



Executive Committee Revised Agenda

Date: Wednesday, September 11, 2024
Time: 9:15 a.m.
Location: Islands Trust Victoria Office
#200 - 1627 Fort Street
Victoria, BC V8R 1H8

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA	
2.1 Introduction of New Items	
2.2 Approval of Agenda	
2.2.1 Agenda Context Notes - None	
3. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING - None	
4. ADOPTION OF MINUTES	
For review and adoption.	
4.1 Draft Executive Committee Special Meeting Minutes of August 14, 2024	5 - 7
4.2 Draft Executive Committee Meeting Minutes of August 21, 2024	8 - 14
5. FOLLOW UP ACTION LIST AND UPDATES	
5.1 Follow Up Action List/Director/CAO Updates	15 - 22
5.2 Local Trust Committee Chair Updates	
5.3 Islands Trust Conservancy Liaison Update	
6. BYLAWS FOR APPROVAL CONSIDERATION - None	
7. TRUST COUNCIL MEETING PREPARATION	

7.1	Policy Statement Amendment Project (PSAP) – Draft Revisions to Address Jurisdiction, Clarity, Accuracy and Islets - Request For Decision	23 - 58
	- That Executive Committee direct staff to forward to Trust Council a new draft version of Policy Statement Bylaw No. 183, with amendments that address matters of jurisdiction, clarity and accuracy, and to incorporate policy on small islands/islets, all as shown in Appendix 1. - That Executive Committee direct staff to prepare a Request for Decision to Trust Council, for the Chair’s approval, recommending approval of the proposed revisions to the draft Policy Statement in Appendix 1.	
7.2	Trust Council Meeting and Motions Primer	59 - 60
	For review and approval to circulate to all trustees prior to Trust Council.	
7.3	Draft September Trust Council 3-day Schedule	61 - 61
7.4	Draft September Trust Council Agenda	
	See addendum.	
	For review and approval.	
	7.4.1 <i>Late item materials for agenda addendum item number 6.2.1 Strategic Plan 2025-2028 - Request For Decision</i>	62 - 71

8. EXECUTIVE COMMITTEE PROJECTS

8.1	Trust Council Initiated - None
8.1.1	Executive
8.1.2	Trust Area Services
8.1.3	Planning Services
8.1.4	Administrative Services
8.2	Executive Committee Initiated
8.2.1	Executive

8.2.1.1 Executive Committee 2025-26 Budget Requests - Request For Decision 72 - 79

That Executive Committee forward its 2025/26 budget requests to Financial Planning Committee for inclusion in the draft 2025/26 budget:

1. \$135,000 for Trust Council Meetings
2. \$6,000 for Trust Council Training and Conferences
3. \$4,000 for Trust Council Travel For Training
4. \$6,200 for Executive Committee Meeting Expense
5. \$2,500 for Executive Committee Training and Conferences
6. \$2,000 for Executive Committee Travel for Training
7. \$27,800 for UBCM/AVICC Conventions
8. \$6,000 for History and Heritage Conservation Grants in Aid
9. \$15,900 for Planning Application Sponsorship
10. \$1,000 for NAPTEP Application Sponsorship
11. \$50,000 for Public Communications
12. \$50,000 for Reconciliation Action Plan Implementation

8.2.1.2 Union of BC Municipalities Convention 80 - 97

The first four items attached to this agenda item are brought forward from Executive Committee's August 2024 meeting.

Supporting material for convention attendees will be provided to attendees in the UBCM Delegate Binder.

8.2.1.2.1 Late items - UBCM Staff Meeting Confirmations 98 - 105

8.2.2 Trust Area Services

8.2.3 Planning Services

8.2.4 Administrative Services

9. NEW BUSINESS

9.1 Executive/Trust Council

9.2 Trust Area Services

9.2.1 LTC Chairs Report on Local Advocacy Topics

9.2.2	Navigating Development for Housing Communications Product V2 - Request For Decision	106 - 109
	That the Executive Committee approve the <i>Navigating Development for Housing</i> publication V2.	
9.2.3	Community Engagement Framework for Land Use Planning Publication -Request For Decision	110 - 119
	That the Executive Committee approve the <i>Community Engagement Framework for Land Use Planning</i> publication.	
9.2.4	XWE'ETAY/Lasqueti Archaeology Project Presentation for Trustees - Request For Decision	120 - 122
	That Executive Committee request staff to organize an information session for trustees and interested staff about the Xwe' et tay /Lasqueti Archeology Project.	
9.3	Planning Services	
9.4	Administrative Services	
10.	CORRESPONDENCE (for information unless raised for action)	
10.1	2024-08-15 Fisheries and Oceans - Shellfish Aquaculture License	123 - 131
10.2	2024-09-05 Saanich Inlet Protection Society - Saanich Inlet Roundtable	132 - 132
10.3	2024-09-06 Provincial Ministries, Agencies, Commissions, and Corporations (MACC) - Cancelled UBCM Staff Meeting Ministry of Health	133 - 134
11.	WORK PROGRAM	
11.1	Review and amendment of current work program	135 - 137
12.	CLOSED MEETING (if applicable)	
	That the meeting be closed to the public subject to Sections 90(1)(c)(g) and (i) of the Community Charter in order to consider matters related to employee relations, litigation affecting the Islands Trust and receipt of advice that is subject to solicitor-client privilege and that staff attend the meeting.	
13.	NEXT MEETING	
	The next regularly scheduled Executive Committee meeting will be held in-person on September 24, 2024 at 10:00 a.m. at the Vancouver Island Conference Centre in Nanaimo, BC.	
14.	ADJOURNMENT	



DRAFT

Executive Committee

Minutes of a Special Meeting

Date: Wednesday, August 14, 2024

Location: Electronic Meeting

Members Present: Peter Luckham, Chair, Thetis Trustee
Tobi Elliott, Vice-Chair, Gabriola Trustee
Timothy Peterson, Vice-Chair, Lasqueti Trustee

Member Regrets: David Maude, Vice-Chair, Mayne Trustee

Trustees Present: Joe Bernardo, Gambier Trustee

Staff Present: Julia Mobbs, Interim Chief Administrative Officer & Director, Administrative Services
Stefan Cermak, Director, Planning Services
Clare Frater, Director, Trust Area Services
David Marlor, Director Legislative & Information Services
Jason Youmans, Senior Policy Advisor (In Victoria Boardroom)
Alexandra Trifonidis, Executive Coordinator/Recorder (In Victoria Boardroom)

Members of the public present: No members of the public were present.

1. CALL TO ORDER

The Chair called the meeting to order at 1:00 p.m. Chair Luckham acknowledged that the meeting was being held in traditional territory of the Coast Salish First Nations. Trustees and staff were introduced.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

No new items were introduced.

2.2 Approval of Agenda

By general consent the agenda was approved, as presented.

3. TRUST COUNCIL COMMITTEE OF THE WHOLE MEETING PREPARATION

3.1 Trust Council Committee of the Whole August 22, 2024, DRAFT Agenda

Staff and Trustees proposed the following changes and additions to the August 22nd Committee of the Whole agenda and agenda cover for consideration:

1. Change agenda cover meeting time to 6:30 p.m. – 9:30 p.m.
2. Add agenda item: 7.2 Discussion Strategies
3. Add agenda item: 7.3 May 30, 2024 Background on the updated draft Policy Statement - Briefing
4. Add proposed future Committee of the Whole meeting dates to the agenda cover

Committee discussion ensued on:

- agenda topics;
- the length of the Committee of the Whole meeting and expectations;
- the structure of the meeting;
- adding a Committee of the Whole session to the September Trust Council meeting; and
- how trustees want to structure future discussions on the draft Policy Statement.

EC-2024-102

It was MOVED and SECONDED,

that Executive Committee requests staff add the following proposed future Committee of the Whole meeting date and times to the August 22, 2024, Committee of the Whole meeting agenda cover for their consideration: September Trust Council (Committee of the Whole), Thursday, October 3 (2:00 p.m. – 5:00 p.m.), Wednesday, November 6 (6:00 p.m. – 9:00 p.m.), and Thursday, December 12 (6:00 p.m. – 9:00 p.m.).

CARRIED

By general consent Executive Committee approved the amended agenda, as discussed, by changing the time of the meeting and adding items at 7.2 and 7.3.

3.2 Draft Trust Council Committee of the Whole Meeting Minutes of July 8, 2024

By general consent Executive Committee forwarded item 3.2 to Trust Council Committee of the Whole, as presented.

3.3 Trust Council Committee of the Whole Follow up Action List and Updates

By general consent Executive Committee forwarded item 3.3 to Trust Council Committee of the Whole, as presented.

3.4 Closed Meeting - Under Separate Cover

EC-2024-103

It was MOVED and SECONDED,

that the meeting be closed to the public subject to Section 90(1)(i) of the Community Charter in order to consider receipt of advice that is subject to

solicitor-client privilege, including communications necessary for that purpose and that staff attend the meeting.

CARRIED

The meeting was closed to the public at 1:38 p.m. and reopened at 2:26 p.m.

Chair Luckham reported from the in-camera session that they reviewed and discussed the meeting agenda for the in-camera session of the Committee of the Whole meeting for August 22nd.

Following Chair Luckham's rise and report, the Committee continued discussion regarding agenda item 3.1.

Discussion ensued on what supporting information should be provided to trustees in the newly added agenda item 7.2 Discussion Strategies. For expediency and staff workload considerations, Director Frater proposed, in collaboration with Trustee Bernardo, sharing a PowerPoint slide that would set out proposed structures to help frame discussion.

By general consent Executive Committee requests staff create a PowerPoint Presentation with speaking points on discussion strategies for the August 22nd Committee of the Whole meeting.

3.5 Trust Area Services

3.5.1 Scan of Local Government Reconciliation Initiatives and UNDRIP Implementation – Briefing

By general consent Executive Committee forwarded item 3.5 to Trust Council Committee of the Whole, as presented.

6. NEXT MEETING

Executive Committee's next regular business meeting is scheduled to be held electronically, August 21, 2024, beginning at 9:15 a.m.

7. ADJOURNMENT

By general consent the meeting adjourned at 2:34 p.m.

Peter Luckham, Chair

CERTIFIED CORRECT:

Alexandra Trifonidis, Executive Coordinator and Recorder

Minutes are not official until adopted at a subsequent meeting.



Executive Committee

Minutes of a Regular Meeting

Date: Wednesday, August 21, 2024
Location: Electronic Meeting

Members Present: Peter Luckham, Chair, Islands Trust Council
Tobi Elliott, Vice-Chair, Gabriola Trustee
David Maude, Vice-Chair, Mayne Trustee
Timothy Peterson, Vice-Chair, Lasqueti Trustee

Trustees Present: Sue Ellen Fast, Trustee, Bowen Island
Judi Gedye, Trustee, Bowen Island
Laura Patrick, Trustee, Salt Spring Island
Kate-Louise Stamford, Trustee, Gambier Island

Staff Present: Julia Mobbs, Interim Chief Administrative Officer & Director, Administrative Services
Stefan Cermak, Director, Planning Services
Clare Frater, Director, Trust Area Services (In Victoria Boardroom)
David Marlor, Director, Legislative & Information Services
Alexandra Trifonidis, Executive Coordinator (In Victoria Boardroom)

Members of the public present: No members of the public were present.

1. CALL TO ORDER

Chair Luckham called the meeting to order at 9:16 a.m. acknowledging the meeting was being held in traditional territory of the Coast Salish First Nations. Trustees and staff were introduced.

2. APPROVAL OF AGENDA

2.1 Introduction of New Items

The following reordering and additions to the agenda were presented for consideration:

- Item 9.5 Ministry of Transportation and Infrastructure (MOTI) Agreement – Discussion
- Reorder item 8.2.1.1 to 1:00 p.m.
- Reorder item 7.1.2 to before item 7.1.1
- Item 8.2.1.1 add correspondence: 2024-08-12 Union of BC Municipalities - 2024 Provincial Cabinet Minister Meeting - Redirect
- Item 8.2.1.1 add correspondence: 2024-08-19 Union of BC Municipalities - 2024 Minister Kang Regret - Letter

- Item 8.2.1.1 add correspondence: 2024-08-20 Union of BC Municipalities - 2024 Provincial Cabinet Minister Meeting - Regret Minister Dix
- Item 10.2 add correspondence: 2024-08-20 Oceans Protection Plan BC Registration - Invitation to Join the OPP Dialogue Forum's Advisory Panel

2.2 Approval of Agenda

By general consent the agenda was approved, as amended.

2.2.1 Agenda Context Notes – No items to present under this section.

3. RISE AND REPORT DECISIONS FROM PREVIOUSLY CLOSED MEETING

Chair Luckham reported that at the July 24th in-camera session, Executive Committee reviewed an in-camera agenda for a future Committee of the Whole in-camera session, received a briefing on Thetis Island bylaw enforcement, and adopted minutes of a previous meeting.

4. ADOPTION OF MINUTES

4.1 Draft Minutes of Executive Committee Meeting of July 24, 2024

By general consent the Executive Committee meeting minutes of July 24, 2024, were adopted, as presented.

5. FOLLOW UP ACTION LIST AND UPDATES

5.1 Follow Up Action List/Director/CAO Updates

The Committee reviewed the Follow-up Action List, and Directors provided their area reports.

5.2 Local Trust Committee Chair Updates

Local trust committee chairs provided updates on recently attended and upcoming local trust committee meetings.

5.3 Islands Trust Conservancy Liaison Update

No Islands Trust Conservancy Board meeting has been held since Vice-Chair Elliott provided her last report at the July 24th Executive Committee meeting.

The Committee recessed for break at 10:15 a.m. and reconvened at 10:26 a.m.

6. BYLAWS FOR APPROVAL CONSIDERATION - No items to present under this section.

7. TRUST COUNCIL MEETING PREPARATION

7.1 Executive

7.1.1 Proposed Changes to the September Trust Council Agenda Structure – Briefing

Interim Chief Administrative Officer Mobbs spoke to the briefing noting that staff are trialing a new agenda template format.

The Committee discussed the following:

- Placement of the Delegations and Correspondence items on the first day of the Trust Council agenda
- Gleaning feedback from trustees after the meeting on the new agenda template and how the meeting went with a possible one pager to be filled out directly after the meeting, onsite
- Agenda template consistency for the public
- Giving Committee Chairs the option of providing a written or verbal report

By general consent Executive Committee requests that Trust Council Committee Chairs provide either a written or verbal report regarding their respective committees, and that the work program report be included as a consent agenda item.

7.1.2 September Trust Council 3-Day Schedule – DRAFT

Interim Chief Administrative Officer Mobbs spoke to the draft 3-day schedule.

Committee discussion ensued on:

- San Juan County Council coming to Trust Council in December
- consideration of extending the length of Trust Council meetings to fit all topics of discussion and to encourage fulsome conversation
- the possibility of having a guest speaker on the Thursday evening
- having a short and simple onsite lunch on Thursday rather than a to-go bagged lunch
- shortening the meeting end time on Tuesday and Wednesday to no later than 5:30 p.m.
- the possibility of starting Wednesday and Thursday at 8:30 a.m. to accommodate the full agenda
- reconsidering the break time on Tuesday afternoon so as not to break up the trustee roundtable
- consideration of starting the meeting earlier on Tuesday and having lunch between 11:30 a.m. - 12:30 p.m. instead of 12:00 p.m. – 1:00 p.m.
- labelling discretionary time permitting agenda items as such on the agenda in case they need to be deferred to the next meeting
- how to provide trustees with the material for the Object discussion item and in what form (addendum or schedule) as not to overwhelm the agenda package
- the Object discussion item needing more time on the agenda

7.1.3 Delegation, Public Comment Period, Presenter Agenda Allocations - Discussion

Director Marlor stated that in advance of the next meeting the item material will be circulated to Chair Luckham, Vice-Chair Peterson and Vice-Chair Elliott before being included on the Executive Committee meeting agenda of September 11th.

- 7.2 Planning Services** – No items to present under this section.
- 7.3 Administrative Services** – No items to present under this section.
- 7.4 Trust Area Services** – No items to present under this section.

8. EXECUTIVE COMMITTEE PROJECTS

8.1 Trust Council Initiated

- 8.1.1 Executive – No items to present under this section.
- 8.1.2 Trust Area Services

Trustee Peterson left the meeting at 11:44 a.m. and returned at 11:46 a.m.

8.1.2.1 NAPTEP Tax Shift Evaluation and Advocacy Project Charter - Request For Decision

Director Frater presented the request for decision.

EC-2024-104

It was MOVED and SECONDED,
that Islands Trust Executive Committee endorse the Natural Area Protection Tax Exemption Program (NAPTEP) Tax Shift Evaluation and Advocacy Project Charter.

CARRIED

8.1.3 Planning Services

8.1.3.1 Navigating Housing Development in the Trust Area - Request For Decision

Director Frater presented the request for decision, which has already been seen by the Regional Planning Committee.

EC-2024-105

It was MOVED and SECONDED,
that the Executive Committee approve the *Navigating Development for Housing* publication.

CARRIED

8.1.4 Administrative Services – No items to present under this section.

8.2 Executive Committee Initiated

- 8.2.1 Executive
- 8.2.1.2 Code of Conduct Review - Next Steps - Request For Decision

Director Marlor introduced the request for decision. The Committee discussed when the meeting should be held.

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The Committee noted the subjective wording 'adequate' in the request for decision under the Alternative #3 section, which staff will withdraw from the document.

EC-2024-106

It was **MOVED** and **SECONDED**,
that the Code of Conduct Review - Next Steps - Request For
Decision, be forwarded to Trust Council, as amended.

CARRIED

- 8.2.2 Trust Area Services – No items to present under this section.
- 8.2.3 Planning Services – No items to present under this section.
- 8.2.4 Administrative Services – No items to present under this section.

9. NEW BUSINESS

9.1 **Executive/Trust Council** – No items to present under this section.

9.2 Trust Area Services

9.2.1 LTC Chairs Report on Local Advocacy Topics

No reports were provided.

9.3 **Planning Services** – No items to present under this section.

9.4 **Administrative Services** – No items to present under this section.

9.5 Ministry of Transportation and Infrastructure (MOTI) Agreement – Discussion

The Committee discussed concerns expressed by members of the public regarding width of bike lanes in a MOTI road improvement project currently underway on Ganges hill, Salt Spring Island. Concerned citizens would like to know if Islands Trust has failed to uphold their agreement with MOTI, as certain parts of the project do not meet the specific criteria in the Agreement regarding bike lane dimensions.

Staff clarified that the Agreement is old and not binding and that local trust committees make planning decisions and MOTI is in charge of roads. Staff advised against seeking legal advice at this time.

Director Cermak provided the Committee with historical information on the project noting discussion between the two bodies has been underway for years as this is not a new project.

A future meeting is to be scheduled by the end of the year between Islands Trust staff and MOTI.

10. CORRESPONDENCE (for information unless raised for action)

10.1 **2024-07-20 Trustee Boland - Letter re: Web Page for the Request to the Province Project**

The Committee discussed whether staff have the availability to do the requested work.

By general consent Executive Committee requests this piece of correspondence be forwarded to Trust Council.

10.2 2024-08-20 Oceans Protection Plan (OPP) BC Registration – Invitation to Join the OPP Dialogue Forum’s Advisory Panel

By general consent Executive Committee requests this piece of correspondence be forwarded to all Trustees by email.

11. WORK PROGRAM

11.1 Review and amendment of current work program

Received for information.

12. NEXT MEETING

The next regular Executive Committee meeting will be held electronically on Wednesday, September 11, 2024, at 9:15 a.m.

13. CLOSED MEETING (if applicable)

The Committee did not go into a closed session.

The meeting recessed for lunch at 12:15 p.m. and reconvened at 1:01 p.m. At this time, trustees Fast, Gedye, Patrick and Stamford joined for item 8.2.1.1.

8.2.1.1 Union of BC Municipalities (UBCM) Strategic Session

Chair Luckham opened the session informing all in attendance that each of the minister meeting requests applications put forward were denied.

The Committee and invited trustees discussed the following:

- Ministry staff meetings during UBCM, including opportunities to make appointments with municipal staff within and outside of UBCM
- Materials to bring, specifically reference materials and background information
- Trust Council’s request to the province
- Government election timelines
- Bowen Island Municipality and Islands Trust support at UBCM
- Which trustee is going to speak to which topics

Trustees and staff conducted an exercise allocating trustees attending UBCM to certain topics that they will address at UBCM.

EC-2024-107

It was MOVED and SECONDED,

that the Executive Committee request staff to request meetings with staff for the following Ministries: Ministry of Municipal

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Affairs; Ministry of Health; Ministry of Housing, and Ministry of Emergency Management and Climate Readiness, and that staff work with designated Trustees to frame requests and supply supporting materials.

CARRIED

Attendees are expected to submit written reports following the convention.

Staff to bring information from today's session and UBCM program details-when made publically available online-to the next Executive Committee meeting.

14. ADJOURNMENT

By general consent the meeting adjourned at 2:15 p.m.

Peter Luckham, Chair

CERTIFIED CORRECT:

Alexandra Trifonidis, Executive Coordinator/Recorder

Minutes are not official until adopted at a subsequent meeting.

Follow Up Action Report

Executive Committee

Director Legislative Services

Progress	Activity	Responsibility	Dates	Status
100%	1 Staff to forward the draft Code of Conduct to Trust Council Committee of the Whole in June 2024 for discussion and recommendation to Trust Council. On hold pending work of the Governance committee on the Code of Conduct, also planned for June/July.	David Marlor	Meeting: 24-Apr-2024 Target: 24-Jul-2024	Completed
51%	2 Re: Delegations: Staff to work with Vice-Chair Peterson and Chair Luckham to prepare a request for decision for September Trust Council with options and a recommendation on policy for Disposition of Trust Council Delegations.	David Marlor	Meeting: 15-May-2024 Target: 14-Aug-2024	In Progress
0%	3 Staff to prepare materials for a future Trust Council session on agreements with other agencies, governments and First Nations.	David Marlor	Meeting: 15-May-2024 Target: 01-Sep-2024	In Progress
100%	4 Re: Delegations: Staff to investigate other local government practices and policies respecting delegations, public comments and presentations to Council, including the Capital Regional District, Regional District of Nanaimo and Cowichan Valley Regional District, for consideration of Trust Council.	David Marlor	Meeting: 03-Jul-2024 Target: 14-Aug-2024	Completed
74%	5 Staff to take the draft code of conduct back to Trust Council with a request for decision of the work done to date, and ask Trust Council to provide further direction on the development of a new code of conduct	David Marlor	Meeting: 24-Jul-2024 Target: 11-Sep-2024	Completed

Follow Up Action Report

Executive Committee

Director Legislative Services

Progress	Activity	Responsibility	Dates	Status
100%	6 Staff to provide liability insurance for minute takers/public notice providers who form the Islands Trust Minute Takers/Public Notice Providers Group through the Municipal Insurance Association's Associate Member Program; and that the Director, Legislative and Information Services to enter into Service Provider Agreements with individual minute takers/public notice providers for the provision of liability insurance through Islands Trust's liability insurance held with the Municipal Insurance Association of British Columbia.	David Marlor	Meeting: 24-Jul-2024 Target: 30-Aug-2024	Completed
100%	7 Staff to refer the Code of Conduct Review - Next Steps - Request for Decision to Trust Council, as amended.	David Marlor	Meeting: 21-Aug-2024 Target: 06-Sep-2024	Completed

Director of Planning Services

Progress	Activity	Responsibility	Dates	Status
49%	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.	Clare Frater Stefan Cermak	Meeting: 29-Jun-2023 Target: 31-Mar-2025	In Progress
0%	2 Staff to provide to Executive Committee and Islands Trust Conservancy options for sharing GIS resources.	Stefan Cermak	Meeting: 31-Jan-2024 Target: 30-Oct-2024	In Progress

Follow Up Action Report

Executive Committee

Director, Administrative Services

Progress	Activity	Responsibility	Dates	Status
0%	1 Review Islands Trust Policy 6.5.2 as a whole and specifically make recommendations to amend the policy to ensure the policy is clear in regards to the process and decision making authority related to proposed 'overspends' for any particular budget item.	Julia Mobbs	Meeting: 21-Oct-2020 Target: 18-Dec-2024	In Progress
10%	2 Explore future education/workshop sessions on decision-making to benefit trustees.	Julia Mobbs	Meeting: 24-May-2023 Target: 11-Dec-2024	In Progress
0%	3 Staff to assess the viability of, and estimated costs, of trustees attending a forum in association with an upcoming Trust Council meeting and report back to the Executive Committee with potential additional travel and accommodation costs.	Clare Frater Julia Mobbs	Meeting: 24-Jul-2024 Target: 18-Dec-2024	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area 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.	Clare Frater	Meeting: 07-Oct-2021 Target: 31-Mar-2025	In Progress
0%	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.	Clare Frater	Meeting: 12-Apr-2022 Target: 31-Mar-2025	In Progress
49%	3 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.	Clare Frater Stefan Cermak	Meeting: 29-Jun-2023 Target: 31-Mar-2025	In Progress
20%	4 Staff to add to a future EC agenda: Honoraria for Indigenous elders providing welcomes or presentations at local trust committee meetings.	Clare Frater	Meeting: 20-Dec-2023 Target: 21-Aug-2024	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
100%	5 Staff to send an invitation to San Juan County to attend Trust Council in June or Sept and indicate their preference.	Clare Frater	Meeting: 31-Jan-2024 Target: 21-Aug-2024	Completed
10%	6 Staff to work with Trustee Elliott (and/or others) to explore interest and options and funding potential for First Nations leaders to potentially hosting a gathering to hear Coast Salish perspectives on vision and governance in the Islands in the Trust Area, in a separate session before or around September Trust Council 2024.	Clare Frater	Meeting: 15-May-2024 Target: 21-Aug-2024	In Progress
10%	7 Staff to develop a protocol agreement in cooperation with Snuneymuxw First Nation for Trust Council's consideration.	Clare Frater	Meeting: 05-Jun-2024 Target: 01-Mar-2025	In Progress
10%	8 Implement the Executive Committee approved "The Role of the Trust" webinar project charter.	Clare Frater	Meeting: 05-Jun-2024 Target: 31-Oct-2024	In Progress
0%	9 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-Dec-2024	In Progress
0%	10 Staff to assist Chair in writing to Snuneymuxw First Nation Chief and Council as to their interest in hosting a dialogue about Vision and Governance in their territory in association with the September 2024 Trust Council meeting, or alternatively the December 2024 or March 2025 meeting, and to indicate interest in jointly applying for a Union of BC Municipality Community to Community Grant Fund to support a budget of \$20,000.	Clare Frater	Meeting: 24-Jul-2024 Target: 24-Feb-2025	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
0%	11 Staff to assess the viability of, and estimated costs, of trustees attending a forum in association with an upcoming Trust Council meeting and report back to the Executive Committee with potential additional travel and accommodation costs.	Clare Frater Julia Mobbs	Meeting: 24-Jul-2024 Target: 18-Dec-2024	In Progress
0%	12 Executive Committee express interest to the Grants Manager in co-applying for a Union of BC Municipality Community to Community fund grant in December 2024 in support of a forum with a First Nation, and request that Staff to work with a First Nation to prepare a grant application in support for a forum to be held in association with a future Trust Council meeting.	Clare Frater Mike Richards	Meeting: 24-Jul-2024 Target: 18-Dec-2024	In Progress
0%	13 Trust Area Services staff to work on an advocacy letter regarding cultural heritage protection, and requesting guidance to aid local trust committees, and work with vice-chairs who note specific concerns related to First Nations relations in their Local Trust Area that might be addressed.	Clare Frater	Meeting: 24-Jul-2024 Target: 01-Nov-2024	In Progress
0%	14 Trust Area Services staff to work on a letter of advocacy to the Ministers responsible for crown land, requesting that the Federal Government expand the Wrecked, Abandoned or Hazardous Vessels Act program, and make funds available to deal with these wrecks in all the Islands within the Islands Trust Area; and that the period to launch an investigation into reports of derelict and sinking vessels be shortened from 90 to 30 days, and that letter is copied to MLAs and MPs in the Trust Area.	Clare Frater	Meeting: 24-Jul-2024 Target: 31-Dec-2024	In Progress

Follow Up Action Report

Executive Committee

Director, Trust Area Services

Progress	Activity	Responsibility	Dates	Status
100%	15 Staff to add the following proposed future Committee of the Whole meeting date and times to the August 22, 2024, Committee of the Whole meeting agenda cover for their consideration: September Trust Council (Committee of the Whole), Thursday, October 3 (2:00 p.m. - 5:00 p.m.), Wednesday, November 6 (6:00 p.m. - 9:00 p.m.), and Thursday, December 12 (6:00 p.m. - 9:00 p.m.).	Clare Frater	Meeting: 14-Aug-2024 Target: 16-Aug-2024	Completed
100%	16 Staff to request meetings with staff for the following Ministries: Ministry of Municipal Affairs; Ministry of Health; Ministry of Housing, and Ministry of Emergency Management and Climate Readiness, and that staff work with designated Trustees to frame requests and supply supporting materials.	Clare Frater	Meeting: 21-Aug-2024 Target: 21-Aug-2024	Completed
100%	17 Staff to forward Trustee Boland's piece of correspondence (2024-07-20 Trustee Boland - Letter re: Web Page for the Request to the Province Project) to Trust Council.	Clare Frater	Meeting: 21-Aug-2024 Target: 06-Sep-2024	Completed
100%	18 Staff to forward the Oceans Protection Plan BC Registration piece of correspondence (2024-08-20 Oceans Protection Plan (OPP) BC Registration - Invitation to Join the OPP Dialogue Forum's Advisory Panel) to all Trustees via email.	Clare Frater	Meeting: 21-Aug-2024 Target: 31-Aug-2024	Completed

Follow Up Action Report

Executive Committee

Grants Manager, A/ Program Coordinator

Progress	Activity	Responsibility	Dates	Status
0%	1 Executive Committee express interest to the Grants Manager in co-applying for a Union of BC Municipality Community to Community fund grant in December 2024 in support of a forum with a First Nation, and request that Staff to work with a First Nation to prepare a grant application in support for a forum to be held in association with a future Trust Council meeting.	Clare Frater Mike Richards	Meeting: 24-Jul-2024 Target: 18-Dec-2024	In Progress

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** September 11, 2024

From: Trust Area Services **Date Prepared:** September 5, 2024

SUBJECT: Policy Statement Amendment Project (PSAP) – Draft Revisions to Address Jurisdiction, Clarity, Accuracy and Islets

RECOMMENDATION:

- 1) That Executive Committee direct staff to forward to Trust Council a new draft version of Policy Statement Bylaw No. 183, with amendments that address matters of jurisdiction, clarity and accuracy, and to incorporate policy on small islands/islets, all as shown in Appendix 1.
- 2) That Executive Committee direct staff to prepare a Request for Decision to Trust Council, for the Chair's approval, recommending approval of the proposed revisions to the draft Policy Statement in Appendix 1.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

The recommendations advance the recommendations of the Committee of the Whole (CotW) related to the Policy Statement Amendment project, and provides minor language changes throughout the document to enhance clarity and accuracy of the statements made. All changes are red-lined so trustees can clearly identify what has been revised.

1 PURPOSE:

To seek Executive Committee direction to revise the draft Policy Statement in a manner that is consistent with recommendations of Committee of the Whole related to jurisdiction and small islands/islets, and to address issues of clarity and accuracy identified by staff.

2 BACKGROUND:

Following its August 22, 2024 in-camera meeting, the Acting Chair of Committee of the Whole rose and reported as follows:

Acting Chair Bernardo reported that, in response to legal and staff advice, the Committee of the Whole recommended that Executive Committee direct staff to draft, for further consideration by Committee of the Whole, revisions to the draft Policy Statement to ensure it conforms to the jurisdiction given to Trust Council under the Islands Trust Act.

During developments of these revisions, staff identified a number of additional changes that would improve the clarity and accuracy of the document. As the Committee of the Whole had passed the following resolution at its May 30, 2024 meeting, staff have also included the addition of a new directive policy about islets and small islands:

that the Committee of the Whole recommend to Trust Council that it amend the draft updated Policy Statement (April 2024 version) by adding a new directive policy re: Islets and

Small Islands, to identify and prioritize the preservation, protection, and restoration of relatively undisturbed islets and small islands.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: The Senior Policy Advisor will undertake this work.

FINANCIAL: None

POLICY: These resolutions will result in refinement of the draft Policy Statement in accordance with the recommendations of Committee of the Whole and improve language for accuracy/clarity.

IMPLEMENTATION/COMMUNICATIONS: If EC authorizes the attached proposed revisions, staff will draft an RFD for Trust Council for the Chair's review and approval, and submit to the Trust Council September agenda. Staff will also prepare a clean version of the bylaw to attach.

FIRST NATIONS RELATIONS: Some of the amendments to the draft Policy Statement proposed shift language that was previously included based on feedback from Indigenous Governing Bodies on a draft version of the document referred to them in September 2023.

Changes that appear to reduce Islands Trust's willingness to implement the requests of Indigenous Governing Bodies may impact relationship-building. Staff believe explaining the rationale for the changes (jurisdiction under the Islands Trust Act) and communicating the legal limitations of the organization will mitigate this impact. Staff will also convey that developing protocol agreements and UN Declaration agreements (if co-management is desired), are outside the Policy Statement project scope but remain important tools to develop relationships and promote engagement and shared understanding. Staff will clearly track and explain changes to the draft document to Indigenous Governing Bodies as part of ongoing engagement.

The revisions proposed for clarity and accuracy will not impact Islands Trust's relationship with Indigenous Governing Bodies. Staff expect that the recommended addition of a directive policy "to identify and prioritize the preservation, protection, and restoration of relatively undisturbed islets and small islands" will be welcomed by Indigenous Governing Bodies.

OTHER: None

4 RELEVANT POLICY(S):

[Islands Trust Act \(S. 15\)](#)

[Islands Trust Policy 1.2.1](#) (Policy Statement Amendment)

[Islands Trust Reconciliation Declaration](#)

5 ATTACHMENT(S):

- 1) Draft Bylaw No. 183 – Islands Trust Policy Statement, proposed revisions

RESPONSE OPTIONS

Recommendations:

- 1) That Executive Committee direct staff forward to Trust Council a new draft version of Policy Statement Bylaw No. 183, with amendments that address matters of jurisdiction, clarity and accuracy and to incorporate a policy on small islands/islets, all as shown in Appendix 1.
- 1) That Executive Committee direct staff to prepare a Request for Decision to Trust Council for the Chair's approval, recommending approval of the proposed revisions to the draft Policy Statement in Appendix 1.

Alternatives:

1) Make additional revisions

Executive Committee may determine that there are additional revisions it would like to see made to the draft Policy Statement ahead of consideration by Trust Council beyond those proposed in Appendix 1. It may also wish to reject some of the proposed revisions. If this is the case, Executive Committee could use the following resolution:

That Executive Committee direct staff to revise draft Policy Statement Bylaw No. 183 as shown in Appendix 1 as follows:

- *By . . . ; and*
- *By . . .*

If Executive Committee decides to make these further revisions it should then pass resolutions 1 and 2 above to advance the draft Policy Statement to Trust Council, adding the words "as amended" to resolution No. 1.

2) Do not advance the draft Policy Statement

If Executive Committee does not wish to advance the draft Policy Statement attached as Appendix 1 to this RFD to Trust Council, it should not pass any of the recommended resolutions. If no resolutions are passed, the Policy Statement Amendment Project would be put on hold. As such, staff recommend that if the draft Policy Statement is not going to be advanced to Trust Council at the present time, some alternative course of action should be proposed by Executive Committee in resolution form.

Prepared By: Senior Policy Advisor

Reviewed By/Date: Director, Trust Area Services/September 3, 2024
Director, Legislative and Information Services/September 5, 2024
Interim CAO/September 5, 2024



Islands Trust

DRAFT for COMMITTEE OF THE WHOLE/TRUST COUNCIL

**Islands Trust Policy Statement
Draft Bylaw No. 183**

May 3, 2024

Acknowledgement

Islands Trust Council respectfully acknowledges that the lands and waters that encompass the Islands Trust Area have been home to Indigenous Peoples since time immemorial and that their relationship to these lands and waters continues to this day. Islands Trust Council acknowledges that 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. Islands Trust Council is 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 Coast Salish Territory, in the treaty lands and territories of:

- **BOKEĆEN** (Pauquachin) First Nation
- **K'ómoks** (Comox) First Nation
- **MÁLEXEŁ** (Malahat) First Nation
- **Qualicum** First Nation
- Quw' utsun Nation (comprised of **Cowichan Tribes**, **XeláItxw** (Halalt) First Nation, **Lyackson** First Nation, **Spune'luxutth'** (Penelakut Tribe) and **Stz'uminus** (Chemainus) First Nation
- **scəwəθən** (Tsawwassen) First Nation
- **səlilwətał** (Tsleil-Waututh) First Nation
- **SEMYOME** (Semiahmoo) First Nation
- **shishálh** (Sechelt) Nation
- **Sḵwxwú7mesh** (Squamish) First Nation
- **Snaw-naw-as** (Nanoose) First Nation
- **Snuneymuxw** (Nanaimo) First Nation
- **Songhees** First Nation
- **STÁUTW** (Tsawout) First Nation
- **łəʔəmen** (Tla'amin) First Nation
- **Ts'uubaa-asatx** (Lake Cowichan) First Nation
- **Wei Wai Kum** (Campbell River) First Nation
- **We Wai Kai** (Cape Mudge) First Nation
- **W̱JOŁŁP** (Tsartlip) First Nation
- **W̱SIĆEM** (Tseycum) First Nation
- **Xwémalhkwu** (Homalco) First Nation
- **Xwsepsum** (Esquimalt) First Nation
- **x̱məθḵəy̱əm** (Musqueam) First Nation

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Part 1: The Islands Trust Act

In 1974, the Government of British Columbia established the *Islands Trust Act* to preserve and protect the [Region's Trust Area and its](#) unique amenities and environment against unrestrained growth and development. The Act establishes Islands Trust as a special-purpose provincial government agency equipped with a suite of land use planning powers and a conservation-oriented mandate to preserve and protect the region in cooperation with others. This unique governmental mandate was defined in Section Act and is commonly referred to as the "Islands Trust Object":

Commented [Staff1]: For consistency with Islands Trust Act

1.1 – The Islands Trust Object

"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 Columbia generally, in cooperation with municipalities, regional districts, improvement districts, First Nations, other persons and organizations and the government of British Columbia." (Section 3, *Islands Trust Act*)

1.2 – Map of the Islands Trust Area



3 of the Islands Trust

NOTE: This map is a placeholder only. A new map of the Islands Trust Area will be created, identifying the boundaries of each local trust area and island municipality, and will include a legend, scale and recognition of the Indigenous Nations within whose territory Islands Trust operate

1.3 – Indigenous Inherent Rights Acknowledgment

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.

Given the *Declaration on the Rights of Indigenous Peoples* Act and the evolving legislative landscape in British Columbia, this bylaw serves as a starting point for improved cooperation with Indigenous Governing Bodies. Islands Trust Council commits to an ongoing effort to co-develop planning and land use management processes with Indigenous Governing Bodies within the Islands Trust Area and acknowledges this document does not serve as an endpoint. 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, and commits to an ongoing effort to co-develop processes with Indigenous Governing Bodies within the Islands Trust Area that deliver on the affirmed rights enshrined in the United Nations Declaration on the Rights of Indigenous Peoples.

Commented [Staff2]: Rephrased to better align with federal and provincial approach to UNDRIP implementation.

1.4– Purpose and Structure of the Policy Statement

Purpose of the Policy Statement:

Section 15 of the *Islands Trust Act* states that Trust Council must adopt, by bylaw, an Islands Trust Policy Statement that applies to the Islands Trust Area as a whole. The Act specifies that the Policy Statement must be a general statement of the policies of Trust Council to carry out the Islands Trust Object, that it may establish different policies for different parts of the Islands Trust Area, and that it must be approved by the Minister/provincial Minister of Municipal Affairs responsible for Islands Trust prior to adoption.

Commented [Staff3]: Proposed change helps future-proof the document in the event of ministry name change

The Islands Trust Council is responsible for establishing and amending the Policy Statement, which in turn guides the development of more specific official community plans and regulatory bylaws by local trust committees and island municipalities across the region. The Act stipulates that official community plans and bylaws submitted to Executive Committee or Trust Council must not be approved if they are contrary to or at variance with the Policy Statement. This ensures that the Islands Trust Object is at the core of all planning and land use management decision-making in the Islands Trust Area.

Commented [CF4]: Proposed change aligns with language in Part 14 of the Local Government Act.

The Policy Statement represents Trust Council’s vision for the preservation and protection of the Islands Trust Area and its unique amenities and environment. It aspires to reflect the values and interests of island communities, Indigenous government bodies and Indigenous Peoples, partner agencies, and all British Columbians, as well as the silent voices of island ecosystems, species at risk, and future generations.

~~Two~~ Three Types of Policies in the Policy Statement:

1. **Guiding Principles** (as listed in Part 2 of the Policy Statement) are intended to establish general commitments of Trust Council that centre the Islands Trust Object in all daily decision-making across the Islands Trust Area by Islands Trust bodies that are bound by the Policy Statement.

2. Directive Policies (as listed in Part 3 of the Policy Statement) are policies that:

- Local trust committees must address in the development of official community plans and/or regulatory bylaws, and amendments to either of those documents where relevant; and
- it and island municipalities must address in the development of an official community

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Islands Trust Policy Statement May 3, 2024– DRAFT for Committee of the Whole /Trust Council Review –
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plan, and amendments to that document where relevant.

Commented [Staff5]: Proposed change makes clear the different effect of the Policy Statement on LTCs and IMs respectively

~~These are policies integral to carrying out the Islands Trust object, in their work on local regulatory bylaws and official community plans. These are general policies that are deemed integral to carrying out the Islands Trust Object, but which are general enough that they can be appropriately adapted to local circumstances. Where a directive policy starts with "shall strive to...", the local body should make best efforts to implement the policy.~~

~~Advisory Policies (as listed in Part 3 of the Policy Statement) are policies expressing the collective judgement of the members select goals of Trust Council, that local trust committees and island municipalities are encouraged to address in the development of official community plans, bylaws, and in discretionary land use decisions, related to matters that serve to advance the Islands Trust object, but where local trust committees and island municipalities have limited jurisdiction or where the matter is sufficiently complex that implementation is uncertain. They are 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.~~

Commented [Staff6]: Staff have developed a new category of "Advisory Policies" to accommodate desired topics that would be difficult to assess or implement in their entirety.

This change is consistent with direction from Trust Council from September 2022 (resolution 5 of the 32 resolutions) to add a new category of "recommendation policies". Staff had originally deemed the category as not necessary after completing the rewrite, as had used the phrasing "shall strive to" used in certain policies instead. Staff have reconsidered this approach and moved all policies that included "shall strive to", select cultural heritage policies, and draft policy 3.4.14 (Road Systems) which, on closer review with a lens of jurisdictional authority is better suited to an advisory policy, into advisory policies.

Commented [Staff7]: Added to promote clarity of intent

All of the policies contained within the Policy Statement are interconnected and interrelate to each other in multiple ways. Therefore, the document should always be considered in its entirety to interpret its intended meaning and vision.

~~The policies in Part 3 have been included as they are considered by Trust Council to be important for preservation and protection of the Trust Area and its unique amenities and environment.~~

Part 2: Guiding Principles

In its decision making, Trust Council shall be guided by the following guiding principles:

2.1– General Guiding Principles

In its efforts to carry out the Islands Trust Object, Trust Council commits to the following set of shared principles and priorities to guide daily planning and decision making by all bodies across the Islands Trust Area:

Trust Council commits to be guided by the following principles in its efforts to advance the Islands Trust Object:

Guiding Principles and Priorities:

2.1.1 Acknowledge and Respect Indigenous Rights

To grow understanding of the history and legacy of colonialism in the Islands Trust Area, to acknowledge and respect the rights of Indigenous Peoples ~~in decision making~~, and to work together with Indigenous Governing Bodies and Indigenous Knowledge Holders to preserve and protect culturally significant areas, sites, and species.

Commented [Staff8]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act.

2.1.2	Prioritize Environmental and Indigenous Cultural Heritage Protection To place priority on preserving, protecting and restoring the environment, and preserving, protecting and supporting restoration of Indigenous cultural heritage in all decision making.
2.1.3	Limit the Rate and Scale of Development To define and maintain appropriate limits for the rate and scale of development in order to preserve and protect the <u>Trust Area and its</u> unique amenities and environment.
2.1.4	Foster Sustainable, Inclusive, and Resilient Communities To support <u>planning and</u> land use management -planning decisions that foster sustainable, inclusive, and resilient communities, acknowledging the interdependencies between healthy communities and healthy ecosystems.
2.1.5	Take Guidance From the Precautionary Principle To be guided by the precautionary principle in all decision making to safeguard the environment and cultural heritage where there may be uncertainty over the threats of serious or irreversible damage from development.
2.1.6	Account for Cumulative Effects To strive to account for the cumulative effects of existing and proposed development to avoid detrimental effects on watersheds, groundwater supplies, culturally sensitive areas and cultural heritage sites, and Islands Trust Area species and their habitats.
2.1.7	Foster Informed and Balanced Decision Making To be informed by a broad range of sources in its decision making processes, including the best available science, Indigenous Knowledge, and local community knowledge.

Commented [Staff9]: For consistency with Islands Trust Act

Commented [Staff10]: Proposed change aligns with language in Part 14 of the Local Government Act.

2.2 – Cooperation Principles

While Trust Council must provide the necessary leadership to carry out the Islands Trust Object, its mandate requires cooperation with partners who each have unique roles to play in preserving and protecting the region.

Trust Council commits to be guided by the following principles in its cooperation efforts to advance the Islands Trust Object:

Trust Council’s Cooperation Principles:	
2.2.1	Collaborate with the Islands Trust Conservancy Board To collaborate closely with, and be informed by, the Islands Trust Conservancy Board, particularly in the areas of science-based conservation planning, ecosystem mapping, identification of core conservation areas and protected area networks, and protection of species and ecosystems at risk.

2.2.2	Work Towards Collaborative Governance with Indigenous Governing Bodies To work towards building strong relationships and foundations for collaborative governance with Indigenous Governing Bodies, including through the development of shared decision-making agreements under the Declaration on the Rights of Indigenous Peoples Act.
2.2.3	Work Towards Strategic Inter-Agency Coordination To work towards establishing effective inter-agency coordination mechanisms with different levels of government, academic institutions and organizations who have important roles to play in supporting the Islands Trust Object.
2.2.4	Work Towards Accessible and Inclusive Public Communications and Engagement To work towards accessible and inclusive public communications and engagement strategies that engage a wide range of Islands Trust Area residents, communities, local organizations, and British Columbians.
2.2.5	Provide Public Education Opportunities To provide education opportunities to Islands Trust Area residents, communities, local organizations, and visitors, highlighting tangible ways they can contribute to preserving and protecting the Trust Area and its region's unique amenities and environment, while respecting the confidentiality interests of Indigenous Peoples and Indigenous Governing Bodies.

Commented [Staff11]: For consistency with Islands Trust Act

2.3 – Reconciliation Principles

Trust Council has declared its commitment to reconciliation with Indigenous Peoples of the Islands Trust Area, with the understanding that this commitment is a long-term relationship building and healing process.

Commented [Staff12]: For ease of reading of the document, tables 1 to 3 that followed Section 2.3 have been deleted.

Trust Council's Reconciliation Principles:	
Trust Council will, to the extent that they engage its mandate to preserve and protect the Trust Area. . .	
2.3.1	Guidance from Truth and Reconciliation Commission To be guided-informed by the 10 principles established by the Truth and Reconciliation Commission of Canada (TRC) (Table 1).
2.3.2	Guidance from United Nations Declaration on the Rights of Indigenous Peoples To be guided-informed by the articles principles established in the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), including, but not limited to, the following UNDRIP articles (Table 2).
2.3.3	Guidance from Missing and Murdered Indigenous Women and Girls Calls for Justice To be guided-informed by the principles for change used by the National Inquiry into Missing and Murdered Indigenous Women and Girls (Table 3).

Commented [Staff13]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act.

Table 1—Truth & Reconciliation Commission of Canada (TRC)—10 Principles¹

A	The United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) is the framework for reconciliation at all levels and across all sectors of Canadian society.
B	First Nations, Inuit, and Métis peoples, as the original peoples of this country and as self-determining peoples, have Treaty, constitutional, and human rights that must be recognized and respected.
C	Reconciliation is a process of healing of relationships that requires public truth-sharing, apology, and commemoration that acknowledge and redress past harms.
D	Reconciliation requires constructive action on addressing the ongoing legacies of colonialism that have had destructive impacts on Aboriginal peoples' education, cultures and languages, health, child welfare, the administration of justice, and economic opportunities and prosperity.

¹From https://www2.gov.bc.ca/assets/gov/british_columbians_our_governments/indigenous_people/aboriginal-peoples-documents/calls_to_action_english2.pdf

D	Reconciliation must create a more equitable and inclusive society by closing the gaps in social, health, and economic outcomes that exist between Aboriginal and non-Aboriginal Canadians.
E	All Canadians, as Treaty peoples, share responsibility for establishing and maintaining mutually respectful relationships.
F	The perspectives and understandings of Aboriginal Elders and Traditional Knowledge Keepers of the ethics, concepts, and practices of reconciliation are vital to long-term reconciliation.
G	Supporting Aboriginal peoples' cultural revitalization and integrating Indigenous knowledge systems, oral histories, laws, protocols, and connections to the land into the reconciliation process are essential.
H	Reconciliation requires political will, joint leadership, trust building, accountability, and transparency, as well as a substantial investment of resources.
I	Reconciliation requires sustained public education and dialogue, including youth engagement, about the history and legacy of residential schools, Treaties, and Aboriginal rights, as well as the historical and contemporary contributions of Aboriginal peoples to Canadian society.

Table 2—Applicable UN Declaration on the Rights of Indigenous Peoples (UNDRIP) Articles¹

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Article 3	Indigenous peoples have the right to self-determination. By virtue of that right they freely determine their political status and freely pursue their economic, social and cultural development.
Article 4	Indigenous peoples, in exercising their right to self-determination, have the right to autonomy or self-government in matters relating to their internal and local affairs, as well as ways and means for financing their autonomous functions.
Article 10	Indigenous peoples shall not be forcibly removed from their lands or territories. No relocation shall take place without the free, prior and informed consent of the indigenous peoples concerned and after agreement on just and fair compensation and, where possible, with the option of return.
Article 11.1	Indigenous peoples have the right to practise and revitalize their cultural traditions and customs. This includes the right to maintain, protect and develop the past, present and future manifestations of their cultures, such as archaeological and historical sites, artefacts, designs, ceremonies, technologies and visual and performing arts and literature.
Article 12.1	Indigenous peoples have the right to manifest, practise, develop and teach their spiritual and religious traditions, customs and ceremonies; the right to maintain, protect, and have access in privacy to their religious and cultural sites; the right to the use and control of their ceremonial objects; and the right to the repatriation of their human remains.
Article 13.1	Indigenous peoples have the right to revitalize, use, develop and transmit to future generations their histories, languages, oral traditions, philosophies, writing systems and literatures, and to reserve and retain their own names for communities, places and persons.
Article 18	Indigenous peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own indigenous decision-making institutions.
Article 24	1. Indigenous peoples have the right to their traditional medicines and to maintain their health practices, including the conservation of their vital medicinal plants, animals and minerals. Indigenous individuals also have the right to access, without any discrimination, to all social and health services. 2.1. Indigenous individuals have an equal right to the enjoyment of the highest attainable standard of physical and mental health. States shall take the necessary steps with a view to achieving progressively the full realization of this right.
Article 25	Indigenous peoples have the right to maintain and strengthen their distinctive spiritual relationship with their traditionally owned or otherwise occupied and used lands, territories, waters and coastal seas and other resources and to uphold their responsibilities to future generations in this regard.

Article 26	1. —Indigenous peoples have the right to the lands, territories and resources which they have traditionally owned, occupied or otherwise used or acquired. 2. —Indigenous peoples have the right to own, use, develop and control the lands, territories and resources that they possess by reason of traditional ownership or other traditional occupation or use, as well as those which they have otherwise acquired. 3.1. States shall give legal recognition and protection to these lands, territories and resources. Such recognition shall be conducted with due respect to the customs, traditions and land tenure systems of the indigenous peoples concerned.
Article 29.1	Indigenous peoples have the right to the conservation and protection of the environment and the productive capacity of their lands or territories and resources. States shall establish and implement assistance programmes for indigenous peoples for such conservation and protection, without discrimination.
Article 31.1	Indigenous peoples have the right to maintain, control, protect and develop their cultural heritage, traditional knowledge and traditional cultural expressions, as well as the manifestations of their sciences, technologies and cultures, including human and genetic resources, seeds, medicines, knowledge of the properties of fauna and flora, oral traditions, literatures, designs, sports and traditional games and visual and performing arts. They also have the right to maintain, control, protect and develop their intellectual property over such cultural heritage, traditional knowledge, and traditional cultural expressions.
Article 32	1. —Indigenous peoples have the right to determine and develop priorities and strategies for the development or use of their lands or territories and other resources. 2.1. States shall consult and cooperate in good faith with the indigenous peoples concerned through their own representative institutions to obtain their free and informed consent prior to the approval of any project affecting their lands or territories and other resources, particularly in connection with the development, utilization or exploitation of mineral, water or other resources.

Table 4 — Principles for Change used by the National Inquiry into Missing and Murdered Indigenous Women and Girls⁵

Focus on Substantive Equality and Human and Indigenous Rights	Indigenous women, girls, and 2SLGBTQIA+ ⁶ people are holders of inherent Indigenous rights, constitutional rights, and international and domestic human rights. In addition, many Indigenous Peoples in Canada are rights holders under various Treaties, land claims, and settlement agreements.
Decolonizing Approach	Recognizes inherent rights through the principle that Indigenous Peoples have the right to govern themselves in relation to matters that are internal to their communities; integral to their unique cultures, identities, traditions, languages, and institutions; and with respect to their special relationship to their resources, which many witnesses described as their relatives

Inclusion of Families and Survivors	Include the perspectives and participation of Indigenous women, girls, and 2SLGBTQIA people with lived experience, including the families of the missing and murdered and survivors of violence
Self-Determined and Indigenous-Led Solutions and Services	Services and solutions must be led by Indigenous governments, organizations, and people
Recognizing Distinctions	Implement in an equitable and non-discriminatory way, addressing the needs of distinct Indigenous Peoples, and taking into account factors that make them distinct such as self-identification, geographical or regional specific information, residency, and a gendered lens and framework
Cultural Safety	Incorporate services and processes that empower Indigenous Peoples
Trauma-Informed Approach	Incorporate knowledge of trauma into all policies, procedures, and practices of solutions and services

Part 3: Objectives and Directive Policies

Objective 1:

Advancing Reconciliation

This objective advances Guiding Principle 2.1.1 [Acknowledge and Respect Indigenous Rights]. Trust Council is committed to reconciliation and to long-term healing and relationship building with Indigenous Governing Bodies and Indigenous Peoples across the region. The policies in this section aim to acknowledge the history and legacy of Indigenous Peoples in the area since time immemorial, to recognize and respect the ~~existing rights~~ 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.

Directive Policies - Reconciliation

~~Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and~~

~~island municipalities~~ Local trust committees shall, in the preparation of regulatory bylaws and amendments . . .

3.1.1 Cooperate with Indigenous Governing Bodies
~~Engage with Indigenous Governing Bodies and provide a record of the engagement at time of bylaw submission or on discretionary land use decisions that they deem may have potential significant impacts on their territories and the ecological health of the Salish Sea, and when addressing all Policy Statement directive policies (i.e. those under Part 3's Objectives 2, 3, 4, and 5).~~

Advisory Policies - Reconciliation

Local trust committees and island municipalities should . . .

3.1.2 Cooperate with Indigenous Governing Bodies
~~Engage with Indigenous Governing Bodies on discretionary planning and land use management decisions that may have potential significant impacts on Indigenous Governing Bodies' territories or the ecological health of the Islands Trust Area.~~

Commented [Staff14]: For Objective 1 box above: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act.

For Objective 1 box above: Proposed change aligns with language in Part 14 of the Local Government Act.

Commented [Staff15]: Under the Islands Trust Act LTCs and IMs have different obligations for different types of bylaws. This proposed language in intro to all directive policies reflects this difference.

Commented [Staff16]: This proposed change and new advisory policy below better align with the jurisdiction of Trust Council under the Islands Trust Act.

Objective 2:
Preserving and Protecting Indigenous Cultural Heritage and Culturally Significant Areas, Sites, and Species

This objective advances Guiding Principle 2.1.2 [Prioritize Environmental and Indigenous Cultural Heritage Protection]. 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 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.

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

Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and

Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . ~~Local trust committees and island municipalities shall...~~

3.2.1	Indigenous Cultural Heritage Sites Through engagement with Indigenous Governing Bodies, identify and protect <u>Address potential impacts to</u> Indigenous cultural heritage sites including, but not limited to, <u>known</u> village sites, burial sites, middens, cairns, petroglyphs, culturally modified trees, fish traps, clam gardens, and pictographs, and known (registered), unregistered, or newly discovered archaeological sites.
3.2.2	Indigenous Harvesting Areas Address potential impacts to <u>Through engagement with Indigenous Governing Bodies, identify and protect known</u> Indigenous harvesting areas on land and marine foreshores including, but not limited to, fish weirs <u>and</u> clam gardens, camas meadows, and other areas used for Indigenous hunting, fishing, trapping, and gathering of plants and medicines.
3.2.3	Other Culturally Significant Areas for Indigenous Peoples Through engagement with Indigenous Governing Bodies, identify and protect areas of importance for Indigenous cultural, spiritual, medicinal and ceremonial practices and gathering areas
3.2.4	Culturally Significant Species and Medicinal Plants Through engagement with Indigenous Governing Bodies, identify and protect and support restoration of culturally significant species and medicinal plants.

Commented [Staff17]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act.

Commented [Staff18]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act.

Advisory Directive 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 protect Indigenous cultural heritage sites including, but not limited to, village sites, burial sites, middens, cairns, petroglyphs, culturally modified trees, fish traps, clam gardens, and pictographs, and known (registered), unregistered, or newly discovered archaeological sites.
3.2.42	Indigenous Harvesting Areas Through engagement with Indigenous Governing Bodies, identify and protect 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.
3.2.53	Other Culturally Significant Areas for Indigenous Peoples Through engagement with Indigenous Governing Bodies, identify and protect areas of importance for Indigenous cultural, spiritual, medicinal and ceremonial practices and gathering areas
3.2.54	Culturally Significant Species and Medicinal Plants Through engagement with Indigenous Governing Bodies, identify and protect and support restoration of culturally significant species and medicinal plants.

Commented [Staff19]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act.

Objective 3:

Preserving and Protecting Healthy and Biodiverse Ecosystems

This objective advances Principle 2.1.2 [Prioritize Environmental Protection]. 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 (excluding invasive species) and promote resilience to climate change.

Directive Policies - Ecosystem Integrity

Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and

Local trust committees shall, in the preparation of regulatory bylaws and amendments ... Local trust committees and island municipalities shall...

3.3.1	Protected Area Networks Identify, establish, and maintain a network of protected areas of sufficient size and distribution to preserve the environmental integrity of ecosystems in their planning area.
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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.
3.3.3	Forest Ecosystems Identify forest ecosystems and prioritize the preservation, protection, and restoration of unfragmented forest ecosystems, with particular focus on remaining stands of relatively undisturbed Coastal Douglas-fir, Arbutus, Garry oak, and Coastal Western Hemlock and their associated ecosystems.
3.3.4	Watershed Ecosystems Identify and prioritize the preservation, protection, and restoration of watershed ecosystems, freshwater sources, and groundwater recharge areas.
3.3.5	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.
3.3.6	Critical Habitat for Species at Risk Identify and prioritize the preservation, protection, and restoration of critical habitat for species at risk.
3.3.7	Islets and Small Islands Identify and prioritize the preservation, protection, and restoration of relatively undisturbed islets and small islands.

Commented [Staff20]: Per Committee of the Whole motion TC-COW-2024-004

Objective 4:

Fostering Sustainable, Inclusive, and Resilient Communities

This objective advances Principle 2.1.2 [Limit the Rate and Scale of Growth and Development], and Principle 2.1.4 [Foster Sustainable, Inclusive, and Resilient Communities]. Trust Council recognizes that the Islands Trust Object is for the benefit of residents of the Islands Trust Area ~~(as defined in section 1.3 – Interpretations of the Trust Object, and includes Coast Salish Peoples)~~ 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, and resilient island communities.

Directive Policies - Managing Growth and Development

~~Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and~~

~~Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall...~~

3.4.1	Sustainable Development Ensure development is compact, energy-efficient, and appropriately situated on the island and on the site in order to: • reduce dependency on private automobile use, and support increased use of trail systems, public transportation, and active transportation • be compatible with preservation and protection of the Trust Area and its area's unique amenities and environment, and • limit impacts on Indigenous cultural heritage, harvesting and hunting areas.
3.4.2	Density Limits Establish appropriate density limits for efficient and sustainable use of the land base that help to safeguard protected area networks, and is compatible with preservation and protection of the Trust Area and its area's unique amenities and environment.
3.4.3	Impacts of Development Consider the aesthetic, environmental, and social impacts of development.
3.4.4	Community Facilities and Services Ensure that each community's current and projected long-term needs for educational, institutional, community, health, cultural, and recreational facilities and services are considered and planned for.
3.4.5	Climate Change Mitigation and Adaptation Identify planning and land use management strategies, and consider nature-based solutions, to minimize greenhouse gas emissions, and adapt to climate change-related vulnerabilities.
3.4.6	Hazardous Areas Identify, with consideration of climate change, areas hazardous to development activities, including, but not limited to, areas subject to flooding, erosion, wildfire, or

Commented [Staff21]: Re. Objective 4 box above: deletion corrects a drafting error

Commented [Staff22]: For consistency with Islands Trust Act

Commented [Staff23]: For consistency with Islands Trust Act

Commented [Staff24]: Proposed change aligns with language in Part 14 of the Local Government Act.

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	slope instability, and direct development away from such hazards.
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3.4.7	Economic Activities Support economic activities that are compatible with preservation and protection of the Trust Area and its area's unique amenities, environment, and community character.
3.4.8	Community Heritage Sites Identify, preserve, protect, and support the restoration of community heritage sites.

Commented [Staff25]: For consistency with Islands Trust Act

Directive Policies - Housing	
<u>Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and</u>	
<u>Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall...</u>	
3.4.9	Appropriate Locations for Densification Identify appropriate locations where density increases could support the development of safe, secure, diverse and affordable housing while reducing dependency on private automobile use, and increasing use of trail systems, public transportation, and active transportation, and without adversely impacting the Trust Area and its area's unique amenities and environment.
3.4.10	Short-Term Rentals Identify and assess the impacts of short-term rentals of dwellings on the availability of safe, secure, and affordable housing and, where necessary, regulate and limit the number of short-term rentals accordingly.
3.4.11	Floor Area and Lot Coverage Limits Determine appropriate floor area and lot coverage limits for residential development to minimize greenhouse gas emissions and cumulative impacts to the Trust Area and its area's unique amenities and environment, including impacts on agricultural land.
3.4.12	Housing Diversity Support housing agreements for affordable housing, and special needs housing, a diversity of housing tenures, including rentals, co-operatives and other alternatives to fee simple ownership.

Commented [Staff26]: For consistency with Islands Trust Act

Commented [Staff27]: For consistency with Islands Trust Act

Commented [Staff28]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act. Language regarding housing tenure moved to advisory policy below.

Advisory Policies - Housing	
<u>Local trust committees and island municipalities should...</u>	
3.4.13	Housing Options Support a range of housing types and tenures, including rentals, co-operatives and other alternatives to fee-simple ownership.

Directive Policies - Transportation	
<u>Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and</u>	
<u>Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall...</u>	
3.4.14 2	Public and Active Transportation Networks Identify and establish appropriately situated, safe, comfortable, and equitable transportation networks, both on the islands and to the islands that reduce dependency on private automobile use, encourage electric vehicles, and support increased use of trail systems, public transportation, and active transportation.
3.4.14	Road Systems Strive to ensure that road location, design, construction, and road systems are compatible with preservation and protection of area's unique amenities and environment.
3.4.15 5	Rural Roadways Identify and protect rural roadways, including scenic and/or heritage roads.
3.4.15 6	Emergency Helicopters Identify appropriate areas for the landing of emergency helicopters that do not adversely impact the area's unique amenities and environment.

Commented [Staff29]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act. Language regarding road systems moved to advisory policy below.

Commented [Staff30]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act.

Advisory Policies - Transportation	
<u>Local trust committees and island municipalities should...</u>	
3.4.16	Road Systems Strive to ensure that road location, design, construction, and road systems are compatible with preservation and protection of the Trust Area and its area's unique amenities and environment.

Commented [Staff31]: For consistency with Islands Trust Act

Directive Policies - Waste	
<u>Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and</u>	
<u>Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall...</u>	
3.4.17	Disposal of Waste Identify appropriate locations for waste transfer stations for the removal of waste from the Islands Trust Area on islands with vehicle ferry service that are compatible with the preservation and protection of the Trust Area and its area's unique amenities and environment.

Commented [Staff32]: For consistency with Islands Trust Act

3.4.18	Septic Systems Establish requirements for the location and siting of new septic systems to mitigate adverse impacts on the Trust Area and its area's unique amenities and environment, including Indigenous Peoples' cultural heritage sites and marine harvesting areas.
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Commented [Staff33]: For consistency with Islands Trust Act

Directive Policies - Recreation	
<u>Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and</u> <u>Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall.</u>	
3.4.19	Preservation of Natural Heritage Identify, preserve, protect, and support the restoration of natural heritage sites.
3.4.20	Location and Types of Recreational Facilities Identify appropriate locations and types of facilities for low-impact and active recreational activities, and discourage high-impact recreational facilities that may adversely impact the preservation and protection of the Trust Area and its area's unique amenities and environment.
3.4.21	Access to Recreational Facilities Identify appropriate locations, types, and safe public access to recreational facilities
3.4.22	Access to Community Marinas, Boat Launches, and Docks. Identify safe public access to community marinas, boat launches, and docks.
3.4.23	Access to Anchorages Identify appropriate and safe small-craft anchorage public-access locations.
3.4.24	Trail Systems Identify appropriate locations, types, 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 area's unique amenities and environment.
3.4.25	Public Shoreline Access Identify and protect areas providing 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 the environment.
3.4.26	Destination Gaming Facilities Prohibit destination gaming facilities such as casinos and commercial bingo halls.

Commented [Staff34]: For consistency with Islands Trust Act

Commented [Staff35]: For consistency with Islands Trust Act

Commented [Staff36]: For consistency with Islands Trust Act

Objective 5:

Fostering Sustainable Stewardship of Lands and Waters

This objective advances Principle 2.1.3 [Limit the Rate and Scale of Growth and Development] and Principle 2.1.2 [Prioritize Environmental [and Indigenous Cultural Heritage](#) Protection]. 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.

Directive Policies - Freshwater	
<u>Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and</u>	
<u>Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall...</u>	
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.
3.5.2	Freshwater Demand and Supply Projections Ensure that existing, anticipated, and seasonal water demand and water availability are considered.
3.5.3	Freshwater Quality Strive to ensure that freshwater quality is maintained or remediated.
3.5.34	Freshwater Self-Sufficiency Ensure that islands are self-sufficient in their supply of freshwater.
3.5.5	Freshwater Uses Strive to ensure that freshwater use is not to the detriment of other uses of the waterway—such as fish and fish habitat uses, Indigenous cultural and spiritual uses, aesthetic and recreational uses, and the maintenance of water quality in lakes, streams, and wetlands.

Commented [Staff37]: Re. Objective 5 box above:
Proposed amendment corrects drafting error

Commented [Staff38]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act. Language regarding freshwater quality moved to advisory policy below

Commented [Staff39]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act. Language regarding freshwater uses moved to advisory policy below

Advisory Policies - Freshwater	
<u>Local trust committees and island municipalities should ...</u>	
3.5.5	Freshwater Quality Ensure that freshwater quality is maintained or remediated.
3.5.6	Freshwater Uses Strive to ensure that freshwater use is not to the detriment of other uses of the waterway—such as fish and fish habitat uses, Indigenous cultural and spiritual uses, aesthetic and recreational uses, and the maintenance of water quality in lakes, streams, and wetlands.

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recreational uses, and the maintenance of water quality in lakes, streams, and wetlands.

Directive Policies - Forest Lands	
<u>Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and</u>	
<u>Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall..</u>	
3.5.6	Forest Lands for Sustainable Management Retain 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 area's unique amenities and environment.
3.5.7	Forest Lands and Road Systems Ensure that Consider siting of roads systems and utility corridors are appropriately situated to minimize the fragmentation of forest lands.
3.5.7 8	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.

Commented [Staff40]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act.

Commented [Staff41]: For consistency with Islands Trust Act

Commented [Staff42]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act.

Commented [Staff43]: Proposed change aligns with language in Part 14 of the Local Government Act.

Directive Policies - Agricultural Lands	
<u>Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and</u>	
<u>Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall..</u>	
3.5.9	Protection of Agricultural Lands Identify and protect agricultural lands for current and future use consistent with the Agricultural Land Commission Act and its regulations for agricultural land within the Agricultural Land Reserve while considering downstream impacts, wildlife habitat, and adjacent properties.
3.5.10	Agriculture and Adjacent Properties Minimize any adverse impacts of land uses from adjacent properties on agricultural lands.
3.5.11	Agriculture and Road Systems Ensure that Consider siting of roads and utility corridors are appropriately situated to minimize fragmentation of agricultural lands.
2.5.12	Sustainable Agriculture Strive to preserve, protect, and encourage sustainable farming and sustainability of farming.

Commented [Staff44]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act. Language regarding sustainable agriculture moved to advisory policy below.

3.5.12	Economic Viability of Farms
2	<u>Consider</u> Strive to address 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 area's unique amenities and environment.

Commented [Staff45]: “Strive to” policies have been removed throughout

Commented [Staff46]: For consistency with Islands Trust Act

Advisory Policies - Agricultural Lands	
<u>Local trust committees and island municipalities should ...</u>	
3.5.13	Sustainable Agriculture
	<u>Preserve, protect, and encourage sustainable farming and sustainability of farming.</u>

Directive Policies - Soil and Fill	
Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and	
Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall...	
3.5.14	Soil Removal and Deposit Foster the preservation, protection, and restoration of soils in the Islands Trust Area.
3.5.15	Soil and Fill from Middens and Foreshore Areas of Cultural Significance Prohibit alteration, removal or excavation of soil or fill from middens or foreshore areas identified as culturally significant areas.

Directive Policies - Marine Shorelands	
Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and	
Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . Local trust committees and island municipalities shall...	
3.5.16	Aquaculture Tenures Direct commercial aquaculture tenures to appropriate locations that will not adversely impact areas of cultural, spiritual, archaeological, medicinal or recreational significance, or established or designated upland land uses, anchorages or moorages.
3.5.17	Setbacks from the Sea Consider the 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.
3.5.18	Soft Shoreline Protections Consider and foster soft shoreline approaches first, 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.
3.5.19	Marinas Identify requirements for the location, size, and nature of marinas that are compatible with preservation and protection of the Trust Area and its area's unique amenities and environment.
3.5.20	Sharing of Coastal Facilities Identify opportunities for the sharing of coastal facilities such as docks, wharves, floats, jetties, boat houses, board walks, and causeways.
3.5.21	Private Docks Limit or prohibit new private docks in areas identified as culturally significant by Indigenous Governing Bodies and Indigenous Knowledge Holders, in areas that provide critical habitat for species at risk, and in areas of recreational significance; and consider the cumulative effects of docks.

Commented [Staff47]: For consistency with Islands Trust Act

Directive Policies - Emissions

Local trust committees and island municipalities shall, in the preparation of official community plans and amendments; and

Local trust committees shall, in the preparation of regulatory bylaws and amendments . . . ~~Local trust committees and island municipalities shall.~~

3.5.22 Emissions to Air, Land, and Water.

Regulate land use and development to reduce detrimental emissions, including greenhouse gas emissions, to air, land, and water.

Part 4: Implementation

4.1 – Policy Statement Implementation

Statutory Bylaw Approval Process:

The main implementation mechanism to ensure that the Policy Statement is implemented in local planning and land use management decision making is the statutory bylaw referral process, as stipulated in the *Islands Trust Act*.

Commented [Staff48]: Proposed change aligns with language in Part 14 of the Local Government Act.

Local Trust Committees: Under Section 27 (1) of the *Islands Trust Act*, a local trust committee must submit its bylaws to Executive Committee for approval before adoption. If Executive Committee returns a bylaw with requested changes or refuses to approve a bylaw, the local trust committee may refer the bylaw to Trust Council for approval. A bylaw has no effect until it is approved by Executive Committee or Trust Council. A bylaw adopting or amending an official community plan has no effect until it is approved by the Minister responsible for Islands Trust.

Commented [Staff49]: Proposed change helps future-proof the document in the event of ministry name change

Island Municipalities: Under Section 38 (1) of the *Islands Trust Act*, the council of a municipality, all or part of which is in the Islands Trust Area, must submit certain official community plan bylaws to Executive Committee for approval before adoption. If Executive Committee returns a bylaw with requested changes or refuses to approve the bylaw, the municipality may refer it to Trust Council for approval. If Trust Council returns or refuses to approve a bylaw, the municipality may submit it to the Minister for approval. Bylaws have no effect until they are approved by Executive Committee, Trust Council, or the Minister responsible for Islands Trust.

Commented [Staff50]: Proposed change for clarity

Executive Committee Approval: Under Section 15(4) of the *Islands Trust Act*, bylaws submitted to the Executive Committee must not be approved by the Executive Committee, or Trust Council, if they are contrary to or at variance with the Islands Trust Policy Statement. As interpreted by the courts, "contrary to or at variance with," means that there is an absolute and direct collision between the local trust committee or island municipality bylaw and the Policy Statement.

Commented [Staff51]: Proposed change helps future-proof the document in the event of ministry name change

Commented [Staff52]: Propose for deletion as unnecessary

Organizational Policy Alignment:

All Islands Trust bodies should are expected to take general policy direction from the Policy Statement to ensure that all decisions and activities of the organization are centered on carrying out the Islands Trust Object. The Guiding Principles of the Policy Statement should form the basis of Trust Council's strategic planning process. To ensure consistency between the Policy Statement and the activities of Islands Trust bodies, staff should reference the Policy Statement and its relevant sections in meetings, staff reports, work programs, inter-governmental agreements (including protocols, letters of understanding and memoranda of understanding) and responses to referrals from other agencies. All inter-governmental coordination agreements, external communications, and advocacy should be consistent with the principles and policies set out in the Policy Statement.

Commented [Staff53]: Proposed change for clarity

Monitoring and Evaluation:

Trust Council will report on its progress in implementing the objectives contained in the Policy Statement each year through the Islands Trust Annual Report.

4.2 – Policy Statement Amendments

Policy Statement Amendment Projects:

At the beginning of each term, in conjunction with its strategic planning process, Trust Council can identify any Policy Statement amendment tasks to be undertaken that term. Newly elected Trust Councils ~~shall cooperate~~will likely wish to engage~~consult~~ with Indigenous Governing Bodies, and may wish to engage with ~~other~~other key partners and interested and affected parties across the Islands Trust Area to define priorities for Policy Statement amendments that term. Any topics that are not able to be addressed in a particular term could be noted on a “Policy Statement Amendment Topic Review Inventory” for consideration by Trust Council at a later date. Once an amendment project is initiated, Trust Council could assign the Executive Committee or a council committee the task of leading and coordinating the Policy Statement review and amendment project, with the support of other committees as appropriate. As part of its annual budget cycle, Trust Council should consider allocating resources required for a Policy Statement amendment project, including for any related communications and engagement.

Commented [Staff54]: Proposed change to avoid fettering future Trust Council’s decision making

Commented [Staff55]: Proposed addition for clarity

Communications, Engagement, and Referrals:

As soon as practicable after the initiation ~~in cooperation consultation through engagement with Indigenous Governing Bodies~~, of a Policy Statement amendment process, the assigned committee should adopt a communications and engagement plan appropriate to the scope and scale of the amendment project. ~~Referrals are required to Indigenous Governing Bodies and regional district boards. Proposed Policy Statement amendments may must be referred to regional district boards in the Islands Trust Area and should be referred to Indigenous Governing Bodies and regional district boards.~~ While there are no statutory requirements for public engagement or public hearings related to the Policy Statement, in cases where major amendments are being considered, Trust Council should inform and consult members of the public and relevant partner agencies. Engagement and referral partners could include, but would not be limited to: local trust committees and island municipalities; the Islands Trust Conservancy Board; residents and non-resident property owners in the Islands Trust Area; ~~other~~other residents of British Columbia; municipal councils, improvement district boards operating within the Islands Trust Area; relevant provincial government agencies; and other persons and organizations who would be interested and affected by the proposed Policy Statement amendments.

Commented [Staff56]: This proposed change better aligns with the jurisdiction of Trust Council under the Islands Trust Act and avoids fettering future Trust Council decision making

Commented [Staff57]: Proposed addition for clarity

Legislative Process:

Adoption of a Policy Statement amendment bylaw occurs only after Trust Council has undertaken four readings of the proposed Policy Statement bylaw and received approval by the Minister ~~responsible for~~responsible for ~~Islands Trust~~.

Commented [Staff58]: Proposed change helps future-proof the document in the event of ministry name change

Implementation of Policy Statement Amendments:

Policy Statement amendment bylaws become effective upon date of adoption and are not retroactive. Following the adoption of Policy Statement amendments, Trust Council should in consultation with each local trust committee and island municipality develop a “Policy Statement Implementation Plan”. The Policy Statement Implementation Plan will set a timeline for official community plans and regulatory bylaw amendments to bring them into compliance with the amended Policy Statement. As part of its budget processes, Trust Council may allocate resources to support local trust committees and island municipalities to undertake this work.

Glossary of Terms

NOTE: The source references listed in this draft glossary would be removed prior to first reading and are included here solely for informational purposes during the amendment review process. Citations are not typically included in glossaries.

Aboriginal (see Indigenous Peoples)	This is a collective name for all of the original peoples of Canada and their descendants. The Constitution Act of 1982 specifies that the Aboriginal Peoples in Canada consist of three groups – First Nations, Inuit and Métis – with unique heritages, languages, cultural practices and spiritual beliefs. The term Aboriginal peoples should not be used to describe only one or two of the groups. Because Aboriginal peoples is the term used in Canada's constitution, it has specific importance within a Canadian legal context. Other terms include Indigenous Peoples, Native Peoples, Original Peoples, or First Peoples. For our purposes, the term "Indigenous Peoples" is currently the preferred and most respectful term to use. (Source: Assembly of First Nations)
Archaeological Sites	Archaeological sites consist of the physical remains of past human activity. All archaeological sites in British Columbia are protected under the <i>Heritage Conservation Act</i> . This applies whether sites are located on public or private land, and whether the site is known or unknown. Protected archaeological sites may not be altered or changed in any manner without a permit. There are over 60,000 archaeological sites recorded in BC's Provincial Heritage Register including the remains of village and other habitation sites, as well as resource procurement activities such as fishing weirs and culturally modified trees. These sites may date anywhere from recent times to 14,000+ years ago, and studies continue to uncover new information. (Source: BC Archaeology Branch)
Biodiversity	Biodiversity (biological diversity) is the variety of living things, including diversity within species (genetic diversity), diversity between species, and diversity of ecosystems. When biodiversity characteristics are assessed for any location or region, three attributes are considered: 1) composition (describes the parts of each biodiversity component in that area – e.g. habitat types, species present, genetic diversity within species); 2) structure (refers to the physical characteristics supporting that composition – e.g. size of habitats, forest canopy structure, etc.); 3) function (means the ecological and evolutionary processes affecting life within that structure – e.g. pollination, natural disturbances, predator-prey relationships). (Source: Biodiversity BC)
Colonialism	Colonizers are groups of people or countries that come to a new place or country and steal the land and resources from Indigenous peoples, and develop a set of laws and public processes that are designed to violate the human rights of the Indigenous peoples, violently suppress the governance, legal, social, and cultural structures of Indigenous peoples, and force Indigenous peoples to conform with the structures of the colonial state. Historical and ongoing colonialism, including the dispossession of lands, has a deep and devastating impact on Indigenous people and communities. (Source: BC Addressing Racism Working Glossary; BC Office of the Human Rights Commissioner)
Community Heritage Site	A community heritage site is real property that is considered to be heritage property. (Source: Local Government Act)
Conservation	Actions, legislation, or institutional arrangements that lead to the protection or preservation of a given species, group of species, habitat, natural area, or property or areas of human heritage value or character.

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Review - with proposed revisions for consideration on August 22.

Critical Habitat	Under the federal <i>Species at Risk Act</i> , critical habitat is the habitat that is necessary for the survival or recovery of listed extirpated, endangered, or threatened species, and that is identified as critical habitat in a recovery strategy or action plan. Extirpated species means a wildlife species that no longer exists in the wild in Canada, but exists elsewhere in the wild. Endangered species means a wildlife species that is facing imminent extirpation or extinction. Threatened species means a wildlife species that is likely to become an endangered species if nothing is done to reverse the factors leading to its extirpation or extinction. (Source: <i>Species at Risk Act</i>)
Land Use Density and Intensity	Density is regulated through zoning. Density may be defined by the number of units per given area of land. Density may also be measured by dividing the built area including all floor area, by the total area of the lot, e.g., floor area ratio (FAR) is an example Intensity of use refers to the impacts of different types of land uses, e.g., certain types of commercial or industrial uses could be more intense with more impacts than residential or vice versa. Of note, density and intensity of use can combine to increase cumulative impacts of the land use.
Ecosystem	An ecosystem is a collection of communities of both living and non-living things that are connected. The biotic elements in an ecosystem include living things such as plants and animals. The abiotic elements found in an ecosystem include non-living things like land forms or climate. Healthy ecosystems provide important “services,” like clean air and water, healthy forests and farms, and habitat for plants and animals. (Source: Government of BC)
Ecosystem Integrity	Ecosystems have integrity when their native components, such as native species, biological communities, natural landscapes and ecological functions, are intact and are likely to persist. (Source: Government of Canada)
Environment	The components of the Earth, including: 1. land, water and air, including all layers of the atmosphere, 2. all organic and inorganic matter and living organisms, and 3. the interacting natural systems that include components referred to in paragraphs (a) and (b). (Source: Impact Assessment Agency of Canada)
Equity / Equitable	Equity refers to achieving parity in policy, process and outcomes for historically and/or currently underrepresented and/or marginalized people and groups while accounting for diversity. It considers power, access, opportunities, treatment, impacts and outcomes. (Source: Equity & Inclusion Glossary, UBC)
First Nations	First Nations is not a legal term but came into common use in the 1970s to replace Indian, which some people found offensive. Many communities have also replaced “band” with “First Nation” in their names. Symbolically, the term elevates First Nations to the status of “first among equals” alongside the English and French founding nations of Canada. It also reflects the sovereign nature of many communities, and the ongoing quest for self-determination and self-government. First Nations people may live on or off reserve, they may or may not have legal status under the <i>Indian Act</i> , and they may or may not be registered members of a community or nation. “First Nations” should be used exclusively as a general term as community members are more likely to define themselves as members of specific nations or communities within those nations. (Source: Assembly of First Nations)

Groundwater Recharge Areas	Groundwater recharge areas are terrain that inherently provide geographical and ecological conditions for the infiltration of water from the land surface to the subsurface through soils, sediments, and fractured bedrock to replenish groundwater sources. Groundwater recharge areas can be <i>diffuse</i> where widespread precipitation on the landscape infiltrates into groundwater sources or <i>localized</i> where discrete surface water sources such as streams, lakes, septic fields, and/or irrigation fields infiltrate into groundwater sources. Groundwater recharge areas that have a significant groundwater recharging effect for drinking water sources or groundwater dependent ecosystems in the Islands Trust Area are defined as <i>Critical Aquifer Recharge Areas</i> .
Heritage Site	Heritage site means, whether designated or not, land, including land covered by water, that has heritage value to British Columbia, a community or an aboriginal people. (Source: BC Heritage Conservation Act)
Inclusive / Inclusion	Inclusion is an active, intentional, and continuous process to address inequities in power and privilege, and build a respectful and diverse community that ensures welcoming spaces and opportunities to flourish for all. (Source: Equity & Inclusion Glossary, UBC)
Indigenous Cultural Heritage	Indigenous Peoples understand and describe cultural heritage according to their distinct perspectives, traditions, and languages. For Indigenous Peoples, cultural heritage refers to ideas, experiences, objects, artistic expressions, practices, knowledge, and places that are valued because they are culturally meaningful, connected to shared memory, or linked to collective identity. Indigenous cultural heritage cannot be separated from either Indigenous identity or Indigenous life. Indigenous cultural heritage can be inherited from ancestors or it can be created by people today as a legacy for future generations. Indigenous Peoples have a right to identify their own cultural heritage, interpret its meaning, and safeguard its value. (Source: Indigenous Heritage Circle)
Indigenous Governing Body	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 <i>Constitution Act, 1982</i> .
Indigenous Knowledge / Knowledge Holders	There is no single definition of Indigenous Knowledge. For our purposes, we understand "Indigenous Knowledge" as a term that refers to a set of complex knowledge systems based on the worldviews of Indigenous peoples. Indigenous Knowledge reflects the unique cultures, languages, values, histories, governance and legal systems of Indigenous peoples. It is place-based, cumulative and dynamic. Indigenous Knowledge systems involve living well with, and being in relationship with, the natural world. Indigenous Knowledge systems build upon the experiences of earlier generations, inform the practice of current generations, and evolve in the context of contemporary society. Different First Nations, Inuit and Métis communities each have distinct ways of describing their knowledge. Knowledge Holders are the only people who can truly define Indigenous Knowledge for their communities. It is important to note that some Indigenous communities are struggling to maintain their Indigenous Knowledge due to ongoing impacts of colonialism. (Source: Impact Assessment Agency of Canada)
Indigenous Peoples (see Aboriginal Peoples)	Indigenous Peoples has the same meaning as aboriginal peoples in section 35 of the <i>Constitution Act, 1982</i> . The Assembly of First Nations also states: There is no official definition of Indigenous Peoples. In part, Indigenous communities, peoples and nations can be described as those which, having a historical continuity with pre-invasion and pre-colonial societies that developed on their territories, consider themselves distinct from other sectors of the societies now prevailing on those territories. Other terms include Aboriginal Peoples, Native Peoples, Original Peoples, or First Peoples. (Source: Assembly of First Nations)

Indigenous Rights	The term 'Indigenous Rights' is to be interpreted in accordance with the Province of British Columbia's Distinctions-Based Approach Primer, December 2023.
Middens	Midden, or 'shell midden' archaeological sites are indicative of past First Nations settlement activity. Formed by the accumulation of stratified cultural deposits over thousands of years, shell midden sites represent some of the most complex archaeological sites in the world. Source: McLay et al (2008) <i>A'ihut tu tet Sul'hweentst Respecting the Ancestors</i> Note: A midden may be an archaeological indicator of village and burial sites, and may contain ancestral remains
Nature-based solutions	Nature-based solutions are actions to protect, sustainably manage, and restore natural and modified ecosystems that address societal challenges effectively and adaptively, simultaneously benefiting people and nature. Nature-based Solutions address societal challenges through the protection, sustainable management and restoration of both natural and modified ecosystems, benefiting both biodiversity and human well-being. Nature-based Solutions are underpinned by benefits that flow from healthy ecosystems. They target major challenges like climate change, disaster risk reduction, food and water security, biodiversity loss and human health, and are critical to sustainable economic development. (Source: International Union for Conservation of Nature (IUCN))
Precautionary Principle	Principle 15 of the Rio Declaration, known as the precautionary principle, states: "In order to protect the environment, the precautionary approach shall be widely applied by States according to their capabilities. Where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental degradation." Four central components of the precautionary principle include: taking preventive action in the face of uncertainty; shifting
	the burden of proof to the proponents of an activity; exploring a wide range of alternatives to possibly harmful actions; and increasing public participation in decision making. (Source: <i>The Precautionary Principle in Environmental Science</i> , Kriebel et al., 2001)
Preservation	To maintain in a given condition. Preservation often requires maintaining the processes that generate the desired condition.
Protection	To maintain over the long term by managing, or if necessary limiting, the type and intensity of development or activity to ensure that valued attributes are not compromised or destroyed.
Reconciliation	Reconciliation is about establishing and maintaining a mutually respectful relationship between Aboriginal and non-Aboriginal peoples in this country. In order for that to happen, there has to be awareness of the past, an acknowledgement of the harm that has been inflicted, atonement for the causes, and action to change behavior. (Source: Truth & Reconciliation Commission)
Restoration	Restoration is the process of assisting the recovery of an ecosystem that has been degraded, damaged, or destroyed. Ecological restoration seeks to initiate or accelerate ecosystem recovery following damage, degradation, or destruction. (Source: Society for Ecological Restoration)

Commented [CF59]: Edited for accuracy

Sensitive Ecosystems	Sensitive ecosystems are classified as 'sensitive' because of their rarity and vulnerability to disturbances such as human impacts and climate change. The BC Sensitive Ecosystems Inventory identifies sensitive ecosystem types, which have been adapted by the Islands Trust Conservancy to identify sensitive ecosystems commonly found in the Islands Trust Area, including: <u>Cliff</u>: Steep slopes, often with exposed bedrock. Very little soil accumulation, and only exceptionally hardy trees and plants. Cliffs are important vegetation refugia because they are often inaccessible to deer browsing or livestock grazing and can be important nesting habitat for birds. <u>Freshwater</u>: all freshwater networks including but not limited to streams, lakes, wetlands, groundwater sources, springs, and precipitation⁵. <u>Herbaceous</u>: Shallow soils characteristic of herbaceous ecosystems support low-growing vegetation, such as grasses, forbs (low, broad-leaved plants), wildflowers, mosses and lichens. Few trees and shrubs survive on these sites due to the fast-drying and often shallow nature of the exposed soils. <u>Old and Mature Forest</u>: Dry to moist forests dominated by conifer or deciduous tree species with a canopy cover of over 30%. Old forests have a stand age of over 250 yrs.; Mature forests have a stand age of 80–250 yrs. <u>Riparian</u>: Located adjacent to lakes, streams and rivers and characterized by plant communities and soils dependent on increased moisture. Influenced by erosion, sedimentation, flooding and seepage. <u>Wetland</u>: Feature moisture-dependent plants that thrive in an environment where water remains at or above the surface of the soil during most of the year. Can be bog, fen, marsh, swamp, shallow water, wet meadow or a mixture of these types. <u>Woodland</u>: Dry and open forests dominated by a mix of broadleaf and coniferous tree species with canopy coverage of 10–30%. Generally restricted to south-facing slopes and ridges with shallow soils and bedrock outcroppings. (Source: BC Sensitive Ecosystems Inventory, as adapted in Islands Trust Conservancy Regional Conservation Plan 2018-2027)
Species At Risk	An extirpated, endangered, threatened species, or a species of special concern. Extirpated species means a wildlife species that no longer exists in the wild in Canada, but exists elsewhere in the wild. Endangered species means a wildlife species that is facing imminent extirpation or extinction. Threatened species means a wildlife species that is likely to become an endangered species if nothing is done to reverse the factors leading to its extirpation or extinction. Species of special concern means a wildlife species that may become a threatened or an endangered species because of a combination of biological characteristics and identified threats. (Source: Federal <i>Species at Risk Act</i>)
Stewardship	Voluntary, cooperative actions that nurture and take responsibility for the long-term integrity of the environment and amenities in the Islands Trust Area
Sustainable	Capable of being maintained indefinitely; capable of meeting the environmental, economic, and social needs of current generations without compromising the ability of future generations to meet their needs.
Treaties / Treaty Nations	Treaties are constitutionally protected, government-to-government agreements that identify, define and implement a range of rights and obligations, creating long-term, mutually binding commitments. Treaties negotiated through the BC treaty negotiations process are tripartite agreements between the governments of Canada, British Columbia, and a First Nation. The goal of treaties is reconciliation. Treaties signed with First Nations in Canada between 1701 and 1923 are commonly referred to as historic treaties. In BC, there are Douglas treaties, signed with First Nations on Vancouver Island, and Treaty 8 covering a portion of northeastern BC. Treaties signed today are called modern treaties, and cover where there are no historic treaties, and can also deal with matters not addressed in historic treaties. (Source: BC Treaty Commission)

Trust Council Meeting and Motions Primer

MOTIONS	Always use the following format for every motion: <i>Move That Islands Trust Council request [X Committee, Staff, CAO, Chair X] to...</i> Email or speak to the relevant director about the substance of your resolution if you would like feedback to assist in making the motion actionable. Once the motion is complete, send it to: motion@islandstrust.bc.ca
QUORUM & ATTENDANCE (ELECTRONIC & IN- PERSON)	The Chair is responsible to ensure there is a quorum at all times. The number in the meeting is also important to know for counting of votes. When leaving the meeting (stepping out for any reason), please ensure you notify the <u>minute taker</u> when you leave and when you return. Please email the minute taker to let them know you are leaving the meeting, and email them to let them know you have returned. This should be done if you are stepping away and cannot hear the proceedings. If you do not let the minute taker know, it is possible that there could be a vote, and your non-vote would be recorded as abstained (which is a vote in favour under the legislation). If you have not informed staff of your departure from the meeting, you will be considered in attendance.
CONTACT STAFF	- Minute taker: Lisa Millard, lmillard@islandstrust.bc.ca - Meeting logistics: Alexandra Trifonidis, atrifonidis@islandstrust.bc.ca - Technical issues: Daphne Shaed, dshaed@islandstrust.bc.ca - Voting: Director Marlor, dmarmor@islandstrust.bc.ca - Off-site support: Lori Foster, lfoster@islandstrust.bc.ca - General enquiries: execadmin@islandstrust.bc.ca
RECOGNITION TO SPEAK	- Trustees may speak once recognised by the Chair to speak. For those connected electronically, please wait and ensure the Chair has recognised you before you begin speaking. - Trustees may speak only to the matter currently being debated by Council, the motion on the floor, not speak to a matter already resolved by Council, and stop speaking when called to order by the Chair. - You may INTERRUPT a speaker for these reasons only: ➤ to get information about business – point of information to get information about rules

RECOGNITION TO SPEAK	➤ if you can't hear, safety reasons, comfort, etc. – question of privilege ➤ if you see a breach of the rules – point of order (see below) ➤ if you disagree with the Chair’s ruling – appeal ➤ if you disagree with a call for Unanimous Consent – object
POINTS OF ORDER	• No trustee may interrupt another trustee who is speaking except to raise a point or order or privilege. • The Chair is to make a ruling on points of order and must provide the basis for the ruling, and is to maintain order, and may expel a trustee for improper conduct. • A trustee may ask: ➤ for a motion on the floor to be read out (but cannot interrupt another trustee who is speaking unless that trustee consents); ➤ the Chair to explain a ruling on a point of order (which the Chair must then provide without debate); and ➤ the Chair a question in relation to a matter connected to the affairs of Trust Council (the Chair may require this be put in writing). • A trustee may challenge a point of order decision by the Chair; in this case the Chair will put the question: “Does council support the Chair in the ruling on the point of order?”
ROBERTS RULES	Guiding Principles: ➤ Everyone has the right to participate in discussion if they wish, before anyone may speak a second time. ➤ Everyone has the right to know what is going on at all times. Only urgent matters may interrupt a speaker. ➤ Only one thing (motion) can be discussed at a time. You have heard enough discussion. Move to close the debate. Also referred to as calling the question. This cuts off discussion and brings the assembly to a vote on the pending question only. Requires a 2/3 rds. vote. You are unsure the Chair or Director of Legislative Services announced the results of a vote correctly. Without being recognized, call for a “division of the house.” A roll call vote will then be taken.
ORDER OF RULES	Meeting procedures are governed in the following hierarchy: 1. Legislation 2. Trust Council Bylaws 3. Trust Council Policies 4. Roberts Rules of Order

Islands Trust Council Quarterly Meeting Schedule

September 24 - 26, 2024

Tuesday, September 24		Wednesday, September 25		Thursday, September 26	
10:00	Executive Committee Meeting (Dodd Narrows Room A/B)	8:30	Executive Office (Continued) Consent Agenda Item(s) Decision/Discussion Items Section 3: Islands Trust Object Discussion	8:30	Closed Meeting Public are welcome to attend all sessions excluding the Closed Meeting Rise and Report
11:30	Lunch				
12:30	Land Acknowledgement / Territorial Welcome Call to Order and Approval of Agenda	10:00	Break	9:30	Break
12:45	General Business Arising Consent Agenda Item(s) Islands Trust Active Priorities Chart Committees Work Programs (EC, GC, FPC, RPC, TPC, ITCB)	10:15	Executive Office (Continued) Decision/Discussion Items Provincial Request for Review of Islands Trust	9:45	Administrative Services Consent Agenda Item(s) Decision/Discussion Items
1:30	Trustee Roundtable Emerging issues and island updates			10:45	New Business Trustee-Initiated Requests for Decision Trustee Morrison - Dark Skies - RFD Trustee Boland, Campbell and Elliott - Update on work to date on Action 26 of the Islands Trust Housing Strategic Plan
3:00	Correspondence				
3:15	Break	12:00	Lunch	12:00	Lunch (short lunch break)
3:30	Delegations / Public Comment John Roe - Veins of Life Watershed Society Elsie Born - Salt Spring Island Poultry Club	1:00	Trust Area Services Consent Agenda Item(s) Decision/Discussion Items COtW: Policy Statement Amendment Project	12:30	Disposition of Delegations/Public Comment & Correspondence
		3:30	Break	12:45	Meeting Wrap-up Trustee Updates - Community Committee Participation Next Meeting Proposed December Trust Council 3-day Program
5:00	Executive Office Consent Agenda Item(s) Decision/Discussion Items Strategic Plan Approval	3:45	Planning Services Consent Agenda Item(s) Decision/Discussion Items	1:00	Adjournment (approx.)
		5:00	Legislative & Information Services Consent Agenda Item(s) Decision/Discussion Items		
5:30	Adjourn for the Day (approx.)	5:30	Adjourn for the Day (approx.)		
6:30-7:30	Dinner	6:30-7:30	Dinner		
*times are provided for information and may vary				 Islands Trust Visit the meeting webpage: https://islandstrust.bc.ca/event/trust-council-quarterly-meeting-2-2/ ~ to view the agenda package ~ to join the meeting electronically, view livestream or attend by phone-in	



REQUEST FOR DECISION

To: Trust Council **For the Meeting of:** September 25, 2024
From: Executive Office **Date Prepared:** August 29, 2024
SUBJECT: Approval of the Islands Trust 2025-2028 Strategic Plan

RECOMMENDATION:

That Islands Trust Council:

1. Approve the Goals & Desired Outcomes, Strategic Directions, and Key Initiatives identified in the document entitled *"Draft Islands Trust Strategic Plan 2025-2028"*;
2. Endorse prioritization of the key initiatives identified for the 2025/26 fiscal year in the document entitled *"Draft Islands Trust Council Strategic Plan 2025-2028"*; and
3. Request the Financial Planning Committee and staff to use the proposed activities for the 2025/26 fiscal year in the *"Draft Islands Trust Council Strategic Plan 2025-2028"* as a basis for developing a draft budget for the 2025/26 fiscal year.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

Approval of the strategic plan elements will assist the Islands Trust to focus its organizational resources on those strategic goals and objectives that Trust Council has identified as focus areas for the remainder of the term. The goals identified in the strategic plan are consistent with the Islands Trust Object and Policy Statement (both current and the amended draft revised). Staff's ability to deliver on the strategic plan initiatives will be influenced by Trust Council's resourcing of the plans as part of the annual budget approval, Trust Council displacing strategic initiatives with new priorities as time progresses, and staff vacancies that may occur over the term.

1 PURPOSE:

1. To seek Trust Council's approval of the Islands Trust Council Strategic Plan Goals, Strategies, and Key Initiatives for 2025-28;
2. To seek Trust Council's direction on which Strategic Plan Initiatives should be prioritized for the 2025/26 year; and
3. To direct staff and the Financial Planning Committee to use Trust Council's identified 2025/26 strategic plan initiatives as the basis for developing the draft 2025/26 budget.

2 BACKGROUND:

Extension of the 2018-2022 Strategic Plan

At its June 2023 meeting, Trust Council approved continuation of the approved 2018-2022 Strategic Plan through the end of the current fiscal year, with some revisions:

TC-2023-047

That Trust Council direct staff to amend the [2018-2022] Strategic Plan to extend the Strategic Plan through 2024/25 as an interim strategic plan with the following changes:

- 1. Corporate Planning is adopted as a priority for Trust Council*
- 2. Prioritizing elements of the strategic projects that support land use decision-making*
- 3. Update the strategic initiatives related to housing to focus on projects that will develop healthy, resilient island communities by employing two lenses: mitigating and adapting to the effects of climate change, and managing growth by cultivating equitable, inclusive and resilient communities and the natural environment.*

Extending the 2018-2022 Strategic Plan allowed Trust Council time to begin development a new strategic plan for the term while still advancing work that was agreed to by the current term's elected body. Trust Council's extension of the 2018-2022 plan through 2024/25 requires a new strategic plan be adopted by April 1, 2025. Advancing key elements of the draft 2026-28 strategic plan in September 2024 means Trust Council and staff can have confidence that the draft plan accurately reflects Trust Council's collective will and can be appropriately leaned on to inform upcoming work plans and 2025/26 budget submissions with Trust Council's agreed to focus areas and priorities.

Draft 2025-2028 Strategic Plan Development:

Trust Council's adoption of more thoughtful corporate planning processes has sought to enhance the process by which Trust Council develops its strategic initiatives, and move the organization to a more intentional, planned and documented, detailed and transparent implementation of the strategies and actions approved in the Plan. The following has taken place over the last 15 months to support Trust Council's work in this area:

- At its June 2023 meeting, Trust Council completed a Strengths/Weaknesses/Opportunities/ Threats (SWOT) exercise to help trustees, staff, and the public understand the current context that the organization is operating in. Understanding context is important to ensure that elements in the strategic plan are sound, applicable, and achievable within the Islands Trust context.
- At its September 2023 and December 2023 meetings, Trust Council engaged in Visioning exercises, helping to understand the collective long-term vision of Trust Council for the Trust Area, which helps guide goal setting in the strategic plan.
- At its March 2024 meeting, Trust Council began its draft strategic plan development facilitated by WCS Engagement and Planning, via a 3 ½ hour interactive workshop, focusing on identifying focus areas and drafting strategic directions.
- At its June 2024 meeting, Trust Council furthered its draft strategic plan via a 6 hour interactive workshop facilitated by WCS Engagement and Planning. This session focused on shaping goals and desired outcomes for each focus area, refining strategic directions, and outlining potential key initiatives in each of the identified topic areas.

Since the June 2024 Trust Council meeting, WCS engagement submitted a draft strategic plan with an outline of Focus Areas, Goals & Objectives, and Key Initiatives informed by the two strategic planning sessions they facilitated with Trust Council. Staff have received this document, and completed the following actions to further develop it:

- Ensured strategies and initiatives are within the jurisdiction of Islands Trust to action. Where they were not, staff amended wording to reflect jurisdiction;
- Ensured strategies and initiatives are not at odds with the existing, or the new draft revised, Policy Statement (they are not);
- Reviewed Trust Council resolutions related to strategic planning to identify if direction previously given by Trust Council has been appropriately reflected in the draft strategic plan. The following was identified: Trust Council's resolution #2024-059 reads *"That Trust Council request staff to explore options for including an Integrated Spatial Planning approach within the strategic planning process, and report back with recommendations by January 2025"*. Reporting associated with this resolution has not yet been advanced. As such, results of the work cannot yet be incorporated into the strategic plan. Trust Council may update the strategic plan as required upon receipt and review of staff reporting on this topic at future a Trust Council meeting.
- Reviewed the 2018-2022 amended strategic plan to identify initiatives located there that are still in progress or not yet actioned. Where initiatives have been identified as in progress and requiring further work, staff have ensured these items are appropriately reflected in the draft 2026-28 Strategic Plan. These additions to the consultant's original draft plan are reflected in blue font so Trust Council may easily understand where staff have supplemented the results of their conversations at the March and June Trust Council sessions.
- Reviewed current and future work programs of Council Committees, to identify key initiatives not in the 2018-2022 Strategic Plan to identify key initiatives being worked on that not reflected in the draft 2026-28 plan. Where initiatives have been identified as in progress and requiring further work, staff have ensured these items are appropriately reflected in the draft 2026-28 Strategic Plan. These additions to the consultant's original draft plan are reflected in blue font so Trust Council may easily understand where staff have supplemented the results of their conversations at the March and June Trust Council sessions.
- Identified the responsible party for each proposed key initiative in the strategic plan, to support future conversations related to resourcing the draft strategic plan, to support the upcoming development of departmental work plans, and to support the development of the 2025/26 budget.
- Suggested key initiatives for prioritization in the 2025/26 fiscal year. Staff's suggestions in this space are based solely on continuation of existing work flows.

Next Steps:

- Communications staff will begin transitioning the strategic plan into a public-facing package.
- Key initiatives in the strategic plan will be prioritized over time to inform organizational work plans.
- Financial plans will be aligned with the approve strategic plan.
- Performance indicators for each initiative may be discussed at a later date, so Trust Council, the public, and staff can understand how we will measure success of any initiative actioned from the strategic plan.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: Approval of the strategic plan will assist Trust Council and Islands Trust staff in focusing resources and efforts to achieve priority goals and objectives. Trust Council's approval of the elements in the draft strategic plan will advance the organization to the next step in the corporate planning process: initiative prioritization and the development of departmental work plans that will outline how and when strategic plan and corporate initiatives will be advanced. These plans are intended to map Strategic Plan initiatives across time with inclusion of resource allocations as required.

FINANCIAL: Staff do not anticipate that changes to the approved 2024/25 budget (current year) will be required as a result of Trust Council adopting the goals & outcomes, strategies, and key initiatives of the strategic plan. Some of the proposed activities identified for future fiscal years may require additional funds which will be identified as Director's develop their respective departmental work plans. As the Financial Planning Committee develops an initial draft of Trust Council's 2025/26 budget (for Trust Council review in December 2024), staff will provide estimates of the funds required to implement the proposed initiatives for next fiscal year, with options in some cases. In December 2024, Trust Council will give further direction regarding the draft budget and its strategic plan. In March 2025, Trust Council will adopt a budget for 2025/26. At that time, Council may consider whether its 2025/26 budget necessitates any amendments to its strategic plan.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: [Islands Trust Council's Policy 2.4.1](#) s.5.2 indicates that the Executive Committee is to '*coordinate the development, preparation and implementation of an organizational strategic plan*'. With an approved plan, Executive Committee will assume responsibility for the plan's implementation. The adopted strategic plan will be placed on the Islands Trust website. Council Committees will be asked to ensure that their work programs are aligned with the strategic plan. Where applicable, staff work programs will be aligned with the strategic plan. The strategic plan will also form a basis for the annual budget process. Actual implementation of the plan in future fiscal years will be dependent upon Trust Council's budget decisions. Trust Council will continue to receive quarterly reports on progress related to the goals and objectives identified in the strategic plan.

FIRST NATIONS RELATIONS: The draft strategic plan includes initiatives that, if actioned appropriately, may strengthen relationships with interested First Nations in the Trust Area.

OTHER: An adopted strategic plan can be used as a tool for communicating with the public and other levels of government regarding Trust Council's priorities during the current term. While local trust committees and the Islands Trust Conservancy Board may decide to undertake work programs that are not aligned with the strategic plan, the plan reflects areas where several local trust committees have common objectives, and as Trust Council approves annual budgets for the organisation as a whole, local trust committee initiatives aligned with the Strategic Plan are most likely to receive funding.

- 4 **RELEVANT POLICY(S):**
[Policy 2.4.1 Executive Committee Terms of Reference](#)
[Policy 6.2.1 Priority Setting/Review Guidelines](#)
[Islands Trust Policy Statement](#) (current)

- 5 **ATTACHMENT(S):**
• Draft Strategic Plan 2025-2028

RESPONSE OPTIONS

Recommendation:

That Islands Trust Council:

- 1. Approve the Goals & Desired Outcomes, Strategic Directions, and Key Initiatives identified in the document entitled "*Draft Islands Trust Strategic Plan 2025-2028*";**
- 2. Endorse prioritization of the key initiatives identified for the 2025/26 fiscal year in the document entitled "*Draft Islands Trust Council Strategic Plan 2025-2028*"; and**
- 3. Request the Financial Planning Committee and staff to use the proposed activities for the 2025/26 fiscal year in the "*Draft Islands Trust Council Strategic Plan 2025-2028*" as a basis for developing a draft budget for the 2025/26 fiscal year.**

Alternative:

Trust Council may choose to amend the strategic plan prior to approving its elements.

Prepared By: **Interim Chief Administrative Officer**

Reviewed By/Date:

Draft Islands Trust Strategic Plan 2025 - 2028 Draft v.4

 FOCUS AREA	 GOALS & DESIRED OUTCOMES	 STRATEGIC DIRECTIONS	 KEY INITIATIVES	ASSIGNED TO	FUNDING
Governance & Organizational Excellence	Clear and transparent policies, administrative processes and structures enable better decision making, advance service delivery and improve employee satisfaction	1.1 Update and adopt a new Policy Statement	1.1.1 Finish and adopt Islands Trust Policy Statement in accordance with project work plans	EC/TPC	Subject to funding in 2025/26 budget.
		1.2 Strengthen governance, decision-making and workflow processes.	1.2.1 Develop a corporate planning process to enable decision-making, workflow efficiency, resource tracking and policy consolidation	GC	Funded by the base budget.
			1.2.2 Explore new engagement models (virtual and in person forums) to reach more community members	EC	Subject to funding in 2025/26 budget.
			1.2.3 Increase transparency on bylaw enforcement practices and decisions	RPC/EC	Funded by the base budget.
			1.2.4 Review Executive Committee election and appointment process	GC	Funded by the base budget.
			1.2.5 Prioritise, analyse, and where appropriate, implement the 15 recommendations of the 2022 Governance Report.	GC	Subject to funding in the annual budget.
			1.2.6 Review all Trust Council policies, and where appropriate, amend, combine or rescind.	GC/All Committees	Subject to funding in 2025/26 budget.
			1.2.7 Review all Trust Council and local trust committee agreements and where appropriate, amend, combine or rescind	EC/LTCs	Funded by the base budget.

		1.3 Advocate to the Province for legislative changes to Islands Trust Act	1.3.1 Develop advocacy and education strategy for Provincial review request	EC	Funded by the base budget.
			1.3.2 Request increased funding from the Province	EC	Funded by the base budget.
			1.3.3 Request a Provincial review of governance structure to enable reconciliation and better support Islands Trust mandate	GC	Funded by the base budget.
Growth Management & Community Resiliency	Defined capacity constraints and indicators inform decision making	2.1 Support proactive land use planning and establish limits to growth using evidence-based data	2.1.1 Work with other agencies to facilitate data gathering / share in the development of environmental indicators	TPC	Subject to funding in the annual budget.
			2.1.2 Develop growth management planning framework that includes data on growth trends and projections, geological and hydrological capacities, infrastructure, and development rates	RPC	Subject to funding in the annual budget.
			2.1.3 Update and implement Freshwater Sustainability Strategy (2022-2032)	RPC	Subject to funding in 2025/26 budget.
	Planning processes and Trust Area wide programs enable diverse housing options	2.2 Establish policy guidance for housing in OCP updates	2.2.1 Improve processes for prioritizing funding for ongoing OCP reviews	LTCs	Subject to funding in the annual budget.
			2.2.2 Update OCPs + LUBs to incorporate new Policy Statement policies	EC	Subject to funding in the annual budget.
		2.3 Explore innovative approaches to supporting diverse housing options and tenures	2.3.1 Consider Community Benefit Land Trust concept for Islands Trust	TPC	Subject to funding in the annual budget.
			2.3.2 Design a plan to advocate to enhance community access to funding for housing in the Trust Area	EC	Funded by base budget
Ecosystem Health & Integrity	Advocacy and policy changes improve control of invasive species to protect and restore sensitive ecosystems	3.1 Improve control of invasive species	3.1.1 Advocate for the development and implementation of a fallow deer strategy, including advocacy for deer harvesting	EC	Funded by base budget.

	Diverse community members/groups are invested in revitalizing ecosystems and expanding protected areas	3.2 Improve understanding and monitoring of ecosystem health	3.2.1 Identify indicators of ecosystem health and integrity	TPC	Subject to funding in the annual budget.
			3.2.2 Revise the State of the Islands Report	TPC	Subject to funding in the annual budget.
			3.2.3 Develop a shared inter-agency ecosystem health indicator toolkit for citizen groups, conservancies, and other agencies	TPC	Subject to funding in the annual budget.
			3.2.4 Monitor progress of protection of ecosystem health in all land use planning decisions.	RPC/LTCs	Grant funded
	Marine and foreshore ecosystems are healthy	3.3 Strengthen marine and foreshore protection practices	3.3.1 Develop recommended LTC policies and bylaws for marine and foreshore protection in cooperation with First Nations	RPC	Funded by base budget.
			3.3.2 Develop a marine and foreshore protection toolkit	RPC	Funded by base budget.
			3.3.3 Map eelgrass and kelp forests	RPC	Subject to funding in the annual budget.
Climate Change	Land use decisions are informed by data and ongoing monitoring to manage and adapt to climate risks	4.1 Identify the Trust’s mandate and role related to climate change	4.1.1 Develop a climate action strategy, set baseline data and targets	TPC	Subject to funding in the annual budget
			4.1.2 Partner with agencies and others to share climate data	TPC	Funded by base budget.
	Communities understand effects of climate change on the Trust Area	4.2 Improve community understanding about climate change mitigation and adaptation	4.2.1 Design and implement a climate action education plan	TPC	Subject to funding in the annual budget
			4.2.2 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.	EC	Funded by base budget.
			4.3.3 Update OCPs and LUBs to foster climate change resilience (considering topics such as Coastal Douglas-fir protection, foreshore and nearshore environments, and groundwater).	LTCs	Subject to funding in 2025/26 budget.
			4.3.4 Amend legislation to increase the percentage of the Natural Area Protection Tax Exemption Program (NAPTEP) to act as an incentive for the protection of forest cover for climate change mitigation and adaptation.	EC	Grant funded

First Nations Relations & Reconciliation	Policies, plans, and resources provide opportunities for collaborative First Nations engagement aligned with UNDRIP	5.1 Enhance proactive planning and intentionality of reconciliation initiatives	5.1.1 Update and implement Reconciliation Action Plan	EC	Subject to funding in 2025/26 budget.
			5.1.2 Clarify opportunities for co-governance and co-management of the Trust Area	GC	Funded by base budget
			5.1.3 Develop a schedule and plan for leader-to-leader meetings with Indigenous Governing Bodies	EC/LTCs/ITCB	Subject to funding in the annual budget
	Indigenous knowledge is incorporated into stewardship and management of Trust Area	5.2 Engage with Indigenous Governing Bodies and Indigenous Peoples on governance, growth management, heritage and ecosystem protection , and climate change	5.2.1 Develop innovative frameworks for decision-making and involve pilot LTCs / BIM with Indigenous Governing Bodies	GC	Subject to funding in the annual budget.
			5.2.2 Develop tailored public engagement processes that acknowledge preferred engagement methods of Indigenous Peoples	EC	Funded by base budget.

CONSIDERATIONS FOR THE 2025 – 2028 DRAFT STRATEGIC PLAN

Trust Council met over two separate workshops to draft recommendations for the Strategic Plan. The March 2024 workshop focused on identifying Focus Areas and drafting Strategic Directions. A full day session in June shaped Goals and Desired Outcomes for each Focus Area, refined the draft Strategic Directions and outlined potential Key Initiatives and Deliverables. The draft Goals and Desired Outcomes for each Focus Area incorporate recommendations from different roundtable discussions. Trustees grouped duplicates and similar ideas together to select 12 draft Strategic Directions. Trustees recommended Key Initiatives which are aligned numerically with each of the 12 Strategic Directions.

Governance & Organizational Excellence as well as First Nations Relations & Reconciliation influence each of the Focus Areas for the plan.

Strategic Priorities are listed numerically in the draft plan; however, implementation will reflect organizational priorities and required resources.

NOTES ABOUT DEVELOPMENT OF v.4 DRAFT STRATEGIC PLAN

Focus Area	The five focus areas are not listed in any order of priority
Governance & Organizational Excellence	Develop Corporate Plan 1.2 Strategic Direction: incorporates recommended aspects of the Corporate Plan Increase Trust Council conversations in person/ in public and Increase level of engagement: are included as considerations for Key Initiative 1.2.1 Increase transparency on bylaw enforcement practices and decisions: removed 'for trustees and public' - amended from draft v.1 Draft argument proposal for next Trust Council: not considered as Key Initiative /part of the Strategic Plan
Growth Management & Community Resiliency	Research evidence-based constraints /thresholds that need to be understood for informed land use planning (place protection) Set limits to growth rooted in science: these points incorporated into Strategic Direction 2.1 Researching and understanding data on growth trends, projections; geological and hydrological capacities; infrastructure; and current development rates: incorporated into Key Initiative 2.1.2
Ecosystem Health & Integrity	Planning framework for proactive planning that specifies necessary inputs, outputs that feed into deliverables: removed- unclear inputs/outputs Recommendations for research/data and evidence-based constraints for land use: incorporated into Strategic Direction 2.1 Plan strategic, timed approach to OCP reviews, considering community relevance + potential to harmonize: repeat of 2.2 Freshwater strategy moved to Growth Management & Community Resiliency as it relates to land use planning 2.1.3 Develop Fallow Deer Strategy: included as Strategic Direction 3.1 with fallow deer noted as a key initiative to recognize provincial jurisdiction Additional goal related to marine and foreshore protection and health and related initiatives added
Climate Change	Identify the Trust's mandate and role related to climate change: 4.1 to be clarified prior to acting on Key Initiative 4.1.1 or 4.1.2 Community education and understanding added as a separate goal
First Nations Relations & Reconciliation	Reconciliation Action Plan: 5.1 incorporates draft Strategic Directions- Strengthen relationships with First Nations, Increase understanding of co-governance, Explore co-management of ITC properties (check mandate) Ensure First Nations rights include access to lands for traditional use are secured in rezonings, covenants and agreements: not included as separate Strategic Direction or Initiative; legal advice required as part of Reconciliation Action Planning Added a strategic direction to support planned initiatives: 5.1 Enhance proactive planning and intentionality of reconciliation initiatives



REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** September 11, 2024
From: Executive Office **Date Prepared:** August 27, 2024
SUBJECT: Executive Committee 2025/26 Budget Requests

RECOMMENDATION:

That Executive Committee forward its 2025/26 budget requests to Financial Planning Committee for inclusion in the draft 2025/26 budget:

1. \$135,000 for Trust Council Meetings
2. \$6,000 for Trust Council Training and Conferences
3. \$4,000 for Trust Council Travel For Training
4. \$6,200 for Executive Committee Meeting Expense
5. \$2,500 for Executive Committee Training and Conferences
6. \$2,000 for Executive Committee Travel for Training
7. \$27,800 for UBCM/AVICC Conventions
8. \$6,000 for History and Heritage Conservation Grants in Aid
9. \$15,900 for Planning Application Sponsorship
10. \$1,000 for NAPTEP Application Sponsorship
11. \$50,000 for Public Communications
12. \$50,000 for Reconciliation Action Plan Implementation

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

This is an initial recommendation to Executive Committee for the draft 2025/26 budget. The recommendation supports continuation of Trust Council programs, implementation of policy-directed activities, continued advancement of Trust Council projects, and ensures operational functions under EC's oversight are properly resourced.

1 **PURPOSE:** To seek Executive Committee (EC) decision on its 2025/26 budget requests.

2 **BACKGROUND:**

Executive Committee is responsible for advancing budget requests for their areas of oversight, as part of the annual budget cycle.

OPERATING ITEMS			
Potential funding request	Approved 2024/25 Budget	Proposed 2025/26 Budget	Notes
1. Trust Council Meetings	\$126,000	\$135,000	Assumes 4 in person Trust Council meetings, two in gulf islands and two on Vancouver Islands, adjusted for inflation to account for the rising costs of hosting Trust Council meetings.
2. Trust Council Training and Conferences	\$5,000	\$6,000	The proposed 2025/26 budget is based on an average of past 3 years, increased for inflation. This program is guided by Trust Council Policy 6.12.1 Trustee Training/Conference Attendance . See also, Trust Council Policy 7.2.3 Trustee Travel . Prior year actual spending: FY2023: \$3,000 FY2024: \$10,757 FY2025 budget: \$5,000
3. Trust Council Travel for Training	\$2,000	\$4,000	The proposed 2025/26 budget is based on an average of past 2 years, increased for inflation. This program is guided by Trust Council Policy 7.2.3 Trustee Travel . Prior year actual spending: FY2024: \$6,021 FY2025 budget: \$5,000
4. Executive Committee Meeting Expense	\$5,400	\$6,200	Assumes 4 in person meetings. Based on recent in-person meetings costs plus 3% increase to account for inflation.

5. Executive Committee Training and Conferences	\$7,500	\$2,500	This item is guided by Trust Council Policy 6.12.1 Trustee Training/Conference Attendance. See also Trust Council Policy 7.2.3 Trustee Travel The proposed 2025/26 budget is reduced from previous years as a dedicated budget line for AVICC/UBCM Conventions has been created and as such amounts for these activities are reflected in the new line.
6. Executive Committee Travel for Training	\$7,500	\$2,000	Reduced to reflect AVICC/UBCM in dedicated line (see below)
7. UBCM/AVICC Conventions <i>*new line for FY2025/26</i>	NA	\$27,800	Attendance at UBCM and AVICC is guided by Trust Council Policy 6.12.2 UBCM/AVICC Membership and Resolutions
TRUST COUNCIL PROGRAMS			
Potential funding request	Approved 2024/25 Budget	Proposed 2025/26 Budget	Notes
8. History and Heritage Conservation Grants-in-Aid	\$ Not Funded	\$6,000	This program is guided by Trust Council Policy 2.1.14 (History And Heritage Conservation Grants-In-Aid) Prior year actual spending: FY2023: \$6,000 FY2024: not funded FY2025 budget: not funded
9. Planning Application Sponsorship	\$15,000	\$15,900	Sponsorship of Land Use applications is guided by Trust Council Policy 4.1.13 (Guidelines for Executive Committee Sponsored or Local Trust Committee Initiated Development Applications) Application fees increased in FY2023 when LTCs adopted new fees bylaws. LTC fees bylaws stipulate an automatic increase in fees of 2% annually. Prior year actual spending:

			FY2021: \$13,485 FY2022: \$7,150 FY2023: \$5,950 FY2024: \$16,136 FY2025 budget: \$15,000
10. NAPTEP Application Sponsorship	\$1,000	\$1,000	In 2022 Trust Council approved Policy 2.1.16 Guidelines For Executive Committee Sponsored Or Islands Trust Conservancy Initiated NAPTEP Applications regarding sponsorship of NAPTEP applications. This budget supports implementation of that policy. Prior year actual spending: FY2024: \$275 FY2025 budget: \$1,000
11. Public Communications	\$55,000	\$50,000	This budget request supports implementation of the Islands Trust Communications Strategy, approved by Executive Committee in February 2024. In addition to supporting routine corporate communication functions (graphic design, social media advertising/boosting, signage, publication re-printing etc.) this budget request supports: • \$5,000 - Process improvement and procedure creation via contracted specialist support • \$5,000 - Trust Area-wide promotion of budget consultation • \$3,400 - Annual report design, printing and mailing • \$4,000 - Graphic design for National Day for Truth and Reconciliation • \$1,500 - contractor support for Development of elements of Public Engagement Strategy • \$4,000 Continued website improvements The budget requests also includes \$5,000 as contingency communication funds available to be responsive to emerging issues. Prior year actual spending: FY2021: \$9,313 FY2022: \$15,104

			FY2023: \$29,931 FY2024: \$50,000 FY2025 budget: \$55,000
TRUST COUNCIL PROJECTS			
Potential funding request	Approved 2024/25 Budget	Proposed 2025/26 Budget	Notes
12. Reconciliation Action Plan Implementation	\$25,000	\$50,000	Staff recommend increasing the reconciliation budget to respond to an anticipated increase in program activities due to having a permanent full-time Senior Indigenous Policy Advisor on staff and to reflect that a new Reconciliation Action Plan is anticipated to be in place by April 2025. The recommended funds and proposed breakdown below are intended to be placeholder amounts until a new Reconciliation Action Plan is adopted by Trust Council (anticipated by staff to be March 2025) The budgeted funds will be used towards contract advisors; trustee and staff travel, food, legal costs, venues and speaker honoraria/contract trainers for the Reconciliation Learning Group; and costs associated with working groups initiated under protocol agreements. The budget includes: • \$27,500 for training of staff and trustees • \$8,200 for operations (honoraria, gifts and contracted external advisors) • \$12,000 for relationship-building activities (legal review of protocol agreements and costs of associated signing ceremonies, working group costs) This figure includes \$5,000 to support a potential feast hosted by Tsawout First Nation. This number is a guess and will be refined as information is received.) • There is also \$2,500 in contingency funds budgeted to support a response to emerging issues. Prior year actual spending: FY2023: \$ 7,219 FY2024: \$17,925 FY2025 budget: \$25,000

			Note: Historical spending is not a helpful guide for budgeting as the Senior Indigenous Relations role has experienced a vacancy and the focus of the program is shifting from internal capacity building to more engagement.
13. Policy Statement Amendment Project	\$81,000	In draft	Business case will be provided at the next EC meeting. Prior year actual spending: FY2022: \$129,819 FY2023: \$67,430 FY2024: \$12,213 FY2025 budget: \$81,000
13. Staff related budget item: Senior Policy Advisor auxiliary position	N/A	In draft	Business case will be provided at the next EC meeting.
14. Staff related budget item: Temporary Meeting Administrator –make permanent	N/A	In draft	Business case will be provided at the next EC meeting.

IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL: Approval of these budget requests will support work associated with the named programs.

FINANCIAL: If approved as part of the 2025/26 budget and financial plan, these funds will be secured for the coming fiscal year.

POLICY: None known, however depending on the content of the updated Reconciliation Action Plan, new or revised policies may come into play.

IMPLEMENTATION/COMMUNICATIONS: Staff will forward EC's budget request to Financial Planning Committee for inclusion in the draft 2025/26 budget.

FIRST NATIONS RELATIONS: Funding associated with reconciliation initiatives will advance relationships with First Nations if spent as planned.

OTHER: None.

3 RELEVANT POLICY: Trust Council [Policy 6.3.1 Budget Process](#)

4 ATTACHMENT(S): None

RESPONSE OPTIONS

Recommendation: That Executive Committee forward its 2025/26 budget requests to Financial Planning Committee for inclusion in the draft 2025/26 budget:

15. \$135,000 for Trust Council Meetings
16. \$6,000 for Trust Council Training and Conferences
17. \$4,000 for Trust Council Travel For Training
18. \$6,200 for Executive Committee Meeting Expense
19. \$2,500 for Executive Committee Training and Conferences
20. \$2,000 for Executive Committee Travel for Training
21. \$27,800 for UBCM/AVICC Conventions
22. \$6,000 for History and Heritage Conservation Grants in Aid
23. \$15,900 for Planning Application Sponsorship
24. \$1,000 for NAPTEP Application Sponsorship
25. \$50,000 for Public Communications
26. \$50,000 for Reconciliation Action Plan Implementation

Alternative: EC may pass alternate resolutions for budget requests.

Prepared By: Director, Trust Area Services
Interim Chief Administrative Officer

Reviewed By/Date:

BRIEFING

To:	Executive Committee	For the Meeting of:	August 21, 2024
From:	Trust Area Services	Date Prepared:	August 15, 2024
SUBJECT:	Preparation for UBCM Convention		

PURPOSE:

To support Executive Committee discussion about activities and advocacy at the 2024 UBCM Convention.

BACKGROUND:

The UBCM convention is Monday, September 16 – Friday, September 20 at the Vancouver Convention Centre East, Fairmont Waterfront Hotel, and Pan Pacific Hotel. Hotel rooms for Executive Committee members who require them have been booked at Pacific Rim Hotel Vancouver, an approximate 12 minute walk from the convention center. Information about the convention is available at:

<https://www.ubcm.ca/convention-resolutions/2024-convention>

At its June 5, 2024 and August 15, 2024 meetings, Executive Committee made the following resolutions:

That Executive Committee request staff prepare minister meeting requests for submission by June 21, 2024, to meet with the following minister(s) at the 2024 Union of British Columbia Municipalities Conference in order of top 3 preferences:

- (a) Premier Eby concerning the 50th anniversary and future of Islands Trust governance*
- (b) Minister of Municipal Affairs concerning Indigenous relations*
- (c) Minister of Health concerning gray water and composting toilet guidelines.*

That Executive Committee approve attendance for Trustees Elliott, Peterson, Luckham, Maude, Chief Administrative Officer Mobbs and Director Frater at the 2024 Union of BC Municipalities Convention.

That Executive Committee members indicate which days and sessions of Union of BC Municipalities 2024 they will attend and report back to Trust Council on, by next Executive Committee meeting.

Executive Committee has decided to not host the annual Islands Trust breakfast event.

In addition to the attendees noted by EC in their resolution, Trustees Gedye and Fast will attend on behalf of Bowen Island Municipal Council, Trustee Stamford will attend on behalf of the Sunshine Coast Regional District, and Trustee Patrick will attend on behalf the Salt Spring Island Local Trust Committee. This brings the attendance total for Islands Trust to ten people.

Staff have submitted Minister meeting requests as requested.

In preparation for UBCM Executive Committee may wish to discuss:

- Attendees and key messages for meetings with Ministers (see attachment 1).
- Attendance by Islands Trust trustees in the UBCM convention sessions
- Which trustee will speak to the Islands Trust resolution in the resolutions session
- What questions Trust representatives should ask at Cabinet Town Halls
- Additional requests for meetings with Provincial staff or local governments
- Coordination with Bowen Island Municipality – their advocacy requests and a social meeting
- Development of a report out from trustees attending the convention

[Trust Council policy 6.12.2 UBCM/AVICC Membership and Resolutions](#) states that:

“Each year, staff will place the annual AVICC or UBCM’s resolution publications on the next Executive Committee agenda. The resolutions book is not yet available. All Islands Trust elected officials and staff that speak or vote at a convention in regards to AVICC and UBCM resolutions must ensure that their positions and statements are consistent with the position and jurisdiction of the body that they represent at the convention, with the Islands Trust Policy Statement, and with the jurisdiction of the Islands Trust.”

“Islands Trust elected officials attending the UBCM or AVICC conventions are encouraged to coordinate, in advance of the convention, planned public statements during the resolutions sessions, and to ensure that statements made comply with the policies in the External Communications section of the Islands Trust Council Communications Policy and the Islands Trust Council Standards of Conduct Policy.”

ATTACHMENT(S):

1. Draft potential key messages for requested Minister meetings
2. UBCM Program At a Glance - Sessions (will live edit in the meeting to note who will attend which sessions)
3. UBCM Program At a Glance - Full

FOLLOW-UP: Staff will follow-up as directed. Consistent with previous years, staff will prepare an information kit for attending trustees.

Prepared By: Director, Trust Area Services

Reviewed By/Date: Chief Administrative Officer/August 15, 2024

2024 UBCM Minister Meeting Requests

Black font below displays meeting requests submitted.

Blue font below provides potential key messages for discussion.

Premier's Office: David Eby (request re-directed by Provincial staff for consideration by Minister of Municipal Affairs)

Topic:

Islands Trust 50th Anniversary and the Future of Islands Trust Governance

Background:

Islands Trust recently marked its 50th anniversary, celebrating its creation by the Province as a special-purpose government with a mandate to preserve and protect the Islands Trust Area.

Much has changed. The Trust today is challenged to fulfill its Object while responding to important priorities such as Reconciliation with Indigenous People, the impacts of climate change, and needs for diverse housing options.

As we look to the future, we reflect that the Islands Trust would benefit from a renewed Provincial vision for the future of the Trust Area, including reconsideration of Islands Trust decision-making processes and structures as part of the implementation of the UN Declaration Act.

Request:

That the Provincial Government review the Islands Trust's mandate, governance structure and opportunities to align decision-making processes and structures with the UN Declaration Act.

Potential key messages for discussion:

1. Appreciated Minister Cullen's Sept 2022 reply to our July 2022 letter requesting provincial review.
2. Next week Trust Council will consider reaffirming the request for a provincial review of the Islands Trust's mandate, governance and structure.
3. Islands Trust would benefit from a renewed Provincial vision for the future of the Trust Area and consideration of changes as part of future implementation of the UN Declaration Act.

Ministry: Anne Kang – Minister of Municipal Affairs

Topic:

Islands Trust Engagement with First Nations

Background:

With the Minister’s decision to not approve the Conservancy Plan, and to request that the Conservancy Board better align the plan with UNDRIP, there is uncertainty within Islands Trust about Provincial expectations for the outcomes of our engagement activities on bylaws and other plans. Islands Trust staff are hearing from First Nations that the Province’s UN Declaration Act means that Islands Trust must obtain free, prior and informed consent on land use decisions that impact their territories. Trust Council remains grateful for the \$150,000 grant provided by the Ministry of Municipal Affairs, but would appreciate additional ongoing support and guidance.

Request:

More guidance and support for First Nations engagement from the Ministry throughout the bylaw and Conservancy plan development process, and future consideration of Islands Trust decision-making processes and structures as part of future implementation of the UN Declaration Act.

Potential key messages for discussion:

1. Appreciated the five-year grant in 2023 to support First Nations engagement work.
2. There is a desire for a closer working relationship with Ministry staff to achieve more guidance and support for First Nations engagement throughout the bylaw and Conservancy plan development process
3. Interest in understanding how there might be future consideration of Islands Trust decision-making processes and structures as part of the UN Declaration Act implementation.

Ministry: Adrian Dix - Minister of Health

Topic: Composting Toilets and Greywater Practices

Background:

Many residents in rural areas are not serviced by community sewage systems. These property owners are responsible for disposal of liquid waste on their lot(s). In such areas, installation and use of approved alternative sewage disposal systems are needed to support new housing builds and retrofits to houses that currently use disposal means that are not supported under the Sewerage System Regulation. A barrier to this are prescriptive requirements for onsite application criteria for residuals in the Manual of Composting Toilet and Greywater Practice, which emerging information suggests are overly conservative based on scientific knowledge regarding pathogen decay and phytotoxin control.

Request:

Review the Manual of Composting Toilet and Greywater Practice to update the onsite application criteria for residuals based on current scientific knowledge; and provide funding for demonstration projects and for practitioners' professional development on composting toilets and greywater practices.

Potential key messages for discussion:

1. The prescriptive requirements in the current Manual of Composting Toilet and Greywater Practice are hindering new housing builds and retrofits in the islands
2. Request review and update of the onsite application criteria for residuals based on current scientific knowledge
3. Request funding for demonstration projects
4. Request funding for practitioners' professional development on composting toilets and greywater practices.

UBCM 2024 At a Glance – Sessions (DRAFT)



NOTE: Final version will include sessions Executive Committee members have registered for and locations of sessions

NOTE: will be updated when Minister meeting requests are confirmed

September 16, 2024

Monday

Province-wide Community to Community Forum (separate registration required)

Fairmont Waterfront Hotel

7:45 AM- 8:30 AM

Breakfast

8:30 AM- 4:30 PM

Draft program: https://www.ubcm.ca/sites/default/files/2024-08/PC2C_Agenda_Aug8.pdf

OR

9:30 AM - 11:30 AM

Study Session: What's Next for Housing

OR

9:30 AM - 11:30 AM

Study Session: EDMA in Action

2:00 PM – 4:00 PM

Study Session: Communities in Transition: Responding to Changes in BC's Resource Sector

OR

2:00 PM – 4:00 PM

Study Session: Toxic Drugs, Public Use and Safe Consumption in BC Communities

OR

2:00 PM – 4:00 PM

Study Session: Changing Climate, Rising Costs

UBCM 2024 At a Glance – Sessions (DRAFT)



NOTE: Final version will include sessions Executive Committee members have registered for and locations of sessions

NOTE: will be updated when Minister meeting requests are confirmed

September 17, 2024 Tuesday

7:30 AM – 8:30 AM	Clinics (5 concurrent – topics TBA)
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9:00 AM - 12:00 PM	Mid-Sized Communities Forum
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OR

9:00 AM - 12:00 PM	Small Talk Forum
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1:45 PM – 2:45 PM	Plenary Session
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3:00 PM – 3:30 PM	Municipal Insurance Association – Voting Member Orientation
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3:15 PM – 4:45 PM	Workshops (5 concurrent – topics TBA)
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3:30 PM – 4:30 PM	Municipal Insurance Association – AGM
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6:30 PM - 8:30 PM	Welcome Reception
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UBCM 2024 At a Glance – Sessions (DRAFT)



NOTE: Final version will include sessions Executive Committee members have registered for and locations of sessions

NOTE: will be updated when Minister meeting requests are confirmed

September 18, 2024 Wednesday

7:30 AM – 8:15 AM

Clinics (5 concurrent – topics TBA)

10:30 AM - 11:45 AM

Principle Policy Session: Resolutions

12:00 PM - 1:30 PM

AVICC Lunch

3:00 PM - 4:15 PM

Cabinet Town Halls (3 concurrent – topics TBA)

UBCM 2024 At a Glance – Sessions (DRAFT)



NOTE: Final version will include sessions Executive Committee members have registered for and locations of sessions

NOTE: will be updated when Minister meeting requests are confirmed

September 19, 2024
Thursday

7:00 AM– 7:45 AM

Clinics (3-5 concurrent - topics TBA)

8:35 AM - 11:15 AM

Principle Policy Session: Resolutions - continued

12:30 PM – 2:00 PM

Delegates' Lunch

2:30 PM - 4:30 PM

Workshops (5 concurrent - topics TBA)

6:30 PM - 11:00 PM

UBCM Annual Banquet

UBCM 2024 At a Glance – Sessions (DRAFT)



NOTE: Final version will include sessions Executive Committee members have registered for and locations of sessions

NOTE: will be updated when Minister meeting requests are confirmed

September 20, 2024
Friday

8:00 AM– 9:00 AM

Resolutions Session continued

10:00 AM– 11:15 AM

Resolutions Session continued

Event Agenda

2024 UBCM Convention

Mon, Sep 16, 2024

8:00 AM - 4:00 PM	Registration
9:30 AM - 11:30 AM	Study Sessions What's Next for Housing 9:30 AM - 11:30 AM EDMA in Action 9:30 AM - 11:30 AM
2:00 PM - 4:00 PM	Study Sessions Communities in Transition: Responding to Changes in BC's Resource Sector 2:00 PM - 4:00 PM Toxic Drugs, Public Use and Safe Consumption in BC Communities 2:00 PM - 4:00 PM Changing Climate, Rising Costs 2:00 PM - 4:00 PM
6:30 PM - 8:30 PM	BCLC / BCGIA Reception Location: The Victor at Parq Casino
7:00 PM - 8:00 PM	Electoral Area Directors' Meet & Greet
7:30 PM - 10:00 PM	The BC Professional Fire Fighters' Association Reception

Tue, Sep 17, 2024

7:00 AM - 8:30 AM	Clinics Continental Breakfast
7:00 AM - 5:00 PM	Registration
7:30 AM - 8:30 AM	Clinics (5 concurrent)
9:00 AM - 12:00 PM	Electoral Area Directors' Forum
9:00 AM - 12:00 PM	Small Talk Forum
9:00 AM - 12:00 PM	Mid-Sized Communities Forum
9:00 AM - 12:00 PM	Large Urban Communities Forum
12:00 PM - 1:30 PM	Forum Lunches
1:45 PM - 2:45 PM	Plenary Session
3:00 PM - 3:30 PM	Municipal Insurance Association - Voting Member Orientation
3:15 PM - 4:45 PM	Workshops (5 concurrent)
3:30 PM - 4:30 PM	Municipal Insurance Association AGM

4:30 PM - 5:30 PM	Municipal Finance Authority Semi - Annual Meeting
5:30 PM - 6:30 PM	UBCM Community Excellence Awards Ceremony & Reception
6:30 PM - 8:30 PM	Welcome Reception

Wed, Sep 18, 2024

7:00 AM - 4:00 PM	Registration
7:00 AM - 8:30 AM	Delegates' Continental Breakfast
7:30 AM - 8:15 AM	Clinics (5 concurrent)
8:30 AM - 9:00 AM	Convention Opening Session
8:30 AM - 4:30 PM	Online Voting Help Desk Hours Location: Main Lobby, Vancouver Convention Centre East
9:00 AM - 9:20 AM	Annual Meeting
9:20 AM - 9:25 AM	First Report of the Nominating Committee for the Positions of Table Officers
9:25 AM - 10:25 AM	Keynote Address
10:25 AM - 10:30 AM	Nominations from the floor for Table Officer positions
10:30 AM - 11:45 AM	Principal Policy Session: Resolutions
10:30 AM - 5:00 PM	UBCM Trade Show
12:00 PM - 1:30 PM	Area Association Lunches
2:00 PM - 2:15 PM	Candidate Speeches (as necessary)
2:15 PM - 2:45 PM	Address by the Minister of Municipal Affairs
2:30 PM - 11:59 PM	Election of Table Officers (open as necessary)
3:00 PM - 4:15 PM	Cabinet Town Halls (3 concurrent)
4:00 PM - 5:00 PM	Trade Show Reception
4:15 PM - 5:00 PM	Presentation of the 2024 Climate & Energy Action Awards
5:00 PM - 6:00 PM	BC Government Reception
8:00 PM - 11:49 PM	CUPE BC Reception

Thu, Sep 19, 2024

12:01 AM - 9:00 AM	Election of Table Officers (open as necessary)
6:30 AM - 8:30 AM	Delegates' Continental Breakfast

7:00 AM - 7:45 AM	Clinics (3-5 concurrent)
8:00 AM - 4:00 PM	Registration
8:30 AM - 8:35 AM	Second Report of the Nominating Committee for Executive positions
8:30 AM - 4:30 PM	Online Voting Help Desk Hours Location: Main Lobby, Vancouver Convention Centre East
8:35 AM - 11:15 AM	Resolutions Session Continues
10:00 AM - 3:00 PM	UBCM Trade Show
11:15 AM - 12:00 PM	Address by the Premier
12:00 PM - 12:05 PM	Nominations from the Floor for Executive Positions
12:05 PM - 12:30 PM	Candidates' Speeches
12:30 PM - 2:00 PM	Delegates' Lunch
2:00 PM - 11:59 PM	Election of Remaining Executive Positions (as necessary)
2:30 PM - 4:30 PM	Workshops (5 concurrent)
6:30 PM - 11:00 PM	Annual Banquet

Fri, Sep 20, 2024

12:01 AM - 8:30 AM	Election for Executive Positions Continues (as necessary)
7:00 AM - 8:30 AM	Delegates' Continental Breakfast
7:30 AM - 12:00 PM	Online Voting Help Desk Hours Location: Main Lobby, Vancouver Convention Centre East
8:00 AM - 9:00 AM	Report on Resolutions Received After the Deadline
8:00 AM - 9:00 AM	Resolutions Session Continues
9:00 AM - 9:30 AM	Address by the Leader of the Conservative Party
9:30 AM - 10:00 AM	Address by the Leader of the Green Party
10:00 AM - 11:15 AM	Resolutions Session Continues
11:15 AM - 11:45 AM	Address by the Leader of the Opposition
11:45 AM - 11:50 AM	Port of Vancouver Prize Draw
11:50 AM - 12:00 PM	Installation of President Elect
12:00 PM - 12:00 PM	Adjourn

Clare Frater

From: UBCM Meeting Request Coordinator <UBCM.Meetings@gov.bc.ca>
Sent: Monday, August 12, 2024 10:29 AM
To: Lori Foster; Clare Frater
Subject: Provincial Cabinet Minister Meeting - Redirect



2024 UBCM Convention

DATE: August 12, 2024
TO: Lori Foster
Islands Trust
FROM: UBCM Meeting Request Coordinator
RE: **Provincial Cabinet Minister Meeting - Redirect**

Upon review of your proposed topics, your meeting request has been redirected to another Cabinet Minister. See Important Message for more detail.

Important Message:

Please note this meeting has been redirected to the Minister of Municipal Affairs, as the topic is under their portfolio. If you have any questions, please contact the UBCM Ministers Meetings Coordinator at UBCM.Meetings@gov.bc.ca or 250-213-3856.

Contact Information:

Meeting ID: 661
Municipality/Regional District: Islands Trust
Contact: Lori Foster, Executive Assistant
Phone: 250-405-5161
Email: lfoster@islandstrust.bc.ca
Secondary Email: cfrater@islandstrust.bc.ca

Cabinet Minister:

Premier

Council Attendees:

Clare Frater, Director; David Maude, Vice-Chair; Julia Mobbs, Interim CAO; Peter Luckham, Chair; Timothy Peterson, Vice-Chair; Tobi Elliott, Vice-Chair

Topic #1:

Islands Trust 50th Anniversary and the Future of Islands Trust Governance

Background:

Islands Trust recently marked its 50th anniversary, celebrating its creation by the Province as a special-purpose government with a mandate to preserve and protect the Islands Trust Area. Much has changed. The Trust today is challenged to fulfill its Object while responding to important priorities such as Reconciliation with Indigenous People, the impacts of climate change, and needs for diverse housing options. As we look to the future, we reflect that the Islands Trust would benefit from a renewed Provincial vision for the future of the Trust Area, including reconsideration of Islands Trust decision-making processes and structures as part of the implementation of UNDRIP.

Request:

That the Provincial Government review the Islands Trust's mandate, governance structure, and opportunities to align decision-making processes and structures with the United Nations Declaration on the Rights of Indigenous Peoples Act (UNDRIP).

For questions regarding meeting requests or UBCM inquiries please email:

UBCM.Meetings@gov.bc.ca. For urgent matters please call the UBCM Meetings line at 250-213-3856.



August 19, 2024

Thank you for your request to meet with Honourable Anne Kang during the 2024 Union of British Columbia Municipalities (UBCM) Convention.

Minister Kang received a great number of meeting requests for this year's Convention and regretfully she cannot accept them all. I am sorry to advise that she is unable to accommodate your request to meet during UBCM Convention this year.

Although Minister Kang is not available during the UBCM Convention, you may still make a request to meet with provincial ministries, agencies, commissions, and corporations (MACC) staff during UBCM Convention – including staff from the Ministry of Municipal Affairs. To do this, please complete the online request form at [MACC Staff Meeting](#) and submit it to the Ministry of Municipal Affairs by **August 21, 2024**. Staff will be available to meet with you from **Monday, September 16 to Thursday, September 19, 2024**.

Thank you.

Sincerely,

Katie Carrothers

Katie Carrothers
MUNI-UBCM Minister's Meeting Coordinator
Phone: 236 478-0537
Email: MUNI-UBCM.MeetingRequests@gov.bc.ca

cc: Sarah Staszkiel, MACC Staff Meeting Coordinator, Provincial Appointment Desk

Clare Frater

From: UBCM Meeting Request Coordinator <UBCM.Meetings@gov.bc.ca>
Sent: Tuesday, August 20, 2024 11:44 AM
To: Lori Foster; Clare Frater
Subject: Provincial Cabinet Minister Meeting - Regret



2024 UBCM Convention

DATE: August 20, 2024
TO: Lori Foster
Islands Trust
FROM: UBCM Meeting Request Coordinator
RE: **Provincial Cabinet Minister Meeting - Regret**

We regret that, due to time and space constraints, we are not able to accommodate your meeting request with the Minister of:

Health

Important Message:

Thank you for your meeting request. Due to a large volume of requests received, we are not able to accommodate your request at this time.

If you would like to meet with staff on this topic, please submit a request via <https://www.civicinfo.bc.ca/UBCMMeetingRequest/Staff> by August 21, 2024 (4:00PM).

If you have any questions, please contact the UBCM Ministers Meetings Coordinator at UBCM.Meetings@gov.bc.ca or 250-213-3856.

Contact Information:

Meeting ID: 665
Municipality/Regional District: Islands Trust
Contact: Lori Foster, Executive Assistant
Phone: 250-405-5161
Email: lfoster@islandstrust.bc.ca
Secondary Email: cfrater@islandstrust.bc.ca

Cabinet Minister:

Health

Council Attendees:

Clare Frater, Director; David Maude, Vice-Chair; Julia Mobbs, Interim CAO; Peter Luckham, Chair; Timothy Peterson, Vice-Chair; Tobi Elliott, Vice-Chair

Topic #1:**Composting Toilets and Greywater Practices****Background:**

Many residents in rural areas are not serviced by community sewage systems. These property owners are responsible for disposal of liquid waste on their lot(s). In such areas, installation and use of approved alternative sewage disposal systems are needed to support new housing builds and retrofits to houses that currently use disposal means that are not supported under the Sewerage System Regulation. A barrier to this is prescriptive requirements for onsite application criteria for residuals in the Manual of Composting Toilet and Greywater Practice, which emerging information suggests are overly conservative based on scientific knowledge regarding pathogen decay and phytotoxin control.

Request:

Review the Manual of Composting Toilet and Greywater Practice to update the onsite application criteria for residuals based on current scientific knowledge; and provide funding for demonstration projects and for practitioners' professional development on composting toilets and greywater practices.

For questions regarding meeting requests or UBCM inquiries please email: UBCM.Meetings@gov.bc.ca. For urgent matters please call the UBCM Meetings line at 250-213-3856.

From: Clare Frater
Sent: Tuesday, September 10, 2024 6:20 PM
To: Alexandra Trifonidis
Subject: FW: CONFIRMED_S475_FOR_Islands Trust (Islands Trust)_MACC Staff Meetings_2024 UBCM Convention

Clare Frater (she, her, hers)
Director, Trust Area Services
Islands Trust | T 250.405.5192

From: Provincial Ministries, Agencies, Commissions, and Corporations (MACC)
<registrations@civicinfo.bc.ca>
Sent: Tuesday, September 10, 2024 5:04 PM
To: Clare Frater <cfrater@islandstrust.bc.ca>
Cc: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: CONFIRMED_S475_FOR_Islands Trust (Islands Trust)_MACC Staff Meetings_2024 UBCM Convention



The meeting information for **S475 Islands Trust (Islands Trust)** has been **CONFIRMED**

Meeting Number S475

COMMUNITY/ORGANIZATION INFORMATION

Primary Contact Person: CLARE FRATER
Title: Director, Trust Area Services
Primary Phone #: (250) 888-6577
Secondary Phone #:
Email: cfrater@islandstrust.bc.ca
Secondary Email: lfoster@islandstrust.bc.ca
Primary Contact Person (at Convention): Clare Frater
Title (at Convention): Director, Trust Area Services
Primary Phone # (at Convention): (250) 888-6577
Secondary Phone # (at Convention):
Email (at Convention): cfrater@islandstrust.bc.ca
Secondary Email (at Convention): lfoster@islandstrust.bc.ca

DETAILS OF YOUR REQUESTED MEETING

Requesting meeting with this Ministry, Agency, Commission or Corporation: Ministry of Forests (FOR)
List People From Your Organization Who Are Attending: Chair, Peter Luckham Trustee, Laura Patrick Trustee, Kate-Louise Stamford Trustee, Sue Ellen Fast Interim CAO, Julia Mobbs Director, Trust Area Services, Clare Frater
Topic #1: **Wildfire prevention solutions suitable to Coast/Gulf Islands**

Background #1:

The Province's approach to wildfires in coastal areas is focused on a rapid response -not reassuring to residents living in a wildfire interface. Locally-produced wildfire exposure maps, prepared by Capital Regional District show the high risk of wildfire, starkly contradicting BC Wildfire Service's maps as there is so much private land in coastal/Gulf Island areas marked "no data" or "private managed forest lands" on BC Wildfire Service's Fuel Type maps. Can the Province support a 'Whole of Society' (private landowners and multiple levels of gov't jurisdictions) approach to raise awareness to wildfire hazards and develop active management solutions that are nature friendly?

Request #1:

Topic #2:**Background #2:****Request #2:**

Topic #3:**Background #3:****Request #3:**

Meeting Details	
Meeting Date:	September 17, 2024
Time (PST):	09:50am - 10:20am
MACC Staff Attending:	ADM Sarah Fraser; A/ADM Rob Schweitzer
Meeting Location:	Fairmont Waterfront Hotel, Concourse Level, MacKenzie Ballroom
Additional Informations:	Please arrive 5 minutes before your scheduled meeting time to check-in at the Check-in Desk. If you have any questions on site, please contact Sarah Staszkiel at 778-405-1784, or Casey Cathcart at 778-405-3140.

For questions, please contact Sarah Staszkiel at 778 405-1784 or via email at MUNI.UBCM.MeetingRequests@gov.bc.ca.

From: Clare Frater
Sent: Tuesday, September 10, 2024 6:20 PM
To: Alexandra Trifonidis
Subject: FW: CONFIRMED_S480_MUNI_Islands Trust (Islands Trust)_MACC Staff Meetings_2024 UBCM Convention

Clare Frater (she, her, hers)
Director, Trust Area Services
Islands Trust | T 250.405.5192

From: Provincial Ministries, Agencies, Commissions, and Corporations (MACC)
<registrations@civicinfo.bc.ca>
Sent: Tuesday, September 10, 2024 6:11 PM
To: Clare Frater <cfrater@islandstrust.bc.ca>
Cc: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: CONFIRMED_S480_MUNI_Islands Trust (Islands Trust)_MACC Staff Meetings_2024 UBCM Convention



The meeting information for **S480 Islands Trust (Islands Trust)** has been **CONFIRMED**

Meeting Number S480

COMMUNITY/ORGANIZATION INFORMATION

Primary Contact Person: CLARE FRATER
Title: Director, Trust Area Services
Primary Phone #: (250) 888-6577
Secondary Phone #:
Email: cfrater@islandstrust.bc.ca
Secondary Email: lfoster@islandstrust.bc.ca
Primary Contact Person (at Convention): Clare Frater
Title (at Convention): Director, Trust Area Services
Primary Phone # (at Convention): (250) 888-6577
Secondary Phone # (at Convention):
Email (at Convention): cfrater@islandstrust.bc.ca
Secondary Email (at Convention): lfoster@islandstrust.bc.ca

DETAILS OF YOUR REQUESTED MEETING

Requesting meeting with this Ministry, Agency, Commission or Corporation: Ministry of Municipal Affairs (MUNI)
List People From Your Organization Who Are Attending: Chair, Peter Luckham Vice-Chair Tim Peterson Vice-Chair, Tobi Elliott Trustee Judith Gedy Trustee, Kate-Louise Stamford Trustee, Sue Ellen Fast Interim CAO, Julia Mobbs Director, Trust Area Services, Clare Frater
Topic #1: **Islands Trust Request for Provincial Review**

Background #1:

Islands Trust recently marked its 50th anniversary. The Trust today is challenged to fulfill its Object while responding to important priorities such as Reconciliation, the impacts of climate change, and need for diverse housing options. We reflect that the Islands Trust would benefit from a renewed Provincial vision for the future of the Trust Area. The week after the UBCM Convention, Trust Council will re-consider its request that the Provincial Government review the Islands Trust's mandate, governance model and structure and opportunities to align decision-making processes and structures with the UN Declaration Act.

Request #1:

Topic #2:**Background #2:****Request #2:**

Topic #3:**Background #3:****Request #3:**

Meeting Details	
Meeting Date:	September 18, 2024
Time (PST):	03:20pm - 03:50pm
MACC Staff Attending:	LGPRL: ED Kara Woodward; Miriam Starkl-Moser; Danielle Lukovich; LUPRI: Strategic Advisor Marijke Edmondson; GSB: DIR Brent Mueller, ED Michelle Dann
Meeting Location:	Fairmont Waterfront Hotel, Concourse Level, MacKenzie Ballroom
Additional Informations:	Please arrive 5 minutes before your scheduled meeting time to check-in at the Check-in Desk. If you have any questions on site, please contact Sarah Staszkiel at 778-405-1784, or Casey Cathcart at 778-405-3140.

For questions, please contact Sarah Staszkiel at 778 405-1784 or via email at MUNI.UBCM.MeetingRequests@gov.bc.ca.

From: Clare Frater
Sent: Tuesday, September 10, 2024 6:19 PM
To: Alexandra Trifonidis
Subject: FW: CONFIRMED_S514_MUNI_Islands Trust (Islands Trust)_MACC Staff Meetings_2024 UBCM Convention

Clare Frater (she, her, hers)
Director, Trust Area Services
Islands Trust |T 250.405.5192

From: Provincial Ministries, Agencies, Commissions, and Corporations (MACC)
<registrations@civicinfo.bc.ca>
Sent: Tuesday, September 10, 2024 6:11 PM
To: Clare Frater <cfrater@islandstrust.bc.ca>
Cc: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: CONFIRMED_S514_MUNI_Islands Trust (Islands Trust)_MACC Staff Meetings_2024 UBCM Convention



The meeting information for **S514 Islands Trust (Islands Trust)** has been **CONFIRMED**

Meeting Number S514

COMMUNITY/ORGANIZATION INFORMATION

Primary Contact Person: CLARE FRATER
Title: Director, Trust Area Services
Primary Phone #: (250) 888-6577
Secondary Phone #:
Email: cfrater@islandstrust.bc.ca
Secondary Email: lfoster@islandstrust.bc.ca
Primary Contact Person (at Convention): CLARE FRATER
Title (at Convention): Director, Trust Area Services
Primary Phone # (at Convention): (250) 888-6577
Secondary Phone # (at Convention):
Email (at Convention): cfrater@islandstrust.bc.ca
Secondary Email (at Convention): lfoster@islandstrust.bc.ca

DETAILS OF YOUR REQUESTED MEETING

Requesting meeting with this Ministry, Agency, Commission or Corporation: Ministry of Municipal Affairs (MUNI)
List People From Your Organization Who Are Attending: Chair, Peter Luckham Vice-Chair Tim Peterson Vice-Chair, Tobi Elliott Trustee Judith Gedy Trustee, Kate-Louise Stamford Trustee, Sue Ellen Fast Interim CAO, Julia Mobbs Director, Trust Area Services, Clare Frater
Topic #1: **Provincial assistance with First Nations engagement**

Background #1:

With the Minister's decision to not approve the Islands Trust Conservancy's Five Year Plan, and the request that the Conservancy Board better align the plan with UNDRIP, there is uncertainty within Islands Trust about Provincial expectations for the outcomes of our engagement activities, and the expected messaging from Islands Trust to Indigenous Governing Bodies. Islands Trust Council remains grateful for the \$150,000 grant provided by the Ministry of Municipal Affairs, but would appreciate a closer working relationship, additional guidance, and continued financial support.

Request #1:

Topic #2:**Background #2:****Request #2:**

Topic #3:**Background #3:****Request #3:**

Meeting Details	
Meeting Date:	September 18, 2024
Time (PST):	11:50am - 12:20pm
MACC Staff Attending:	LUPRI: Kris Nichols; DIR Ron Burleson; Strategic Advisor Marijke Edmondson; GSB: Brent Mueller
Meeting Location:	Fairmont Waterfront Hotel, Concourse Level, MacKenzie Ballroom
Additional Informations:	Please arrive 5 minutes before your scheduled meeting time to check-in at the Check-in Desk. If you have any questions on site, please contact Sarah Staszkiel at 778-405-1784, or Casey Cathcart at 778-405-3140.

For questions, please contact Sarah Staszkiel at 778 405-1784 or via email at MUNI.UBCM.MeetingRequests@gov.bc.ca.

From: Clare Frater
Sent: Tuesday, September 10, 2024 6:20 PM
To: Alexandra Trifonidis
Subject: FW: CONFIRMED_S482_HOUS_Islands Trust (Islands Trust)_MACC Staff Meetings_2024 UBCM Convention

Clare Frater (she, her, hers)
Director, Trust Area Services
Islands Trust | T 250.405.5192

From: Provincial Ministries, Agencies, Commissions, and Corporations (MACC)
<registrations@civicinfo.bc.ca>
Sent: Tuesday, September 10, 2024 5:46 PM
To: Clare Frater <cfrater@islandstrust.bc.ca>
Cc: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: CONFIRMED_S482_HOUS_Islands Trust (Islands Trust)_MACC Staff Meetings_2024 UBCM Convention



The meeting information for **S482 Islands Trust (Islands Trust)** has been **CONFIRMED**

Meeting Number S482

COMMUNITY/ORGANIZATION INFORMATION

Primary Contact Person: CLARE FRATER
Title: Director, Trust Area Services
Primary Phone #: (250) 888-6577
Secondary Phone #:
Email: cfrater@islandstrust.bc.ca
Secondary Email: lfoster@islandstrust.bc.ca
Primary Contact Person (at Convention): Clare Frater
Title (at Convention): Director, Trust Area Services
Primary Phone # (at Convention): (250) 888-6577
Secondary Phone # (at Convention):
Email (at Convention): cfrater@islandstrust.bc.ca
Secondary Email (at Convention): lfoster@islandstrust.bc.ca

DETAILS OF YOUR REQUESTED MEETING

Requesting meeting with this Ministry, Agency, Commission or Corporation: Ministry of Housing (HOUS)
List People From Your Organization Who Are Attending: Chair, Peter Luckham Vice-Chair Tim Peterson Vice-Chair, Tobi Elliott Trustee Laura Patrick Trustee, Sue Ellen Fast Trustee, Judith Gedye Interim CAO, Julia Mobbs Director, Trust Area Services, Clare Frater
Topic #1: **Code Compliance Options for Tiny Homes on Wheels**

Background #1:

Islands Trust is seeking guidance from the Building and Safety Standards Branch (BSSB) to support tiny homes on wheels as legal dwellings in the Islands Trust Area.

We wish to review with you the range of ways to regulate the safety of tiny homes beyond strict application of today's British Columbia Building Code (BCBC). This includes amendments to the BCBC that would allow for Alternative Solutions linked to the code's Functional Statements and Objectives. We'd also like to understand the feasibility of BSSB developing a simplified building code for tiny homes generally, similar to the Float Home Standard in the BCBC and Nova Scotia Building Code Sec. 9.39 for small homes with foundations

Request #1:**Topic #2:****Background #2:****Bowen Island's inclusion in Bill 44**

Bowen Island Municipality was included within Bill 44 but local trust areas were not. In a January 8, 2024 letter to the Salt Spring Island Local Trust Committee the Minister noted that the decision was made to exempt the Islands Trust from small-scale multi-unit housing requirements because of the Trust's special mandate to "preserve and protect the Trust area and its unique amenities and environment" and pre-existing limitations to critical resources like drinking water and waste disposal. There is a desire to know why the same logic does not apply to Bowen Island which is also an island subject to the Islands Trust's preserve and protect mandate under the Islands Trust Act.

Request #2:**Topic #3:****Background #3:****Housing Solutions for Rural and Remote Communities**

On July 15, 2022 the Islands Trust Chair wrote to the Minister to request for Affordable Housing Solutions Specific to Rural Islands in the Islands Trust Area. In that letter the Chair requests, on behalf of Trust Council, to explore what can be done to enable housing solutions specific to rural islands in the Islands Trust Area, including ways to provide stable, secure, and ongoing funding. Trust Council has discussed potential ideas such as a discrete program within BC Housing to support rural non-profit projects, a separate housing-authority-type entity, a "navigator" service to help nonprofit housing organizations in the Islands Trust Area achieve their goals.

Request #3:**Meeting Details****Meeting Date:****September 17, 2024****Time (PST):****02:00pm - 02:30pm****MACC Staff Attending:**

A/ADM Jessica Brooks

Meeting Location:

Fairmont Waterfront Hotel, Concourse Level, MacKenzie Ballroom

Additional Informations:

Please arrive 5 minutes before your scheduled meeting time to check-in at the Check-in Desk. If you have any questions on site, please contact Sarah Staszkiel at 778-405-1784, or Casey Cathcart at 778-405-3140.

For questions, please contact Sarah Staszkiel at 778 405-1784 or via email at MUNI.UBCM.MeetingRequests@gov.bc.ca.

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** September 11, 2024
From: Trust Area Services **Date Prepared:** August 27, 2024
SUBJECT: Navigating Development for Housing Communications product V2

RECOMMENDATION: That the Executive Committee approve the *Navigating Development for Housing* publication V2.

1. **PURPOSE:** To seek Executive Committee approval for additional changes to the [Navigating Development for Housing](#) publication.
2. **BACKGROUND:** The Executive Committee has approved a previous version of the *Navigating Development for Housing* publication. Trust Programs Committee has requested some changes before including the publication into the Living in the Trust Area mailing packages. These included:
 - quality and size of drawings and the different formats for the website and for print
 - removal of the subheading “Your Land and Government Authority”
 - additional consideration of Bowen Island Municipality
 - edit the title “Navigating Development for Housing” by adding “within the Islands Trust Area” or “within the Gulf Islands”.

In addition, staff have made a number of additional changes to improve the text and layout of the publication. Bowen Island Municipality staff have been contacted to provide an explanatory sentence about the land management services it provides which will be added to the final product.

The Executive Committee’s Terms of Reference include approval of corporate communications, including any new communications products such as the Navigating Development for Housing.

The Navigating Development for Housing publication was created as part of Trust Council’s Housing Strategic Action Plan. The Housing Strategic Action Plan directs Islands Trust bodies to “Identify and Communicate Housing Need and Activities”.

An action associated with this objective is action 4 – “communicate to property owners what housing actions can be taken under existing bylaws and constraints that are beyond an LTC’s authority to address”.

To address action 4, staff developed the Navigating Development for Housing publication. The communications product was provided to the Regional Planning Committee on May 24, 2024 for comment.

This communications product is an important tool to inform property owners about housing development on properties in the Islands Trust Area.

In addition to providing it in the mailing package to new residents, this communications product will be found on the Islands Trust website, will be featured in upcoming subscriber notice(s), in a printed version in Islands Trust offices, and through social media.

3. IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: This publication supports current strategic priorities. Communication efforts about the new publication will be undertaken as part of routine communications activities.

FINANCIAL: Print costs will be paid through the TPC Stewardship Education Program budget.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: TAS staff will proceed with communicating about this publication with the public and will advise Trust Programs Committee of Executive Committee's decision.

FIRST NATIONS: None.

OTHER: None.

4. RELEVANT POLICY(S): [Communications Policy](#)

5. ATTACHMENT(S): Navigating Development for Housing publication

RESPONSE OPTIONS

Recommended: That the Executive Committee approve the *Navigating Development for Housing* publication V2.

Alternative:

- 1) That the Executive Committee request different revisions.
- 2) That the Executive Committee not revise the publication and request staff to advise Trust Programs Committee.
- 3) Request no further action.

Prepared By: Communications Specialist, August 27, 2024

Reviewed By/Date: Director, Trust Area Services, August 27, 2024



Islands Trust

Navigating Development for Housing in the Islands Trust Area

There can be a number of agencies to navigate when developing housing in the Islands Trust Area. This document aims to communicate to property owners what housing actions, such as secondary suites, can be taken under existing bylaws and constraints that are beyond the authority of a Local Trust Committee or Bowen Island Municipality to address.

Local bylaws may permit a number of housing options beyond a detached house, including secondary suites, cottages, accessory dwelling units, and flexible housing options. The options vary depending on the island, different zones, and lot size. Developing land with housing within the Islands Trust Area involves navigating the regulatory process and requires careful planning, collaboration with professionals, agencies, and if applicable, First Nations, and an understanding of both the general and site specific regulatory framework to ensure successful project outcomes.

When owners are considering developing on their lot, owners should consider what typical and alternative housing options are available in their the Local Trust Area and what each agency regulates. Property owners are encouraged by Islands Trust to consult with professionals and relevant agencies early in the planning process to ensure compliance with regulations and requirements and to foster respectful and inclusive development practices.

RANGE OF HOUSING TYPES



ISLANDS TRUST HOUSING OPTIONS AND REGULATIONS



REGIONAL DISTRICTS AND OTHER AGENCIES

REGIONAL DISTRICTS

- HOUSING SERVICES
- BUILDING + PLUMBING INSPECTION
- UTILITIES (WATER + SEWER DISTRICTS)
- PARKS



PROVINCIAL AGENCIES

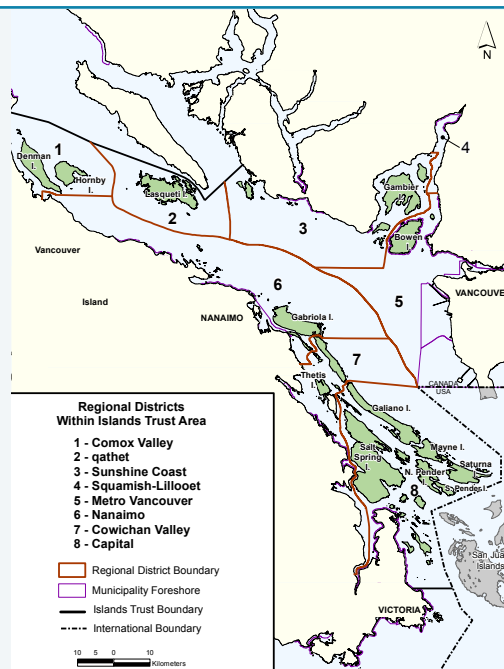
- ROADS + ACCESS
- SUBDIVISION
- GROUNDWATER LICENCING
- RIPARIAN AREAS REGULATION
- CROWN LAND + WATER (DOCK PERMISSIONS)
- ARCHAEOLOGY
- AGRICULTURAL LAND

island health REGULATES SEPTIC DISPOSAL



Regional Districts in the Trust Area

- 1 [Comox Valley Regional District](#)
- 2 [qathet Regional District](#)
- 3 [Sunshine Coast Regional District](#)
- 4 [Squamish-Lillooet Regional District](#)
- 5 [Metro Vancouver](#)
- 6 [Nanaimo Regional District](#)
- 7 [Cowichan Valley Regional District](#)
- 8 [Capital Regional District](#)



Contact details

Southern Team

Galiano, Mayne, North Pender, Saturna, South Pender

✉ southinfo@islandstrust.bc.ca

☎ 1-250-405-5151

Galiano – Galiano Island Planner

galianoplanner@islandstrust.bc.ca

Mayne – Mayne Island Planner

mayneplanner@islandstrust.bc.ca

North Pender – North Pender Planner

northpenderplanner@islandstrust.bc.ca

Saturna – Saturna Island Planner

saturnaplanner@islandstrust.bc.ca

South Pender – South Pender Planner

southpenderplanner@islandstrust.bc.ca

Northern Team

Denman, Gabriola, Gambier Hornby, Lasqueti, Thetis, Ballenas-Winchelsea

✉ northinfo@islandstrust.bc.ca

☎ 1-250-247-2063

Salt Spring Island Team

✉ ssiinfo@islandstrust.bc.ca

☎ 1-250-537-9144

Bowen Island Municipality Team

✉ bim@bimbc.ca

☎ 1-604-947-4255



Islands Trust
109

[View larger map](#)

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** September 11, 2024
From: Trust Area Services **Date Prepared:** August 27, 2024
SUBJECT: Community Engagement Frame for Land Use Planning Publication

RECOMMENDATION: That the Executive Committee approve the *Community Engagement Framework for Land Use Planning* publication.

- 1. PURPOSE:** To seek endorsement from Executive Committee for the Community Engagement Framework for Land Use Planning.
- 2. BACKGROUND:** The Executive Committee's Terms of Reference include approval of corporate communications, including any new communications products such as the Community Engagement Frame for Land Use Planning.

This communications product, developed by the Regional Planning Team, is an important tool to the public about the Islands Trust community engagement framework, and responds to one of the recommendations of Annex 1 of the Governance Review:

Apply the same public engagement processes for each LTA as part of the OCP updates, with clearly defined steps, engagement methods, expected outcomes, timelines, etc.

This publication would be a companion publication to (or appendix of) a broader engagement strategy, should Trust Council direct staff to develop one.

The document outlines the principles of community engagement for the typical local trust committee project, along with the main methods of community engagement. The Regional Planning Team continues to work on developing a 'Community Engagement Toolkit' for land use planning staff which include an engagement plan template for use in developing engagement plans for individual projects, along with more detailed options for engagement methods, timelines and implementation.

The Regional Planning Committee (RPC) commented on an earlier draft of the publication and suggested revisions. These were all addressed in the document except the inclusion of a graphic demonstrating the equity in participation principle. However, staff did add a definition of equity in the glossary. Staff also made a number of other editorial changes and added definitions to the glossary since the RPC review.

Once approved, this publication will be available on the Islands Trust website, will be featured in upcoming subscriber notice(s), in a printed version in Islands Trust offices, and through social media.

3. IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: This publication supports current strategic priorities. Communication efforts about the new publication will be undertaken as part of routine communications activities.

FINANCIAL: None.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: TAS staff will post the publication to the website and provide to staff involved in public engagement work.

FIRST NATIONS: The guide is focused on engagement with the general public but acknowledges that there may be interconnected streams of engagement focused on Indigenous peoples.

OTHER: None.

4. **RELEVANT POLICY(S):** [Communications Policy](#)

5. **ATTACHMENT(S):** Community Engagement Frame for Land Use Planning publication

RESPONSE OPTIONS

Recommended: That the Executive Committee approve the *Community Engagement Framework for Land Use Planning* publication.

Alternative:

- 1) That the Executive Committee request revisions to the publication.
- 2) Request no further action.

Prepared By: Communications Specialist, August 27, 2024

Reviewed By/Date: Director, Trust Area Services, August 27, 2024
Director, Planning Services, August 29, 2024

Community Engagement Framework for Land Use Planning Projects



The background of the page is a faded, artistic photograph of a beach scene. It shows a sandy shore with various types of seaweed and kelp scattered across it. A crab is visible in the lower-middle section of the image, partially obscured by the text. The overall tone is light and natural.

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Land Acknowledgment

Islands Trust and Islands Trust Conservancy respectfully acknowledge 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 BOKÉĆEN, Cowichan Tribes, K'ómoks, Lyackson, MÁLEXEŁ, Qualicum, scəwáθən, sə́ilwətał, SEMYOME, shíshálh, Skwxwú7mesh, Snaw-naw-as, Snuneymuxw, Songhees, Spune'luxutth, STÁUTW, Stz'uminus, ʔaʔəmen, Ts'uubaa-asatx, Wei Wai Kum, We Wai Kai, W JOŁEŁP, W SIKEM, Xeláltxw, Xwémalhkwx, Xwsepsum, and xʷməθkʷəy̓əm First Nations.

Reflections on Reconciliation and Engagement

In 2019, Islands Trust Council passed a Reconciliation Declaration that commits the organization 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 bodies can advance this declaration by acknowledging the history and impacts of colonialism and systemic racism against Indigenous Peoples during engagement processes. This may include honouring the Indigenous homelands on which Islands Trust resides and operates, while being mindful of our roles in these endeavors.

Islands Trust bodies can strive to forge new relationships and explore culturally respectful methods of engagement and trust-building. This can include ongoing efforts to foster meaningful connections and to promote understanding with First Nation governments and Indigenous peoples.

It is a best practice to establish two distant yet interconnected streams for engagement. Efforts made with First Nations governments and/or Indigenous peoples may not always be visible to the public, but this does not imply a lack of activity behind the scenes. Islands Trust bodies may also engage with First Nations early to seek input on public engagement process design and content. This document focuses on engagement with the public.

Purpose Statement

This is a document to guide staff with a framework that outlines principles and processes for community engagement within the context of local trust committee projects for the public. It describes some of the approaches to community engagement that local trust committees can employ and the commitments they make to community-informed decision-making. By making these processes clear, Islands Trust staff can develop engagement processes that build trust and show transparency.

What is Community Engagement?

Community engagement, also referred to as public engagement or public participation, refers to the active involvement of the general public or a specific community in planning or policy decision-making processes related to a particular project or initiative. Community engagement involves dialogue and collaboration between the community and Islands Trust on a project or initiative. Community engagement is typically done through methods such as community information meetings, town hall meetings, workshops, in-person and online open houses, in-person and online surveys or forums.

The goals of community engagement are to:

- Ensure that perspectives and concerns are considered
- Inform the public on planning processes, the nature of a project, and the role of the public
- Contribute to decisions and policies that better meet the needs and values of the community
- Work with the community in a variety of ways
- Maintain transparency in decision-making
- Ensure consideration of community needs and concerns
- Advance equitable and accessible public participation opportunities

Why we engage

Each local trust committee makes decisions that affect people. Community engagement helps foster greater understanding of roles, responsibilities, and requirements of local trust committees as well as of staff and local trustees. When local trust committees take the time to invite the insights, ideas and aspirations of community members, it can ensure local trust committee decision-making reflects consideration of a variety of community opinions and perspectives within the context of the preserve and protect mandate.

This can help build credibility and trust and foster confidence. Meaningful engagement can produce a deeper understanding of the issues leading to the definition and refinement of project goals and objectives. This can include ground-truthing assumptions and technical information that informs decision making.

How do we engage?

Most local trust committee engagement is based on the best practices and standards of the International Association of Public Participation (IAP2), which lays out frameworks to implement effective community and public participation processes. IAP2 methods offer guidance and resources to planners to ensure transparent, inclusive, and effective engagement with communities in the planning and decision-making processes.

Different initiatives may require different levels of input from communities. Islands Trust uses the first three IAP2 levels to engage with community:

- **Inform:** informing the community is a requirement of all levels of engagement and occurs throughout the process including following a decision to ensure the community is:
 - Aware of and knowledgeable about the project
 - Able to provide informed input
 - Aware that a decision has been made
- **Consult:** the local trust committee will list and acknowledge community feedback. The community will share their feedback and perspectives.
- **Involve:** the local trust committee will work with the community to understand and consider their feedback. The community's feedback will be reflected in the decision.

Ways to Engage

Engaging the community on initiatives is vital for fostering collaboration and ensuring decisions reflect the diverse needs of the community. There are various effective methods to facilitate engagement, from traditional approaches like public meetings and surveys to modern tools such as online platforms and social media. The efficacy of various engagement efforts depends on the community and resources – communities have different preferences with regards to engagement methods. Usually a combination of methods and activities results in higher levels of engagement.

There are many options for the community to get stay up-to-date and get involved in projects.

Community members can stay informed and get involved by:

- Joining a volunteer group, such as a planning advisory commission or housing advisory committee
- Contacting locally elected Trustees
- Contacting one of three regional offices and speaking to planning staff
- Attending a local trust committee regular business meeting online or in-person
- Appearing as a delegation, or speaking during the public comment sessions in business meeting agendas
- Attending in-person or virtual open house, forums, or community information meetings
- Subscribing to the local trust committees email list to receive updates
- Following Islands Trust on social media
- Participating in surveys

By employing a combination of methods, a local trust committee can create inclusive, accessible and equitable community engagement processes where many voices can be heard and valued; ultimately leading to more informed decision-making processes.

When do local trust committees engage on projects?

Engagement varies based on project needs and resources. Local trust committees may wish to inform communities, or seek active feedback to refine content or ideas to develop land use plans, official community plans, policies and special projects.

When do local trust committees seek input?

- When there are decisions to be made that the communities or interested parties can affect
- When information from the community or interested parties is needed to make decisions

When do local trust committees share information?

- When major decisions about a project have already been made (such as budget, legislation, community needs, external drivers, technical constraints, etc.)
- When a local trust committee reports back on decisions that have been made with what it heard from a community engagement process and what it decided.

How decisions are made by local trust committees

As a requirement of the *Islands Trust Act*, local trust committee bylaws must not be contrary to or at variance with the Islands Trust Policy Statement. That said, many decisions of Islands Trust involve engaging with island communities, community groups and interested parties. Community engagement involves local trust committees actively listening to community needs and ideas.

The goal of engagement is to inform decisions, identify gaps and develop more informed policy by building greater understanding of the issues. Community engagement is one input among many that a local trust committee considers.



A local trust committee may weigh feedback from the community alongside factors such as:

- Budget constraints
- Existing policies (e.g. Official Community Plans, Islands Trust Policy Statement)
- Evolving planning practices
- Considerations of other government partners
- Considerations of interested and affected groups or parties
- Considerations of Indigenous Peoples
- First Nation governments interests
- Legislated requirements
- Externally driven initiatives (e.g. Federal, Provincial, Ministerial initiatives)
- Operational and technical considerations
- Staff expertise

Local trust committees can develop better policies and regulations by welcoming feedback from diverse community members and combining it with a variety of other factors. The process helps everyone understand different views, manage disagreements, and helps to build trust. Overall, engagement processes lead to stronger communities and better decisions.



Appendix

Definitions:

Accessible: Accessibility in public engagement exists when all members of the communities impacted by a decision can access and fully participate in the engagement space and processes. *(Credit: Wosk Centre for Dialogue)*

Community engagement: is a strategic process to directly involve island populations in decision making, policy development and planning processes.

Equity: Equity in public engagement exists when resources and opportunities for participation are distributed in a manner that responds to historic and ongoing disadvantages faced by marginalized groups. Equitable public engagement provides mutually beneficial opportunities for people to contribute and is mindful of power and privilege within engagement processes, institutions and broader systems. *(Credit: Wosk Centre for Dialogue)*

Interested and affected parties: a way to describe those people who have a concern about a development, project, policy or action and who need to be engaged during the process of decision making. Islands Trust encourages all staff and contractors not to use the term 'stakeholders'. This term is not in alignment with the Truth and Reconciliation Calls to Action and can be misinterpreted. We always encourage the use of terms such as "interested and affected parties", "community partners", or listing those involved in the decision making process or engagement by name or category. The characterization of First Nations as interested and affected parties or stakeholders should never occur.

General Public: refers to the broader population of residents who are affected by or have an interest in a particular issue, project, or initiative.

Goals: identify, in broad terms outcomes that local trust committees aim to achieve over the long term. They focus on a result but do not identify how to get there. Engagement processes can help to define and refine the goals.

Inclusion: in public engagement means to involve people who reflect the demographic, attitudinal and experiential diversity of the communities that may be impacted by a decision. Inclusive public engagement nurtures a sense of welcome, belonging, recognition and safety for all people, where diverse perspectives and ways of life are valued and respected. *(Credit: Wosk Centre for Dialogue)*

Objective: Objectives identify steps that are needed to reach goals. They are specific and measurable actions that can be taken in a short time frame to help to achieve longer-term goals. They need to be realistic. Engagement processes can help to define and refine objectives.



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Islands Trust

REQUEST FOR DECISION

To: Executive Committee **For the Meeting of:** September 11, 2024
From: Trust Area Services **Date Prepared:** September 3, 2024
SUBJECT: The Xwe' et tay /Lasqueti Archeology Project

RECOMMENDATION:

That Executive Committee request staff to organize an information session for trustees and interested staff about the Xwe' et tay /Lasqueti Archeology Project.

CHIEF ADMINISTRATIVE OFFICER COMMENTS:

This information session would further trustee training and knowledge about archeological protection efforts in the Islands Trust Area. Providing training of this nature aligns with the principles of advancing reconciliation in the Trust Area, one of Trust Council's overarching goals. Executive Committee holds responsibility for coordinating trustee training, per their terms of reference, and as such this is within the authority of Executive Committee to direct.

1 PURPOSE:

At the request of Vice-Chair Peterson, this report is to request a decision from Executive Committee about an information session on the Xwe' et tay /Lasqueti Archeology Project.(XLAP)

2 BACKGROUND:

The Xwe' et tay /Lasqueti Archeology Project has sought to co-create a model for community-based archaeology that can be used on Lasqueti Island and in other rural communities. The project leads have offered to present via Zoom to trustees and staff about the project, heritage site protection, and best practice for heritage protection policies. Staff believe that this information would assist the Islands Trust with carrying out the preserve and protect mandate, including heritage protection— which historically been not been a priority for policy/bylaw development.

The [XLAP website](#) states:

In British Columbia, Indigenous archaeological sites are being destroyed at a rapid rate. On private land, settler populations in British Columbia, as in the rest of Canada, fear that if they disclose the presence of an archaeological site, they will incur significant financial and logistical costs. In addition, while the heritage laws and regulations are strong on paper, the enforcement of the regulations tend to benefit settler heritage and development over Indigenous heritage. As a result, thousands of years of Indigenous heritage are being impacted daily by large and small development projects.

Our goal in the Xwe'etay/Lasqueti Project is to find respectful and meaningful ways to turn around this trajectory of heritage destruction. Foundational to this is creating a trusting and respectful

context for honest and open discussions about heritage that incorporates the diverse views encompassed with the Xwe'etay/Lasqueti settler and Indigenous communities.

We are working together to design a new heritage model that honours and protects Indigenous archaeological heritage and that recognizes diverse connections to heritage places. We believe strongly that community-based conservation initiatives are more likely to preserve and protect the archaeological record than a strictly top-down regulatory approach.

Xwe'etay/Lasqueti Island has a rich and diverse archaeological record that represents well heritage issues in British Columbia and beyond. The 13 Nations and entities who have cultural connections to Lasqueti's/Xwe'etay's heritage have been invited to contribute to the project, and so far members of five local Nations have joined. Representatives from each participating Nation and the Lasqueti settler community engaged in archaeological surveys and excavations on the island, as well as a series of workshops about archaeological heritage.

Our aim is to co-create a model and shared vision for community-based archaeology on Xwe'etay/Lasqueti Island that sets a precedent for other rural communities in British Columbia and beyond.

3 IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL: This recommendation can be supported with existing staff resources.

FINANCIAL: Up to \$500 for honoraria for an Indigenous project partner to open the event and to participate in the discussion.

POLICY: None.

IMPLEMENTATION/COMMUNICATIONS: Staff will work with Dana Lepofsky and Sean Markey to identify a mutually agreeable time. Staff will invite trustees and staff.

FIRST NATIONS RELATIONS: Increased knowledge of Indigenous archeology in the Trust Area may have a positive impact on First Nations relationship building as it demonstrates a commitment to learning in line with reconciliation principles. Further strengthening of relationship may be achieved if learning is put into practice in Islands Trust processes and decisions.

OTHER: None.

4 RELEVANT POLICY(S):

Consistent with:

- Trust Council's Reconciliation Declaration
- 2018-2022 Reconciliation Action Plan
- Executive Committee's Terms of Reference

5 ATTACHMENT(S):

- Dana Lepofsky biography: <https://www.sfu.ca/archaeology/about/people/faculty/dlepofsky.html>
- Sean Markey biography: <https://www.sfu.ca/rem/about/people/markey.html>

RESPONSE OPTIONS

Recommendation:

That Executive Committee request staff to organize an information session for trustees and interested staff about the Xwe' et tay /Lasqueti Archeology Project.

Alternative:

1. That Executive Committee request additional information.
2. Do not request staff to organize an information session for trustees and interested staff about the Xwe' et tay /Lasqueti Archeology Project.

Prepared By: Director, Trust Area Services, August 30, 2024

Reviewed By/Date: Senior Indigenous Relations Specialist/August 30, 2024
Interim CAO/September 2, 2024



Aquaculture Management Division
Pacific Region
1965 Island Diesel Way
Nanaimo, British Columbia
V9S 5W8

Division de la gestion de l'aquaculture
Région du Pacifique
1965, voie Island Diesel
Nanaimo, C.-B.
V9S 5W8

August 15, 2024

Dear Aquaculture Advisory Group Members, Stakeholders & Regulatory Partners,

Re: Consultation on Marine Shellfish Licence Reissuance and Conditions of Licence

This is to notify you that existing shellfish aquaculture licences expire on April 30, 2025, and licences with updated conditions will be considered for licence reissuance effective May 1, 2025.

DFO is contemplating proposed licence condition changes for this renewal related to: control of harvest for the Canadian Shellfish Sanitation Program; transfer of fish and aquatic invasive species; and protection of fish and fish habitat; and is also contemplating some administrative improvements. We invite your feedback on DFO's proposed licence changes, and any changes you propose. For your reference, attached is the "*2025 Shellfish Aquaculture Licence Review & Reissuance Timeline*", which includes an overview of engagement opportunities and key milestones.

Information received through consultations will be used to inform any potential changes to conditions with the goal of continued improvement in the management and regulation of the aquaculture industry in BC.

To support your review and feedback, please find attached to this letter a document entitled "*Summary of Contemplated Changes to 2025 Shellfish Conditions of Licence*". This document provides an overview of the contemplated changes to conditions of licence. In addition, please find linked a detailed [list](#) and a [map](#) of all currently licensed shellfish aquaculture facilities in BC, and current [shellfish aquaculture conditions of licence](#). Note that DFO conditions of licence are designed to ensure the proper management and control of the fishery and the conservation and protection of fish.

If you wish to discuss the shellfish licence review, please contact Amber Neuman, Senior Aquaculture Coordinator, at 250-618-1022 or amber.neuman@dfo-mpo.gc.ca.

Written feedback for this consultation may be directed to DFO.AQConsult-AQConsultez.MPO@dfo-mpo.gc.ca by **October 31, 2024**.



Sincerely,

Reagan, Newcomb
A/Operations Director, Aquaculture Management Division

Attachments (2):

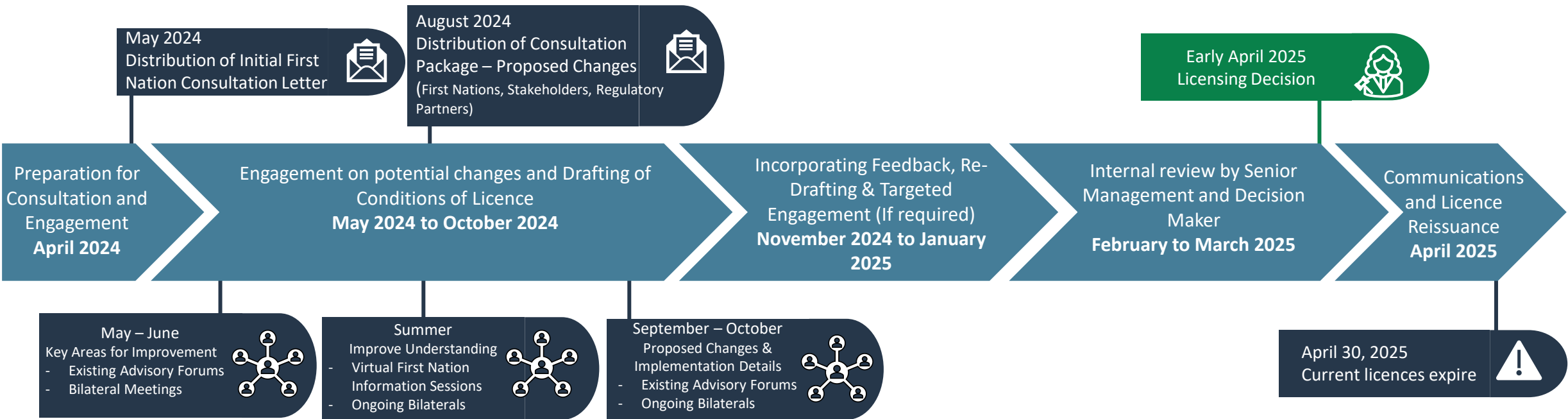
- *2025 Shellfish Aquaculture Licence Review & Reissuance Timeline*
- *Summary of Contemplated Changes to 2025 Shellfish Conditions of Licence*

Shellfish Aquaculture 2025 Licence Issuance

Process to Meet April 1, 2025, Decision Timeline

Background

This document outlines the key milestones to reach a decision on shellfish aquaculture licences by April 1, 2025.



Summary of Contemplated Changes to 2025 Shellfish Conditions of Licence

Fisheries and Oceans Canada (DFO) has started consultation and engagement in advance of the reissuance of 2025 Shellfish Conditions of Licence. The planned issuance for new conditions of licence is May 1, 2025. DFO may implement licence conditions for the proper management and control of fisheries, or for the conservation and protection of wild fish.

Current [marine shellfish aquaculture conditions of licence](#), expiring on April 30, 2025, are accessible on the DFO website.

Please direct any questions, comments, suggestions, or requests for follow-up conversations to: DFO.AQConsult-AQConsulitez.MPO@dfo-mpo.gc.ca.

Summary of Contemplated Changes to General Conditions

Item #	Identified Gap or Concern	Contemplated Change
1.	There are terms not previously used or defined in the conditions of licence.	Add new definitions for: • acoustic deterrent • floating surface culture gear • gear identification tag • growing waters • intertidal stream channel • oyster setting tubes • pinniped • salmonid bearing stream
2.	Some current definitions require updates for consistency with other regulations, clarity, and improved language.	Review and update definitions for: • approved area • DFO • important and sensitive habitat • introduction • marine mammal • refuse • transfer • transport water
3.	Some current definitions are no longer relevant or are being replaced by other definitions.	Remove definitions for • biofouling • fishery tag • salt marsh

Summary of Contemplated Changes to 2025 Shellfish Conditions of Licence

4.	Current conditions do not specify a date when payment of annual access to resource fees is required.	Require Licence Holders to pay access to resource fees annually no later than the anniversary date of the licence.
5.	Current conditions exclude reference to seals.	Update conditions that refer to individual species of pinnipeds (e.g., seal lions) to “all pinnipeds.”
6.	The implementation dates for multiple conditions in Part B. Section 9 have passed.	Remove reference to implementation dates in 2021 and 2023, and instead identify these conditions as required.
7.	The Canadian Food Inspection Agency has identified biotoxin monitoring constraints with Geoduck Clam and Giant Rock Scallop.	Remove Geoduck Clam and Giant Rock Scallop from select licensed facilities.
8.	Horse Clam, a bycatch species of Geoduck Clam, requires the same reporting and notification requirements. These requirements are not adequately captured under the current conditions.	Apply licence conditions applicable to Geoduck Clam (i.e. Part B. Section 3. Transfer of Fish, Part C. Section 3. General culture of geoduck, Appendix IX) to Horse Clam.
9.	Licence Holders have increased or moved infrastructure without applying through the harmonized application process, to those agencies with authority (Province of BC and Transport Canada).	Removal of Appendix II for standard equipment or infrastructure. Additionally, update Part B, Section 1.2 of the licence conditions to clarify when a harmonized application is required to amend the DFO facility management plan.

Summary of Contemplated Changes for the Control of Harvest

Item #	Identified Gap or Concern	Contemplated Change
10.	Harvested product has been discovered without harvest tags, which contributes to gaps in product traceability/control of harvest.	Require tags not be removed from any container until the harvested product has landed at a facility licensed by the Canadian Food Inspection Agency (CFIA).
11.	Current conditions do not specify that records and reports must be complete and accurate	Reports relating to aquaculture activities must be complete and accurate. This aligns with language used in the 2024 Freshwater/Land-based conditions of licence
12.	Current conditions do not include certain authorized product movement activities.	Add product movement activity codes to Part B. Section 15.3.
13.	Product movement records did not require recording of source culture type, which is needed to discern between culture types, where more than one exists on a single facility.	Add requirement for recording product movements to document culture type for source shellfish. This will result in an additional column for "source" in electronic recording of product movement records.
14.	There is no ongoing need to identify the CFIA facility licence number in product movement records, as this is extraneous data for DFO.	Remove requirement for this data.
15.	Industry has shared that the application and review process for addition of site-specific condition of licence for floating surface culture gear is administratively burdensome.	• Create a new condition for floating surface culture gear which would prohibit harvest or transfer of product from floating surface culture gear unless in possession of a valid <i>Management of Contaminated Fisheries Regulations</i> licence. • Consider other management approaches during engagement.

Summary of Contemplated Changes to Fish Transfer and Aquatic Invasive Species (AIS) Conditions

Item #	Identified Gap or Concern	Contemplated Change
16.	Industry has identified the need for clarity on requirements for shellfish transfers, including but not limited to Horse Clam and Pacific Oyster.	Update language in transfer conditions to better articulate requirements around transfers of adult bivalves, including those intended for broodstock purposes only.
17.	It was identified that Section 3 of the shellfish conditions of licence should be updated to align with the updated 2024 Freshwater/Land-based conditions on authorized movements between zones.	Update language in Part B. Section 3(c) conditions to clarify authorized movement of Pacific Oyster and Manila Clams between zones and permit additional movements with DFO approval through an Introduction and Transfer licence.
18.	It was identified that Section 3 of the shellfish conditions of licence does not include a condition identifying who should hold a valid Introduction and Transfer licence	Add a new condition outlining that the receiving facility shall possess a valid Introduction and Transfer licence, for any transfers requiring a licence. This would be consistent with the 2024 Freshwater/Land-based conditions of licence.
19.	It was identified that Section 3 of the shellfish conditions of licence, does not include a condition clarifying when a Licence Holder must possess a valid Introduction and Transfer licence a	Add a new condition confirming that Licence Holders must possess a valid Introductions and Transfers Licence unless otherwise authorized by these conditions of licence. This would be consistent with the 2024 Freshwater/Land-based conditions of licence.
20.	It was identified that Section 3.1 (e) of the shellfish conditions of licence should be updated to align with the updated 2024 Freshwater/Land-based condition regarding symptoms of disease or infections.	Update condition of licence in Section 3.1 (e) to clarify that Licence Holders must ensure that, prior to transfer, fish or shellfish do not display any observable symptoms of diseases or infections that are of concern to the BC Introductions and Transfer Committee.

Summary of Contemplated Changes to Fish and Fish Habitat Protection Conditions

Sorted by General Theme

<i>Facility Inspections and Gear Storage</i>		
Item #	Identified Gap or Concern	Contemplated Change
21.	Lack of maintenance and proper use and securing of gear continues to be an issue.	Strengthen requirements around inspections, i.e., frequency by culture type, maintenance of records, etc.
22.	Current conditions do not specify a date by which facility inspections are to be completed or differentiate by culture method.	Update Part B. Section 2. to clarify when facility inspections are required based on culture method or infrastructure type.
23.	Monitoring has shown that rafts used to store gear are more likely to generate debris on the seafloor.	Restrict the manner and location in which gear may be stored within both deepwater and intertidal licensed facilities.
<i>Gear Interactions with Wild Fish and Sensitive Habitat</i>		
Item #	Identified Gap or Concern	Contemplated Change
24.	Overlapping infrastructure makes the maintenance of predator netting difficult and poses a risk of fish entrapment, which is particularly problematic in important and sensitive habitat including salmon bearing streams.	Phase in two new conditions by September 2025: - No aquaculture infrastructure shall be installed within 75m of salmon bearing streams, including braided and seasonal flowing stream channels. - Licence Holder shall not install overlapping intertidal infrastructure.
25.	Predator netting is consistently found to be improperly secured.	Require that predator netting be secured tightly to the substrate around the netting perimeter.
26.	There is redundancy with a current condition requiring equipment to function as intended.	In condition 7.2, remove the need for regular cleaning of predator netting to minimize "biofouling".

<i>Equipment Types, Identification, and Marine Mammals</i>		
Item #	Identified Gap or Concern	Contemplated Change
27.	French tubes are highly prone to becoming marine plastic debris.	Restricting the use of “French Tubes” or permit them to only under an approved management plan.
28.	Current condition outlining actions the Licence Holder must take upon discovery of an entangled marine mammal does not fully align with current marine mammal, shark, and sea turtle reporting guidelines.	Update condition to align with the <i>Species at Risk Act</i> and current DFO <i>Marine Mammal Regulations</i> guidance including incident reporting and mention of sharks and sea-turtles of concern.
29.	Current conditions do not clearly outline that new types of gear identification tags, besides existing commercial fishing ones, may be considered for approval.	Amend condition for equipment identification allowing innovation and ability for industry associations to submit additional tag types for DFO approval.
<i>Seafloor Surveys</i>		
Item #	Identified Gap or Concern	Contemplated Change
30.	Current condition does not specify a completion date for seafloor cleanups.	Require the annual sea floor clean-up be completed annually by April 1, unless otherwise authorized by DFO.
31.	Current conditions require gear and equipment found on seafloor be removed, potentially leading to confusion that gear actively being used must also be removed.	Update conditions to clarify the intent that only gear on the seafloor that is lost, not being actively used in the location it is found, and/or not serving a function be removed.
32.	Licence Holders have identified that Appendix VI provides limited options for survey technology to conduct seafloor surveys.	Update Appendix VI language to clarify that Licence Holders may use innovative survey methods and equipment to conduct seafloor surveys and clean-ups provided they are using scientifically defensible methods and equipment.
33.	DFO is unable to adequately audit seafloor survey and clean-up records without a detailed map being provided.	Create a new reporting criterion in Appendix VI which will require a facility area map which clearly shows the location of all completed survey transects.

From: Clare Frater
Sent: Thursday, September 5, 2024 10:26 AM
To: Alexandra Trifonidis
Cc: Lori Foster
Subject: FW: SAANICH INLET ROUNDTABLE

Hi Alex,

Please add to EC agenda under correspondence. At some point we should also add to committee calendar

Clare Frater (she, her, hers)
Director, Trust Area Services
Islands Trust | T 250-405-5192

-----Original Message-----

From: Dr. Ian Cameron <[REDACTED]>
Sent: Thursday, September 5, 2024 10:23 AM
To: Ian Cameron <[REDACTED]>
Subject: SAANICH INLET ROUNDTABLE

Good day to anyone reading this. You have received it because your name is on the Roundtable mailing list kept by the Saanich Inlet Protection Society. If you would like your name removed, please let me know.

The next Roundtable will be on October 17th, from 2:00 to 4:30, at Kerry Park Recreation Centre, 1035 Shawnigan Mill Bay Road. The topic is The Wonder of Watersheds, with presentations by various groups and individuals interested in and knowledgeable about the topic, including politicians representing various levels of government. You will receive an agenda in due course: the purpose of this message is to get the date on your calendar.

Ian Cameron
President, SIPS

From: Provincial Ministries, Agencies, Commissions, and Corporations (MACC)
<registrations@civicinfo.bc.ca>
Sent: Friday, September 6, 2024 3:36 PM
To: Clare Frater <cfrater@islandstrust.bc.ca>
Cc: Lori Foster <lfoster@islandstrust.bc.ca>
Subject: CANCELLED_S473_HLTH_Islands Trust (Islands Trust)_MACC Staff Meetings_2024 UBCM Convention

Good afternoon,

Thank you for requesting a meeting with staff from the Ministry of Health. Due to the nature of the topic, this meeting would be better suited to a discussion outside of UBCM Convention. Please contact the Population and Public Health Division at hp-phw@gov.bc.ca.

The below staff meeting request has been cancelled.

Please let me know if you have any questions.

Kind Regards,
Sarah Staszkiel | MACC Staff Meeting Coordinator
(She/Her)
Operations and Client Relations Unit | Local Government Division
Ministry of Municipal Affairs
PO Box 9845 Stn Prov Govt, Victoria BC, V8W 9T2
(T): 778-405-1784 | MUNI.UBCM.MeetingRequests@gov.bc.ca



The meeting information for **S473 Islands Trust (Islands Trust)** has been **CANCELLED**.

Meeting Number	S473
COMMUNITY/ORGANIZATION INFORMATION	
Primary Contact Person:	CLARE FRATER
Title:	Director, Trust Area Services
Primary Phone #:	(250) 888-6577
Secondary Phone #:	
Email:	cfrater@islandstrust.bc.ca
Secondary Email:	lfoster@islandstrust.bc.ca
Primary Contact Person (at Convention):	Clare Frater
Title (at Convention):	Director, Trust Area Services
Primary Phone # (at Convention):	(250) 888-6577
Secondary Phone # (at Convention):	
Email (at Convention):	cfrater@islandstrust.bc.ca
Secondary Email (at Convention):	lfoster@islandstrust.bc.ca

DETAILS OF YOUR REQUESTED MEETING

Requesting meeting with this Ministry, Agency, Commission or Corporation:

Ministry of Health (HLTH)

List People From Your Organization Who Are Attending:

Chair, Peter Luckham Vice-Chair, Tobi Elliott Trustee, Sue Ellen Fast Interim CAO, Julia Mobbs Director, Trust Area Services, Clare Frater

Topic #1:

Request for Review of the Manual of Composting Toilets and Greywater Practice

Background #1:

Many rural property owners are responsible for disposal of liquid waste on their lot(s). In such areas, installation and use of approved alternative sewage disposal systems are needed to support new housing builds and retrofits to houses that currently use disposal means that are not supported under the Sewerage System Regulation. A barrier to this are prescriptive requirements for onsite application criteria for residuals in the Manual of Composting Toilet and Greywater Practice, which emerging information suggests are overly conservative based on scientific knowledge regarding pathogen decay and phytotoxin control. Island Trust requests that the Manual be updated.

Request #1:

Topic #2:

Background #2:

Request #2:

Topic #3:

Background #3:

Request #3:

MACC Staff Attending:

Meeting Location:

Additional Information:

For questions, please contact Sarah Staszkiel at 778 405-1784 or via email at MUNI.UBCM.MeetingRequests@gov.bc.ca.

Active Projects Report

Executive Committee

1. Update Islands Trust Policy Statement

Activity:

With involvement from Trust Programs Committee as appropriate, co-ordinate a review of the Policy Statement including a First Nations and public engagement process.
Updated Project charter approved March 2023. (Strategic Plan 3.1, 4.4 , 5.6, 5.7)

Responsible

Clare Frater

Dates

Rec'd: 26-Feb-2020
Target: 26-Sep-2023

2. First Nations Reconciliation

Activity:

Develop Islands Trust First Nations Reconciliation and engagement planning (Strategic Plan Items 4.5 & 4.6)

Responsible

Clare Frater

Dates

Rec'd: 02-Sep-2020
Target: 31-Mar-2025

3. Request for Provincial Review

Activity:

Per Trust Council request respond to Minister Kang to the effect that Trust Council will revisit the request for a review of Islands Trust mandate, governance and structure and provide the minister with an update.

Responsible

Julia Mobbs

Dates

Rec'd: 08-Mar-2023
Target: 06-Dec-2023

Active Projects Report

Executive Committee

4. Strategic Planning

Responsible

Dates

Activity:

Julia Mobbs

Rec'd: 03-May-2023

Guide the development and implementation of the Islands Trust Strategic Plan.

Target: 31-Dec-2024

5. Provincial Funding Strategy

Responsible

Dates

Activity:

Julia Mobbs

Rec'd: 07-Mar-2023

Develop a strategy to request additional funding from the Province, including revisiting the provincial grant funding formula to the Islands Trust.

Target: 31-Mar-2025

Future Projects Report

Executive Committee

1. *Marine Ecosystems*

Advance the preservation and protection of marine ecosystems.

Responsible

Clare Frater

Date Received

03-May-2023

2. *MOTI MOU's*

To engage with the Ministry of Transportation on a updated Memorandum of Understanding.

Responsible

Stefan Cermak

Date Received

03-May-2023

3. *Climate Change Emergency*

Programming associated with the Climate Change declaration of the Islands Trust.

Responsible

Clare Frater

Date Received

03-May-2023

4. *Request to Minister for Review of Islands Trust*

To follow up on the request by Trust Council for a review of the Islands Trust by the Minister of Municipal Affairs.

Responsible

Julia Mobbs

Date Received

01-Nov-2023

5. *Summary of requests by Trust Council to approach the Province to provide ongoing funding to the Islands Trust*

This work item is the combination of a number of requests by Trust Council (March 2023), (July 2023) and previous terms to develop a strategy to request further funding from the Province.

Responsible

Julia Mobbs

Date Received