Council request rescinds the Letter of Understanding (2003) held with BC Hydro and request staff to remove it from the Islands Trust Agreement Register.

That Trust Council request rescinds the Protocol Agreement (1996) held with the Ministry of Municipal Affairs outlining the Provincial financial assistance for the adoption of new Official Community Plans, and request staff to remove it from the Islands Trust Agreement Register.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The Islands Trust Agreement register project update was undertaken in accordance with Strategic Plan initiative, 1.2.7, Review all Trust Council and local trust committee agreements and where appropriate, amend combine or rescind. Rescinding the Letter of Understanding with BC Hydro and the Protocol Agreement with the Ministry of Municipal Affairs is recommended and corresponds to the direction in the strategic plan.

PURPOSE:
To inform policy development, the Agreement Register tracks completed formal agreements between the Islands Trust and Bowen Island Municipality, governments, First Nations or San Juan County. It also provides a record of agreement on how relationships will be managed as governments change and public interest issues evolve.

BACKGROUND:
In 2014 Trust Programs Committee identified the need to update and consolidate Crown land agreements. The majority of the agreements were entered into in the mid-1990's. In the intervening years, departments have been reorganized and technology has introduced procedural change. Strategic Plan initiative 1.2.7 also identified the need to review currently held agreements.

Given the magnitude, this project was split into three phases. Phase One focused on amalgamating, retaining or rescinding Crown land agreements based on the January 2026 letter from the Minister of Water, Land and Resource Stewardship which indicated a willingness to consolidate guiding agreements held with the Islands Trust. Leveraging this opportunity, work is ongoing with the Province to determine the nature and form of a new agreement.

Phase two of the update focused on all the other agreements held by the Islands Trust. Ten agreements remain extant, two agreements are recommended for rescission and several other agreements, principally with First Nations remain in draft form. The third phase of this project will focus on First Nation agreements.

Remove from the Islands Trust Agreement Register:

The two agreements recommended for removal from the Agreement register are:

Letter of Understanding (LOU) (2003) with BC Hydro regarding the Pest Management Plan. The Test and Treat program for wooden hydro poles now only uses boron-copper based wood preservatives making the Pest Management Plan redundant. A letter was received from BC Hydro cancelling the Woodpole Test and Treat Program in October 2017. LOU BC Hydro Test and Treat

Protocol Agreement (1996) with Ministry of Municipal Affairs. The Protocol Agreement with the Ministry of Municipal Affairs, outlined the funding to be provided by the Province to help local trust committees adopt new Official Community Plans (OCPs). The agreement was established just after the *Islands Trust Act* was changed in 1992 and reflects that the revisions to the *Act*, required the Policy Statement and OCPs to be updated. Land use bylaws adopted under outdated OCPs had to go to the Minister for approval. The required action has been completed. PA Provincial Funding Process.

Agreements that Remain in Effect:

The agreements which remain in effect and should be retained are:

a) **Charter with Province of BC and Union of BC Municipalities (2007).** The Climate Action Charter which the Islands Trust signed with the Province and UBCM remains in effect. It is not intended to be legally binding or impose legal obligations. The goal was to be carbon neutral by 2012. Islands Trust continues to follow the Charter's intent. This agreement should be retained. BC Climate Action Charter

b) **Letter of Understanding and Letter of Agreement with Ministry of Transport (1992 and 1996).** These agreements cover issues relating to: upgrading and maintenance programmes; classification of proposed new subdivision roads; road standards and the routine exchange of information including the establishment of Island Advisory Transportation Committees. Much of the initial focus between the Ministry and Islands Trust was on the establishment of scenic Island routes followed by subdivision concerns. Although there have been a number of changes, including the renaming of the Ministry, it is recommended that this agreement be retained and that any desired changes be articulated in an amendment. Ministry of Transport and Highways LOU, Ministry of Transport and Highways LOA #1, Ministry of Transport and Highways LOA Amendment

c) **Agreement with the Ministry of Municipal Affairs (1996).** This agreement lays out the framework for the incorporation of Island Municipalities within the Trust Area and the nature of the relationships which will exist between the Trust, Province and Island Municipality. This agreement should be retained. Agreement regarding incorporating municipalities

d) **Protocol Agreement (2014) and Letter of Understanding (2015) with Bowen Island Municipality**. The Protocol Agreement with Bowen Island establishes under letters patent the nature of the relationship with the Islands Trust. Both parties agree to hold regular meetings to discuss respective areas of responsibility and to develop principles, processes and conditions for the coordination of efforts. This agreement should be retained. PA with Bowen Island, LOU with Bowen Island (NAPTEP)

e) **Protocol Agreement (1994) and Letter of Understanding (1994) with BC Ferries.** These agreements set out the desire to foster an ongoing consultative process to coordinate ferry services. BC Ferries confirmed in 2009 that the agreements were extant. This agreement should be retained. 16 Sep 94 BC Ferry LOU, PA Ferry Service in the Islands Trust Area

f) **Protocol Agreement (2004) and Letter of Understanding (1996) with Provincial Agriculture Commission.** The LOU sets out five objectives including desired means of communication and need for early consultation on policy initiatives including the Policy Statement. This agreement should be retained. LOU Agricultural Land Reserve, PA Agricultural Land Reserve

g) **Letters of Understanding with BC Parks (2013 and 2014).** These letters of understanding are held between BC Parks and the Galiano Island Local Trust

Committee. The purpose is to confirm and affirm the management direction for existing and new lands in the vicinity of Dionisio Point Provincial Park (2014) and Bodega Ridge Provincial Park (2013). Recommend that Trust Council confirm with the Galiano Island Local Trust Committee that these agreements remain valid. LOU re Dionisio, LOU re Bodega Ridge

h) **Letter of Understanding with Department of Fisheries and Oceans (1996).** This agreement relates to the protection of environmentally sensitive areas and supports DFO sharing environmentally sensitive areas identification information with Islands Trust valued at $50k in 1996. The DFO Pacific Region Director has been contacted regarding this LOU to determine if it is still extant. Confirmation is outstanding. This agreement should be retained until DFO's position on the LOU is clarified. IT/DFO Protection of Environmentally Sensitive Areas

i) **Letter of Understanding (LOU) (1996) with Department of Fisheries and Oceans**. This LOU relates to dock structures. There is a note on file that a letter should be sent terminating the agreement. A letter of termination has not been found. Recommend that this agreement remain as Small Craft Harbours continues to support the Squitty Bay Harbour, Lasqueti Island.. DFO Dock Divestiture

j) **Letter of Understanding (LOU) (no date), Letter of Intent (1998) and Contribution Agreement (1998) with Transport Canada Harbours and Ports and Ministry of Transport**. The LOU articulates that Transport Canada Harbours and Ports did not have fee simple tenure of its properties at most sites. BC Lands, Ministry of Environment, Lands and Parks was in most cases the land holder. Properties held in fee simple were to be divested. Bowen Island Municipality Bylaw No 663, 2024 (BI Bylaw 663, 2024) supersedes the LOI and Financial Contribution Agreement. Since the divestiture of jetties is incomplete recommend these agreements remain until a decision has been reached regarding False Bay, Lasqueti Island. LOU Transport Canada, Letter of Intent Snug Cove, Financial Contribution Agreement for Snug Cove Bowen Island

Agreements that Fall Outside Islands Trust Act Section 9 and Section 24:
The Agreement Register also records two agreements which fall outside the provision of the *Islands Trust Act* section 9 and section 24:

a) **Protocol Agreement (2000) with Additional Consideration (2007), San Juan County**. This international agreement was conceived on the basis of a common desire to establish a Washington State/Province of BC Salish Sea transborder network of marine protected areas. Objectives include conserving fish and their habitats and promoting the cultural heritage of the region. This friendship agreement should be retained if the objectives of the agreement remain relevant. PA IT San Juan Transborder Marine Protection, Transborder Island Agreement

b) **Conservation Agreement (Collaborative Framework) between Environment and Climate Change Canada and Islands Trust Conservancy (2026)**. This conservation agreement is a collaborative framework based on cooperative activities which might be undertaken to conserve Species at Risk and their habitats. The Islands Trust Conservancy is recognized for its important role in preserving and protecting the unique and fragile ecosystems in the Islands Trust Area and the Government of Canada's intention to continue its role in conserving Species at Risk is expressed. This agreement is included on the Agreement Register to ensure that it is not forgotten. ECCC Conservation Agreement

Phase Three of the Agreements Project:
The third and last phase of the Agreement Register review focused on agreements with First Nations. Since the establishment of the Islands Trust the nature and use of agreements has evolved.

Two agreements have been signed by Trust Council and First Nations; the two agreements are:

a) **Protocol Agreement (2000) with Lyackson First Nation**. This Protocol Agreement was entered into on behalf of Thetis Island Local Trust Committee. It was approved by

the minister 14th September 2000 and adopted by Trust Council Bylaw 64, 8th December 2000. Trust Council, on behalf of Thetis Island Local Trust Committee and the Lyackson First Nation agreed to seek areas of mutual interest for the sharing of information and possible collaboration; to respect the jurisdictional authority and interests asserted by each other; and, to pursue a renewed and lasting relationship based on trust and cooperation. PA with Lyackson First Nation

b) **Protocol Agreement (2008) with Snuneymuxw First Nation**. This Protocol Agreement was entered into on behalf of Gabriola Island Local Trust Committee. Chief Viola Wyse and Chair Kim Benson signed the Agreement, however there is no record of the minister's approval. During a May 2024 meeting between the Gabriola Island Local Trust Committee and Snuneymuxw First Nation, representatives expressed an interest in developing a new protocol agreement with Islands Trust to replace the existing 2008 agreement. In June 2024, Executive Committee requested staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation for Trust Council's consideration. At Snuneymuxw's request, work on a revised protocol agreement has been paused. Recommend that this agreement be retained pending Snuneymuxw's re-engagement. Snuneymuxw Protocol Agreement

Several Agreements are under consideration and are at various stages of preparation.

a) **Agreement Snaw-naw-as First Nation**. Trust Council and the Minister approved the Protocol Agreement. Snaw-naw-as First Nation has not been available to sign the agreement. Staff presented to new Council members on 19th May 2026, and await information on whether there is a desire to move forward with the agreement.

b) **Agreement Quw'utsun (Cowichan) Nation**. In July 2024, Executive Committee asked Staff to develop a protocol agreement in cooperation with Quw'utsun (Cowichan) Nation for Trust Council's consideration. Cowichan Tribes staff relayed that they do not have the authority to make decisions for the other Quw'utsun Nation members. They requested that Islands Trust send a letter to all Quw'utsun Nation members to see if there is a common interest in developing a collective protocol agreement with Island Trust. In October 2024, the Islands Trust Chair wrote to each Chief and Council requesting their interest in entering into a Protocol Agreement. Staff followed up with the Quw'utsun Nation Technical Working Group in January 2025. Staff are now working on following up with individual First Nations to determine individual Nation interest in a Protocol Agreement. R

c) Agreement Tsawout First Nation. In May 2025, Executive Committee requested staff develop a protocol agreement with Tsawout First Nation. In turn, Tsawout First Nation hosted a feast for Islands Trust Council to advance the friendship. Building on this foundation, Director Trust Area Services has worked steadily over the past twelve months to gain support for the Protocol Agreement. April 2026 conversations with Tsawout's Principal Negotiator confirmed Tsawout's strong interest in reaching an agreement. An agreement will be provided to Trust Council soon for consideration.

d) **Protocol Agreement with W̱SÁNEĆ Leadership Council on behalf of Tsartlip and Tseycum First Nation.** In March 2025, Executive Committee received a letter from the W̱SÁNEĆ Leadership Council, the unified legal governing body representing Tsartlip and Tseycum First Nations requesting the development of a protocol agreement to strengthen the relationship and advance shared priorities. A staff-to-staff meeting was held in August 2025 to discuss the drafting of a protocol agreement for ministerial approval in October 2026. Director Trust Area Services continues to communicate with the Local Government Program Manager; however, it is unlikely a protocol agreement will be signed by October 2026. Recommend the drafting of a Protocol Agreement continue.

e) Protocol Agreement K'ómoks First Nation. During a staff to staff meeting in September 2025, K'ómoks First Nation confirmed their interest in a protocol agreement. Due to limited staff resources this early expression of interest has not been leveraged. Recommend that this opportunity remain on the Agreement Register and efforts renewed to develop an agreement.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: There is no organizational impact associated with the Agreements register project update.

FINANCIAL: There is no financial impact to the removal of the two agreements.

POLICY: The *Islands Trust Act*, section 9(1) assigns the right to trust council to enter into coordination agreements with other government bodies. This includes the government of British Columbia, the government of Canada, a municipality or First Nation.

Trust Council policy 2.1.4, Coordination and Framework Agreements Process provides guidance on the process to be followed when coordination and framework agreements are under consideration.

IMPLEMENTATION/COMMUNICATIONS: The two documents recommended for removal from the Agreement register are obsolete and no longer in use.

FIRST NATIONS RELATIONS: First Nations Agreements will be reviewed in a third phase of the Agreement register review project.

RELEVANT POLICIES

- Section 9 and Section 24 of the Islands Trust Act
- Trust Council Policy 2.1.4 Coordination Agreements Process

ATTACHMENTS

- Letter of Understanding (2003) held with BC Hydro
- Protocol Agreement (1996) held with the Ministry of Municipal Affairs

RESPONSE OPTIONS

Recommendation:
That Trust Council request rescinds the Letter of Understanding (2003) held with The Province of British Columbia and request staff to remove it from the Islands Trust Agreement Register.

That Trust Council request rescinds the Letter of Understanding (2003) and Protocol Agreement (1996) held with the Ministry of Municipal Affairs outlining the Provincial financial assistance for the adoption of new Official Community Plans, and request staff to remove it from the Islands Trust Agreement Register.

Alternative:
Trust Council may retain either of the two recommended for removal; however, keep in mind that these documents are obsolete and would need significant amendments in coordination with the other party.

Prepared By: Jill Marrack, Senior Policy Analyst Islands Trust

Reviewed By/Date: Director, Trust Area Services/ May 27, 2026

LETTER OF UNDERSTANDING
between
BC Hydro
and
ISLANDS TRUST COUNCIL and BOWEN ISLAND MUNICIPAL COUNCIL
Concerning
PESTICIDE USE DURING
THE BC HYDRO WOODPOLE TEST AND TREAT PROGRAM

This agreement develops an ongoing consultative process between the Islands Trust Council and Bowen Island Municipal Council with BC Hydro to communicate regarding pesticide use during BC Hydro's Woodpole Test and Treat Program.

1.0 PURPOSES

1.1 To establish a process for communications.

1.2 To maximize protection of the natural environment by sharing information prior to implementation of the Woodpole Test and Treat program in the Islands Trust Area.

2.0 PRINCIPLES

2.1 It is acknowledged that the Islands Trust has a provincial mandate to preserve and protect the natural environment and unique amenities of the Islands Trust Area, and a responsibility to provide leadership for this purpose.

2.2 It is acknowledged that BC Hydro has a mandate to provide an efficient and environmentally-sound supply of electricity to the province and that to fulfil this mandate in island communities, it must maintain the woodpoles used for its distribution lines.

2.3 It is acknowledged that Bowen Island Municipality is an island municipality with a responsibility to deliver municipal services and carry out the object of the *Islands Trust Act* within its area of jurisdiction.

2.4 It is recognized that the sharing of information about sensitive environments can minimize any potential impacts of woodpole maintenance.

3.0 BACKGROUND

3.1 BC Hydro has a Remedial Woodpole Test and Treat Program to maintain and prolong the life of the woodpoles used on its distribution lines.

3.2 Woodpoles are pressure-treated with a wood preservative prior to installation in order to extend their service life. The groundline region of a woodpole, which is prone to fungal and insect attack, requires retreatment after a period of years in service due to natural degradation properties of wood and wood preservatives.

3.3 Wood preservatives extend pole life, reduce replacement costs and service outages, ensure public and worker safety and reduce the cutting of trees for new poles. The use of preservatives extends the service life of woodpoles up to five times (from 10 to 15 years to 35 to 70 years).

3.4 The use of woodpole preservatives must adhere strictly to corporate and government regulations to ensure safety and protection of the natural environment.

4.0 INFORMATION NEEDS

4.1 Government regulations require that woodpole preservatives not be used within prescribed distances of natural waterbodies and drinking water sources.

4.2 Prior to initiating a woodpole test and treat program, BC Hydro consults with a variety of information sources to identify waterbodies and drinking water sources. Once a waterbody or drinking water source is identified, BC Hydro pole maintenance inspectors ensure that preservatives are used in accordance with regulations. In most cases, this means that preservatives are not used on woodpoles near waterbodies or drinking water supplies.

4.3 Local communities can assist in the advance identification of waterbodies and drinking water sources, providing a greater level of protection of these resources during the Woodpole Test and Treat Program.

5.0 CONSULTATIVE PROCESS

5.1 On an annual basis, BC Hydro will notify the Islands Trust of the proposed schedule for its Woodpole Test and Treat Program in the Islands Trust Area. Islands Trust staff will ensure that the relevant Local Trust Committees (LTCs) or Bowen Island Municipality (BIM) are aware of the proposed program.

5.2 Two months prior to beginning its Woodpole Test and Treat Program on any island BC Hydro will notify Islands Trust of its plans, of the woodpoles to be test and treated , and of any the Pest Management Plan conditions that will cover sensitive areas within the operational areas. Islands Trust staff will forward this information to the relevant LTC or BIM, relevant planning staff and staff of the Islands Trust Fund with a request for additional information about the location of waterbodies, drinking water sources and environmentally sensitive areas in the vicinity of woodpoles to be tested.

5.3 No later than one month prior to the start of the Woodpole Test and Treat Program, planning staff for the relevant LTC or BIM will provide any additional information they may have available regarding the location of waterbodies, drinking water sources or other environmentally sensitive areas in the vicinity of woodpoles to be tested.

5.4 BC Hydro will supply information provided by the Islands Trust or BIM to the professionally trained woodpole test and treat contractors who will be completing the current Program. Where possible, the information will be placed onto BC Hydro's pole maps so that those conducting the Woodpole Test and Treat program are aware of any areas where caution should be taken or where further contact may be required with selective landowners.

5.5 BC Hydro will place information from the Islands Trust or BIM onto its mapping data base for future reference.

5.6 Responsibility for the coordination of this Agreement by the respective Parties is assigned to the BC Hydro Manager or delegate of the Lower Mainland/Vancouver Island Test and Treat Program, the Islands Trust Director of Trust Area Services and the Chief Administrative Officer of Bowen Island Municipality.

5.7 A meeting of respective staff to review any current issues or Agreement matters may be arranged at the request of the responsible staff of either Party.

5.8 Where anything is required or permitted to be delivered, or otherwise sent to the Parties, it will be delivered to:

Islands Trust
#200 - 1627 Fort Street
Victoria BC V8R 1H8
Attention: Director of Trust Area Services

BC Hydro (Vancouver Island Region)
400 Madsen Road
Nanaimo, BC V9R 5M3
Attention: Ray Read Regional Vegetation/Pest Biologist, Vancouver Island

and

BC Hydro (Lower Mainland Region)
12322 88 Avenue
Surrey, B.C.
V3W 3J6
Attention: Rene Roddick Regional Vegetation/Pest Biologist, Lower Mainland

Bowen Island Municipality
981 Artisan Lane
Box 279
Bowen Island, B.C.
V0N 1G0
Attention: Chief Administrative Officer

5.9 All Parties will bear the full cost of their own requirements to implement this Agreement unless otherwise provided for in this Agreement or otherwise agreed to, in writing, by all Parties.

5.10 This Agreement may be amended by agreement, in writing, by the Parties.

6.0 TERMS OF AGREEMENT

6.1 It is recognized that all parties will provide reasonable effort within the limits of their resources to implement this agreement on the basis that no party may assign responsibilities to the other.

APPROVALS

APPROVED BY THE EXECUTIVE DIRECTOR OF THE ISLANDS TRUST
THIS DAY OF , 2003

Gordon McIntosh
Executive Director
Islands Trust

APPROVED BY THE CHIEF ADMINISTRATIVE OFFICER OF BOWEN ISLAND MUNICIPALITY
THIS 5th DAY OF August ,2003

Isabell Hadford
Chief Administrative Officer
Bowen Island Municipality

APPROVED BY THE DISTRIBUTION MAINTENANCE PROCESS FOR BC HYDRO
THIS 23 DAY OF SEPTEMBER , 2003

D. Jim Papadoulis
Distribution Maintenance Process
BC HYDRO

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PROTOCOL AGREEMENT
Between
the ISLANDS TRUST (theTrust) and
the MINISTRY OF MUNICIPAL AFFAIRS
(the Ministry) regarding the
PROVINCIAL FUNDING PROCESS

WHEREAS the mutual interests of the Islands Trust and the Ministry of Municipal Affairs involve an annual process for the Ministry's receipt, review and approval of provincial funding requests from the Islands Trust.

THEREFORE, the parties agree to enter into an agreement regarding:

- **procedures** for submitting applications for basic, community planning and special planning grants; and
- **roles and responsibilities** within the annual provincial funding request process.

1.0 PROVINCIAL BASIC GRANT

1.1 Definition

The Provincial Basic Grant is provided by the Province on an annual basis to support the provincially legislated object of the Islands Trust. It is designed to support the general operations of the Trust including: Trust Council, the Executive Committee and Trust Fund Board; the development and implementation of the Trust Policy Statement; and the coordination of activities through protocol agreements with other government agencies.

1.2 Application

1.2.1 The Islands Trust accepts that the amount of the annual grant is determined by Treasury Board as part of the overall process of establishing the Ministry's budget and as a consequence, the ministry may not know the actual amount of the grant until late in the fiscal year preceding the year in which it is awarded.

1.2.2 The ministry agrees to discuss the question of grant funding in the second quarter of the preceding fiscal year or not later than September 30 in each year. This will provide the Trust with an appreciation of the province's current fiscal situation, entering into the discussion of the budget for the next fiscal year, and give the ministry an indication of Trust expectations.

1.3 Notification of Approval

1.3.1 The Ministry understands and accepts the need for the Trust to have as early notice as possible of the grant amount in order that Islands Trust budget may be finalized.

1.3.2 The Trust understands and accepts that, due to the Treasury Board budget development process, the ministry is constrained in its ability to make a communication of the amount of the grant.

1.3.3 Nonetheless, the Ministry agrees to provide as early notice as possible of the level of grant funding and this formal notice will not be later than February 28 in each year.

1.3.4 The Trust will submit its annual audited financial statement to the Minister in accordance with section 16 of the *Islands Trust Act* before September 30 in the subsequent fiscal year.

1.3.5 The Trust will submit an annual report to the Minister in accordance with section 17 of the *Islands Trust Act*, highlighting activities undertaken that relate to the Provincial Basic Grant before September 30 in the subsequent year.

2.0 COMMUNITY PLANNING GRANTS

2.1 Definition

The Ministry recognizes that the planning and regulatory framework in place within the Trust Area is in need of updating. As a consequence, the ministry agrees to provide assistance to the Islands Trust to review and up-date the Official Community Plans and associated regulatory bylaws for each of the local trust committees.

Ministry support extends over a five year period from fiscal year 1992/93 to 1997/98 inclusive and will be to a maximum of $130,000 for the entire Trust Area in each year but is subject to the *Local Government Grants Act*, the regulations, program guidelines, the availability of funds and the approval of specific project applications.

2.1.1 The Ministry believes that it is important that mutual expectations with respect to the Community Planning Grant Program be well understood and agrees that the Trust and ministry staff should meet at least once a year, before submission of applications, to discuss current program guidelines, anticipated levels of funding and Trust expectations.

2.2 Application/Consultation

2.2.1 The Trust may submit applications for Community Planning Grants each year in accordance with the *Local Government Grants Act*, the Regulations and Ministry program guidelines.

2.2.2 The Ministry will review those applications in accordance with the *Local Government Grants Act*, the Regulations and Ministry program guidelines.

2.3 Notification of Approval

2.3.1 The Ministry may approve applications which meet the program guidelines in the context of funding available in that fiscal year.

2.3.2 The Trust will provide accountability reports for Community Planning Grants in accordance with the program guidelines or as required by the grant approval letter.

2.3.3 The Ministry will not provide payment for work underway or commenced prior to the approval of a grant.

4.0 SPECIAL PROVINCIAL PLANNING GRANTS

4.1 Definition

Special Provincial Planning Grants support specific projects, on a one time only basis, where the grant contributes to the achievement of the provincial interest or where the project has benefits which extend beyond the context of the Trust.

4.1.1 The Trust may meet at any time with the Ministry and propose projects for funding under the Special Provincial Planning Grant Program, recognizing that approval of grants is subject to the *Local Government Grants Act*, the the Regulations and program guidelines.

4.2 Application/Consultation

4.2.1 The Trust may make application at any time in the year for a grant under the Special Provincial Planning Grant Program and will be given consideration if it is consistent with the Act, the Regulations and program guidelines.

4.3 Notification of Approval

4.3.1 The Ministry recognizes the Trust's need for a timely decision on grant applications and will endeavour to provide the Trust with a target date for grant approval decisions.

4.3.2 The Trust will provide accountability reports for Special Provincial Planning Grants in accordance with the program guidelines provided with the notification of approval.

4.3.3 The Ministry will not provide payment for work underway or commenced prior to the approval of a grant.

5.0 ANNUAL WORK PLAN

5.1 Both parties agree that the Executive Director of the Islands Trust and the Executive Director, Planning and Corporate Relations of the Ministry of Municipal Affairs will liaise on the preparation of an annual work program for the annual provincial funding request process.

6.0 OTHER

6.1 Both parties acknowledge that this agreement is limited to providing process certainty as to how provincial funding matters will be dealt with and does not include commitments regarding the actual funds provided by the Province on an annual basis. Actual funds will be dependent on the availability of funds voted by the Legislature.

6.2 Both parties acknowledge that funding confirmations will be in the form of a written notification of approval and that discussions which convey intent are not to be construed as an approval.

6.3 Both parties acknowledge that the decision outcomes of the annual provincial funding request process may be dependent on the decisions of Treasury Board.

6.4 Both parties agree that best efforts will be used to arrange for the Minister to meet with the Islands Trust Executive Committee to receive the Trust's annual funding request package and to deal with Trust concerns regarding the annual funding request process.

Signed this 17th day of January, 1996.

Darlene Marzari

Honourable Darlene Marzari
Minister of Municipal Affairs

Signed this 11th day of January, 1996.

Graeme A. Dinsdale.

Graeme Dinsdale
Chairperson
Islands Trust

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REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 16, 2026
From:	Executive Committee	**Date Prepared:**	May 7, 2026

SUBJECT: 2025/26 DRAFT ANNUAL REPORT

RECOMMENDATION:
That Islands Trust Council approves the 2025/26 Annual Report for submission to the Minister of Housing and Municipal Affairs.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Under the *Islands Trust Act*, Islands Trust Council must prepare and file with the Minister a report respecting the previous fiscal year that includes an audited balance sheet and statement of receipts and expenditures, a report of the operations of Islands Trust Council, Executive Committee and the local trust committees, and with the annual report of the Islands Trust Conservancy submitted to Islands Trust Council.

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1 PURPOSE: To gain approval of the 2025/26 annual report text in order to meet legislative requirements for annual reporting.

2 BACKGROUND: Preparation of the Islands Trust Annual Report is undertaken by Trust Area Services communications staff, reporting to the Executive Committee and consistent with Islands Trust Council's Annual Report Policy 6.10.1. The Executive Committee approved the format and outline of the 2025/26 Annual Report at its meeting on January 14, 2026.

All committees, and the Islands Trust Conservancy Board will have reviewed, and amended/approved their sections by June 16, 2026.

The Islands Trust Conservancy Board has reviewed its report for submission to Islands Trust Council, as required in section 46 of the *Islands Trust Act*.

Islands Trust Council's Annual Report Policy 6.10.i. gives the Executive Committee responsibility for developing the outline, format, and template for all sections, and to ensure a consistent standard that meets legislative and other requirements for an annual report. Under Annual Report Policy 6.10.i Trust Council approves the content of the Annual Report.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Preparation of the Islands Trust Annual Report is coordinated by Trust Area Services staff, reporting to the Executive Committee, in a manner consistent with Trust Council's Annual Report Policy 6.10.i.

FINANCIAL: The graphic design, printing, and distribution of the annual report is expected to be approximately $4,300, which will come from the Trust Area Services communications budget.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Once approved, and upon receipt of the Audited Financial Statements, this report will be copy edited and then formatted for printing and web-publishing, and sent to the Minister responsible for the Islands Trust along with other recipients listed in Policy 6.10.i.

FIRST NATIONS RELATIONS: None. The report will be posted the website.

OTHER: None.

3 RELEVANT POLICY(S): Sections 19 and 46 of the *Islands Trust Act*; Trust Council's Annual Report Policy 6.10.i.

4 ATTACHMENT(S): Draft 2024/25 Annual Report

RESPONSE OPTIONS

Recommendation: That the Islands Trust Council approves the 2024/25 Annual Report for submission to the Minister of Housing and Municipal Affairs.

Alternative: That the Islands Trust Council approves the 2024/25 Annual Report as amended for submission to the Minister of Housing Municipal Affairs.

Prepared By: Morgana van Niekerk, Communications Specialist

Reviewed By/Date: Clare Frater, Trust Area Services Director, May 28, 2026
Rueben Bronee, CAO/May 28, 2026

Islands Trust 2025/26 Annual Report

>> Add cover image and logo

Reconciliation Declaration

Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous Peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

The Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples. Islands Trust states a commitment to reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

The Islands Trust Council will strive to create opportunities for knowledge-sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea.

Adopted: March 14, 2019 Trust Council on Gabriola Island

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Message from the Islands Trust Council Chair

This past year has been an important and transitional time for Islands Trust. After two successive requests to the Province to review the organization's mandate, governance, and structure were not approved, Islands Trust Council made the deliberate decision to focus inward. We endorsed the recommendations of the Chief Administrative Officer's operational review, recognizing that modernization is essential. Strengthening policies, procedures, and systems, and building organizational capacity are necessary steps to meet the complex challenges facing the Islands Trust Area today.

Addressing these organizational challenges requires investment, and Islands Trust Council is balancing these demands, particularly as grant funding becomes less certain, with its financial stewardship responsibilities. This balancing act means budget decisions become increasingly challenging, and has required making difficult choices, including pausing several significant projects. These decisions, while not taken lightly, are laying the groundwork for a more resilient and capable organization, one better positioned to deliver meaningful outcomes for the communities and ecosystems we serve.

These commitments are reflected in the draft Islands Trust Policy Statement, a foundational document guiding all aspects of our work. Updating this policy for the first time in over 30 years is both necessary and complex. Since 2019, it has undergone multiple phases of public engagement and ongoing dialogue with the many First Nations whose rights and title extend across the Islands Trust Area. Advancing this work remains a central focus for the remainder of Council's term.

The scale and diversity of the Islands Trust Area are not always widely understood. The Islands Trust Act applies to most islands in the southern coastal waters of British Columbia—including those in the Strait of Georgia, Howe Sound, and Haro Strait—while excluding reserve lands and major urban centres. This geographically dispersed region lies between the province's largest population centres and is territory to more than 30 First Nations with deep and enduring connections to these lands and waters.

Our work extends beyond the international border. A significant spill within the interconnected waters of the Gulf Islands and San Juan Islands region would have major economic and ecological consequences. Islands Trust Council works with counterparts in San Juan County to advocate for stronger marine protection and improved spill response capacity.

Trustees are working locally and regionally to address the interrelated issues of climate change, environmental stewardship, housing, and community well-being. Many local trust areas are advancing updates to official community plans and land use bylaws to expand housing options while better managing development pressures. Supporting trustees to be well-informed and prepared to make sound decisions across this range of responsibilities remains a key priority for Islands Trust.

As we look ahead, Islands Trust Council remains focused on strengthening the organization, advancing reconciliation, and protecting the environmental and cultural values of the Islands Trust Area for current and future generations.

Laura Patrick

Chair, Islands Trust Council

Message from the Chief Administrative Officer

On behalf of the administration of Islands Trust, I am pleased to introduce the 2025/26 Annual Report.

This report marks my first full fiscal year as CAO of Islands Trust. Through that year I have continued to be impressed by the commitment, professionalism and efforts of those who deliver the work of Islands Trust every day. This is a unique organization with a unique mandate. Every success we achieve is only possible because of the expertise and experience of staff, combined with the principled leadership of Islands Trust Council.

Like most government agencies, we do our work in the context of many complex challenges, including internal pressures. With the support of Council, I undertook an operational review of Islands Trust this year to assess the major operational challenges impacting Islands Trust's effectiveness, and to identify options to begin to address those. I presented the report on that review to Islands Trust Council in December 2025, and Council endorsed all nine recommendations. My thanks to staff for their candid input and insights, and to Council for their openness to the recommendations, some of which required a willingness to set aside some of their own priorities in the short-term to enable longer-term improvement. As we work to implement those recommendations, I am confident they will help ensure Islands Trust is better equipped to deliver more effectively on its daily work in support of the preserve and protect mandate.

At the same time, work on major priorities and projects continued throughout the 2025/26 fiscal year. An updated draft of the Policy Statement advanced through first reading by Council and was subsequently released for comment from the public, local governments, Indigenous Governing Bodies, and other partners. Comprehensive changes to improve bylaw enforcement policies and procedures were approved by Council, and will result in more effective practice and greater transparency for the public. The Islands Trust Conservancy is working diligently to develop its new five-year-plan, including an intentional engagement approach with Indigenous Governing Bodies to ensure that plan reflects their perspectives and ideas. And staff, with input from trustees, initiated the significant effort needed to prepare for the fall 2026 election and the onboarding of a new Islands Trust Council.

The transition to a new Council with new perspectives and priorities, combined with our ongoing efforts to improve the operations of Islands Trust, will undoubtedly make for a busy and challenging next year. But the hard work undertaken in this fiscal year provides a sound foundation for what lies ahead. I look forward to continuing our shared work with Council and the exemplary staff of Islands Trust.

Rueben Bronee

Chief Administrative Officer

The Islands Trust Area

Acknowledgement

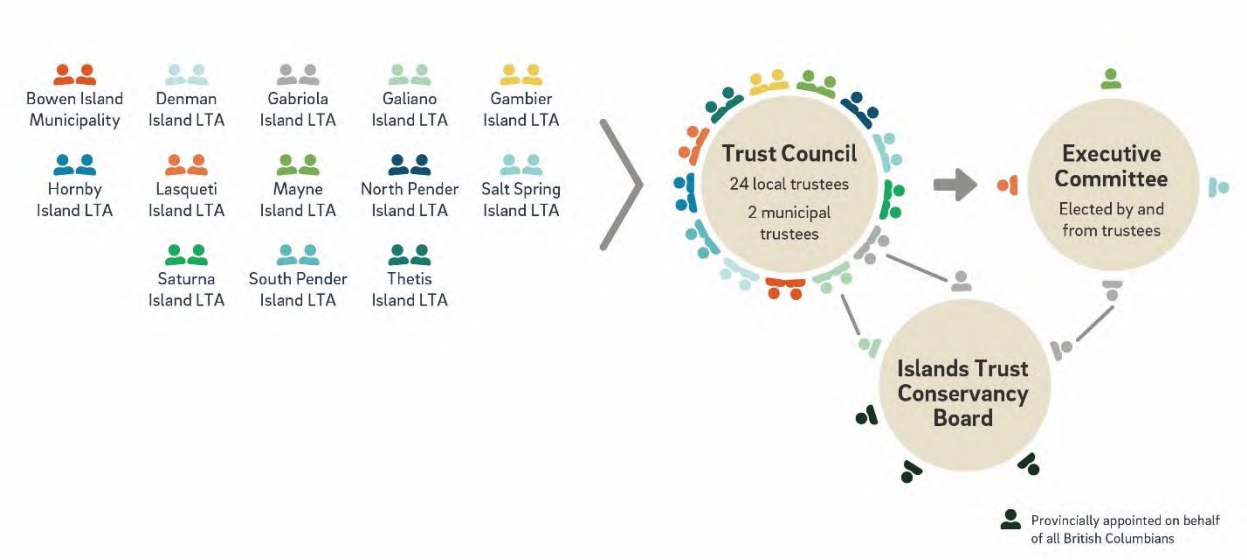
The Islands Trust Area is located within the treaty lands and territories of the BOḰEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəẃaθən, səlilwətaɬ, SEMYOME, shíshálh, Sḵwx̱wú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SȾÁUTW̱, Stz'uminus, ɬaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W̱JOŁEŁP, W̱SIḴEM, Xeláltxw, Xwémalhkwu, Xwsepsum, and xʷməθkʷəy̓əm First Nations.

The Islands Trust Area, located within Coast Salish territory, is the homeland of many Coast Salish Peoples who have called this area home since time immemorial. Covering 5,200 square kilometres between the British Columbia mainland and southern Vancouver Island, the Islands Trust Area has over 30,000 residents and 10,000 non-resident property owners. The region features many archaeological and culturally significant sites and endangered ecosystems. Located within the Salish Sea, the Islands Trust Area is a unique and special place — a scenic archipelago of 13 large islands and more than 450 smaller islands and islets. The area provides habitat for an exceptional variety of species: more than 200 types of migratory and resident birds, numerous fish and other marine and intertidal life, as well as terrestrial wildlife and vegetation. Outstanding scenery and recreational resources include panoramic viewpoints, sheltered bays, and protected marine waterways and anchorages, all of which contribute to the beauty, appeal, and tranquillity of the area.

The natural environment of the islands in the Salish Sea has given the area national recognition. Realizing this, the Government of British Columbia enacted special protective legislation in 1974, entitled the Islands Trust Act. The Act states that the Object of Islands Trust is to "preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British Columbia generally, in cooperation with the municipalities, regional districts, improvement districts, First Nations, other persons and organizations, and the Government of British Columbia."

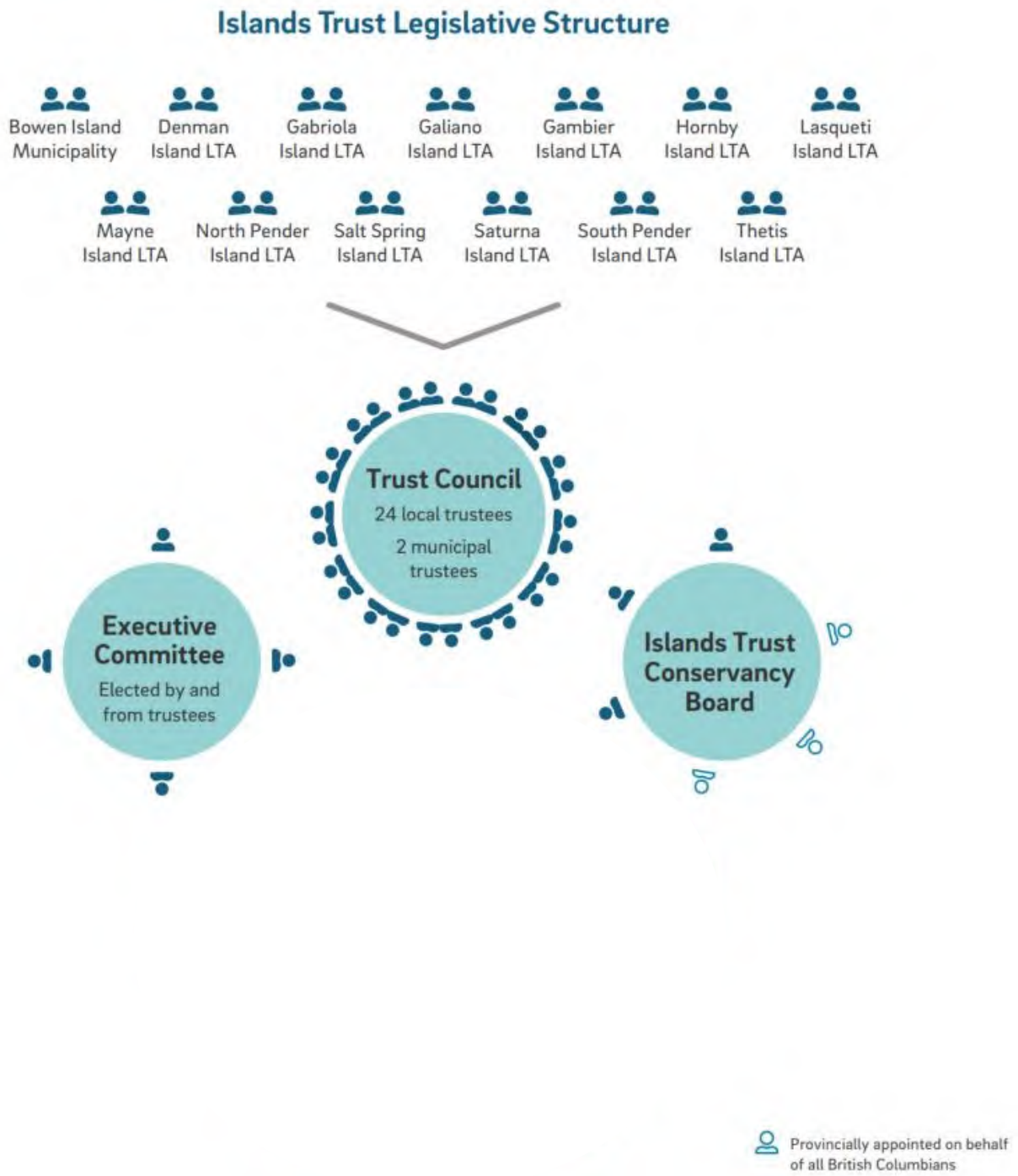
Organization and Responsibilities

Islands Trust is a unique federation of 12 special-purpose local government bodies and Bowen Island Municipality, all of which plan land use and regulate development in the Islands Trust Area. Islands Trust consists of several distinct corporate entities: Islands Trust Council, Executive Committee, 12 local trust committees, Bowen Island Municipality, and Islands Trust Conservancy.



Like other communities in British Columbia, island communities elect their local representatives every four years. Each group of islands, designated as a local trust area or island municipality, elects two local trustees. For the 12 local trust areas, the two local trustees, together with an appointed chair from the Executive Committee, are responsible for the land use decisions within their local area. For Bowen Island Municipality, the two local trustees are part of a seven-member council responsible for all functions of a local government, including land use decisions. Each local trust committee and Bowen Island Municipality has jurisdictional authority for the smaller islands and waters surrounding the major island in that area.

Islands Trust Legislative Structure



Islands Trust Council

The 26-member Islands Trust Council establishes general policies for carrying out the Object of Islands Trust. Islands Trust Council also adopts an operational budget for Islands Trust and manages the financial undertakings of all parts of Islands Trust, except for Islands Trust Conservancy, which manages its own operations. Islands Trust Council appoints staff and auditors and adopts an annual budget. Tax levies on properties within the Islands Trust Area are the primary funding source for the operations of Islands Trust. Additional revenue comes from a provincial grant, other grants, and development application fees.

The *Islands Trust Act* requires Islands Trust Council to implement the Trust Policy Statement that is applicable to the whole Islands Trust Area. The Minister of Housing and Municipal Affairs must approve the Policy Statement before it can be adopted. The Policy Statement provides broad policy guidelines for Islands Trust Council, Executive Committee, local trust committees, and island municipalities. The positions and philosophy of Islands Trust Council contained in the Policy Statement also constitute a policy framework for reference by the public and other agencies, such as the regional districts of the Islands Trust Area, the province, and its agencies.

Islands Trust Council has six standing committees of trustees—Regional Planning Committee, Trust Programs Committee, Governance Committee, Financial Planning Committee, Chief Administrative Officer Performance Evaluation Committee, and Accessibility Committee—which provide policy advice to Islands Trust Council on a range of issues.

Members of Islands Trust Council – 2022-2026

Bowen Island Municipality	Sue Ellen Fast, Judith Gedye
Denman Local Trust Area	Sam Borthwick, David Graham
Gabriola Local Trust Area	Tobi Elliott, Susan Yates
Galiano Local Trust Area	Lisa Gauvreau, Ben Mabberley
Gambier Local Trust Area	Joe Bernardo, Kate-Louise Stamford
Hornby Local Trust Area	Alex Allen, Grant Scott
Lasqueti Local Trust Area	Mikaila Lironi, Timothy Peterson
Mayne Local Trust Area	Jeanine Dodds, David Maude
North Pender Local Trust Area	Aaron Campbell, Deb Morrison
Salt Spring Local Trust Area	Jamie Harris, Laura Patrick

Saturna Local Trust Area	Mairead Boland, Lee Middleton
South Pender Local Trust Area	Kristina Evans, Dag Falck
Thetis Local Trust Area	Ken Hunter, Peter Luckham

2025/26 Key Accomplishments

In 2025/26, Islands Trust Council approved an updated Strategic Plan, and the Islands Trust Conservancy continued to make progress on its Regional Conservation Plan.

Highlights of accomplishments include actions taken by Islands Trust Council:

- Continued development of a new draft of the Policy Statement and gave it first reading
- Endorsed the Housing Strategic Action Plan
- Adopted Bylaw Compliance and Enforcement Policy 5.5.1 and Best Practices Manual
- Endorsed a draft Indigenous Relations Action Plan 2026–2028
- Endorsed the recommendations of the Chief Administrative Officer's operational review
- Met with San Juan County to discuss the impact of the FIFA World Cup on local tourism and the economy, Anacortes to Sidney ferry services, and establishing an informal working group focused on advocacy about oil spill response in the Salish Sea
- Approved additional funding to enhance trustee access to mental health benefits

The following received financial assistance for their application fees:

- A rezoning application on Salt Spring Island to allow for the development of up to 50 affordable housing units, general offices, and a child day care centre to the amount of $4,882
- A rezoning application on Denman Island to the amount of $1,592 to permit the development of eight units of affordable housing
- A Natural Area Protection Tax Exemption Program (NAPTEP) application that would allow for the donation of a covenant on approximately 1 ha on Salt Spring Island, to the amount of $450
- A Temporary Use Permit application on Mayne Island to the amount of $2,282 to permit hosting a festival that includes a range of small-scale community workshops, group activities, and a music event

Reconciliation and Relationship Building

From shore to shore across the Salish Sea, First Nations have lived in and governed these lands and waters since time immemorial. Their village sites, harvesting areas, and

cultural practices reflect deep relationships with place, grounded in responsibility, stewardship, and their own laws and governance systems.

On March 14, 2019, Islands Trust Council passed a Reconciliation Declaration on Gabriola Island, committing to advancing reconciliation with humility and respect. This work is ongoing and requires moving beyond statements towards meaningful actions.

2025/26 Key Highlights:

In June 2025, SMOǴEŦET Chief Abraham Pelkey welcomed members of Islands Trust Council to Tsawout territory on Salt Spring Island and shared the Paddle Welcome Song. Jared "Qwustenuxun" Williams, Indigenous Foods Educator, gave a presentation on traditional foods, traditional medicine, and the role of policy in their protection.

In September 2025, Snuneymuxw Elder Geraldine Manson, C'tasi:a welcomed members of Islands Trust Council to Snuneymuxw territory on Gabriola Island and called on attendees to embrace life, the environment, and the citizens they represent. During this meeting, trustees also heard from Douglas S. White, Kwul'a'sul'tun, special counsel to the Premier on Indigenous Reconciliation, who spoke about building respectful relationships with First Nations. Kwul'a'sul'tun spoke extensively about Aboriginal and constitutional law, referencing landmark court cases and highlighted the challenges that can arise when matters are resolved through the courts rather than negotiated agreements, while emphasizing opportunities to develop collaborative pilot projects with First Nations in areas of common interests and concerns.

In December 2025, Esquimalt Nation Councillor Sherry Thomas introduced herself, welcomed attendees to the territories of the lək^{w}əŋən people, and thanked members of Islands Trust Council for working together to care for the lands.

At the March 2026 Islands Trust Council meeting on Cowichan Tribes' territory, Islands Trust Council was welcomed by Cowichan Tribes Chief Sulsulxumaat Cindy Daniels and Council member Lox'e Chris Alphonse. As part of the meeting opening, Chair Patrick noted that in February 2026 Cowichan Valley leaders had issued a joint statement condemning rising anti-Indigenous racism, and that Islands Trust Council shares in that condemnation. All trustees and staff stood to signal their support for Indigenous Peoples and Cowichan Valley leaders, recognizing that the well-being of communities depends on standing together as people and neighbours who respect, support, and care for one another.

1. Engagement and Collaboration on Projects

In 2025/26, Islands Trust supported participation of First Nations in several planning initiatives, including:

- Denman Island Local Trust Committee (LTC) Housing Review
- Hornby Island LTC Official Community Plan (OCP) and Land Use Bylaw (LUB) Review
- Gabriola Island LTC OCP and LUB Review

- Gambier Island OCP and LUB Targeted Amendments
- Islands Trust Policy Statement Amendment Project
- Islands Trust Conservancy 2028-2032 Plan development
- Galiano Island LTC partnered with Penelakut Tribes to explore opportunities for land transfer as part of rezoning and subdivision processes

This work reflects a shift toward earlier and more meaningful engagement, recognizing that First Nations have inherent rights and responsibilities within their territories. In some instances, capacity funding was provided to support participation.

2. Relationship Building and Agreement Development

In 2025/26, Islands Trust worked on agreements, including:

- Islands Trust Council, Tseycum First Nation, and Tsartlip First Nation initiated work through the W̱SÁNEĆ Leadership Council to develop an agreement supporting government-to-government dialogue
- Work continued toward finalizing an agreement between Snaw-naw-as First Nation and Islands Trust Council

In June, 2025, Islands Trust and Tsawout First Nation participated in a feast, which included elected officials and staff, created space for cultural protocol, leadership dialogue, and relationship building.

3. Building Capacity for Respectful Engagement

Islands Trust trustees and staff participated in cultural safety training focused on understanding Indigenous rights, histories, and the ongoing impacts of colonial policies, including Indigenous-specific racism. Delivered in a cohort model, the training supported deeper reflection and practical skill-building. It strengthened the organization's ability to engage respectfully with Indigenous Governing Bodies and to navigate complex conversations related to land use and rights.

Following this training, the Islands Trust Executive Committee approved a revised meeting decorum statement and public meeting materials affirming zero tolerance for anti-Indigenous racism and reinforcing a commitment to cultural safety and respectful dialogue.

In January 2026, Stephanie Atleo, Director of Governance, Cowichan Tribes, presented at a joint meeting of the Executive Committee and Islands Trust Conservancy Board. Her presentation highlighted key principles of collaborative governance, including shared decision-making, building trust, honesty and transparency between parties, and ensuring decision-makers are actively involved. It emphasized the importance of defining roles through agreements and protocols, consulting relevant stakeholders, exploring co-management models, and fostering respectful communication, citing the

Indigenous Management Board protocol agreement as a positive example of multi-partner collaboration.

4. **Strengthening Organizational Commitment**

In response to the Islands Trust 2025 Operational Review, Islands Trust Council approved new resources to support this work, including:

- A full-time Manager of Indigenous Relations
- A part-time Indigenous Relations Advisor for Islands Trust Conservancy

In March 2026, Islands Trust Council received a draft Indigenous Relations Action Plan and endorsed it for further internal engagement.

There is a continued shift toward embedding responsibility for Indigenous relations across the organization, rather than within a single role or department.

2025/26 Advocacy

Islands Trust Council's advocacy program is guided by the Islands Trust Policy Statement, which states: *to achieve its Object, Islands Trust must be an educator, co-ordinator, and initiator, guiding individuals, organizations, and other agencies in support of the Object. While Islands Trust can provide the necessary leadership, responsibility for stewardship of the Trust Area rests with many. Individuals, other government agencies, organizations, and the Province itself, all have important roles to play. Cooperative actions are required of other agencies, organizations, and individuals to ensure that activities are carried out in a manner that is sensitive to the needs of Trust Area ecosystems and island communities.*

Advocacy is also guided by the Islands Trust Advocacy Policy (Policy 6.10.iii).

In April 2025, Islands Trust trustees participated in joint panels on the legalization of tiny homes as part of the "Rural Housing Approaches" session at the Association of Vancouver Island and Coastal Communities annual convention.

In May, 2025, Islands Trust Council Chair Laura Patrick responded to the Honourable Ravi Kahlon, then Minister of Housing and Municipal Affairs, regarding his response to the Islands Trust Council's request for a review of the Islands Trust mandate, governance and structure.

In July 2025, the Chair responded to a letter from Mayor Leonard and the Bowen Island Municipal Council to thank them for their request that Islands Trust convene a meeting with ferry authorities, small communities, and elected officials to explore solutions to ferry-related issues. Also in July, the Chair wrote to the Honourable Ravi Kahlon, then

Minister of Housing and Municipal Affairs, to convey Islands Trust Council's support for the North Salt Spring Waterworks District's (NSSWD) request that the Province empower local trust committees and the NSSWD with the regulatory tools necessary to ensure new water connections are allocated where they are needed most in island communities. The Chair also wrote to the Ministry of Tourism, Arts, Culture and Sport to support the official recognition of the proposed Smí7mant Áyalhk̲w and X̲éla7an place names for beaches on Bowen Island.

In August 2025, the Chair wrote to the BC Environmental Assessment Office requesting an extension to the comment deadline on the proposed amendment by Woodfibre LNG General Partner Inc. to its Environmental Assessment Certificate.

At the September 2025 Union of British Columbia Municipalities Convention, Executive Committee members participated in 13 sessions on a variety of topics. Vice-Chair Elliott also co-led a panel presentation at the Convention, titled "Tiny Homes as Rural Housing Solutions," which presented findings from a joint technical group in collaboration with the Regional District of Nanaimo and other elected leaders. Executive Committee members and Islands Trust staff met with staff from the Ministry of Housing and Municipal Affairs, and BC Housing, to discuss Tiny Homes on Wheels, housing needs assessments, and island and rural housing needs. Executive Committee members and staff also met with the Minister, and ministry staff, from Ministry of Water, Lands and Resource Stewardship to discuss Crown land agreements between the Province and Islands Trust, and potential co-governance opportunities. In addition, Executive Committee members and staff met with BC Assessment to discuss property assessments and access to insurance.

In November, 2025, the Chair wrote to the Heritage Branch of the Ministry of Tourism, Arts, Culture, and Sport to provide feedback on potential modernizations to the *Heritage Conservation Act*.

In December, 2025, the Chair wrote to the Honourable Christine Boyle, Minister of Housing and Municipal Affairs, regarding housing on Salt Spring Island, and to thank her for visiting the Island. The Minister had visited Salt Spring Island to meet with the Chair, representing Salt Spring Island as a local trustee, other local government partners, and community members working towards improved housing solutions. Also in December, the Chair wrote to the Select Standing Committee on Private Bills and Private Members' Bills to request that Islands Trust be excluded from Bill M216-2025.

In March, 2026, the Chair signed the Joint Call: BC must recommit to meaningful implementation of the UN Declaration on the Rights of Indigenous People and the *Declaration on the Rights of Indigenous Peoples Act*, led by West Coast Environmental Law, on behalf of Island Trust Council.

Local trust committees also sent advocacy letters on a range of topics. All advocacy letters are available on the Islands Trust website.

Climate Action

Islands Trust and Islands Trust Conservancy have been working to mitigate climate change and the impacts on oceans and shorelines, forests and wetlands, and island communities, through a number of initiatives and programs.

The Islands Trust Conservancy continues to protect mature and maturing forests, wetlands, and habitat transition zones which help store carbon and are vital to maintaining ecosystem health through land acquisitions and covenants.

Islands Trust continues to apply a climate action lens to land use planning in a variety of ways. This includes proposed updates to the Islands Trust Policy Statement that, if applied, would promote consideration of planning and land use management strategies, and nature-based solutions, to minimize greenhouse gas emissions, and adapt to climate change-related vulnerabilities.

Islands Trust began collaborating with the Sunshine Coast Regional District on its Coastal Flood Mapping Project in 2024. The project aims to support land-use planning, enhance infrastructure resilience, and provide interactive mapping tools to identify areas vulnerable to sea-level rise and storm surges. In 2025, Islands Trust contributed policy and mapping data, technical review, and public engagement and communications support. The project was completed in December 2025, culminating in a report to the Sunshine Coast Regional District Board.

Potential next steps include incorporating additional data layers and expanding mapping tools. Future collaboration with the Sunshine Coast Regional District and its member local governments may focus on implementing planning tools and policies, as well as improving consistency across the district.

All land use planning staff reports include sections on climate change adaptation and mitigation, and staff recommendations are based on best practices for mitigating and adapting to climate change.

Delegations and Presentations to Islands Trust Council in 2025/26

Members of the public are encouraged to make delegation presentations and participate in public comment sessions at each quarterly meeting of Islands Trust Council to promote dialogue between islanders and trustees.

June 2025 - Quarter 1, Islands Trust Council convened at the Harbour House Hotel on Salt Spring Island, B.C.

Islands Trust Council invited Jared "Qwustenuxun" Williams, Indigenous Foods Educator, to present on traditional foods, traditional medicine, traditional concept of ownership of land related to rights to harvesting areas and sharing of collective spaces, and highlighted the need to create opportunities to revitalize the traditional food sources of the land.

Rob Botterell, MLA for Saanich North and the Islands, and BC Green Party House Leader, presented his perspective on the future of the Islands Trust to Islands Trust Council.

A delegation representing Salt Spring Solutions spoke to community engagement methods.

A delegation representing the Friends of the Gulf Islands Society presented a petition supporting their position on the Islands Trust Policy Statement.

Members of the public addressed Islands Trust Council on a variety of topics including:

- Challenges to accessing safe and secure housing
- Balancing the environment with community needs
- Building consensus
- Development permit processes

July 2025 – Islands Trust Council Special Meeting (virtual)

No speakers were invited to present to Islands Trust Council.

There were no delegations to Islands Trust Council.

Members of the public addressed Islands Trust Council on a variety of topics including:

- The draft Islands Trust Policy Statement
- Balancing the environment with community needs

September 2025 – Quarter 2, Islands Trust Council convened at The Haven on Gabriola Island, B.C.

Islands Trust Council invited Douglas S. White, (Kwul'a'sul'tun), special counsel to Premier David Eby on Indigenous Reconciliation, former Chief of Snuneymuxw First Nation, and past Chair of the BC First Nations Justice Council to speak about the opportunity for Islands Trust to move beyond past patterns of exclusion and support

shared goals through partnership with First Nations, advancing reconciliation and long-term relationship building. He encouraged Council to use existing statutory tools, including the *United Nations Declaration on the Rights of Indigenous Peoples* and the provincial *Declaration on the Rights of Indigenous Peoples Act*, as frameworks for reconciliation. He also urged the renewal of existing Protocol Agreements and the development of new agreements with First Nations within the Islands Trust Area to support meaningful partnerships.

There were no delegations to Islands Trust Council.

A member of the public addressed Islands Trust Council on:

- The draft Islands Trust Policy Statement

December 2025 – Quarter 3, Islands Trust Council convened at the Hotel Grand Pacific in Victoria, B.C.

Islands Trust Council invited Hannah Rabinovitch, Director of the BC Housing Policy Branch, to present on opting-in to the principal residence requirements of the *Short-Term Rental Act*.

A delegation representing the Friends of the Gulf Islands Society presented on growth limits, floor area ratios, and growth in the Islands Trust Area.

Members of the public addressed Islands Trust Council on a variety of topics including:

- In-person and virtual meetings
- Floor area ratios
- The draft Islands Trust Policy Statement
- Public engagement on the Islands Trust draft Policy Statement

Outside the Islands Trust Council meeting, Brodie Guy of the Island Coastal Economic Trust spoke to trustees about their project to have an independent review which resulted in recommendations to the Province of BC for co-governance with First Nations.

March 2026 – Quarter 4, Islands Trust Council convened at the Khowutzun Heritage Centre, Comeakin Hall in Duncan, B.C.

Islands Trust Council invited Patricia Woodruff, Planning Services Biologist, to present an overview of work completed during the grant term at Islands Trust, and Erica Wheeler, Species at Risk Program Coordinator with the Islands Trust Conservancy, to summarize ongoing species at risk program activities. These include documenting

species at risk, advancing habitat restoration and enhancement initiatives, delivering educational outreach, and strengthening collaborative partnerships.

A delegation representing Transition Salt Spring presented their recommendations to strengthen the draft Islands Trust Policy Statement.

Members of the public addressed Islands Trust Council on a variety of topics including:

- Bylaw 206 Public Notification Bylaw
- The Islands Trust budget
- The draft Islands Trust Policy Statement
- Public engagement on the Islands Trust draft Policy Statement
- Islands Trust Council application fee sponsorship
- Reconciliation

Policy Statement Amendment Process

In 2019, Islands Trust launched the Policy Statement Amendment Project (Islands 2050) to update the Islands Trust Policy Statement to adapt to current and future challenges and opportunities, and to reflect its commitments related to Reconciliation with Indigenous Peoples, climate change, and affordable housing. To date, the Policy Statement Amendment Project has involved four rounds of public engagement, four rounds of engagement with Indigenous Governing Bodies, as well as engagement with other partner agencies.

The Islands Trust Policy Statement sets out the principles and policies that Islands Trust Council uses to carry out its special mandate from the Government of British Columbia to preserve and protect the unique amenities and environment of the Islands Trust Area, as required by the *Islands Trust Act*. The Policy Statement shapes land and marine use planning across the Islands Trust Area by guiding the development of local official community plans and regulatory bylaws, as well as Islands Trust Council's intergovernmental collaboration, advocacy and strategic planning.

The Islands 2050 Policy Statement Amendment Project continued to be a priority for Islands Trust Council in 2025/26. In July 2025, following a year of Trust Programs Committee and Committee of the Whole meetings, Islands Trust Council gave first reading to a revised draft of the Policy Statement. Phase 4 of public engagement on the project was launched shortly thereafter and included a mail-out to all residential addresses in the Islands Trust Area; a survey available online and in hard copy that received 1,889 responses; an online Policy Statement webinar; and additional opportunities to provide feedback by email and phone. Additionally, individual local trust committees each hosted their own engagement events to gauge local sentiment about the proposed draft. The draft Policy Statement was also referred to Indigenous

Governing Bodies and other government agencies for their review and comment. The results from Phase 4 of public engagement and agency referrals will inform Islands Trust Council's next steps on the Policy Statement Amendment Project.

Throughout the year, Islands Trust continued to respond to questions from the public about the project, and update the project webpage with important information and background materials.

Visit the Islands 2050 page on our website for more details.

Islands Trust Council Committees

Executive Committee

The Executive Committee (EC) members include the Chair of Islands Trust Council and three Vice-Chairs, elected by Islands Trust Council from among its members. In addition to individual members serving as the chairs of local trust committees, the committee oversees external communications for Islands Trust, liaises with the provincial government, coordinates policy reviews, coordinates strategic planning and monitors implementation, facilitates development of agreements, liaises with the Islands Trust Conservancy Board, and conducts other functions as directed by Islands Trust Council.

The Executive Committee carries out the daily business of Islands Trust, reviews the bylaws of local trust committees and Bowen Island Municipality Official Community Plan Bylaw to ensure compliance with the Islands Trust object and the Islands Trust Policy Statement, and acts as a local trust committee for the Ballenas-Winchelsea Island Local Trust Area.

Members serving in 2025/26

Laura Patrick, Salt Spring Island Local Trust Area Trustee (Chair, March 2025)
Peter Luckham, Thetis Island Local Trust Area Trustee (Chair, 2022 – March 2025)
Tobi Elliott, Gabriola Island Local Trust Area Trustee (Vice-Chair)
David Maude, Mayne Island Local Trust Area Trustee (Vice-Chair)
Tim Peterson, Lasqueti Island Local Trust Area Trustee (Vice-Chair)

Bylaws Approved by Executive Committee

Before a local trust committee can adopt a bylaw, the Executive Committee must approve it by deciding that it is not contrary to, or at variance with, the Islands Trust Policy Statement. Before Bowen Island Municipal Council adopts a Bowen Island Municipality Official Community Plan Bylaw or makes amendments, the Executive Committee must approve the bylaw by deciding that it is not contrary to, or at variance with, the Islands Trust Policy Statement. Under the Letters Patent for Bowen Island, the Executive Committee also comments on other bylaws that reference a matter included

in the Islands Trust Policy Statement. In 2025/26, the Executive Committee approved 55 bylaws, nine of which were for Bowen Island Municipality.

Liaison Meetings

An Islands Trust Conservancy and Executive Committee liaison meeting was held April 23, 2025, where the Coastal Douglas-fir Conservation Partnership workshop on funding strategies for private land conservation and promoting Islands Trust and Islands Trust Conservancy in island communities was discussed.

On April 30, 2025, two members of the Executive Committee attended a Bowen Island Municipal Council meeting to discuss matters of mutual interest, and had the opportunity to tour the new Bowen Island Community Centre and visit protected areas at Cape Roger Curtis.

At the 2025 Union of British Columbia Municipalities Convention, Executive Committee members met with the Minister of Water, Lands and Resource Stewardship to discuss updating and consolidating Crown land agreements, with the aim of building a shared understanding of each other's mandates, improving cooperation, and advancing reconciliation with First Nations. In addition, during the Convention, Executive Committee members met with staff from the following Ministries and provincial agencies:

- Ministry of Housing and Municipal Affairs - to discuss regulation of tiny homes on wheels, the housing needs assessment methodology and the housing needs of island and rural communities
- BC Assessment – to discuss understanding the process of assessing property values on the islands, particularly in relation to hazards such as a wildfire, and how this impacts the ability to insure some properties in the region

On November 26, 2025, Islands Trust Council Chair, Laura Patrick, met with the Honourable Christine Boyle, Minister of Housing and Municipal Affairs at the Legislature when the Islands Trust Annual Report was presented by the Minister.

(insert photo here: Islands Trust Chair Laura Patrick and the Hon. Christine Boyle, Minister of Housing and Municipal Affairs)

Accessibility Committee

Role

The Accessibility Committee, established under the *Accessible British Columbia Act*, supports Islands Trust by identifying barriers experienced by people who interact with the organization, and by advising on ways to remove and prevent those barriers. Through its diverse membership and lived experience perspectives, the committee

helps guide Islands Trust in strengthening accessibility across its public-facing services, policies, and environments.

Members

The Accessibility Committee is comprised of individuals, including trustees, who have been appointed by Islands Trust Council following an expression-of-interest process.

Members serving in 2025/26

Lisa Gauvreau, Galiano Island Local Trust Area Trustee, (Chair)

Lisa Nissinen, Islands Trust Area resident, (Vice-Chair)

Barb Aust, Islands Trust Area resident, (appointed March, 2026)

Michael Bean, Islands Trust Area resident, (appointed March, 2026)

Theresa Burley, Islands Trust Area resident

Marjorie Gang, Islands Trust Area resident, (resigned September, 2025)

Seth Gustafsson, Islands Trust Area resident, (appointed March, 2026)

Christopher Jason, Islands Trust Area resident, (appointed March, 2026)

David Maude, Mayne Island Local Trust Area Trustee, Executive Committee Representative (appointed September, 2025)

Deborah Scott, Islands Trust Area resident, (appointed March, 2026)

Sidra Treall, Islands Trust Area resident, (resigned April, 2025)

Riley Vardy, Islands Trust Area resident, (appointed March, 2026)

Laura Patrick, Salt Spring Island Local Trust Area Trustee, (Ex Officio)

and Islands Trust Council Chair

2025/26 Highlights

In 2025/26, the Accessibility Committee advanced initiatives to improve accessibility across Islands Trust. The Committee secured a $25,000 Local Community Accessibility Grant from the Social Planning and Research Council of B.C., which supported accessibility upgrades at the new Salt Spring Island office. Renovations focused on removing physical barriers for people visiting the space, including the installation of an accessible, gender-neutral washroom and an accessible front counter for public service.

The grant also enabled Islands Trust to implement recommendations from a previous accessibility audit of the Islands Trust website. As part of these website improvements,

Islands Trust implemented a series of technical updates that enhance usability for people who rely on screen readers, keyboard navigation, and other assistive technologies. These updates ensured that images and links include meaningful descriptions for users with visual impairments, improved the clarity and structure of headings and labels, strengthened the site's underlying code to make content easier for assistive technologies to interpret, and reduced navigation related barriers.

To strengthen representation and broaden community perspectives, Islands Trust undertook a recruitment process for new committee members, resulting in the appointment of six individuals. The Committee also provided an opportunity for the public to share feedback on accessibility issues across the Islands Trust Area, creating a channel for community input during the reporting period.

Chief Administrative Officer Performance Evaluation Policy Committee

In September 2024, Islands Trust Council established the Chief Administrative Officer Performance Evaluation Policy Committee (CAOPEPC). This committee, made up of the Executive Committee members and the chairs of the Financial Planning, Regional Planning, Trust Programs, and Governance Committees, was tasked with developing a policy for the performance evaluation of the Islands Trust Chief Administrative Officer.

In May, 2025, the Chief Administrative Officer Performance Evaluation Policy Committee forwarded a draft Policy 2.5.1 "Chief Administrative Officer Performance Evaluation" to Islands Trust Council which subsequently adopted that policy in June, 2025.

Regional Planning Committee

Role

The Regional Planning Committee (RPC) provides policy and planning advice to Trust Council by identifying and reporting on emerging issues related to the committee's areas of responsibility: development management, community planning, and sustainable community. The committee also develops guidelines, policies, and models for use by staff and local trust committees.

Members serving in 2025/26

Mairead Boland, Saturna Island Local Trustee (RPC Chair)

Sam Borthwick, Denman Island Local Trustee (Vice-Chair)

Aaron Campbell, North Pender Island Local Trustee

David Graham, Denman Island Local Trustee

Tobi Elliott, Gabriola Island Local Trustee, Executive Committee Representative

Laura Patrick, Salt Spring Island Local Trustee, Chair Trust Council, Ex-Officio Member

2025/26 Highlights

In the 2025/26 fiscal year, the Regional Planning Committee (RPC) completed the activities related to the following Islands Trust Strategic Plan items:

Bylaw Compliance and Enforcement Policy Review

- Extensively reviewed and endorsed revisions to Bylaw Compliance and Enforcement policies and procedures including:
    - Islands Trust Council Bylaw Compliance and Enforcement Policy 5.5.1
    - Islands Trust Bylaw Compliance & Enforcement Best Practices Manual
    - Implementation plan

Housing Strategy Action Plan

- Revised the Housing Options Toolkit
- Revised the Housing Strategic Action Plan
- Completed an Engagement Framework template
- Completed creation of a housing-related definition for model Land Use Bylaws
- Received the Tiny Homes on Wheels Enablement Project final report and AVICC presentation materials
- Received the Islands Trust Housing Needs Reports

Protection of Ecosystem Health in All Land Use Planning Decisions

- Received two presentations from a Registered Biologist funded through an Environment and Climate Change Canada (ECCC) grant to support species-at-risk recovery by strengthening the integration of biological information into Islands Trust decision-making and projects

Fresh Water Sustainability Strategy

- Advanced the Freshwater Sustainability Strategy (FWSS) through various local trust committee (LTC) major projects amending respective Official Community Plans and Land Use Bylaws including:
    - Development of a Freshwater Footprint methodology for the Gabriola Island LTC
    - Development of watershed resiliency mapping for the Gabriola; Denman; and Mayne Island LTCs
- Received a demonstration of an online Freshwater Atlas

During this period, the Committee also reviewed Minor Project Criteria in order to advise Islands Trust Council on the provision and allocation of resources to deliver planning services.

Trust Programs Committee

Role

The Trust Programs Committee provides policy advice to Islands Trust Council on Islands Trust Area-wide issues related to the committee's areas of responsibility including: resource management; land conservation; water management; marine environment; sustainable communities; conservation strategy; and public awareness and education,;and to propose amendments to the Islands Trust Policy Statement.

Members serving in 2025/26

Kristina Evans, South Pender Island Local Trust Area Trustee (Chair)

Tim Peterson, Lasqueti Island Local Trust Area Trustee (Vice-Chair and Executive Committee Representative)

Alex Allen, Hornby Island Local Trust Area Trustee (resigned April, 2025)

Tobi Elliott, Gabriola Island Local Trust Area Trustee (March – August, 2025*)

Sue Ellen Fast, Bowen Island Municipal Trustee (appointed October, 2022)

Lisa Gauvreau, Galiano Island Local Trust Area Trustee (appointed March, 2025)

David Graham, Denman Island Local Trust Area Trustee (appointed March, 2025)

Jamie Harris, Salt Spring Island Local Trust Area Trustee (March – August, 2025*)

David Maude, Mayne Island Local Trust Area Trustee (March – August, 2025*)

Deb Morrison, North Pender Local Trust Area (March – August, 2025*)

Laura Patrick, Salt Spring Island Local Trust Area Trustee (Ex Officio Member and Islands Trust Chair)

Susan Yates, Gabriola Island Local Trust Area Trustee (appointed March, 2025)

**The Islands Trust Chair appointed additional members to the Trust Programs Committee to participate in meetings dedicated to the Policy Statement Amendment Project. These appointments were intended to be temporary.*

2025/26 Highlights

Trust Programs Committee (TPC) met five times in 2025/26. The Committee's primary focus during this year was to implement stewardship education programs.

Once again, as part of Trust Council's Secretariat Services Program, the committee approved secretariat services to the following coordination groups:

- $1,800 to support the coordination of the Rural Island Economic Partnership

- $2,500 to support the coordination of the Baynes Sound Lambert Channel Ecosystem Forum
- $3,000 to support the coordination of the Coastal Douglas-fir Conservation Partnership
- $4,000 to support the coordination of the Átl'ka7tsem/Howe Sound Community Forum
- $3,000 to support the coordination of the Southern Gulf Islands Forum
- $125 to support the Association of Vancouver Island and Coastal Communities Climate Leadership Steering Committee

The Committee also supported distribution of a "Living in the Trust Area" information package, which was mailed to 981 new property owners across the Islands Trust Area. The package included a letter from Chair Laura Patrick, Islands Trust brochures, stewardship tips booklets, groundwater conservation brochures, as well as localized government service contact lists.

Furthermore, the Trust Programs Committee instructed staff to host five webinars:

1. The Xwe'etay/Lasqueti Archaeology Project: Protecting and Honouring Indigenous Heritage through Archaeology, Policy, and Planning webinar presented findings about the rich archaeological history and development patterns on Xwe'etay/Lasqueti Island, discussed the intersection of land use planning with Indigenous archaeological heritage conservation, presented information on Indigenous heritage policy, and outlined pathways forward for better understanding settler values and concerns regarding Indigenous archaeological heritage protection.

2. The Species at Risk on Your Property & How to Become a Habitat Steward session introduced Islands Trust Area residents to species at risk they might find in their backyards and community, and explained how they can become habitat stewards for the benefit of biodiversity, and especially for species at risk.

3. The Protecting the Shoreline: A Shared Responsibility webinar presented the Green Shores® program, which was designed to help waterfront landholders restore natural shorelines using science-based tools and best practices to minimize the impacts of new development. It presented new data from the shoreline hardening mapping initiative led by the Pacific Salmon Foundation and a firsthand account of the work the Malahat Nation is doing to restore clam gardens in Malahat territory.

4. The Climate Adaptation: Rain Gardens & Other Nature-Based Solutions You Can Use session featured practical steps residents can take to mitigate the impacts of climate change on their homes and communities. From rain gardens to swales and native plant gardens, this session explored the many options landholders

can take to mitigate flooding, promote biodiversity, and live more sustainably.

5. The Working towards a Fallow Deer Strategy for the Southern Gulf Islands webinar explored the devastating impact fallow deer are having on the 500 native plant species that live on SḴ₮AḴ/Mayne Island, as well as on residents' ability to grow food on the island. Presenters shared their insights on what a long-term fallow deer management strategy could look like for the Southern Gulf Islands.

All webinars are recorded and available to view on the Stewardship Education page of the Islands Trust website.

Financial Planning Committee

The Financial Planning Committee (FPC) is responsible for facilitating Islands Trust Council's involvement in the annual budget process. This work includes aligning the annual strategic planning process with the annual budget process, and monitoring, reviewing, and making recommendations to Islands Trust Council on the organization's financial management, budget, and financial practices. The FPC also provides advice to the Islands Trust Conservancy Board on financial services and provides support as needed. The Audit Committee is a sub-committee of FPC that reviews audit reports and related recommendations.

Members

The FPC consists of up to 11 trustees from across the Islands Trust Area:

- The chairs (unless otherwise delegated) from the Trust Programs Committee, the Regional Planning Committee and the Governance Committee
- The four members of the Executive Committee
- One member from the Islands Trust Conservancy Board
- Three other trustees

Members serving in 2025/26

Sue Ellen Fast**, Bowen Island Municipality Trustee (FPC Chair)

Mairead Boland**, Saturna Island Local Trust Area Trustee, and Regional Planning Committee designate (Vice-Chair)

Alex Allen, Hornby Island Local Trust Area Trustee, Trust Programs Committee designate (resigned from the Committee as of May, 2025)

Tobi Elliott, Gabriola Island Local Trust Area Trustee, Executive Committee representative

Judith Gedye**, Bowen Island Local Trust Area Trustee, Governance Committee representative

David Graham**, Denman Island Local Trust Area Trustee

David Maude, Mayne Island Local Trust Area Trustee, Executive Committee representative

Tim Peterson, Lasqueti Island Local Trust Area Trustee, Executive Committee representative, and Trust Programs Committee designate as of May, 2025

Laura Patrick, Salt Spring Island Local Trust Area Trustee, Executive Committee representative

Susan Yates**, Gabriola Island Local Trust Area Trustee, Islands Trust Conservancy Board representative

*** indicates a member of the Audit Committee as of March 31, 2026.*

The Annual Audit Committee is a sub-committee of the FPC and generally includes all members except the four Executive Committee members. The Annual Audit Committee convenes twice annually, at a minimum, to review the year-end audit work program, the audit findings report, and any management letter recommendations with the external auditors, and to determine follow-up actions if required.

2025/26 Highlights

As part of its ongoing responsibilities, FPC oversaw, through its Annual Audit Committee, the completion of the annual financial statement audit for Islands Trust and Islands Trust Conservancy for the fiscal year ending March 31, 2025. The Annual Audit Committee met with external auditors, KPMG LLP, to review their audit findings reports and initiated planning for the March 31, 2026, financial statement audit. In addition to overseeing this legislated audit of the annual financial statements, FPC also directed and reviewed internally developed allocated financial statements, which provide an estimate of revenue and cost allocations by local trust area.

The FPC facilitated Trust Council's development of the 2026/27 budget. The committee included recommendations on the amount to draw from surplus and reserve funds, the amount of the property tax requisition to Islands Trust Area landowners, and the Bowen Island municipal tax levy based on Islands Trust Council Policy. As part of the budget development process, FPC recommended draft budget reductions totalling $297,500 and reviewed the feasibility of completing all proposed projects in terms of available staff resources.

To inform development of the 2026/27 budget, FPC recommended that Trust Council approve specific budget guidelines early in the budget development cycle. Islands Trust Council approved FPC's recommended guidelines which helped to shape the 2026/27

budget process and development. FPC also directed staff to prepare speaking notes on the budget, to support trustees as they discuss the budget process within communities.

After discussing that past budget consultation results have not often influenced changes to the budget, FPC chose not to undertake a public consultation on the draft 2026/27 budget. The FPC instead oversaw a pre-budget engagement process that asked the public to comment on funding levels for: long-range and current land use planning services; bylaw enforcement services; Trust-area wide programs; the Islands Trust Conservancy, and quarterly Trust Council meetings. The process included a survey that took place from May 1 to June 28, 2025. The survey was completed by 343 members of the public. Results of the survey can be found in the Islands Trust 2026/27 Pre-Budget Survey Report, available on the Islands Trust website.

In an effort to increase public awareness of Islands Trust activities and understanding of Islands Trust financials, FPC once again supported the creation of a tax notice insert that is circulated by the Province of British Columbia to all Islands Trust Area taxpayers with their rural tax notice.

The FPC acknowledged that annual revenue from planning application fees covers a small portion of the actual cost of processing applications, and has recommended that Trust Council undertake work to assess the full cost of processing applications, with potential application fee increases in mind.

The FPC provided quarterly financial reports on actual results, a third quarter financial forecast, and the legislated Statement of Financial Information to the Islands Trust Council for information and approval as part of its cyclical financial monitoring and reporting responsibilities.

Governance Committee

The Governance Committee provides policy advice to Islands Trust Council on Trust-wide issues related to the committee's areas of responsibility including good governance and management approaches and frameworks, and processes to support and evaluate the effectiveness of Islands Trust Council and its committees.

Members

The Governance Committee consists of seven members of Islands Trust Council who have been elected by Islands Trust Council, and two ex-officio members.

Members serving in 2025/26

Judith Gedye, Bowen Island Municipal Trustee (Chair)

Jamie Harris, Salt Spring Island Local Trust Area Trustee (Vice-Chair)

Joe Bernardo, Gambier Island Local Trust Area Trustee

Sam Borthwick, Denman Island Local Trust Area Trustee

Lisa Gauvreau, Galiano Island Local Trust Area Trustee, Islands Trust Conservancy Board member (became a voting member December, 2025)

Lee Middleton, Saturna Island Local Trust Area Trustee (resigned November, 2025)

Laura Patrick, Salt Spring Island Local Trust Area Trustee (Trust Council Chair - ex-officio)

Timothy Peterson, Lasqueti Island Local Trust Area Trustee

Kate-Louise Stamford, Gambier Island Local Trust Area Trustee

2025/26 Highlights

In 2025/26, the Governance Committee continued its broader initiative to modernize Islands Trust Council's policies. The Committee is prioritizing updates to policies that guide the functioning of Islands Trust Council and its committees.

The Governance Committee also reviewed and recommended an amended Secretariat Services Policy to Islands Trust Council to make the link between the program and legislation clearer, retain approval of funding with Islands Trust Council, and establish a method to accept applications, review and allocate the funds that is more manageable for staff, Executive Committee and Islands Trust Council. The Committee's efforts aim to ensure that Islands Trust Council's policies remain current, coherent, and effective in supporting Islands Trust Council's decision-making and oversight roles.

During 2025/26, the Governance Committee initiated a comprehensive review of the Trustee Remuneration Policy, which was carried out by an independent consultant. The consultant examined current remuneration levels, comparator information, and remuneration-setting methodologies appropriate to the Islands Trust's unique governance structure. As part of the review, sitting trustees were surveyed to provide insight into workload, responsibilities, and the practical demands of the role. The consultant's findings informed a series of recommendations that the committee reviewed and refined before recommending them to Islands Trust Council. A new remuneration policy was subsequently approved by Islands Trust Council in March 2026 and is scheduled to take effect on April 1, 2027.

Local Trust Committees and Bowen Island Municipality

Ballenas - Winchelsea Islands (Executive) Local Trust Committee

The Ballenas-Winchelsea Island Local Trust Committee (BW LTC) held no regular business meetings in the 2025/26 fiscal year.

There was no project work undertaken for this period.

From April 1, 2025 to March 31, 2026, the BW LTC received no applications or referrals.

Bowen Island Municipality

Bowen Island has been a member of Islands Trust since its inception in 1974, and is the only municipality within the federation. When Bowen Island residents voted to become a municipality in 1999, it was contingent on remaining part of Islands Trust. As a result, Bowen Island continues to benefit from the “preserve and protect” mandate set out in the *Islands Trust Act*. Two municipal trustees represent Bowen Island on the 26-member Islands Trust Council, which meets quarterly to discuss and act on matters affecting the 450+ islands in the Islands Trust Area. Bowen Island remains a valued part of the federation.

Islands Trust ensures that growth and land use changes are done in a manner that respects the preserve and protect mandate. To uphold the mandate, the Islands Trust Executive Committee reviews all Bowen Island Municipality Official Community Plan (OCP) bylaws and amendments, and may provide comments on non-OCP bylaws that reference matters included in the Islands Trust Policy Statement. During 2025/26, Islands Trust Executive Committee provided referral comments on five Bowen Island official community plan, land use bylaw, and other bylaw amendments.

Bowen Island contributes to the costs of shared Islands Trust services and programs such as educational workshops, advocacy on key issues affecting island communities, ecosystem and groundwater mapping, and support for inter-governmental coordination. Bowen Island also contributes the Islands Trust Conservancy, which conserves 115 special island properties, including Bowen Island’s David Otter, Fairy Fen, and Singing Woods Nature Reserves. Bowen Island Municipality does not contribute to Islands Trust’s land use planning or bylaw enforcement services.

Bowen Island Municipality Councillors Sue Ellen Fast and Judith Gedye are the current Bowen Island Municipality trustees on Islands Trust Council. Bowen Island Municipality produces its own annual report.

Denman Island Local Trust Committee

The Denman Island Local Trust Committee (Denman LTC) held five regular business meetings in the 2025/26 fiscal year, as well as one Community Information Meeting, two special meetings and one public hearing.

Work for this period focused on advancing the Denman LTC priorities related to updating the Official Community Plan (OCP) and Land Use Bylaw (LUB), with particular attention to housing policy and First Nations acknowledgment.

Denman LTC advanced these priorities through the following key project:

- Denman Housing Review Project, which included drafting bylaws and progressing policy and regulatory amendments to address local housing needs. Community engagement was conducted to gather input and guide ongoing development of these policies

From April 1, 2025 to March 31, 2026, the Denman LTC received and considered applications for two development variance permits, three development permits, no liquor and cannabis board referrals, two bylaw amendment applications, and one temporary use permit.

During the same time period staff also reviewed four subdivision referrals.

Another initiative of the Denman LTC for this period was relationship building with the K'omoks First Nation. As part of this process, the Denman LTC reviewed an engagement summary report and began considering the implementation of First Nation recommendations to inform updates to the OCP and LUB.

Gabriola Island Local Trust Committee

The Gabriola Island Local Trust Committee (Gabriola LTC) held eight regular business meetings in the 2025/26 fiscal year, as well as three Community Information Meetings, four special meetings, and two public hearings.

Work for this period focused on advancing the Gabriola Island LTC priorities to:

- Engage with the community and the Snuneymuxw First Nation about key land use topics such as connectivity, environmental protection, cultural heritage, climate change, housing, and economy
- Develop draft policies that reflect community input, in particular related to balancing the housing needs of the island with environmental values
- Move towards freshwater sustainability on Gabriola Island through completion of the Freshwater Footprint Gabriola Case Study report

Gabriola LTC advanced these priorities through the following key project:

- The Gabriola Official Community Plan and Land Use Bylaw Review Project

From April 1, 2025 to March 31, 2026, the Gabriola LTC considered applications for two development variance permits, three development permits, two bylaw amendment applications, and two temporary use permits.

During the same time period staff also reviewed 61 building permit referrals, one crown lease referral, and one subdivision referral.

Galiano Island Local Trust Committee

The Galiano Island Local Trust Committee (GL LTC) held seven regular business meetings in the 2025/26 fiscal year, as well as three Community Information Meetings, one special meeting, and two public hearings.

Work for this period focused on advancing the LTC priority to protect freshwater. The LTC advanced this priority through completing its Freshwater Project to update its groundwater protection development area, updating its Official Community Plan (OCP) policies, and implementing new subdivision servicing regulations.

The GL LTC also initiated a project to review zoning regulations for the smaller islands and water access only areas. Finally, the LTC undertook preliminary work to prepare for an OCP Review.

From April 1, 2025 to March 31, 2026, the LTC adopted the following bylaws:

- Bylaw No. 283, which amended OCP policies and a development permit area for groundwater protection
- Bylaw No. 284, which implemented updated subdivision servicing regulations
- Bylaw No. 298, which repealed the LTC's meeting procedure bylaw to replace it with the Islands Trust Council bylaw
- Bylaw No. 299, which was adopted to provide an alternative means of publishing a public notice

From April 1, 2025 to March 31, 2026, the GL LTC received and considered applications for three development variance permits, four bylaw amendment applications, and two temporary use permits

During the same time period, staff also reviewed 13 building permit referrals, one crown lease referral, four delegated development permits, and one Board of Variance appeal.

Another initiative of the GL LTC for this period was its ongoing relationship building with the Penelakut First Nation.

Gambier Island Local Trust Committee

The Gambier Island Local Trust Committee (GM LTC) held four regular business meetings in the 2025/26 fiscal year, as well as one Community Information Meeting, and one public hearing.

Work for this period focused on advancing the GM LTC priorities to advance Reconciliation and incorporate Squamish First Nation perspectives in planning policy. The LTC reviewed recommendations from Squamish Nation on the Gambier Island Official Community Plan (OCP) and Land Use Bylaw (LUB) and directed planning staff to prepare draft bylaw language to amend the OCP. The amendments will include Squamish Nation language references, land acknowledgment, commitments to Reconciliation and recognize the impacts of existing settlement patterns on First Nations rights and title.

From April 1, 2025 to March 31, 2026, the LTC adopted the following bylaws:

- Bylaw No. 153, which amended the Keats Island OCP to designate nearshore upland and marine areas as a Shoreline Development Permit Area for the purpose of protecting the natural environment, ecosystems and biodiversity, and to protect development from hazardous conditions
- Bylaw No. 154, which amended the Keats Island LUB to include limits to the size and type of structures exempted from the setback from the natural boundary of the sea and updates to the marine structure regulations.

From April 1, 2025 to March 31, 2026, the GM LTC received and considered applications for five development variance permits, and two development permits.

During the same time period, staff also reviewed 12 building permit referrals.

Hornby Island Local Trust Committee

The Hornby Island Local Trust Committee (Hornby LTC) held five regular business meetings in the 2025/26 fiscal year, as well as one Community Information Meeting, and two special meetings, and no public hearings.

Work for this period focused on advancing the Hornby LTC priorities to address short term vacation rentals and housing amendments through the major OCP/LUB Review Project.

From April 1, 2025 to March 31, 2026, the Hornby LTC adopted the following bylaws:

- Bylaw No. 178, which authorized a Housing Agreement in agreement with the Hornby Island Housing Society
- Bylaw No. 175, which amended the Hornby Island LTC Bylaw Notification bylaw

From April 1, 2025 to March 31, 2026, the Hornby LTC received and considered applications for one development variance permit, one development permit, no liquor and cannabis board referrals, one bylaw amendment application, 18 Siting and Use Permits, and one temporary use permit.

During the same time period staff also processed one subdivision referral.

Another initiative of the Hornby LTC for this period was participating in a joint meeting with the Denman LTC and K'omoks First Nation Chief and Council.

Lasqueti Island Local Trust Committee

The Lasqueti Island Local Trust Committee (Lasqueti LTC) held five regular business meetings in the 2025/26 fiscal year, as well as one Community Information Meeting. There were no special meetings or public hearings.

Work for this period focused on advancing the Lasqueti Island LTC priorities to update their Land Use Bylaw, to preserve and protect the Lasqueti Island Local Trust Area and its unique amenities and environment.

Lasqueti LTC advanced these priorities through a project to amend the Lasqueti Island Land Use Bylaw. The proposed bylaw amendment would increase the minimum lot area for subdivision in Subdivision District A from 4 hectares to 4.05 hectares.

From April 1, 2025 to March 31, 2026, the Lasqueti Island LTC considered one bylaw amendment application.

During the same time period staff also reviewed one crown lease referral.

Mayne Island Local Trust Committee

The Mayne Island Local Trust Committee (MA LTC) held six regular business meetings in the 2025/26 fiscal year, three Community Information Meetings, and two public hearings.

Work for this period focused on advancing the MA LTC housing priority. The MA LTC made substantial advancements in its Housing Options project to amend its policies and zoning to facilitate greater opportunities for suites, accessory dwelling units, not-for-profit housing, and other alternative housing approaches.

From April 1, 2025 to March 31, 2026, the MA LTC adopted the following bylaws:

- Bylaw No. 198, which repealed the MA LTC's meeting procedure bylaw to replace it with the Islands Trust Council bylaw
- Bylaw No. 199, which was adopted to provide an alternative means of publishing a public notice

From April 1, 2025 to March 31, 2026, the MA LTC received and considered applications for four development variance permits, two bylaw amendment applications, and three temporary use permits

During the same time period, staff also reviewed 16 building permit referrals, one crown lease referral, and one subdivision.

North Pender Island Local Trust Committee

The North Pender Island Local Trust Committee (NP LTC) held six regular business meetings in the 2025/26 fiscal year, two special meetings, three Community Information Meetings, and two public hearings.

Work for this period focused on advancing the NP LTC priorities of housing and updating its Raptor Nest development permit area. The NP LTC advanced these priorities through completing its Raptor Nest DPA project and by reviewing its policies and zoning to facilitate greater opportunities for suites, accessory dwelling units, not-for-profit housing, and other alternative housing approaches.

From April 1, 2025 to March 31, 2026, the LTC adopted the following bylaws:

- Bylaw No. 230 to update its Bylaw Enforcement Notification Bylaw
- Bylaw No. 238, which repealed the LTC's meeting procedure bylaw to replace it with the Islands Trust Council bylaw
- Bylaw No. 239, which was adopted to provide an alternative means of publishing a public notice

From April 1, 2025 to March 31, 2026, the NP LTC received and considered applications for four development variance permits, six development permits, two bylaw amendment applications, and three temporary use permits.

During the same time period, staff also reviewed 35 building permit referrals and two crown lease referrals.

Salt Spring Island Local Trust Committee

The Salt Spring Island Local Trust Committee (SS LTC) held ten regular business meetings in the 2025/26 fiscal year, as well as three Community Information Meetings, three special meetings, and two public hearings.

Work for this period focused on advancing the SS LTC priorities to diversify housing options on the island and improve relationships with Indigenous Governing Bodies through the ongoing OCP-LUB project, and improve delivery of planning applications.

From April 1, 2025 to March 31, 2026, the SS LTC adopted the following bylaws:

- Bylaw No. 540, which repealed Bylaw No. 447, a Housing Agreement at 548 Rainbow Road to create other opportunities on the site
- Bylaw No. 541, which rezoned 200 Collins Road to the R(f) zone to allow the owners to retain the original dwelling upon construction of a new dwelling
- Bylaw No. 542, which rezoned 101 Bittencourt Road to the R1(c) to allow for the development of multi-unit housing
- Bylaw No. 543, which rezoned 210 and 220 Kanaka Road to the CF3 zone to allow the Capital Regional District to use the site as a public works facility
- Bylaw No. 544 which changed the OCP designation of 248 Upper Ganges Road to the Non-Village Commercial and General Employment land use designation, thereby bringing the property into conformance with the OCP
- Bylaw No. 545, which rezoned 248 Upper Ganges to the GE3(b) zone, bringing the property into conformance with the LUB
- Bylaw No. 549, which rezoned 154 King's Lane to the R13 zone to allow for a development proposal for up to 50 units of affordable housing and a medical clinic

From April 1, 2025 to March 31, 2026, the SS LTC received applications for 18 development variance permits, 19 development permits, nine bylaw amendment applications, and three temporary use permits.

During the same time period staff also reviewed 123 building permit referrals, four crown lease referrals, and four subdivision referrals.

Another initiative of the SS LTC for this period was relationship building with the STÁUTW̱ (Tsawout) First Nation. As part of this process, the Salt Spring LTC trustees and staff participated in a feast to celebrate culture, hear from leadership, and to build relations. Engaging with STÁUTW̱ (Tsawout) First Nation continues with a working group and open communication.

Saturna Island Local Trust Committee

The Saturna Island Local Trust Committee (SA LTC) held three regular business meetings in the 2025/26 fiscal year, and two Community Information Meetings.

Work for this period focused on advancing the SA LTC's housing priority. The SA LTC completed its review of its zoning to facilitate greater opportunities for secondary suites. The SA LTC also modernized and updated its bylaw enforcement policies and governing bylaws through community input.

The SA LTC also worked with Nature Trust of BC and BC Parks Foundation to preserve 163.4 hectares of critical ecosystems on Saturna Island in perpetuity.

From April 1, 2025 to March 31, 2026, the SA LTC adopted the following bylaws:

- Bylaw No. 144, which repealed the LTC's meeting procedure bylaw to replace it with the Islands Trust Council bylaw
- Bylaw No. 145, which was adopted to provide an alternative means of publishing a public notice

From April 1, 2025 to March 31, 2026, the SA LTC received and considered applications for one development variance permit, and one development permit.

During the same time period, staff also reviewed nine building permit referrals.

South Pender Local Trust Committee

The South Pender Island Local Trust Committee (SP LTC) held two regular business meetings in the 2025/26 fiscal year, one Community Information Meeting, two special meetings, and one public hearing.

Work for this period focused on advancing the SP LTC's targeted review of its Land Use Bylaw. The SP LTC has advanced this priority by completing its review of zoning regulations.

From April 1, 2025 to March 31, 2026, the SP LTC adopted the following bylaws:

- Bylaw No. 130, which repealed the LTC's meeting procedure bylaw to replace it with the Islands Trust Council bylaw

From April 1, 2025 to March 31, 2026, the SP LTC received and considered applications for two development variance permits, and two temporary use permits (including one renewal).

During the same time period, staff also reviewed seven building permit referrals.

Thetis Island Local Trust Committee

The Thetis Island Local Trust Committee (Thetis LTC) held four regular business meetings in the 2025/26 fiscal year, as well as 1 Community Information Meeting, no special meetings and no public hearings.

Work for this period focused on advancing the Thetis LTC priorities to amend its Land Use Bylaw to update rainwater storage requirements for new developments, and key site regulations and a definition for derelict vehicles.

From April 1, 2025 to March 31, 2026, the Thetis LTC received and considered applications for 1 development variance permit, no development permits, no liquor and cannabis board referrals, no bylaw amendment applications, and no temporary use

permits. During the same time period staff also reviewed three building permit referrals, no crown lease referrals, and no subdivision referrals.

Legislative Services – Administrative Fairness and Freedom of Information

The Director of Legislative and Information Services is responsible for the planning, coordination, and control of various functions necessary to carry out the legislative obligations of Islands Trust's 15 corporate bodies.

Legislative Services delivers services to Islands Trust bodies, staff, and the public by providing advice, support, and recommendations on statutory, procedural, or privacy matters. As part of this service, the Director acts as Corporate Records Manager, Freedom of Information and Protection of Privacy Head, and coordinates elections and by-elections. Legislative Services also oversees the orientation of elected officials and staff training regarding legislative and administrative matters, such as freedom of information and protection of privacy, minute-taking guidelines, and email and records management.

Islands Trust policy requires the reporting of the number of administrative fairness complaints received each year. There were five complaints received during the 2025/26 fiscal period.

During this same fiscal year, Islands Trust received 38 requests for records under the *Freedom of Information and Protection of Privacy Act*. This included 16 from the Salt Spring Island Local Trust Area, 10 from the Lasqueti Island Local Trust Area, three each from the Gabriola Island and the Mayne Island Local Trust Areas, two each from the Saturna Island and Thetis Island Local Trust Areas, and one each from the Hornby Island and North Pender Island Local Trust Areas.

Bylaw Compliance and Enforcement

The Islands Trust Bylaw Compliance and Enforcement team processed 177 new files for 2025, and closed 106 files. With 672 files open at the end of 2025, there remained a high volume of work.

Several local trust areas have authorized proactive enforcement against unlawful rentals that limit the availability of housing supply. This proactive enforcement continued to dominate the workload.

Trust Council approved updated bylaw compliance and enforcement policies and procedures, including Bylaw Compliance and Enforcement Policy 5.5.1 and a Bylaw Compliance & Enforcement Best Practices Manual. These updates align Islands Trust Council policy with recommendations from a 2023 report from the Office of the

Ombudsperson and include the development of a plain-language guide to help the public better understand bylaw requirements and the enforcement process.

The Bylaw Compliance and Enforcement team received increased complaints related to the placement of mooring buoys by non-residents, as well as the use of vessels as long-term residences, commonly referred to as liveaboards, which is not a permitted use under current regulations. The waters of the Trust Area include numerous environmentally sensitive areas, and concerns have been raised regarding the management and disposal of waste from the many vessels used as long-term residences.

Islands Trust Conservancy Annual Report

Reconciliation Declaration

Islands Trust Conservancy acknowledges that the lands and waters that encompass the Salish Sea have been home to Indigenous Peoples since time immemorial. We recognize that we are all intertwined in the ecosystems that are the lands, waters, culture, and ecology that embody this place.

Islands Trust Conservancy will strive to create opportunities for knowledge-sharing, understanding, and collaboration as people come together to preserve and protect the special nature of the islands in the Salish Sea.

Islands Trust Conservancy is committed to the protection and preservation of this place through processes that respect and honour Reconciliation and mutually respectful relationships with Coast Salish Indigenous Peoples. We express our recognition for the past, present, and future stewardship and knowledge that has been shared by Indigenous Peoples and are humbled and grateful.

About the Islands Trust Conservancy

The Islands Trust Conservancy was established by the Government of British Columbia in 1990 as the conservation arm of Islands Trust. For the purposes of carrying out the preserve and protect mandate of Islands Trust, under a trust fund plan approved by the Minister, Islands Trust Conservancy is responsible for receiving money, grants and other property and acquiring, holding and, if necessary, disposing of land and other property.

As a land trust, the Islands Trust Conservancy is dedicated to preserving and protecting the fragile ecosystems throughout the Salish Sea within the Islands Trust Area, which lies between the mainland of British Columbia and Vancouver Island and includes the Átl'ka7tsem/Howe Sound area. This region covers over 450 islands and inlets and supports ecologically rich landscapes, archaeological and cultural sites of significance,

and a high diversity of ecosystems and species, many of which are endangered or at risk of becoming endangered.

The mission of the Islands Trust Conservancy is to protect these landscapes by encouraging, undertaking, and supporting voluntary conservation initiatives across the region. Conservation is advanced through collaboration with private landholders and donors, local conservancies, environmental organizations, charitable foundations, academic institutions, businesses, First Nations, and all levels of government.

The United Nations and governments of Canada and British Columbia have set a target of protecting 30% of lands, waters and oceans by 2030. Scientific consensus indicates that achieving this target is critical to slowing biodiversity loss and addressing the climate change crisis.

Learn more about the Islands Trust Conservancy.

Islands Trust Conservancy – Approach to Conservation

The Islands Trust Conservancy's mission is to protect and preserve. Conservation across the Islands Trust Area is advanced through the following actions:

Voluntary land protection: Collaboration with landholders supports the protection of ecologically significant lands through generous donations, acquisition campaigns, and conservation covenants. Lands acquired or donated are established and managed as nature reserves. Conservation covenants on privately held lands are registered on title, protecting ecological values in perpetuity while remaining in private ownership.

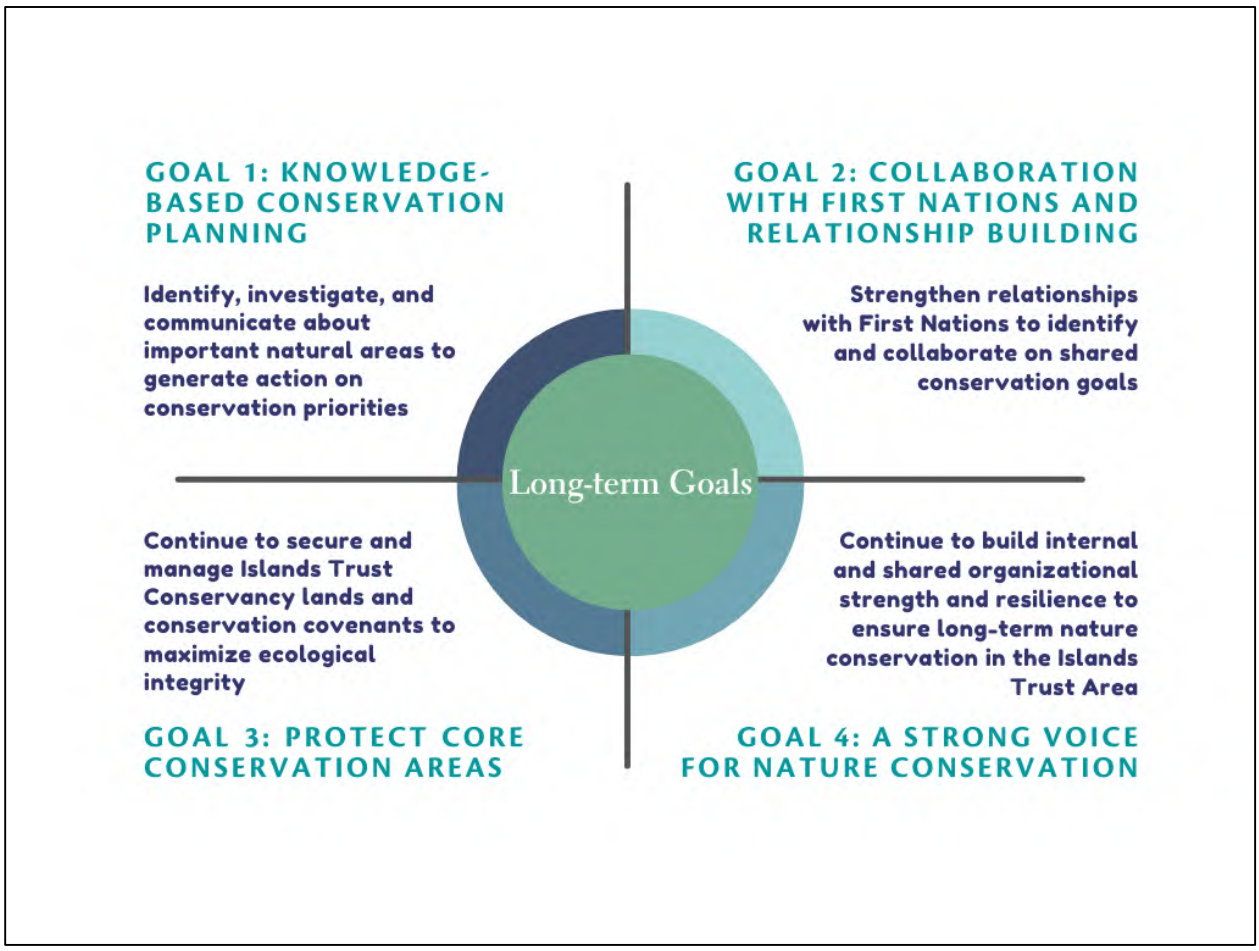
Stewardship and restoration: Sensitive ecosystems, and habitat for species at risk are monitored and restored in collaboration with conservation partners, island communities, scientific experts and Indigenous knowledge holders, supporting ecosystem resilience and recovery.

Strategic conservation funding: Financial support is available to conservation-related projects in the Islands Trust Area through the Opportunity Fund granting program, providing opportunities to support and enhance land conservation across the islands in the Salish Sea. The Opportunity Fund is sustained by generous donors.

Priority areas identification: The use of available data and conservation planning tools informs the identification of priority areas to protect, maximizing efforts to address biodiversity loss and climate change impacts.

Commitment to Reconciliation: Capacity is being developed to support meaningful relationships with First Nations, with a focus on conservation approaches that respect Indigenous knowledge systems and cultural and spiritual practices and align with the Truth and Reconciliation Commission of Canada Calls to Action.

Read more about Islands Trust Conservancy's Regional Conservation Plan.



Governance – Islands Trust Conservancy Board of Directors

The Islands Trust Conservancy Board is composed of six trustees: three members are elected from within Islands Trust (two elected by Islands Trust Council from its membership and one elected from the Executive Committee), and three members are appointed by the Minister of Housing and Municipal Affairs**.**

2025/26 Islands Trust Conservancy Board Members:

- Lisa Gauvreau: Islands Trust Council Elected Board Member
- Chair (January 2025 – current)
- Vice-Chair (January 2024 – December 2024)
- Board Member (July 2023 – December 2023)
- Tanner Timothy | nənqəm: Provincially Appointed Board Member
- Vice-Chair (January 2025 – current)
- Board Member (August 2024 – current)
- Susan Yates: Islands Trust Council Elected Board Member

- Board Member (January 2024 – current)
- Vice-Chair (August 2023 – January 2024)
- Board Member (December 2022 - July 2023)
- Tobi Elliott: Islands Trust Council Elected Board Member
- Executive Committee Representative
- Board Member (December 2022 – current)
- Dr. Risa Smith: Provincially Appointed Board Member
- Board Member (January 2025 – current)
- Chair (July 2023 – December 2024)
- Vice-Chair (April 2022 – July 2023)
- Board Member (August 2021 - March 2022)
- Jeannine Georgeson: Provincially Appointed Board Member
- Board Member (July 2025 – current)

Message from Lisa Gauvreau, Islands Trust Conservancy Board Chair

This past year, Islands Trust Conservancy celebrated its 35th anniversary in collaboration with the landholders, donors, board members, partners, and community members that make our work possible. Islands Trust Conservancy highlighted this momentous year through various methods, including the Heron newsletter, a celebration at the Islands Trust Council quarterly meeting on Salt Spring Island in June, and the launch of a new blog on the ITC website, titled the *Islands Trust Conservancy Journal*. In June, 2025, ITC received a significant donation of more than $1.16 million from an anonymous donor, provided through the ShorePeakGEN Fund, held at Vancouver Foundation. ITC was honoured to receive such a generous donation and anniversary gift to support the continued protection of the islands.

Conservation highlights for 2025 include:

- Continued work to register active NAPTEP applications with landholders with Environment **and Climate Change Canada's Ecological Gifts Program**
- Received two new NAPTEP covenants conservation proposal applications

Land stewardship highlights:

- Development of a spatial database of over 1,500 species at risk observations at ITC protected areas, from the 1970's to today
- Initiated new restoration projects for ecosystem enhancement in conservation covenants on North Pender and Saturna islands
- Maintained and monitored established restoration projects, including wetlands on Lasqueti Island and a Garry oak meadow on Salt Spring Island

- Collaborating with First Nations to conduct archaeological assessments for Link Island Nature Reserve and Saturnina Island Nature Reserve in the Gabriola Island Local Trust Area
- Rare plant surveys on an island protected under a conservation covenant in the North Pender Local Trust Area that identified two species at risk, one of which was a new observation on that island

This year also marked the sixth year of the Species at Risk (SAR) Program, initiated and supported by the Priority Places funding from Environment and Climate Change Canada (ECCC) since 2020. Although this foundational funding stream concluded at the end of March 2026, the SAR Program will continue to implement priority actions to support the protection and recovery of the most vulnerable species in the Islands Trust Area. This year, the SAR Program continued surveying, monitoring, and restoring habitat for species at risk with a focus on Sharp-tailed Snake, Western Screech-Owl *kennicottii* subspecies, Coastal Tailed Frog and coastal Scouler's catchfly.

A significant accomplishment for ITC was finalization of a section 11 Conservation Agreement with ECCC under the *Species at Risk Act* of Canada. This voluntary agreement, to be signed in early 2026/27 will strengthen the support for species at risk and their habitats, and provide ITC the opportunity to continue collaborating with ECCC and complements other conservation tools, such as conservation covenants, by supporting coordinated and adaptive approaches to species recovery.

The Islands Trust Conservancy delivered education presentations on species at risk through a Stewardship Education webinar for Islands Trust Area residents. We also hosted informational sessions for Islands Trust Council, ITC Board members, and the Regional Planning Committee focused on species at risk and critical habitat in the Islands Trust Area.

Changes to the ITC Board occurred in 2025. Charles Kahn stepped down from his role as provincially appointed board member. Jeannine Georgeson was welcomed in July 2025 as the new provincially appointed board member. Returning board members include Vice-Chair, Tanner Timothy | nənqəm, Dr. Risa Smith, Tobi Elliott, Susan Yates, and myself (Lisa Gauvreau) as Chair.

Our Board is passionate and committed to the Islands Trust Conservancy mandate through thoughtful discussions and decisions that further our mission and community and we will continue to draw on the dedication of staff and the strength of communities across the Islands Trust Area to advance the mission of preserving and protecting these unique islands.

I'm looking forward to continuing to witness, and be a part of, the deep care and community-mindedness that drives conservation in the Islands Trust Area.

Sincerely,

Lisa Gauvreau

ITC Board Chair



Lisa Gauvreau, ITC Board Chair

Program Highlights 2025/2026

Islands Trust Conservancy's Five-year Plan

Under the *Islands Trust Act*, Islands Trust Conservancy is required to submit a new Conservation Plan every five years to the Minister of Housing and Municipal Affairs for approval. The overall objective of the Five-year Plan is to set policies respecting:

(a) the acquisition, management and disposal of property of the Conservancy
(b) the investment of money of the Conservancy
(c) Goals for major acquisitions of property by the Conservancy

Currently, the Islands Trust Conservancy is working without an active Five-year Plan. The interim plan submitted to the Minister in 2022 was not approved. The Minister requested that the Conservancy focus on taking the time necessary to engage with First Nations to develop a new five-year plan.

The next Five-year Plan (2028-2032) is scheduled to be submitted to the Minister for approval in December 2027. Based on the requirement under the *Islands Trust Act* to submit a plan at least every five years, Ministerial direction, and the commitments of the Board, there is a need to undertake development of the 2028-2032 Plan through cooperative engagement with First Nations. Based on previous input from First Nations, the project design is designed to be implemented in three phases:

Phase One: Preparation Phase (Early 2026)
- Process Set Up and Information Exchange

Phase Two: Engagement Phase (mid 2026-mid 2027)
- Draft and Review the Five-Year Plan

Phase Three-Post Engagement (late 2027/2028)
- Submission and Approval

This year, ITC launched Phase 1, which involved sending letters to all of the First Nations in the region and hosting an information session to provide an overview of the

proposed plan process. All First Nations in the Islands Trust Area were invited to the virtual information session to inform them about the Conservancy's Five-year Plan, answer questions and enquire as to how they would like to participate in the development of the next plan. The Conservancy received positive feedback from the First Nations that attended the session. The willingness of the First Nations representatives to share their time and expertise was sincerely appreciated.

A Five-year Plan logic model and work plan were developed to ensure the engagement processes with First Nations was strategically and respectfully organized. In addition, the project charter was updated to reflect a more innovative and respectful approach to engagement. Islands Trust Conservancy is currently reviewing policies and is planning to launch a policy renovation project in 2026/27 to ensure that the colonial roots of conservation within older policies are re-envisioned in collaboration with First Nations.

Phase 2 is set to be launched at the beginning of next fiscal year, including staff-to-staff meetings with First Nations and developing principled guidelines in cooperation with interested First Nations. The Conservancy is also looking at opportunities for collaboration with First Nations on the land.

The Conservancy will continue to provide updates to all the First Nations in the Islands Trust Area as it progresses through the development of the Plan.

Read more about the Conservancy's Five-year Plan.

Land Conservation – Nature's Future

Islands Trust Conservancy is committed to increasing the number and extent of protected areas in the Islands Trust Area for the benefit of all species living in the Salish Sea. The Conservancy does this through the establishment of nature reserves and conservation covenants.

2025/26 Islands Trust Conservancy's Nature Reserves

Nature Reserves are established through voluntary conservation actions such as donations of land or financial gifts. Each property is protected in perpetuity to ensure the ecological integrity of the protected area is never lost. Islands Trust Conservancy nature reserves have detailed management plans that strive to maintain or enhance the natural features special to the property. The priority is to preserve and protect the natural ecosystems and the cultural and natural values of each site. Typical management activities include species at risk monitoring and protection, invasive species removal, and restoration of disturbed areas. Islands Trust Conservancy has partnerships with local island conservancies to help carry out management activities in each nature reserve.

No new nature reserves were acquired in 2025/26.

2025/26 NAPTEP Conservation Covenants

Conservation Covenants are voluntary legal agreements with landholders to protect ecologically significant values on privately held lands that are designed to last in perpetuity. Protected areas are important for safeguarding areas of cultural and biological richness, and for creating corridors that allow for the movement of wildlife and the conservation of unique ecosystems. Species and ecosystems living in protected areas benefit people as well by providing clean water and air, offering resilience against the effects of climate change, and improving social, spiritual, and mental wellbeing.

Islands Trust Conservancy manages the Natural Area Protection Tax Exemption Program (NAPTEP) on behalf of Islands Trust Council. NAPTEP provides qualified island landholders with an annual 65% property tax reduction on the portion of their land that is protected by a conservation covenant. This incentive is unique to the Islands Trust Area.

This year, Islands Trust Conservancy continued working with landholders on North Pender Island and Salt Spring Island with active NAPTEP applications to register for additional protection through Environment and Climate Change Canada's Ecological Gifts Program. ITC staff spoke with interested landholders on Salt Spring Island, Mayne Island, North Pender Island, Galiano Island, and Saturna Island about conservation options. Two of those landholders have already submitted conservation proposals for NAPTEP covenants. In addition, ITC updated its NAPTEP applications forms and procedures to incorporate engagement with First Nations. No new covenants were registered in the 2025/26 fiscal year.

As Canada and British Columbia work towards protecting 30% of habitat by 2030, Islands Trust Conservancy is committed to the protection and preservation of biodiversity in the Islands Trust Area through processes that respect and honour Reconciliation and mutually respectful relationships with First Nations.

The Conservancy was pleased to hold a celebration for the registration of the Koontz Natural Areas Protection Tax Exemption Program (NAPTEP) Covenant on Gabriola Island.

Read more about conservation covenants.

Caring for the Land – A Shared Responsibility

Islands Trust Conservancy oversees the management of the 34 nature reserves, and supports the stewardship of the 81 private properties on which it holds conservation covenants. This commitment involves regular monitoring and land stewardship activities in accordance with management plans and conservation covenant agreements that

identify long-term conservation and restoration goals. Monitoring is completed in nature reserves and conservation covenants on an annual basis for compliance, recreational issues, and ecological stewardship. Stewardship needs and opportunities are evaluated annually for habitat enhancement for species at risk and improving and maintaining the ecosystem health of the protected area.

In 2025/26, Islands Trust Conservancy engaged in the following land management activities in partnership with local conservancies, First Nations, contractors, landholders and volunteers:

- Annual monitoring visits to all 34 nature reserves to collaborate with management partners and evaluate management needs into the future
- Annual monitoring of all 81 Islands Trust Conservancy-held conservation covenants to maintain relationships with landholders and covenant co-holders, to ensure compliance with the terms of covenant agreements, and to assess priority stewardship needs
- Began archaeological assessments for Link Island Nature Reserve and Saturnina Island Nature Reserve in the Gabriola Island Local Trust Area
- Habitat restoration and management including working with community and conservation partners on:
    - Managing a variety of invasive species across Islands Trust Conservancy nature reserves and conservation covenants
    - Initiating new restoration projects for ecosystem enhancement in conservation covenants on North Pender and Saturna Islands
    - Maintaining and monitoring established restoration projects, including wetlands on Lasqueti Island and a Garry oak meadow on Mount Tuam on Salt Spring Island
    - Installing additional artificial cover objects on conservation covenant lands to expand the area of suitable habitat that ITC monitors for the federally threatened Sharp-tailed Snake
    - Advocating for the expansion of species at risk habitat protections in a regional park protected by an Islands Trust Conservancy conservation covenant
    - Rare plant surveys on a small, covenanted island in the North Pender Local Trust Area
- Creation of signage for education, management, and safety at nature reserves

Species at Risk Program – Protecting and Supporting the Recovery of Species at Risk

The goal of Islands Trust Conservancy's Species at Risk Program is to facilitate research and action for the protection and recovery of species and ecosystems at risk in

the Islands Trust Area, and to ensure that species at risk maintain healthy populations. ITC works toward this goal by implementing species-specific recommended management activities, published in federal and provincial recovery documents, in compliance with the federal *Species at Risk Act*. Recovery actions can include research (surveys, monitoring and mapping), habitat protection (establishment of protected areas), habitat restoration (e.g., invasive species control, nest box installation, planting) and community engagement (e.g., webinars, publications, and community-based conservation activities).

Highlights this year include:

- Completing the sixth year of the Species at Risk Program, supported by Priority Places funding from Environment and Climate Change Canada (ECCC). Although this funding stream has now concluded, the Protected Areas Management team will continue to implement priority actions to support the protection and recovery of the most vulnerable species in the Islands Trust Area
- Finalizing a five-year Conservation Agreement between ITC and ECCC under the *Species at Risk Act* of Canada, a collaborative framework for ongoing work
- Developing a spatial database of over 1,500 species at risk observations at ITC Protected Areas, from the 1970's to today
- Conducting surveys and monitoring at 12 Islands Trust Conservancy protected areas for three focal species at risk:
    - Sharp-tailed Snake Pacific Coast population (under review)
    - Western Screech-Owl *kennicottii* subspecies (threatened)
    - Coastal Tailed Frog (special concern)
- Delivering three presentations focused on species at risk including informational sessions for trustees and staff including Trust Council, Islands Trust Conservancy Board, and the Regional Planning Committee
- Presenting in a Stewardship Education webinar for Islands Trust Area residents hosted by Trust Programs Committee
- Propagating Coastal Scouler's Catchfly (endangered) plants from seed, for augmentation of a population at Mount Tuam Protected Area, on Salt Spring Island
- Supporting and collaborating with nine local island conservancies to conduct species at risk monitoring and habitat restoration activities on ITC protected areas

Read more about our Species at Risk Program.

Partnerships, Collaborations, and Supporters – Working with Others

The Islands Trust Conservancy cannot accomplish its mission alone. Working with others helps Islands Trust Conservancy effectively achieve its goals. ITC is grateful to

be able to collaborate with so many trustees, community members, First Nations, agencies, and conservation groups.

In 2025/26, collaborations included:

- Collaborating with federal and provincial agencies on management of species at risk and habitat in the Mount Tuam Special Management Area
- Updating protected-area mapping for the region, which contributes to the British Columbia Non-Governmental Organization Conservation Areas Database
- Sharing spatial and other data including mapping of eelgrass beds, bull kelp beds, sensitive ecosystems, species at risk, and protected areas with First Nations, local conservancies, community organizations, researchers, and all levels of government
- Ongoing participation in the:
    - Coastal Douglas-fir Conservation Partnership (CDFCP) to prioritize high biodiversity areas and develop resources to support conservation
    - Capital Regional District's Invasive Species Partnership (CRISP) to contribute and keep up to date on priority invasive species and best management practices for our protected areas
    - Biodiversity Forum for Local Governments (BFF), a collaborative initiative in British Columbia that brings together local governments, Indigenous representatives, and conservation partners to advance biodiversity conservation at the local level
    - ȻENEN̰ITEL[1] Community of Practice (CCP) to actively support ȻENEN̰ITEL and W̱SÁNEĆ-led projects by providing skills, expertise, resources, and capacity in an ethical space of collaboration and cross-validation in those areas that interact and align with CCP member organizations' purposes
- Membership with the Canadian Association of Gift Planners "Will Power" national campaign, providing potential donors with information and opportunities to leave a legacy gift for land conservation in the Islands Trust Area
- Supporting the Galiano Conservation Association in the delivery of the Salish Sea Conservation Forum

Islands Trust Conservancy Fund Campaigns

Islands Trust Conservancy is a qualified donee through Canada Revenue Agency and can accept cash donations, gifts of stock, RRSPs, bequests, and other forms of giving.

Land protection on the islands in the Salish Sea is thanks to the vision and generosity of Islands Trust Conservancy donors and partners. Islands Trust Conservancy is grateful

[1] In the SENĆOŦEN language, ȻENEN̰ITEL means working together to restore our lands and culture (ȻENEN̰ITEL Community of Practice Terms of Reference)

for the generous support of donors who make Islands Trust Conservancy's mission of protecting land across the Islands Trust Area possible.

In 2025/26, an anonymous donation was made to Islands Trust Conservancy to support conservation efforts on the islands in the Salish Sea. The donor allocated $1 million to Islands Trust Conservancy's Opportunity Fund. In addition, the donor allocated $157, 300 to Islands Trust Conservancy's Property Management Fund.

Donations

Directed donations are donations that are allocated to specific funds and/or initiatives, while undirected donations are allocated to those programs and projects in the greatest need, as directed by the ITC Board. ITC has different types of funds; most fall in the category of geographically restricted funds and purpose-based funds.

Read more about donating to the Islands Trust Conservancy

Geographically Restricted Funds:

The Conservancy manages restricted funds primarily to acquire, manage, and protect ecologically significant lands within the Islands Trust Area. These funds are legally designated for specific purposes or geographic areas and cannot be used for operational costs or development-related acquisitions.

The following geographically restricted funds are managed by the Conservancy:

- Gambier Island Acquisition Fund
- Lasqueti Island Acquisition Fund
- Thetis Island Acquisition Fund
- McFadden Creek Nature Reserve Fund – Salt Spring Island
- Morrison-Waxler Biodiversity Fund – Pender Island

Purpose-based Funds:

Purpose-based funds are funds that are set up for a particular purpose, such as supporting property management on ITC Protected Areas.

The following purpose-based funds are managed by the Conservancy:

- Opportunity Fund
- Property Management Fund
- Covenant Management and Defence Fund

The Conservancy also manages an endowment fund called the Ruby Alton Property Endowment Fund. This endowment is a permanent fund established to support the ongoing management of the Ruby Alton Nature Reserve on Salt Spring Island.

Unlike general restricted funds that cover multiple properties, this endowment is specifically tied to the legacy and physical upkeep of the four-acre estate bequeathed by Ruby Alton in 2002.

Islands Trust Conservancy Opportunity Fund Granting Program

The Opportunity Fund Granting Program's purpose is to provide support for hard-to-fundraise costs associated with land protection projects and to leverage donations through matching funds for land acquisition campaigns. This fund allows Islands Trust Conservancy to provide small sums of supportive funding to organizations with charity status working on land protection projects as new opportunities arise to protect biodiversity in the Islands Trust Area in a timely way.

The ITC Regional Conservation Plan guides decisions around disbursement of Opportunity Fund applications. The Islands Trust Conservancy Board considers applications twice per year.

Islands Trust Conservancy Board approved two Opportunity Fund grants in 2025/26:

- $12,000 to the Mayne Island Conservancy to support costs for legal fees on a new conservation covenant proposal on Mayne Island

- $10,000 to the British Columbia Conservation Foundation (BCCF) towards costs of supporting seed collection in Garry oak ecosystems, with a focus on rare and culturally significant plant species to contribute to the new BC Seedbank Network

The $12,000 granted to the Mayne Island Conservancy was disbursed in full in 2025/26.

The $10,000 granted to the BCCF is scheduled to be disbursed in 2026/27.

During 2025/26, Islands Trust Conservancy received $1,001,845 in donations was directed to the Opportunity Fund, including one million dollars from the generous anonymous donation received in May 2025 through the ShorePeakGEN Fund (see details below).

As of March 31, 2025, the Opportunity Fund had a balance of $1,065,281 and the Tempest Bequest/Hornby Islands Opportunity Fund (restricted for use only in the Hornby Island Local Trust Area) had a March 31 balance of $47,962.

The Islands Trust Conservancy Board has placed the $1 million from the Opportunity Fund in a high-yield account while the Opportunity Fund granting program is being evaluated.

Read more about Islands Trust Conservancy Fund Campaigns

Financial Statements

Islands Trust Conservancy prepares Financial Statements annually, in compliance with the requirements under section 46 of the *Islands Trust Act*. Under the *Islands Trust Act*, Islands Trust Conservancy may receive money, land, and other property as donations or through grants in order to further the object of Islands Trust. Islands Trust Conservancy uses Canadian Public Sector Accounting Standards, including standards for government non-profit organizations, to manage its funds and land assets.

Of note for the 2025/26 fiscal year are the following:

- There were no new accounting standards implemented
- There were no acquisitions or disposals of any property
- There was one significant anonymous donation made to ITC ($1,157,304.30) from ShorePeak GEN, held by the Vancouver Foundation. Of this donation, one million dollars was directed to the Opportunity Fund to support conservation in our region, and $157,304.30 was directed to the Property Management Fund to support vital management activities on ITC protected areas, as per the donor's request
- Note 1(g) of the Financial Statements (natural assets). The monetary value of natural assets from ITC lands is not quantified or shown in the financial statements. The Conservancy acknowledges the importance of these assets and the need to manage them in conjunction with engineered infrastructure that is managed by other government agencies (no change from prior year)
- Grant revenue of $220,000 from Environment and Climate Change Canada to support the Islands Trust Conservancy Species at Risk Program activities
- A total of $1,191,361 in cash donations was received in the 2025/26 fiscal year

While Islands Trust Conservancy manages land and funds as noted in its Financial Statements, operational costs of Islands Trust Conservancy are the responsibility of Islands Trust Council. Details on these costs are available in the 2025/26 Islands Trust Financial Statements.

Looking Ahead to 2026/27

In 2026/27, Islands Trust Conservancy will continue to collaborate in partnership with landholders, donors, organizations, community members, local island conservancies, local governments and First Nations in protecting and preserving species and ecosystems across the islands in the Salish Sea, guided by respect for the stewardship of Indigenous Peoples who have cared for these lands and waters since time immemorial.

Thank you to all the donors, partners, landowners and community members who make conservation possible.

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 16, 2026
From:	Islands Trust Conservancy Staff	**Date Prepared:**	May 21, 2026

SUBJECT: Walker NAPTEP Certificate, Salt Spring Island

RECOMMENDATION:
That the Islands Trust Council requests the Secretary to issue a NAPTEP Certificate for the covenanted portion of the property described as PID: 009-805-991, Lot A, Section 72, South Salt Spring Island, Cowichan District, Plan 46279, subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The proposed covenant area is within a High conservation priority area under the Islands Trust Conservancy (ITC) conservation prioritization model. The Islands Trust Conservancy currently holds 12 NAPTEP conservation covenants in the Salt Spring Island Local Trust Area, which is ranked as a very high priority local trust area in the ITC Regional Conservation Plan. Trust Council has issued 31 NAPTEP certificates in the Islands Trust Area to date.

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1 PURPOSE: To seek Trust Council approval of a Natural Area Protection Tax Exemption Certificate.

2 BACKGROUND:
The Islands Trust Conservancy has received a Natural Area Protection Tax Exemption Program (NAPTEP) application from landholder Marilyn Walker, to covenant approximately 2.5 ha of a Salt Spring Island property, to protect a wetland, riparian areas, and mature forest. The ITC Board agreed to hold a covenant on this property at its March 17, 2026 meeting.

The proposed protected area consists of relatively undisturbed riparian, wetland, and mature forest areas, and mossy knolls with open woodland. The proposed covenant area is mapped as an at-risk ecological community by the BC Conservation Data Centre. There is mapped Critical Habitat for Painted Turtle (BC Red-listed/*SARA* Threatened) as well as a known population of Northern Red-legged Frog (BC Blue-listed/*SARA* Special Concern) on the property. The wetland and mature forest are of high conservation priority for protection and contain diverse and abundant wildlife habitat features including large trees, snags, and downed wood. The property is in close proximity to existing protected areas, further increasing its conservation value.

The forested wetland and mature /old forest on this property are areas of significant carbon sequestration and storage, mitigating climate change impacts. Protecting transition zones, such as the riparian areas and the elevation transitions from wetland to mossy knoll found on this property, is a critical mitigation strategy to protect connectivity in the face of climate instability and change.

Property Information:

Address: 679 Stewart Road, Salt Spring Island
PID: 009-805-991
Legal description: Lot A, Section 72, South Salt Spring Island, Cowichan District, Plan 46279
Property size: 4.02 ha
Proposed protected area size: ~2.5 ha (excl. residential area; exact boundaries TBD)

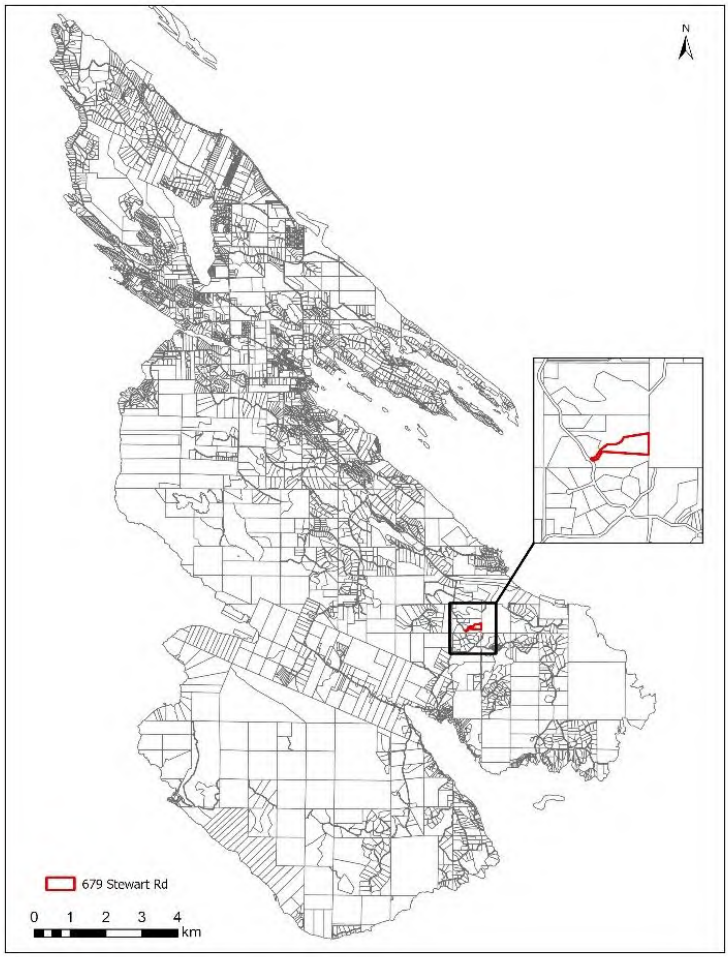

Figure 1. Subject Property Location on Salt Spring Island

The property is roughly funnel-shaped, getting wider from SW (at Stewart Road) to NE. The long pan handle on the western end has a driveway and expands into a residential area. There is a property across Stewart Road to the west with a conservation covenant held by The Land Conservancy of BC and Salt Spring Island Conservancy. An unnamed creek flows into the property from the north, just to the east of the residential area, flowing roughly north to south, then curving to the west to flow along the southern property boundary. It is joined by other small and semi-seasonal creeks near Stewart Road. These numerous unnamed creeks, locally referred to as Stowell Creek, all flow together and then into Stowell Lake; Stowell Creek 'officially' flows south out of Stowell Lake.

NAPTEP Natural Values & Amenities

Islands Trust Conservancy staff have reviewed the proposal and confirmed that it is eligible under section 2 of the NAPTEP Regulations, due to presence of:

1 **Areas that are relatively undisturbed by human activity[1] and are good examples of one or more of the ecosystems described in the Schedule (Regulation 2[a])**
   - *Wetland*
   - *Freshwater*
   - *Mature Forest*
   - *Riparian*
   - *Woodland / Terrestrial Herbaceous*

2 **Areas that are relatively undisturbed by human activity[1] and are key habitat for rare native plant species or plant communities (Regulation 2[b])**
   - BC's Conservation Data Centre and ITC's Sensitive Ecosystem Mapping show almost the entire property contains ecological communities considered at-risk (Red- or Blue-listed) in British Columbia:
     - Douglas-fir / Alaska Oniongrass (S1: Critically Imperiled, Red-listed)
     - Douglas-fir / dull Oregon-grape (S1: Critically Imperiled, Red-listed)
     - Western redcedar – Douglas-fir / Oregon beaked-moss (S1: Critically Imperiled, Red-listed)

3 **Areas that are critical habitat for native animal species in relation to breeding, rearing, feeding, or staging (Regulation 2[c])**
   - The western 2/3rds of the property is mapped Critical Habitat for Painted Turtle – Pacific Coast population (*Chrysemys picta* pop. 1) (BC Red-listed; SARA Schedule 1 – Threatened).
   - There is a known occurrence of Northern Red-legged Frog (*Rana aurora*) (BC Blue-listed; SARA Schedule 1 – Special Concern) in the south-west corner of the property. It is likely that surveys of the proposed protected area will indicate presence of Northern Red-legged Frogs in the ponds and wetlands and terrestrial habitats in between.

Regional Conservation Plan Context

The ITC conservation prioritization model indicates that the proposed covenant area is a High conservation priority. ITC's current Regional Conservation Plan (RCP) places a Very High priority for protection in the Salt Spring Island Local Trust Area, and identifies a High disturbance threat, with protection of Sensitive Ecosystems and Forests as High priorities. The proposed conservation covenant addresses the following RCP Biodiversity Priorities:

- *Sensitive Ecosystems*
- *Healthy Forests*
- *Species and Ecosystems at Risk*

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The negotiation of this covenant, engagement with First Nations, approval request to the Minister, and the issuance of the NAPTEP certificate, can be accomplished within existing staff resources. The addition of the covenant as a new protected area will add to the number of properties to be monitoring annually.

FINANCIAL: The costs of administering this application will be partly recovered through the application fees. The addition of this new protected area will result in an increase to the ITC annual budget to cover annual compliance monitoring, and potential other property management costs such as species at risk surveying and monitoring, cultural

[1] Islands Trust Conservancy notes that the entire Islands Trust Area has a rich history of human activity pre- and post-contact and is an area of Indigenous cultural heritage, activity, and use.

monitoring, and First Nations engagement as well as cultural features assessment, signage and management of ecological and cultural features as required.

POLICY: The application is consistent with Trust Council and ITC Board policies and regulations for accepting covenants, and aligns with the Regional Conservation Plan and Land Securement Strategy conservation priorities.

IMPLEMENTATION/COMMUNICATIONS:

- The applicant will be advised of Trust Council's decision.
- Staff will negotiate the covenant with the applicant following referrals to First Nations and Ministerial approval, and the ITC Board will review and approve the covenant for registration.
- Staff will ensure that both the covenant and the baseline inventory report meet NAPTEP standards.
- The applicant will have a baseline inventory report completed and will be required to register the standard NAPTEP covenant against the property title.
- The Islands Trust Council's Secretary will issue the Exemption Certificate upon registration of the covenant. Staff will register the Natural Area Exemption Certificate.
- Once the certificate is issued to the applicant, BC Assessment Authority, Land Titles Office, the Regional District, and any other relevant agencies will be advised.
- ITC staff will advise the public regarding the successful completion of NAPTEP applications via the website and a possible news release.

FIRST NATIONS RELATIONS: This conservation proposal has been referred to all First Nations within the BC Consultative Areas Database for this property (Semiahmoo First Nation, Tsawout First Nation, Tsawwassen First Nation, Pauquachin First Nation, Tsartlip First Nation, Tseycum First Nation, Penelakut Tribe, Halalt First Nation, Ts'uubaa-asatx First Nation, Cowichan Tribes, Lyackson First Nation, Stz'uminus First Nation, Malahat Nation). Staff will update the ITC Board with information from the First Nations referrals before proceeding with covenant registration.

OTHER:

- The Salt Spring Island Local Trust Committee received the application for information at their meeting on June 11th, 2026.
- Following First Nations referrals, this conservation covenant application will be submitted to the Minister of Housing and Municipal Affairs for approval, as currently required during the absence of an approved ITC Plan.

4 RELEVANT POLICIES:

- Islands Trust Act (7.1)
- Islands Trust Natural Area Protection Tax Exemption Regulation
- Islands Trust Policy 2.1.10 *Administration of Natural Area Protection Tax Exemption Program*

5 ATTACHMENTS: None

RESPONSE OPTIONS

Recommendation:
That the Islands Trust Council requests the Secretary to issue a NAPTEP Certificate for the covenanted portion of the property described as PID: 009-805-991, Lot A, Section 72, South Salt Spring Island, Cowichan District, Plan 46279, subject to registration of a conservation covenant and completion of a baseline inventory report consistent with the standards developed for NAPTEP.

Alternative: 1. To decline to issue the certificate.
2. To delay issuance of the certificate subject to receipt of additional information.

Prepared By: Ecosystem Protection Specialist

Reviewed By/Date: Wendy Tyrrell, Manager, Islands Trust Conservancy / May 25th, 2026
Clare Frater, Director Trust Area Services / May 26, 2026
Rueben Bronee, CAO/May 27, 2026

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 16, 2026
From:	Trust Area Service	**Date Prepared:**	May 28, 2026

SUBJECT: Indigenous Relations Action Plan 2026-2028

RECOMMENDATION: That Trust Council approve the Islands Trust Indigenous Relations Action Plan 2026-2028.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The revised Indigenous Relationship Plan 2026-2028 reflects feedback received from Trust Council and a cross-departmental staff working group that reviewed the draft Plan to support alignment with organization roles, legislative authorities, operational responsibilities, and implementation capacity across departments.

The revised plan maintains commitment to relationship-building, respectful engagement, organizational learning, and reconciliation while providing greater clarity regarding tools, authorities, and operational responsibilities available to Islands Trust Council within its legislated mandate. The proposed two-year timeframe supports Islands Trust in advancing internal coordination, implementation, and relationship-building activities while it navigates into a new term of office and onboards an Indigenous Relations manager.

---

1 **PURPOSE:** To present the revised Islands Trust Council Indigenous Relations Action Plan 2026-2028 to Trust Council for approval.

2 BACKGROUND:

The Islands Trust Area is located within the Coast Salish territory and is the homeland to many Coast Salish peoples who have called this place home since time immemorial. Indigenous Peoples have inherent rights as protected under section 35 of the Constitution Act, 1982.

In 1994, the Province amended the Islands Trust Act to allow Islands Trust Council to enter into agreements with First Nations governments. Also in 1994, the Province granted Islands Trust new legislative authorities including powers to engage in activities to gain knowledge about the history and heritage of the Trust Area and to increase public awareness, understanding, and appreciation of history and heritage, as well as powers related to heritage conservation.

In 2016, Islands Trust Council adopted its First Nations Engagement Principles Policy.

In 2019, Islands Trust Council passed its Reconciliation Declaration:

Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous Peoples since time immemorial and

honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous Peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

Islands Trust Council will strive to create opportunities for knowledge-sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea.

In 2019, Islands Trust Council adopted a Reconciliation Action Plan (2018-2022) which was partially implemented. Staffing vacancies and a general lack of sufficient staff capacity hampered full implementation.

In 2021, Islands Trust Council passed a statement of solidarity with Indigenous Peoples that acknowledged that The Islands Trust Area is a community in which Indigenous People were forcibly removed and disenfranchised from their village sites and gathering places, and the history of that legacy continues to this day, not only in the Trust Area but throughout British Columbia and Canada, and stated Islands Trust Council's commitment to strive toward relationships that are respectful of human rights, and human dignity, and the work of reconciliation.

In 2021, the Province of BC amended the *Islands Trust Act* to change the Object statement to include cooperation with First Nations.

In 2021, Islands Trust Council passed the following resolution:

Be it resolved that Trust Council define the words 'unique amenities' to be inclusive of the cultural heritage of Indigenous Peoples within the Islands Trust Area and that this aspect is prioritized.

In an April 2025 letter, the Minister of Housing and Municipal Affairs advised Islands Trust Council to ensure that engagement with the public and First Nations on bylaws, including the Policy Statement, that require Ministerial approval "are undertaken in a manner that demonstrates mutual respect and builds towards consensus".

In February 2026 response to a referral about the draft new Policy Statement the Ministry of Housing and Municipal Affairs provided guidance on the processes Islands Trust should develop for the preparation of bylaws for Ministerial review.

The draft Indigenous Relations Action Plan 2026-2028 builds off the lessons learned through implementation of the 2018-2022 plan, and is informed by the advice of Coast Salish leaders and staff of various Indigenous Governing Bodies with territory in the Islands Trust Area.

The Plan is intended to:

- Set out activities that will support and advance relationship-building and cooperation within the existing legislative framework,
- Support efforts to co-develop planning, land use, and land protection processes with Indigenous Governing Bodies within the Islands Trust Area, and
- Respond to the generous guidance and teachings that have been shared with staff and trustees by Indigenous Peoples.

In March 2026, Trust Council, after receiving a first draft of the Plan, passed the following resolution:

> **That Islands Trust Council endorse the draft Islands Trust Indigenous Relations Action Plan 2026-2028 and request that staff undertake more internal engagement and return a revised version to Trust Council for approval in June 2026.**

Following Trust Council endorsement, a cross-departmental staff working group reviewed the draft Plan. Revisions focused on:

- Maintaining the Plan's commitment to reconciliation, relationship-building, respectful engagement, and organizational learning.
- Adding background on the regulations and policies that underpin Islands Trust Council's mandate to cooperate with Indigenous Peoples
- Adding long-term outcomes
- Structuring the goals and actions within three areas of organizational focus: governance, administration and education
- Clarifying that it is Trust Council's plan but making clear the relationship and relevance to Islands Trust Conservancy Board and local trust committees
- Refining language and updating language to reflect decisions already made
- Removing actions related to Trust Council's funding decisions
- Removing actions related to potential content of the draft new Policy Statement (beyond integrating commitments to engagement)
- Shifting reporting on implementation from every three months to six months
- Adding an action relating to identification of measures to monitor the plan's long-term outcomes

The revised Plan continues to:

- support relationship-building and cooperation within the existing legislative framework;
- support efforts to strengthen respectful engagement, planning, land stewardship, and land protection discussions with Indigenous Governing Bodies within the Islands Trust Area; and
- respond to guidance and teachings shared with staff and trustees by Indigenous Peoples.

The revised Plan also continues to recognize that meaningful reconciliation requires ongoing institutional learning, reflection, and relationship-building. This includes increasing awareness and understanding of how colonial systems, policies, and decision-making structures continue to impact Indigenous Peoples and relationships with Indigenous Governing Bodies today, while supporting learning regarding Indigenous governance systems, stewardship responsibilities, and relationship-based approaches to engagement and decision-making.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Implementation of the Indigenous Relations Action Plan will continue to require collaboration and coordination across all Islands Trust departments. Many proposed actions align with ongoing organizational work related to planning, policy development, relationship-building, engagement, conservation, communications, education, and governance.

FINANCIAL: $25,000 for 2026/27 for direct implementation of the plan. Some proposed activities in 2027/28 will require that business cases be developed and submitted for funding so estimates are not currently available for 2027/28.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Once approved staff will finalize an implementation plan. The intention is to report on the implementation of this plan through a bi-annual report to Islands Trust Council, and through a description of activities in the annual report. Once approved by Trust Council in June the Plan will be posted to the Islands Trust website.

Implementation of the Plan will continue through coordinated departmental work plans, ongoing relationship-building activities, staff and trustee learning opportunities, and regular reporting to Trust Council.

The Indigenous Relations Action Plan will continue to function as a living document and may be adjusted over time in response to organizational priorities, emerging opportunities, relationship-building discussions, and feedback from Indigenous Governing Bodies.

FIRST NATIONS RELATIONS: The Indigenous Relations Action Plan is informed by previously received feedback, discussions, teachings, and guidance shared by Indigenous Governing Bodies, Indigenous knowledge holders, staff, and trustees. Implementation of the Plan is intended to support stronger relationship-building, increased understanding, improved coordination, and more respectful engagement processes with Indigenous Governing Bodies within the Islands Trust Area.

Relationship-building cannot occur without addressing anti-Indigenous-specific racism at individual, institutional, and systemic levels. This form of racism is embedded in colonial laws, policies, professional practices, and decision-making structures that continue to shape outcomes today.

Implementation of the Action Plan requires ongoing awareness and understanding of how colonial systems, policies, and decision-making structures continue to impact Indigenous Peoples and relationships with Indigenous Governing Bodies today. This includes supporting learning regarding Indigenous governance systems, stewardship responsibilities, and relationship-based approaches to engagement and decision-making.

The implementation of this Action Plan requires ongoing learning, self-reflection, and accountability by trustees, staff, and leadership to help prevent the reproduction of harm through well-intentioned processes and systems.

OTHER: Implementation of the Plan is expected to support improved organizational coordination, strengthen relationship-building efforts, and support ongoing work associated with engagement and statutory approvals processes.

4 **RELEVANT POLICY(S):** First Nation Engagement Principles
https://islandstrust.bc.ca/document/policy-6-1-1-first-nations-engagement-principles/

5 ATTACHMENT(S):
Island Trust Council Indigenous Relations Action Plan (2026-2028)

RESPONSE OPTIONS

Recommendation:

That Trust Council approve the Islands Trust Indigenous Relations Action Plan 2026-2028.

Alternatives:

1. Approve the Islands Trust Indigenous Relations Action Plan 2026-2028 as amended.
2. Refer the Indigenous Relations Action Plan 2026-2028 back to staff for additional revisions.
3. Do not approve the Indigenous Relations Action Plan 2026-2028.

Prepared By: Clare Frater, Director, Trust Area Services with Joe Elliott, Senior Indigenous Relations Advisor

Reviewed By/Date: Rueben Bronee, CAO/ May 29, 2026

Islands Trust Council

DRAFT Indigenous Relations Action Plan 2026 – 2028

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Islands Trust Council's Declaration on Reconciliation

Islands Trust Council, on Gabriola Island, unanimously passed the Reconciliation Declaration on March 14, 2019:

The Islands Trust Council acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous peoples since time immemorial and honours the rich history, stewardship, and cultural heritage that embody this place we all call home.

The Islands Trust Council is committed to establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous peoples. Islands Trust states a commitment to Reconciliation with the understanding that this commitment is a long-term relationship-building and healing process.

The Islands Trust Council will strive to create opportunities for knowledge-sharing and understanding as people come together to preserve and protect the special nature of the islands within the Salish Sea.

Adopted: March 14, 2019 Trust Council on Gabriola Island

DRAFT

Acknowledgement

Islands Trust respectfully acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous Peoples since time immemorial. We are committed to Reconciliation and to working together to preserve and protect this ecologically, culturally, and spiritually significant region in the Salish Sea.

The Islands Trust Area is located within the treaty lands and territories of the BOḰEĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXE ̄L, Qualicum, scəẃaθən, səl̓ilwətaɬ, SEMYOME, shíshálh, Sḵwx̱wú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth', SȾÁUTW_ , Stz'uminus, ɬaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W_JOL ̄EL ̄P, W_SIḴ_EM, Xeláltxw, Xwémalhkwu, Xwsepsum, and xʷməθkʷəy̓ əm First Nations.

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Organizational Purpose of this Plan

This plan is meant to assist Islands Trust staff (including through coordination with Islands Trust Conservancy staff) and trustees by identifying the suite of available tools within our jurisdiction and specific actions that help us achieve success in advancing work in support of the outcomes identified in this plan which have been derived from Islands Trust Council's Reconciliation Declaration on March 2028, the *Islands Trust Act*, the *Local Government Act*, and the work with the Ministry of Housing and Municipal Affairs regarding their statutory approvals.

Introduction[1]

The Islands Trust Area is situated within Coast Salish territory and sits at the centre of the many gathering places and villages of these strong and vibrant First Nations. Coast Salish Peoples have a spiritual connection to the islands and the waters of the Salish Sea, and have a vital, long-standing and future-oriented interest in the environment of their territories and treaty lands.

The Salish Sea Basin was one of the most densely populated regions in North America before European contact.[2] The Islands Trust Area contains thousands of Indigenous archaeological and cultural heritage sites, including village sites, burial sites, middens, cairns, petroglyphs, pictographs, culturally modified trees, fish traps, and clam gardens. These sites reflect the deep history and enduring presence of Indigenous Peoples in the region. However, many have been desecrated or destroyed due to settler development, resource extraction, and inadequate legal protections.

For thousands of years, Indigenous Peoples have maintained deep reciprocal relationships to the lands and waters of the Salish Sea, which sustain food systems, cultural practices, governance, and ways of life. However, colonization, land dispossession, racist behaviours, and restrictive land use policies have severely limited Indigenous access to traditional territories, impacting their ability to exercise inherent rights, maintain cultural practices, and pass on traditional knowledge. Despite these challenges, Indigenous communities continue to seek opportunities to reconnect with lands and resources through harvesting, stewardship initiatives, and land-based governance. Indigenous stewardship is essential to maintaining the ecological integrity of the region.

Islands Trust Council acknowledges that Islands Trust is founded within a colonial framework that excludes Indigenous Peoples from land use decisions on their own territories. The

[1] This Indigenous Relations Action Plan is informed by past comments and advice of Coast Salish leaders and knowledge holders and staff of various Indigenous Governing Bodies with territory in the Islands Trust Area. It also builds on the contributions and ideas of former Islands Trust Senior Intergovernmental Policy Advisors Fiona MacRaild, Lisa Wilcox and Robyn Kefi, and a staff-wide process to seek input in 2022, facilitated by Gillian Nicol, former Program Coordinator and Narissa Chadwick, Island Planner.

It follows partial implementation of Islands Trust Council's 2018-2022 Reconciliation Action Plan.

[2] Ritchie, P. M., Ritchie, J., Blake, M., Simons, E., & Lepofsky, D. (2024). Settling the record: 3,000 years of continuity and growth in a Coast Salish settlement constellation. Journal of Anthropological Archaeology, 73, 101570. (https://www.sciencedirect.com/science/article/pii/S0278416524000011)

establishment of Islands Trust in 1974 was done without recognition of the Indigenous stewardship, governance, and deep relational knowledge of the lands and waters that have been in place since time immemorial. Residential schools, forced removal, and colonial laws and restrictions of Indigenous governance and cultural practices have displaced and dispossessed Coast Salish peoples and disrupted their relationships with the islands and waters of the Salish Sea. The ongoing legacy of cultural erasure, neglect of ancestral sacred sites, and systemic disregard for Indigenous presence has caused lasting harm and mistrust. Meaningful Reconciliation requires truth-telling.

Islands Trust recognizes that reconciliation is an ongoing process of relationship-building and institutional learning. This includes reflecting on how existing systems, structures, and decision-making processes may unintentionally perpetuate colonial approaches or limit opportunities for Indigenous Governing Bodies to meaningfully express their rights, responsibilities, governance systems, stewardship practices, and interests regarding their territories and treaty lands.

Islands Trust Council respectfully acknowledges Indigenous inherent rights as protected under section 35 of the *Constitution Act*, 1982. Islands Trust Council respectfully acknowledges Indigenous rights to self-governance and the expressed interest of Indigenous Governing Bodies in working toward co-governance of the Islands Trust Area. Islands Trust Council is committed to advancing Reconciliation with Indigenous Governing Bodies through ongoing discussion and recognition of these rights.

Islands Trust is committed to a distinction-based approach that honours the uniqueness of each Indigenous Governing Body with interest in the Islands Trust Area. This means recognizing that Indigenous Governing Bodies are not a monolith; each Nation has its own governance structure, laws, priorities, language, cultural practice, and relationship to the land and waters. Engagement must be grounded in respect for these differences, and guided by the protocols and self-determined approaches of each Nation.

Within the territorial context, it is important to be clear about the role, mandate, and limitations of Islands Trust, and also the specific tools we have to do the work. Islands Trust recognizes that reconciliation is not only about improving engagement within existing systems, but about building respectful relationships that create space for Indigenous Governing Bodies to express their rights, responsibilities, laws, governance systems, and interests in ways that may help inform and evolve future approaches to governance, planning, stewardship, and decision-making within Islands Trust Area.

Islands Trust is a special purpose government mandated to preserve and protect over 450 islands and surrounding waters in the Salish Sea, in cooperation with First Nations, and municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia, through:

- Land-Use Planning:
    - Creates policies and regulations for land and marine areas that respect the Islands Trust preserve and protect mandate.

- Regional Collaboration and Advocacy:
    - Advocates on issues important to the entire region in a non-regulatory way to preserve and protect the Trust Area for future generations.

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- Land Conservation
    - The Islands Trust Conservancy works with people and communities to preserve and protect the unique ecosystems and culturally significant places in the Islands Trust Area. Since 1990, over 115 places across the region have been protected.

Building and maintaining strong relationships with Indigenous Governing Bodies is essential for meaningful engagement, informed decision-making, and advancing Reconciliation within the Islands Trust Area. These relationships are built on respect, and ongoing dialogue. Strengthening this connection requires consistent communication, collaboration on shared priorities, and logistical, and often financial, support to ensure accessibility and participation.

Informed by Indigenous Governing Bodies and Indigenous Peoples, Islands Trust is on a path of education and transformation. Indigenous Governing Bodies and Elders have shared some key concerns with Islands Trust that include, but are not limited to:

- Cultural heritage protection
- Loss of access to resources and harvesting areas
- Pressures on ecosystems
- Need for revitalization of language and culture
- Need for education about the past and current impacts of colonialism
- Opportunities and issues related to ecosystem restoration and recovery
- Need for co-development of planning and land use management and land protection processes with Islands Trust bodies
- Need for acknowledgment of Indigenous self-governance and inherent rights to be self-governing decision-makers within their respective territories, and to be stewards
- Need for implementation of the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration)

Indigenous Governing Bodies have also stressed the importance of acknowledging the interdependencies between healthy communities and healthy ecosystems.

As a special-purpose government mandated to preserve and protect the unique amenities and environment of the Islands Trust Area, Islands Trust Council recognizes its responsibility to respect the rights, traditions, and knowledge of Indigenous Peoples.

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Policies and regulations underlying Islands Trust Council's cooperation with Indigenous Peoples

The Islands Trust Council is required by legislation, and guided by policy (including our Reconciliation Declaration, internal policies, and advice from the Ministry of Housing and Municipal Affairs) in relation to work with Indigenous peoples.

The following identifies those requirements and commitments:

- ***Islands Trust Act***
  - Section 3 Object of the Trust – is to preserve and protect the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of British Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia.

- ***Local Government Act***
  - Section 475 –requires that, during the development of an Official Community Plan (OCP), there be consideration of provision of one or more opportunities for consultation with organizations affected, and specifically mentions consideration should be given to whether consultation is required with First Nations.

- **Islands Trust Council's Declaration on Reconciliation**
  - The three main tenets summarized here (see above on page 3 for the full declaration) as the Islands Trust Council:
    - Acknowledges the Islands Trust Area as the traditional home of Indigenous peoples since time immemorial, and honours their history, stewardship, and cultural heritage
    - Commits to reconciliation through respectful, long-term relationship-building between Indigenous and non-Indigenous peoples
    - Seeks to create opportunities for knowledge-sharing and mutual understanding to help protect the islands within the Salish Sea

- **Islands Trust Council and Committee's Policy 6.1.1. – First Nations Engagement Principles**
  - Establishes three Engagement Principles:
    - Islands Trust is committed to becoming aware of what it does not know or understand about First Nations
    - Islands Trust is committed to proving sincere desire for reconciliation
    - Islands Trust is committed to integrating, where possible, activities that support First Nations reconnecting with the Islands Trust Area lands and waters

- **Guidance from Ministry of Housing and Municipal Affairs**

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- The Minister of Housing and Municipal Affairs holds the duty to consult with First Nations where established or asserted Aboriginal and Treaty rights protected under section 35 of the Constitution may be adversely affected. The record of engagement with First Nations that Islands Trust provides to the Minister with bylaws submitted for approval helps with the assessment of the fulfillment of that duty. Provincial guidance is that when preparing bylaws for Ministerial review, Islands Trust should develop processes which demonstrate how it has:
    1. Prepared for Indigenous input with thoughtful assessment of the potential impacts on the environment, the community, and Indigenous Governing Bodies,
    2. Been clear about intentions and open and genuine in seeking input,
    3. Considered the perspectives shared and work towards consensus and collaboration in the policies where possible, and
    4. Responded to the community and to Indigenous Governing Bodies about what is reasonable, practical or necessary to include in the resultant proposed bylaws.

Long-Term Outcomes

Taken together, the regulations and policies listed above, and the actions in this plan, support Trust Council in making progress towards the following four long-term outcomes:

1. Islands Trust bodies undertake meaningful engagement to inform decisions, policies and regulations in a manner that works towards understanding and addressing the interests of both Indigenous Governing Bodies and the Islands Trust.

2. Rich history, stewardship, and cultural heritage is honoured and protected.

3. Mutually respectful relationships between Indigenous and non-Indigenous peoples are established and maintained.

4. Opportunities for knowledge-sharing and understanding are created.

About this Action Plan

In order to achieve the long-term outcomes identified above, the Islands Trust Council recognizes the need to commit to using available tools by adopting new ways of working and dedicating the time required to ensure that systems, processes and activities support this vision across the organizational level. Trust Council also recognizes that budgets will have to be allocated strategically to support priority initiatives.

This plan is organized around three key areas of organizational focus:

- Governance
- Administration
- Education

Under each area of organizational focus there are supporting goals intended to clarify the Islands Trust Council's role in achieving the long-term outcomes through its tools and authorities. Each goal is then supported by action items with a timeline and budget estimation. Taken together, this plan is intended to:

1. Set out activities that will support and advance relationship building and cooperation within the existing legislative framework,
2. Support efforts to co-develop planning land use management, and land protection processes with Indigenous Governing Bodies within the Islands Trust Area, and
3. Respond to the generous guidance and teachings that have been shared with staff and trustees by Indigenous Peoples.

There are many tools available to the Islands Trust Council to advance the long-term outcomes listed above. Only a sub-set of tools are used for the priority actions listed in this two-year plan, but it is expected that Islands Trust Council will explore the full-range of its available powers and tools in the years to come to advance its reconciliation commitments.

It should be noted that this document outlines internal Islands Trust Council actions and priorities, and while it is informed by previous guidance shared, it has not been co-developed with First Nations. Islands Trust Council recognizes that meaningful reconciliation cannot be fully defined by the organization alone. Ongoing relationship-building with Indigenous Governing Bodies will continue to inform how this work evolves over time, including identifying opportunities to address systemic barriers, strengthen respectful engagement practice, and support Indigenous voices in matters affecting their traditional territory and treaty lands.

Relationship to Islands Trust Conservancy Board and local trust committees

While an Islands Trust Council plan cannot set out goals or actions for local trust committees or the Islands Trust Conservancy Board, there are important areas of commonality regarding Indigenous engagement, relationship-building, and reconciliation work across all Islands Trust corporate bodies. These areas include:

- Establishing and maintaining mutually respectful relationships between Indigenous and non-Indigenous Peoples
- Creating opportunities for knowledge-sharing, understanding and collaboration
- Acknowledging Indigenous inherent rights to self-governance and expressed interests in advancing co-governance within the Islands Trust Area
- Receiving, sharing and incorporating feedback from Indigenous Governing Bodies and Elders regarding interests, priorities and concerns
- Working towards shared reconciliation objectives, including the commitment to fostering mutually respectful relationships reflected in both the Islands Trust Conservancy Reconciliation Declaration and the Islands Trust Council Reconciliation Declaration

A collaborative approach between Island Trust corporate bodies will support coordinated, effective, and respectful engagement with Indigenous Governing Bodies and help advance an internally cohesive approach to reconciliation across the Islands Trust.

The Islands Trust Conservancy is currently developing its 2028-2032 Plan, with a significant focus on developing and strengthening relationships with Indigenous Governing Bodies within the Islands Trust Area and identifying areas of overlapping interests. With the information gathered through that process, the Board intends to develop its own Indigenous Relations Action Plan.

Over the term of this 2026-2028 plan, local trust committees and the Islands Trust Conservancy will be using their own suite of powers and tools to advance relations with Indigenous Governing Bodies and respond to the rights and interests expressed. Islands Trust Council can support this work through provision of funding, and in the case of local trust committees, can exert its budget authority to prioritize funding to projects that respond to the rights and interests expressed by Indigenous Governing Bodies.

For local trust committees these powers and tools include, among others:

- Amending official community plans and adopting or amending land use bylaws,
- Decision-making on planning applications (rezonings, subdivision, development permits, development variance permits, temporary use permits, etc.),
- Heritage conservation and protection,
- Amending or adopting administrative bylaws, and
- Decisions and policies relating to bylaw compliance and enforcement.

For Islands Trust Conservancy these powers and tools include, among others:

- Decision-making about acquisition of new protected areas that protect ecological or cultural features and/or locations that Indigenous Governing Bodies wish the Islands Trust Conservancy to protect
- Management of protected areas (e.g. Indigenous languages/place names on signage, involvement of cultural monitors, consideration of harvesting, measures to identify and protect archeological and culturally important sites
- Decisions and policies relating to compliance and enforcement of conservation covenant violations or trespasses, unauthorized uses or environmental damage in a nature reserve.

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Goals and Actions by Areas of Organizational Focus, for 2026-2028

A. Governance

Background:

Islands Trust Council may enter into agreements with Indigenous Governing Bodies but does not have a clear framework for Indigenous Governing Bodies seeking shared governance models that align with the principles of the UN Declaration and *UN Declaration Act*. To address this, Islands Trust Council has twice requested provincial review of the *Islands Trust Act*, to which the Province has responded that it expects Islands Trust Council to ensure that it has engaged in a meaningful way with the agencies and governments that would be expected to participate in, or be impacted by, such a review.

Within the existing legislative framework, Islands Trust bodies can work towards the outcomes identified in this plan including meaningful engagement with Indigenous Governing Bodies about new ways of working together more closely.

A.1. Governance structures, agreements and processes

Goal Ensure governance structures/agreements/processes support ongoing understanding of the interests of Indigenous Governing Bodies, methods to address the interests, and promote strong relationship-building		
Action Items	**Timeline**	**Budget**
Engage with staff from Indigenous Governing Bodies to develop a **baseline engagement framework document** that records expressed guiding principles, interests of the Indigenous Governing Body, and the tools available to Islands Trust to address interests. The baseline engagement frameworks can be used to inform Islands Trust Area-wide priorities in project planning and application processing.	2026/27-2027/28	Staff time in 2026/27
Amend the **Islands Trust Policy Statement** to incorporate a requirement that local trust committees and island municipalities engage with Indigenous Governing Bodies on all bylaws that require Executive Committee or Trust Council review or approval.	2026/27-2027/28	Via 2026/27 project budget ($37,000) Business case may be provided for 2027/28
Negotiate, sign and celebrate **agreements** with interested Indigenous Governing Bodies to establish clear expectations for coordination, as needed.	Ongoing	$15,000 with funding from UBCM Community to Community

		grants as available.
Islands Trust Council to engage with Indigenous Governing Bodies, using a distinction-based approach, to **explore potential establishment of an Indigenous advisory or guidance group** that could support and inform future governance changes and requests for legislative change.	2027/28	Via business case for 2027/28
Work collaboratively with interested Indigenous Governing Bodies to identify opportunities to strengthen relationship-based approaches to land-use planning, stewardship, referrals, and governance discussions with the legislative scope of Islands Trust and to identify barriers within existing systems that may impact meaningful participation or respectful engagement.	Ongoing	Staff time
Support leadership-to-leadership meetings as needed.	Ongoing	$2,000 annually for honoraria/gifts, travel costs from Trust Council or LTC travel budgets
Develop **working groups/regular meeting schedule** with interested Indigenous Governing Bodies as needed, and support and provide financial supports for travel and meetings	Ongoing	Staff time Any travel to be paid from department travel budgets, which may need to be increased accordingly for 2027/28
Engage with the Province to analyse Section 7 of the UN *Declaration Act* to see how it pertains to Islands Trust Council, Islands Trust Conservancy, local trust committees, and Bowen Island Municipality	2026/27	Staff time
Identify **measures to monitor this plan's long-term outcomes**	2027/28	Staff time

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B. Education/Training

Background:

To successfully implement this action plan and advance relationship-building, trustees and staff need knowledge and skills to engage meaningfully with Indigenous Governing Bodies and Indigenous peoples. The Truth and Reconciliation Commission's (TRC) Call to Action #57 calls upon all levels of government to provide education for public servants on Indigenous histories, rights, and governance systems. Many staff, trustees, and advisors have been socialized within a settler colonial framework, which can create barriers to respectful relationship-building. Training on anti-Indigenous racism and cultural safety is needed.

Through education and training staff and trustees can increase awareness and understanding of how colonial systems, policies, and decision-making structures continue to impact Indigenous Peoples and relationships with Indigenous Governing Bodies. Further, learning regarding Indigenous governance systems, stewardship responsibilities, and relationship-based approaches to engagement and decision-making will support productive and positive relationships.

B.1. Education/Training - Trustees and Staff

Goal
To foster a culturally competent and culturally safe organization by providing trustees and staff with the knowledge, skills, and tools necessary to:

- Unlearn colonial biases,
- Deepen their understanding of Indigenous histories, cultures, and governance systems

Action Item	Timeline	Budget
Develop general **orientation packages and orientation sessions** for new trustees, advisory planning commission/Board of Variance members, and staff	2026/27	Staff time
Develop **briefings summarizing the status of relationships with** applicable Indigenous Governing Bodies for local trust committees after the election	2026/27	Staff time
Provide **training and scripts to Chairs and staff** to support delivery of culturally safe meetings, and to provide support for responding to Indigenous-specific racism	2026/27	Staff time / Trust Council training budget
Update the **Islands Trust Identity Guide** and **Territorial Acknowledgement Guide** as needed	Ongoing	Staff time
Update Islands Trust Council's **Continuous Learning Plan** to include topics related to reconciliation, cultural safety, respectful engagement, and anti-Indigenous racism, and deliver training	Ongoing	$2,000 annually Via business case for anti-Indigenous

		racism workshops (2027/28)
Continue annual **educational emails** for Indigenous Peoples Day and National Day for Truth and Reconciliation noting events and resources to support continuous learning	Ongoing	Staff time
Review/update **annual employee development plans** to require cultural competency training and cultural safety learning, including specific training for Senior Planners who attend LTC meetings	Ongoing	Training to be paid from department training budgets Business case may be provided for 2027/28 to support organization-wide staff training
Provide one-to-one dialogue sessions with the Senior Indigenous Relations Specialist to discuss topics related to reconciliation, work, society, and other issues related to Indigenous understanding	Ongoing	Staff time
Consider the role of the **Islands Trust staff library** and enhancing it to ensure resources on Indigenous topics are available to all staff and trustees, e.g., Could continue to host Islands Trust library in Victoria and Salt Spring offices with books on Indigenous topics, and start a library for the Northern office.	Ongoing	Staff time with books donated
Finalize a **primer on Heritage Conservation Areas** and include in trustee and planner orientation materials to support protection of indigenous cultural heritage.	2026/27	Via base communications budget

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B.2. Public Education

Background

The final report of the Truth and Reconciliation Commission (TRC) report states that reconciliation is about "establishing and maintaining a mutually respectful relationship between Aboriginal and non-Aboriginal peoples in this country." To achieve this, every individual, family, group, business, cultural body, and level of government must participate.

In alignment with Islands Trust's preserve and protect mandate, Islands Trust Council can undertake initiatives to increase public awareness, understanding, and appreciation of history and heritage. This includes fostering meaningful engagement with Indigenous communities, promoting education, and supporting initiatives that highlight the diverse histories and cultures within the Islands Trust Area.

Goal To increase public awareness, understanding and appreciation of Colonialism and Indigenous history and heritage, cultures and governance systems in the Islands Trust Area.		
Action Item	**Timeline**	**Budget**
Offer and support on-island public learning events related to connected to project work, history or heritage, such as film screenings with panel presentations, in two local trust areas/Bowen Island each year	Ongoing	$3,000 annually Grant funding may also supplement
Annually, if the program is funded, **advise Indigenous Governing Bodies and Indigenous-led non-profits of the opportunity to apply for grants in aid** for initiatives that increase public awareness, understanding, and appreciation of the history and heritage of the Islands Trust Area	Ongoing	No cost to advise. Program subject to annual funding approval outside of this plan
Include presentations from Indigenous subject-matter experts in Stewardship Education Program or Climate Action Education Program webinars	Ongoing	Honoraria costs to be included in business case Program subject to annual funding approval
Upon request by Indigenous Governing Bodies **include materials on history and heritage in information packages** for new residents as appropriate to the local trust area in question (upon approval by Executive Committee)	Ongoing	Via communications budget

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Develop and distribute information materials about heritage protection and related processes for display at offices, public meetings and engagement events, and for inclusion on the website	2027/28	Via communications budget

B.3. Communication Practices - Using Coast Salish Languages and Art

Background:

Coast Salish languages and art are deeply connected to the land, waters, and cultural identity of the Indigenous Peoples of the region. These languages have been spoken on these territories since time immemorial, carrying ancestral knowledge, laws, and teachings. However, due to the impacts of colonization, Indigenous Peoples were subject to laws and policies that restricted cultural expression, including prohibition of ceremony, practicing art, wearing regalia, and speaking Indigenous languages. These measures disrupted intergenerational transmission of culture, creating long-term barriers that continue to affect access to opportunities today.

As a governing body operating within Coast Salish territories, Islands Trust has a role in supporting language revitalization and ensuring that Coast Salish art is recognized and respected. By incorporating Indigenous languages into signage, greetings, and communications, and by displaying Coast Salish art in its spaces, Islands Trust can help foster greater awareness, appreciation, and normalization of Indigenous cultural expressions.

Goal Support the revitalization and visibility of Coast Salish language and art by integrating them into Islands Trust spaces, communication, and engagement practices in a respectful and meaningful way that is guided by Indigenous Governing Bodies.		
Action Item	**Timeline**	**Budget**
Ensure that, as part of orientation materials, **trustees and staff are provided with local Indigenous language resources** (e.g. First Voices) and are encouraged to learn to pronounce First Nations' names	2026/27	Staff time
Provide support to **Chairs and senior staff to learn greetings in a local language**	2026/27	Staff time
Provide funding for a **Coast Salish art piece in each office lobby/boardroom**	2026/27	Via Reconciliation action plan budget

C. Administration

C.1. Internal Procedures and Collaboration Frameworks - Building a Strong Administrative Foundation

Background:

Effective administrative processes support meaningful relationships, improve coordination, and support integration of Indigenous knowledge and governance perspectives into decision-making. By improving internal procedures and collaboration frameworks, Islands Trust can support Indigenous self-determination and build long-term relationships rooted in mutual respect and collaboration.

Goal To strengthen Islands Trust Area-wide administrative processes that support respectful engagement to preserve and protect Indigenous cultural heritage, and collaboration with Indigenous Governing Bodies within the Islands Trust Area.		
Action Item	**Timeline**	**Budget**
Implement a **First Nation referrals action plan** which could include actions for continuous improvement of engagement, the updating of staff toolkits which may include procedures, primers of Islands Trust jurisdiction, checklists, templates, and a bylaw approval coordination flowchart, with a focus on continuing a relational approach	2026/27	Staff time
Develop a **guide for early engagement** with procedures, checklists and templates, with a focus on continuing a relational approach	2026/27	Staff time (may seek grant funds to support staff backfill)
Develop a staff procedure for the creation and implementation **of agreements with Indigenous Governing Bodies**	2026/27	Staff time
Develop and Islands Trust Council **grants policy** (financial assistance), and develop a template for grant agreement and staff procedures	2026/27	Staff time
Develop and populate a **contact relationship management database** with information relating to each Indigenous Governing Body (including information on their previously expressed interests), and develop staff procedure and training materials	2026/27-2027/28	Staff time
Develop a **staff procedure for sending and tracking correspondence** with Indigenous Governing Bodies	2026/27	Staff time

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Develop a **records management procedure** related to Indigenous relations, and implement staff training	2026/27	Staff time
Sustain a **supply of blankets and gifts** for use at meetings and events, and develop a staff procedure to guide appropriate use	Ongoing	$500 annually
Develop a **staff procedure for handshake and blanketing protocols**	2026/27	Staff time
Work with Indigenous Governing bodies to acquire **improved archeological and cultural heritage mapping information**, and provide staff training on their use, and confidentiality restrictions	Ongoing	Via Gabriola Island OCP project in 2026/27 and future project business cases
Improve and finalize, through engagement with Indigenous Governing Bodies, the **Archeological Chance Find Protocol** in consultation with Indigenous Governing Bodies	2027/28	Via future project business case
Facilitate sharing of mapping and data sharing information and develop a **model data-sharing agreement** that respects Indigenous data sovereignty	2026/27	Staff time
Develop procedures for bylaw compliance and enforcement staff regarding informing First Nations about site visits to locations of known concern	2026/27	Staff time
Facilitate **knowledge-sharing on best practices in Indigenous relations** with other levels of government, including regional districts, for example through continued participation in the Indigenous Relations Regional District Community of Practice	Ongoing	Staff time
Advocate for changes to the UBCM Community to Community (C2C) program to allow multiple Islands Trust bodies to apply for, and concurrently receive grants and for First Nations to be able to receive funding directly	2026/27	Staff time
Conduct **a review of the Procurement Policy** to align with relevant outcomes from the BC Government's Indigenous Procurement Initiative	2027/28	Staff time
Develop and maintain an inventory of local Indigenous service providers, including sectors relevant to Islands Trust Conservancy, for staff reference and engagement	2027/28	Staff time

Send letters of congratulations from the Chair following elections for Chief and Council, with consideration of it comes also from ITC	Ongoing	Staff time
Provide travel funding for Islands Trust Council representative to **attend ceremonial and memorial services** (Pre-approval required from Executive Committee)	Ongoing	$1,000 annually
Support **staff-to-staff relationship strengthening** with occasional in-person meetings with food.	Ongoing	$2,000 annually
Update policies or agenda templates to enable formal opportunities for First Nations presentations and engagement at Island Trust Council meetings and meetings of other Trust bodies	2026/27	Staff time

C.2. Resourcing – More staff time for delivery of Indigenous Relations and Engagement

Background:

Islands Trust operates within a complex governance landscape that has had challenges with prioritizing meaningful and coordinated engagement with Indigenous Governing Bodies. At present, Islands Trust has 15 corporate bodies engaging with 27 Indigenous Governing Bodies across multiple concurrent projects, often led by different staff members working in silos. In recent years, the organization has taken on more projects and processed more development applications than can be effectively managed within existing staff capacity.

There is a clear and growing desire to align with the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration) as the framework for reconciliation. However, this requires not just policy commitments but the transformation of governance structures, bylaws, and relationships, many of which were created within a colonial system that marginalized Indigenous Peoples. To support respectful Indigenous relations, Islands Trust must make institutional space for this work—ensuring sufficient capacity, strategic focus, and alignment with Indigenous priorities.

There is a need to:

- Be pragmatic - Avoid overcommitting to initiatives that exceed staff's capacity, and recognize that relationship-building takes time.
- Focus – Focus available staff resources on projects where the interests of the Indigenous Governing Bodies' can be supported.
- Review and Transform Operations – Ensure Islands Trust operations are reflective of reconciliation commitments.

Islands Trust currently operates with a decentralized approach to Indigenous relations and engagement, where staff assigned to projects and referrals act as primary points of contact. This has resulted in a disjointed approach where Indigenous Governing Bodies have multiple Islands Trust staff to engage with, each with their own project focus, who are often unaware of the parallel engagements going on at the same time. Some Nations have noted that this lack of coordination and consistency in itself is undermining engagement because it results in duplication of effort and shows a lack of responsiveness to previously received feedback. The lack of centralized coordination has also resulted in a lack of consistency and documentation on the processes used in the referral process and during early engagement.

In recent years, the Senior Indigenous Relations Advisor has been the only position dedicated to supporting the Indigenous Relations activities at the Islands Trust, responsible for advising on agreements, training, policy/procedure development, liaison activities, correspondence drafting, referral coordination, event organization, etc. Resulting from the CAO's Operational Review report which states, "It is clear that Islands Trust needs to get its own internal operations more in order to support effective relationship building" Islands Trust Council has funded a new Manager of Indigenous Relations position, and a part-time Indigenous Relations Advisor for the Islands Trust Conservancy. These positions will form an Indigenous Relations team and will work together during the term of this plan, to develop a framework that enables a comprehensive and consistent approach to relationship building and engagement across Islands Trust, while also allowing for flexibility where needed to advance individual projects.

Goal

To ensure there are sufficient resources to uphold respectful and productive relationships with Indigenous Governing Bodies and to focus engagement efforts on priority initiatives.

Ensure the model for seeking engagement on projects, and general relationship-building, is appropriate, respectful, and efficient and reaches across all Islands Trust departments.

Action Item	Timeline	Budget
Review the staffing model for Indigenous relations to develop options for delivery of engagement requests in a manner that works better for Indigenous Governing Bodies	2026/27	Staff time
Prioritize resources needed to implement of Strategic Plan Key Initiative 1.1.2 "Work with Indigenous Governing Bodies to **co-design and implement future Policy Statement amendment review processes** that ensure ongoing and more regular review and amendment of the Policy Statement."	2027/28	Business case to be provided for 2027/28.
Establish a **staff Indigenous engagement coordination group** to align Islands Trust engagement processes, share information, and ensure a consistent and culturally-safe approach across all departments	2026/27	Staff time

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Establish a **referrals staff working group** with a regular meeting schedule	2026/27	Staff time
Recognizing the progress that has been made in operationalizing Indigenous relations and the goals and actions in this plan, **assess possible impacts of rescinding of local trust committee Reconciliation standing resolutions**	2026/27 (pre-election)	Staff time

Reporting on Implementation

Staff will report on the implementation of the actions in this plan to Islands Trust Council every six months, and through a description of Reconciliation activities in the annual report.

Conclusion

The intent and commitment of this Indigenous Relations Action Plan is a willingness to work in new ways and to take the time needed to align systems, processes, and activities at an organizational level. Taking responsibility for reviewing methodologies, having conversations, and developing new processes and policies are key to change management. Realizing that relationship-building work is not a checklist or a conventional assessment process with time-limited outcomes is important. Part of the success of Reconciliation is to act on the commitment with an open heart and mind and to embrace the challenges and value of working together.

Chief Dr. Robert Joseph, O.C. reminds us that "*Reconciliation is about change. It's about taking action to create a better future for all of us*.[3]" This plan is a step toward that change, recognizing that reconciliation is a continuous journey rather than a single outcome. The principles of Reconciliation, as outlined by the Truth and Reconciliation Commission and the United Nations Declaration on the Rights of Indigenous Peoples, provide a roadmap for moving forward.

An important aspect of this process is recognizing that Reconciliation is both a learning and a healing journey. It requires work within organizations and across society, governments, and individuals. The responsibility for Reconciliation does not rest on Indigenous Peoples but rather with all layers of Canadian society.

The journey of Reconciliation is one in which we commit to work within a framework that is inclusive, respectful, and humble. Generations of policies and processes have contributed to division, racism, and the marginalization of Indigenous Peoples. Now, we strive to find ways to come together, ensuring that land use planning and governance reflect Indigenous rights, knowledge, and priorities.

This Action Plan represents a living commitment that will evolve through the guidance, leadership, and relationships with Indigenous Governing Bodies, rather than a fixed destination.

[3] Source: Reconciliation Canada

Appendices

1. “Truth Precedes Reconciliation” Excerpt from 2021 Islands Trust Object: Past, Present, and Future Policy Statement Amendment Project Discussion Paper”
2. Islands Trust Reconciliation Framework
3. Terminology

DRAFT

Appendix 1: Truth Precedes Reconciliation

(Excerpt from 2021 Islands Trust Object: Past, Present, and Future Policy Statement Amendment Project Discussion Paper"

> *We all have to recognize that we are part of a heritage and ongoing reality of colonialism. Whether we have benefited from it or whether we have been victimized by it, we have to understand how we have been impacted by this dominant system. Oftentimes, we have been influenced to such an extent that we often don't even know that we're discriminating or being discriminated against. We must question what we've been taught and explore the possibilities of how things should be in the future.*[4]
>
> - Senator Murray Sinclair, Chief Commissioner of the Truth and Reconciliation Commission of Canada (TRC)

No Acknowledgment of Place

When contemplating Policy Statement amendments through the lens of Reconciliation, it is important to acknowledge that First Nations have been excluded from legislative debates, policy and planning dialogues, and cooperative partnerships throughout most of the history of the Islands Trust. The area in which the Islands Trust has existed as a jurisdictional body since 1974 is located within the treaty and territorial areas of the BOḰEĆEN, Cowichan Tribes, Halalt, Xwémalhkwu, K'ómoks, Klahoose, Ts'uubaa-asatx, Lək̓ʷəŋən (SXIMEŁEŁ, Songhees, T'Sou-ke), Lyackson, MÁLEXEŁ, Penelakut, Qualicum, Scia'new, səl̓ilwətaʔɬ, SEMYOME, shíshálh, Snaw-naw-as, Snuneymuxw, Sḵwx̱wú7mesh, SȾÁUTW̱, Stz'uminus, Tla'amin, scəẃaθən məsteyəxʷ, We Wai Kai, Wei Wai Kum, W̱JOŁEŁP, W̱SIḴEM, and xʷməθkʷəy̓əm (the First Nations). Yet, there is no evidence in Hansard Reports, policy papers, or academic reviews that First Nations were ever part of the dialogue on the formation or boundaries of the Islands Trust Area.

Missing from the Trust Object

The Object of the Trust has never specifically named Indigenous Peoples or First Nations as agencies to cooperate or coordinate with, despite the fact that the Trust makes land use decisions within First Nations' treaty and territorial lands and waters:

> It is the object of the trust to preserve and protect, in co-operation with municipalities and the Government of the Province, the trust area and its unique amenities and environment for the benefit of the residents of the trust area and of the Province generally. (*Islands Trust Act*, 1974)[5]
>
> The object of the Trust is to preserve and protect the Trust Area and its unique amenities and environment for the benefit of the residents of the Trust Area and of British

[4] Globe and Mail: *For Senator Murray Sinclair, leadership is defined by humility*, Jan 24, 2021

[5] Note that this legislative reference is from 2021 discussion paper. The Islands Trust Act was subsequently updated in late 2021 to Include a specific reference to First Nations in the Trust's Object statement to recognize its ongoing relationship and reconciliation efforts with First Nations.

> Columbia generally, in cooperation with municipalities, regional districts, improvement districts, other persons and organizations and the government of British Columbia. (*Islands Trust Act,* 2018)

Objectives of the Islands Trust Council would be to request First Nations be added to the object of the Trust after the words “for the benefit of the residents of the Trust Area, Indigenous Peoples, and of British Columbia generally, in cooperation with First Nations governments, municipalities…”.

Missing from History

The history of the Islands Trust Area and the colonization of the Gulf Islands is one of violence and erasure. It is important to understand that the history of the Islands Trust Area did not begin at the time of colonization in the 1880s; neither did it begin at the formation of the Islands Trust in 1974. The historical legislative policies and conceptualization of the Gulf Islands never acknowledged or recognized that the area had been home to Indigenous Peoples since time immemorial. The beauty and “unique amenities” of the Gulf Islands are the very reasons why the area was home to Indigenous Peoples for thousands of years, and are reflected in the telling of First Nations’ creation stories, relationship to the lands and waters, and stewardship of those lands and waters for future generations.

It should be underscored that the Islands Trust Area was, and still is, the location of permanent village sites with homes, longhouses, cultivated gathering areas for harvesting, clam gardens, and cultural sites. This occupation, over thousands of years, laid the foundations for the unique environment and amenities of the islands as we know them today. The Salish Sea Basin had one of the highest pre-contact population densities in North America, and has the earliest physical evidence of human seafaring and island occupation in the Americas. At this time, there are approximately 28,000 Coast Salish peoples living in and around the Islands Trust Area and 56,000 in the Coast Salish transboundary region. The climate and resources located in the Islands Trust Area were ideal for large village sites, evidenced by extensive scientific reviews of middens and archaeological sites in the area and oral history told by Cultural Knowledge Holders and Elders.

In a recent First Nations engagement meeting with Islands Trust staff, an Elder mentioned how longhouses on islands were burned to the ground and how the posts in the ground were cut to erase all evidence that the longhouse had even existed. The concept that these lands and waters had not been occupied and were free for the taking arose as residential schools were being built and the reserve system was enacted to segregate First Nations peoples away from their homelands so that they could be settled by non-Indigenous populations. From 1974 to the present day, there has been very little historical reference or acknowledgement of the longstanding presence of First Nations in the lands and waters of the Islands Trust Area.

Terra Nullius

For the settler communities who were colonizing the Islands Trust Area, the mentality of the day was one of “taming” the lands, and claiming lands through philosophical frameworks of Doctrine

of Discovery[6] and terra nullius[7]. Beginning in 1875, the area was subject to *The Gradual Civilization Act*. The *Act* supported the concepts of private land ownership through the forced removal of First Peoples from the islands to reserves, away from locations deemed desirable for European settlement. As well, the *Act* ensured Indigenous Peoples did not have voting rights or citizenship rights to their own lands and waters. Further oppressive legislation restricted Indigenous Peoples to the reserve, did not allow them to gather in groups larger than three people, and denied them the ability to buy or hold land or hire legal representation. *The Gradual Civilization Act* was just one of the many oppressive legislative tools that facilitated the genocide of Indigenous Peoples, their homelands, their language, culture, and governance and family structures in the formation of Canada and the Islands Trust Area.

Residential Schools

The Islands Trust Area was the location of the Kuper Island Indian Residential School from 1889 to 1975, a place where cultural genocide occurred with the forced removal of children as young as five years old from the surrounding communities of Beecher Bay, Burrard, Chehalis, Chemainus / Chemainus Bay, Chilliwack, Clemclem / Clemclemluts, Cole Bay, Comeaken / Comiaken, Comox, Cowichan, Equimalt, Galiano, Khenipsen / Ghenipsen, Halelt / Halalt, Katzie, Koksilah, Kuleets, Kwaw Kwaw A Plit, Ladysmith, Langley, Lyackson, Malahat, Musqueam, Nanoose, Patricia Bay, Pauquachin, Penelakut, Qualicum, Quamichan, Saanich, Siccamen, Skawahlook / Skawollock, Skwah, Somenos, Songhees, Sooke, Squamish, Tsartlip, and Tsawout[8].

> *The school earned the name "Alcatraz" for its remote location on the small island. Right from its founding by the Catholic Church, the scale of suffering at Kuper Island was beyond the pale . . . Even school officials described Kuper Island as "ruinous" and "insanitary (sic)," with the school's notoriously poor conditions exacerbating outbreaks of typhus, smallpox and tuberculosis.*
>
> - National Centre for Truth and Reconciliation

10,000 Years of Knowing

At the time of the formation of the Islands Trust in 1974, the government of the day recognized the importance of the unique "amenities" of the lands and waters. There was understanding that the environment of the area was fragile and could be greatly impacted by development and resource extraction or overuse. However, it was not acknowledged or understood that this unique environment was the result of thousands of years of active cultivation and stewardship by Indigenous Peoples. Hence, the government failed to consider Indigenous Knowledge of the lands and waters of the Salish Sea, the "10,000 years of knowing" (a term stated by Chief Leah George-Wilson of the Tsleil-Waututh Nation), in the formation of policies and legislation that directly impacted First Peoples' homelands in the Islands Trust Area.

[6] UNDRIP para. 4: all doctrines, policies and practices based on advocating superiority of peoples or individuals on the basis of national origin or racial, religious, ethnic or cultural differences

[7] Oxford Reference: land that is unoccupied or uninhabited for legal purposes. The application of English law to overseas possessions distinguished between settled colonies

[8] National Centre for Truth and Reconciliation

Throughout its forty-seven years of preserving and protecting the Islands Trust Area, the Islands Trust has consistently failed to recognize or acknowledge resource gathering areas, spiritual places, medicinal plant areas, and culturally significant species. The Islands Trust has managed the Islands Trust Area with a disconnected, single-species view of the ecological landscape versus a relational, interconnected acknowledgement of what truly makes the Islands Trust Area unique. Indigenous ways of knowing are not only important to reconciliation efforts, but also to the effective stewardship of these lands and waters.

Double Standards

Despite the fact that, in the formation of the Islands Trust, it was recognized that rapid population growth and development could greatly impact the communities that had established themselves on the islands and that quality of life should be sustainable and minimize negative effects[9]; it was never considered that the areas in question had been subject to the forced removal of Indigenous children to the horrors of residential school and the forced removal of their parents to reserves far from the growing populations of settlers. Efforts to protect the well-being of constituents in Trust Area communities were not equally exerted to protect the well-being of the First Peoples who were no longer residents of the islands due to their forced removal.

Failure to Protect Cultural Heritage

Cultural heritage sites and features, and ancestral loved ones, remain throughout these islands from which First Nations have been forcibly removed. This cultural heritage, and the ancestral loved ones, have been desecrated, destroyed, and impacted as settler communities built on top of First Nation village sites, and extracted resources from culturally significant areas. With the enactment of the *Islands Trust Act* in 1974, the Islands Trust became the planning body that determined the impacts to cultural heritage sites and ancestral loved ones via its land and water use decisions. From its earliest version the *Islands Trust Act* acknowledged the importance of preserving and protecting cultural heritage. In 1974, it stated under s. 3(2)(d) that the Islands Trust was to "locate and identify archaeological and historical sites within the trust area" and under s. 3(2)(a) "make recommendations . . . for the preservation and protection of the trust area and its unique amenities and environment". The Gabriola Island Community plan of 1978 acknowledged the "fragile nature of the environment" and the "special natural and archaeological areas" of the island.

It is therefore surprising to find no evidence to suggest that Islands Trust Council, or local trust committees, ever undertook to locate and identify the archaeological areas, or to preserve and protect the ancestral loved ones' resting places and cultural heritage such as fish weirs, clam gardens, artifacts, burial cairns, petroglyphs, or middens that exist extensively on all islands within the Islands Trust Area. However, in 1984, the Islands Trust did document and identify the settler heritage buildings in the Islands Trust Area in an extensive publication.[10]

[9] BC Round Table on Environmental and Economy, and the Commission on Resources and Environment 1990-1994

[10] Islands Heritage Buildings: A Selection of Heritage Buildings in the Islands Trust Area 1984

In 1992, the Islands Trust encapsulated the views of the public in a *Summary Report on the Islands Trust Public Forums: These Islands of Ours . . . Framing Our Common Future*. At the public forums, people listed "history and archaeological heritage" and "archaeological record" as key attributes they valued about the Trust Area. In 1994, the Islands Trust received more opportunities to cooperate and enter into new relationships with First Nations with treaty and territorial rights and title in the Islands Trust Area. Amendments were made to the *Islands Trust Act* that allowed the Islands Trust to enter into agreements with First Nations governments. In the 1994 legislative debates[11], legislators sought to clarify section 20(1)(b): the opportunity for the Islands Trust to enter into agreements with First Nations. Debate included the ability for the Islands Trust to enter into "a separate or bilateral set of negotiations" with First Nations to build "a very good working relationship" related to "conflicts over aspects that are considered to be heritage" and statements that "this is not just a question of the preservation of site-specific artifacts" but to provide the Trust with "a significant amount of empowerment". Debate further centred around the importance of First Nations heritage for the future, and how the preservation of sites in Haida Gwaii was an example of successful agreements. Unfortunately, despite this growing public consciousness and increased authority to preserve and protect First Nations' cultural heritage and establish stronger, more collaborative relationships with First Nations in the Trust Area, the Trust continued its pattern of inaction.

In 1994, the Islands Trust was also granted new legislative authority through amendments to Bill *21 Heritage Conservation Statutes Amendment Act*, 1994, changes to the *Islands Trust Act*, and changes to the *Municipal Act*. Amendments to the *Islands Trust Act* included new powers to engage in "activities to gain knowledge about the history and heritage of the trust area and to increase public awareness, understanding and appreciation of the history and heritage" and to "conserve heritage property". Heritage property under the *Municipal Act* was defined as "property that in the opinion of a body or person authorized to exercise a power under this Act in relation to the property has sufficient heritage value or heritage character to justify its conservation, or is a protected heritage property". Protected heritage property is defined as "protected under section 6(2) of the *Heritage Conservation Act*".

The *Heritage Conservation Act* states that heritage property is protected and it is illegal to "damage, excavate, dig in or alter, or remove any heritage object from, a site that contains artifacts, features, materials or other physical evidence of human habitation or use before 1846". The Islands Trust Area is within a historically rich and culturally abundant place of significant heritage value and properties. As noted above, the role and responsibility of Islands Trust was to recognize and protect the cultural heritage and historical significance of the area, which included the heritage of Indigenous Peoples. Land use decisions, bylaws, and official community plans should have been reflective of these new legislative powers to ensure the preservation and protection of significant sites such as Poets Cove, Grace Islet, and Harbour House to name just a few. The devastating impacts of the removal of ancestral loved ones from their resting places to institutions such as the Royal BC Museum, Simon Fraser University, University of British Columbia, and the Museum of Civilization contributed to cultural genocide within the Islands Trust Area.

[11] Legislative Session: 3rd Session, 35th Parliament, Volume 17, No. 2 June 29, 1994

Continued Legacy of Inaction

The history of the Islands Trust has unfortunately been one of complacent disregard for the history of Indigenous Peoples in the Trust Area and a lack of will to protect the collective heritage of the area for Indigenous Peoples, British Columbians, and Canada as a whole. Throughout the entire Trust Area, the destruction of archaeological sites, gravesites, cultural areas, and villages continues to this day. The history of cumulative impacts and destruction to the culture and historical understanding of the area has been devastating to First Nations communities and their well-being, and has contributed to a general lack of trust in the role of Islands Trust. Despite the clear mandate to preserve and protect against development pressures in this fragile area, the Islands Trust has facilitated development on village sites that had existed for thousands of years, leading to the destruction of those areas and the unearthing of ancestral loved ones. This is especially tragic given that Indigenous Peoples were forcibly removed from the area and stripped of their ability to preserve and protect their own heritage through land use decision-making.

The formation of the Islands Trust in 1974 made it uniquely positioned to ensure the preservation and conservation of historical sites and archaeological areas for future generations of Indigenous Peoples and all British Columbians. As noted in legislative debates from 1974 to 1994, this had always been part of the rationale for the formation of the Islands Trust. Nonetheless, the Islands Trust has generally seemed to lack the will to compel other ministries and government agencies to prioritize the heritage of Indigenous Peoples, despite having the authority to do so, and despite being granted additional powers to work cooperatively with First Nations through amendments to the *Heritage Conservation Act* in 1994.

The Islands Trust did enter into protocol agreements with some First Nations after 1994; however, those agreements did not lead to additional protections or land use decision policies to protect the heritage of Nations or create collaborative relationships at a government-to-government level. The looting of ancestral remains and cultural artifacts has long been a known practice in the area, outlined in media articles in local newspapers, in meetings held with island communities, and in community conversations going back before the formation of the Islands Trust. Unfortunately, Islands Trust enforcement policies were not coordinated with other ministries or First Nations to address the looting of cultural artifacts or sites, and advocacy efforts have not been successful at curbing these unlawful activities that lead to the erasure of cultural heritage and desecration.

We end this section on the history and legacy of the Islands Trust Area with a quote from Chief Roland Wilson, West Moberly First Nation:

> *You can show Canada and the world that the only way to escape our colonial history of neglect and betrayal is to act boldly and honourably in the decisions that lie before us today.*

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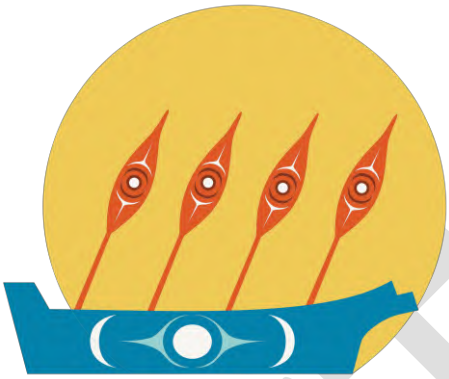
Appendix 2: Islands Trust Indigenous Relations Framework



This design depicts an ocean-going Coast Salish canoe, symbolizing a journey through time and tradition. It reflects the enduring connection Indigenous peoples have with the coastal waters surrounding Vancouver Island and the mainland, traveling these routes for generations while carrying forward teachings, knowledge, and cultural values. The canoe represents both movement and continuity, emphasizing the ongoing growth, learning, and guidance passed on to younger generations.
Margaret August

The Islands Trust Indigenous Relations Framework reflects that relationship-building is not a checklist—it is a journey. All elements must work together to support relationship-building at the core. The steps are not linear; rather, each can occur at any time, depending on the context and stage of engagement.

Confronting Anti-Indigenous Racism

Relationship-building cannot occur without addressing anti-Indigenous racism at the individual, institutional, and systemic levels. Anti-Indigenous racism is not incidental; it is embedded in colonial laws, policies, professional practices, and social norms that continue to shape decision-making today.

Learning about anti-Indigenous racism requires ongoing self-reflection, unlearning biases, examining power, and understanding how harm is reproduced even through well-intentioned processes. This learning is a continuous responsibility for trustees, staff, and leadership and must inform all engagement, planning, and decision-making with Indigenous Governing Bodies.

Process to **Build Relationships** with Indigenous people:

It is imperative to recognize **Truth** by acknowledging the full history of colonial impacts and accepting the hard truths of past and ongoing injustices, and includes acknowledging how Indigenous-specific racism has shaped policies, planning, practices, enforcement, and public process, and how these harms continue today Truth serves as the foundation for meaningful change.

Deep Learning means going beyond surface-level acknowledgment to deep, inquisitive learning. It involves recognizing Indigenous governance, laws, and land stewardship while

learning from both historical and contemporary Indigenous perspectives. It means learning about how colonial narratives and racial hierarchies have displaced Indigenous knowledge systems while privileging western governance and science.

Honoring **Indigenous Leadership** may require confronting internal biases and challenging institutional resistance that can undermine recognition of Indigenous jurisdiction and partnerships. Islands Trust commits to an ongoing effort to co-develop planning and land use management processes with Indigenous Governing Bodies within the Islands Trust Area. Islands Trust Council will be informed by the United Nations Declaration on the Rights of Indigenous Peoples as a framework for its approach to reconciliation.

Building **Trust** cannot be accomplished without addressing racism when it occurs, responding to harm, and changing behaviours, process, and power dynamics that perpetuate exclusion. Trust building requires consistency and respectful actions. Trust grows when Indigenous voices are heard, valued, and reflected in decision-making. Islands Trust must facilitate this process with long-term commitment and accountability.

Taking **Action** includes embedding anti-Indigenous-specific racism training, accountability mechanisms, and cultural safety expectations into policies, staffing, evaluations, and governance process. It means backing up words with concrete steps. Policy changes, equitable partnerships, and decolonizing systems are necessary to move forward. Continuous self-reflection and adaptation are essential to ensuring lasting progress.

DRAFT

Appendix 3: Terminology

Islands Trust acknowledges that its understanding and knowledge base is limited. This document is intended to be responsive and subject to change as it continues to be informed by Indigenous perspectives, interests, and guidance from Indigenous Governing Bodies into the future. The terms below are not exhaustive and do not fully encompass the rich history, culture, language, protocols, or the depth of Indigenous law, governance, naming, place-based knowledge, or traditional ways of knowing.

- "Indigenous Governing Body" means an entity that is authorized to act on behalf of Indigenous Peoples that hold rights recognized and affirmed by section 35 of the *Constitution Act*, 1982.
- "Indigenous Peoples" has the same meaning as Aboriginal peoples in section 35 of the *Constitution Act*, 1982.
- "Rights" mean asserted or established rights as referred to under Section 35 of the Constitution and Nation-specific Treaties.
- "Territory" refers to territories that Nations have occupied and continue to occupy where they exercise their Indigenous rights.
- "Distinction-Based Approach" refers to working with First Nations in a manner that acknowledges the specific and inherent rights of each nation, while respecting and acknowledging their specific cultures, histories, laws, governments, interests, priorities, and concerns.

DRAFT

June 2026 Islands Trust Council
Session Outline

British Columbia Coastal Marine Strategy

10:45 a.m. to 11:45 a.m., Thursday, June 18, 2026

Purpose: To update Trust Council on the British Columbia Coastal Marine Strategy released in 2024 and priority implementation actions currently underway.

Resources: **Charlie Short** is currently the Executive Director of the Coastal Marine Stewardship and Fisheries Branch in the Ministry of Water, Land and Resource Stewardship. **Kristin Worsley** is the Director of Coastal Marine Policy for the Branch. Within the provincial government's areas of jurisdiction, the Branch is responsible for coastal marine policy, fisheries, governance, ecosystem-based management and monitoring, spatial planning, and protected area network design and implementation. This includes co-developing and now implementing, with coastal First Nations, stakeholders, local governments and communities, a Coastal Marine Strategy —the first of its kind for British Columbia.

TIME	TOPIC	WHO
10:45 a.m. – 10:50 a.m.	Introductions	Laura Patrick, Chair, Islands Trust Council
10:50 a.m. – 11:15 a.m.	Coastal Marine Strategy	Charlie Short, Executive Director Kristin Worsley, Director
11:15 a.m. – 11:45 a.m.	Q&A Discussion	All

Background:

At its regular meeting of February 4, 2026, Islands Trust Executive passed a motion directing staff to invite Provincial representatives to present on the Coastal Marine Strategy at the June Trust Council meeting.

In April 2023, the Islands Trust Chair, at the request of Executive Committee, provided comment on the Coastal Marine Strategy Intentions Paper.

In September 2020 Islands Trust Council passed the following motion:

> *That the Islands Trust Council direct the Chair to write to the Premier and all relevant Ministers of the BC government on behalf of Trust Council to request that the BC government develop and enact a Coastal Strategy and law to leverage and coordinate the work of provincial ministries, First Nations, local communities, and stakeholder groups to preserve coastal and ocean health, halt coastal habitat loss, accelerate the completion of a network of marine protected areas to benefit fisheries, biodiversity and the economy, set marine environmental quality objectives from upland activities, and help communities adopt ecosystem-based approaches to manage risks from flooding due to extreme weather events, sea level rise, climate change, and ocean acidification.*

The Ministry of Water, Land and Resource Stewardship led the co-development of the Coastal Marine Strategy with coastal First Nations.

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 17, 2026
From:	Executive Committee	**Date Prepared:**	May 4, 2026
SUBJECT:	British Columbia Coastal Marine Strategy		

RECOMMENDATION: That Islands Trust Council write a letter to the Minister of Water, Land and Resource Stewardship advocating that the British Columbia Coastal Marine Strategy be enshrined into law.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: The British Columbia Coastal Marine Strategy outlines the actions that the Province intends to take to steward marine resources in the coming decade(s). Advocating that it be enshrined into law is consistent with applicable Islands Trust policies.

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1 PURPOSE: The purpose of this RFD is to seek Trust Council support to advocate to the Province that the British Columbia Coast Marine Strategy be enshrined into law.

2 BACKGROUND:

At its regular meeting of February 4, 2026 Executive Committee passed the following resolution:

That Executive Committee request staff to prepare a request for decision recommending undertaking advocacy on enshrining the Coastal Marine Strategy into legislation for the June Trust Council meeting.

The British Columbia Coastal Marine Strategy was released in 2024.

From the Government of British Columbia project website:

The B.C. Coastal Marine Strategy establishes the province's first shared vision for the B.C. coast. The strategy will guide our decisions over the next 20 years and help ensure we are prepared for the opportunities and risks that tomorrow may bring us.
The vision is for a coastal marine environment that supports:

- *Biodiversity*
- *Productivity*
- *Resiliency*
- *The prosperity, health and well-being of coastal communities*

The vision is supported by a suite of actions and activities that balance the needs of people and ecosystems.

Other local governments have already begun to advocate that implementation of the Strategy be required under law. In 2025 the District of Saanich and City of Langford sponsored a motion to the Union of British Columbia Municipalities (UBCM) calling on the

Province to do just that, and in 2025 UBCM executive endorsed that motion. It is attached as Attachment 1, along with the Province's response. A memo prepared by West Coast Environmental Law setting out the rationale for legal implementation of the strategy is available here.

Islands Trust has previously engaged with the Province on the development of the Coastal Marine Strategy.

In April 2023, the Islands Trust Chair, at the request of Executive Committee, provided comment on the Coastal Marine Strategy Intentions Paper.

In September 2020 Islands Trust Council passed the following motion:

That the Islands Trust Council direct the Chair to write to the Premier and all relevant Ministers of the BC government on behalf of Trust Council to request that the BC government develop and enact a Coastal Strategy and law to leverage and coordinate the work of provincial ministries, First Nations, local communities, and stakeholder groups to preserve coastal and ocean health, halt coastal habitat loss, accelerate the completion of a network of marine protected areas to benefit fisheries, biodiversity and the economy, set marine environmental quality objectives from upland activities, and help communities adopt ecosystem-based approaches to manage risks from flooding due to extreme weather events, sea level rise, climate change, and ocean acidification.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Drafting and sending a letter from the Chair will require a few hours from Trust Area Services and the Executive Office. This can be accomplished within existing work programs.

FINANCIAL: None

POLICY: None

IMPLEMENTATION/COMMUNICATIONS: None

FIRST NATIONS RELATIONS: None, however Islands Trust Council's advocacy would be strengthened by partnership with Indigenous Governing Bodies. While the strategy was co-developed with many First Nations from across the coast, it is unclear whether Indigenous Governing Bodies would also support enshrining the Coastal Marine Strategy in law.

OTHER: None

4 RELEVANT POLICY(S):

Trust Council Advocacy Policy 6.10.3
Islands Trust Policy Statement Bylaw No. 17

5 ATTACHMENT(S):

1. UBCM Resolution NR69

RESPONSE OPTIONS

Recommendation:

That Islands Trust Council write a letter to the Minister of Water, Land and Resource Stewardship advocating that the British Columbia Coastal Marine Strategy be enshrined into law.

Alternative:

That Islands Trust Council take no action on this matter.

Prepared By: Jason Youmans, Senior Policy Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 19, 2026
Rueben Bronee, CAO/May 24, 2026

Attachment 1

Legislating the BC Coastal Marine Strategy

Year: 2025
Number: NR69
Sponsor(s): Langford
Saanich

Whereas in July 2024, following extensive consultation with First Nations and stakeholders, the Province of British Columbia released its first ever Coastal Marine Strategy, providing a 20-year vision of a diverse, productive and resilient coastal marine environment that is valued in its own right and that supports the prosperity, health and well-being of coastal communities now and into the future; And whereas the Coastal Marine Strategy details nine important goals diverse marine life; abundant wild Pacific Salmon; a clean coast; climate-ready communities; a sustainable coastal economy; vibrant coastal communities; trusting, respectful relationships; a robust tool kit; and integrated and balanced management, but does not have the force of law, and codifying the Strategy into law would support its success and longevity rather than leaving it dependent on the priorities of the government of the day: Therefore be it resolved that UBCM call on the Province of British Columbia to enshrine the BC Coastal Marine Strategy into law.

Provincial Response

Ministry of Water, Land and Resource Stewardship Thank you for your resolution requesting that the Province of British Columbia enshrine the BC Coastal Marine

Strategy the Strategy into law. As noted, the Strategy is the first of its kind in BC, setting out a 20-year vision for the stewardship of coastal and marine resources. The Ministry of Water, Land and Resource Stewardship WLRS recognizes that achieving this vision will require strong partnerships with First Nations and coastal communities and improved coordination amongst governments as the Strategy is implemented. In early 2025, WLRS engaged with coastal First Nations to identify priority actions for near-term implementation over the next three years. Based on this recent engagement, and informed by previous input from stakeholders, local governments, and the public, WLRS is aiming to advance nine key actions from the Strategy, including modernizing policies and procedures. As part of that action, WLRS will be reviewing and assessing changes needed to existing policies and procedures, as well as considering how these may fit into a broader proposal for coastal zone legislation in the future. WLRS staff look forward to continued engagement with local governments and coastal community members on priority actions, including the potential for future coastal zone legislation, as the Strategy is implemented over time.

Convention Decision
Not Considered - Automatic Referral to Executive
Executive Decision
Endorsed

BRIEFING

To:	**Trust Council**	**For the Meeting of:**	June 16, 2026
From:	Islands Trust Conservancy Board	**Date Prepared:**	May 21, 2026

SUBJECT: March 31, 2026 Audited Financial Statements of the Islands Trust Conservancy

PURPOSE:

To provide Trust Council with the audited financial statements of the Islands Trust Conservancy (ITC) for the year ended March 31, 2026 for information.

BACKGROUND:

The *Islands Trust Act* Section 46 requires the ITC to prepare and submit to Trust Council a report respecting the previous fiscal year that includes an audited balance sheet, a statement of receipts and expenditures, and a schedule of all assets held in trust, with their valuation.

Areas of interest are highlighted in the audited financial statements and related audit findings report. Of note for the 2025/26 fiscal year, are the following:

- There were no new accounting standards implemented in the year.
- There were no acquisitions or disposals of any property in the year.
- There was one significant anonymous donation made to ITC in the year ($1.16M from the ShorePeak GEN, held by the Vancouver Foundation). One million was directed to the Opportunity Fund, and $157,304.30 was directed to the Property Management Fund.
- Note 1(g) of the Financial Statements (natural assets). The monetary value of natural assets from ITC lands is not quantified or shown in the financial statements. The Conservancy acknowledges the importance of these assets and the need to manage them in conjunction with engineered infrastructure that is managed by other government agencies. (no change from prior year)

ATTACHMENT(S):

1. ITC Audited Financial Statements for the Year Ended March 31, 2026

FOLLOW-UP:

The March 31, 2026 Audited Financial Statements of the Islands Trust Conservancy will be posted to the website at https://islandstrust.bc.ca/about-us/accountability/finance/ and will be included in the Annual Report at https://islandstrust.bc.ca/about-us/accountability/annual-report/.

Prepared By: Wendy Tyrrell, Manager, Islands Trust Conservancy

Reviewed By/Date: Clare Frater, Director of Trust Area Services / June 2, 2026
Rueben Bronee, CAO / Executive Committee / June 3, 2026

Financial Statements of

THE ISLANDS TRUST CONSERVANCY

Year ended March 31, 2026

INDEPENDENT AUDITOR'S REPORT

To the Trustees of The Islands Trust Conservancy Board, the Trustees of Islands Trust and the Minister of Housing and Municipal Affairs

Opinion

We have audited the financial statements of the Islands Trust Conservancy (the Entity) which comprise:

- the statement of financial position as at March 31, 2026
- the statement of operations for the year then ended
- the statement of changes in fund balances for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2026, and its results of operations, its changes in fund balances and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the ***"Auditor's Responsibilities for the Audit of the Financial Statements"*** section of our auditor's report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

  The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Victoria, Canada
_____, 2026

THE ISLANDS TRUST CONSERVANCY

Statement of Financial Position

March 31, 2026, with comparative information for 2025

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2026 Total	2025 Total
						(Schedule 1)
Assets:						
Current assets:						
Cash	$ 1,155,885	$ 575,934	$ -	$ -	$ 1,731,819	$ 380,615
Short-term investments (note 2)	-	218,395	-	88,000	306,395	490,004
Grants receivable	-	50,500	-	-	50,500	22,000
	1,155,885	844,829	-	88,000	2,088,714	892,619
Land (notes 3 and 6)	-	-	16,066,100	3,076,601	19,142,701	19,142,701
	$ 1,155,885	$ 844,829	$ 16,066,100	$ 3,164,601	$ 21,231,415	$ 20,035,320
Liabilities:						
Current liabilities:						
Deferred contributions	$ 28,138	$ -	$ -	$ -	$ 28,138	$ 28,138
Grants payable	12,614	-	-	-	12,614	6,715
Security deposit	-	-	-	-	-	425
Due to Islands Trust (note 7)	1,890	77,124	-	-	79,014	87,179
	42,642	77,124	-	-	119,766	122,457
Asset retirement obligations (note 4)	-	85,924	-	-	85,924	84,424
	$ 42,642	$ 163,048	$ -	$ -	$ 205,690	$ 206,881
Fund Balances:						
Unrestricted	1,113,243	-	-	-	1,113,243	110,727
Investment in land (note 3)	-	-	16,066,100	-	16,066,100	16,066,100
Internally restricted (note 5)	-	223,413	-	-	223,413	30,493
Externally restricted (note 5)	-	458,368	-	-	458,368	456,518
Restricted for endowment purposes (note 6)	-	-	-	3,164,601	3,164,601	3,164,601
	1,113,243	681,781	16,066,100	3,164,601	21,025,725	19,828,439
	$ 1,155,885	$ 844,829	$ 16,066,100	$ 3,164,601	$ 21,231,415	$ 20,035,320

The accompanying notes are an integral part of these financial statements.

Approved by the Islands Trust Conservancy Board:

_____ Board member

_____ Board member

THE ISLANDS TRUST CONSERVANCY

Statement of Operations

Year ended March 31, 2026, with comparative information for 2025

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2026 Total	2025 Total
						(Schedule 2)
Revenue:						
Donations	$1,001,845	189,516	-	-	$1,191,361	$ 16,155
Grants	-	220,000	-	-	220,000	220,000
Rental income	-	2,842	-	-	2,842	11,120
Investment income	22,671	28,713	-	-	51,384	48,936
	1,024,516	441,071	-	-	1,465,587	296,211
Expenses:						
Repairs and maintenance - Alton property	-	21,875	-	-	21,875	17,561
Property management	-	1,669	-	-	1,669	1,000
Accretion expense	-	1,500	-	-	1,500	1,570
Bank charges	-	1,257	-	-	1,257	589
Grants to external parties	22,000	-	-	-	22,000	14,715
Species at Risk	-	220,000	-	-	220,000	220,000
	22,000	246,301	-	-	268,301	255,435
Excess of revenue over expenses	$1,002,516	$ 194,770	$ -	$ -	$ 1,197,286	$ 40,776

The accompanying notes are an integral part of these financial statements.

THE ISLANDS TRUST CONSERVANCY

Statement of Changes in Fund Balances

Year ended March 31, 2026, with comparative information for 2025

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	Total
Fund balances, March 31, 2024	$ 103,374	$ 453,588	$ 16,066,100	$ 3,164,601	$ 19,787,663
Excess of revenue over expenses	7,353	33,423	-	-	40,776
Fund balances, March 31, 2025	110,727	487,011	16,066,100	3,164,601	19,828,439
Excess of revenue over expenses	1,002,516	194,770	-	-	1,197,286
Fund balances, March 31, 2026	$ 1,113,243	$ 681,781	$ 16,066,100	$ 3,164,601	$ 21,025,725

The accompanying notes are an integral part of these financial statements.

THE ISLANDS TRUST CONSERVANCY

Statement of Cash Flows

Year ended March 31, 2026, with comparative information for 2025

	2026	2025
Cash provided by (used in):		
Operating activities:		
Excess of revenue over expenses	$ 1,197,286	$ 40,776
Item not involving cash:		
Accretion	1,500	1,570
Changes in non-cash operating working capital:		
Grants receivable	(28,500)	-
Grants payable	5,899	5,315
Security deposit	(425)	425
Due to Islands Trust	(8,165)	(13,703)
	1,167,595	34,383
Investing activities:		
Decrease (increase) in short-term investments	183,609	171,893
Increase in cash	1,351,204	206,276
Cash, beginning of year	380,615	174,339
Cash, end of year	$ 1,731,819	$ 380,615

The accompanying notes are an integral part of these financial statements.

The Islands Trust Conservancy (the "Trust Conservancy") is incorporated under The Islands Trust Act of British Columbia and is empowered to accept donations, grants and bequests on behalf of The Islands Trust and to hold land and other property in compliance with a Trust Conservancy plan approved by the Ministry of Housing and Municipal Affairs.

The Islands Trust Council (the "Trust") is also incorporated under The Islands Trust Act of British Columbia. The objectives of the Trust are to preserve and protect the Trust area and its unique amenities and environment for the benefit of the residents of the Trust area and of the Province generally.

The Trust Conservancy is administered by the Trust and for financial reporting purposes, the Trust and the Trust Conservancy are reported on separately. The Trust Conservancy's annual expenses are funded by and reported as part of the Trust in accordance with The Islands Trust Act. These financial statements present the financial position and changes in fund balances of the Trust Conservancy.

1. Significant accounting policies:

The financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards including the 4200 standards for government not-for-profit organizations:

(a) Fund accounting:

The Trust Conservancy follows the restricted fund method of accounting for contributions.

The Opportunity Fund reports unrestricted resources.

The Restricted Fund reports the assets, liabilities, revenue and expenses related to internally and externally restricted assets.

The Capital Fund reports the assets, liabilities, revenue and expenses related to the Trust Conservancy's capital assets.

The Endowment Fund reports resources that are contributed for endowment purposes.

(b) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Derivative instruments and equity instruments that are quoted in an active market are reported at fair value. All other financial instruments are subsequently recorded at cost or amortized cost unless management has elected to carry the instruments at fair value. Management has elected to record short-term investments at fair value as they are managed and evaluated on a fair value basis.

Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses until they are realized, when they are transferred to the statement of operations.

1. Significant accounting policies (continued):

(b) Financial instruments (continued):

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations and any unrealized gain is adjusted through the statement of remeasurement gains and losses. When the asset is sold, the unrealized gains and losses previously recognized in the statement of remeasurement gains and losses are reversed and recognized in the statement of operations. During the years presented, there are no unrealized gains and losses, and as a result, no statement of remeasurement gains and losses has been included in these financial statements. Short-term investments held by the Trust Conservancy are classified as Level 2 investments for fair value measurement and there were no changes in classification in the years presented.

(c) Land:

Purchased land is recorded at cost. Contributed land is recorded at estimated fair value at the date of contribution.

(d) Revenue recognition:

Restricted contributions are recorded as revenue of the appropriate restricted fund when received or receivable, if the amount can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions are recorded as revenue of the Opportunity Fund in the year received or receivable if the amount can be reasonably estimated and collection is reasonably assured. Restricted contributions for which there is no restricted fund are recognized as revenue of the Opportunity Fund in the period in which related expenses are incurred.

Contributions for endowment are recorded as revenue in the Endowment Fund balance.

Interest income earned on Endowment Fund resources is restricted for the purpose of maintaining certain specified property and is recorded in the Restricted Fund. Interest income of internally restricted funds is recorded as revenue of the Restricted Fund. Other interest income is recorded as revenue of the Opportunity Fund when earned.

All other forms of income are recorded as revenue of the Opportunity Fund when received or receivable.

1. Significant accounting policies (continued):

(e) Liability for contaminated sites:

A liability for contaminated sites is recognized when a site is not in productive use and the following criteria are met:

(*i*) an environmental standard exists;

(*ii*) contamination exceeds the environmental standard;

(*iii*) the Trust Conservancy is directly responsible or accepts responsibility;

(*iv*) it is expected that future economic benefits will be given up; and

(*v*) a reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

(f) Asset retirement obligations:

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

(*i*) There is a legal obligation to incur retirement costs in relation to a tangible capital asset;

(*ii*) The past transaction or event giving rise to the liability has occurred;

(*iii*) It is expected that future economic benefits will be given up; and

(*iv*) A reasonable estimate of the amount can be made.

The liability for the removal of asbestos and other hazardous materials in the Ruby Alton house owned by the Trust Conservancy has been recognized based on estimated expenses on remediation or demolition of the structure. The liability for costs to remove rustic structures on Link Island has been recognized based on contributed funds received for the purposes of future removal of the structures.

1. Significant accounting policies (continued):

(g) Natural assets:

The Trust Conservancy is fortunate to have, and to be mandated to protect, many natural assets in the Island Trust Area that reduce the need for engineered infrastructure that might otherwise be required by other government agencies to provide various services to the islands. This includes island aquifers (water storage and filtration); streams, ditches and wetlands (rain water management); forests (carbon sequestration); and foreshore areas (natural seawalls). Canadian public sector accounting standards do not provide for the valuation and recording of such assets in the financial statements. As such, these natural assets are not reported in these financial statements. Nevertheless, the Conservancy acknowledges the importance of these assets and the need to manage them in conjunction with engineered infrastructure that is managed by other government agencies.

(h) Use of estimates:

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions which affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the period. Estimates include assumptions used in estimating the fair value of contributed land at the date of contribution and asset retirement obligations. Actual results could differ from those estimates.

2. Short-term investments:

Short-term investments have a maturity date of less than one year consisting of guaranteed investment certificates, an endowment fund with the Victoria Foundation and Municipal Finance Authority of British Columbia ("MFA") Short Term Bond and Money Market Funds.

3. Land:

	Acquisition year	2026	2025
Inner Island Nature Reserve, Denman Island	1992	$ 70,000	$ 70,000
Coats Millstone Reserve, Gabriola Island	1994	100,000	100,000
E,HO, (Medicine Beach) Nature Sanctuary, North Pender Island	1996	477,000	477,000
Cunningham Nature Reserve, Salt Spring Island	1994	265,000	265,000
Deep Ridge Nature Reserve, Salt Spring Island	1992	255,000	255,000
Lower Mt. Erskine Nature Reserve, Salt Spring Island	1996	284,000	284,000
Kwel Nature Sanctuary, Lasqueti Island	1997	195,497	195,497
Singing Woods Nature Reserve, Bowen Island	1999	157,000	157,000
Trincomali Nature Sanctuary, Galiano Island	2001	242,406	242,406
Horton Bayviary Nature Reserve, Mayne Island	2002	210,000	210,000
Morrison Marsh Nature Reserve, Denman Island	2006	438,000	438,000
Brigade Bay Bluffs Nature Reserve, Gambier Island	2006	150,000	150,000
Long Bay Wetland Nature Reserve, Gambier Island	2006	305,000	305,000
S'ul-hween X'pey (Elder Cedar) Nature Reserve, Gabriola Island	2007	658,000	658,000
Mount Artaban Nature Reserve, Gambier Island	2009	1,177,000	1,177,000
Fairy Fen Nature Reserve, Bowen Island	2011	1,817,000	1,817,000
Laughlin Lake Nature Reserve, Galiano Island	2013	56,000	56,000
Vanilla Leaf Land Nature Reserve, Galiano Island	2014	217,000	217,000
Fairyslipper Forest Nature Reserve, Thetis Island	2017	550,266	550,266
Hoak-pus (Sandy Beach) Nature Reserve, Keats Island	2022	2,703,000	2,703,000
Link Island Nature Reserve, Link Island	2023	1,208,000	1,208,000
Larmour Nature Reserve, Salt Spring Island	2024	721,000	721,000
		12,256,169	12,256,169
Properties acquired under the Federal Government Ecological Gifts Program:			
Mt. Trematon Nature Reserve, Lasqueti Island	2006	320,000	320,000
David Otter Nature Reserve, Bowen Island	2007	620,000	620,000
John Osland Nature Reserve, Lasqueti Island	2012	890,000	890,000
Valens Brook Nature Reserve Lot A, Denman Island	2013	280,000	280,000
Burren's Acres Nature Reserve, Gabriola Island	2014	210,000	210,000
Moore Hill Nature Reserve, Thetis Island	2017	780,000	780,000
Valens Brook Nature Reserve Lot 1, Denman Island	2019	85,000	85,000
Salish View Nature Reserve, Lasqueti Island	2020	304,931	304,931
Lisa Baile Nature Reserve, North Pender Island	2023	320,000	320,000
		3,809,931	3,809,931
		$ 16,066,100	$ 16,066,100

3. Land (continued):

The Conservancy has a 99-year lease with BC Parks Foundation to manage Lands owned by the Foundation as a Nature Reserve, known as Saturnina Island Nature Reserve.

4. Asset retirement obligations:

The Trust Conservancy owns one building located on the Ruby Alton Nature Reserve that is known to contain asbestos and other hazardous materials, which represents a health hazard upon demolition or remediation of the building and there is a legal obligation to remove it. Estimated costs have been based the calculated current value of costs associated to address the future obligation. The Trust used a general inflationary rate of 1.60% (2025 – 1.60%) based on estimated labor and material costs in calculating the provision.

The Trust Conservancy received a contributed asset, Link Island Nature Reserve, which contains a rustic cabin structure that will require future removal as a result of an agreement with the donor family. This required removal represents an asset retirement obligation under PS 3280. Estimated costs have been based on the value of funds received from the donor to remove the structures. The Trust used a general inflationary rate of 2.00% (2025 – 2.25%) based on estimated labor and material costs in calculating the provision.

The asset retirement obligations is as follows:

	2026	2025
Opening balance	$ 84,424	$ 82,854
Accretion on provision	1,500	1,570
Closing balance	$ 85,924	$ 84,424

5. Restricted Fund balances:

	2026	2025
Internally restricted:		
McFadden Creek management fund	$ 17,369	$ 18,450
Property Management fund	206,044	12,043
	223,413	30,493
Externally restricted:		
Alton Nature Reserve - maintenance fund	127,715	135,577
Morrison Fund	11,251	11,096
Covenant Defense Fund	135,173	131,015
Lasqueti Acquisition Fund	36,550	35,319
Gambier Acquisition Fund	144,579	140,822
Thetis Island Acquisition Fund	1,513	1,467
Link Island Removal Fund	1,587	1,222
	458,368	456,518
	$ 681,781	$ 487,011

6. Restricted for endowment purposes:

	Acquisition year	2026	2025
Short-term investments			
Alton Nature Reserve - maintenance	2002	$ 88,000	$ 88,000
Land:			
Lindsay Dickson Nature Reserve, Denman Island	2001	2,200,000	2,200,000
Alton Nature Reserve, Salt Spring Island	2002	454,000	454,000
McFadden Creek Nature Sanctuary, Salt Spring Island	2015	422,601	422,601
		3,076,601	3,076,601
		$ 3,164,601	$ 3,164,601

Investment gains (losses) on endowment funds for the year of $11,196 (2025 - $13,512) have been recorded in the Restricted Fund.

Two properties owned by the Trust Conservancy, the Lindsay Dickson property on Denman Island, and the Alton property on Salt Spring Island, were donated on the condition that the properties be used and managed in certain ways. The Lindsay Dickson property was donated “for so long as the land is used as a nature reserve for the use, benefit and enjoyment of the residents of B.C.” The Alton property is to be held, managed and preserved for its ecological, environment and scenic features and not as a recreational park. The residence, gardens and driveway are to be preserved and managed for non-profit purposes.

6. Restricted for endowment purposes (continued):

In the event that these properties are not managed accordingly, the properties could revert to the Province of British Columbia in the case of the Lindsay Dickson Nature Reserve and to the Executors of the donor's estate in the case of the Alton Nature Reserve.

In 2015, the McFadden Creek Nature Sanctuary on Salt Spring Island was donated to the Trust Conservancy on the condition that the property was to be protected, preserved and maintained in its natural state. Should a disposition of this property ever be triggered, there is a Right of First Refusal on the property in favor of the Wild Bird Trust of BC.

7. Related party:

The Trust is related to the Trust Conservancy through the composition of the Trust Conservancy's Board. The Trust Conservancy's Board is comprised of three members from the Trust's Council and up to three members appointed by the Minister of Housing and Municipal Affairs.

The Trust Conservancy's annual expenses are funded by and reported as part of the Trust in accordance with The Islands Trust Act. The expenses are summarized as follows:

	2026	2025
Operations and property management	$ 985,715	$ 1,019,945
Board	10,713	9,876
Administration	313,139	327,615
	$ 1,309,567	$ 1,357,436

At March 31, 2026, amounts owing to Islands Trust were $79,004 (2025 - $87,179).

8. Financial risks and concentration of risk:

The Trust Conservancy's financial instruments consist of cash, short-term investments, grants receivable, grants payable and amounts due to Islands Trust. It is management's opinion that the Trust Conservancy is not exposed to significant interest, currency or credit risk arising from these financial instruments. The maximum exposure to credit risk at March 31, 2026 is the carrying value of cash, short-term investments and grants receivable. The Trust Conservancy deals with creditworthy counterparties to mitigate credit risk. The Trust Conservancy manages its liquidity risk by monitoring its operating requirements.

Interest rate risk is not significant due to the short-term nature of investments held. There have been no significant changes to risk exposure in the years presented.

On April 4, 2025, the United States government imposed new tariffs on imports and exports from/to Canada. The Islands Trust Conservancy does not expect to experience operational disruption as a result of these tariffs as it does not rely on cross-border trade to provide its services. The tariffs have potential to impact the cost of purchased goods and services; this potential impact has been assessed as immaterial. The Islands Trust Conservancy continues to adopt practices that prioritize procurement from Canadian suppliers, further limiting the risk of impact to operations and the financial statements. These tariffs are still in place as of the date of these financial statements.

THE ISLANDS TRUST CONSERVANCY

Statement of Financial Position

Schedule 1

March 31, 2025

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2025 Total
Assets:					
Current assets:					
Cash	$ 145,629	$ 234,986	$ -	$ -	$ 380,615
Short-term investments (note 2)	-	402,004	-	88,000	490,004
Grants receivable	-	22,000	-	-	22,000
	145,629	658,990	-	88,000	892,619
Investments (note 3)	-	-	-	-	-
Land (notes 5 and 7)	-	-	16,066,100	3,076,601	19,142,701
	$ 145,629	$ 658,990	$ 16,066,100	$ 3,164,601	$ 20,035,320
Liabilities:					
Current liabilities:					
Deferred contributions	$ 28,138	$ -	$ -	$ -	$ 28,138
Grants payable	6,715	-	-	-	6,715
Security deposits	-	425	-	-	425
Due to Islands Trust	49	87,130	-	-	87,179
	34,902	87,555	-	-	122,457
Asset retirement obligations (note 4)	-	84,424	-	-	84,424
Fund Balances:					
Unrestricted	110,727	-	-	-	110,727
Investment in land (note 5)	-	-	16,066,100	-	16,066,100
Internally restricted (note 6)	-	30,493	-	-	30,493
Externally restricted (note 6)	-	456,518	-	-	456,518
Restricted for endowment purposes (note 7)	-	-	-	3,164,601	3,164,601
	110,727	487,011	16,066,100	3,164,601	19,828,439
Subsequent event (note 11)					
	$ 145,629	$ 658,990	$ 16,066,100	$ 3,164,601	$ 20,035,320

THE ISLANDS TRUST CONSERVANCY

Statement of Operations

Schedule 2

Year ended March 31, 2025

	Opportunity Fund	Restricted Fund	Capital Fund	Endowment Fund	2025 Total
Revenue:					
Donations:					
Cash	$ 14,058	$ 2,097	$ -	$ -	$ 16,155
Land	- -	-	-	-	-
Grants	-	220,000	-	-	220,000
Rental income	-	11,120	-	-	11,120
Investment income (loss)	8,010	40,926	-	-	48,936
	22,068	274,143	-	-	296,211
Expenses:					
Repairs and maintenance - Alton property	-	17,561	-	-	17,561
Property management	-	1,000	-	-	1,000
Asset retirement cost (note 4)	-	-	-	-	-
Accretion expense	-	1,570	-	-	1,570
Bank charges	-	589	-	-	589
Grants to external parties	14,715	-	-	-	14,715
Species at Risk	-	220,000	-	-	220,000
	14,715	240,720	-	-	255,435
Excess (deficiency) of revenue over expenses	$ 7,353	$ 33,423	$ -	$ -	$ 40,776

1. Regional Planning Committee

Staff have completed work on the following Trust Council approved top priorities:

~ **Bylaw Compliance and Enforcement Policy Review**:
- RPC completed their review
- Trust Council approved Bylaw Compliance and Enforcement Policy 5.5.1 amendments and the Best Practices plain language manual
- Regional Planning Committee will receive updates as per the Implementation plan and provide Trust Council any recommendations semi-annually effective September 2026.

~ **Freshwater Sustainability Strategy:**
- RPC received a historical analysis and implementation review of the Islands Trust Freshwater Sustainability Strategy (FWSS)
- Islands Trust Area Freshwater Footprint refined and updated (as part of GB LTC major project)

~ **Monitor progress of protection of ecosystem health in all land use planning decisions:**
- Received final presentations from a Registered Biologist funded through an Environment and Climate Change Canada (ECCC) grant to support species-at-risk recovery by strengthening the integration of biological information into Islands Trust decision-making and projects

~ **Housing Strategy Action Plan:**
- Received updates to the Housing Options Toolkit - Land Information Screening Tool (LIST), formerly known as the Suitable Land Analysis.

2. Planning Projects

The current status of major and extraordinary local trust committee (LTC) projects (projects over $5,000) are listed in Table 1 below. The table includes Regional Planning Committee projects. Planning Services projects are managed by members of the Regional Planning Team. All listed major projects include engagement activities with First Nations as listed in their approved business cases with Trust Council.

Table 1 Major and Extraordinary Projects

LTC	Major or Extraordinary Project Name	Project Phase	Current Status
DE	OCP / LUB Review - Targeted Review (Housing)	Legislative	On-going

GB	OCP / LUB Review	Drafting & Engagement	On-going
GM	OCP / LUB Targeted Review	Drafting	On-going
HO	OCP / LUB Review	Engagement	On-going
LA	OCP / LUB Review		Pending
MA	OCP / LUB Review – Targeted Review (Housing)	Legislative	On-going
NP	OCP / LUB Review - Targeted Review (Housing)	Drafting	On-going
SS	OCP/ LUB Review - Targeted Review (Housing) (Goal: increase housing options and equity in ways integrating First Nations interests, ecosystem integrity and connectivity, and climate change resiliency)	Analysis and Engagement	On-going
SS	Water Sustainability • SSIWPA • Well monitoring	• Analysis and Engagement • Monitoring	Deferred
RPC	Freshwater Sustainability Strategy (various)	Analysis	On-going
RPC	Integration of Biological Information into Decision Making	Analysis	On-going
RPC	Housing Strategic Action Plan	Analysis	On-going

Local Trust Committees are permitted one active minor project (Table 2). The exception is that the Salt Spring Island Local Trust Committee is permitted up to three active projects (minor and major combined). The total funding available for all active minor projects is $36,500. Funding has been fully allocated although this may change as completed projects update their expenditures.

Table 2 Minor Projects

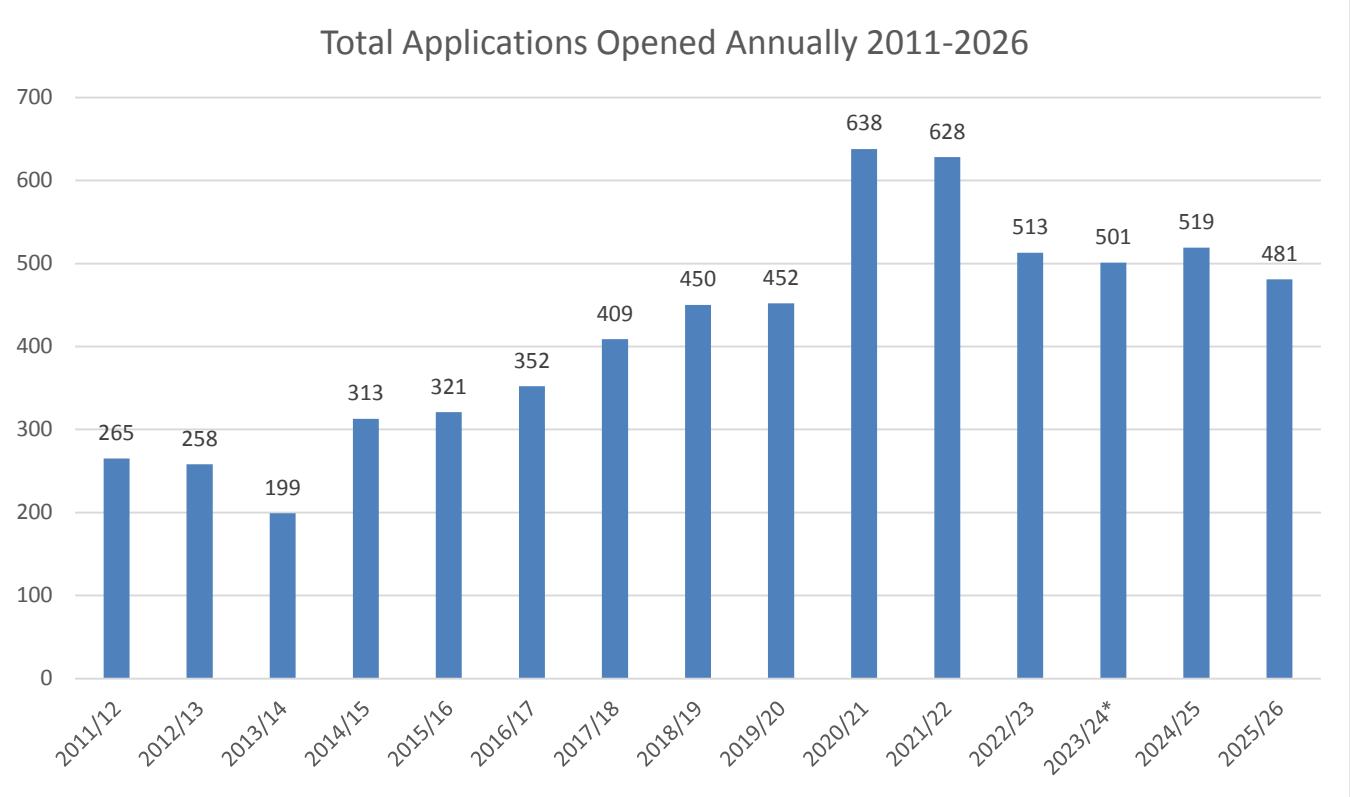
LTC	Active Minor Project Name	Project Phase	Current Status
DE	OCP / LUB Amendments – Technical and First Nations updates	Legislative	On-going
GB	Mudge Island OCP/LUB Amendment		Pending
GL	Small Islands LUB update	Engagement	On-going
GM	Keats Island Shoreline Protection	Legislative	On-going
LA	LUB Amendment – min. lot size at subdvision	Drafting	Pending
NP	Raptor nest DPA update	Legislative	On-going
SS	Housing Action Program – Implementation (Bylaw 537)	Legislative	On-going
SS	Proof of Water	Legislative	Deferred
TH	LUB – Targeted Amendment s	Legislative	Deferred

3. Current Planning

Annual Review. Development applications generally increased steadily from 2013/14 through to a peak during the COVID-era years of 2020/21 and 2021/22, when application volumes reached historically high levels. Since that peak, application activity has declined and stabilized at a lower — though still elevated —

level compared to the pre-pandemic period. Over the last four years, application volumes have followed a less predictable pattern, remaining relatively high but fluctuating year-to-year rather than continuing the consistent upward trend seen prior to COVID. Planning Services opened 481 new applications and referrals in the fiscal year 2025/26.

Figure 1 Total Applications and Referrals Opened Annually



Quarterly Review. Planning Services opened 128 new applications and referrals in the fourth quarter (Q4) of the 2025/26 fiscal year (January 1, 2026 – March 31, 2026) (Figure 2). Applications and referrals opened in Q4 are broken down by type and local trust area in Figure 3.

Figure 2 Applications Opened by Quarter

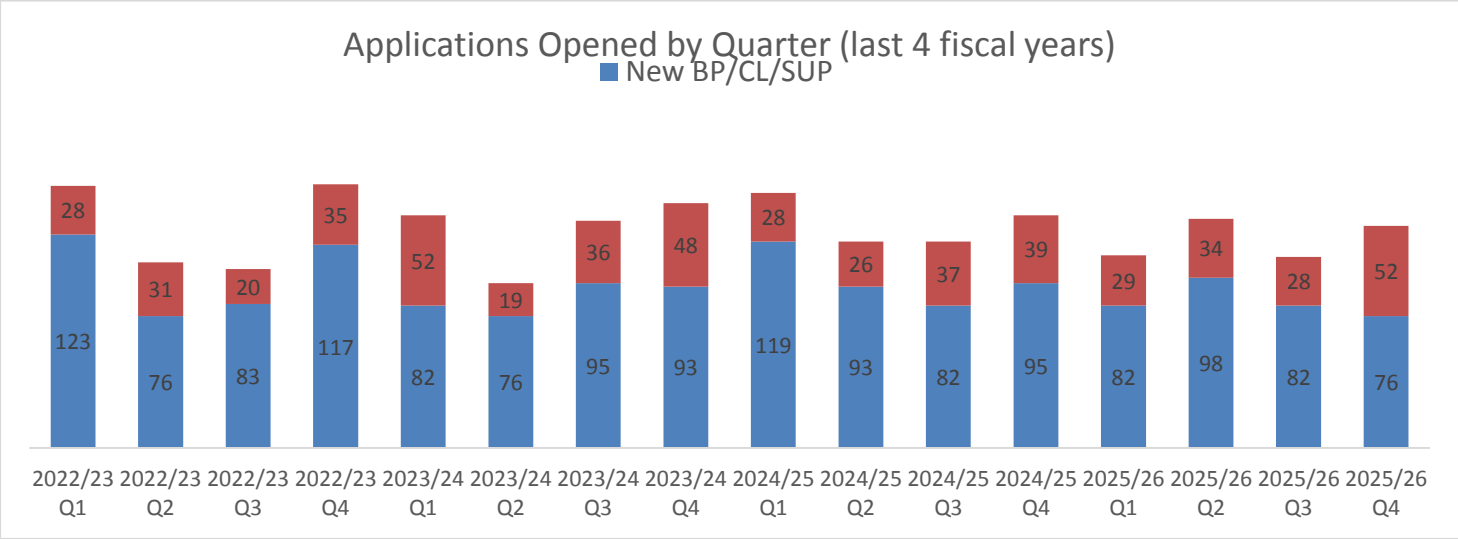
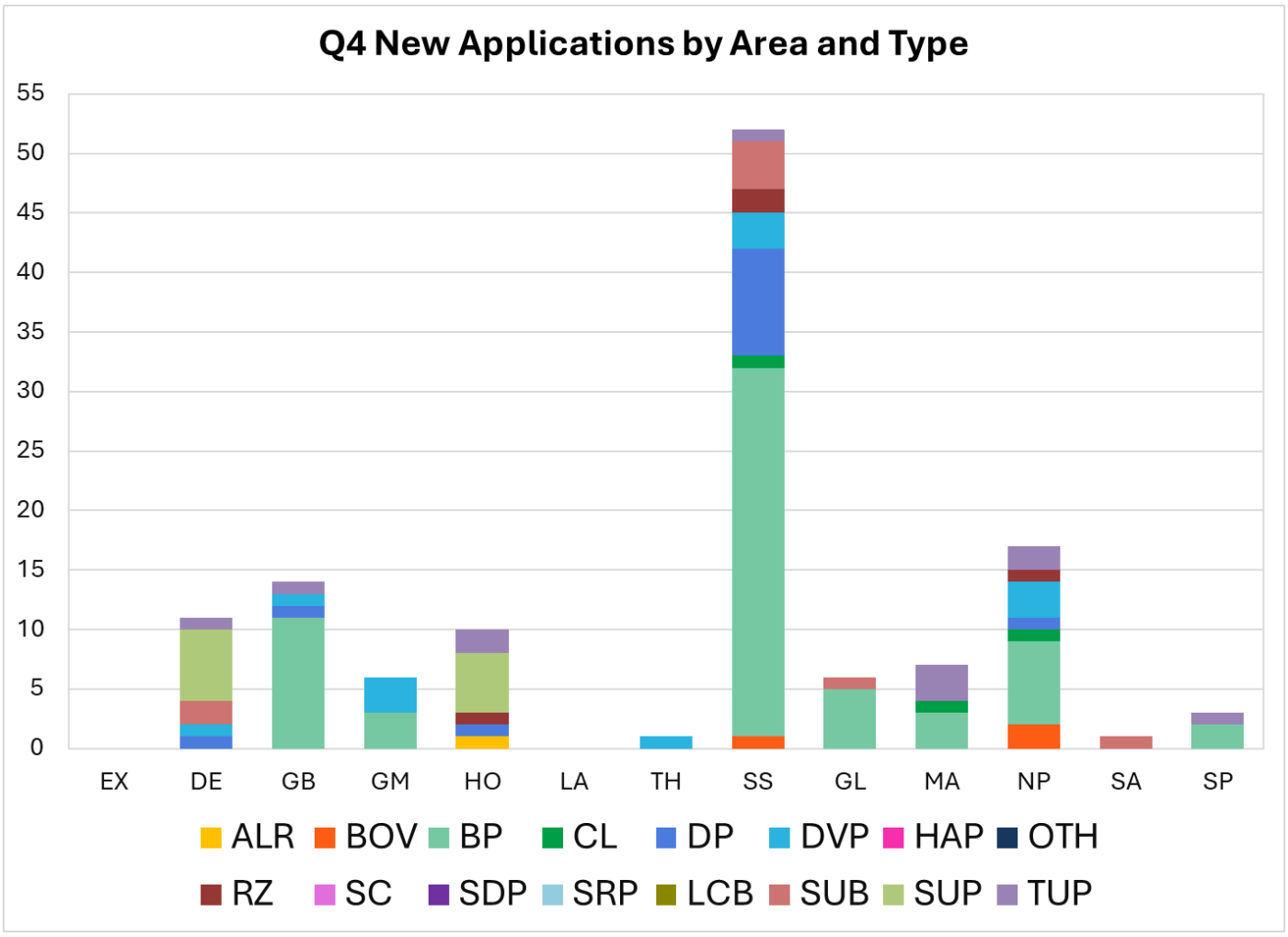


Figure 3 Applications Opened in Q4 by Type and Area



Legend	
ALR	Agricultural Land Reserve
BOV	Board of Variance
CL/BP/SUP/LCB	Crown Lease/Building Permit/Siting Use Permit/Liquor and Cannabis Board
DP	Development Permit
DVP/FPE	Development Variance Permit / Flood Plain Exemption
HAP	Heritage Area Permit
OTH	Other
RZ	Rezoning (includes OCP amendments)
SC	Strata Conversion
SDP	Soil Deposit Permit
SRP	Soil Registration Permit
SUB	Subdivision
TUP	Temporary Use Permit

4. Corporate Initiatives

Planning services staff continue to support the following funded corporate initiatives:

Bylaw Enforcement and Compliance Portal (Cityview):

Staff have been reviewing and validating the new software product. Several fundamental issues have been found (ex: what data bylaw enforcement violation notices/fees are drawing from). Staff are currently waiting for Cityview staff to draft a change order for staff review. The launch of the new portal has been deferred at this time.

5. Other Initiatives

Planning services has projects that straddle strategic and corporate initiatives (the projects listed below resulted from unsolicited resolutions at Trust Council). Some of these projects include:

Application Cost Recovery:

Planning Services staff will be working with Financial Services to prepare options for Trust Council review for how to address. Staff are expecting to present a report with options at the September Trust Council meeting.

First Nations Referral Process:

Staff have submitted a workplan to address Trust Council's resolutions in the June Trust Council meeting.

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 17, 2026
From:	Planning Services	**Date Prepared:**	May 12, 2026

SUBJECT: First Nations Referral Procedures Update – First Nations Referral Work Plan

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RECOMMENDATION: That Trust Council endorse the First Nations Referral Work Plan as attached in Attachment A.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: I am pleased to see this First Nations Referral Work Plan come before Trust Council for endorsement and believe the proposed operational improvements will be foundational to continuing the important work of reconciliation within the Islands Trust Area.

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1 PURPOSE:

To endorse the First Nations Referral Work Plan that recommends operational adjustments to improve First Nations referrals on an ongoing basis.

2 BACKGROUND:

This work has been undertaken in response to Trust Council's resolutions as articulated in the table below. This table also includes the status of work to implement the resolutions:

Resolution	Status
Staff to: a) evaluate the implications of a longer referral response window, and; b) consider how Trust Council and local trust committees (LTC's) might consult with First Nations to better understand what changes to the current referral process should be made to both improve communication and to further reconciliation, and report back to Trust Council.	Initial report to Trust Council in September 2024; resulted in follow up resolutions below.
Consult with First Nations to better understand what changes to the current referral process should be made to both improve communication & to further reconciliation. (Res.TC June 2023) and again *Solicit First Nations to get their feedback about the referral processes, concerns and new initiatives. (Res. TC Sept 2024)*	Initial consultations have been undertaken, ongoing consultations (as a matter of business) are proposed in the draft Work Plan (Attachment A)
Create a workplan of planned actions advancing from the Referrals to First Nations Staff Report (Res. TC Sept 2024)	Endorsement of Work Plan (Attachment A) is being requested as part of this RFD
Planning Services staff to provide a report on the evaluation and changes of the referral process to consult with First Nations, to both improve communication and further reconciliation, and report back at a future Trust Council meeting. (Res. TC Mar 2026)	Endorsement of Work Plan (Attachment A) is being requested as part of this RFD

In addition to the direction received through resolution to create this work plan, the proposed work also fits within the overall context of the Island's Trust indigenous relations

work, as an action that has been identified as part of the Draft Indigenous Relations Action Plan.

The Draft Indigenous Relations Action Plan (presented for endorsement at this same Trust Council meeting) is meant to act as the primary, unifying document for the Islands Trust for taking actions to support indigenous relations within its jurisdiction to address legislative [*Islands Trust Act (IT Act), Local Government Act (LGA)]* requirements and policy directions (Islands Trust Declaration statement, Islands Trust Policy 6.1.1 Principles of First Nation Engagement, and guidance from the Ministry regarding engagement related to their statutory approvals).

The table/diagram below illustrates the relationship between the Draft Indigenous Relations Action Plan and the First Nations Referral Work Plan that is the subject of this RFD (i.e., the latter is an identified action with one of the goals of the Indigenous Relations Action Plan:

Islands Trust (IT) Act	Local Government Act	IT Declaration	TC Policy 6.1.1	Statutory Approvals
These inform…				
Draft Indigenous Relations Action Plan				
…Which identifies that we are working toward these outcomes:				
Heritage protected	Access to culturally significant sites	Mutually respectful relationships	Engagement to have interests in decision, policy, regulation	
…Which identifies goals and actions using the tools we have categorized under 3 areas of organizational focus…*				
Governance		Administration		Education
		*Improve Referrals		

The First Nations Referral Work Plan actions (Attachment A) have been drawn from the direct input received over three years from both staff and First Nations (through the First Nations Referral Review work).

In addition to specific actions (captured in the Work Plan) suggested during the engagement work, staff also heard some interests expressed that relate to Islands Trust's reconciliation work more broadly, i.e., interests in:

- Understanding and recognition of potential adverse effects of proposed Trust Policies on First Nations' interests.
- Understanding or recognition of potential environmental, cultural, and historical impacts to First Nations' rights and interests related to development decisions.
- Funding to support site visits, impact assessments, and meaningful engagement on projects.
- Inclusion of First Nations in Islands Trust decision-making and governance structures.
- Proactive analysis about cumulative effects of development approvals on environmental, cultural, socioeconomic and historical values, as well as s. 35 and treaty rights.
- Clarity of approach and communications in regard to that approach.
- An approach that ensures continuous improvement.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:
Communications staff will be needed to assist with communications materials. Other than that cross-department staff resources are anticipated to be minimal.

FINANCIAL:
Staff resources are required for this work. Staff are also looking at possible financial compensation to First Nations for work on Islands Trust's referrals, however, that is a separate but related project.

POLICY:
This work is in line with the Islands Trust policies regarding Islands Trust Reconciliation Declaration. In addition, it is one of the actions embedded within the Draft Indigenous Relations Action Plan which is meant to act as the primary, unifying document for the Islands Trust for taking actions to support indigenous relations within its jurisdiction. In addition, it is related to the Islands Trust Council Strategic Plan 2025-28 Key Initiative 1.2.1. regarding improving workflows efficiency, and 5.2.1 which speaks to First Nations Relations and Reconciliation and developing innovative frameworks for decision-making.

This work encompasses procedural steps involved in sending referrals to Nations for planning applications as they relate to OCP and Land Use bylaws, and other discretionary permit approvals, as well as other Trust Area Services bodies of work that involve referrals to Nations.

IMPLEMENTATION/COMMUNICATIONS:
Immediate assignment of work will occur in order to meet the proposed timelines for action. It is proposed that staff, as part of the Indigenous Relations Action Plan, report on the actions taken to date as part of this work plan. As the work unfolds, staff intend to update other staff as well as Local Trust Committees (LTC), applicants and the public. The items in this workplan address clear, consistent and transparent communications with Nations, applicants, public, staff, and LTCs regarding referrals, to support improved relationships as well as administrative efficiency.

FIRST NATIONS RELATIONS:
This is part of the work proposed under the Indigenous Relations Action Plan, and as such is part of the ongoing work of the Islands Trust towards its reconciliation goals.

OTHER: none.

4 RELEVANT POLICY(S):
Islands Trust Policy 6.1.1. First Nations Engagement Principles
Islands Trust Policy 5.6.1 Application Processing Services

5 ATTACHMENT(S):
Attachment A: First Nations Referrals Work Plan

RESPONSE OPTIONS

Recommendation:
That Trust Council endorse the First Nations Referral Work Plan as attached in Attachment A.

Alternatives:
1. That Trust Council endorse the First Nations Referral Work Plan as attached in Attachment A, with amendments.

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2. That Trust Council does not endorse the First Nations Referral Work Plan as attached in Attachment A.

Prepared By: Mary Storzer, Regional Planning Manager

Reviewed By/Date: Renee Jamurat, Regional Planning Manager / May 13, 2026
Stefan Cermak, Director, Planning Services/ May 20, 2026
Rueben Bronee, Chief Administrative Officer/ May 28, 2026

(RFD) Attachment A: Proposed First Nations Referrals Work Plan

PURPOSE of Work Plan: To identify actions to ensure continuous improvement of the Islands Trust Referrals to Indigenous Governing Bodies.		
SCOPE: Referrals done by Planning Services[1], and by Trust Areas Services[2]		
ACTIONS:		Timeline:
Theme: Continuous improvement of referral processes		
1	For meetings between First Nations and LTC and/or senior level staff to staff meetings, consider including an item to prompt input re: referral process improvements.	30 day
2	Add to Protocol Agreement negotiations an agenda item to decide whether to integrate language re: referrals (such as referral timeline, applications types of interest, etc.).	30 day
Theme: Operational policy for referrals		
3	Update policy from a 60-day to 90-day as the standard (adjustment may be discussed on a case-by-case basis as needed) referral period for discretionary planning applications and other Trust Area Service initiatives.	30 day
4	Establish policy for bylaw referral procedures (e.g. provision of more time or earlier direct communication) based on assessed (with First Nations) degree of referral interest (identified with First Nations including through IRAP), e.g., ground disturbance, known interest areas.	90+ day
5	Update policy so that staff are encouraging applicants to work directly with First Nations to adjust their applications to meet interests, prior to submitting the application to the Islands Trust.	30 day
6	Update policy to ensure reporting back to Nations for all referrals with LTC decision, how Nations' comments were considered and actions to be taken as result.	30 day
Theme: Procedures guidance and communications materials for referrals		
7	Update staff referral procedure guidance (and remove redundant) and maintain them (saved to an accessible location).	90 day
8	Establish (and maintain) a database of FN referral portals.	30 day
9	Update/create clear communications materials re: referrals for applicants, public, and LTCs.	60 day
10	Update (and maintain) documents that get sent out during referral (e.g., in line with new policies.	30 day
11	Ensure the Ministry has information necessary for review of bylaws through LUPRI checklist (and through regular meetings).	30 day
Theme: Financial support to First Nations for their participation in referrals		
12	Work with staff assigned to IRAP related actions, to identify and resolve policy challenges enabling financial support to First Nations for their participation in referrals.	90 day
Theme: Roles and responsibilities of staff in referrals		
13	Work with staff assigned to IRAP actions, to ensure our referrals coordinator's roles and responsibilities are clear, communicated and their work supported to support efficiency and effectiveness of the referrals process.	90 day

[1] Includes: Discretionary – Official Community Plans, Rezoning, Temporary Use Permits, Development Variance Permit; ALR applications; Semi-discretionary - Development Permits, Heritage Alteration Permits, and - Non-discretionary – Soil Deposit and Removal, Siting and Use Permit; Referrals to LTC – Crown Lease, Subdivision, Building Permit; Other – Agricultural Land Reserve, Liquor and Cannabis.

[2] Includes: Policy Statement and other possible Trust Council bylaws and amendments

Financial and Employee Services Report
Prepared on: May 29, 2026

These updates cover activities since the last departmental report in **March 2026**.

1. Annual Audit COMMITTEE (AAC)

The AAC met on May 27, 2026. The following items were covered in this meeting:

- A presentation from our auditors (KPMG) on the results of the audit for both IT and ITC for the year ended March 31, 2026.
- Both IT and ITC received clean audit opinions

2. FINANCIAL PLANNING COMMITTEE (FPC)

The FPC met on May 27, 2026. The following items were covered in this meeting:

- A briefing from AC on the results of the IT audit for the year ended March 31, 2026.
- A variance analysis of actual spending to prior year and/or budget for the year ended March 31, 2026.
- The Financial component of the Annual Report that will be forwarded to the Minister.
- Draft FY28 budget assumptions, principles and guidelines (BAPG) *****
- Draft FY28 budget cycle timelines *****
- A highlight of financial related governance initiatives (projects) for the remainder of FY27

*****: The plan is to initiate these guiding budget documents earlier in the year, to allow for staff budget and forecasting information sessions over the summer, resulting in a better-informed draft budget in the fall.

3. FINANCIAL SERVICES

The Finance team continue to provide core financial services such as: support for solicitations and contracts, processing payments, liaise with central agencies, process payments, manage employee and trustee travel claims, and manage corporate cards.

Over the last three months, Finance team has focused on the following key activities:

a) Year-end close

Processed all invoices, expense claims and documentation received, and prepared all required journal entries to accurately reflect the fiscal year end results.

b) Year-end audit

Prepared the financial statements and working papers for the auditors.

c) FY27 budget

Finalized and entered the Fiscal 2027 budget to the SAGE financial system and made it available to staff through our financial reporting tool, and sent the April expense reports to the LTCs.

3. EMPLOYEE SERVICES

The Employee Services team continue to provide core employee services such as: assist with recruitments, lead new staff orientations, oversee the performance management development plan (PMDP), coordinate global training opportunities, review organization-wide payroll, support and administer time and leave system, administer remuneration-benefits-T4s for trustees, manage organizational health and safety initiatives, and manage the Victoria office.

Over the last three months, Employee Services team has focused on the following key activities:

a) Educational material

Throughout the quarter, the Public Service Agency shared a range of **educational materials** on topics of interest to public service employees. Health and wellbeing workshop offerings through the BC Public Service Learning Centre were circulated. Other educational materials included: International Women's Day, Neurodiversity Celebration Week, International Transgender Day of Visibility, Employee and Family Assistance Services, Honoring the Maa-nulth and Tla'amin milestone anniversaries, Prevention of Violence Against Women Week, GBA+ Awareness Week, Mental Health Week and Red Dress day. Staff also had the opportunity to learn about various cultural festivals, holidays, and heritage months recognized across the public service, including Holi, Nowruz, Sikh Heritage Month, Sri Lankan Heritage Month, Passover, Yom HaShoah, Lapu-Lapu Day, Jewish Heritage Month and Asian Heritage Month.

b) Hiring actions and internal position updates

~ **Alan Cavin**, former auxiliary Planner 1 for the northern team joined the Bylaw Compliance and Enforcement team as a temporary Bylaw Compliance and Enforcement Officer effective March 20, 2026. Alan holds a Master of Community Planning from Vancouver Island University as well as a Bachelor of Science in Geography from the University of Victoria. Welcome back Alan!

~ **Bhumika Joshi**, Office Administrative Assistant for the Salt Spring Island team accepted a permanent position with another employer effective May 19, 2026. We wish Bhumika all the best in her new role.

~ **Caroline Gicheru**, Acting Administrative Assistant for the Islands Trust Conservancy team started in this temporary appointment effective April 27, 2026. Caroline holds a Bachelor of Science in International Business Management from Nairobi, Kenya as well as a diploma in Business Information Systems from Red-River college in Winnipeg. She also has many years experience providing administrative support to a variety of teams. Welcome Caroline!

- **Erica Wheeler**, Species at Risk Coordinator for the Islands Trust Conservancy completed her auxiliary term effective April 30, 2026. We wish to thank Erica for her many contributions.

- **Jill Marrack**, Senior Policy Advisor for Trust Area Services has been extended in her auxiliary appointment to March 31, 2027.

- **Michael Bukit**, Planning Co-op student for the Salt Spring Island team started his auxiliary term May 19, 2026. Michael is currently working towards his Masters in Community and Regional Planning from the University of British Columbia. He also holds a Bachelor of Arts with a Minor in Resource Environmental Management from Simon Fraser University. Welcome Michael!

- **Mike Richards**, Strategic Fund Development Specialist for the Islands Trust Conservancy is set to retire June 30, 2026. Mike's contributions to the Trust over these past 12 years are too numerous to count. We extend our sincere appreciation to Mike and wish him all the best as he begins his next chapter.

- **Peter Thicke**, Island Planner for the Salt Spring Island team, started on March 9, 2026. Peter holds a Master of Community Planning from Vancouver Island University and a Bachelor of Science from the University of Victoria. He brings many years of senior planning experience and strong leadership skills to the role. Peter previously served as Manager of Planning Services for the District of Tofino and as a Development Manager for a local development company. We are pleased to welcome Peter to the team.

- **Robert Kojima**, former Regional Planning Manager for the southern team has accepted a permanent "as and when needed" Island Planner position. We are grateful to have someone with Robert's expertise available to support temporary opportunities as they arise.

- **Chris Hutton**, Regional Planning Manager for the Salt Spring Island team completed his last day May 13, 2026. We greatly appreciate Chris' contributions to the Trust and wish him well with his future endeavours.

- **Joshua Ho**, GIS Co-op student will start his term on May 25, 2026. Joshua is currently pursuing a Bachelor of Environment at Simon Fraser University, majoring in Resource and Environmental Management with a minor in Geographic Information Science. Welcome Joshua!

We are currently in the process of hiring for several vacant, upcoming, and new positions across the organization:

- ITC Communications Specialist: We are at the interview stage of this competition.
- ITC Strategic Fund Development Specialist: the job profile is currently under review to ensure it reflects updated responsibilities and organizational needs. Once finalized, the position will be posted.
- ITC Covenant Management and Outreach Specialist: We are at the interview stage of this competition.

- ITC Administrative Assistant: The job profile for this position is currently under review to ensure it reflects updated responsibilities and organizational needs. Once finalized, the position will be posted and recruitment will begin to permanently fill the role.
- Manager, Finance and Accounting: We have screened resumes received and are scheduling testing.
- Island Planner (Gabriola): we are in the final stages of this competition and hope to make an announcement soon.
- Office Administrative Assistant (Salt Spring): the posting has now closed and resumes are being reviewed.

c) All-staff meetings

The last All Staff Meeting was held virtually on **March 18, 2026**. Staff received updates on recent Trust Council activities, as well as announcements regarding new staff arrivals and departures. Quarterly recognition awards were also presented. Director Marlor provided training on upcoming Trustee elections. The meeting concluded after the following project updates were presented by the applicable Director and/or delegates:

Planning Services
- First Nations Referrals Review
- LTC projects
- Bylaw Enforcement

Trust Area Services:
- Reconciliation Action Plan Development
- Policy Statement Amendment
- Policy Statement Implementation Planning
- Community Stewardship Awards

Islands Trust Conservancy Services:
- Conservancy 2028-2032 Plan Development
- Conservancy Data Management
- Conservancy Section 11 Conservation Agreement with Environment and Climate Change Canada
- Conservancy Update of Regional Conservation Plan (upcoming)

Information Services:
- Key Messages from IS (i.e., submit HelpDesk tickets)
- 5-Year Plan
- File Cloud
- CRM
- Escribe
- Time Tracking
- Expense Claim System

Work is underway to plan for our in person All Staff Meeting on **June 24, 2026** to be held at Brentwood College School in Mill Bay.

d) Occupational Health and Safety (OHS) Committee

The OHS Committee continues its dedicated efforts to promote a safe and healthy work environment across all Islands Trust offices. This quarter, the Committee focused on several key initiatives:

- **Panic Buttons**: The Committee has verified that both the Salt Spring and Gabriola Island offices have a panic button in place. Work is underway to determine the best way to test these buttons to ensure they are operational.
- **Communicable Disease Prevention Plan**: The Committee has been advised of new communicable disease resources and policy templates developed by the Public Service Agency. CAO Bronee is in the process of drafting a plan to ensure this requirement is met.
- **Emergency Plans**: Updates continue on the Draft Emergency Plan to be reviewed at the next OHS meeting before submission to management for consideration.
- **First Aid Attendants and Emergency Wardens**: The Committee is reviewing training renewal dates for these safety-critical roles and is recruiting additional staff where needed. This work ensures continuous coverage across all offices and helps prevent any gaps in our emergency-response capacity.
- **Office Temperatures**: The Committee discussed whether a recommended office temperature range should be established from a health and safety perspective. The Committee agreed that office thermostats should align with the National Joint Council recommended temperature range of 20-26 °C. Posters will be drafted that can be posted on each office's health and safety boards.
- **Emergency Preparedness week** (May 3-9, 2026): The Committee circulated various resources including: BC Emergency Alert system testing, Building Resilient Neighbourhoods, Knowing Hazards in the Community and Building and Emergency Kit and grab-and-go bag.

Legislative and Information Services Report
Prepared on: May 25, 2026

1. ACCESSIBILITY COMMITTEE

Under the *Accessible British Columbia Act,* Trust Council must have an accessibility committee. The role of the committee is to help Trust Council identify barriers to accessibility in all aspects of the organisation and identify means to mitigate those barriers. The Committee's role is to first develop, and then on a three-year schedule, review and update an accessibility plan. There is a public consultation component in the legislation.

Next step for the committee is the hiring of a consultant to develop an accessibility plan for the Islands Trust. Staff will be developing the request for proposal with the intent of hiring the consultant by end of summer.

2. LEGISLATIVE SERVICES

Legislative Services is continuing to work in the background to begin preparing for the 2026 local government elections. An amendment to the Trust Council election bylaw, and a request for trust council to approve staff entering into agreements with the regional districts to administer the elections on behalf of the Islands Trust is on June Trust Council agenda. Staff is also working on an elections webpage that will initially be focussed on providing information to potential candidate, then after the nomination period will be updated to focus on providing information about candidates running, and information on how and where to vote.

Staff continue to work on a Records Management Manual, identify office of primary responsibility for each record, and establish a more robust and simplified retention schedule that meets industry standards. Internally staff has identified the office of primary responsibility for each record, and has created a new records management group that will meet to begin the work of organising and managing the islands trust records.

Legislative Services staff will also be working together to begin implementation of the Islands Trust Reconciliation Plan. This essentially is codifying processes into our every day operations to ensure inclusiveness of First Nations in planning and policy work.

3. INFORMATION SERVICES

Information Services continues to maintain all technology services and support to staff and trustees as part of ongoing operations. . Focus over the next six months are:

1. Providing information technology for returning and incoming trustees after the general election, and orientation to some critical software required by trustees.
2. Supporting Trust Council at the November and December Trust Council meeting. This involves equipment checks, updates and planning to ensure connectivity.
3. Continuing work on a five-year Information Services plan (one of the products from the recent Chief Administrative Officer's operational review).
4. Implementation of a customer relationship database initially for the Islands Trust Conservancy and indigenous relations.
5. Implementation of a new expense form system.
6. Implementation of File Cloud as a means to replace our dated and unsecure FTP server.
7. eScribe Update for LTC, Trust Council, Committee meetings

MapIT and TAPIS

MapIT (or Map Islands Trust) is our public facing web mapping application that visitors to our website can use to look at properties and the associated information on the islands within the Trust. We soft-launched it in March with a more formal (press releases and emails to relevant groups) announcement in early April. MapIT has been received well, with a few questions from the public about their own properties. We updated our disclaimer (that all users must check "I agree" in order to access the web map), to include some more language about how MapIT gets our property boundary information from BC Assessment and provided links in case a user wants more information. Since the initial couple of weeks, we have received no further questions (via email).

TAPIS (Trust Area Planning Information System) is an internal map for staff which has been running since March 2025 and was upgraded in December 2025 with new features and tools to which staff has responded favourably. In January of 2025, GIS Staff provided training sessions and there is also a user manual available on our Knowledge Base. GIS staff continues to improve upon the application with user feedback and adding additional layers as they become available.

BRIEFING

To:	Trust Council	**For the Meeting of:**	June 3, 2026
From:	Legislative and Information Services	**Date Prepared:**	May 25, 2026
SUBJECT:	Legislative Monitoring Report, May 2026		

PURPOSE: To provide Trust Council with a summary of past or proposed external regulatory changes that may affect Islands Trust operations, local trust committee/island municipality bylaws or regulations, or Strategic Plan projects, as well as information about resources and issues of interest.

Caveat: This document is provided for convenience only and is not to be construed as a legal document or as legal advice.

BACKGROUND: The Legislative Monitoring Report was established in 2003. In September 2023, Trust Council requested that the report be provided quarterly at each Trust Council meeting, rather than semi-annually. Provision of the report was re-introduced in March 2026.

The attached legislative monitoring report includes:

- Planned legislation;
- Legislation in process;
- Legislation in effect;
- Court decisions;
- New resources; and
- Discussion/Planning/Conservancy and Advocacy topics;

The report does not track private members' bills, except if introduced by Islands Trust Area Members of the Legislative Assembly or Members of Parliament.

The report is updated using a range of sources, including Union of British Columbia Municipalities publications, the websites of the Legislative Assembly of BC and the Parliament of Canada, provincial and federal news releases, the Canada Gazette, and a variety of websites and news feeds.

The main legislative changes in this report affecting the Islands Trust:

- New legislation for local governments code of conduct introduced
- New legislation allowing parental leave for local elected officials introduced
- New legislation to adopt the K'omoks Treaty received Royal Assent on May 28, 2026 and comes into force by regulation.

All new updates in the Legislative Monitoring Report are in **Bold** lettering. A table of Trust Council's requests to the Province of British Columbia is also attached to provide a history of these requests.

ATTACHMENT(S):

1. Legislative Monitoring Report, May 2026

2. Trust Council Requests to the Province of BC for Changes to the Islands Trust Legislation/Regulation and Related Legislation 2007 - present

FOLLOW-UP:

- Staff will provide the report to Bowen Island Municipal Council.
- Staff will follow-up as requested.

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Reviewed By/Date: David Marlor, Director, Legislative and Information Services, May 25, 2026

LEGISLATIVE MONITORING REPORT

Updated April 2026

This document is intended to advise Trust Council about past or proposed external regulatory changes that could directly affect Islands Trust operations, local trust committee/island municipality bylaws or regulations, or Strategic Plan projects. The chart captures changes made in the last six months and is organized according to the following categories:

- **PLANNED LEGISLATION** – the intention to draft and pass new legislation is being developed and may be in a consultation or draft stage. No bill has been introduced to legislature/parliament yet.
- **LEGISLATION IN PROCESS** – a bill has been introduced to legislature/parliament and has 1st reading or is awaiting Royal Assent, or Royal Assent has been issued but the new law or regulation has not come into force yet.
- **NEW LEGISLATION IN EFFECT –** legislation has received Royal Assent and any specified timeline for it to come in effect has occurred.
- **COURT DECISIONS** – a ruling from any level of court that affects the Islands Trust.
- **NEW RESOURCES** – publicly available reports or websites that provide information relevant to Islands Trust work.
- **DISCUSSION, PLANNING, CONSERVANCY, and ADVOCACY TOPICS** – information related to topics of interest to Islands Trust.

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TOPICS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Provincial Planned Legislation				
Heritage Conservation Act Transformation Project	**Postponed indefinitely.**	The purpose of the Heritage Conservation Act (HCA) is to encourage and facilitate the protection and conservation of B.C.'s unique cultural heritage. The Province recognizes the need to transform the HCA to better meet the needs of all British Columbians. Transforming the HCA will provide for alignment with the UN Declaration and will support the provincial mandate of lasting and meaningful reconciliation. It will also aim to increase certainty and stability for First Nations, landowners, proponents, developers, and government, while supporting sound decision making. Drafting of legislative, policy and program reforms are targeted for Spring 2024. UPDATE: The Joint Working Group on First Nations Heritage Conservation invited stakeholders to participate in virtual engagement sessions on the Heritage Conservation Act Transformation Project. These sessions introduced a proposed suite of near-term legislative, regulatory, policy, and program changes being proposed for Cabinet consideration, and ultimately, legislative introduction in Spring 2024. Two sessions were held on September 26 and September 28, 2023 **May 2026** **Progress was postponed in January 2026 due to concerns raised. The Province released a Technical Paper in late March 2026. The Province plans to introduce amendments to the house in Fall of 2026.**	Local trust committees and Bowen Island Municipality can designate Heritage Conservation Areas in their OCPs. To date, only Salt Spring Island Local Trust Committee has done so with the Ganges Village Core Heritage Conservation Area to recognize and protect the identifiable heritage features and character of the village. Heritage Conservation Areas may require a heritage alteration permit for: alteration of land, feature, building, or structure, subdivision (Bowen), additions, or new construction.	Staff will continue to monitor. Capital Regional District staff are also monitoring.

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Declaration on the Rights of Indigenous Peoples Act	**Suspended**	**In early 2026, the B.C. government announced plans to amend the *Declaration on the Rights of Indigenous Peoples Act* (DRIPA) to limit the judiciary's role in interpreting the legislation** **On April 20, the Province announced planned amendments would not be introduced in the spring legislative session and that it would undertake further work with First Nations leadership.**	**Awaiting more information**	**Awaiting more information**
Federal Planned Legislation				
Update to the *Canada Water Act*	Ongoing	By the end of 2023, the government will introduce the legislation that will fully establish the Canada Water Agency as a standalone entity, outside of Environment and Climate Change Canada with regional offices. This has long been a priority for water champions and leaders across the country and signals a deeper cross-government and collaborative approach to water. February 2024 This is included in *An Act to implement certain provisions of the fall economic statement tabled in Parliament on November 21, 2023, and certain provisions of the budget tabled in Parliament on March 28, 2023* tabled on November 28, 2023 – See Legislation in Progress section UPDATE: Current Status (January 2026) The 2023 Federal Budget included provision for the creation of the Canada Water Agency, it was established in 2024 and aims to improve freshwater management by effective collaboration with all levels of government. Engagement with partners and parties interested in participating in the updating of the *Canada Water Act* were scheduled to begin in 2025. Engagement is ongoing: Canada Water Act Engagement		

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Federal Planned Legislation				
Provincial Legislation in Progress				
Bill 20-2026 K'omoks Treaty Act	**Second Reading May 20, 2026**	**This Bill approves the K'omoks Treaty, establishing rights and land to the K'omoks First Nation. The Treaty includes land on Denman and Hornby Islands, and these lands are not part of the Islands Trust Area.** ***Islands Trust Act* is amended to exclude the Treaty lands, and to allow Islands Trust Council to enter into agreements with treaty nations under the terms of the treaty.** **The Treaty also allows K'omoks to enter into agreements with the Province over authorisations on the foreshore. It is not clear at present how this will intersect with local trust committee land use considerations.**		**Staff are reviewing to assess potential impacts on Islands Trust's work.**

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TOPICS	STATUS	BACKGROUND/ KEY IMPLICATIONS TO TRUST AREA	ISLANDS TRUST ACTIONS – PAST	ISLANDS TRUST ACTIONS – FUTURE
Bill 18-2026 Housing and Municipal Affairs Statues (Parental Leave)	**First Reading April 2, 2026**	**This Bill establishes that elected officials in British Columbia, including Islands Trust trustees are entitled to 26 weeks of paid parental leave. The Bill amends the Community Charter, *Local Government Act*, Vancouver Charter and *Islands Trust Act* among others, and includes provision for how to deal with quorum in the event the leave reduces the body to below quorum, such as a Ministerial order to allow council to continue with less than quorum to ordering appointment of a replacement for the duration of the leave.**	**Trustees historically, not covered for parental leave will now be covered.**	**Once legislation passes, will need to reflect in Trustee Remuneration policy. Potential financial implications would be considered during budget development annually.**
Bill 17-2026 Housing and Municipal Affairs Statutes (Codes of Conduct)	**First Reading April 2, 2026**	**This Bill establishes a mandatory code of conduct for all local governments, regional districts and Islands Trust in British Columbia. The Bill establishes the process for making a complaint, for investigating the complaint, and for considering sanctions. The Bill adds ability to go in-camera to allow council to consider an investigator's report. The actual Code of Conduct will be established by regulation, and the Bill will come into effect on adoption of that regulation.** **The Bill transitional provision make it clear that once the Bill is in-force (on adoption of the regulation) the pre-existing codes of conducts for all local governments, including the Islands Trust, will have no effect.** **The Bill amends several Acts, such as the *Local Government Act*, Community Charter, Vancouver Charter and *Islands Trust Act*.**	**Islands Trust has had a Standards of Conduct policy since the early 1990s.**	**None required. Once the Bill is in force, the Islands Trust policies on code of conduct and dealing with code of conduct complaints will have no effect. Staff will remove them from the website, and follow the legislated process as required.** **A budget line will need to be introduced to cover potential cost of investigation of a complaint.**

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Bill 9 – 2026 Freedom of Information and Protection of Privacy (FOIPPA) Act	**Second Reading May 6, 2026**	A Bill intended to streamline FOIPPA applications, allow release of personal information to an individual without an application, strengthens requirements around specificity of the asks, all applicant to consent to extension of timeline without need for OIPC approval, expanding process for public body asking OIPC to disregard certain application, and changes to OIPC roles, allowing more cooperation between public bodies to share personal information, and other amendments.	Requests under the FOIPPA are numerous, and put a lot of demand on staff.	To review the amendments and adjust processes accordingly once the legislation is in force.
Bill 15-2025 Infrastructure Projects Act	Royal Assent May 29, 2025 Comes in force by regulation.	A Bill intended to designate different types of infrastructure projects and to use specified streamlining options in relation to designated projects. The Islands Trust is a specified authority in relation to a trust area under the *Islands Trust Act*, the local trust committee as defined in section 1 of that Act.	None to Date.	No action planned.
Bill M 208-2025 Emergency and Disaster Management Amendment Act	1st Reading No progress since April 2025.	Intent of this Bill is to establish the BC Volunteer Corps. This provincial organization will encourage volunteerism and create a centralized platform for individuals to access volunteer opportunities and training programs. There may be an opportunity for local Trust Conservancies to leverage volunteers for nature reserve management through the centralized platform. Legislation may stem from the previously monitored Emergency Management Regulations	None to date.	Staff will continue to monitor.
Federal Legislation in Progress				
Recognition of the Canada Jay as the National Bird of Canada	In progress 1st reading May 28, 2025.	For those interested in the debate around the National Bird of Canada Bill….*perisoreus canadensis*		

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BILL M 216 – 2025 Professional Reliance Act	2nd Reading November 17, 2025 Bill is in committee for debate and comment. **The bill will not proceed.**	This Bill provides for the streamlining of development projects and reduction of administrative costs in the approval of development projects by local governments. Written input on the bill was received until early January 2026. Given the volume of input (approx. 500 submissions), additional time to complete the review was requested. Further consideration of the bill will be delayed until the review is completed. **The Minister of Housing and Municipal Affairs received a request to discontinue consideration of Bill M216. In response, Minister Christine Boyle stated that "our government has already taken important steps to streamline housing approvals through the Development Approval Process Review and the new Building Permit Hub. Bill M216 has made a meaningful contribution to that work…". The bill will not proceed.**	Islands Trust Council Chair sent a letter Letter to Minister of Housing and Municipal Affairs	Planning team is monitoring movement of bill.
S-221 An Act to provide recognition of the Canada jay at the national bird of Canada	2nd reading is complete.			
Clean Coasts Act Private Members' Business C-244 An Act to amend the Canadian Environmental Protection Act, 1999 and the	In progress 2nd reading in the House of Commons	Introduced by the MP for West Vancouver-Sunshine Coast-Sea to Sky Country, the proposed legislation is intended to strengthen Canada's ability to prevent and respond to marine pollution by closing gaps in Canadian law (marine dumping and amending the Wrecked, Abandoned or Hazardous Vessels Act). This is subsequent to the Private Members Bill introduced June 15, 2023 by the MP for Nanaimo-Ladysmith.	When this Bill was introduced in 2023, Islands Trust Council indicated an interest and made significant efforts to advocate for better federal management of wrecked, abandoned or hazardous vessels.	Direction to be confirmed

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Wrecked, Abandoned or Hazardous Vessels Act (Clean Coasts Act) Bill C-64				
(Senate Bill) BILL S-237 An Act Respecting a Cities and Municipalities Day	1st Reading October 2, 2025 **2nd Reading in the Senate**	Recognizing municipalities' increasing responsibility for water distribution, road maintenance, waste management, land-use planning and etc, the 31 October is proposed to be known as "Cities and Municipalities Day". Intent is to emphasize the crucial role cities and municipalities have in building fairer, more inclusive and more resilient communities. By extension, this includes the Islands Trust Area.		Confirm with planning that this day conforms with Trust Area values.

Provincial Legislation in Effect

Ministry of Water, Land and Resource Stewardship Provincial General Permission for the Use of Crown Land for Private Moorage	***Land Act*, version May 9, 2024** **In Force**	**The prohibition restricting the submission of private moorage applications in the Southern Gulf Island and Southeast Vancouver Island ended unexpectedly on March 31, 2026. The BC government is developing a Strategic Management Plan with interested parties. The plan will guide how private moorage applications are reviewed following the expiration of the prohibition. Private Moorage in the Southern Gulf Islands and Southeast Vancouver Islands**	**Islands Trust's Director of Planning Services is actively engaged with the BC government on this issue.**	**As the Province develops the Strategic Management Plan, the Planning Team will continue to see updates.**
Bill 3-2025 Protected Areas	Royal Assent March 31, 2025 In Force.	Amendment to protected areas, including the protection of a park supporting Rhododendron macrophyllum which is found only in the vicinity of Southern Vancouver Island and the southwest Coast of British Columbia.	None to date	Staff will seek to identify nature reserves where rhododendron macrophyllum grows and share the

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Provincial Legislation in Effect				
		Rhododendron macrophyllum was important to Indigenous nations and early settlers as it leaves were used to make a tea rich in Vitamin C.		knowledge with First Nations.
Bill 25-2025 Housing and Municipal Affairs Statutes Amendment Act	Royal Assent November 27, 2025 In Force.	A comprehensive bill which defines manufactured home zone and lays out the conditions for restricted zones. In Part 2 of the Bill amendments are made to Short-term Rental Accommodations. Proposed changes will impact Islands' residents and Official Community Plans. Short-term Rentals Communities with consistently high vacancy rates will have an earlier effective date to opt out of provincial rules that limit short-term rentals to principal residences. Minister Boyle stated, 17 Apr 26, "short-term rental rules are focused on returning homes to the long-term market for people and giving communities with healthy rental markets the flexibility to provide additional tourist accommodation".	Short Term Vacation Rentals (STVR) have been a long-standing concern for Islands Trust In 2012, the Salt Spring Island Local Trust Committee was unsuccessful at seeking an injunction via the Supreme Court of British Columbia to restrain a company from using or offering residentially-zoned properties for commercial guest accommodation rather than on individual property owners. Most LTCs have considered whether to opt-in to the principal residence requirement.	Article in Discussion Topic section below from Young Anderson should be reviewed in conjunction with this Bill.
BILL M 202 – 2025 Eligibility to Hold Public Office Act	Royal Assent May 29, 2025 In Force.	This Bill provides that a person who is a member of the Legislative Assembly is disqualified from holding a local elected office. In this Act, local elected office includes at 1(a) (v) a local trust area trustee, within the meaning of the *Islands Trust Act*.		For awareness as the Trust Area prepares for fall 2026 elections.

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Federal Legislation in Effect				
Musqueam and Canada Sign Agreement Recognizing Rights, Stewardship and Fisheries	**Signing date February 2026**	**The Musqueam Indian Band and the Government of Canada signed three landmark agreements that recognize Musqueam's Aboriginal rights and strengthen Musqueam's roles in fisheries, stewardship and marine emergency management. These agreements represent a major step forward towards reconciliation and incremental implementation of Musqueam's Aboriginal rights as affirmed under Section 35 of the Constitution Act, 1982.** **In the Rights Recognition Agreement (Rights Recognition), "It is Musqueam's view that through its kinship ties, Musqueam accessed and utilized the Salish Sea and adjacent lands and waterways, extending up the Fraser River to the Fraser Canyon and adjacent lands and waterways."**	**Musqueam First Nation is a referral Nation for the Islands Trust.**	**Alignment with the landmark agreements will be sought based on Musqueam's expressed interest in the Salish Sea.**
		Seven Bills have received Royal assent in this sitting of Parliament; however, none are directly relevant to the work of the Islands Trust.		

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Court Decisions				
Aboriginal Title Declared Over Fee Simple Lands	Under appeal	In a landmark decision, already the subject of an appeal by the Province, the British Columbia Supreme Court has granted the Cowichan Tribes Aboriginal title over a large swathe of land in the southeastern portion of the City of Richmond. Cowichan Tribes v. Canada (Attorney General), 2025 BCSC 1490 Of particular relevance and concern to local governments in British Columbia, the Court invalidated the title of certain lands held by the City of Richmond in fee simple. Notably, the claim area also included lands held by other fee simple owners. While the Court did not invalidate those titles, as the Cowichan Tribes did not seek such a remedy, it did declare that Cowichan Tribes has Aboriginal title over those lands. **In a statement released March 2, 2026, the Cowichan Nation and Province of BC announced that they would proceed with appeals to the British Columbia Court of Appeal.**	**No Action**	**No Action Planned**
DISCUSSION, PLANNING, CONSERVANCY, ADVOCACY TOPICS				
Cowichan Tribes and Province to Develop BC's first Water Sustainability Plan	**ongoing**	**In 2020, Cowichan Tribes and the Province of BC entered into an interim agreement to manage the Xwulqw'selu - Koksilah Watershed and to scope a long-term agreement with respect to ongoing collaborative management and governance of the Watershed. Steering Committee Summary and Recommendation**	**N/A**	**Development of the plan will be tracked to ensure the final agreement is available for consideration.**

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New Resources				
National Freshwater Science Agenda	**Released March 2026**	**The National Freshwater Science Agenda is intended to serve as a tool to support and guide planning, collaboration, and coordination in freshwater science and research across Canada. It outlines interconnected themes including bridging, braiding, and weaving Indigenous science and knowledge; water availability; land use stressors and water pollution; ecosystem resilience and biodiversity; socio ecological considerations; and economic research.**		**May be a source of funding for future projects.**
Where We Build Matters	**Released 2026**	**This report released by the Pacific Institute for Climate Solutions finds that BC has policy tools that create room for climate hazards to be considered in land use decisions, but the tools are not consistently used. The result is a fragmented system that often responds to risk after losses occur instead of reducing exposure before it is created. Land use planning is one of the most powerful levers to change the risk trajectory.**		**For consideration of Islands Trust Planners.**
How Climate Proofing Public Infrastructure Pays Off	**Updated April 2026**	**Released by the Canadian Climate Institute, the report provides an assessment of how climate change will affect the costs of maintaining, renewing and repairing public infrastructure and how acting early can significantly reduce costs.**	**The Islands Trust was a signatory to the BC Climate Action Charter in 2007.**	**TBD**

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New Resources				
Wildfire Resilience and a Cross-Government Approach in BC	**Ember Insights Series released March 2026**	**From the University of Victoria's POLIS Wildfire Resilience Project-Ember Insights Series. BC-and the world-has entered a period of wildfire crisis with increasing economic, environmental, and social impacts. There is a shift in emphasis from wildfire suppression to wildfire resilience. The need to evolve supporting policies and the provincial approach, e.g. existing arrangements and management approach are highlighted along with the opportunity for more dedicated coordination.** **This map provides an overview of fire risk in the Gulf Islands, https://www.for.gov.bc.ca/ftp/HPR/external/!publish/WUI_RiskClass/Maps/BC_Overview_By_RegionalDistrict_Coast_KeyMap.pdf**		**Reviewing fire risk in the Trust Area may be an area for renewed dialogue with the Province.**
Value of Ocean and Coastal Ecosystem services, 2023	**Statistics Canada release Jan 21, 2026**	**In 2023, ocean and coastal ecosystems provided services such as carbon sequestration valued at $5.5 billion, harvested wild fish and seafood valued at $1.2 billion, and nature-based tourism valued at $458 million.** **Coastal ecosystems such as seagrass meadows, salt marshes and kelp forests sequestered 858 kilotonnes of carbon in 2023, out of which 497 kilotonnes were sequestered in the Arctic, 222 kilotonnes in the Pacific and 139 kilotonnes in the Atlantic oceans.** **For reference, this illustration is informative: How Oceans Benefit Canadians**	**Past projects have focused on mapping eelgrass beds and the impact of aquatic structures on the marine environment.**	**The statistics in the report could be used in the Trust Area by planners and conservancy staff.**
A Force of Nature: Canada's Strategy to	Launched March 2026	**Document reaffirms Canada's commitment to 30x30 (30% of lands and waters by 2030) and states the Government's vision, "a Canada that protects, restores, and values nature as a foundation of our economy, sovereignty, and**		**Opportunities to work in conjunction with the Federal strategy will continue.**

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New Resources				
Protect Nature		**well-being, leading at home and globally, to ensure healthy ecosystems, resilient communities, and prosperity for present and future generations."** **Funding includes more than $410 million for the Pacific Salmon Strategy Initiative and a commitment to strengthen the protection and recovery of species at risk, supporting the recovery and conservation of wildlife. Salt Spring Island's Natural Cemetery also gets a nod as Canada's first entirely green burial cemetery.**		
Voices of Youth Indigenous Leaders	Published December 2025	An interim report of the Standing Senate Committee on Indigenous Peoples, focusing on Indigenous identity, languages and cultures. Crystal Starr Lewis, a member of the Squamish Nation was chosen to participate in the Senate discussion. She stressed that sustainability was a central issue for youth. It interconnects with land, wellness and identity.		Recommended staff reading
Next Agricultural Policy Framework: Share Ideas	ongoing	Canada's Next Policy Framework will succeed the current Sustainable Canadian Agricultural Partnership (Sustainable CAP). Consultation period is open until 30 Jun 26. Comments may be submitted at: Agriculture and Agri-Food Canada's Consultation on the 2026 Next Policy Framework		Islands Trust farmers, leaders and planners may wish to contribute on the future of agriculture in the Trust Area//BC.
Conservation Challenges for Seaside Juniper	ongoing	Seaside juniper was and is still culturally important to local First Nations. It was planted as a medicinal plant. Branches were used to safeguard houses from illness, e.g. they were hung in the house, or placed under mattresses. Branches have a strong pleasant aroma and continue to be used in ritual ceremonies connected with sweat lodges. Indeed, the type	NA	Islands Trust Conservancy will note nature reserves which have seaside juniper and share the information with First Nations.

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New Resources				
		specimen for the species is to be found on Tsartlip First Nation's land along Brentwood Bay. Link to the Tstartlip nation is important. Additionally, trees were looked at on Saturna, Galiano and Pender Islands.		
Regulating Short-Term Rentals: A Novel Constructive Taking Claim (pg 11-13)	September 2025 opinion (Ramon Dabiryan)	Discussed in the Young Anderson opinion piece is a hypothetical case brought forward to the courts by the Westcoast Association for Property Rights regarding Short-term Rental Accommodations Act (STRAA). The Association argued that the effect of the Act forbids owners from offering short-term rentals in units that were not principal residences, thereby eliminating the members' rights to use their additional properties for lawful business activities.		Planning staff will bear this hypothetical argument in mind.
Georgia Strait Alliance Resilient Coastal Communities	2025 Mini-Newsletter	The Alliance is re-strategizing and joining forces with local groups to restore waterways and to launch a new campaign to reduce harmful anchorages near the Gulf Islands. They are also exploring what a conservation economy may look like. The issue of increased anchorage usage during the FIFA soccer games may be at direct odds with the Alliance's position on reducing available moorings.	NA	Monitor indications of increased yacht presence and potential mitigation strategies to reduce environmental damage.
Local Government Integrity Commissioners	Ombudsperson letter to Minister of Municipal Affairs 26 Mar 25	In a letter to the Minister of Municipal Affairs, the Ombudsperson underscores an urgent need for legislation to ensure oversight of, and integrity by, municipal councils and their members. The letter is an important benchmark underscoring the importance of public trust and confidence in local government.	NA	A reminder of the importance of ethical behaviour.
BC Ferries Project	Ongoing	Key issues in BC Ferries Performance Term 7 are: • Recognition that ferries are an "essential public service"		Trust Council is actively monitoring renewal initiatives and

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New Resources				
		• Calibrating growing demand, system capacity and future service levels • Operating costs are rising faster than revenues • Renewal of critical infrastructure is long overdue • Aging assets impact reliability • Affordability is central to setting regulated price caps • Long-term debt load is a concern Note: BC Ferries is predicting increasing affordability tension as costs (labour, maintenance and borrowing) outpace established fare caps. One-time supports (fare relief) will be required to maintain fares.		will continue to follow the affordability issue

Trust Council Requests to the Province of BC
for Changes to the Islands Trust Legislation/Regulation and Related Legislation
2007 - present

ISLANDS TRUST COUNCIL REQUEST	WHEN	ADVOCACY METHOD	RESPONSE
1. Amendments to the *Islands Trust Act* that would cause four local trustees to be elected to sit on the Salt Spring Island Local Trust Committee and Trust Council.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	May 2008 Minister Chong suggested Islands Trust hold a referendum in the Salt Spring Island LTA. If the referendum was successful, Minister Chong was willing to approve four local trustees for the SSILTC, but not to increase Salt Spring Island representation on Trust Council. Turned down by Salt Spring Island LTA referendum November 15, 2008.
2. Changes to the *Islands Trust Act* that would enable the Islands Trust Council to determine the size of its Executive Committee.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	Not advanced by the Ministry. Never formally turned down.
	June 2008	Trust Council later requested a simpler amendment - that S. 20(3) of the Islands Trust Act be amended to increase the number of vice chairs from three to four.	
	June 2011	Raised during a meeting between the Executive Committee and the Hon. Ida Chong, Minister of Community Services	
3. The necessary changes to provincial / legislation and regulations to permit Islands Trust bodies to hold meetings through electronic or other communication facilities.	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	**Achieved** in 2009 through provincial creation of a new Islands Trust Regulation.
4. Changes to provincial/legislation and regulations be made, if	July 20, 2007	Letter to Hon. Ida Chong, Minister of Community Services	**Resolved**. This topic originally arose in response to a court case, where a bylaw was quashed

ISLANDS TRUST COUNCIL REQUEST	WHEN	ADVOCACY METHOD	RESPONSE
necessary, to confirm that Islands Trust bodies may perform their duties and functions while outside of the Islands Trust Area.			because the public hearing was held outside the jurisdiction. Further evaluation determined that the relevant legislation had been amended and did not apply to local trust committees.
5. Natural Area Protection Tax Exemption Program (NAPTEP) – extension to Bowen Island Municipality	October 27, 2009	Meeting with Hon. Bill Bennett, Minister of Community and Rural Development	**Achieved** June 2010 through minor amendment to legislation.
6. Bylaw dispute adjudication system	October 27, 2009	Meeting with Hon. Bill Bennett, Minister of Community and Rural Development	**Achieved** in 2011
7. Trust Fund Board corporate status and name change	May 31, 2018	Name change achieved via *Miscellaneous Statues Bill*	**Achieved** via amendment to Islands Trust Act.
	January 23, 2018	Executive Committee raised the name change request as number one Trust priority during meeting with the Hon. Selina Robinson, Minister of Municipal Affairs and Housing	Advised by Minister she would investigate further.
	June 2011	Name change raised during a meeting with the Hon. Ida Chong, Minister of Community Services	Advised by Minister to explore other solutions first to determine if can resolve challenges in other ways. Trust Fund Board has asked Trust Council Chair to seek this change in writing. Several requests have been made
	June 2011	Staff met with Ministry staff	
	November 20, 2012	Letter to Hon. Bill Bennett, Minister of Community, Sport and Cultural Development	Response received Feb 2013. Minister Bennett stated that changing the corporate structure of the Trust Fund Board has broad implications that require careful consideration. He further noted that government often requires a compelling reason, such as a legislative barrier to operations, prior to considering such a legislative request. He suggested that Islands Trust staff contact the

ISLANDS TRUST COUNCIL REQUEST	WHEN	ADVOCACY METHOD	RESPONSE
			Assistant Deputy Minister to arrange for further evaluation of the proposal.
	Sept 2013 and Feb 2014	Letters to Hon. Coralee Oakes, Minister of Community, Sport and Cultural Development	Several contacts with Ministry staff have been made, most recently in May 2015. The Assistant Deputy Minister repeated earlier advice that that the ministry does not currently have the capacity to undertake this complex a legislative change, given other provincial priorities.
	May 12, 2015	Executive Committee and senior staff met with new Assistant Deputy Minister Jay Schlosar, who has since left government	
	September 2015	Letter to Hon. Peter Fassbender, Minister of Community, Sport and Cultural Development	Minister Fassbender was not responsive to Trust Council's request for legislative changes. Conversation during the meeting focused on Salt Spring governance and his request that Executive Committee meet with the Aboriginal Aquaculture Association.
	November 2015	Executive Committee and CAO met with Hon. Peter Fassbender, Minister of Community, Sport and Cultural Development	
8. **Support in principle amending the Islands Trust Act to add "First Nations" to the list of those with whom we work "in co-operation."**	September 2015	Trust Council requested the Executive Committee to consider asking the Minister of Community, Sport and Cultural Development to make this amendment, at an appropriate time, with respect to available resources and the potential for the amendment to be achieved.	**Achieved** in 2021 (see below)

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
THAT the Islands Trust write to the Minister requesting amendments to the Islands Trust Act, specifically[1]: 1. Allowance for entry warrants by bylaw officers; 2. Development permit area enforcement via municipal ticketing; 3. Adoption of development approval information bylaws by LTCs; 4. Amending the Act to add "First Nations" to the list of those with whom we work "in co-operation."; 5. The ability to delegate to staff the granting of development permits; 6. Seeking clarification of foreshore zoning authority; 7. Broadening of Islands Trust entities under the Local Government Act, relative to s. 294, allowing for “incidental or conducive powers.”; 8. Ability to provide an affordable housing agreement with a third party and to create a Housing Service. 9. Include reference to the ecosystem in section 8.2 of the Islands Trust Act. 10. And enact the ability to charge fees for telecommunication applications.	Sept 2018	Letter to Hon. Selina Robinson, Minister of Municipal Affairs and Housing	**Partially Achieved.** In 2021 The Province amended the Islands Trust Act to: • Include a specific reference to First Nations in the Trust’s Object statement to recognize its ongoing relationship and reconciliation efforts with First Nations. (#4) • Enable Islands Trust to give financial support to third parties for activities that provide education about or preserve the environment and unique amenities of the Trust Area. This is an optional new power that Trust Council can use if desired. (#9) • Streamline the Islands Trust development approvals processes by transferring from Trust Council the ability to adopt and amend development approval information bylaws to local trust committees providing greater local autonomy. (#3) In 2021, the Province also amended BC Regulation 275/2021 deposited under the Islands Trust Act to enable local trust committees to delegate, by bylaw, issuance of development permits to staff with allowance for re-consideration of staff decisions by the local trust committee if warranted. (#5) Foreshore authority – on-going meetings between Islands Trust Staff, Ministry and CwVRD staff on foreshore jurisdiction in that RD. (none since March 2023 report).
That Trust Council request the Minister of Municipal Affairs and Housing to add the Islands Trust to the	Sept.	Letter to Hon. Selina Robinson, Minister of	**Not Achieved**. In February 2020 the Ministry announced that the Auditor General for Local

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
Auditor General Act, allowing for review of the Trust by the Auditor General for Local Government.	2019	Municipal Affairs and Housing	Governments would be closed down. The office was accepting no new files and finishing the ones it had.
That the Islands Trust Council request the Chair write to the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD), and the Honourable Selina Robinson, Minister of Municipal Affairs and Housing (MAH), and the Honourable Scott Fraser, Minister of Minister of Indigenous Relations and Reconciliation, requesting amendments to the Private Managed Forest Land Act that would enable local trust committees to regulate, but not prohibit, forest activities on land within the Islands Trust Area.	June 2020	Letter to Hon.Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD), and the Hon.Selina Robinson, Minister of Municipal Affairs and Housing (MAH), and the Hon. Scott Fraser, Minister of Minister of Indigenous Relations and Reconciliation, March 4, 2021 meeting	April 2021 response from Director Doug Kelly committing to work collaboratively with Islands Trust to continue to address issues as they evolve.
That Islands Trust request the Province enhance the Trust's jurisdiction over tree cutting bylaws to make its jurisdiction equal to that of municipalities under section 8 of the Community Charter.	Sept. 2020	Letter to Hon. Josie Osborne Minister of Municipal Affairs In May 2022, discussed status of request for some forest authority, discussed the letters to his office re the Policy Statement process and the forest issue.	**Withdrawn by Trust Council** in March 2023 through resolution 2023-038: Islands Trust Council request the Chair to promptly inform the Province that it no longer wishes to proceed with its request…. Previously the indication from Ministry was that this is a significant request, has Province implications from regional governance perspective. Explanation from Ministry that “the Trusts authority in relation to trees is longstanding and complex, a review of the request will require a consideration of policy choices made when the municipal authority was created, noting that this authority is primarily aimed at trees in urban environments.”

[1] Note: On March 14, 2018, Trust Council received a staff report that summarized the relevant strengths and weaknesses for each of 20 potential amendments, including some not listed below.

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
That Trust Council request the Lieutenant Governor in Council for the Province of British Columbia to conduct a review of the Islands Trust's mandate, governance and structure. That the Islands Trust Chair, on behalf of Council, submit a letter to the Lieutenant Governor in Council making the review request under Section 8(2)(e) of the Islands Trust Act that outlines the potential scope of a review, including, but not limited to: a. An assessment of the optimum governance model to preserve and protect the Trust area pursuant to the Province's vision for the future of the Trust area. b. The object of the Islands Trust Act and clarification of the mandate of the organization. c. The governance structure of the organization. d. The alignment of decision-making processes and structures with the Declaration on the Rights of Indigenous Peoples Act. e. The geographic scope of the organization and in particular authority over marine areas. f. The funding mechanisms provided to the organization in light of a clarified mandate.	June 2022	Letter to Hon. Nathan Cullen Minister of Municipal Affairs Meeting of Executive Committee and Minister Cullen with follow-up letter in June 2022	The Minister replied on September 23, 2022 stating that he looks forward to learning of the measures being taken by the Trust in response to the governance and management review and in relation to the broader issues that are raised in the context of this request for a review of the Islands Trust governance, mandate and opportunities for alignment with the principles of the Declaration Act.
That Trust Council call on the Province of British Columbia, in partnership with Indigenous leadership, to develop and communicate in a timely way the process and timelines through which they will develop new legislation to protect and restore biological diversity and ecosystem health, in a manner consistent with the United Nations Declaration on the Rights of Indigenous Peoples, and with the involvement of local governments, civil society groups, Indigenous and scientific experts, and the concerned public.	June 2022	Letter to The Hon. Katrine Conroy Minister of Forests and The Hon. Josie Osborne Minister of Land, Water, and Resource Stewardship **The Joint Call was made, standing with Indigenous**	**Achieved.** In February 2023, the B.C. government launched new measures to protect more old growth by fast-tracking innovation and co-developing new local plans with First Nations to better care for B.C.'s forests.

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
Trust Council continued to demonstrate strong support to the *UN Declaration on the Rights of Indigenous Peoples* (UNDRIP) and the *Declaration on the Rights of Indigenous Peoples Act* (DRIPA). The Chair signed the Joint Call for BC to recommit to the meaningful implementation of UNDRIP and DRIPA.		**peoples to Premier Eby and his government by more tha 130 diverse civil society leaders and organizations including the Islands Trust**.	
That Trust Council request the Chair to submit a resolution to Union of British Columbia Municipalities September 2022 convention concerning a request to the Province for new legislation to protect and restore biological diversity and ecosystem health.	June 2022	AVICC/UBCM resolution	**Achieved.** The Province has released a draft biodiversity and ecosystem health framework.
That Trust Council request the Lieutenant Governor in Council for the Province of British Columbia to conduct a review of the Islands Trust's mandate, governance and structure. That Trust Council make the request by submitting the letter attached as Appendix 1 to the Lieutenant Governor under Section 8(2)(e) of the *Islands Trust Act* outlining the potential scope of a review, including, but not limited to: a) An assessment of the optimum governance model to preserve and protect the Trust area pursuant to the Province's vision for the future of the Trust area; b) The object of the *Islands Trust Act* and clarification of the mandate of the organization; c) The governance structure of the organization; d) The alignment of decision-making processes and structures with the Declaration on the Rights of Indigenous Peoples Act; e) The geographic scope of the organization and in particular authority over marine areas; and	Sept. 2024	Letter to Hon. Anne Kang, Minister of Municipal Affairs	Minister Kahlon replied on April 28, 2025 stating that he is not in a position to consider a review of the Islands Trust Act prior to the next general local elections. He further stated: • Land use planning to preserve and protect the Trust area and its unique amenities and environment is the core responsibility of the Islands Trust. This reflects the ecological mandate of the Trust, the toolkit deliberately supplied by government, and that island communities have a role to play in local environmental stewardship. • It is his expectation that the Trust Council recognizes that this requires careful deliberation and consideration of perspectives to manage expectations of growth, development and local economies without exceeding the carrying capacity of local ecosystems and preserving unspoiled natural amenities.

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
f) The funding mechanisms provided to the organization in light of a clarified mandate.			• Over the balance of their term of office, he needs Trust Council to take particular care to ensure that engagement with the public and First Nations on the bylaws put before me for approval, including amendments to Official Community Plans and the Trust Policy Statement, are undertaken in a manner that demonstrates mutual respect and builds towards consensus. • The established Trust Policy Statement is the current touchstone which aids in the interpretation of the organization's mandate. The development of the next iteration requires care to result in a Policy Statement in which all involved can all have confidence. • Before returning with another request for provincial review I will expect the Trust Council to ensure that it has engaged in a meaningful way with the agencies and governments that would be expected to participate in or be impacted by such a review. These include the First Nations in whose territories the Trust are stewards through its land use authorities and the local governments who share constituents with the Local Trustees, and the Islands Trust Conservancy Board.
That Trust Council request the Chair to write a letter on behalf of Trust Council in support of the request by North Salt Spring Water District's letter to the province dated May 16, 2025. NSSWD request, as set out in May 16, 2025 letter which was in the June 2025 Trust Council agenda, was: *We respectfully ask the Province to empower the Islands Trust or NSSWD with the regulatory tools*	June 2025	Letter to Hon. Ravi Kahlon, Minister of Housing and Municipal Affairs from Brian Pyper (NSSWD) Letter to Hon Ravi Kahlon from Islands Trust Chair	Response from Minister outstanding.

TRUST COUNCIL DIRECTION	WHEN	ADVOCACY METHOD	RESPONSE
necessary to ensure these new water connections are allocated to where they are needed most in our community, and if possible, for BC Housing to immediately prioritize any potential new projects/partnerships within the Ganges area.		conveying support for the NSSWD request.	
That Trust Council request the Chair to write a letter on behalf of Trust Council to express support for the direction Transport Canada is taking towards increasing access to marine emergency services and to improved response to pollution incidents as expressed in the second discussion paper. **In the letter, Trust Council states the need for an emergency response towing vessel similar to the one operated by Washington State from Neah Bay given increased vessel traffic in the Salish Sea and risk of a significant spill.**	**April 2026**	**Letter to Transport Canada//Oceans Protection Plan**	**Trust Council views on the discussion paper were sought. Transport Canada proposed five questions for consideration. Trust Council's letter addressed these questions. A direct response is not expected, however, staff will monitor the continuing dialogue regarding preparations and responses to a maritime emergency in the Salish Sea.**

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 16, 2026
From:	**Director, Legislative and Information Services**	**Date Prepared:**	May 25, 2026

SUBJECT: Amendment to Trust Council Election Procedures Bylaw, 2008

RECOMMENDATION:

THAT Trust Council Bylaw 208, cited as "Islands Trust Council Election Procedures Bylaw, 2008, Amendment No.1, 2026", be read a First time.

THAT Trust Council Bylaw 208, cited as "Islands Trust Council Election Procedures Bylaw, 2008, Amendment No.1, 2026", be read a Second time.

THAT Trust Council Bylaw 208, cited as "Islands Trust Council Election Procedures Bylaw, 2008, Amendment No.1, 2026", be read a Third time.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
The proposed amendment brings Trust Council's Election Procedures Bylaw into compliance for the 2026 election cycle.

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1 PURPOSE: To update the Islands Trust elections procedure bylaw to be consistent with recent amendments to the Local Government Act.

2 BACKGROUND:

Trust Council, like all local governments and regional districts, is required to have an elections procedures bylaw that is consistent with the *Local Government Act.* Each term provincial staff reviews the elections legislation and makes changes as needed for the up-coming local government general elections. This term, the Province has added language in the legislation regarding privacy of nominated candidates; as such the Islands Trust Elections Procedures Bylaw will need an update to conform to this legislative change.

The only change required is to ensure that nomination packages posted to our website do not include the address of the candidate, and instead only includes the locality of residence.

Election bylaws and any amendments must all be adopted by July 6, 2026 to have any effect in the October 17, 2026 election. To meet this deadline, staff will bring the bylaw to Trust Council for consideration of adoption by resolution-without-meeting before the end of June, 2026.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:
There are no organization implications.

FINANCIAL:
There are no financial implications, other than staff time to redact addresses of nomination packages before posting.

POLICY:
There are no policy implications.

IMPLEMENTATION/COMMUNICATIONS:
Staff will advise appropriate staff of the change, and procedures for posting nomination packages.

FIRST NATIONS RELATIONS:
There are no First Nations Relations implications.

OTHER:
There are no other implications.

4 RELEVANT POLICY(S):
Local Government Act, Part 3

5 ATTACHMENT(S):
Draft Trust Council Amendment Bylaw 208

RESPONSE OPTIONS

Recommendation:
THAT Trust Council Bylaw 208, cited as "Islands Trust Council Election Procedures Bylaw, 2008, Amendment No.1, 2026", be read a First time.

THAT Trust Council Bylaw 208, cited as "Islands Trust Council Election Procedures Bylaw, 2008, Amendment No.1, 2026", be read a Second time.

THAT Trust Council Bylaw 208, cited as "Islands Trust Council Election Procedures Bylaw, 2008, Amendment No.1, 2026", be read a Third time.

Alternative:
As the bylaw must comply with the legislation by July 6, 2026, there is no other option; however, Trust Council could request different wording to achieve a similar objective.

Prepared By: Director, Legislative and Information Services

Reviewed By/Date: Chief Administrative Officer/May 25, 2026

ISLANDS TRUST COUNCIL

BYLAW NO. 208

****

A Bylaw to Amend Islands Trust Election Procedures Bylaw

****

The Islands Trust Council, having jurisdiction in respect of the Trust Area in the Province of British Columbia pursuant to the *Islands Trust Act*, enacts as follows:

1. Islands Trust Election Procedures Bylaw, 2008, is amended:

    1.1 by amending Section 8, by adding the following in numerical order:

    "2. Notwithstanding subsection (1) above, the nomination documents available for public inspection on the Islands Trust website shall not include the residential address of the person nominated other than the municipality, electoral area or treaty lands in which the person is resident."

2. This bylaw may be cited as "Islands Trust Election Procedures Bylaw, 2008, Amendment Bylaw No. 1, 2026".

READ A FIRST TIME THIS ___ DAY OF JUNE, 2026

READ A SECOND TIME THIS ___ DAY OF JUNE, 2026

READ A THIRD TIME THIS ___ DAY OF JUNE, 2026

ADOPTED THIS ___ DAY OF JUNE, 2026

_____

_____

SECRETARY CHAIR

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 16, 2026
From:	**Director of Legislative and Information Services**	**Date Prepared:**	May 21, 2026

SUBJECT: 2026 Elections Agreements with Regional Districts

RECOMMENDATION:
That the Islands Trust Council agree to enter into service contracts with the Boards of the Regional District of Nanaimo, Comox Valley Regional District, Cowichan Valley Regional District, qethet Regional District, Sunshine Coast Regional District, and Capital Regional District for the purpose of sharing the costs of conducting elections, and

That Islands trust Council authorize the Chair and Director, Legislative and Information Services to sign the service agreements on behalf of Council that will be substantially similar to the attached template.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
The *Local Government Act* enables local governments to cooperate in the administration of general local elections through an Election Services Agreement between the parties. The Islands Trust Council contracts with regional districts in the Islands Trust Area to administer its general local elections. The Election Services Agreement with each regional district authorizes the third-party administration and specifies certain aspects of election administration. The Election Services Agreements recommended for 2026 are similar to those approved by Trust Council in 2022. The end result would mean 2026 elections would be administered in the same way as the 2022 elections.

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1 PURPOSE: To enter into agreements with regional districts to run elections for local trust committee in coordination with regional district elections.

2 BACKGROUND:

- The *Local Government Act* provides that a local government may share the costs and administration of elections by agreement with another local government;
- Islands Trust Council has traditionally entered into election agreements with the regional districts whose boundaries overlap the Local trust areas;
- The term of office for local trustees, and all local government elected officials in BC is four years. .

The agreement with the Sunshine Coast Regional District will allow for the Sunshine Coast Regional district to enter into a sub-agreement with the City of West Vancouver and Greater Vancouver Regional District (Metro Vancouver) to administer the elections for Bowyer and Passage Islands; these two islands are within the Gambier Island Local Trust Area but are within Metro Vancouver.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:
Additional efforts spent on communications related to elections during the Fall of 2026 will be a significant part of the work program for the Director of Legislative and Information Services and support staff in the Executive Office and Communications and may mean that other initiatives will not be priorities during the pre-election period. These increased efforts are required to inform the public and candidates about the stipulations of the *Local Government Act* regarding elections. In addition, extensive liaison with regional district staff who conduct local trustee elections is necessary during this period to ensure a coordinated approach to administering the elections.

FINANCIAL:
There is $223,500 in the 2026/27 fiscal year budget to cover the cost of administering local trustee elections. The recommendation can be implemented within that budget. These costs reflect a three-way cost-sharing arrangement between the Islands Trust and the regional districts, which also conduct elections for school districts. On Salt Spring, the costs will be shared four-ways in 2026 due to the creation of the Salt Spring Island Local Community Commission since the 2022 election. The arrangement also provides a convenient election experience for voters, who can vote for their representatives in all jurisdictions at the same time and location.

The costs billed to the Islands Trust by each regional district are based on actual costs incurred, and depend upon many unpredictable factors, such as the number of candidates, the number of voters, the number of public enquiries, complexities that may arise at polling stations and the need for extraordinary work such as judicial recounts.

The costs of administering Islands Trust elections separately would be significantly higher.

POLICY:
The Islands Trust does not have specific policies regarding administration of elections. Bylaw No. 124, Islands Trust Election Procedures Bylaw, 2008, as amended, guides the conduct of elections, and it in turn is based on and must comply with the BC *Local Government Act.*

Legal advice has confirmed that Islands Trust does not need to specifically appoint Chief Election Officers, as long as Trust Council is entering into agreements with the regional districts for the purposes of conducting elections.

IMPLEMENTATION/COMMUNICATIONS:
Staff will implement the outcomes of these decisions, including immediate communications with regional district elections officials. The Islands Trust election website will be updated on an ongoing basis as required. Additional communications materials, including letters to non-resident property electors, a video for those considering running for office, and information in candidate nomination packages are planned, as well as ensuring that the required statutory notices and non-statutory notices are placed in local newspapers circulating on the islands.

FIRST NATIONS:
There are no First Nation implications.

OTHER:
No other implications identified.

3 RELEVANT POLICY(S):

- Local Government Act

- Elections Act

4 ATTACHMENT(S):

- Draft Election services Agreement template between regional districts and Islands Trust

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RESPONSE OPTIONS

Recommendation:
That the Islands Trust Council agree to enter into service contracts with the Boards of the Regional District of Nanaimo, Comox Valley Regional District, Cowichan Valley Regional District, qethet Regional District, Sunshine Coast Regional District, and Capital Regional District for the purpose of sharing the costs of conducting elections, and

That Islands trust Council authorize the Chair and Director, Legislative Services to sign the service agreements on behalf of Council that will be substantially similar to the attached template.

Alternative:
That Trust Council not enter into agreements and instead undertakes elections independently for all 12 local trust areas. This option would have significant resource and financial implications.

Prepared By: **David Marlor, Director, Legislative Services**

Reviewed By/Date: **Rueben Bronee, CAO/May 25, 2026**

ISLANDS TRUST 2026 ELECTION SERVICES AGREEMENT

THIS AGREEMENT dated for reference _____, 2026,

BETWEEN:

_____ **REGIONAL DISTRICT**

(the "Regional District")

AND:

THE ISLANDS TRUST COUNCIL

(the "Trust Council")

WHEREAS:

A. The boundaries of the Regional District encompass the _____ Island, _____ Island, and _____ Island Local Trust Areas designated as such by the *Islands Trust Act*;

B. Under the *Islands Trust Act*, for each local trust area designated by the *Islands Trust Act*, two local trustees are to be elected to represent the electors of the area;

C. Part 3 of the *Local Government Act* contemplates an agreement under which a local government conducts an election for another local government, in accordance with the terms of the agreement, and Section 6(3) of the *Islands Trust Act* makes Part 3, as it applies in relation to electoral area directors for a regional district and their election, applicable in relation to local trustees and their election;

D. The Regional District has adopted ____ Regional District Election and Voting Procedures Bylaw,_____, as amended.

E. The Trust Council has provided, in Islands Trust Election Procedures Bylaw 2008, as amended, that the bylaws of the Regional District respecting elections may apply to the election of the local trustees; and

F. The Trust Council and the Regional District wish to enter into this Agreement by which the Regional District agrees to conduct local trustee elections on behalf of the Trust Council, on the terms and conditions of this Agreement;

NOW THEREFORE in consideration of the payments and promises of this Agreement, and other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged), the parties agree as follows:

Conduct of Elections

1. The Regional District shall conduct the 2026 ___ Island, ____ Island, and __ Island Local Trust Area local trustee elections for the Trust Council in conjunction with the

Regional District election for the electoral area directors for the _____ Island and the _____ Electoral Areas, on the terms and conditions of this Agreement.

Term

2. This Agreement commences on the date that it is executed and continues in force until the later of the date specified in s. 47 of the *Local Elections Campaign Financing Act* for the filing of campaign financing disclosure statements and the latest date specified in s. 160 of the *Local Government Act* in respect of the retention and destruction of election materials for the 2026 election.

Complete Conduct of Election

3. Except to the extent specifically provided in this Agreement, the Regional District shall conduct all aspects of local trustee elections.

Notices

4. The Regional District shall give election-related notices required under the *Local Government Act*, including notices of special voting opportunities provided under this Agreement. All such notices must include the logo of the Islands Trust and must be provided to the Islands Trust for approval as to content, size, and location and frequency of publication at least one week in advance of the publication date.

5. Nothing in this Agreement restricts the Islands Trust's authority to give election-related notices to supplement those given by the Regional District, provided that in doing so the Islands Trust does not impair the validity of the election proceeding, and for that purpose the Trust Council shall consult with the Regional District as to the content of such notices, and shall offer the opportunity to add Regional District information to those notices.

Election Bylaws

6. The parties agree that for the purposes of the 2026 election:

   (a) sections 6, 7 and 8 of Islands Trust Election Procedures Bylaw, 2008, as amended shall apply; and

   (b) all sections of the _____Regional District Election and Voting Procedures Bylaw ____, as amended, shall apply that do not conflict with Islands Trust Election Procedures Bylaw, 2008, as amended.

7. The parties acknowledge that the _____Regional District Election and Voting Procedures Bylaw ____, as amended provides, pursuant to section 76 of the *Local Government Act*, that the most current available Provincial list of voters prepared under the *Election Act* is to be the register of current resident electors, and the parties agree that the Trust Council shall, upon request, be provided an opportunity to assist with the verification of the register in relation to non-resident property electors registered under s. 66(5) through 66(8) of the *Local Government Act*.

8. The Regional District agrees that, subject to s. 78 of the *Local Government Act* [Protection of privacy], any copy of the register of electors that is provided to a candidate for the office of local trustee under s. 77 of the *Local Government Act* shall include the electors' addresses.

9. Each of the parties shall give written notice to the other of any actual or proposed change to its election procedures bylaw.

Election Officials

10. The Regional District shall appoint the chief election officer, deputy chief election officer, presiding election officials, alternates and other election officials, and shall advise the Trust Council in writing of all such appointments, and any changes to those appointments where time allows.

11. The Trust Council shall make available throughout the term of this Agreement an official with whom the Regional District's election officials may consult on the interpretation of this Agreement and other matters pertaining to the election that are not addressed in the Agreement.

Nominations

12. The Regional District shall undertake the nomination process for local trustees, including accepting nomination documents and declaring acclamations and candidates.

Form of Ballot

13. The Regional District may create ballots in whatever form it chooses, including a single machine-readable ballot for both local trustees and electoral area directors.

Election Results

14. The Regional District shall declare both preliminary local trustee election results and official local trustee election results, by emailing the results to elections@islandstrust.bc.ca

15. The Regional District shall provide to the Islands Trust an opportunity to tally the number of resident electors and non-resident property electors who voted in the local trustee election at each polling place.

Document Retention and Disposal

16. The Regional District shall retain and destroy local trustee election documents within its possession, as required by the *Local Government Act*.

Regional District Expenses

17. The Trust Council acknowledges that where this Agreement refers to the Regional District's expenses, the expenses may include newspaper advertising costs, ballot printing, voting machine rental and servicing, polling facility rental, staff costs (including overtime and benefits and including an allocation for time spent by salaried Regional District employees), legal fees, taxes and disbursements, photocopying, telephone, mail and courier charges, purchase and rental costs of materials and supplies, mileage charges, and all other items related directly or indirectly to the election.

Cost-Sharing

18. Within two months after the 2026 local trustee election, the Regional District shall tally its election expenses and deliver to the Trust Council an invoice, payable within 30 days, for 100% of the election expenses attributable to the Islands Trust.

Judicial Recount

19. If an application should be made for a judicial recount of local trustee ballots, the Regional District shall conduct the proceeding on behalf of the Trust Council, after which the Trust Council must pay to the Regional District 100% of the Regional District's expenses. For these purposes, any costs ordered by the court to be paid by the local government shall form part of the Regional District's reimbursable expenses.

Judicial Challenges

20. If the Regional District's chief election officer applies to challenge the validity of a local trustee election or the right of an elected local trustee to take office, the Regional District shall conduct the proceeding on behalf of the Trust Council, after which the Trust Council must immediately pay to the Regional District 100% of the Regional District's expenses. For these purposes, any costs required by the *Local Government Act* to be paid by the local government shall form part of the Regional District's reimbursable expenses. If the court orders that costs may be recovered by the local government, the Regional District shall pursue the recovery at the cost of and for the benefit of the Trust Council, provided that the Trust Council authorizes such recovery.

21. If an application is made in any other circumstances to challenge the validity of a local trustee election or the right of an elected local trustee to take office, the Trust Council shall be entirely responsible for the cost of the proceeding, unless the parties agree otherwise.

Headings

22. The headings or captions in this Agreement have been inserted as a matter of convenience and for reference only and they in no way define, limit or enlarge the scope or meaning of this Agreement.

Severability

23. Should any provision of this Agreement be illegal or unenforceable, it shall be considered separate and severable from this Agreement and the remaining provisions shall remain in force and be binding upon the parties as though the said provision had never been included.

Modification

24. This Agreement may not be amended or modified except by a subsequent agreement in writing duly signed by the Regional District and the Trust Council.

Municipal Powers Preserved

25. Nothing contained or implied herein shall prejudice or affect either party's rights and powers in the exercise of its functions pursuant to the *Islands Trust Act*, *Local Government Act* or *Community Charter* or its rights and powers under all of its public and private statutes, bylaws, orders and regulations.

Notice

26. Any notice required pursuant to the terms of this Agreement shall be in writing and may be delivered by hand or sent by facsimile or email as follows:

To the Regional District:

Attention: _____
_____Regional District
[ADDRESS]
Email: _____

To the Trust Council:

Attention: Director, Legislative and Information Services
Islands Trust
200-1627 Fort Street
Victoria, B.C. V8R 1H8

Email: elections@islandstrust.bc.ca

Written notice that is delivered by hand shall be deemed to have been received on the date of delivery. Notice sent by facsimile or email shall be deemed to have been received on the date of transmission provided that a confirmation of fax or email transmission has been generated.

A party shall give written notice of a change of address, in which event such notice shall thereafter be given to it as above provided at such changed address.

IN WITNESS WHEREOF the Regional District and the Trust Council have executed this Agreement as of the dates written below.

Dated this _____ day of _____, 2026.

_____ **REGIONAL DISTRICT** by its authorized signatory:

_____

Chief Administrative Officer: _____

Dated this _____ day of _____, 2026.

THE ISLANDS TRUST COUNCIL by its authorized signatories:

_____

Chair: Laura Patrick

_____

Director, Legislative and Information Services: David Marlor

REQUEST FOR DECISION

To:	Trust Council	**For the Meeting of:**	June 16, 2026
From:	Executive Committee	**Date Prepared:**	May 20, 2026

SUBJECT: Amendment to Trust Council Meeting Procedure Bylaw 101 Regarding First Meeting of New Term

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RECOMMENDATIONS:

That Trust Council Bylaw 200, cited as "Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 2, 2025", be read a First Time.

That Trust Council Bylaw 200, cited as "Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 2, 2025", be read a Second Time.

That Trust Council Bylaw 200, cited as "Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 2, 2025", be read a Third Time.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:
The recommendations are focused on the change to the date of the first meeting of a new term to provide more flexibility. This addresses the concerns raised in regards to the fact that Islands Trust is unable to proceed with its first Trust Council meeting of a new term until Bowen Island Municipality formally appoints two Bowen Island Municipality Councilors as Islands Trust Trustees, which occurs in the first couple of weeks of November.

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1 PURPOSE:

To amend Trust Council Meeting Procedures Bylaw 101 in regards to the date of the first Trust Council meeting of a new term.

2 BACKGROUND:

At its regular meeting on October 29, 2025, the Executive Committee passed the following resolution:

Staff to amend the Islands Trust Council Meeting Procedures Bylaw No. 101 to reflect the fact that the Islands Trust is unable to proceed with its first Trust Council meeting of a new term until Bowen Island Municipality formally appoints two Bowen Island Municipality Councillors as Islands Trust Trustees, which occurs in the first couple of weeks of November.

The attached draft Bylaw 200 (Attachment 1) proposes to amend Trust Council Meeting Procedures by requiring that the first meeting occur before the end of November. This allows time for Bowen Island Municipality to appoint the two trustees and still ensure the first meeting in which trustees are sworn in occurs within the timelines for swearing-in in the *Local Government Act.* A marked-up copy of the changes is included in Attachment 2 to show how Bylaw 200, if adopted, would change the existing meeting procedures bylaw.

Draft Bylaw 200 replaces Section 2.1 of Bylaw 101 with new language related to Trust Council establishing the first Trust Council meeting after an election "by the end of November" rather than "on the first Wednesday of November".

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:
There would be minor a modification of work procedures for staff in relation to providing material for the first Trust Council meeting after an election.

FINANCIAL:
There are no financial implications.

POLICY:
There are no policy implications.

IMPLEMENTATION/COMMUNICATIONS:
Staff would use a Resolution Without Meeting to have Trust Council formally adopt Bylaw 200. The resulting changes would be consolidated with Trust Council Bylaw 101 and posted on the Islands Trust website.

FIRST NATIONS RELATIONS:
There are no First Nations Relations implications.

OTHER:
There are no other implications.

4 RELEVANT POLICY(S):

Meeting Procedures Bylaw 101
Trust Council Policy 2.2.2 (Council Meeting Preparation)

5 ATTACHMENTS:

1. Draft Trust Council Bylaw 200
2. Trust Council Bylaw 101 – marked up with Bylaw 200 amendments

---

RESPONSE Options

Recommendation:

1. **That Trust Council Bylaw 200, cited as "Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 2, 2025", be read a First Time.**

2. **That Trust Council Bylaw 200, cited as "Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 2, 2025", be read a Second Time.**

3. **That Trust Council Bylaw 200, cited as "Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 2, 2025", be read a Third Time.**

Alternative:
Trust Council could decide to add or alter the items recommended by the Executive Committee to be considered in draft Bylaw 200. This could be done by a resolution to amend the bylaw before considering the readings.

Prepared By: **David Marlor, Director, Legislative and Information Services**

Reviewed By/Date: **Chief Administrative Officer/May 25, 2026**
Executive Committee/June 3, 2026

DRAFT

ISLANDS TRUST COUNCIL

BYLAW NO. 200

****
A BYLAW TO AMEND THE ISLANDS TRUST COUNCIL MEETING PROCEDURES BYLAW
****

The Islands Trust Council, having jurisdiction in respect of the Trust Area in the Province of British Columbia pursuant to the *Islands Trust Act,* as amended, enacts as follows:

1. Islands Trust Council Meetings Procedures Bylaw, 2004, is amended as follows:

   a) By deleting section 2.1 in its entirety and replacing with the following:

      "2.1 The first regular meeting of the Council shall be held by the end of November following a general local election. At the first regular meeting, the Council shall establish the schedule of the date, time, and place of regular Council meetings for the following fiscal year (April 1 to March 31), one of which shall be in each of the months of June, September, December, and March."

2. This Bylaw may be cited for all purposes as "Islands Trust Council Meeting Procedures Bylaw, 2004, Amendment Bylaw No. 2, 2025".

READ A FIRST TIME THIS xx DAY OF xx , 2026

READ A SECOND TIME THIS xx DAY OF xx , 2026

READ A THIRD TIME THIS xx DAY OF xx , 2026

ADOPTED THIS xx DAY OF xx , 2026

_____ _____

SECRETARY CHAIR

DRAFT

MEETING PROCEDURES
BYLAW NO. 101

Trust Council: March 11, 2004

A: ATTACHMENTS:

1. Attachment 1.: BYLAW 101: MEETING PROCEDURES

THIS BYLAW IS CONSOLIDATED FOR CONVENIENCE ONLY AND IS NOT TO BE CONSTRUED AS A LEGAL DOCUMENT

This copy is consolidated for convenience only and is amended by the following:

Bylaw No.	Amendment No.	Adoption Date
Bylaw No. 132	Amendment No. 1/09	October 12, 2009
Bylaw No. 133	Amendment No. 2/09	December 21, 2009
Bylaw No. 166	Amendment No. 3/16	October 21, 2016
Bylaw No. 171	Amendment No. 4/17	January 17, 2018
Bylaw No. 180	Amendment No. 5/20	June 17, 2020
Bylaw No. 184	Amendment No. 6/21	December 10, 2021
Bylaw No. 196	Amendment No. 1/24	April 3, 2024
Bylaw No. 198	Amendment No. 2/24	October 17, 2024
Bylaw No. 199	Amendment No. 1/25	August 13, 2025

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ISLANDS TRUST COUNCIL

BYLAW NO. 101

****

A Bylaw to Regulate the Meetings of the Islands Trust Council, Committees of Council and the Islands Trust Executive Committee

****

The Islands Trust Council, having jurisdiction in respect of the Trust Area in the Province of British Columbia pursuant to the *Islands Trust Act*, enacts as follows:

PART 1 - INTERPRETATION

Definitions

1.1 In this bylaw

"Act" means the *Islands Trust Act*;

"Chair" means the Chair of the Islands Trust Council;

"Committee" means the Executive Committee, or a standing committee, select committee, or other committee of Council and includes sub-committees;

"Committee Chair" means the Chair of a Committee;

“Committee of the Whole” means a quorum of Council convened in a less formal capacity than a Council Meeting to foster Public Engagement, to provide preliminary consideration of matters, and to make recommendations to Council;

"Council" means the governing and executive body of the Islands Trust constituted as the Islands Trust Council as provided in Section 5 of the Act;

"Delegation" means an individual or group which appears before Trust Council or a Council committee to make a presentation, submit a petition or request for action, or bring Council or a committee up-to-date on a project, new idea or information, or concept, on a topic specified on an "Application Form for Delegations to Address Islands Trust Council or a Council Committee" and which falls within the jurisdiction or activities of Trust Council or one of its committees;

"Executive Committee" means the Islands Trust Executive Committee as provided in Section 20 of the Act;

"improper conduct" includes conduct which obstructs the deliberations of the Council, or statements considered by the Chair or person presiding as defamatory or profane;

"meeting" means the assembly of trustees as duly constituted under Parts 2 and 3 and called to order by the Chair in accordance with Part 6;

"resolution without meeting" means a Council resolution passed under Section 11 (2) to (4) inclusive of the Act;

"point of order" means an interruption of the debate or proceedings, during a meeting of Council, with an inquiry whether something being said or done is in or out of order according to a statute, this bylaw or rules referred to in this bylaw;

"point of privilege" means an interruption of the debate or proceedings, during a meeting of Council, with an inquiry respecting privilege under Section 7.5 of this bylaw or under the rules of order referred to in Section 7.6 of this bylaw;

"Public Comment Period" means a scheduled period of time where a member of the public may address Trust Council or a Council committee on a topic under the jurisdiction or activities of Council or the applicable Committee;

"quorum" means at least one half of the number of Trustees provided for by the Act;

"Secretary" means the Islands Trust employee appointed and acting as Secretary to the Council or committee and includes, for the purposes of the provisions of this bylaw dealing with minutes, an employee designated by the Secretary for that purpose; and

"trustee's address" means the address given to the Secretary by each trustee.

Incorporation of Act's Definitions

1.2 Any term defined in the Act and used in this bylaw has the meaning given to it in the Act as of the date of adoption of this bylaw.

Interpretation of Bylaw

1.3 Nothing in this bylaw, and no failure to comply with this bylaw, affects the validity of an act of Council.

Application of Rules of Procedure

1.4 The provisions of this bylaw govern the proceedings of Council and of all committees, as applicable.

Severability

1.5 If any section or lesser portion of this bylaw is held invalid by a Court of competent jurisdiction, the invalid portion shall be severed from the bylaw without affecting the validity of the remainder.

Citing this Bylaw

1.6 This bylaw is to be cited as "Islands Trust Council Meeting Procedures Bylaw, 2004".

PART 2 - REGULAR MEETINGS

Schedule and Notice of Regular Meetings

2.1 ~~The first regular meeting of the Council shall be held on the first Wednesday of November following a general local election. At the first regular meeting, the Council shall establish the schedule of the date, time and place of regular Council meetings for the following fiscal year (April 1 to March 31), one of which shall be in each of the months of June, September, December, and March. .~~The first regular meeting of the Council shall be held by the end of November following a general local election. At the first regular meeting, the Council shall establish the schedule of the date, time, and place of regular Council meetings for the following fiscal year (April 1 to March 31), one of which shall be in each of the months of June, September, December, and March.

Commented [DM1]: Amendment Bylaw 200

2.2 Thereafter, at the meeting in December of each of the subsequent three years, the Council shall establish the schedule of the date, time and place of regular Council meetings for the following fiscal year (April 1 to March 31), one of which shall be in each of the months of June, September, December, and March with the exception of the year of a general local election when the December meeting shall be held in November. The meeting schedule and any revision to the schedule shall be posted at the places specified in Part 10 of this bylaw.

Quorum

2.3 Once the meeting is called to order, the Chair is responsible to ensure a quorum is maintained for the purposes of conducting the meeting.

Postponement if no Quorum

2.4 If there is no quorum of trustees at an in-person meeting within three hours of the time set for the beginning of the meeting, or at an electronic meeting within 15 minutes of the time set for the beginning of the meeting:

(a) the regular meeting is cancelled;
(b) all business on the agenda for that regular meeting is cancelled; and
(c) all business on the agenda for that regular meeting must be dealt with at the next regular meeting or a special meeting.

PART 3 - SPECIAL MEETINGS

Calling a Special Meeting

3.1 (a) The Chair or Executive Committee, or three trustees, may direct the Secretary to conduct a vote by resolution without meeting for the purposes of Trust Council calling a special meeting. Within seven (7) days, the Secretary shall conduct a vote on whether Council should hold a special meeting for a specified purpose at a specified time and place.

(b) In the event the resolution without meeting referred to in Section 3.1(a) or (c) is passed by a majority of trustees, the Secretary shall give notice of the special meeting to every trustee in writing at the place to which the trustee has directed that notices be sent, and to the public by posting a copy of the notice at places specified in Section 10.2, at least

48 hours before the time of the meeting. The notice will indicate the day, hour, place and in general terms the purpose of the special meeting.

(c) In the event that three trustees have directed the Secretary to conduct a vote by resolution without meeting to call a special meeting the Secretary shall notify the Executive Committee within 48 hours of receipt of this request. As per Section 3.1 (b), the Secretary will give notice of the special meeting with Executive Committee recommendations if available.

Postponement if no Quorum

3.2 Section 2.4 applies to special meetings.

PART 4 - OTHER MATTERS REGARDING MEETINGS

Recessing and Reconvening a Meeting

4.1 Council may by resolution adjourn any special or regular meeting for purposes of reconvening on a date and at a time and location specified in the resolution.

Cancellation of Regular Meetings

4.2 Council may by resolution at a regular or special meeting or by resolution without meeting cancel any regular meeting by causing the Secretary to provide:

(a) written notice to trustees confirming cancellation of the meeting 48 hours before the scheduled start of the meeting, using procedures stated in Section 3.1 (b) and (c); and

(b) public notice of the cancellation of the regular meeting by posting notice of the cancellation at the regular meeting location and the places specified in Part 10 of this bylaw.

Cancellation of Special Meetings

4.3 The Chair, and/or the Executive Committee, and/or any three Trustees may request a cancellation of a special meeting of Council following the procedures outlined in Section 4.2.

Electronic Meetings and Electronic Attendance at In-Person Meetings

4.4 (a) A regular meeting of Council, or a special meeting of Council to deal with urgent new business, may be conducted by means of electronic or other communication facilities if a majority of the members of the Council have agreed by resolution that the meeting may be conducted in this way and provided the Secretary has received sufficient notice and can make the necessary arrangements. The notice of regular meeting shall be given in accordance with Part 10 and the notice of special meeting shall be given in accordance with Section 3.1(b). Advance public notice of a regular or special meeting that is to be conducted by means of electronic or other communication facilities shall include the way in which the meeting is to be conducted by means of electronic or other communication facilities and the place where the public may attend to hear, or watch and hear, the proceedings that are open to the public.

(b) An individual Council member who is unable to attend at the physical location of a special Council meeting or a regular Council meeting held in-person may participate in the meeting by means of electronic or other communication facilities, provided the Secretary has received sufficient notice and can make the necessary arrangements.

(c) At a regular in-person Council meeting, no more than ten (10) Council members may participate by means of electronic communication facilities and in the event that more than ten (10) members wish to do so, the first ten (10) members to notify the Secretary will be those eligible to participate through electronic communication facilities.

(d) The person presiding at a regular Council meeting must be present at the physical location of the Council meeting.

(e) Council members who use electronic communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.

(f) A member of the Council may begin participation in a meeting by electronic communication facilities after the meeting has been called to order.

(g) Where a member of the Council is participating in a meeting through electronic communication facilities, the facilities must enable all meeting participants to hear, or watch and hear, each other and must provide notice when participants join or leave the meeting.

(h) Where a member of the Council is participating in a meeting through electronic communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.

(i) For the duration of a special or regular electronic meeting that is open to the public, a designated staff member must attend at the place specified in the meeting notice for the public to hear, or watch and hear, the meeting.

4.5 Cell phone or satellite connections may be used for open Council meetings.

4.6 If communication is lost to one or more electronic participants during a meeting:

(a) The participant affected will attempt to reestablish the link and, in the interim, will be deemed to have left the meeting and this will be recorded in the minutes.

(b) If there is not a quorum, the Council Chair or person presiding will call a recess until the link is reestablished.

(c) If, after 15 minutes, a link cannot be reestablished and there is not a quorum of Council members, the meeting will be deemed adjourned and the item under discussion at the time of loss of communication will be added to the next agenda.

4.7 The costs of electronic participation in a Council meeting will be borne by the Council if the Council member is participating from a location within Canada or has received the approval of the majority of Council members.

PART 5 - PROCEDURE FOR COUNCIL MEETINGS

Chair to Open Meetings

5.1 If there is a quorum of Council, the Chair must call the meeting to order. If there is a quorum of Council but the Chair is not present within 15 minutes of the scheduled meeting starting, a Vice Chair must take the chair and call the meeting to order.

Appointment of Acting Chair

5.2 If there is a quorum of Council but neither the Chair nor a Vice Chair is present within 15 minutes of the scheduled meeting starting time, the Secretary must call the meeting to order and by resolution the Council must appoint a trustee to act as Chair for that meeting until the Chair or a Vice Chair arrives. The Acting Chair of a meeting has the powers and duties of the Chair in respect of that meeting until the Chair or a Vice Chair arrives.

Regular Meeting Agenda

5.3. (a) The Council may by resolution adopt a standard agenda format which may include Consent Agenda portions;

(b) The Consent Agenda portions of the agenda shall consist of staff or committee report items that contain clear 'take action, give approval, or receive for information' recommendations;

(c) Trustees may vote on and adopt in one motion all recommendations appearing on the Consent Agenda portions of a regular meeting agenda;

(d) At approval of the Consent Agenda a Trustee may, for the purpose of:
(i) debate or discussion,
(ii) voting in opposition to a recommendation on the Consent Agenda portion or to propose an amendment to the motion; or
(iii) declaring a conflict of interest with respect to an item on the Consent Agenda portion,

request that an item be removed from the Consent Agenda portion, without debate or vote of the members. The item will then be considered under the Discussion/Decision Items in the applicable agenda section heading.

5.4 The Secretary must prepare an agenda for each regular meeting, which must:

(a) be consistent with any standard agenda format as determined in Section 5.3;

(b) state the general nature of each business item to be dealt with at the regular meeting; and

(c) be sent to each trustee's address at least seven (7) days before the scheduled meeting date.

5.5 Any trustee, Local Trust Committee, Council Committee or the Chief Administrative Officer may propose an item of business for the agenda of a regular meeting by giving written notice of the item, in reasonable detail, to the Secretary three (3) weeks prior to the meeting, for agenda consideration by the Executive Committee.

Special Meeting Agenda

5.6 The Chair, Executive Committee or both shall provide the trustees with an agenda stating the specific items of business to be considered at a special meeting.

Addition of Agenda Items

5.7 Council may, by resolution supported by an affirmative vote of at least 2/3 of the members present, place urgent items on the agenda at the beginning of the regular meeting during adoption of the agenda.

Notice to Secretary of Petitions and Delegations

5.8 (a) A person who wishes to present a petition to or a delegation who wants to appear before Trust Council at a regular meeting of Trust Council shall deliver the request in writing to the Secretary on the prescribed application form. The request must include the name of each applicant or designate with their residential address, the subject of the petition or delegation, a complete copy of the presentation material for the record, and the specific action they are requesting of Trust Council.

(b) The subject of the petition or delegation must be related to a matter that is within the jurisdiction or activities of Trust Council.

(c) If the subject of the presentation material relates directly to a matter on the agenda, the material may be delivered to the Secretary after the release of the agenda outline to the public and must be received by the Secretary before 4 pm the business day before the start of the Trust Council meeting.

(d) If the subject of the presentation material does not relate directly to a matter on the agenda, the material must be delivered to the Secretary at least three (3) weeks prior to the start of the Trust Council meeting.

(e) At the discretion of the Executive Committee, the petitioner or delegation may be given a space on the agenda.

(f) The maximum time allocated on Trust Council agenda is 10 minutes per delegation, including time for questions. The number of delegations will be managed by the Executive Committee during agenda preparation to ensure time for delegations is balanced with the business agenda time requirements.

(g) The Secretary, and/or the Executive Committee must refuse delegations or delegation materials that contain content that, in their opinion, is defamatory, libellous or slanderous. This include statements that are false and damage a person's reputation, or those that are likely to expose someone to hatred, contempt, or ridicule.

5.9 (a) To appeal the decision by the Secretary and/or Executive Committee where a petition or delegation has been refused, as prescribed in Section 5.8, or where written application has not been received, a petitioner or delegation may address the meeting if approved by a vote of at least 2/3 of the members present.

(b) Trust Council may, on request, extend the time limit for an individual delegation if approved by a vote of at least 2/3 of the members present.

5.10 No petition may be presented to, nor delegation appear before Trust Council, unless it complies with Section 5.8 and 5.9.

Correspondence

5.11 Anyone who wishes correspondence to be considered at a meeting of Council shall, at least three (3) weeks prior to the meeting, deliver the correspondence to the Secretary. At the discretion of the Executive Committee, the correspondence shall be attached to the agenda or where it deems it appropriate, the correspondence shall be identified on the agenda and copies made available to Trustees who request it at the meeting.

Time Allowed for Petitions and Delegations

5.12 The maximum time for presentation of a petition or appearance of a delegation before Council is ten (10) minutes unless otherwise approved by resolution of the Executive Committee before the meeting or by resolution of Trust Council at the meeting.

Confidential Resolutions Without Meeting

5.13 The Chair or the Executive Committee may direct the Secretary to conduct a resolution without meeting in a confidential manner where the matter to be considered comes within the scope of s.90 of the *Community Charter*, and to record the resolution without meeting in a minute book to which the public may not have access.

Minutes

5.14 The Secretary shall keep legible minutes of every regular and special meeting of the Council and shall record any declarations made in relation to a conflict of interest and any resolutions closing a meeting to the public.

5.15 The minutes of every meeting must be adopted by resolution of Council. If each trustee has received a copy of the minutes of a meeting, those minutes may be adopted by resolution of Council. Any changes to the minutes as stipulated by Council resolution must first be made by the Secretary before adoption. All approved Council minutes shall be distributed to all Trustees.

Inspection and Copying of Council Approved Minutes

5.16 The minutes for every Council meeting are open for inspection by any person. Any person may make copies of minutes at reasonable times. This Section does not apply to a meeting from which the public has been excluded or a resolution without meeting that has been recorded in the manner specified in Section 5.12.

Disposition of Petitions and Delegations

5.17 Before the end of the meeting, Trust Council may consider disposition of petitions and delegations. Any disposition request will allow time for staff to provide written advice to Trust Council and time for Trust Council to consider that advice.

5.18 If time is of the essence, Trust Council may delegate disposition of one or more petitions or delegations to the Executive Committee or the Trust Council Chair.

PART 6 - RULES OF CONDUCT

Recognition of Speakers

6.1 A trustee may speak in a meeting after the trustee has raised his or her hand and the Chair has recognized the trustee. If two or more trustees wish to speak, the Chair may designate the order in which each is to speak. If the Chair wishes to speak in a meeting, the Chair need only address the meeting.

Rules Regarding Trustees When Speaking

6.2 Except as otherwise resolved by Council, a trustee may:

(a) speak only to a matter being debated by Council;

(b) speak only to a motion that has been moved and seconded;

(c) not speak to a matter already resolved by Council and;

(d) not speak when called to order by the Chair.

Enquiries by Guests of Council and Members of the Public Attending the Meeting

6.3 At the discretion of the Chair, or by resolution of Trust Council, any person attending a meeting may address the Council to enquire about any item of business on the agenda in the manner set out in Section 6.2.

Public Comment Period

6.4 A public comment period may be scheduled for each regular meeting of Trust Council.

6.5 A member of the public may have three (3) minutes to address Trust Council during the public comment period, unless extended by the Chair or a vote of the Trust Council members present.

6.6. Persons wishing to address Trust Council will be asked to state their name, address, and topic involved.

6.7 Subjects must relate to matters within the jurisdiction or activities of Trust Council, unless Council waives this requirement by majority consent.

PART 7 - POINTS OF ORDER AND PRIVILEGE

No Interruption of Speaker or Meetings

7.1 No trustee may interrupt another trustee who is speaking except to raise a point of order.

Chair to Keep Order

7.2 The Chair is to preserve order at every meeting of Council and has the power to make such rulings as are necessary to do so, including the power to rule on all points of order and expel a trustee for improper conduct.

Chair to Give Basis for Rulings

7.3 At the time any ruling is made by the Chair on a point of order, the Chair must inform the Council of the ground upon which the ruling is made.

Appeal to Council on Point of Order

7.4 A trustee may appeal any ruling of the Chair on a point of order to Council. The Chair must put to Council the question "Should the ruling of the Chair be sustained?" The question must be put to the meeting at once by the Chair and the question must be immediately voted upon by Council without debate. The Chair is entitled to vote on the question. If the votes for and against the question are equal, the chair is sustained. The Chair is governed by the vote of the trustees on the question.

Points of Privilege

7.5 A trustee may:

(a) require that a motion being debated be read for the trustee's information, but may not interrupt another trustee who is speaking unless that other trustee consents;

(b) require the Chair to state the reasons for the Chair's ruling on a point of order, which the Chair must do at once without debate; and

(c) put a question to the Chair regarding any matter connected to the affairs of Council, which the Chair may require be put in writing.

Robert's Rules of Order Apply

7.6 All matters of order or privilege not provided for in this bylaw are governed by the rules in the current edition of *Robert's Rules of Order*.

PART 8 - RESOLUTIONS

Resolutions and Bylaws

8.1 (a) Resolutions, a reading of a Council bylaw and adoption of a bylaw may be passed on a motion moved by a trustee and seconded by another trustee.

(b) Resolutions for consideration at a Trust Council meeting must be received in writing by the Secretary for consideration by Council.

Effect of Question Under Consideration

8.2 When a question is under consideration, no motion may be made except a motion to:

(a) call the question;

(b) postpone the question indefinitely;

(c) table or postpone the question for a specified time;

(d) amend the question;

(e) refer the question to a committee;

(f) limit or extend debate on the question; or

(g) put a previous question to the vote.

Motion to Table

8.3 A trustee may make a motion to table a matter at any time unless a motion to adjourn has already been made. Council may debate the motion to table, but may not debate the matter which is the subject of the motion to table.

Motion to Adjourn

8.4 A trustee may make a motion to adjourn a meeting at any time. The motion must be put to a vote at once without debate. If a motion to adjourn is defeated, no further motion to adjourn may be made unless some business or another matter intervenes between the defeat of the first motion to adjourn and the further motion.

Motion to Postpone a Question

8.5 A trustee may make a motion to postpone consideration of a question until later in the same meeting, to another meeting, or indefinitely. A motion to postpone until later in the same meeting must be put to a vote without debate. A motion to postpone until another meeting or indefinitely may be debated and, if that motion is passed, the question which is postponed may not be considered again during that meeting.

Inadmissible Motion

8.6 If the Chair or a Trustee considers that a motion is contrary to a bylaw or the Act, the Chair must inform Council at once and may refuse to put the question to a vote. The Chair must give reasons for any such refusal at once.

Recording and Reading of Motions

8.7 The Secretary must record in the minutes the text of every motion. After a motion has been recorded and seconded by another trustee, the Secretary, if requested by a trustee, must read the motion aloud to the meeting before the motion is debated or put to the vote by the Chair. A motion may not be withdrawn after it has been voted on by Council at that meeting.

Amendment of Motions

8.8 (a) A trustee may move to amend a motion being considered by Council, but the amendment must be seconded before further consideration. That trustee may not move any further amendments to that motion. A trustee may move to amend an amendment already moved, but only one motion to amend an amendment may be made.

(b) No motion to amend a motion may be made if the amendment negates the motion which would be amended. If any trustee asserts that a proposed amendment to a motion would negate that motion, the Chair must at once rule whether that would be the case. That ruling may be appealed to Council as a ruling on a point of order.

Effect of Motion to Amend

8.9 If a motion to amend a motion is:

(a) carried, the motion is to be voted on as amended; or

(b) defeated, the motion is to be voted on unamended.

8.10 A motion to amend must either be withdrawn, with the permission of the seconder, or voted on before the motion which would be amended may be voted on.

Question to be Put After Debate

8.11 The Chair must put every question to a vote immediately after debate on that question is closed. Where the votes of the trustees, including the vote of the chair or other person presiding, are equal for and against a question, the motion shall fail, and it shall be the duty of the Chair or other presiding person to so declare.

Voting by Show of Hands or by Voice

8.12 Each trustee voting on a question must do so by raising their hand physically, electronically or by voice.

Recording of Votes

8.13 A trustee may require his or her vote on any question to be recorded by the Secretary. The Secretary in such case must record in the meeting minutes the name of the trustee and which way the trustee voted.

Recording Abstentions

8.14 When a member abstains from voting on any question, he or she shall be regarded as having voted in the affirmative and at the request of the member abstaining, or the Chair, the abstention must be recorded in the minutes of the meeting. When a member leaves the meeting temporarily after declaring a conflict of interest, the member shall not be regarded as having abstained.

Resolutions Without Meeting

8.15 (a) Trustees moving or seconding a motion to be considered as a resolution without meeting shall inform the Chair, or in the absence of the Chair, a Vice Chair, in writing or by telephone.

(b) The Chair shall direct the Secretary to conduct the vote, which the Secretary or his/her delegate may then conduct in writing or by telephone by providing trustees with a copy of the resolution.

(c) The Secretary or his/her delegate shall record the results of the resolution without meeting vote.

PART 9 - ADOPTION OF BYLAWS

Proposing Bylaws

9.1 Unless Council otherwise resolves, Council may not consider a proposed bylaw unless:

(a) the Secretary has given a copy of it to each trustee; and

(b) it is on the agenda for the meeting.

Adoption of Bylaws

9.2 A bylaw has been enacted by Council once:

(a) all approvals, procedures and other requirements imposed by statute have been fulfilled;

(b) Council has given first, second and third readings to the bylaw by title only; and

(c) Council has finally adopted the bylaw.

PART 10 - PUBLIC ACCESS

Open to the Public

10.1 Regular and special meetings of Council will be open to the public, and no person may be excluded except when the Council resolves to exclude members of the public in accordance with Section 90 of the *Community Charter*.

Public Notice

10.2 Notices of the meetings of the Council and of other Council business shall be posted at the principal office of the Islands Trust in Victoria and on the Islands Trust website.

10.3 The Secretary shall provide public notice, through media releases, of the time, location and agenda highlights of a regular meeting of the Council at least two weeks before the meeting. Agendas will be made readily available upon request.

10.4 Public notice of the availability of the meeting schedule at the places specified in Section 10.2 shall be given at least once a year by publication in a newspaper or newspapers circulating in the trust area.

PART 10A - COMMITTEE OF THE WHOLE

10A.1 Committee of the Whole membership shall be comprised of all Trust Council members.

10A.2 Committee of the Whole allows all Trust Council members to sit as a Committee in a less formal structure to discuss complex issues that may require more in-depth consideration.

10A.3 Committee of the Whole is not a decision-making entity and will consider and provide recommendations to Council such as, but not limited to, the following business items:

- policy development;
- learning opportunities;
- annual budget deliberations;
- advocacy and strategies;
- other matters that may require Trust Council's in-depth consideration and community input.

10A.4 The Chair will be the Trust Council Chair or Acting Chair at the time of the meeting; the Committee of the Whole may appoint another Chair by general consent.

10A.5 Trust Council may go into Committee of the Whole at any time during its meeting by passing a resolution to “resolve itself as a Committee of the Whole”.

10A.6 Trust Council meeting procedures bylaw applies to Committee of the Whole, however, by general consent, the Committee of the Whole may relax any limits of discussion.

10A.7 No decisions in Committee of the Whole are made but motions are permitted to request information or to report on or refer items to Trust Council or another Committee.

10A.8 Committee of the Whole is adjourned or returned to Trust Council by General Consent of Committee of the Whole.

PART 11 - COMMITTEE MEETINGS

Duties of the Executive Committee

11.1 The Executive Committee must carry out the responsibilities assigned to it in Part 3 of the Act, carry out any duties delegated to it by Trust Council and follow the terms of reference established for it by Trust Council.

Duties of Standing Committees

11.2 Standing committees of Council must follow the terms of reference established for them by Council in terms of membership and responsibilities.

Duties of Select Committees

11.3 Select committees must consider, inquire into, report and make recommendations to Council about the matters referred to them by Council within the period specified by Council.

Schedule of Committee Meetings

11.4 (a) At its first meeting after its establishment, and at least annually after that, a committee must establish a regular schedule of meetings, consistent with the terms of reference established by Council.

(b) The Committee Chair may cancel a meeting, or may call a special meeting of the committee in addition to the scheduled regular meetings, subject to approved budgets for meeting costs and staff resources.

Notice of Committee Meetings

11.5 (a) Subject to subsection (c), after a committee has established the regular schedule of committee meetings, including the times, dates and places of committee meetings, notice of the schedule must be given by:

(i) posting a copy of the schedule at the principal office of the Islands Trust in Victoria and on the Islands Trust website; and

(ii) providing a copy of the schedule to each member of the committee.

(b) Where either a regular or special committee meeting is conducted entirely by means of electronic or other communication facilities under section 11.11(a), the public meeting notice shall include notice of the way in which the meeting is to be conducted by means of electronic or other communication facilities and the place where the public may attend to hear, or watch and hear, the part of the proceedings that is open to the public. The regular meeting notice shall be given in accordance with Section 11.5(a) and the special meeting notice shall be given in accordance with Section 11.5(d).

(c) Where revisions are necessary to the annual schedule of committee meetings, the Secretary must, as soon as possible, post a notice at the principal office of the Islands Trust in Victoria and on the Islands Trust website.

(d) The Committee Chair must cause a notice of the day, time and place of a special meeting called under section 11.4(b) to be posted at the principal office of the Islands Trust in Victoria and on the Islands Trust website and to be given to all members of the

committee at least 48 hours before the scheduled start of the meeting by leaving a copy of the notice with each member at the place to which the member has directed notices to be sent.

(e) The Committee Chair must cause a notice of the day, time and place of a meeting cancelled under section 11.4(b) to be posted at the principal office of the Islands Trust in Victoria and on the Islands Trust website and to be given to all members of the committee at least 48 hours before the scheduled start of the meeting by leaving a copy of the notice with each member at the place to which the member has directed notices to be sent.

Attendance at Committee Meetings

11.6 Council members who are not members of a committee may attend open meetings of a committee, but may only attend closed meetings if permitted by resolution of the committee.

Minutes of Committee Meetings

11.7 The Secretary shall keep legible minutes of every regular and special meeting of a committee.

11.8 The Committee Chair or member presiding at the meeting must sign committee minutes.

Quorum

11.9 The quorum of a Council committee is a majority of all of its members and the quorum of the Executive Committee is three.

Conduct and Debate

11.10 (a) The rules of Council procedure must be observed during committee meetings, so far as is possible and unless otherwise provided in this bylaw.

(b) If Council members attend a meeting of a committee of which they are not a member, they may participate in the discussion only with the permission of the majority of the committee members present and must not vote on a question.

Electronic Meetings and Electronic Attendance at In-Person Meetings

11.11 (a) A regular or special meeting of the Executive Committee or a Council committee may be conducted by means of electronic or other communication facilities if a majority of the members of the committee have agreed by resolution that the meeting may be conducted in this way and provided the Secretary has received sufficient notice and can make the necessary arrangements.

(b) An individual committee member who is not at the physical location of a regular or special in-person Executive Committee or Council committee meeting may choose to participate by means of electronic or other communication facilities, provided the Secretary has received sufficient notice and can make the necessary arrangements.

(c) Executive Committee and Council committee members who use electronic or other communication facilities to participate in a meeting conducted in accordance with this bylaw are deemed present at the meeting.

(d) Executive Committee and Council committee members may begin participation in a meeting by electronic or other communication facilities after the meeting has been called to order.

(e) Where any meeting participant is participating in a meeting through electronic or other communication facilities, the facilities must enable all meeting participants to hear, or watch and hear, each other and must provide notice when participants join or leave the meeting.

(f) Where any meeting participant is participating in an Executive Committee or Council committee meeting through electronic or other communication facilities, the facilities must enable the public to hear, or watch and hear, all meeting participants at a place specified in the meeting notice, unless the meeting has been properly closed to the public.

(g) For the duration of an electronic meeting that is open to the public, a designated staff member must attend at the place specified in the meeting notice for the public to hear or watch and hear the participants.

11.12 Cell phone or satellite connections may be used for open committee meetings.

11.13 If communication is lost to one or more electronic participants during a meeting:

(a) the participant affected will attempt to reestablish the link and in the interim, will be deemed to have left the meeting and the Secretary will record this in the minutes.

(b) if there is not a quorum, the Committee Chair or person presiding will call a recess until the link is reestablished.

(c) if after 15 minutes, a link cannot be reestablished and there is not a quorum of committee members, the meeting will be deemed adjourned and the item under discussion at the time of loss of communication will be added to the next agenda.

11.14 The costs of electronic participation in a committee meeting will be borne by the Islands Trust Council, if the committee member is participating from a location within Canada or has received the approval of the majority of committee members.

PART 12 - REPEAL

12.1 Bylaw No. 21, being "Islands Trust Council Meeting Procedures Bylaw No. 21, 1994 is repealed in its entirety.

READ A FIRST TIME THIS 11TH DAY OF MARCH, 2004

READ A SECOND TIME THIS 11TH DAY OF MARCH, 2004

READ A THIRD TIME THIS 11TH DAY OF MARCH , 2004

ADOPTED THIS 27TH DAY OF APRIL, 2004

_____ _____

SECRETARY CHAIR

From: Paul Petrie <[redacted]
Sent: Thursday, May 28, 2026 9:30 AM
To: Executive Admin
Subject: Re: Application to address Trust Council

Follow Up Flag: Follow up
Flag Status: Completed

Hi Alexandra,

Thank you for the clarification of what is required to support my presentation to Trust Council. I will address 3 issues in my presentation to Trust Council as summarized below.

1. Given the findings in the May 2026 phase 4 Public Engagement Report, I will propose an option for Trust Council to consider for the draft Trust Policy Statement consistent with the guidance offered to Trust Council in the Minister's April 28, 2025 letter.
2. On the basis of the 2025-26 budget, I will share my views on steps to better reconcile the budget consistent with the statutory Object of the Trust and with the current Trust Policy Statement.
3. After reviewing *Canada v. Vavilov* and the subsequent *Auer v. Auer*, I will propose an approach for revising the outdated Trust policy 1.3.1 for implementing the "contrary to or at variance with" test in section 15 of the Act.

Best regards,

Paul Petrie

my iPhone

RURAL ISLANDS ECONOMIC PARTNERSHIP

RIEP Forum 2025

Purpose, Importance & Impact– OUTCOMES SUMMARY

Adaptation **Innovation** **Resilience**

PURPOSE

The RIEP Forum's Mission

The RIEP Forum is the flagship event of the Rural Islands Economic Partnership — bringing together residents, business owners, non-profit leaders, housing advocates, artists, educators, and Indigenous leaders in a shared space to name common challenges, surface practical solutions, and forge connections across island boundaries.



Adaptation

Responding to US tariff policy, shifting funding landscapes, and evolving community needs

Innovation

Embracing AI tools, shared services, cooperative housing, and hydroponic farming

Resilience

Building social infrastructure, economic foundations, and cross-community partnerships

RIEP 2025 FORUM

Adaptation · Innovation · Resilience

Applying a Climate Lens to Community Economic Capacity Building

RIEP: Just & Regenerative Economy

Green local economies & circular systems replace extractive models with regenerative livelihoods

RIEP: Adaptation & Resilience

Risk-informed investment & climate-lens planning builds island communities that withstand disruption

RIEP: Indigenous Reconciliation

Equity at the centre prioritizes frontline communities and supports Indigenous-led economic stewardship

RIEP: Local Solutions & Innovation

Self-reliant island economies — local food, clean energy, shared services — as climate adaptation in action

Both the Islands Trust mandate and the RIEP Forum are rooted in the same purpose: ***protecting place and building prosperous, adaptive communities are the same goal.***

WHY THE FORUM MATTERS

A Unique Economy

Owner-operated micro-businesses facing higher infrastructure costs, ferry-dependent supply chains, and seasonal economies.

External Pressures

US-Canada trade war and tariff escalation threaten fisheries, forestry, and tourism. No island can absorb these shocks alone — collective resilience is essential.

Reconciliation

Keynote speaker Adam Olsen (Tsartlip First Nation) challenged participants to move beyond acknowledgement toward active economic partnership with Indigenous communities.

Housing Crisis

Eight housing organisations collaborated at the Forum. The unified ask: a dedicated rural funding stream, rural-specific design standards, and a seat at the decision-making table.

IMPACT

Knowledge Shared Across Communities

HEALTH
Multi-stakeholder coordination for community-wide crisis response

TOURISM
Regenerative model — visitor education over high-season promotion

FOOD SECURITY
Emergency food resilience through grassroots networks on Salt Spring Island

CLIMATE
Community-driven climate pathways through deep local organising

REGIONAL
Economic framework centring reconciliation and rural inclusion

ARTS
Cultural hub anchoring social cohesion and youth engagement

CAPACITY
Hydroponic greenhouse delivering food sovereignty outcomes

IMPACT

Amplified Advocacy — A Multi-Year Arc

2023

Formal resolution on the rural housing crisis produced at Forum

2024

Advocacy led to regional districts writing directly to the Premier

2025

Housing roundtable sharpened collective ask; built solidarity among housing societies

Connection as Infrastructure

The most durable impact of the Forum is the human infrastructure it builds: relationships forged in breakout rooms, the shared understanding that your island's challenges are not unique, and renewed common purpose carried back to communities. In a context of geographic isolation, the annual Forum is itself an act of resilience.

LOOKING FORWARD

Strengthening Connections — Year Round

The 2025 Forum closed with RIEP's enduring call to action: Forums alone are not sufficient. The relationships, knowledge, and momentum generated must translate into sustained action.

Network

Build connections across island communities year-round

Advocate

Continued representation to provincial & federal government

Support

Grow ecosystem of shared services & cooperative models

Act

Translate Forum momentum into on-the-ground collaboration

RIEP's Purpose

The Rural Islands Economic Partnership (RIEP) serves to empower British Columbia's rural islands and remote coastal communities by honouring reconciliation and by collaborating and convening to share information, resources and opportunities. We network, we advocate, we support, and we take action to achieve enduring socio-economic well-being together.

Inviting Your Support

Fall 2026–27 Forum Sponsorship

$2,000

Sponsorship

Islands Trust's mandate — to preserve and protect the unique amenity and environment of the Trust Area — is lived out every day by the residents, organisations, and leaders who gather at the RIEP Forum. A $2,000 sponsorship for the Fall 2026–27 Forum is a direct investment in the communities Islands Trust exists to serve.

Shared Constituency

The RIEP Forum brings together residents, businesses, housing advocates, and Indigenous leaders from across the exact communities Islands Trust is mandated to protect. Sponsorship signals that Islands Trust is a committed partner in island community wellbeing — not just a regulator.

Aligned Priorities

Housing affordability, reconciliation, climate resilience, and sustainable local economies are central to both RIEP's Forum agenda and Islands Trust's strategic priorities. Supporting the Forum amplifies work that Islands Trust already cares about.

Visibility & Goodwill

Sponsorship provides Islands Trust with recognition across the Forum program, website, and communications — reaching an engaged audience of island community leaders. It builds goodwill and strengthens the Trust's relationship with the communities it serves.

We respectfully request Islands Trust's support as a sponsor of the RIEP Fall 2026–27 Forum

Islands Trust Council Quarterly Meeting Schedule

Date & Time: 1:00 PM, Tuesday, June 16 - 1:00 PM, Thursday, June 18, 2026

Location: Electronic Videoconferencing (Zoom) - A physical location to view the livestream of the meeting: Islands Trust Victoria Office #200-1627 Fort Street, Victoria, B.C., V8R 1H8

DRAFT

TUESDAY

Time	DAY 1 - Session Highlights	Agenda Item
10:00 AM	**Executive Committee Meeting - Electronic Meeting**	Please visit the event web page for the agenda.
	Islands Trust Council Meeting Begins at 1:00 PM	
1:00 PM	**Welcome and Introductions** • Opening remarks and Territorial Welcome • Call to order and approval of agenda	1 - 3.2
1:20 PM	**General Business Arising** • Islands Trust Council Committee Work Programs and Chair Updates • Correspondence	4 - 5.2
2:05 PM	**Executive Office** • Islands Trust New Trustee Onboarding Material - BRF • Islands Trust Council Committee Structure - BRF	6 - 6.2
	BREAK 3:30 - 3:45 PM	
3:45 PM	**Legislative and Information Services** • Islands Trust Council Election Agreements - RFD • Regional District Election Agreements - RFD • Islands Trust Council Public Notification Bylaw - RFD	7 - 7.2.2
4:30 PM	**Delegations and Public Comment Period**	8 - 8.2
	ADJOURN - ~ 5:30 PM	

Times are provided for information and may vary. See meeting agenda for full list of meeting agenda items.
Please visit the Islands Trust website at islandstrust.bc.ca

Islands Trust Council Quarterly Meeting Schedule
16-18, June, 2026

Islands Trust

WEDNESDAY

Time	DAY 2 - Session Highlights	Agenda Item
9:00 AM	**Closed Meeting** • Public are welcome to attend all sessions excluding the Closed Meeting.	9 - 10
	BREAK 10:00 - 10:15 AM	
10:15 AM	**Legislative and Information Services - Continued**	11
11:15 AM	**Planning Services** • First Nations Referral Work Plan - RFD	12 - 12.2.2
	LUNCH 12:15 - 12:45 PM	
12:45 PM	**Trust Area Services** • Policy Statement Amendment Project Update - RFD • Policy Amendments - Multiple RFDs	13 - 13.2
	BREAK 2:45 - 3:00 PM	
3:00 PM	**Trust Area Services (Continued)** • Islands Trust 2025/26 Annual Report - RFD • Islands Trust Draft Indigenous Relations Action Plan 2026-2028 - RFD	TBD
	ADJOURN - ~ 5:00 PM	

THURSDAY

Time	DAY 3 - Session Highlights	Agenda Item
9:00 AM	**Financial and Employee Services** • March 31, 2026 Financial Results - BRF • March 31, 2026 Audited Financial Statements & Audit Report - RFD	14 - 14.2.2
10:00 AM	**Flex Time**	TBD
	BREAK 10:30 - 10:45 AM	
10:45 AM	**British Columbia Coastal Marine Strategy Presentation** To update Trust Council on the British Columbia Coastal Marine Strategy released in 2024 and priority implementation actions currently underway.	15
11:45 AM	**New Business, Disposition of Delegations, Trustee Roundtable Meeting Wrap Up** • Islands Trust Council Follow Up Action List • Trustee Updates	16 - 23
	ADJOURN - ~ 12:45 PM	

DRAFT

REQUEST FOR DECISION

To:	Executive Committee	**For the Meeting of:**	June 3, 2026
From:	Committee of the Whole	**Date Prepared:**	May 28, 2026

SUBJECT: Policy Statement Referral Response Table

RECOMMENDATION: 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.

CHIEF ADMINISTRATIVE OFFICER COMMENTS: Completing the Policy Statement Amendment Project (PSAP) is the key initiative in Trust Council's 2025 - 2028 Strategic Plan. Staff can accommodate this request within its regular work program.

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1 PURPOSE: To advance a Committee of the Whole recommendation about the Policy Statement Amendment Project to Executive Committee for consideration.

2 BACKGROUND: At its meeting of May 13, 2026, Committee of the Whole received a table of agency referral responses to draft Policy Statement Bylaw No. 183, along with corresponding staff discussion. That table is available here.

Committee of the Whole passed the following resolution:

That Committee of the Whole recommend to Executive Committee to request staff to reorganize the agency referral responses according to the sections of the draft Policy Statement, and to continue working on the Agency Referral Reponses table (Attachment 1, May 1, 2026).

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Staff can accommodate this request within its regular work program.

FINANCIAL: None

POLICY: None

IMPLEMENTATION/COMMUNICATIONS: Staff will return to Committee of the Whole with a reorganized agency referral response table at a future meeting.

FIRST NATIONS RELATIONS: None

OTHER: None

4 RELEVANT POLICY(S):

2.3.1 Council Committee System and Terms of Reference

5 ATTACHMENT(S): None

RESPONSE OPTIONS

Recommendation:

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.

Alternative:

Take no action

Prepared By: Jason Youmans, Senior Policy Advisor

Reviewed By/Date: Clare Frater, Director, Trust Area Services/May 28, 2026
Rueben Bronee, CAO/May 28, 2026

From: Brodie Guy <brodie@islandcoastaltrust.ca>
Sent: Thursday, May 28, 2026 10:13 AM
To: Laura Patrick <lpatrick@islandstrust.bc.ca>; Alexandra Trifonidis <atrifonidis@islandstrust.bc.ca>
Subject: Island Coastal Economic Trust — Letter of Support
Attachments: Letter of Support for Island Coastal Economic Trust - DRAFT (Mar 2026).docx

Good morning Chair Patrick, Alexandra, and Islands Trust Council,

We are at a pivotal moment for local economies across Vancouver Island and coastal communities — and the voice of your communities matters.

Local leaders who govern Island Coastal Economic Trust are working to support the Province of British Columbia to advance a once-in-a-generation opportunity to modernize the Trust with a strategic investment to shape economic development across our region for decades. A brand-new Independent Legislative Review — A Case For Change — provides a compelling, evidence-based case for this change, identifying strategic investment as the essential foundation for modernizing the Trust and advancing co-governance with First Nations. This is something local governments and First Nations have sought since the Trust started, and now, enabling new legislation is being developed by the Ministry of Jobs and Economic Growth.

We are requesting the support of your Council in this defining moment in Trust's history. Attached is a template letter for your Council to consider sending to Minister Ravi Kahlon. At recent meetings of the Trust, elected municipal, regional district, and MLA leaders encouraged each other to copy your local MLAs.

This advocacy builds on real momentum. Throughout early 2026, community leaders have engaged MLAs directly, building on recommendations from over 30 First Nations governments who contributed to the First Nations Strategic Recommendations Report — which is now actively informing the development of new legislation. Together, governments across our region have built a strong foundation. But the window is open now: legislative and investment decisions will be made in the months ahead, and elected voices like yours are essential to advancing this vision that is shared among local governments and First Nations.

Please reach out directly if I can support you in any way — I am ready to assist immediately.

With gratitude,
Brodie

BRODIE GUY
CEO
250.871.7797

As we work toward inclusive and resilient economic futures, we do so with a deep appreciation for the histories, contributions, and rights of the Kwakwala/Bakwamʹkala, Ligwilda'xw, Pəntl'áč, She shashishalhem, Hulʹqʹumiʹnumʹ, diitiidʔaatx̣, SENĆOŦEN, Skwxwú7mesh, Lekwungen, and TʹSou-ke speaking peoples.

[date]

Honourable Ravi Kahlon
Minister of Jobs and Economic Growth
Government of British Columbia
JEDI.Minister@gov.bc.ca

Dear Minister Kahlon,

On behalf of (Council/regional Mayors/Regional District), we are writing to express our strong support for advancing legislation to modernize the Island Coastal Economic Trust and to position it for long-term impact through strategic provincial investment.

The work to renew the Trust represents a *Made on the Coast* initiative shaped and championed by coastal First Nations, local governments, and regional leaders working together toward a shared economic vision. Over the past several years, your Ministry's partnership has enabled meaningful engagement and co-development, resulting in an unprecedented level of regional alignment.

Across 53 First Nations governments, 35 local governments, and elected MLAs in the region, there is broad consensus that the Trust should evolve into a modern, co-governed regional economic development institution that reflects partnership, reconciliation, and shared responsibility.

The alignment has been achieved. The regional mandate is clear.

To carry this work forward, we respectfully urge the Province to bring forward legislation as soon as possible to formalize the renewed governance structure and provide long-term certainty for the Trust.

As government focuses on economic resilience, regional development, and disciplined spending in a period of global uncertainty, the Trust represents an established and accountable mechanism to advance those shared priorities. Over nearly two decades, the Trust has leveraged provincial investment into tangible economic outcomes in coastal communities, strengthening local economies and fostering collaboration across jurisdictions.

Strategic investment in a modernized Trust would build on that proven track record, protect prior public investment, and provide a focused vehicle to support economic transition in coastal and rural regions. This approach aligns with the Province's emphasis on strengthening British Columbia's economy while ensuring responsible stewardship of public funds.

As municipal leaders, we see firsthand the importance of strong regional institutions in supporting jobs, innovation, and community stability. With modernized governance and renewed capital, the Trust is well positioned to continue delivering measurable results for British Columbians.

Our region stands united behind this vision. Such consensus around a regional economic priority is rare and reflects years of careful collaboration.

We look forward to working with you to advance both the legislative and investment components necessary to secure the Trust's future.

Sincerely,

[Mayor / Council]
[Local Government]

Print Date: May 28, 2026

Follow Up Action List

Active Projects Report

Executive Committee

1. *Finish and adopt Islands Trust Policy Statement in accordance with project work plans (Strategic Plan key initiative 1.1.1)*	Responsible	Dates
Activity: Project underway guided by Trust Council project charter. Anticipated project completion by November 2026.	Clare Frater	Rec'd: 26-Feb-2020 Target: 01-Nov-2026

2. *Update and implement Reconciliation Action Plan (Strategic Plan 5.1.1)*	Responsible	Dates
Activity: Initiation timeline: Staff drafting underway	Clare Frater	Rec'd: 02-Sep-2020 Target: 31-Mar-2026

3. *Guide the development and implementation of the Islands Trust Strategic Plan. New Strategic Plan approved by Trust Council March 2025.*	Responsible	Dates
Activity: Implementation ongoing for active projects. Initiation of new work on hold per the accepted recommendation of the Operational Review Report	Rueben Bronee	Rec'd: 03-May-2023 Target: 31-Mar-2025

Print Date: May 28, 2026

Follow Up Action List

Future Projects Report

Executive Committee

1. *Pay Transparency Report Submission & Posting*	Responsible	Date Received
The Pay Transparency Act became law on May 11, 2023. Under the legislation, beginning in 2026, Islands Trust must prepare and submit a Pay Transparency Report by November 1 annually. These reports must be posted publicly on the Islands Trust website.	Derek Cockburn	11-May-2023

2. *Explore new engagement models (virtual and in person forums) to reach more community members (Strategic Plan Initiative 1.2.2)*	Responsible	Date Received
Initiation timeline TBD	Clare Frater	12-Mar-2025

3. *Review all Trust Council and local trust committee agreements and where appropriate, amend, combine or rescind (Strategic Plan Initiative 1.2.6)*	Responsible	Date Received
Initiation timeline: 2026/27: (May 2023 EC asked for priority to Ministry of Transportation and Infrastructure)	Clare Frater Rueben Bronee	12-Mar-2025

4. *Design a plan to advocate to enhance community access to funding for housing in the Trust Area (Strategic Plan Initiative 2.3.2)*	Responsible	Date Received
Initiation timeline: Priority for this Council term	Clare Frater	12-Mar-2025

5. *Advocate for the development and implementation of a fallow deer strategy, including advocacy for deer harvesting (Strategic Plan Initiative 3.1.1)*	Responsible	Date Received
Initiation timeline: Priority for this Council term	Clare Frater	12-Mar-2025

Future Projects Report

Executive Committee

6. ***Create a grant program to increase public understanding of the impact of climate change to the unique amenities and environment of the Islands Trust Area (Strategic Plan Initiative 4.2.2)***	**Responsible**	**Date Received**
Initiation timeline: TBD	Clare Frater	12-Mar-2025
7. ***Amend legislation to increase the percentage of NAPTEP to act as an incentive for the protection of forest cover for climate change (Strategic Plan Initiative 4.2.4)***	**Responsible**	**Date Received**
Initiation timeline: Priority for this Council term	Clare Frater	12-Mar-2025
8. ***Clarify opportunities for co-governance and co-management of the Trust Area (Strategic Plan Initiative 5.1.2)***	**Responsible**	**Date Received**
Initiation timeline: Priority for this Council term	Clare Frater Rueben Bronee	12-Mar-2025
9. ***Develop a schedule and plan for leader-to-leader meetings with Indigenous Governing Bodies (Strategic Plan Initiative 5.1.3)***	**Responsible**	**Date Received**
Initiation timeline: 2026/27	Clare Frater Rueben Bronee	12-Mar-2025
10. ***Develop tailored public engagement processes that acknowledge preferred engagement methods of Indigenous Peoples (Strategic Plan Initiative 5.2.2)***	**Responsible**	**Date Received**
Initiation timeline: Priority for this Council term	Clare Frater	12-Mar-2025
11. ***Implement activities assigned by the future Reconciliation Action Plan (2025-2028) implementation plan (To be assigned by TC) (Strategic Plan Initiative 5.1.5)***	**Responsible**	**Date Received**

Future Projects Report

Executive Committee

To be determined. Staff is drafting new Reconciliation Action Plan and associated implementation plan for Trust Council approval.	Rueben Bronee	12-Mar-2025

12. ***Implement activities assigned by the Freshwater Sustainability Strategy (2022-2032) implementation plan (To be assigned by TC) (Strategic Plan Initiative 2.1.3)***	**Responsible**	**Date Received**
To be determined. Regional Planning Committee is evaluating the Freshwater Sustainability Strategy. TC did not support business case for developing an Implementation Plan.	Clare Frater Stefan Cermak	12-May-2025